

Constitution of the Washburn Law Democrats

The purpose of the Washburn Law Democrats will be to pursue the ideas of liberty, justice, community, opportunity, responsibility, and freedom for all regardless of race, color, national origin, religion, creed, sex, gender, sexual orientation, marital status, familial status, age or handicap. We will pursue these ideas through support of the Democratic Party and its ideas, ideals, and candidates. With these thoughts we hereby establish this constitution.

ARTICLE I—Name & Affiliation

The name of this organization will be the Washburn Law Democrats, commonly known as the “Wash Law Dems” (or WLD herein).

Section I: Washburn Law Democrats is an independent Political Action Committee (527) that will not be chartered or affiliated with any parent company or organization including the Democrats of America, College Democrats, or the Kansas Young Democrats.

Section II: Washburn Law Democrats will not be officially chartered with the Shawnee County Democratic Party or Kansas Democratic Party but will work as closely as possible with all levels of the Democratic Party including the Shawnee County Democratic Party and Kansas Democratic Party. Additionally, WLD will be of service to elected Democrats who seek the help or assistance of the organization.

ARTICLE II—Membership

Section I: Student and Alumni Membership requirements for the Washburn Law Democrats will be as follows:

- A. The individual must currently attend Washburn Law School or must be an alumnus of the Washburn University School of Law.
- B. The individual must be a registered Democrat, either in the State of Kansas or in the state of which they are currently a resident.
- C. The individual must be willing to adhere to the terms of this constitution and any and all rules and regulations established pursuant to this constitution by the current Executive Board or President.
- D. The individual must be committed to furthering democratic ideals by agreeing to actively participate in a maximum number of events and activities organized by WLD.
- E. The individual has paid dues, and is in good standing, in accordance with Article XIV of these bylaws.

Section II: Other parties, including members of the community and general public, who are interested in helping to fulfill the purposes of WLD shall be eligible for Ancillary Membership to WLD. An Ancillary Member in good standing shall be entitled to enjoy some services provided by WLD for the benefit of its members, but shall not attend business meetings, nor vote, nor be elected to any office, nor be appointed to any committee, council, board or similar position in this organization.

A. An individual that does not qualify for membership under Section I of this Article may annually become an ancillary member at the Platinum level by donating \$100 or more to WLD.

B. An individual that does not qualify for membership under Section I of this Article may annually become an ancillary member at the Gold level by donating \$50 to WLD.

C. An individual that does not qualify for membership under Section I of this Article may annually become an ancillary member at the Silver level by donating \$25 to WLD.

D. An individual that does not qualify for membership under Section I of this Article may annually become an ancillary member at the Copper level by donating \$10 to WLD.

Section III: Membership will not be affected by of race, color, national origin, religion, creed, sex, gender, sexual orientation, marital status, familial status, age or handicap.

Section IV: As founders, the following members shall be forever recognized as Charter Members, and those individuals marked with an asterisk shall forever be remembered as members of the founding executive board:

*Allen, Eli
Bachelani, Ahmed
Bauer, Rob
Bernhart, Lizzie
*Davis, Veronica
*Dazey, Jeffrey
Dunaway, Alan
*Eagleson, Ryan
Easton, Nathan
English, Allison
Granado, Vincent
Greiner, Amy
*Haas, Amanda
Hinojosa, Jose
Holm, Ashley
Kariker, William
Keleher, Kimberlee
Little, Ben
Lopez, Erica
Meyer, Ryan
Montgomery, Christina

Oberhelman, Dan
*Ohlman, Andrea
*Pangburn, Keith
Pecinovsky, Maureen
Peterson Herr, Sarah
Prochaska, Ryan
Rempe, Tabitha
*Robinson, Blake
Sanger, Danielle
Sizemore, Jeff
*Smith, Meara
Townsend, Mindy
Walker, Bryan
Weaver, Robert
*Weslander, Eric
Younker, Laura

ARTICLE III—Officers

The Washburn Law Democrats will consist of the Executive Board and the remaining members. The Executive Board will consist of the officers from Washburn Law Democrats. The organization will have seven (7) officers, three (3) of which will be non-voting.

Section I: The four (4) voting officers will be: President, Vice-President, Secretary, and Treasurer.

A. To be eligible to run for President, a member must have been a WLD member in good standing for 180 days prior to the date of the call to order of the convention at which the election is being held and have attended at least 3 events or meetings organized by the Washburn Law Democrats during the 180 days prior to the date of the call to order of the convention at which the election is being held and must have been a dues paying member of WLD for at least one semester prior to nomination. These 3 requirements must be met. A member is not in good standing if dues are delinquent.

B. To be eligible to run for Vice President, a member must have been a WLD member in good standing for 180 days prior to the date of the call to order of the convention at which the election is being held and have attended at least 3 events or meetings organized by the Washburn Law Democrats during the 180 days prior to the date of the call to order of the convention at which the election is being held and must have been a dues paying member of a properly chartered chapter of WLD for at least 6 months. These 3 requirements must be met. A member is not in good standing if dues are delinquent.

C. To be eligible to run for Treasurer, a member must have been a WLD member in good standing for 180 days prior to the date of the call to order of the convention at which the election is being held and have attended at least 3 events or meetings organized by the Washburn Law Democrats during the 180 days prior to the date of the call to order of the convention at which

the election is being held and must have been a dues paying member of a properly chartered chapter of WLD for at least 6 months. These 3 requirements must be met. A member is not in good standing if dues are delinquent.

D. To be eligible to run for Secretary, a member must have been a WLD member in good standing for 180 days prior to the date of the call to order of the convention at which the election is being held and have attended at least 3 events or meetings organized by the Washburn Law Democrats during the 180 days prior to the date of the call to order of the convention at which the election is being held and must have been a dues paying member of a properly chartered chapter of WLD for at least one semester prior to nomination. These 3 requirements must be met. A member is not in good standing if dues are delinquent.

Section II: Anyone wishing to run for the office of President, Vice President, Secretary, or Treasurer must file an affidavit of candidacy which contains their name, address, telephone number, and office being sought, with the Secretary of the WLD at least 14 calendar days prior to the date of the call to order of the convention at which the election is being held. Nominations from the floor shall only be allowed if no eligible candidate has filed an affidavit of candidacy in time for the convention.

Section III: The three (3) non-voting members will be the Executive Director, the Director of Educational Supplementation & National Accreditation, and the Director of Social Development & Civic Affairs.

A. These positions will be filled by the newly elected President who will appoint members in good standing in the tradition of the “spoils system.” Because the positions are appointed, the President reserves the power to vacate and replace the appointed officers as s/he sees fit.

ARTICLE IV—Officer Duties

Section I: The President will be the chief executive officer for the organization. S/he will preside over all chapter meetings. The President shall have all of the following duties and powers. The absence of a specific power or duty from this list is not necessarily a denial of its existence.

A. Establish administrative procedures not otherwise provided for by the Constitution or By-Laws of this chapter.

B. Work closely with the Shawnee County Democratic Party and attend necessary Executive Board meetings.

C. Establish the agenda for each general meeting of WLD.

D. Establish the agenda for each Executive Board meeting of WLD.

E. To act as liaison between Democratically-affiliated organizations, candidates, and officials throughout his or her term.

F. Have three hundred dollar (\$300) transaction limit without approval of the Executive Board.

G. Appoint Directors of all committees, standing and adjunct.

H. Act as an ex-officio member of all committees and maintain veto power over decisions of standing and adjunct committees.

I. Appoint an Executive Director without approval of Executive Board to assist the President in the execution of the President's duties.

J. Remove anyone from an appointed position without the approval of the Executive Board or the general body.

K. Plan, delegate, and evaluate, set goals and create ideas, tone, and direction for WLD, its members and directors.

L. The President will be responsible for ensuring that all WLD funded activities are directed at generating additional revenue for the next fiscal year by ensuring that all WLD activities adhere to the guidelines used by the WSBA Budget and Finance Committee in determining an organization's yearly allocation of funds. The President will act as the representative for WLD to the WSBA Budget and Finance Committee for the annual hearing determining the amount of funding the organization is entitled to for the upcoming fiscal year.

M. Establish responsibilities and duties for directors of standing and adjunct committees.

Section II: Vice-President. The Vice-President will have all the following duties:

A. Act as Director of Proliferation & Recruitment. The Director of Proliferation & Recruitment is responsible for publicly promoting the organization with the intention of spreading democratic ideals and drastically increasing membership in WLD.

B. If desired, appoint a co-chairperson of the Proliferation & Recruitment Committee, without the approval of the Executive Board.

C. Act as President Pro-Tempore in the absence of the President.

D. In a case where the President's office becomes vacant, the Vice-President will become the President and assume all powers and duties that are associated with that position. The office of the Vice-President then is vacant and will be filled by an appointment by the new President, pending the approval of the Executive Board and the general body.

D. Assume any and all additional duties or responsibilities as directed or assigned by the President.

Section III: The chapter Secretary shall have all the following duties and powers:

- A. Keep accurate minutes of all chapter meetings (general and Executive Board).
- B. Assure publicity for all upcoming events and meetings as directed by the President or as instructed by Directors charged with executing approved WLD events and activities.
- C. Keep an accurate mailing list and phone directory for all members, past and present.
- D. See to all correspondence of the chapter as directed by the President.
- E. Book all meeting locations as directed by President.
- F. Work with treasurer to ensure accurate recording of all members in good standing. The secretary is responsible for keeping copies of all paperwork including all membership applications.
- G. Assume any and all additional duties or responsibilities as directed or assigned by the President.

Section IV: The chapter Treasurer will be the chief financial officer of the organization and shall have all of the following duties and responsibilities:

- A. Act as Director of Economic Reform, which includes responsibility for all budget, finance and fundraising activities. The Director is charged with the duty to maintain a balanced and positive budget.
- B. Be responsible for developing fundraising ideas and soliciting donations. The Treasurer is responsible for replenishing the organization's accounts by leaving office with a minimum \$250 positive balance and surplus for the following fiscal year.
- C. Maintain accurate financial records for the organization. Keep an accurate, up-to-date ledger by recording all financial transactions. Meaning that ledgers should be updated once a week to avoid a compounding of paperwork at the end of the semester. These ledgers should be made available with all financial reports provided for in subsection H of this Article.
- D. Coordinate all financial activities, including any and all tax responsibilities with the Internal Revenue Service (IRS). The treasurer assumes personal liability and responsibility for any and all financial discrepancies, including the failure to file proper tax documentation.
- E. Be responsible for collecting the student activity fee in accordance with Article XVI. The Treasurer is responsible for maintaining records of members in good standing as defined in Article XVI.
- F. Advise the chapter President and the Executive Board of the financial condition of the chapter.

G. If deemed necessary by the Executive Board, the Treasurer will file any reports for the State Democratic Party or the State Ethics Commission in a timely manner.

H. The treasurer will submit financial reports at each executive meeting called to order. The financial reports will include the current balance of any and all organization accounts and will include reports on expenditures and fundraisers.

I. Write Checks and make deposits as directed by the Executive Board. The Treasurer will NOT have the right to make unilateral financial transactions without the approval of the Executive Board. The president must cosign any and all financial transactions unless the record indicates that the Executive Board has knowingly and deliberately allocated specific amounts for use by a committee for a pre-approved event.

J. Represent the interests of WLD and Act as liaison to the Executive Budget and Finance Committee of the WSBA.

K. The President and Treasurer are the key personnel of our organization. These are the only two members authorized to make purchases, pay bills, or incur any expenses to be paid from your organization's funds. These two members are responsible for all financial transactions. The treasurer will be held personally liable for any misuse of funds and/or spending in excess of the amount allocated to the organization, or any other gross financial misconduct not approved by the President or Executive Board in writing.

L. Assume any and all additional duties or responsibilities as directed or assigned by the President.

Section V: The Director of Educational Supplementation & National Accreditation will be appointed by the President and will have the following duties and responsibilities:

A. Organize speakers and lectures that will supplement our legal education while furthering Democratic ideals. These speaker or lecturer should have a high degree of notoriety. To secure the presence of the speaker or lecturer should require a great deal of effort by the ESNA Director.

B. Organize a minimum of four (4) such educational events in the course of his or her appointed term.

C. Be responsible for reserving a room for all supplemental educational events. The Director shall follow all proper channels and procedures for reserving a location for the speaker or lecturer.

D. The Director shall organize educational events that are open and reasonably available to ALL students.

E. Work closely with the Director of Social Development & Civic Affairs to coordinate any approved consumables purchase for such events.

F. The Director shall organize, plan and prepare activities that have a national impact on promoting Washburn University School of Law.

G. Assume any and all additional duties or responsibilities as directed or assigned by the President.

Section VI: The Director of Social Development & Civic Affairs will be appointed by the President and have the following duties and responsibilities:

A. Work closely with the Director of ESNA to coordinate, plan, and deliver lunch or consumables where approved for supplemental educational events, speakers, and lecturers.

B. Assume the responsibility for coordinating all social and charitable events as directed by the President and the executive board. During his or her appointed term, the Director must plan two (2) local charitable events involving a maximum number of WLD members.

C. Assume the responsibility and liability if alcohol is served at WLD events. The Director of SDCA is responsible for adhering to established guidelines concerning service of alcoholic beverages as established by Washburn University, Washburn Law School, and the WSBA. The Director of SDCA is responsible for submitting the proper paperwork in accordance with these guidelines no later than twenty-one (21) days prior to the event at which alcohol will be served.

D. The Director shall assume personal responsibility and liability for failing to adhere to the consumables budget set by the President or the Executive Board for any given event.

E. Assist organization in setting goals and determining projects for annual service activities.

F. The Director of SDCA will be responsible for all community service and charity events. During his or her term the Director will be responsible for planning one (1) event in which members of WLD volunteer time in an effort to serve and have a positive effect upon the local community.

G. The Director will be responsible for planning the annual Party on the Porch, which will be an event open to the entire school held on the last day of Spring classes annually. Throughout the year s/he will work closely with the Executive Board to ensure proper funding, planning and successful execution of the annual and notorious celebration. The Director will work closely with the Secretary to ensure adequate publicity and advertisement of the event. The Director must seek Executive approval for all budgetary requests.

H. Following the tradition of the 2008 founders, each year the Director will be responsible for coordinating the annual spring fundraiser for WLD. The Director will work closely with all committees, executives and members to ensure a successful spring fundraising party. Students, faculty, staff, legislators, lawyers, lobbyists, and other professionals will be invited to this

signature event. A portion of the proceeds generated by this annual event will be donated to a local charity at the direction of the Executive Board.

I. The Director will assume any and all additional duties or responsibilities as directed or assigned by the President.

Section VII: The President shall designate an Executive Director who shall serve at the pleasure of the board and may be directly responsible to the President of the Board. The Executive Director shall have the following duties and responsibilities:

A. The Executive Director is a non-voting member of the Executive Board and will oversee general operations of the organization. Upon approval of the President, s/he will be the “go-to” person and will aid and assist any committee that requests it. The Executive Director will act as a problem solver and, if needed, a mediator ensuring impeccable group performance and flawless organizational operation.

B. The Executive Director will be responsible for Enforcing any and all Presidential mandates, orders, rules, and regulations made pursuant to WLD bylaws and terms of this Constitution. At direction of the President, the Executive Director will be responsible for facilitating communication with the Directors of standing or adjunct committees and will be charged with the duty of reporting findings to the President.

C. The Executive Director will assume any and all duties or responsibilities as directed or assigned by the President.

ARTICLE V—Executive Board

The Washburn Law Democrats Executive Board will be the chief policy making body for the chapter.

Section I: The Executive Board is vested with all the powers necessary for the proper and legal execution of all duties of the Washburn Law Democrats.

Section II: The Executive Board and all non-voting Directors will meet no less than ten (10) times during the course of one (1) fiscal year.

ARTICLE VI—General Body

The Washburn Law Democrats will conduct general meetings no less than eight (8) times during the course of one (1) academic year. The Executive Board at the beginning of each fiscal year will establish meeting times for WLD.

ARTICLE VII—Elections

Section I: Elections of Officers will be held at the first general meeting in March of each year. All terms are for one year. The Terms of newly elected officers will begin after the last day of the spring semester in which the election was held.

Section II: Notice of the convention at which the elections will be held must be provided to the general student body no later than ten (10) business days before the call of the convention.

Section II: The order of elections will be as follows: President, Vice-President, Secretary, and Treasurer.

Section III: The election for the executive cabinet shall be decided by a majority of the quorum. Elections shall be by secret ballot, and neutral parties shall tally the results.

Section IV: Nominations. Nominations should be made by voice at the convention at which the elections are held. However, initial nominations may be accepted by email.

Section V: Voting shall be by secret ballot unless only one person has been nominated for any position, in which case the vote may be by voice. A person is elected if s/he receives a majority of the votes from members of the quorum.

Section VI: The newly elected President shall have the power to appoint Directors to the three (3) Standing Committees referred to in Art. VIII.

ARTICLE VIII—Standing Committees

There will be four (4) standing committees. These committees shall be the Committee on Educational Supplementation & National Accreditation, the Committee on Proliferation & Recruitment, the Committee on Economic Reform, and the Committee on Social Development & Civic Affairs. Each of these committees shall have three (3) to seven (7) members depending on member availability and the preference of the committee Director.

ARTICLE IX—Forming New Committees

The President or the Executive Board can form adjunct committees at any time for any reason they deem necessary.

ARTICLE X—Supporting Candidates

The Washburn Law School Democrats shall never oppose a Democrat candidate for political office, either by supporting non-Democrat candidates or by not supporting all Democrat

candidates in a primary, nor shall the chapter support a non-Democrat candidate, even if said candidate does not have a Democrat opponent.

ARTICLE XI—Constitutional Amendments

Section I: Except as prohibited by Section II of this Article, amendments to this constitution must be submitted in writing to the chapter President and chapter Secretary at least two weeks (14 days) prior to the meeting at which the amendment will be considered. The President is obligated to place the amendment on the agenda for that meeting. The amendment will be considered approved if two-thirds (2/3) of the Executive Board and two-thirds (2/3) of the quorum vote in favor of the amendment.

Section II: Article II, Section IV, regarding recognition of the founding members, may not and shall never be amended or removed from this constitution. Any new bylaws or constitution formed or ratified pursuant to this constitution shall include such a provision exactly as it is currently written.

ARTICLE XII—Number of Offices

No member may concurrently hold more than one office in the Washburn Law Democrats.

ARTICLE XIII—Impeachment

Only the elected offices may be subject to impeachment. The President reserves the right to remove anyone from an appointed position. Protocol for impeachment will be as follows:

Section I: Any person holding an elected office within the chapter may be impeached and removed from office if found guilty of failure to adequately perform his/her duties.

Section II: The person will be notified of the charges against them no less than fourteen days (14) prior to the meeting in which the impeachment will be discussed.

Section III: Members of the Executive Board who are not charged with negligence of their duties will appoint an impartial committee and chairperson to hear the testimony of the person or persons charged. The findings of the committees will be final.

ARTICLE XIV—Dues

The amount of dues for each academic year shall be determined by close session of the Executive Committee of the Washburn Law Democrats each May. The Dues set by the Executive Committee of the Washburn Law Democrats shall not be more than that of the Student Activities Fee set by the Washburn Student Bar Association of the Washburn University School of Law. A member is not in good standing if dues are delinquent or remain unpaid.

ARTICLE XV—Procedure

Unless otherwise specified by these bylaws, the most recent edition of Robert's rules of order shall be the rules of procedure for all meetings of the Wash Law Dems.

ARTICLE XVI—Quorum

Section I: General meetings. A majority of the members present in person shall constitute a quorum.

Section II: Executive meetings. All members of the executive board must be present to constitute a quorum.

ARTICLE XVII—Conflict

In the event of a conflict between these bylaws and the laws of the United States, the great state of Kansas, or any of the rules or regulations of Washburn University School of Law or the Washburn Student Bar Association, these bylaws will be superseded.