Operating Charter and Bylaws
of the
Pitzer College Pre-Law Club

Article One - NAME
I. The name of this student organization will be the Pitzer College Pre-Law Club, referred to herein as the Pre-Law Club, and which may also be abbreviated as PLC.

Article Two - DECLARATION OF ASSOCIATION
I. The Pre-Law Club seeks approval from Pitzer College Student Senate to assemble at Pitzer College with all rights and responsibilities associated with a student organization recognized by the Pitzer College Student Senate.
II. The Pre-Law Club agrees to abide by the Constitution and Bylaws of the Pitzer College Student Senate, the Pitzer College Student Code of Conduct, and all local, state, and federal laws.

Article Three - PURPOSE
I. The purpose of the Pre-Law Club shall be to bring students together who are interested in pursuing careers as attorneys. Through presentations from those working within the legal profession, members of the Pre-Law Club will be educated on all aspects of the legal profession and application process while building camaraderie.

Article Four — MEMBERSHIP
I. Membership of the Pre-Law Club shall be open to all currently enrolled students at Pitzer College.
II. No student shall be denied access to the Pre-Law Club or otherwise discriminated against on the basis of race, class, ethnicity, religion, national origin, gender, sexual orientation, identity, or disability.
III. Membership dues or fees shall not be charged.
IV. A member shall be deemed “active” if they meet all of the following requirements:
   ● The have attended at least one coordination meeting in the past six months.
   ● They have attended at least one meeting of the Pre-Law Club in the past month.

Article Five — OFFICERS
I. The Pre-Law Club shall be governed and directed by a Board of Officers, hereinafter referred to as the Board.
II. The Board shall consist of five officers: the President, the Vice-President, the Secretary, the Treasurer, and the Communications Officer.
III. The President shall chair all coordination meetings, represent the Pre-Law Club to other stakeholders in the Pitzer community, and shall coordinate the activities of the other officers.
III. The Vice-President shall co-chair with the President all coordination meetings. If the President is absent, the Vice-President shall represent the Pre-Law Club to other stakeholders in the Pitzer
community and shall coordinate the activities of the other officers. Should the President be absent during meetings, the Vice-President shall independently chair the meetings.

IV. The Secretary shall record and submit meeting minutes and shall keep a record of all active members of the Pre-Law Club and the attendance of all meetings.

V. The Treasurer shall oversee and track the finances of the Pre-Law Club, complete reimbursement forms, and represent the Pre-Law Club to the Student Senate Budget Committee when necessary.

VI. The Communications Officer shall publicize all meetings of the Pre-Law Club and shall work to increase participation in the Pre-Law Club in the Pitzer student body.

Article Six — SELECTION OF OFFICERS

I. In order to ensure continuity of the Pre-Law Club, the President shall select a member from the Board of Officers to fill the position of President when the President resigns.

II. All other officers shall be selected through a majority vote by all active members at a coordination meeting near the beginning of the academic year.

III. A single individual may hold up to three officer positions simultaneously, but only if there are no candidates for that position who do not already hold another officer position.

IV. A. If a single individual holds multiple officer positions simultaneously, their vote shall still only be counted once during any vote at a coordination meeting.

V. Officers may be removed from their positions by a two-thirds vote by all active members at any coordination meeting.

Article Seven — MEETINGS

I. There shall be two kinds of meetings of the Pre-Law Club: all-group meetings and coordination meetings.

II. All-group meetings shall be for the entire Pre-Law Club to convene for an event related to the purpose of the club.

III. At least one officer shall be present at every all-group meeting.

III. Coordination meetings shall be for planning all-group meetings, voting to allocate funds, and electing officers.

- The entire Board shall be present for each coordination meeting.

Article Eight — CHARTER

I. Any part of this charter may be amended by the Board of Officers so long as it is approved by each member of the Board of Officers.

II. This charter shall go into effect once recognized by the Pitzer College Student Senate.

Article Nine — DISSOLUTION

I. The Society may be dissolved and disbanded through a unanimous vote at a coordination meeting.

II. All active members must be notified via email prior to the meeting that the vote will take place.