

BYLAWS  
of the  
Vietnamese American Law Society

September 2, 2010

Article I. Name of Organization

The name of the organization is:  
Hastings Vietnamese American Law Society

Article II. Purpose

- §1 The purpose of the Hastings Vietnamese American Law Society is to encourage and promote the professional growth of its members; to foster the exchange of ideas and information among its members and with the community at large; and to support the Vietnamese legal community.
- §2 The Hastings Vietnamese American Law Society will comply with the Policies and Regulations Applying to College Activities, Organizations, and Students.

Article III. Membership

- §1 Any student at the University of California, Hastings College of the Law may become a member of the Hastings Vietnamese American Law Society upon attending a meeting or event of the organization, and registering his or her name with an officer of the organization.
- §2 There will be no dues or fees for membership in the organization.

Article IV. Officers

- §1 The offices of this organization will consist of a President, an External Vice President, an Internal Vice President, a Treasurer, a Secretary, an Academic Chair, a Social Chair, and a Community Development Chair. Any of these positions may be performed jointly as co-officers. Alternatively, officer duties may be joined to be performed by one person. Each officer, regardless of co-officer or single officer status, will have the power of one vote.
- §2 Officers will be self-nominated, elected by secret ballot, and will serve for one academic year. Elections will take place Spring semester (preferably first Spring meeting) or at the first meeting of the following year. The newly elected officers will remain in office until the end of the school year.
- §3 If the office of the President should become vacant for any reason, either of the Vice Presidents (by choice or by vote) or both of the Vice Presidents (as Co-Presidents) will fill that vacancy for the remainder of the term. If any office other than the President is to become vacant, that vacancy shall be filled by appointment by the President for the remainder of the term subject to the approval of the board.
- §4 No member shall serve more than two consecutive terms in the same office.
- §5 The officers will perform duties prescribed by these bylaws, and by the parliamentary authority adopted by this organization.

Article V. Responsibilities of Officers

§1 President

The President shall:

- (a) coordinate meetings with other officers and members;
- (b) lead meetings;
- (c) serve as a liaison with Student Services, faculty, ASUCH, and the student body;
- (d) promote member participation;
- (e) appoint chairs of special committees if necessary;
- (f) identify and implement ways in which the Organization can continue to improve with the other officers.

§2 External Vice President

The External Vice President shall:

- (a) in the absence of the President, preside at meetings;
- (b) coordinate efforts with other student organizations;
- (c) work to maintain and strengthen our relationship with VABANC;
- (d) outreach to firms and request sponsorship/fundraising as necessary;
- (e) assist the President and other officers as necessary.

§3 Internal Vice President

The Internal Vice President shall:

- (a) in the absence of the President, preside at meetings;
- (b) work with administrative offices on campus (ASUCH, SIC, Career Services);
- (c) preside over the social and academic chairs;
- (d) work to strengthen relationships within the Organization.

§4 Secretary

The Secretary shall:

- (a) Assist the President in drafting communication to VALS members
- (b) Coordinate activities and events with officers
- (c) Taking and maintaining a file of the minutes for board meetings

§5 Treasurer

The Treasurer shall:

- (a) maintain all financial records and accounts for the Organization;
- (b) work with other officers to create a yearly budget;
- (c) apply for funding from ASUCH as necessary;
- (d) be in charge of reimbursement requests;
- (e) work with the External Vice President for fundraising efforts.

§6 Academic Chair

The Academic Chair shall:

- (a) maintain and update the Organization's outline bank;
- (b) organize meetings with professors (professor lunches) as needed
- (c) provide tips for academic success (encouraging members to go to office hours, academic support, LEOP, etc)

§7 Social Chair

The Social Chair shall:

- (a) schedule meetings (reserve rooms, notify facilities for events, etc)
- (b) maintain an events calendar
- (c) serve as a coordinator for panel presentations and guest speakers
- (d) promote awareness of the Organization's activities and meetings

§8 Community Development Chair

The Community Development Chair shall:

- (a) organize community service activities and opportunities
- (b) serve as liaison between VALS and nonprofit and/or community organizations
- (c) support the External Vice President in maintaining and strengthening our relationship with VABANC

§9 1L Representative(s)

The 1L Representative(s) shall:

- (a) Facilitate and serve as board's liaison with first year members
- (b) Cultivate interest and participation in VALS activities and membership

Article VI. Meetings

§1 Meetings shall be held at least monthly with the dates being set by the President.

§2 Special meetings can be called at the request of at least five active members of the Organization

§3 The President shall preside at all meetings (or in his/her absence, either the External or Internal Vice President)

§4 Fifty percent of the entire active membership shall constitute a quorum for the transaction of Organization business (e.g. passing amendments or elections)

§5 The opinions and beliefs of all members shall be afforded respect and due consideration at all times.

Article VII. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order shall govern the Organization in all cases to which they are applicable. They shall not govern if inconsistent with these bylaws, or any special rules of order the Organization may adopt.

Article VIII. Amendment of the Bylaws

These bylaws can be amended at any regular meeting of the Organization by a two-thirds vote, provided that the amendment has been circulated for member review at least two weeks prior to the meeting.

Article XIX. Signature

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President  
Peter Nguyen

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Date