

The University of Tennessee
LAW WOMEN CONSTITUTION

MISSION STATEMENT

The Mission Statement for Law Women is to emphasize and address issues of concern to women within the legal profession and academic community.

Law Women strives to:

- Raise awareness of issues related to women's participation in the judicial system;
- Promote career opportunities for women within the legal profession;
- Act as a forum for networking with attorneys and other legal professionals; and
- Coordinate activities within the university community that address issues of concern to women.

MEMBERSHIP, OFFICERS, & COMMITTEES

1. Law Women membership is open to all law students, both male and female.
2. "Member" is defined as a person belonging to Law Women who has paid his or her yearly dues, including officers. Dues will be collected each year in an amount determined by the Executive Board to be appropriate for that year's budgetary needs.
3. "General Body" is defined as all Members of Law Women.
4. The Executive Board is made up of the following officers, each of whom must attend a majority of the meetings each semester:
 - a. President – The President will organize and preside over the General Body and Executive Board meetings, delegate responsibilities to the Members, approve and initiate events planned by the Members, oversee all committees, and assume the Treasurer's responsibilities if necessary. The President will serve as Chair of the Constitution Committee if a committee is needed to amend the current Constitution.
 - b. Vice-President – The Vice-President will assist the President with her duties, preside over meetings if the President is absent, and assume her responsibilities if necessary. Additionally, the Vice-President will serve as the director of professional programming by coordinating speakers for monthly meetings (2-3 per semester) and organizing educational events, including the golf clinic.
 - c. Treasurer – The Treasurer will collect dues, deposit money, maintain the banking account, and make purchases for the organization.
 - d. Secretary – The Secretary will take minutes at General Body and Executive Board meetings and make the minutes available to all Members. Additionally, the Secretary will serve as the director of public relations by

- publicizing Law Women events to the law school community and, at times the general community, through emails, flyers, posters, and press releases.
- e. Philanthropy Chair – The Philanthropy Chair will organize at least two service projects each semester. At least one project each semester should raise awareness of women’s issues in the community. Examples include Race for the Cure and Toys for Tots in the Fall and the Chili Cook-off and Clothing Drive in the Spring.
 - f. Historian – The Historian will maintain the website, update the online calendar weekly, and take pictures at all Law Women events or delegate someone to do so. Additionally, the Historian will act as the director of networking and career development by encouraging members to attend ETLAW activities and by organizing events such as the Ann Taylor Dress for Success Party and business card sales. The Historian will also update the TWEN site.
 - g. 1L Representative – The 1L Representative will serve as a link between the Executive Board and 1L class and encourage participation and membership within his or her class. Additionally, the 1L Representative will assist the Secretary with publicity for the organization and will design the Fall and Spring T-shirts.
 - h. 2L Representative – The 2L Representative will serve as a link between the Executive Board and 2L class and encourage participation and membership within his or her class. Additionally, the 2L Representative will coordinate social activities for the organization such as the membership recruitment mixer, the wine tasting, the baked potato social, monthly mochas, movie nights, and a ladies’ night out.
 - i. 3L Representative – The 3L Representative will serve as a link between the Executive Board and 3L class and encourage participation and membership within his or her class. Additionally, the 3L Representative will serve as the Faculty Liaison. Duties include coordinating the faculty luncheon in the Spring, personally informing the faculty members of upcoming events, and setting up a one-on-one faculty-student lunch program.
5. Committees - Committees will be formed each year based on need. The President will appoint all Committee Chairs.
 6. Removal or Resignation – An officer may be removed from office when the best interests of the organization will be served. Such removal may be with or without cause by an affirmative vote of the majority of the Executive Board. An officer may resign from her position at any time by tendering such resignation in writing to the President or, in the case of resignation of the President, to the Secretary. A resignation shall become effective upon the date specified in such notice, or if no date is specified, upon receipt of the resignation by the organization.
 7. Vacancy – In the case of vacancy in any office for any reason, including removal or resignation, the office shall be filled by an affirmative vote of the majority of the Executive Board.

MEETINGS

Law Women shall conduct monthly meetings during the regular school year. The first meeting in the fall will be an “interest meeting” to attract new members. The remaining meetings shall be “business meetings.”

ELECTIONS

- Officers will be elected by Members of the General Body.
- Only Members of Law Women are eligible for positions on the Executive Board.
- Elections will be held at the last business meeting of the Spring semester, with the exception of 1L Representative. The 1L Representative will be elected in the Fall.
- Ballots shall be available one week prior to elections for Members who are unable to attend the final business meeting, but no proxy votes are permitted.
- Nomination for Executive Board positions will be accepted up to two weeks before the election.
- After all votes have been collected, an uninterested party, preferably an outgoing 3L officer, shall count the votes. An uninterested party is a Member not running for an office.
- For each position, the candidate with the majority of votes wins.
- In the event of a tie:
 - The Members present at the meeting will cast votes.
 - Votes will again be counted as above.
 - In the event that the tie cannot be broken, the organization will schedule another meeting specifically for election purposes.

To amend the Constitution, the Executive Board shall discuss the potential amendment. The Executive Board should then vote on whether the amendment should be proposed to the General Body. If the Executive Board approves (by a majority), the amendment shall be proposed to the General Body at least two weeks prior to the next general body meeting. At the meeting, the General Body shall discuss the proposed amendment and then vote on whether to accept the amendment. If a majority of the members present vote in favor of the amendment, the amendment shall be accepted.

Adopted February 2004, Revised March 2006