

**Hastings Christian Fellowship
Bylaws**

Drafted April 3, 2009 (as "Law Students' Christian Fellowship By-Laws")

Revised August 22, 2010

- I. Membership to this Organization shall be open to any alumni, student, faculty, staff, or employee of UC Hastings in accordance with the non discriminatory policies of the rules and regulations governing student organizations at UC Hastings. This clause is without exception, and if by inadvertence any subsequent language of the bylaws does discriminate, such discriminatory language shall be considered void and stricken from the bylaws.

All members are allowed to attend any event or be included in any roster without exclusion, except for Board meetings, which shall only be attended by the Elected Officers.

- II. In order to run for a position as an Officer, the only requirement is that the individual have attended a minimum of 50% of any of the Organization's events throughout the entire school year.
- III. In order to have a right to vote during the elections for Officers, an individual must have attended a minimum of 25% of any of the Organization's events throughout the entire school year.
- IV. The Board of Officers shall consist of either one President or two Co-Presidents; one Secretary; and one Treasurer. Each Officer shall hold his or her position for one school year. If an Officer wishes to resign, the remaining Board shall appoint an individual to serve the remaining term for the school year or otherwise delegate the responsibilities of the resigning Officer amongst the remaining Board.
- V. The Board of Officers may optionally further consist of one Event Planner. If no Event Planner is present on the Board, the Board may either appoint an individual to serve the term for the school year or delegate the responsibilities of the Event Planner amongst the Board.
- VI. Officers for the subsequent school year shall be elected during the spring semester. Officers may run for the same position or a different position in the subsequent school year. Any Offices remaining vacant following the spring elections shall be filled by the outgoing Board of Officers.
- VII. **Duties of the President**
 - a. The President shall:
 - i. Set the general goals for the Organization for the school year.
 - ii. Ensure that the Organization abides by the rules regulating school organizations at UC Hastings.
 - iii. Ensure that the Officers execute their duties diligently.
 - iv. Plan two events per year (one per semester), such as a guest speaker, debate, panel discussion, or symposium, that presents the Christian point of view on current legal, educational, professional, or political matters that are related to Christianity or religious freedom.

- b. The President shall have the deciding vote if there is a deadlock or tie amongst the Board members on any matter. In the event that two individuals serve as Co-President and disagree on such an issue, this tiebreaking function will be delegated to the Secretary. If the Co-Presidents agree on the issue, their position will count as a deciding vote.

VIII. Duties of the Secretary

- a. The Secretary shall:
 - i. Be responsible for maintaining membership logs, email logs, attendance logs, and alumni membership logs.
 - ii. Be responsible for circulating communications to the general membership.
 - iii. Take minute notes for all Board meetings.
 - iv. Keep a roster of those that attend events.
 - v. Cast the deciding vote in the event that the Board deadlocks on an issue on which Co-Presidents cannot agree.

IX. Duties of the Treasurer

- a. The Treasurer shall:
 - i. Maintain and keep accurate records of the Organization's finances pursuant to the regulations and rules set forth by the Hastings Handbook for Student Organizations.
 - ii. Submit ASUCH budget requests at the beginning of each semester and abide by ASUCH rules governing Treasurers.
 - iii. Give three budget reports to the Board of Officers: one at the beginning of the school year, one at mid-year, and one at the end of the year. The budget report shall generally detail the Organization's finances and expenditures.
 - iv. Plan two fundraising events (one per semester), such as a bake sale on the Beach.

X. Duties of the Event Planner

- a. The Event Planner shall:
 - i. Be responsible for planning three social events: one at the beginning of the school year and aimed at advertising the Organization, one at mid-year, and one at the end of the year.
 - ii. Be responsible for advertising all events of the Organization to the student body at UC Hastings.

XI. Fellowship Meetings

- a. The main purpose of this Organization is to provide a regular format for the study of Christianity, the study of the Christian Bible, prayer, and Christian Fellowship.
- b. Attendance at and participation in fellowship meetings is open to all.
- c. Fellowship meetings shall be run by the Officers. Officers shall rotate this responsibility equitably.
- d. Fellowship meetings shall take place twice per month on the UC Hastings campus.

- e. Fellowship meetings shall be focused on fellowship, prayer, the study of the Christian Bible, and related matters.
- f. Fellowship meetings shall be held during the Dead Hour so that students are not prevented from attending by course conflicts.

XII. Board Meetings

- a. The Board of Officers shall meet no less than twice per semester to plan and discuss matters and issues important to the maintenance of this Organization.
- b. The Bylaws may be amended or revised only by a clear majority of the Board. If there is a tie or deadlock, any amendments or revisions fail to carry a majority and will not be enacted. However, at no time may the Bylaws be changed in a way that would violate UC Hastings regulations governing student organizations.