

ASSOCIATION OF AMERICAN LAW SCHOOLS
Bylaws of the Section on Pro Bono
and Public Service Opportunities

ARTICLE I. NAME AND PURPOSE

Section 1. Name

This Section shall be known as the Section on Pro Bono and Public Service Opportunities.

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 to the Association on matters concerning Pro Bono and Public Service Opportunities.

ARTICLE II. MEMBERSHIP

Section 1. Membership

- (a) Membership in the Section is open to faculty members and professional staff of a law school that is a member of the Association of American Law Schools (AALS).
- (b) Associate membership is open to any other person who is concerned with the teaching, administration, and improvement of legal education in the subject area of the Section.

Section 2. Privileges of Members

- (a) Regular members may be officers of the Section and may vote in a Section election.
- (b) 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, EXECUTIVE AND OTHER COMMITTEES

Section 1. Officers

The officers of this Section are the chair, chair-elect, secretary and treasurer. The chair-elect shall be elected at each annual meeting of the Association, shall qualify by acceptance and shall succeed to the office of chair at the close of the next annual meeting. The secretary and treasurer shall be elected at each annual meeting. An officer shall serve until a successor has been elected and qualified.

Section 2. The Executive Committee

- (a) The Executive Committee of the Section is the chair of the Section, chair-elect, secretary, treasurer and one other member elected annually. The Immediate Past-Chair of the Section will be an ex officio member of the Committee and serve as the Committee's Liaison to the ABA/AALS Joint Project on Pro Bono and Public Service. Chairs of standing committees will be ex officio members of the Executive Committee.
- (b) 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 Secretary and the one other member of the Executive Committee shall be elected to two-year terms and shall be ineligible to serve one successive two-year term. The terms of the Secretary and other member shall be staggered to provide for the election of one member each year.
- (c) The Executive Committee shall act on behalf of the Section in the interval between annual meetings and may create standing and special committees.

Section 3. Filling Vacancies

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

Section 4. Standing Committees

- (a) The Standing Committees of the Section are the Nominations and Membership Committee, the Awards Committee, the Annual Meeting Program Committee, the Service Project Committee and the Publications Committee. The Standing Committees shall report to the Executive Committee.
- (b) The Nominations and Membership Committee (1) shall solicit from Section membership the names of potential nominees for Section officers and executive committee members; (2) shall consider the suitability of the potential candidates for office and select nominees; (3) shall report the names of the nominees to the Section chair; and (4) shall reach out to AALS constituencies for membership in the Section and participation in Section activities.
- (c) The Annual Meeting Program Committee (1) shall determine the nature, format and content of the Section program for the next annual meeting; (2) shall arrange for speakers, participants and materials for the annual meeting and (3) shall notify Section members regarding the annual meeting.
- (d) The Service Project Committee (1) shall determine the nature, format and content of the service project for the next annual meeting; (2) shall arrange for the implementation of the service project for the annual meeting and (3) shall notify Section members regarding the service project.
- (e) The Awards Committee shall supervise the nomination and selection of the recipients of the Section's two annual awards. The Awards Committee will be made up of five members, the chair and chair-elect of the Section and three other members of the Section not currently on the Executive Committee. The purpose of these Awards is to honor those who have dedicated significant efforts towards increasing access to justice through the law school environment and to inspire similar efforts from others. The intent is to honor those who personally design and manage pro bono programs, those leaders in legal education who promote these programs, and those who personally give of their time and talents in pro bono service.

Each year at the Annual Meeting the Section will honor two individuals with the Deborah L. Rhode and Father Robert Drinan Awards. The Rhode Award will be awarded to a full-time faculty member or Dean who has made an outstanding contribution to increasing pro bono and public service opportunities in law schools through scholarship, leadership, or service. The Drinan Award will be presented to a professional faculty or staff member at a law school who has forwarded the ethic of pro bono service through personal service, program design or management. Immediate prior year or current year Section officers are not eligible for the awards.

The Award Competition will be announced through the Section's AALS communications platform announcement listserv, its newsletter and/or the AALS Newsletter and other listservs and publications that would reach Section members. Nominations may be made by any person qualified to be a Section member who faculty or professional staff at an AALS member law school. The Nomination and Selection timeline and process will be set in accordance with AALS Policies and Procedures.

- (f) The Publications Committee shall produce the Section newsletter and maintain the Section's page of the AALS website. The newsletter shall be produced three times per year, once each in September, December, and May.

ARTICLE IV. NOMINATION AND ELECTIONS

Section 1. Nominations

At or immediately following the annual meeting, the chair shall appoint the Nominations and Membership Committee for the subsequent year. The Nominations and Membership Committee shall consist of at least three members of the Section and shall include at least one past chair of the Section. The Nominations and Membership Committee shall receive and consider suggestions of persons to serve as officers and members of the Executive Committee of the Section and shall report a slate of nominees to the Section for election at the business meeting of the Section at the next annual meeting of the AALS.

Section 2. Elections

The officers and other members of the Executive Committee of the Section shall be elected at the annual meeting. Nominations shall be received from the Nominations and Membership Committee and from the floor. Elections may be by voice vote or secret ballot, as the chair determines.

ARTICLE V. DUTIES OF OFFICERS

Section 1. Chair

The chair shall preside at all meetings of the Section and of its Executive Committee. At each annual meeting of the AALS, the chair shall report on the Section activities during the prior year and is responsible for the program of the Section. The chair shall appoint the members of standing and special committees.

Section 2. Chair-Elect

The chair-elect of the Section shall assist the chair, as the chair may request, and shall perform the duties of the chair during absence or disability of the chair.

Section 3. Secretary

The secretary shall keep minutes of all meetings.

Section 4. Treasurer

The treasurer shall handle all monies of the Section and report annually to the Executive Committee.

ARTICLE VI. INCOME

Section 1. Authorized Expenditures of Section dues and Other Section Income

In addition to the purposes described in Association Executive Committee Regulation 12.6(d), Section dues and other Section income may be spent for a reception for Section members at an Association annual meeting, workshop, or teaching conference, deficiency in a meal guarantee made to a hotel, Section survey, Section directory, or enhanced newsletter. Before the activity is undertaken, the Section's Executive Committee must authorize the expenditure of dues or other income for the activity. In approving payment of an expenditure, the Section chair must determine that the particular expenditure is for the activity authorized by the Executive Committee of the Section and is consistent with the Section's bylaws and Association policies. The Section's Executive Committee must approve the expenditure at least six weeks prior to the activity for which the expenditure is authorized; the chair shall notify the Association's National Office no later than one month before the occurrence of the activity.

ARTICLE VII. POLICY STATEMENTS

Section 1. Policy Statements

Sections are components of the AALS. Thus, any statements of policy adopted by a section or similar positions may be made public only after the AALS Executive Committee has formally adopted the policy statement.

ARTICLE VIII. AMENDMENTS

Section 1. Amendments

Approved by the Section 2014

These bylaws may be amended at the annual meeting of the Section by a majority of the regular members of the Section present and voting. The amendment takes effect when it is approved by the AALS.

Approved by the Section 2014