

## **Harvard Law School FiLM Society Constitution**

### **I. Name**

- a. The name of the organization shall be the Harvard Law School FiLM Society (hereinafter “FiLM Society”). “FiLM” is an acronym for Film, Literature, & Media.

### **II. Purpose**

- a. The purpose of the FiLM Society is to:
  - i. Promote the arts and humanities within the Harvard Law School community;
  - ii. Highlight fictional and non-fictional forms of storytelling as tools for legal advocacy and education;
  - iii. Enable students to work on narrative projects about and develop creative approaches to legal and social issues;
  - iv. Create community among Harvard Law School students, faculty, and staff via visual media;
  - v. Bring diverse perspectives to Harvard Law School;
  - vi. Foster dialogue around difficult issues;
  - vii. Showcase the incredible talent of Harvard Law School’s student body; and
  - viii. Analyze and critique narratives as makers of meaning within society.

### **III. Membership**

- a. Membership is open to all Harvard Law School students.
- b. Students become members by providing their name or email address to the FiLM Society.
- c. Students shall be removed from membership upon request to any member of the Executive Board or at such time as the student ceases to be enrolled in a program of study at Harvard Law School.
- d. Members are obligated to abide by the constitution.
- e. Members have the right to participate in all events sponsored by the FiLM Society (subject to capacity limitations) and the right to vote in all the FiLM Society matters brought before the general membership.
- f. Members have the right to run for and hold positions on the Executive Board if they are enrolled full-time during their term of office.

### **IV. Executive Board**

- a. The Executive Board (hereinafter, “Board”) is the governing body of the FiLM Society and will consist of at least the following officers:
  - i. Two (2) Co-Presidents are jointly the chief officers and representatives of the FiLM Society. They will direct and facilitate all general events and affairs conducted by the FiLM Society and will call and oversee all meetings of the Board and general body.
  - ii. One (1) Treasurer is responsible for all financial matters of the FiLM Society. The Treasurer has authority to approve, in conjunction with the Co-Presidents, all the FiLM Society expenses. The Treasurer, along with the Co-Presidents, is responsible for drafting, monitoring, and submitting the FiLM

Society budget. The Treasurer will also work with the Co-Presidents on all fundraising activities.

- b. Additional officers may, from time to time, be added to the Board. These officer positions may include, but are not limited to, the positions of Vice President(s), Secretary, Communications Chair, and Chief Creative Officer (“CCO”).
  - i. Any Vice President, Secretary, Communications Chair or CCO position may be added to the Board by majority vote of all current Board officers.
  - ii. Any additional officers may be added to the Board only by constitutional amendment pursuant to Section X.
- c. Board officers may resign, provided that they give two weeks’ notice via email to all current Board officers of their intent to resign.
- d. Board members may be removed from office by two-thirds vote of the current Board, excluding the officer upon whom the removal decision is being made.
- e. Unfilled Board positions may be temporarily filled by the existing Board until the next Board election takes place.

#### **V. Committees & Chairs**

- a. The Board may choose, at any time and by majority vote of a quorum of its members, to create Committees of the organization.
- b. Each Committee shall have certain responsibilities delegated to it by the Board.
- c. The Co-Presidents may choose, at any time, to appoint any member of the organization as a Chair, Co-Chair, or Vice Chair of a Committee (hereinafter, “Chairs”). Such Chairs will have certain organizational responsibilities delegated to them by the Executive Board.
- d. At all times, the Executive Board will retain ultimate decision-making authority over Committees and their Chairs.
- e. Any Committee may be eliminated or Chair removed at any time by a majority vote of the Board.

#### **VI. Meetings**

- a. Board Meetings
  - i. The Board will hold regular executive meetings as they require.
  - ii. Two-thirds of the Board must attend for a Board meeting to be official.
  - iii. On general business matters, the executive board will decide by majority vote.
- b. General Membership Meetings
  - i. The Board may elect to hold general membership meetings as often as the Board decides but no less than once per semester.

#### **VII. Endorsements**

- a. Non-political financial contributions shall be decided by Board procedure dictated in Section VI(a).
- b. The Board may, upon providing a notice to the general membership and an opportunity for comment, choose to publicly sign statements, letters, and/or endorsements on behalf of the FiLM Society with a two-thirds vote of the entire Board.

- c. The Board may choose to send a proposal to publicly sign a statement, letter, and/or endorsement to a general membership vote with a majority vote of the entire Board. A majority of the member votes cast is sufficient for the proposal to pass; no quorum of members is required.
- d. Members may use the petition process in Section VIII to bring a proposal before the general body for a vote.

#### **VIII. Member Petition Process**

- a. Any member may petition the Board to consider signing a statement, letter, and/or endorsement on behalf of the FiLM Society under Section VII.
- b. Any member may petition to bring a proposal or a constitutional amendment up to a general body vote. Petitions require the signatures of at least ten members to be brought to a general body vote.
- c. Constitutional amendment proposals brought by members are subject to the requirements of Section X. All other proposals must be approved by a majority of voting members to pass. No quorum of members is required.
- d. The Board must abide by and implement any proposals passed by the general membership, unless doing so would violate any laws, this constitution, or requirements of Harvard Law School.

#### **IX. Elections for Board Positions**

- a. Elections will be held every spring no later than the third week in April. All members of the FiLM Society will be notified of the date, time, and location of the election no later than one week in advance.
- b. Only current members may vote in the election. No absentee votes will be accepted, unless made in writing to the current Board.
- c. A member may run for more than one position; however, once elected for a position, the member must hold only that position.
- d. The co-presidents will run together as a slate. All other candidates will run as individuals.
- e. The procedure for the administration of elections will be determined by the outgoing board.
- f. No quorum of members will be required for the election to be valid.
- g. For any position that is not filled by a majority of voters, a run-off between the two highest vote winners will be immediately conducted.
- h. The date of the turnover to the new Board will be determined by the outgoing board, with the exception that the Treasurer position will be turned over at the end of the academic year.

#### **X. Amending the Constitution**

- a. Amendments to the constitution may be proposed by either a two-thirds vote of the entire Board or a petition from the general membership pursuant to Section VIII.
- b. All amendments regarding the structure of the Board may be passed with a two-thirds vote of the entire Board. Amendments addressing issues other than the structure of the Board require a general membership vote.

- c. For those amendments that require a general membership vote, the proposed amendment must first be approved by two-thirds of the entire Board or pass Section VIII's member petition requirements.
- d. For those amendments that require a membership vote, one-third of the entire membership is the quorum required. Two-thirds of the voting members must vote in favor to ratify any proposed amendments.