

DEPAUL UNIVERSITY

COLLEGE OF LAW



DEPAUL UNIVERSITY COLLEGE OF LAW STUDENT BAR ASSOCIATION

CONSTITUTION

MISSION STATEMENT

We, the students of DePaul University College of Law, in order to enhance the value of student degrees, increase University presence within the Greater Chicago community, develop professional skills and contacts, and promote the interests of the Student Body at large, do ordain and establish this Constitution for the Student Bar Association of DePaul University College of Law. The Student Bar Association of DePaul College of Law is referred to as the SBA throughout this document.

ARTICLE I: THE STUDENT BODY SENATE

SECTION 1. CONSTITUTIONAL CHARGE OF RESPONSIBILITY

- A. The Student Body Senate has all authority, powers and duties granted to it by this Constitution of the Student Bar Association.
- B. The Student Body Senate shall abide by all Bylaws as established and approved by the Student Bar Association.

SECTION 2. LEGISLATIVE AUTHORITY

- A. The Student Body Senate shall have power – To faithfully represent student views and promote student interests to the administration, faculty, alumni and surrounding community in consideration of issues involving academic, social, administrative and community affairs.
- B. To establish, execute and regulate any program which it deems necessary through the appropriate officers, departments, board, committees, commissions, clubs or organizations directly recognized by and funded by the Student Bar Association.
- C. To establish and enact legislative codes and rules of public governance and finances.

SECTION 3. MEMBERSHIP

- A. The Student Body Senate shall consist of the following:
 - i. The Speaker of the Senate; (hereinafter “Speaker”)
 - ii. Four (4) 1L Senators consisting of two (2) Senators from each daytime section;
 - a. The Speaker shall speak to each 1L Section and explain what responsibilities the Senator position entails within the first week of classes;
 - b. The Speaker shall conduct elections for the 1L Senators within two weeks of the beginning of the new academic school year;
 - iii. Six (6) 2L Senators;
 - iv. Six (6) 3L Senators;
 - v. Four (4) Part-Time/Evening Senators, consisting of the 1L evening Senator, 2Ls, 3Ls, and 4L part-time students.
- B. The requirements of the Speaker shall consist of the following:
 - i. The Speaker must be a 3L or 4L;
 - ii. The Speaker shall be elected from the pool of 3L and 4L Senators;
 - iii. The Speaker must have indicated his or her intention to run for Speaker on his or her petition for the Student Body Senate;
 - iv. The Speaker shall be elected by a general vote of the elected Senators at the first meeting of the Student Body Senate; The Speaker shall have his or her Senator position replaced by the runner-up for the 3L or 4L Senator position, depending on which is necessary.
 - a. In the event that a runner-up is unavailable, a special election shall be held.
 - b. The Elections Committee will administer the special election.
- C. Upon being elected, the Speaker shall resign from any Executive Board Position that the Speaker holds in any registered student organization.
- D. The general duties of the Speaker of the Senate shall consist of the following:
 - i. Chair and moderate all General Meetings of the Student Body Senate;
 - ii. Ensure that each committee is staffed;
 - iii. Serve as a voting member of the Executive Branch;
- E. The general duties of each Senator shall consist of the following:
 - i. Make decisions and vote in a manner consistent with the best interests of the Student Body;
 - ii. Serve on at least two (2) legislative committees;

- iii. If elected, serve as Chairperson of no more than one (1) committee;
- iv. Have one (1) vote on all matters to be decided by the Student Body Senate;
- v. Attend all General Student Body Senate meetings;
- vi. Attend the regularly scheduled meetings for the committee to which he or she was elected or joined;
- vii. Fulfill all duties as stated in the SBA Constitution and Bylaws.

SECTION 4. MEETINGS

- A. A General Meeting shall be held at least once a month and be open to the entire Student Body.
 - i. All Senators, including Committee Chairs, must attend this meeting.
 - a. Any Senator who incurs more than one (1) unexcused absence throughout the academic year shall have their membership reconsidered by the Executive Branch.
 - 1. An unexcused absence will be left to the discretion of the Speaker.
 - ii. A representative from the Executive Branch other than the Speaker must also be in attendance.
 - iii. The first General Meeting shall be held within one (1) week after election results are released.
 - a. At the first General Meeting the election of the Speaker shall take place.
 - b. At the first General Meeting the election of the Committee Chairs shall take place.
 - 1. Each committee shall elect Chairs internally.
 - 2. Committees that fail to elect a Chair shall have the Speaker appoint the Chair.
 - c. At the first General Meeting the appointment of Senators to the Judicial Selection Committee shall take place.
- B. At least once per semester the Speaker shall meet with all standing Student Body Senate Committee Chairs.
- C. The Speaker shall organize a monthly meeting with the Dean.
 - i. The Speaker shall organize the date of the meetings at the beginning of the academic school year;
 - ii. Each Senator is required to attend a minimum of one (1) meeting with the Dean during the academic year;
 - iii. At least four (4) Senators shall be present at these meetings in addition to the Speaker;
 - iv. The Council that consists of these Senators shall be titled the Student's Advisory Council;
 - v. The Senators will inform the Speaker of their availability to attend these meetings;
 - vi. The Speaker will decide which Senators will attend which Dean meetings;
 - vii. This Council will consist of members as listed in the Bylaws.

SECTION 5. GENERAL PROCEDURES

- A. A quorum of fifty per cent (50%) plus one (1) of the Student Body Senate shall be required to conduct voting business at any meeting
- B. The Student Body Senate shall conduct all business pursuant to an agenda distributed to Senators by the Speaker of the Senate no later than three (3) days prior to each meetings of the Student Body Senate. Any voting matter not on the agenda shall only be considered upon approval of a majority of Senators present and voting. Agenda items may be submitted by any Senator to the Speaker no later than five (5) days prior to the scheduled meeting.
- C. All General Student Body Senate meetings shall conduct business through Robert's Rules of Order.
- D. The Student Body Senate shall require proposed actions and resolutions to be submitted in prescribed form prior to a meeting.
- E. The Student Body Senate may refer any resolution or bylaw to the General Student Body by means of referendum. The decision of the Members shall bind the full Student Body Senate.

SECTION 6. CENSURE

- A. A Senator may be censured for acts or omissions harmful to the effective operation of the SBA when, in the sound judgment of the Student Body Senate, those acts and omissions do not rise to the level of an impeachable offense.
- B. A censure resolution may be presented by any Student Body Senator. The resolution shall state the complained of offense with specificity.
- C. A censure resolution shall be adopted by a simple majority vote of Senators present and voting.
- D. An adopted censure motion may be recognized anytime two-thirds of the Senators present and voting vote to reconsider it.

SECTION 7. SUBSTITUTE CHAIRMANSHIP

- A. If the Speaker cannot attend a meeting, the Speaker shall appoint a Senator to lead the meeting.
- B. If the Speaker cannot hold his or her chair, a new Speaker will be elected by a general vote of the Student Body Senate. A special election will be held to replace the new Speaker's Senator position.

SECTION 8. ACCESSIBILITY

- A. Each Member of the SBA shall submit and thereby cause to be posted in a conspicuous manner such responsibilities as such Senator undertakes in his or her position, as well as telephone and email contact information for publication to the Student Body.

SECTION 9. MEETING HISTORY

- A. SBA General Meeting minutes Notes shall be documented and preserved by SBA Executive Branch and made available to the student body.

SECTION 10. IMPEACHMENT

- A. The Student Body Senate shall have the sole power to impeach and try all SBA Members.
- B. A Member shall be subject to removal from office if the Member commits gross nonfeasance, misfeasance or malfeasance that impinges upon or harms the effective operation of the SBA. Such conduct shall include, but is not limited to, absence from an excessive number of Student Body Senate or committee meetings, failure of a chair to call committee meetings and failure to perform activities prescribed for the Member in the Constitution and Bylaws.
- C. Any Member can bring a Bill of Impeachment to the Student Body Senate. The Bill shall describe the complained of offense with specificity. If the complainant does not wish to be identified, the Chair of the Constitution Committee or the Speaker shall present the Bill of Impeachment.
- D. A Bill of Impeachment shall be passed by a simple majority of Members present and voting.
- E. A copy of the passed Bill of Impeachment shall be served on the impeached Member by hand or by e-mail to the impeached Member's last known address. Such Bill shall also be made available to all voting Members. Such service shall be made at least seven (7) days before the trial.
- F. The impeached Member shall have full access to all materials and documents necessary to prepare his or her defense. The trial of an impeached Member shall take place at the next regular meeting after the impeachment. The trial shall take priority over all other business of the Student Body Senate. Neither the impeached Member, nor the Member who presented the Bill of Impeachment, shall hold his or her chair during the trial. Witnesses may be called by both the impeached Member and the Member who presented the Bill of Impeachment. All Members shall have the right to speak at least once on the matter and to address questions to the impeached Member and to the witnesses.
- G. The impeached Member shall not vote on his or her conviction. The impeached Member shall be convicted upon a two-thirds majority vote of those present and voting; so long as such majority is also a simple majority of all Members of the Student Body Senate, not counting the impeached Member.
- H. The penalty shall be limited to removal from office and barring the Member from holding any office for the remainder of the Student Body Senate's term.
- I. Any Member dismissed or suspended by the University shall be automatically removed from their SBA position.
- J. Any impeached Member shall have right to appeal his or her impeachment to the Student Body Senate should any new or previously unrepresented information come to light, but may only do so until the end of the current school year.
- K. The President shall appoint a replacement for the impeached Member if necessary, who will be confirmed or blocked by the Executive Board.

SECTION 11. Committees and Purpose

- A. The Student Body Senate shall have a series of Legislative committees. The purpose of the committees is to improve the Student Body and DePaul University College of Law through focused committees on core student issues.

SECTION 12. COMMITTEES

- A. The Student Body Senate shall have the following standing committees:
 - i. Bar (ABA/CBA) Committee
 - ii. Law Career Services Committee
 - iii. Community Service Committee
 - iv. Constitution Committee
 - v. Diversity Committee
 - vi. Faculty and Curriculum Committee
 - vii. Mentor Committee
 - viii. Mental Health Committee

SECTION 13. GENERAL DUTIES OF COMMITTEE MEMBERS

- A. Each Committee Member shall:
 - i. Attend his or her regularly scheduled committee meetings;
 - ii. Attend the regularly scheduled SBA meetings;
 - iii. Perform the duties required by the committee upon which he or she serves;
 - iv. Follow all duties as stated in the Bylaws.
- B. The Chair of each Committee shall:
 - i. Be a Senator and elected by the members of that Committee
 - ii. Serve as the Committee Chair of a maximum of one (1) Committee;
 - iii. Act as a liaison between his or her Committee and the Student Body;
 - iv. Carry out those functions as designated by the President and this Constitution;
 - v. Ensure a smooth and orderly transition to his or her successor;
 - vi. Follow all duties as stated in the Bylaws.

SECTION 14. COMMITTEE DUTIES

- A. Committee duties and responsibilities are designated in the Bylaws.

SECTION 15. LEGISLATIVE BRANCH MEMBER QUALIFICATIONS

- A. All candidates for the position of Speaker of the Senate must not serve on the Executive Board of any other registered student organization(s).
- B. Upon election to the position of Speaker of the Senate, the holder of that position must vacate all other Executive Board positions which that person holds in any other registered student organization(s).
- C. All disputes over potential conflicts of interests shall be settled by the Executive Board.

ARTICLE II: EXECUTIVE BRANCH

SECTION 1. THE PRESIDENT

- A. The President shall:
- i. Be a 3L or 4L graduating in May;
 - ii. Act as the presiding officer of the SBA;
 - iii. Act as a voting Member and presiding officer of the SBA Executive Branch;
 - iv. Coordinate the activities of the SBA;
 - v. Be the primary liaison of the SBA to the faculty, the administration, the Board of Trustees and any other association or group within the school, except as otherwise provided in this Constitution;
 - vi. Allocate duties and responsibilities to other Members of the SBA beyond those provided in this Constitution;
 - vii. Serve on the Budget Committee;
 - viii. Have the discretion to appoint a Chief of Staff with confirmation of the Executive Branch;
 - ix. Attend other conferences of the ABA Law Student Division at the expense of the SBA;
 - x. Have the primary power to interpret this Constitution and By-Laws of the SBA, subject to override by appeal and decision by the SBA Student Body Senate.
 - xi. Act as the representative of the full SBA in all matters not otherwise detailed herein, except in such cases in which he or she designates a proxy from within the ranks of the SBA;
 - xii. The President shall be responsible for registration of the organization every year by the coordinating deadline set by the Office of Student Involvement (OSI) through DeHub, or any student organization database as directed by OSI.
 - xiii. Ensure a smooth and orderly transition for his or her successor.

SECTION 2. The Vice President

- A. The Vice President shall:
- i. Be a currently enrolled student as determined by the College of Law requirements;
 - ii. Act as a voting Member of the SBA Executive Branch;
 - iii. Serve on the Budget Committee with the President and Treasurer;
 - iv. Assist the President in the performance of his or her duties and serve in the capacity of the President in his or her absence;
 - v. Act as Election Commissioner and be responsible for orderly Student Bar Association student elections in the Fall and Spring, unless he or she is running for any elected position, in which case the President shall appoint an Election Commissioner from the SBA or from the Student Body at large;
 - vi. Ensure a smooth and orderly transition for his or her successor

SECTION 3. The Secretary

- A. The Secretary shall:
- i. Act as a voting Member of the SBA Executive Branch;
 - ii. Take and record the minutes of each Executive Meeting, and General Meeting of the SBA;
 - iii. Be responsible for the correspondence of the SBA;
 - iv. Ensure a smooth and orderly transition for his or her successor.

SECTION 4. The Treasurer

- A. The Treasurer shall:
- i. Act as a voting Member of the SBA Executive Branch;
 - ii. Chair the Budget Committee;
 - iii. Meet with the Budget Committee to determine organization allocation recommendations for presentation to and majority vote approval of the Budget Committee;
 - iv. Maintain a budget based on revenues and expenditures of the SBA;
 - v. Publish budget to the student body;
 - vi. Collect and deposit all revenues of the SBA;
 - vii. Ensure a smooth and orderly transition for his or her successor.

SECTION 5. The Director of Events

- A. The Director of Events shall:
- i. Act as a voting Member of the SBA Executive Branch;
 - ii. Coordinate all events of the SBA that do not fall within the duties designated to other SBA Executive Branch Member duties;
 - iii. Coordinate with the Treasurer to maintain a budget for all social events.
 - iv. Make budget requests which abide by all provisions falling under Article IV, Section 1 of this Constitution.
 - v. Plan events that foster community and promote diversity at the DePaul University College of Law.
 - vi. Act as Chair of the Special Events Committee and ensure that such Committee meets at least one (1) time per month;
 - vii. Ensure a smooth and orderly transition for his or her successor.

SECTION 6. The Director of Communications

- A. The Director of Communications shall:
- i. Act as a voting Member of the SBA Executive Branch;
 - ii. Develop, implement, and evaluate an SBA Communications Plan to facilitate better communication between SBA, the Student Body, and the Administration.
 - iii. Manage the development, distribution, and maintenance of all print and electronic collateral including, but not limited to, newsletters, brochures, and SBA website.

- iv. Coordinate with other members of the SBA to coordinate and advertise events.
- v. Manage the physical SBA Calendar in the 2nd Floor Lounge.
- vi. Ensure a smooth and orderly transition for his or her successor.

SECTION 7. Chief of Staff

- A. The Chief of Staff, if appointed, shall:
 - i. Be appointed by the President and confirmed by the elected members of the Executive Branch.
 - ii. Assist the President with his or her goals and duties in an administrative capacity as needed.

SECTION 8. Qualifications

- A. Upon election to the position of President, Vice President, Speaker, and Treasurer, the holder of that position must vacate all other Executive Board positions, which that person holds, in any other registered student organization(s).
- B. All disputes over potential conflicts of interests shall be settled by the SBA Executive Board.
- C. At the time of submission of the executive board application, an executive board applicant must have a 2.5 cumulative GPA, and must be vetted and approved by the Dean of Students to be listed on the ballot.

ARTICLE III: GOVERNANCE AND BUDGET

SECTION 1. Budget and Student Organizational Funding

- A. Generally.
 - i. The SBA shall not expend or otherwise allocate funds in any manner other than by the process provided for in this Constitution and Bylaws.
 - ii. The SBA can only fund registered student organizations complying with University and College of Law policies regarding funding of events and organizations.
 - iii. Funded organizations shall expend allocated funds on items or events specifically attributed to the organization's activities.
 - iv. Carryover funds in student accounts at the end of each academic year shall be rolled over for use by the incoming board of that student organization.
- B. Semester Budgets.
 - i. The SBA shall only allocate funds for student organizations for the current semester.
 - ii. Funds may only be allocated for events and items indicated and submitted on a Budget Request Form as designated by the Budget Committee.
 - iii. The Budget Committee has discretion as to when the Budget Request Forms are due.
 - iv. All student organizations and components of the SBA are required to submit a Budget Request Form for the use of any funds generated by student fees.

- v. The Budget Committee shall provide the Budget Request Form to be used to student organizations and components of the SBA at least ten (10) days before the date in which the Budget Request Forms are due to the Budget Committee.
 - vi. The Budget Committee shall be the first body to consider budget requests by student organizations and components of the SBA, which are submitted in a timely manner to the Treasurer.
 - vii. Budget requests shall be submitted in the format designated by the Budget Committee and shall include minimally, the following information:
 - a. Organization's name;
 - b. Date of event and type of event (if item, type of item);
 - c. Description of event (if item, description of item);
 - d. Estimated attendance (if item, description of use);
 - e. Estimate of costs (if retroactive, include receipts);
 - f. Indication whether event or purchase is co-sponsored.
- C. Budget & Funding Allocation Approval Process.
- i. Within five (5) days of the date in which the Budget Request Forms are due to the Budget Committee, the Budget Committee shall meet and create a budget with allocations to be presented to the Student Body Senate.
 - ii. The Budget Committee shall take into consideration when allocating funds for budgets the following:
 - a. Organization's adherence to budget request submission policies
 - b. Balance of the organization's account at the time of request
 - c. Proposed use of funds
 - d. Maximization of value to the student body
 - iii. Within fifteen (15) days of the date in which the Budget Request Forms are due to the Budget Committee, a Special Budget Meeting shall be called, upon request of the Treasurer, to present and discuss the budget allocations. The meeting shall include the Budget Committee and the Student Body Senate and must have a quorum.
 - iv. The allocations shall adhere to the approvals provided by the full Student Body Senate and shall incorporate any feedback provided by the Student Body Senate during the Special Budget Meeting.
 - v. The Student Body Senate shall approve all appropriations exceeding \$250. All appropriations less than \$250 may be approved by the Budget Committee post commentary and feedback by the Student Body Senate.
- D. Publication
- i. Each semester after the approval of the budget by the Budget Committee, the Treasurer of the SBA shall publish the budget decision for each organization to that organization's treasurer and president.
 - ii. Each semester, no later than thirty (30) days after Treasurer has published the budget decisions to all organizations which requested funding, the Budget Committee shall publish an SBA Interim Budget Report to the entire student body. This report shall provide, at minimum, a summary of student organization funding allocations as well as all SBA expenses to-date for that semester. The Budget Committee has discretion to define the form of the Interim Budget Report.

- iii. Each semester, no later than ten (10) days after the conclusion of the final exam period, the Budget Committee shall publish an SBA Final Budget Report to the entire student body. This report shall provide, at minimum, a summary of student organization funding allocations as well as all SBA expenses for that semester. The Budget Committee has discretion to define the form of the Final Budget Report.
- E. Reconsideration.
 - i. The President may select a place and date, which shall not be fewer than five (5) school days nor more than ten (10) school days after the publication by the Treasurer of the budget decisions to the organizations, for a Reconsideration Meeting to consider requests for reconsiderations to the published allocations.
 - ii. The Judicial Branch shall hear all interested parties speak on the reconsideration requests and shall approve or deny such requests based on consideration of the issue.

SECTION 2. Distribution of Constitution

- A. The Student Bar Association shall distribute an up-to-date version of this Constitution to the entire Student Body within the first four (4) weeks of each academic year.

ARTICLE IV: ELECTIONS

SECTION 1. Candidates

- A. Qualifications
 - i. Except as otherwise provided herein, any Member of the Student Body in good academic standing may hold any position in SBA.
 - ii. All elected candidates for the position of President, Vice President, Treasurer and Speaker of the Senate, and all appointed candidates for Chief Justice and Associate Justice must not serve on the Executive Board of any other registered student organization(s).
 - iii. If the candidates elected to the position of President, Vice President, Treasurer, and Speaker of the Senate, or those candidates appointed to the position of Chief Justice and Associate Justice, hold a position on the Executive Board of any other registered student organization(s), then the holder of that position must vacate all other Executive Board positions that they might hold.
 - iv. All candidates for Executive Board must have a 2.5 GPA and must not have been subject to discipline while enrolled in the College of Law.
- B. Election Conduct
 - i. Each candidate for elected office shall submit a petition with student signatures in order to stand for election and have his or her name appear on the ballot. The number of signatures required shall depend upon the position sought.
 - a. Candidates for the following offices must submit petitions consisting of 50 or more student signatures:
 - 1. President
 - 2. Vice President
 - 3. Treasurer

4. Secretary
 5. Director of Events
 6. Director of Communication
- b. Candidates for all 2L, 3L, and 4L Senate Positions must submit petitions consisting of 25 or more student signatures.
 - c. Any Senate Candidate with the intention of running for Speaker must gather 50 or more student signatures.
- ii. The Election Committee will review all submitted petitions for candidacy.
 - iii. If a Candidate fails to meet the deadline for turning in a petition, he or she will be ineligible to be on the ballot.
 - iv. If a candidate submits an incomplete or irregular petition, he or she will be notified by the Election Committee and be given until the end of the next business day at 6:00p.m. to fix the problem.
 - v. If the candidate fails to meet the deadline for resubmission or submits a fraudulent petition by the new deadline of 6:00p.m. of the following business day, they will be ineligible to be on the ballot.
 - vi. No candidate or their agent may 1) actively campaign near polls, 2) solicit or post endorsements from the DePaul College of Law community, staff, or student organization, 3) knowingly or recklessly make false statements concerning themselves or another candidate, 4) destroy or remove another candidates campaign materials, 5) violate a provision of the DePaul College of Law honor code.
 - vii. All prospective candidates must attend a meeting scheduled by the Election Committee in which all campaign rules are discussed. If the Candidate cannot attend one of the two meetings, they must schedule a separate meeting with the Election Committee. If the prospective Candidate fails to go to one of the scheduled meetings or meet with the Election Committee separately, they will be disqualified from being on the ballot but may still be eligible to run as a write-in candidate.
 - viii. A candidate running for an elected position may not spend more than \$100 to fund his or her campaign. If a question arises of whether a candidate has exceeded this amount, the Election Committee may request the candidate's receipts.
 - ix. Prospective candidates running for Executive positions (which are limited to President, Vice President, Secretary, Treasurer, Director of Events, Director of Communications, and Chief of Staff) may choose to run together as one "party" on one ticket. Should candidates choose to run together, the campaign spending limit of Article V, Section B, Clause ix shall apply.
 - x. Prospective candidates running for Legislative positions (Speaker of the Senate, and all Senators) must run individually and not together with any Executive Board candidate.

SECTION 2. Campaign Infractions

- A. If a Candidate or other student is concerned that the election rules are not being followed by a particular Candidate, the complaining party must address their concern first with the

Election Committee. If the matter cannot be resolved, the complaining party and the Election Committee, together, will address the matter with the SBA Executive Board.

- B. No libelous or slanderous statements will be allowed during the campaign. If the Election Committee is made aware of such statements, the election committee will ask the offending party to discontinue such conduct. Persistence in such statements may result in disqualification.

SECTION 3. The Election Committee

- A. The Election Committee shall consist of the President and Vice President. Should anyone on the Election Committee be an active candidate for an elected position they are unable to serve as Election Commissioner, and the remaining eligible members of the Committee shall fill his or her empty seat with a 3L member of the SBA who is not running for office.
- B. The Election Committee shall:
 - i. Post notices in conspicuous locations throughout the law school notifying students as to when petitions are available and to where they should be submitted;
 - ii. Select a day that campaigning will begin. No public campaigning will be allowed before that day;
 - iii. Prepare ballots listing the names of the eligible candidates and providing for write-in candidates for all positions;
 - iv. Promulgate rules concerning campaign practices subject to a majority vote by the Student Body Senate;
 - v. Post notices of the election in conspicuous locations throughout the school three (3) weeks prior to the holding of elections;
 - vi. Post notices of the campaign rules in conspicuous locations throughout the school three (3) weeks prior to the holding of the election;
 - vii. Ensure that elections are held at a special polling place and by secret ballot.
 - viii. Declare the results of the election. Those gaining a plurality/majority of votes at such elections shall be declared elected;
 - ix. Post the results of the election in conspicuous locations throughout the law school.
 - x. Submit the list of candidates for all Executive Board positions to the Dean of Students for independent verification that they meet the requirements as specified in this Constitution.

SECTION 4. Ties

- A. In the event of a tie, the Election Committee shall hold a run-off election to decide between the candidates involved in the tie. The candidate securing a majority of the votes of those voting shall be declared elected.

SECTION 5. Term

- A. Newly elected Members shall take office at the first full meeting following the publication of election results. The first full meeting following the publication of election results will take place within 10 days after the election results are released.

SECTION 6. Counting and Tallying Votes

- A. Upon receiving the ballots, the Election Committee and a supervising faculty member shall count the votes for each candidate in each position twice.
- B. A tally of the votes received by each candidate will be kept for future review and will include:
 - i. The name of each candidate in each position, including the names of write-in candidates; and
 - ii. The number and percentage of votes each candidate received.
 - iii. A tally is defined as the total number of ballots cast and total number of votes per candidate.
- C. The names of those elected shall be published.
- D. The vote tally shall be disclosed to individuals upon request.
- E. Ballots shall be preserved the SBA Faculty Advisor until the following SBA election.
- F. Any candidate receiving a vote may request a recount of the votes following the announcement of the winners. Upon such request the SBA Faculty Advisor will be provided with the ballots and the tally, and he or she shall define the method of recount. Only one (1) recount will be permitted per election cycle.

SECTION 7. Voting Procedures

- A. Voting shall take place, at minimum, between 12:00 p.m. to 1:00 p.m. and from 5:00 p.m. to 6 p.m., Monday through Thursday during the week of elections.
- B. Only votes cast in person shall be accepted.
- C. At the end of each voting day the ballot box shall be returned to a faculty member who volunteers to secure the ballot box in their office.
- D. A list of the students who cast votes shall be kept, and that list shall be compared to the number of ballots cast.

ARTICLE VI: AMENDMENTS

SECTION 1. Proposing New Amendments

- A. Any proposed amendment must come with a statement containing:
 - i. Advisory statement purpose behind the amendment
 - ii. Current wording and proposed wording
- B. Any SBA Member may propose an amendment to this Constitution.
- C. The Constitutional Committee will take such proposed amendment and discuss it amongst the committee
- D. Constitutional Committee will submit a statement consisting of the current constitutional wording and the proposed constitutional wording to the Student Body Senate.

- E. Any student in the DePaul University College of Law may propose an amendment to be decided directly by the Student Body Senate after gathering 75 student signatures in support.
- F. Proposed amendments shall be available to the Senate for, at least, two weeks prior to the Board vote.
- G. This Constitution may be amended in whole or in part by a two-thirds majority vote of the full Board so long as quorum is met.
- H. Such amendment shall not be voted upon until the full Board meeting following its proposal.
- I. Due to the fact that SBA votes on a variety of issues with specific and urgent time frames, a time period for discussion and/or ratification of any amendments shall be determined upon the proposal of any Amendment as the current Board deems appropriate.