

ASSOCIATION OF AMERICAN LAW SCHOOLS

By-laws of the Section on Institutional Advancement

Article I. Name and Purpose

Section 1. Name.

This Section shall be known as the Section on Institutional Advancement.

Section 2. Purpose.

The purpose of this Section is to provide informational exchange and professional development among law school administrators and faculty involved in those areas of institutional advancement known as alumni relations, communications, development, external affairs, government relations, and public relations.

Article II. Membership Section

1. Membership.

- (a) Membership in the section is open to a staff member or faculty member involved in the institutional advancement of a law school that is a member of the Association of American Law Schools (hereinafter referred to as AALS).
- (b) Associate membership is open to any other person who is concerned with institutional advancement for law schools.
- (c) Special section dues may be imposed from time to time as necessary for the support of particular section projects not financed by the Association.

Section 2. Privileges of Members.

- (a) Regular members may vote at a section meeting or by virtual ballot as designated for the election. Associate members may participate in the programs, meetings and activities of the section, but may not vote or hold office in the section.

Article III. Officers, Committees

Section 1. Officers.

(a) The officers of this section are Chairperson (or co-chairs) and chairperson-elect (or co-chairs elect). The chairperson-elect shall be elected during each annual meeting of the Association, shall qualify by acceptance and shall succeed to the office of chairperson at the next annual meeting. An officer shall serve until their successor has been elected and qualified.

(b) Should the Chair-elect be unable to serve in the following year, elections for Chair and Chair-elect positions may be held.

Section 2. The Executive Committee.

(a) The Executive Committee of the section is the chairperson of the section, chairperson-elect immediate two past chairpersons and three other members elected annually.

(b) The Executive Committee shall act in the interval between annual meetings and may create standing and special committees.

Section 3. Filling Vacancies.

(a) If an officer or other member of the Executive Committee resigns, becomes ineligible to serve or dies, the positions shall be promptly filled. If the position of chairperson becomes vacant, the chairperson elect becomes the chairperson. If the position of the chairperson-elect becomes vacant, the chairperson, with advice and consent of the other members of the Executive Committee, shall appoint a person to serve as chairperson-elect until the next annual meeting of AALS at which time both a chairperson and a chairperson-elect shall be elected. If the position of a member of the Executive committee becomes vacant, the chairperson, with the advice and consent of the other members of the Executive Committee, shall appoint the person to the position to serve until the next annual meeting of the AALS.

Article IV. Nomination and Elections

Section 1. Nominations.

The Nominating Committee shall consist of at least three members of the section and shall include at least one past chairperson of the section. The Nominating Committee shall receive and consider suggestions of persons to serve as officers for the sections and shall report a slate of nominees to the section for election at the Section's business meeting during the annual meeting of the AALS.

Section 2. Elections.

The officers of the section shall be elected during the annual meeting by virtual ballot or in person as designated by the chairperson(s). Nominees shall be received and presented by the Nominating Committee.

Article V. Duties of Officers

Section 1. Chairperson.

The chairperson shall preside at all meetings of the section and of the executive committee. The chairperson shall present at each annual meeting of the AALS a report of the section for the prior year and shall be responsible for the program of the section. The chairperson shall appoint members of the standing and special committees.

Section 2. Chairperson-Elect.

The chairperson-elect the section shall perform the duties of the chairperson as the chairperson may request and shall perform the duties of the chairperson during absence or disability of the chairperson. If the office of the chairperson becomes vacant, the chairperson-elect shall succeed to the office of chairperson.

Article VI. Policy Statements

Section 1. Policy Statements.

Because sections are part of the AALS, statements of policy adopted by a section or similar positions may be made public only after they are approved by the Executive Committee of the **AALS**.

Article VII. Amendments

Section 1. Amendments.

These bylaws may be amended at a meeting (virtual or in person) of the section by a majority of the regular members of the section present and voting. This meeting must be noticed at least 14 days in advance to the email of record of each regular member. The amendment takes effect when it is approved by the Executive Committee of the AALS.