

Bellarmino Society Constitution

3/29/04

Article I: Name of Organization

The title of this organization is the Bellarmine Society of Boston College and shall hereafter be known as “Bellarmine Society” or “the Society.” The names “Bellarmine Society” and “Bellarmine Society of Boston College” are reserved for exclusive use by this organization. It shall be named after St. Robert Francis Romulus Bellarmine (1542-1621), a Jesuit theologian and defender of the Roman Catholic Church.

Article II: Purpose of Organization

The Bellarmine Society shall serve as a resource for all registered Pre-Law students and all students interested in law-related pursuits. Over the course of the year, the Society shall sponsor valuable pre-legal programming as well as community-based and community-outreach activities. The objective of the Society is to foster an atmosphere of community and exchange.

Article III: Membership Qualifications

A. Eligibility

All full-time Boston College undergraduate students are eligible for membership in the Bellarmine Society.

B. General Membership

All eligible members who are not Active Members or Club Officers shall be considered General Members.

C. Active Membership

Active members shall be those eligible members who attend 2/3 the total number of Society events/meetings for academic year. Only Active Members may run for Club Officer positions.

D. Voting Rights

Only Active Members hold the right to vote on Club Officer elections and planning meetings. A vote must pass by virtue of majority. A quorum is 2/3 the total number of Active Members.

E. Non-Discrimination Clause

There shall be no discrimination against any individual with regard to race, age, religion, color, sex, national origin, mental or medical handicap, sexual orientation, marital or parental status, or veteran status.

Article IV: Officers

A. Officer Positions

The Executive Board executes the programming agenda for the academic year. The Officer positions for the Executive Board are: President, Vice President, Treasurer/Secretary,

Freshman Class Representative, Sophomore Class Representative, Junior Class Representative, and Senior Class Representative.

The President and Vice President may designate other members to the Executive Board for a one-year term to fill the specific needs of the Board (e.g. LSAT coordination, secretarial work, ODSO Liaison, Webmaster, Pre-Law Review Editor, publicity needs, etc.).

Each officer is appointed for a one-year term, beginning in May and ending the following May. The Freshman Class Representative is excepted from this: S/he shall serve upon the time of his or her election in September until the following May.

B. Qualifications

The President, Vice President, and Treasurer/Secretary and four Class Representatives must be eligible Active Members of the Bellarmine Society and in good standing with all university academic and disciplinary requirements. The President must be an Active Member for at least two years prior to holding office. The Vice President and Treasurer/Secretary must be Active Members for at least one year prior to holding office. Once elected to the Executive Board, all officers must remain eligible Active Members in order to remain in office. Officers not remaining eligible and/or Active will face probation and/or impeachment.

C. Duties

1. President

The President shall preside over all meetings and events. The President shall be responsible for keeping the Society informed as to the dates, times, locations, and nature of meetings and/or events. The President shall supervise and oversee all other Officers. S/he is responsible for insuring Bellarmine Society representation at all mandatory ODSO meetings and events, and for maintaining regular contact with the advising ODSO Dean. The President will also serve as liaison with the Club Advisor.

2. Vice President

The Vice President shall assist the President in all of his/her duties. The Vice President is also charged with the responsibility of administering the entire election process.

3. Treasurer/Secretary

The Treasurer/Secretary shall be responsible for all financial records and dealings of the Society.

The Treasurer/Secretary must:

- Manage and maintain records, including all financial records, attendance records, and meeting minutes
- Balance all financial transactions
- Prepare SOFC budget proposals by the designated deadline and attend any mandatory SOFC
- Have regular contact with the ODSO Budget Manager for Student Programs
- Attend the Treasurer's Training meetings sponsored by ODSO.

4. Class Representatives

The primary responsibility of the class representatives shall be to create and institute the programming agenda particular to their class for the academic year. Class representatives shall also be charged with voicing any specific concerns of their respective class to the Officers at Executive Board meetings.

Outgoing officers are expected to use the month of April to train the new officers, inform them of their responsibilities and roles in the club, and teach them the necessary steps needed to achieve their goals.

D. Offices Vacated

If the President is impeached, the Vice President shall act to fulfill this responsibility for his or her remaining term.

If the Vice President or Treasurer/Secretary is impeached, the President may appoint an interim leader for their position. The remaining Officers, at their next meeting, shall vote for a permanent replacement. Simple majority vote shall suffice.

If one of the four Class Representatives is impeached, the Vice-President shall organize an election of that class' Active Members. Normal election standards shall hold.

E. Impeachment

Once a complaint and/or charge has been filed against an Officer of the Bellarmine Society, the highest ranking officer not in question will gather the Officers to a meeting with the Club Advisor to discuss the complaint and/or charge. The Officers and Club Advisor shall come to an agreement as to the validity of the complaint and the severity of penalty, if applicable.

If the complaint and/or charge is judged as valid by the Officers/Club Advisor and so egregious a violation that it warrants immediate impeachment, the Officers and faculty advisor, together, shall take this action.

If the complaint and/or charge is judged as valid by the Officers/Club Advisor and is of a less severe nature, the Officers and Club Advisor shall hold a second meeting with the Officer in question to hear his or her response to the complaint and/or charge. If the response of this Officer does not answer properly and truthfully to the complaint and/or charge at hand, a third meeting shall then be held by the Officers and Active Members, without the Officer in question, to vote on his or her Impeachment or Probation. A quorum for this vote shall be 2/3 the Active Members of the Society. A vote of Impeachment and/or Probation must pass by a 2/3 majority. If a vote of Impeachment is reached, it is immediately effective. If a vote of Probation is reached, the Officer in question shall be put on one month probation where his or her activities shall be monitored. A fourth meeting shall be held by the Executive Board at the end of Probation to see if the Probation was effective or if Impeachment is necessary.

Article V: Organizational Meetings

A. Frequency

At least one general organizational meeting shall be held each month. This meeting shall be open to all.

B. Executive Meetings

At least one Executive Board meeting shall be held each month.

Details of the meeting may be posted on the Bellarmine Society's website or publication by the Treasurer/Secretary. The Treasurer/Secretary shall submit this record to the President at the end of the year as a section of the Annual Report, and to any members who request it.

C. Special Meetings

Special meetings shall be called only in the instance of unusual or extraordinary circumstances. Special meetings may be called for by any member of the Executive Board.

Article VI: Elections

A. Eligibility

Only Active Members may run for or hold a Club Office. Only Active Members may vote for Club Officers. The President must be an Active Member for at least two years prior to holding office. The Vice President and Treasurer/Secretary must be Active Members for at least one year prior to holding office.

B. Announcement of Elections

Elections shall be announced to the Active Members at least three weeks prior to the election date.

C. Election

All elections, with the exception of the Freshman Class Representative, shall take place in March. Election of the Freshman Class Representative shall take place in September.

D. Nominations

Any Active Member may make a nomination to the offices of President, Vice President, Treasurer/Secretary, or Class Representative. Nominations must be submitted to the outgoing Vice President. Nominations for these positions must be received two weeks prior to the election.

E. Voting

The outgoing Vice President (or if s/he is running for reelection, the highest ranking outgoing Officer) shall be charged with organizing elections and the application process (as outlined below), and is responsible for timing these procedures in accordance with ODSO/SOFC deadlines.

The President, Vice President, and Treasurer/Secretary shall be elected by a majority vote of the outgoing Officers and Active Members. Each nominee is entitled to a maximum of five minutes to speak before the assembly regarding his or her qualifications. A quorum for this vote shall be 2/3 the Active Members and all outgoing Officers.

The four Class Representatives shall be elected by majority vote of the Active Members of their class. Each nominee is entitled to a maximum of five minutes to speak before the assembly regarding his or her qualifications.

All voting shall be by secret ballot. The outgoing Officers and Club Advisor shall tally the votes.

F. Ties

In the event of a tie, an odd number of outgoing Officers shall cast their votes.

G. Notification

Members of the Bellarmine Society will be notified by the President of the results as soon as they are available, via email and website.

Article VII: Committees: Standing or Ad Hoc

The Bellarmine Society shall have no standing committees. The President may call for an Ad Hoc Committee, if the need arises, onto which Active Members shall be appointed by majority vote of the Officers.

Article VIII: Bylaws

The Bellarmine Society has no Bylaws.

Article IX: Amendments

A. Proposals

Any Active Member may submit a Draft Amendment to this constitution. The Draft Amendment must be submitted in writing to the Officers.

B. Review by Organizational Meeting

At the last general meeting of the Society each year, copies of the Constitution and Draft Amendment shall be made available. This meeting shall be open to all Active Members of the Society. Active Members shall be given due notice by the President of its date, time, and location.

C. Reading of the Amendment

The President will formally announce the proposed Amendment. It shall be read two times aloud: Once by the President and once by the Vice President.

D. Quorum

A quorum for this meeting shall be considered 2/3 of the Active Membership

E. Voting

Amending the Constitution requires a secret ballot vote of 2/3 the Active Members present.

F. ODSD Approval

Any changes made to the original Constitution or Bylaws must be approved by ODSD before being considered active.

Article X: Ratification

A. Execution

This Constitution will be ratified upon its approval by ODS and will go into effect immediately thereafter. It will replace the March, 1997 Bellarmine Law Academy Constitution.

B. Review

This Constitution will be reviewed yearly by the Board and amended as necessary in accordance with the guidelines provided in the Constitution itself.

Article XI: Club Advisor and Role

The Club Advisor's responsibilities include:

- Providing advice and information pertaining to the organizational policy of the Bellarmine Society
- Aiding the Executive Board with respect to dealings with Boston College administration
- Providing aid, if requested, during programming meetings of the Society
- Overseeing the election process

The advisor need not be present at every meeting of the Society, but needs to be updated and briefed on the actions and decisions of the Board. It will be the responsibility of the President to ensure that the advisor(s) remain updated on all club activities.