

Student Bar Association Bylaws

The Ohio State University College of Law

Section I: Bylaws

1. **Adding a Bylaw-** Bylaws may be added by a two-thirds vote of Senators present, where the Bylaw at issue has been raised for discussion during two successive meetings.
2. **Removing a Bylaw-** Bylaws may be deleted by a three-fourths vote of Senators present, where the Bylaw at issue has been raised for discussion during two successive meetings.

Section II: Membership and Meetings

1. **Requirement to maintain good standing-**
 - a. Senators shall maintain good standing by attending at minimum 2/3 of all properly scheduled meetings each semester.
 - b. Senators shall maintain good standing by submitting a report or collaborative report to the Secretary's box by 4pm on the Monday prior to the last properly scheduled meeting of the month.
2. **Removal-** Failure to attend meetings or gross dereliction of duty may, at the discretion of the President, forms good cause for removal. (See Constitution Article II, Section I.)
3. **Parliamentarian** – The President, with the consent of the Senate will appoint a Parliamentarian at the first SBA meeting following the Spring Election. The Parliamentarian will settle disputes of parliamentary procedure and other matters as determined by the President, but will not enjoy voting rights, not use of a Senator's proxy.

Section III- Meeting Procedure

1. **Calling Meetings-** a meeting shall be properly called if:
 - a. Notice was properly posted on the SBA Bulletin board and/or delivered through the SBA email listserve
 - b. The agenda and minutes for the previous meeting were posted on the SBA bulletin board and/or delivered to the Senators with 24 hours minimum notice.
2. **Meeting format-** meetings shall properly be conducted through the following:
 - a. Call to order
 - b. Roll Call or Attendance- The Secretary of the SBA shall call the roll or obtain an attendance count of Senators and other attendees.
 - c. Read Minutes or Minutes Waiver- The Secretary shall read the minutes of the last meeting, or the minutes reading may be waived by
 - i. By motion of a Senator, Seconded by another Senator
 - ii. By motion of the President
 - d. Reports of Officers
 - i. The President, Vice-President, Secretary and Treasurer shall report
 - ii. The Vice-President shall include in his remarks a report of the Executive Committee Meetings recently held
 - e. Reports of Committees and Other Representatives
 - i. The Standing Committee Chairs shall report
 - ii. Michael E. Moritz College of Law Committee Student Members shall report

- iii. Interprofessional Council Representatives shall report.
- iv. The American Bar Association Law School Division Representative shall report
- v. First Year Senators shall report.
- f. Old Business- Old Business shall consist of any unfinished business and relative motions thereto. Any motion previously postponed definitely may be properly discussed in old business. Any motion previously laid upon the table requires a motion to take from the table, and then may be properly discussed in old business.
- g. New Business- New Business shall consist of any Main Motions not previously made by a Senator or Senators. New Business shall consist of any business brought before the Association by the College Administration or Faculty. Faculty or Administration business must be accepted by the making of a Main Motion and a Second.
- h. Announcements- Senators and Association Members may make announcement upon acknowledgement by the President.
- i. Adjournment- A Motion to Adjourn may be properly made at the conclusion of pertinent announcements.

Section IV-Voting Procedure and Motions

1. Quorum- proper quorum for all motions shall be a simple majority (50% +1) of all voting members of Senate. No motions may be made without quorum.
2. Only voting members of Senate or their designated committee member may make or second a motion during Senate meetings.
3. Motions which may be properly made during the consideration of Old Business- A Motion to Take From the Table may be made to reconsider a previously made main motion. A Motion to Take From the Table requires a Second, is not debatable, and requires a majority vote to carry.
4. Motions which may be properly made during the consideration of New Business
 - a. Main Motion- Any member of the Association may make a Main Motion. A Main Motion may be made for the purpose of conducting the Association's business, including resolutions, disbursements of funds, confirmation of appointments, et cetera. A main motion requires a Second, is debatable, and requires a majority vote of Senators to carry.
5. Motions which may be made while a main motion is on the floor
 - a. Motion to Amend- a motion to amend a Main Motion may be made prior to Calling of the Question on the Main Motion. A Motion to Amend is debatable and requires a majority vote to carry.
 - b. Motion to Postpone Definitely- may be made to postpone further discussion or voting on the Main Motion to a specified time. A Motion to Postpone Definitely requires a second, is debatable, and requires a majority vote to carry.
 - c. Motion to Lay Upon the Table (Motion to Postpone Indefinitely)- The Motion to Lay Upon the Table may be made to postpone further discussion or voting on the

Main Motion. The Motion to Lay Upon the Table requires a second, is debatable, and requires a majority vote to carry.

- d. A Motion to Call the Question may be made in order to take a vote on the Main Motion. Calling the Question requires a second, is not debatable, and carries unless a Senator voices an objection. If an objection is voiced, a vote to Call the Question is required, and requires a 2/3 vote to carry.”
- e. A Motion to Close Debate- may be made in either debate of a Main Motion, or any properly debated Subsidiary Motion. A Motion to Close Debate requires a second, and does not require a vote unless a Senator voices an objection. If an objection is voiced, a vote to Close Debate is required and requires a 2/3 majority to carry.

6. Vote Taking

- a. Upon any motion requiring a vote, the President at his or her discretion or the recommendation of the Parliamentarian may take a vote of Senators by:
 - i. The Voice Call of Yeas and Nays
 - ii. The Hand Call of raised arms.
 - iii. Secret Ballot.
- b. Upon any motion requiring a vote, any Senator may make a Motion for a Specific Vote, which specifies one of the above three voting methods. A Motion for a Specific Vote requires a second, is not debatable, and requires a majority to carry. A Motion for a Specific vote may not be overruled at the discretion of the President.
- c. Upon a Motion to Call the Question, the President may take a vote of Senate Members on the pending Main Motion.

7. Other Motions

- a. Motion to Adjourn- at the conclusion of announcements, a Motion to Adjourn may be made and is effective upon being Seconded.
- b. Motion to Recess- at any time during an Association Meeting, a Senator may move for a recess, which requires a Second, is not debatable, and requires a 2/3 majority to carry.
- c. Point of Order- may be made at any time by any Senator