ARTICLE I
MEMBERSHIP DUES

The membership dues for each semester shall be $40.00, which shall be paid upon registration. In order to increase the membership dues, a majority of the Legislature and a majority of the Association shall approve any increase.

ARTICLE II
EXECUTIVE COUNCIL

The elected officers of the Student Bar Association shall be the President, the Vice-President, the Treasurer, the Secretary, and the Parliamentarian, which shall constitute the Executive Council of the Student Bar Association.

SECTION 1. OFFICER’S DUTIES

(1) President:
   (a) The President shall chair all Association, Executive Council, and Legislative Council meetings.
   (b) The President shall have a tie breaking vote in the Legislative Council.
   (c) The President may, on twenty-four (24) hour public notice, call a special meeting of the Legislative Council.
   (d) The President, by virtue of the office, shall be the official liaison between the student body and the American Bar Association, the administration of the College of Law, and the faculty of the college, and shall be the official representative of the Student Bar Association to members of the general public.

(2) Vice-President:
   (a) Shall serve as the acting president of the Association in the absence of the President of the Association.
   (b) Shall serve in close cooperation with the President in the administration of the Student Bar Association as assigned by the President.
   (c) Shall be the Executive Council’s liaison to the certain standing committees as designated by the Executive Council.

(3) Secretary:
   (a) Shall record the minutes of all meetings of the Association, the Legislative Council, and the Executive Council and shall maintain and archive the records of the minutes.
   (b) Shall publicly post a copy of the Legislative Council minutes within twenty-
four (24) hours of their approval by the Legislative Council.
(c) Shall maintain a record of all official correspondence.
(d) Shall maintain a permanent file of all records.
(e) Shall be the Executive Council’s liaison to the certain standing committees as
designated by the Executive Council.
(f) Shall serve as the chair of the Calendar Committee.

(4) Treasurer:
(a) Shall collect all monies due and owing to the Association.
(b) Shall disburse all authorized expenses.
(c) Shall keep a permanent set of books of account for the financial business of
the Association.
(d) Shall be the Executive Council’s liaison to all Association recognized student
organizations in budgetary matters.
(e) Shall collect coming-year budget proposals for all Association recognized
student organizations by March 1 of each year and prepare a report to the
Executive Council in preparation for the annual budget proposal.
(f) Shall receive budget requests from all Association recognized student
organizations at the beginning of each semester in preparation for the Executive
Council’s spending recommendations to the Legislative Council.
(g) Shall present monthly to the Legislative Council a written report detailing
income, expenditures, and current balance of all Student Bar Association
accounts, and shall meet with the Dean to present this monthly report for
informational purposes only. After review and approval by the Legislative
Council, the report shall be publicly posted.

(5) Parliamentarian:
(a) Shall ensure that proper parliamentary procedures are observed at meetings of
the Legislative Council.
(b) Meetings shall be conducted as provided under By-Laws Article VI.

SECTION 2. OFFICER’S QUALIFICATIONS

(1) All Officers:
(a) Shall be members of the Association having attained a 2.0 overall grade point
average, and shall not be on probation at the time of taking office.
(b) Shall have served as elected on the Executive Council, Legislative Council,
Summer Advisory Council, or as elected as an at-large special officer. Also, past
service as the Chair of an SBA committee will meet the qualification.
(c) Shall, at the time of assuming office, be expected to graduate from law school
at a date no earlier than that which will permit them to serve full terms of office to
which they are elected.

(2) The President shall, by the semester that begins the term to which the President is
elected, have satisfied two semester sessions as a resident student as defined in the
Stetson University College of Law Bulletin.
(3) The Vice-President, the Secretary, the Treasurer, and the Parliamentarian shall, by the
semester that begins the term to which they are elected, have satisfied one semester
sessions as a resident student as defined in the Stetson University College of Law
Bulletin.

SECTION 3. SPECIAL TERM CONSIDERATIONS

(1) Concurrent Terms - No Class Representative member of the Legislative Council may
serve as a member of the Executive Council while serving in those respective offices.
(2) Termination - Members may be ejected from the Legislative body for cause by a two-
thirds (2/3) majority vote of the Legislative Council after deliberation by the Legislative
Council for which the member in question was given proper notice and an opportunity to
defend the member’s position.

SECTION 4. MEETINGS OF THE EXECUTIVE COUNCIL

(1) Executive Council officers shall attend all meetings, official and special, of the
Executive Council, Legislative Council, and the Association. More than three (3)
unexcused absences will result in a legislative vote as designated under Article VII
Section 2 of the Constitution.
(2) Regular meetings of the Executive Council shall be conducted weekly prior to
Legislative Council meetings and specially called meetings may be convened when
called by the President or a majority of the Executive Council Members.
(3) Meetings shall be conducted in accordance with Robert’s Rules of Order, revised
(4) Minutes of meetings of the Executive Council shall be recorded by the Student Bar
Association Secretary and shall be available to the Legislative Council upon demand.
(5) In preparation of the agenda for the Legislative Council, all committee reports and
business to be brought before the Legislative Council shall be reviewed and approved by
majority vote of the Executive Council.
(6) The Executive Council shall prepare an agenda for the meetings of the Legislative
Council.

SECTION 5. SPECIAL COMMITTEES

The Executive Council may establish special committees it deems necessary to carry on the
business and projects of the Association. A majority vote of the Executive Council shall be
required to establish a special committee.

SECTION 6. BUDGETING

The Executive Council shall receive budget proposals and requests, prepare recommendations to
the Legislative Council, and shall be governed by the following:
(1) Automatic Funding:
   At the beginning of each semester recognized student clubs and organizations
shall automatically be allocated an amount as designated by the appropriate
handbook. The funding allocation in the handbook shall have been approved by a
majority of the Legislative body to be used as funding for educational and social
programming, publicity for such activities, and business supplies.
(a) Funding may be withheld by the Executive Council should the activity or expenditure be considered not open to the student body or found to be extremely offensive.
(b) The Legislative Council may override the Executive Council’s negative determination by a majority vote.
(c) If an organization has not spent monies allocated for specific projects by six weeks before the end of the semester, the money shall return to the general fund of the Student Bar Association. However, if the club or organization manifests its intent to spend the money through written communication to the Executive Council within the above time period, then the allocation shall be reserved for the organization until the end of the semester.

2) Allocated Funding:
Student Bar Association recognized organizations may submit budget requests for additional budgetary needs and for special projects. Budget requests should be submitted to the Treasurer of the Association at the first of each semester by the time announced by the Treasurer. To qualify for allocated funding and special project funding, the organizations must be in compliance with budgeting proposal requirements as herein provided in Article X and must have properly submitted, for the previous semester, fund accounting reports as herein required of the Treasurer.

3) Extraordinary Funding:
Budgetary needs of Student Bar Association recognized organizations that may arise after early semester allocations may be submitted to the Treasurer for consideration of recommendation by the Executive Council.

4) Student Organization Monies:
(a) Monies granted by any Student Bar Association recognized organization shall remain the property of that organization. Student organizations are encouraged to exercise prudent fiduciary care. Consequently, monies carried forward from one semester to another shall neither infringe nor reflect negatively on any organization’s budgetary requests. (This section shall not be interpreted to conflict with rules returning unused Association funds allocated for specific projects which were not spent as specified in Article II section 5 part (1)(c).
(b) Any monies remaining upon the termination of a student organization shall revert to the Student Bar Association.

5) Special Spending Powers of the Executive Council:
The Executive Council shall have the special power to expend funds each semester under the following provisions:
(a) Emergency Funds - The Executive Council shall have the power to approve emergency expenditures for up to $100.00 during the time between semesters.
(b) Executive Contingency Fund - The Executive Council shall have a contingency fund consisting of $150. This fund shall be used at the discretion of the Executive Council for the purpose of Executive Council operating expenses. If funds are spent from this fund, a report of any expenditure shall be given to the Legislature by the Treasurer at the next general meeting.
(c) Student Welcoming Budget - The Executive Council shall have the power to
approve an expenditure for the purpose of funding a student welcome gathering at the beginning of each term. The amount up to which may be spent hereunder shall not exceed the amount established in the proposed budget as defined in the preceding Spring semester for the current fiscal year, unless the Executive Council unanimously amends the proposed budget expenditure.

ARTICLE III
LEGISLATIVE COUNCIL

SECTION 1. LEGISLATIVE COUNCIL

(1) Membership of the Legislative Council shall consist of:
   (a) Class representatives elected from each class as defined by semester of entry in the College of Law.
   (b) Officers elected to the Executive Council.
   (c) Special officers who shall be representatives elected by a common vote of all classes to serve special functions of the Association.

(2) Special offices shall consist of:
   (a) The Sports Commissioner
      (i) Shall be elected to chair the Association’s Athletic Committee.
      (ii) Shall be required to have attained a 2.0 overall grade point average and not be on probation at the time of election.
   (b) The ABA-LSD Representative
      (i) Shall represent the Association and the College of Law to the ABA-LSD at all of its functions.
      (ii) Shall be required to have attained a 2.0 overall grade point average and not be on probation at the time of election.
      (iii) Shall chair the Association’s standing committee on the ABA-LSD.
      (iv) Shall serve as the President of the Stetson College of Law Chapter of the ABA-LSD.
      (v) Shall conduct the business of the Stetson Chapter of the ABA-LSD in keeping with the guidelines of the national ABA-LSD and constitution, by-laws, and handbook of the local chapter.
   (c) The ABA-LSD Vice-Representative
      (i) Shall be elected to a two year term, the second year to consist of automatically being appointed the ABA-LSD Representative and carrying out the duties of the ABA-LSD Representative as defined in subsection (b) above.
      (ii) Shall serve as the acting ABA-LSD Representative in the absence of the ABA-LSD during the first year of the term.
      (iii) Shall represent the Association and the College of Law to the ABA-LSD at all of its functions for the entire two year term.
      (iv) Shall be required to have attained a 2.0 overall grade point average and not be on probation at the time of election.
      (v) Shall serve as Vice-Chair to the Association’s standing committee on the ABA-LSD for the first year of the elected term.
(vi) Shall serve as the Vice-President of the Stetson College of Law’s Chapter of the ABA-LSD for the first year of the term.
(vii) Shall conduct the business of the Stetson Chapter of the ABA-LSD in keeping with the guidelines of the national ABA-LSD and constitution, by-laws, and handbook of the local chapter for the entire two year term.

(3) Number: There shall be one (1) class representative, who shall be a member of the academic group from which elected, for every twenty (20) members of said group. An additional representative shall be elected for any remainder over nine (9) after dividing the whole group by twenty (20). When electing representatives, every member of each group shall have the same number of votes as the number of representatives to be elected.
(4) Requirements: Each elected representative with the exception of incoming first-year students shall have an overall 2.0 grade point average and not be on probation at the time of taking office.

SECTION 2. DUTIES

(1) The Legislative Council shall conduct all business that may properly come before it in pursuing the best interests of the members of the Association and the goals established in the mission statement herein defined.
(2) The Legislative Council shall approve all disbursements of Student Bar Association funds as herein provided:
   (a) Approval of each expenditure and the budget as a whole must be made by a majority of the members of the Legislative Council, except:
      (i) The Legislative Council shall maintain a general contingency fund consisting of at least fifteen percent (15%) of the total budget as approved and accepted. From this fund shall be allowed expenditures and allocation when duly approved by two-thirds (2/3) of the members of the Legislative Council.
      (ii) The Legislative Council shall provide for the discretionary privilege of the Executive Council as defined herein and including:
           Emergency Funds.
           Student Welcoming Budget.
           Executive Contingency funds.
   (3) Shall approve an annual budget in accordance with the practices of the Stetson University System.

SECTION 3. MEETINGS

(1) The first meeting of the Legislative Council shall be held within two weeks (2) after the first day of each semester.
(2) Meetings shall be held bi-monthly at a time, date and place to be established by each new council. Once established, the time, date, and place for the meetings shall be posted in a public place no later than five (5) school days prior to the meeting.
(3) All regular and special Legislative Council meetings shall be open to all members of the Association, but proposals of official motions and any voting will be limited to the elected representatives only.
(4) To conduct business at meetings a quorum must be present. A quorum shall consist of fifty percent (50%) plus one (1) of the members.
(6) Minutes of meetings of the Legislative Council shall be recorded by the Student Bar Association Secretary and shall be presented to the Legislative Council for approval at the next meeting of the council.
(7) The Legislative Council shall work from an agenda prepared by the Executive Council.

SECTION 4. ATTENDANCE OF MEETINGS

All elected representatives of the Legislative Council and Summer Advisory Council shall be expected to attend all regularly scheduled meetings and any special meetings called by the President of the Association. More than three (3) unexcused absences will result in immediate removal from council. Request for excuses must be submitted in writing to the Executive Council in a timely fashion. The final determination of all Legislative Council absences rest exclusively with the Executive Council.

SECTION 5. SPECIAL TERM CONSIDERATIONS

(1) Concurrent Terms - No Class Representative member of the Legislative Council may serve as a member of the Executive Council while serving in those respective offices.
(2) Termination - Members may be ejected from the body for cause by a two-thirds (2/3) majority vote the Legislative Council after deliberation by the Legislative Council for which the member in question was given proper notice and an opportunity to defend the member’s position.

SECTION 6. SUMMER ADVISORY COUNCIL

(1) Function: The Council will sit as a Quasi-Legislative Council but its authority in promulgating rules and regulations is limited to the duration of the summer term and no rule or regulation promulgated during the summer shall have any force or effect after the end of the summer term. The President of the Student Bar Association shall endeavor to be available to call and preside over all meetings of the Summer Advisory Council. If the President is not available, he or she shall appoint a member of the Executive Council who will be on campus during the summer session to serve as presiding officer. If no members of the Executive Council are available, the President shall appoint a member of the Association who has served previously on the Executive Council or Legislative Council to serve as presiding officer.
(2) Number: There shall be seven (7) members of the student body registered and attending the summer session elected at large for the purpose of serving on the Summer Advisory Council.
(3) Requirements: Each elected representative, with the exception of incoming first-year students, shall have an overall 2.0 grade point average and not be on probation at the time of taking office.
SECTION 7. HANDBOOK

The Legislative Council shall establish handbooks for its various functions as shall be deemed prudent. The handbooks:

1. Shall be the Official Rules of the Association regarding the matters addressed in them subject to the Constitution and By-Laws of the Association and published school policy.
2. Shall establish Definitions and Rules of operation and procedure for the bodies, agencies, projects, and operations to which they are addressed.
3. Shall be the property of the Association which shall reserve the exclusive right to publish, modify, or rescind the various handbooks as determined by a majority vote of the Legislative Council of the Association.

ARTICLE IV
COMMITTEES

SECTION 1. CREATION

There shall be such standing committees as are designated herein below and others which may be created by a majority vote of the Executive Council.

SECTION 2. BUDGETING

Committees shall be expected to follow the same budgeting process that Student Bar Association recognized organizations follow as defined in Article II Section 5 of the By-Laws.

SECTION 3. STANDING COMMITTEES

To facilitate the mission and purposes of the Student Bar Association the following standing committees will be maintained with the purposes and functions herein defined:

1. Event Planning Committee - Shall provide for various social functions of the student body as shall be approved by the Legislative Council of the Association.
2. Athletic Committee - The Sports Commissioner is the Chairperson of the Athletic Committee which shall consist of no less than three (3) and no more than five (5) members of the Association who will give themselves to organizing and maintaining an active student athletic and sports program. Members of the committee shall be appointed as herein provided and may be any member of the Association in good standing who has attained at least a 2.0 overall grade point average and is not on probation at the time of taking office. The Sports Commissioner shall:
   (a) Coordinate intramural sports activities for students.
   (b) Provide physical fitness training and activities for students.
   (c) Review, approve, and submit to the Treasurer budget requests for the various activities and groups under their oversight in a timely manner in keeping with the budgetary processes of the Association.
(d) Keep minutes of meetings and detailed records for review and reference.

(3) Academic Affairs and Student Issues Committee - Shall be an intermediary between the student body and the administration on matters of academic and technology as they apply to the student body.

(4) Clerking and Placement Committee - Shall be an intermediary between the student body and the Career Services office.

(5) Pro Bono and Blood Drive Committee - Shall provide for assistance to the Assistant Dean’s office with the blood donation drives and provide for coordination of and opportunities for pro bono work, working with local professional bars and the community at large.

(6) Constitution and By-Laws Committee - Shall provide a continual review of the Constitution and By-Laws of the Association to insure that the Association is operating within the parameters of its constitutional authorities; shall provide recommendations to the Legislative Council for amendments as deemed appropriate from time to time.

(7) Elections Committee - Shall promote and manage the constitutionally mandated elections for the Association.

(8) Orientation and Admissions Committee - Shall be an intermediary between the student body and the administration in dealing with student recruitment and new student orientation.

(9) Barrister’s Ball Committee - Shall provide for the annual Barrister’s Ball sponsored by the Association and shall work to promote the Barrister’s Ball as a dynamic link between the present and former student bodies, as an opportunity to promote cooperation between the Association and the administration in an important Association project, and as a celebration for the Stetson heritage of past and present students.

(10) Calendar Committee - Shall provide for an annual working calendar of Association events, and shall coordinate and schedule major Association events and coordinate Association sponsored events with other Stetson Activities. This committee shall be chaired by the Association Secretary by virtue of the office and other members shall be appointed as herein provided.

(11) Alumni Relations Committee - Shall provide for the cooperation of the Association with the Development department of Stetson as it relates to development of cooperation with and involvement from Alumni.

(12) ABA-LSD Committee - Shall promote the purposes of the American Bar Association Law School Division at the College of Law. The committee shall be chaired by the elected ABA-LSD Representative.

SECTION 4. SPECIAL COMMITTEES

The Legislative Council may establish any special committees it deems necessary to carry on the business and projects of the Association. A special committee must be established by a majority vote of the Legislative Council members present and voting.

SECTION 5. CHAIRPERSONS

The President shall, at the beginning of his/her term of office and anytime thereafter as may be necessary due to vacancies, appoint chairpersons to all committees, standard and special, unless
otherwise stated below.

SECTION 6. ACCOUNTING

Each committee, which is funded through a separate account, shall make a general accounting of its expenditures during each semester. The general accounting shall include all expenditures made, shall reflect any balance in the account, and shall be done in accordance with Article II section 5. The accounting shall be submitted to the Legislative Council at its final meeting each semester and shall be placed in the records of the Treasurer.

ARTICLE V
ELECTIONS

SECTION 1. NOMINATIONS

(1) Legislative Council - Nominations shall be in writing on a form provided for that purpose and shall be properly filed with college administrative office, collected at a place so designated, no later than Wednesday of the week preceding the election.
(2) Executive and Special Officers - Candidates for offices to be elected at-large which include:
   (a) The Executive Council offices of President, Vice-President, Secretary, Treasurer, and Parliamentarian.
   (b) The Special Officers ABA-LSD Vice-Representative and the Sports Commissioner shall be nominated on a form provided for that purpose and shall be properly filed with the college administrative office, collected at a place so designated, no later than Wednesday of the week preceding the election.

SECTION 2. VALIDATION BY NOMINEE

(1) Legislative Council
   Each nominee shall validate a nomination by filing a form provided for that purpose with the college administrative office by 4:00 p.m. on Friday of the week preceding the election. For purposes of meeting the deadline, a candidate may telephone an intent to ratify as designated by the Election Committee. For telephone notice to be effective, the ratification form must be signed and delivered to the college administrative office by the time of the election.
(2) Executive and Special Officers
   Each nominee shall validate nomination by filing a form provided for that purpose with the college administrative office by 4:00 p.m. on Friday of the week preceding the election. For telephone notice to be effective, the ratification form must be signed and delivered to the college administrative office by the time of the election.

SECTION 3. SCHEDULING OF ELECTIONS

(1) Elections for the offices of President, Vice-President, Secretary, Treasurer,
Parliamentarian, Legislative Council Class Representative, Sports Commissioner, and American Bar Association-Law Student Division Vice-Representative of the Student Bar Association shall be conducted as herein defined.

(2) Elections shall be conducted by no later than two (2) nor earlier than four (4) weeks before the end of the spring semester.

(3) Elections for Legislative Council Class Representatives of entering classes shall be held no later than four (4) nor earlier than one (1) week after the beginning of the first semester of the class.

(4) Terms for which election is herein provided shall be defined as follows:
   (a) Candidates elected at large, that is, those elected commonly by all academic class groupings, shall be for a term of one year unless otherwise provided.
   (b) Students entering in the summer semester shall elect class representatives in an election at the beginning of the Fall semester and serve for the Fall and Spring semesters.
   (c) Students entering in the Fall semester shall elect class representatives in an election at the beginning of the Fall semester and serve for the Fall and Spring semesters.
   (d) Students entering in the Spring semester shall elect class representatives in an election at the beginning of the Spring semester.
   (e) Students entering as defined in subsections (b), (c), and (d) above, shall elect representatives to annual terms in the Spring general elections.

(5) The election for the Summer Advisory Council members shall take place at the beginning of the Summer Term, no later than two (2) weeks after the start of classes.

SECTION 4. PROCEDURE FOR FILLING OFFICES

(1) The candidate for President, Vice-President, Secretary, Treasurer, Parliamentarian, Sports Commissioner, and ABA-LSD Representative receiving a majority of the votes cast shall be elected.

(2) If no majority is received on the first ballot, the two candidates receiving the highest number of votes cast shall be voted upon again. In case of a tie for second on the first ballot, a run-off vote shall be held between those candidates tied. A vote shall be held between those candidates tied, and the candidate receiving a plurality in the run-off vote shall be voted upon with the candidate receiving the highest number of votes on the first ballot.

(3) For the offices of Legislative Council and Summer Advisory Council, the candidates, equal to the number of offices available, who receive the highest number of votes, shall be elected. In case of a tie for the last position available, a run-off shall be held.

SECTION 5. PROCEDURE FOR CONDUCT OF ELECTIONS

(1) The standing committee on Elections shall prepare an instructional guide, which must be followed by the candidates for office.

(2) The Election Committee shall maintain a roster of each class and shall register each voter to insure the integrity of the election.

(3) Votes shall be received by the Elections Committee on the dates appointed into a
locked ballot box which shall not be opened until the official counting of the ballot.
(4) The counting of the ballots will be observed by the Administration’s liaison to the Student Bar Association who shall certify the count.
(5) The Election Committee shall submit to the Executive Council the certified results of the votes within twenty-four (24) hours of the close of the balloting polls.

SECTION 6. RUN-OFF WRITE IN VOTES

No write-ins will be accepted for any run-off election.

SECTION 7. ELECTION COMMITTEE

An election committee is to be created consisting of two (2) Student Bar Association Legislative Council members, two (2) non-elected members of the Student Bar Association, and a member of the Executive Council. The President of the Association shall appoint the Chairman. All members of this committee shall be appointed by the President with the consent of a majority of the Legislative Council present and voting at a regularly scheduled meeting. The committee shall promulgate rules and regulations regarding the conduct and review of all general and special elections, and shall submit same to the Legislative Council for approval.

SECTION 8. APPLICANTS FOR TRANSFER

No student with an application for transfer outstanding to another school of law is eligible to be elected to take any elective Student Bar Association office.

ARTICLE VI
PARLIAMENTARY PROCEDURE

SECTION 1. RULING AUTHORITY

The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Constitution of the Association, these By-Laws, and any special rules of order the Association may adopt.

SECTION 2. PARLIAMENTARIAN

The selection, function, and removal of the Parliamentarian are now contained in article II pursuant to the constitutional amendment passed spring 2001.

ARTICLE VII
DIRECTORY NATURE OF TIME PROVISIONS

Whenever specific periods of time are mentioned in these By-Laws, they are to be construed as directory, not mandatory, and shall be subject to change by the Legislative Council when circumstances so require.
ARTICLE VIII
AMENDING THE BY-LAWS

The By-Laws shall be amended upon a majority vote of the Legislative Council and a subsequent majority vote of the Association members voting at a designated referendum.

ARTICLE IX
EFFECTIVE DATE

The By-Laws shall become effective on the first day of the Summer Term, 1998.

ARTICLE X
CHARTERING AND RECOGNITION OF STUDENT ORGANIZATIONS

SECTION 1. RECOGNITION

(1) Student organizations shall be recognized by majority vote of the Legislative Council as bona fide student clubs in the Fall Semester of each year. In order for a student organization to be recognized, they must submit or have on file current mission/purpose statements and Constitution and By-Laws at the beginning of each Fall semester.
(2) Every student organization must submit a copy of current financial records with receipts to the treasurer of the Student Bar Association at the end of each semester. The reports shall be properly organized and shall be archived for reference and for the benefit of successors. Organizations that have not yet had a semester of operation shall not be refused recognition for reason of non-compliance herewith in their first semester of operation.
(3) Every student organization must submit a proposed budget for the coming year by the last day of February of each year; and must submit revised budget requests by the deadline set by the Executive Council.
(4) Any organization that fails to comply with the above items of this section may be approved only by a three-fourths majority vote of the Legislative Council of the Student Bar Association.

SECTION 2. FACULTY SPONSORSHIP

A Stetson Faculty or Administration member must sponsor recognized student organizations. This sponsorship must be submitted in writing and attached to the required materials in Section 1. Faculty members may sponsor more than one student organization.

SECTION 3. CONDUCT OF BUSINESS

(1) Meetings shall be conducted in accordance with Robert’s Rules of Order Newly Revised.
(2) Minutes of meetings shall be recorded and shall be archived for successors in office.
(3) In keeping with the standards of operations for all departments of the university,
organizations shall submit coming-year budget proposals to the Treasurer of the Student Bar Association by the last day of February of each year.
(4) Association recognized organizations shall submit budget requests at the beginning of each semester in preparation for the Executive Council’s spending recommendations to the Legislative Council.

SECTION 4. NEWLY PROPOSED CLUBS

Clubs proposed after the formal recognition process may be granted temporary status provided they meet the criteria provided in this article.

SECTION 5. LOSS OF REQUISITION ELIGIBILITY

Failure of any student organization to submit the required materials and gain approval by the Legislative Council as stated above will result in the organization losing its eligibility to apply for SBA funds.