

ASSOCIATION OF AMERICAN LAW SCHOOLS

Bylaws of the Section on
Clinical Legal Education

Article I. Name and Purpose

Section 1. Name.

This section shall be known as the Section on Clinical Legal Education (hereinafter referred to as the Section).

Section 2. Purpose.

The purpose of this Section is to promote the communication of ideas, interests and activities among members of the Section and to make recommendations on matters concerning clinical legal education.

Article II. Membership

Section 1. Membership.

(a) Regular membership in the Section is open to any faculty member at 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 the teaching, administration and advancement of clinical legal education.

Section 2. Privileges of Members.

(a) Regular members shall be eligible to vote, hold office in the Section and serve on the Section's Executive Committee, and to participate in the programs, meetings and activities of the Section.

(b) Associate members may participate to the fullest extent permitted by AALS Executive Committee Regulations in the programs, meetings and activities of the Section, but may not vote, hold office in the Section, or serve on the Section's Executive Committee.

Article III. Officers and Committees

Section 1. Officers.

The officers of this Section are the chair, the chair-elect, the secretary and the treasurer. All officers must be regular members of the Section. At the Section's business meeting during each AALS annual meeting, the membership of the Section shall elect a regular member of the Section to serve a two-year term, the first year as chair-elect and the second year as chair. The Section may elect two members to serve as co-chairs-elect and then co-chairs. The secretary shall be appointed and the treasurer shall be elected in accordance with Article V of these bylaws.

Section 2. Executive Committee.

(a) The Executive Committee of the Section (hereinafter referred to as the "Executive Committee") shall normally consist of nine elected voting members: the Section chair, chair-elect, treasurer and six other elected members (one of whom will be appointed secretary as provided in Article V below). All members of the Executive Committee must be regular members of the Section. In the event the Section elects two members to serve as co-chairs-elect, the size of the Executive Committee shall be increased accordingly. The immediate past chair shall serve as an *ex officio*, non-voting member of the Executive Committee.

(b) The members of the Executive Committee shall be elected by the regular members of the Section at the Section's business meeting during the AALS annual meeting. Members of the Executive Committee shall serve the following terms: The chair-elect shall be elected to a two-year term, serving in the first year as chair-elect and in the second year as chair. The Treasurer shall be elected to a three-year term and may be elected to one successive three-year term. The remaining six members of the Executive Committee shall be elected to three-year terms and shall be ineligible to serve successive three-year terms. The terms of those remaining members shall be staggered to provide for the election of two members each year. In the event of a vacancy, the chair shall appoint a regular member of the Section to serve until the next AALS annual meeting, at which time a regular member shall be elected to serve any remaining portion of the term.

(c) The Executive Committee's duties include: (1) discussing issues relating to Section governance and clinical legal education; (2) making recommendations when appropriate on policies affecting clinical legal education to the AALS

1 Standing Committee on Clinical Legal Education and to the AALS Executive
2 Committee; (3) soliciting and receiving reports from standing and special
3 committees of the Section; (4) reviewing and approving the proposed
4 expenditure of Section income in accordance with Article VI; (5) designating a
5 member of the Executive Committee to serve as liaison between the Section and
6 the AALS Standing Committee on Clinical Legal Education; (6) considering the
7 approval of statements of Section position or policy in accordance with Article
8 VII; and (7) taking any other appropriate action in furtherance of the Section's
9 purpose. With the approval of the AALS Executive Committee, the Section's
10 Executive Committee may also designate members of its Executive Committee
11 to serve as liaisons between the Section and sections of the American Bar
12 Association and other organizations whose activities bear on clinical legal
13 education.

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15 (d) The Executive Committee shall meet at least annually during the AALS
16 annual meeting and at such other times as designated by the chair of the Section.
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18 Section 3. Standing Committees.

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20 (a) The standing committees of the Section shall be the Nominating Committee,
21 the Annual Meeting Program Committee, the Membership, Outreach and
22 Training Committee, the Communications Committee, the Awards Committee,
23 and the Committee on Lawyering in the Public Interest. The chair, in
24 consultation with the Executive Committee, shall determine the size, appoint the
25 membership, and appoint the chair of each standing committee. The chair shall
26 promptly inform the Executive Committee of all appointments. The
27 membership of standing committees should reflect different geographic regions
28 and different clinical program types, and be inclusive in accordance with AALS
29 diversity requirements. With the approval of the Executive Committee, the chair
30 may establish additional standing committees as deemed necessary and
31 appropriate to carry out the functions of the Section.
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33 (b) Nominating Committee. The Nominating Committee shall: (1) nominate
34 persons who are regular members of the Section to fill open positions on the
35 Executive Committee; and (2) perform such other tasks and make such other
36 nominations as charged by the chair after consultation with the Executive
37 Committee. In order to create a slate of nominees for open positions on the
38 Executive Committee, the Nominating Committee shall solicit from Section
39 members the names of potential nominees who are regular members of the
40 Section; shall select nominees; and shall report the names of the nominees to the
41 Section chair not less 60 days before the AALS annual meeting. When
42 selecting nominees for open positions on the Executive Committee, the
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1 Nominating Committee shall consider the suitability of the potential candidates
2 for office and shall strive to have the composition of the Executive Committee
3 reflect different geographical regions and different clinical program types, and
4 be inclusive in accordance with AALS diversity requirements.
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6 (c) Annual Meeting Program Committee. The Annual Meeting Program
7 Committee: (1) shall determine the nature, format and content of the Section
8 program for the AALS annual meeting; (2) shall arrange for speakers,
9 participants and materials for the AALS annual meeting; and (3) shall notify
10 Section members regarding the AALS annual meeting.
11

12 (d) Membership, Outreach and Training Committee. The Membership,
13 Outreach and Training Committee shall: (1) design and implement programs
14 and plans to increase and retain membership in the Section; (2) establish and
15 maintain a mentoring program through which experienced clinicians support
16 newer clinicians in their professional development and through which any
17 clinician at a professional transition point might seek guidance and expertise
18 from colleagues; (3) encourage, assist, and provide support for the development
19 and implementation of conference and training programs for clinical educators
20 on a national and/or regional basis; and (4) as requested by the chair, engage in
21 other projects or activities consistent with the Section's membership, outreach
22 and training goals.
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24 (e) Communications Committee. The Communications Committee shall design
25 and implement effective methods for the Executive Committee to communicate
26 with Section members and for Section members to communicate with one
27 another. At least one member of the Executive Committee shall serve on the
28 Communications Committee.
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30 (f) Awards Committee. The Awards Committee shall proceed as follows:
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32 (1) The Committee shall solicit nominations for two awards, the
33 William Pincus Award and the M. Shanara Gilbert "emerging clinician"
34 award.
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36 (2) The purpose of each of the awards is to honor Section members and
37 other individuals who have made an outstanding contribution to the
38 cause of clinical legal education. The Section's officers – chair, chair-
39 elect, secretary and treasurer – shall be ineligible to receive an award in
40 the year of and the year following their service. The Committee may
41 choose to give one or both of the awards in a given year. The awards
42 may be announced formally at the AALS annual meeting or at an annual
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1 clinical conference or workshop.

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3 (3) The Awards Committees shall have no fewer than three members
4 and at least three members who are regular members of the Section.

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6 (4) The criteria for the William Pincus Award shall be based on
7 scholarship, program design and implementation, or other activity
8 beneficial to clinical education or to the advancement of justice.

9
10 (5) The Shanara Gilbert "emerging clinician" award will be awarded to
11 a recent entrant (10 years or less) into the clinical legal education
12 community who is eligible to be a member of the Section and who has
13 demonstrated some or all of the following qualities:

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15 (A) a commitment to teaching and achieving social justice
16 particularly in the areas of race and the criminal justice system;

17
18 (B) an interest in international clinical legal education;

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20 (C) a passion for providing legal services and access to justice to
21 individuals and groups most in need;

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23 (D) service to the cause of clinical legal education or to the
24 AALS Section; and,

25
26 (E) desirable, but not required, an interest in the beauty of
27 nature.

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29 (6) The Awards Committee recommendations shall be forwarded to the
30 Executive Committee for consideration and approval, and then
31 forwarded to the AALS for approval in accordance with AALS
32 requirements. Awards made by the Section shall also comply with any
33 other applicable AALS requirements.

34
35 (g) Committee on Lawyering in the Public Interest. This Committee shall select
36 and encourage the work of the Bellow Scholars, and shall encourage and
37 support any other activities which advance the cause of public interest
38 lawyering.

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40 (1) The Committee shall select as Bellow Scholars clinical legal
41 educators who propose projects which exemplify the personal and
42 professional qualities, particularly innovation and critical analysis,
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1 exhibited by Gary Bellow. The Committee may select one or more
2 Bellow Scholars in any given year.

3
4 (2) The Committee shall select Bellow Scholars based on proposals
5 from interested applicants. Interested applicants shall submit proposals
6 that involve law students and faculty in anti-poverty initiatives or access
7 to justice projects. Projects that involve collaboration between lawyers
8 and other professionals or empirical analysis are encouraged.
9 Applications shall include:

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11 (A) a detailed description of the project;

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13 (B) the projected goals of the project;

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15 (C) a timeline for completion of the project; and

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17 (D) a description of how the project will be evaluated.

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19 (3) The Bellow Scholars shall be announced formally at an AALS
20 event. The Scholars will present their conclusions for debate, reflection
21 and critical analysis.

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23 Section 4. Special Committees.

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25 With the approval of the Executive Committee, the chair may establish or
26 terminate special committees as deemed necessary and appropriate to carry out
27 special projects or functions on behalf of the Section. The chair, in consultation
28 with the Executive Committee, shall determine the size, appoint the
29 membership, and appoint the chair of each special committee. The membership
30 of special committees should reflect different geographic regions and different
31 clinical program types, and be inclusive in accordance with AALS diversity
32 requirements.

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34 Article IV. Nominations and Elections

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36 Section 1. Nominations.

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38 Nominations to fill open positions on the Executive Committee shall be made
39 by the Nominating Committee in accordance with Article III, Section 3(b) of
40 these bylaws, and may also be made from the floor of the Section's business
41 meeting during the AALS Annual Meeting.

1 Upon receipt of the list of names of the nominees from the Nominating
2 Committee, the chair shall submit the nominees to the Executive Committee for
3 consideration and approval. Not less than 45 days before the AALS annual
4 meeting, the chair shall submit the names of nominees approved by the
5 Executive Committee to the AALS national office. The Section membership
6 shall receive notification of the identity of the nominees submitted by the
7 Nominating Committee and approved by the Executive Committee not less than
8 30 days before the AALS annual meeting.

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10 Section 2. Elections.

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12 Open positions on the Executive Committee shall be filled by majority vote of
13 the regular members present at the Section's business meeting during the AALS
14 annual meeting, with each member present having one vote for each open
15 position on the Executive Committee. Elections at that meeting may be by
16 voice or secret ballot, as determined by the chair. In the event that an AALS
17 annual business meeting does not take place, the Executive Committee may
18 conduct the elections to fill open positions on the Executive Committee via mail
19 or e-mail ballot to be voted on by the regular members of the Section, so long as
20 the procedure is not inconsistent with any AALS Executive Committee policy
21 promulgated to address the non-occurrence of an AALS annual business
22 meeting.

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24 Article V. Duties of Officers

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26 Section 1. Chair.

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28 The chair shall: (1) preside at all meetings of the Section and the Executive
29 Committee; (2) oversee the expenditure of Section funds as provided in Article
30 VI; (3) appoint a voting member of the Executive Committee to serve as
31 secretary, subject to the approval of the Executive Committee; (4) present at the
32 AALS annual meeting the report of the Section for the prior year including a
33 detailed accounting of Section funds and of all expenditures; (5) in consultation
34 with the Executive Committee, appoint members of the standing and special
35 committees, including the chairs of those committees; and (6) take any other
36 appropriate action in furtherance of the Section's purpose. With the approval of
37 the Executive Committee, the chair may designate Section members with
38 special expertise to be available as resource persons to Section members.

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40 Section 2. Chair-Elect.

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42 The chair-elect of the Section shall assist the chair as the chair may request and
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1 shall perform the duties of the chair during the absence or disability of the chair.
2 The chair-elect shall prepare a program proposal for the annual clinical
3 conference and shall submit this proposal for approval to the AALS. If the
4 office of the chair becomes vacant, the chair-elect shall succeed to the office of
5 chair and shall serve as chair for the remainder of the two-year term for which
6 she or he was elected.
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8 Section 3. Vacancies in the Office of Chair.
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10 Should both the chair and the chair-elect be unable to serve in the office of
11 chair, a temporary chair shall be elected from the voting members of the
12 Executive Committee and shall serve until elections are held at the next Section
13 business meeting at the AALS annual meeting. This election shall be by
14 majority vote of the Executive Committee. The secretary of the Executive
15 Committee shall, as soon as practicable after learning of the vacancy, call and
16 conduct a meeting of the Executive Committee in person, by conference call, by
17 e-mail or by regular mail for the purpose of this election.
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19 Section 4. Secretary.
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21 The secretary of the Section shall be appointed by the chair, with the approval
22 of the Executive Committee, from among the elected members of the Executive
23 Committee. The secretary shall serve for a one-year term, and may be
24 reappointed for successive terms. The secretary shall: (1) keep written minutes
25 of Executive Committee meetings; (2) maintain a written record of all formal
26 actions taken by the Executive Committee; (3) solicit and maintain written
27 records, if any, of the activities of Executive Committee sub-committees; (4)
28 maintain a record of the terms of the Executive Committee members; (5)
29 maintain copies of formal communications between the Section and the AALS
30 or other organizations whose activities bear on clinical legal education; (6)
31 ensure the transmission of minutes and copies of formal actions and records
32 received by the secretary to his or her successor in office; and (7) perform
33 relevant duties as assigned from time to time by the chair or the Executive
34 Committee.
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36 Section 5. Treasurer.
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38 The treasurer of the Section shall be elected from among the regular members of
39 the Section for a three-year term and may be re-elected for one successive three-
40 year term. The treasurer shall: (1) assist the chair in the preparation of the
41 annual budget; (2) arrange for receipt of any funds that are to be paid directly to
42 the Section, and for the transmission of those funds to the AALS; (3) arrange for
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1 payment of expenses on behalf of the Section in accordance with Article VI; (4)
2 keep an account of all Section receipts and expenditures; (5) make regular
3 periodic reports of all Section receipts and expenditures to the Executive
4 Committee; (6) advise the chair in preparing and presenting an annual budget to
5 the Executive Committee; (7) arrange for the solicitation and payment of dues;
6 (8) maintain records of membership; (9) ensure the transmission of such
7 budgets, reports and records to his or her successor in office; and (10) perform
8 relevant duties as assigned from time to time by the chair or the Executive
9 Committee.

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11 Article VI. Finances

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13 Section 1. Dues.

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15 Each regular member and each associate member of the Section shall pay
16 annual dues in an amount to be determined by the Executive Committee.
17 Changes in dues shall occur no more frequently than annually. Any change shall
18 take effect at the beginning of the Section's fiscal year following the Executive
19 Committee vote. The Section membership shall receive notice of any change at
20 least 30 days prior to the increase. Publication in the Section newsletter, on the
21 AALS's communication platform, or by e-mail to the Section membership shall
22 constitute adequate notice. The chair shall include an explanation for any
23 change in the chair's annual accounting of Section funds and expenditures.

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25 Section 2. Annual Budget.

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27 The chair, with the assistance of the treasurer, shall prepare an annual budget for
28 the Section, which shall be approved by the Executive Committee prior to
29 submission to the AALS. The annual budget shall be sufficiently detailed so
30 that the Executive Committee, and subsequently the AALS Executive
31 Committee, may assess and approve allocations of funds for particular activities
32 of the Section.

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34 Section 3. Expenditures.

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36 Section dues and other Section income may be spent in accordance with
37 applicable AALS and Section policies, regulations and bylaws. The chair or the
38 treasurer shall confirm that each expenditure is permitted by AALS and Section
39 policy and shall ensure that the Executive Committee complies with any
40 applicable AALS policy requiring notification of the AALS in advance of an
41 expenditure.

1 Article VII. Policy Statements

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3 Section 1. Policy Statements.

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5 With the approval of its Executive Committee, and only in compliance with
6 AALS Executive Committee Regulations, the Section may communicate or
7 publish statements of position or policy on matters affecting legal education.
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9 Article VIII. Amendments

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11 Section 1. Amendments.

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13 These bylaws may be amended at the Section's business meeting during the
14 AALS annual meeting by a majority of the regular members of the Section
15 present and voting. Notice of the meeting to propose an amendment of these
16 bylaws shall include the proposed amendment, a description of its intended
17 purpose, and shall be given no less than 30 days in advance of the meeting at
18 which the vote will occur. Publication in the Section newsletter, on the AALS's
19 communication platform, or by e-mail to the Section membership shall
20 constitute adequate notice. The amendment takes effect when it is approved by
21 the Executive Committee of the AALS.
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23 Article IX. Suspension of Bylaws

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25 Section 1. Suspension of Bylaws.

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27 Any of these bylaws may be suspended by a two-thirds (2/3) majority vote of
28 the regular members of the Section present and voting at a business meeting of
29 the Section. A motion to suspend must set forth the specific section to be
30 suspended and the purpose of the suspension.
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35 Adopted: December 23, 1992

36 Amended: January 4, 2001; January 5, 2002; January 8, 2011
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