

Space Law Society Constitution

Article 1 – Name

- 1.1 The name of this organization is the Space Law Society of the University of Houston Law Center (SLS).

Article 2 – Purpose

- 2.1 To promote knowledge and understanding of all areas of space law and policy.
- 2.2 To provide a forum for discussion of the legal and ethical issues which pertain to space law and policy
- 2.3 To promote awareness of the opportunities available in space law in the Houston community and at the Law Center.
- 2.4 To increase the number of students interested in space law and policy.
- 2.5 To foster a relationship between the student body and the established government and growing commercial space community in Houston.

Article 3 – Membership

- 3.1 Eligibility. Membership in SLS is open to any University of Houston law student regardless of race, ethnicity, national origin, age, gender, physical disability, religious affiliation, or sexual orientation.
- 3.2 Dues. Dues shall be paid in full at the beginning of each academic year to maintain membership for that year. Upon purchase of a lifetime membership, one continues to be a member as long as a student at the University of Houston Law Center. A faculty member may join SLS as a lifetime by paying the respective lifetime membership fee.
- 3.3 In order to be an active and voting member of SLS;
 - (a) One needs to attend at least one general meeting, and
 - (b) One needs to pay annual dues.
- 3.4 Amount of dues will be \$15 per year and \$35 for three years.
 - (a) These amounts can be changed by a majority approval of the executive board
 - (b) Any fees collected will be handled and accounted for subject to all relevant UHLC and UH accounting procedures.

Article 4 – Executive Board

- 4.1 Organization

- (a) There shall be an Executive Board which is composed of a President, Vice President, Treasurer and Event Coordinator, and Secretary.
- (b) Each officer will have equal votes at the Executive Board meetings.
- (c) In the event of a tie vote, the President shall break all ties at Executive Board meetings.
- (d) Positions on the Executive Board may be added or dissolved as needed upon a 2/3 vote of current board members.

4.2 Election of the Executive Board

- (a) There shall be an annual election of the Executive board every spring.
- (b) Newly elected members' responsibilities will be assumed at the completion of the spring semester.
- (c) Members of SLS may nominate either themselves or other members for any elected office. Those nominated shall have a period of 5 minutes (maximum) to speak before the general membership.
- (d) Only members qualified to vote may run for elected positions.
- (e) Votes shall be cast by secret ballot.
- (f) The current treasurer will tally the votes.
- (g) The candidate with the most votes shall win.

4.3 Replacement of the Executive Board

- (a) Officer vacancies, with the exception of the office of the President, shall be filled by a nomination and majority vote of the organization as set out in Article 4.2.
 - i. Officers wishing to resign must submit a letter of resignation to the President stating the reason therein.
- (b) The Vice-President shall succeed the President should the President be unable to perform her duties.
- (c) Removal of an Executive Board member for cause can be accomplished by an initial three-fourths vote of the Executive Board followed by a two-thirds vote of the general membership.

4.4 First-Year Section Representatives

- (a) The Executive Officers may elect up to two representatives from each First-Year (1L) section
- (b) The primary responsibility of 1L Section Representatives is to promote meetings, speakers, and other SLS events to the 1L class and to positively promote the organization
- (c) The 1L Section Representatives are not eligible to assume the duties of an Executive Officer in absence or dismissal, but may assist Executive Officers in carrying out duties in limited circumstances.

Article 5 – Duties of the Executive Officers

5.1 President

- (a) To preside over all meetings of the organization and Executive Board.

- (b) To prepare the agenda before every meeting.
- (c) To attend meetings sponsored by the Law Center for student organizations and campus activities (including President's Roundtable).
- (d) To pay bills in absence of the Treasurer.
- (e) To maintain regular contact with the advisor and membership.
- (f) Prepare schedules of all membership meetings and special events.

5.2 Vice-President

- (a) Contact, schedule, and prepare speakers and special guests for SLS meetings and special events.
- (b) Organize section representative recruitment and elections.
- (c) Assist President in her duties and in coordinating membership meetings.
- (d) Assist Secretary in posting SLS notifications, signs, and advertisements.
- (e) Prepare volunteer lists to recruit members for special events when needed.
- (f) Organize and attend all recruitment events, including the Spring and Fall Law Center Open Houses and Orientation.
- (g) Contact by e-mail all past members that have since become inactive.
- (h) Send e-mails via listserv for special events that are for SLS members only.
- (i) Organize volunteers for events and respective duties.

5.3 Treasurer and Event Coordinator

- (a) Prepare SLS budget and revise as needed.
- (b) To keep records of all financial transactions and prepare anticipated expense reports during the spring semester of the amount of funding required for the upcoming school year.
- (c) To help organization and members procure funding for any conferences, competitions, speakers, or other related activities in the furtherance of the goals of the organization.
- (d) Reimburse Board members for receipts and invoices promptly. Keep a running balance of SLS account.
- (e) Primarily responsible for collecting membership dues and depositing into account.
- (f) Maintain SLS checking account.
- (g) Primarily responsible for planning social, educational, and networking events.
- (h) Prepare and update a list of space law attorneys
- (i) Assist VP in the logistical aspects of events.

5.4 Secretary

- (a) To publicize all events and meetings in the form of fliers around the Law Center.
- (b) To work with 1L Section Representatives to promote SLS events.
- (c) To update and maintain the SLS membership roster and contact information.
- (d) To record the minutes of Executive Board meetings
- (e) To assist in planning events both on and off campus.
- (f) To arrange logistical details for events in conjunction with Event Coordinator.
- (g) To take, or arrange for someone to take pictures at events and meetings.

5.5 1L Section Representatives

- (a) Attend all Board meetings.
- (b) Serve as liaisons to the 1L members.
- (c) Recruit membership and participation of 1L students.

Article 6 – Bank Account

6.1 The Executive Board will maintain a bank account through the Law Center for the purposes of collecting and dispersing funds as necessary.

6.2 Deposits shall be made within one week of receipt of funds.

Article 7 – Advisors

7.1 A representative delegated by SLS shall serve in an advisory capacity until her resignation. Upon resignation, the advisor shall inform Executive Board at least two weeks in advance.

Article 8 – General Meetings

8.1 The general meetings of all SLS members shall be held at dates and times to be determined by the Executive Board.

8.2 Special meetings may be called by the Executive Board as are determined necessary.

8.3 Every SLS member has the right to voice a concern at a general meeting. The member must raise their hand to be recognized by the President.

- (a) The member, once recognized, has the right to speak freely and without interruptions while holding the floor.
- (b) President reserves the right to cut the speaker off if time does not allow the member to continue.
- (c) The rules of this section may be suspended by majority vote of the general members present.

Article 9 – Non-Discrimination Clause

9.1 As a Registered Student Organization at the University of Houston we adhere to the University of Houston's Non-Discrimination Policy. The University of Houston is an Affirmative Action/Equal Opportunity institution. The university provides equal treatment and opportunity to all persons without regard to race, color, religion, national origin, sex, age, genetic information, disability, or veteran status except where such distinction is required by law. Additionally, the System prohibits discrimination on the basis of sexual orientation, gender identity or gender expression.

Article 10 – Anti-Hazing Clause

10.1 This organization will not initiate, participate in, or be witness to any act that inflicts or intends to inflict physical or mental harm or discomfort or which may demean, disgrace, or degrade any person, regardless of location, intent, or consent of participant(s).

Article 11 – Amendments

11.1 The constitution may be amended by a two-thirds vote of the general membership.

11.2 No amendment may be adopted unless it has been posted to the entire voting membership one week prior to the meeting at which the amendment will be voted upon.