

## ARTICLE I

### NAME AND HISTORY

#### SECTION 1

The name of the organization shall be the Howard University Future Law Scholars. The Howard University Future Law Scholars' official abbreviation shall be; FLS and (HUFLS)

#### SECTION 2

The Howard University Future Law Scholars will abide by the policies, rules, and regulations of Howard University.

#### SECTION 3

Previously the Howard University Future Law Scholars was known as the Pre-Law Scholars Program. The Pre-Law Scholars program was intended to be under the Howard University Pre-Professional Development Office to provide students with the resources to prepare them for the law school admissions process but was discontinued. The Howard University Pre-Law Scholars was renamed the Howard University Future Law Scholars and founded as an official organization on March 23, 2023. The newly renamed organization aims to provide students with the opportunities to become well-equipped for the law school admissions process.

## ARTICLE II

### OBJECTIVE

#### SECTION 1

The Howard University Future Law Scholars Organization aims to provide all students interested in attending law school post-graduation with access to crucial information related to the law school application process and a foundation of campus support throughout their undergraduate matriculation.

## ARTICLE III

### MEMBERSHIP

#### SECTION 1

Any Howard University student interested in attending law school post-graduation and in good standing with the University is eligible for membership.

#### SECTION 2

Active Membership is granted after dues of \$20 in the fall for a full year of membership within the first four meetings.

## ARTICLE IV

### OFFICERS

#### SECTION 1

The officers of this organization shall be the President, Vice President, Secretary, Treasurer, Communications Director, and Programs Chair. The Future Law Scholars may elect or cause to be appointed such other officers as may be required.

#### SECTION 2

- A. The duties of the **President** shall be to preside at all meetings, execute all of the laws, and appoint all officers not otherwise provided for, except where an objection is raised and sustained by a majority of active members present at the meeting. The President shall be responsible for such other functions as are usual for a presiding officer within the framework of the Constitution and By-Laws.
- B. The **Vice-President** shall perform the functions of the President when for any reason whatever the President is absent or unable to serve; and such duties, not otherwise spelled out in the Constitution and By-Laws, as the President may assign to them.
- C. The duties of the **Secretary** shall be to observe and keep minutes of the proceedings of the Organization at each meeting; they shall make permanent records of the minutes. They shall conduct the correspondence of the Organization as relates to the routinely approved affairs of the body and shall keep a complete list of all members of the organization resident in the

jurisdiction of the Organization and their membership status and similar pertinent information. They shall notify all members of meetings and their appointments to committees.

- D. The **Treasurer** shall receive all money belonging to the organization and deposit the same in the name of the organization in a bank approved by the membership. They shall disburse the funds only when properly signed vouchers shall indicate the nature and validity of the payment. The treasurer shall have all fiduciary governance overall organization funds, donations, and gifts collected by members or given from members to any organizations, groups, or individuals. The Treasurer shall keep a complete report to the Organization annually at the first meeting of the fiscal year, or at such other times as the Organization shall require.
  
- E. The **Communications Director** shall be in charge of all external communications, partnerships, and upholding the organization's overall public relations with the student body and the general community. Owner and administrator of the program email account.
  
- F. The **Programs Chair** shall be in charge of scheduling and coordinating Pre-Law Scholar events; recruits students to join the program as well as panelists to participate. The Programs Chair shall also be in charge of all fundraising activities related to the Future Laws Scholars. The Programs Chair shall serve as the official liaison between the Howard University Senate, and the Student Activity Fee Committee in seeking out any funding requirements that the organization may need.

### SECTION 3

All officers of Future Law Scholars to serve the following school year shall be elected in the month of April. To be a successful and duly elected officer, you must receive the highest number of votes from active members of the Future Law Scholars to win. The successful candidates shall take office no later than the first regular meeting the following September of the new school semester.

### SECTION 4

All vacancies occurring between the annual elections of officers shall be filled by special election. The President may appoint a temporary officer to fill the vacancy until the special election is held. The special election shall be held within a period of not more than thirty (30) days. Notice of the special election shall be carried in the call for the meeting immediately preceding the special election. In case of death, departure, graduation, or removal of the President, the Vice-President shall fill out the unexpired term of the President.

## SECTION 5

Dismissal of an officer will be for any of the following reasons:

1. Neglect of Duty.
2. No longer in good standing with the University.
3. 4 or more unexcused absences from scheduled meetings in one semester.
4. The Executive Committee and/or any active member can bring forth an impeachment and removal of any officer if 2/3rds of active members agree upon the action.

## ARTICLE V

### MEETINGS

#### SECTION 1

The day and time of meetings shall be determined by the Executive Committee by a simple majority vote every two weeks.

#### SECTION 2

Special meetings may be called by the President at any time upon his own volition or upon the written petition of seven active members. All members of the organization shall be notified of announced or petitioned meetings.

#### SECTION 3

2/3 of the active members shall constitute a quorum.

## ARTICLE VI

### EXECUTIVE BOARD

#### SECTION 1

The Executive Board shall be composed of the President, the Vice President, Secretary, Treasurer, Communications Director, and the Programs Chair.

#### SECTION 2

The Executive Board shall exercise the authority of bringing to the organization meeting action recommendations on the general affairs and programs of the Future Law Scholars organization. The Board shall have the powers of the general body in emergencies that necessitate action between meetings. All such actions taken by the Board in such emergencies must be reported to the next organization meeting. The Executive Board members shall act as trustees of the Future Law Scholars. The President shall convene the Board when the general affairs of the Organization warrant

consideration by the Board between organization meetings.

## ARTICLE VII

### **PARLIAMENTARY AUTHORITY**

#### SECTION 1

The method of procedure of all meetings of the Chapter shall be governed by Roberts Rules of Order.

## ARTICLE IX

### **AMENDMENTS TO THE CONSTITUTION**

#### SECTION 1

Amendments to the Constitution may be made by a  $\frac{2}{3}$  vote of all active members.

#### SECTION 2

All revisions to the Constitution will be forwarded to the Office of Student Activities for final approval.