Stetson Law Review Bylaws

I. PRELIMINARY MATTERS

Preamble

The Stetson Law Review is a student-governed organization that comprises full-time and part-time J.D. students of the Stetson University College of Law. These students work together with faculty and administration to publish scholarly articles and other materials for the following purposes:

1. providing the legal community with relevant and useful materials on timely legal topics,
2. providing the general community with a valuable educational tool,
3. enhancing the reputation of the Stetson University College of Law by serving as a forum for the exchange of ideas between the profession and the school, and
4. helping to hone its Members' analytical, writing, time management, and leadership skills.

Purpose and Mission Statement

The Law Review's basic function is to promote the development of the law by publishing articles on timely legal issues that have scholarly merit and practical use and that are written by students, faculty members, members of the legal profession, and professionals in law-related fields. In this respect, the Law Review serves not only to inform and influence courts, the bar, and legal scholars, but affords law students an opportunity to play an integral role in that process, and to give advanced training to the Members in the techniques of legal writing, research, and editing.

Organization Name

The name of this organization is Stetson Law Review Association. It may be referred to as Stetson Law Review or the Law Review. This organization will produce the Stetson Law Review.

Definitions

Except as otherwise provided in these Bylaws, or as the context may otherwise require, these terms have the following meanings:

a. Abuse of Discretion: Failing to exercise sound and reasonable discretion; however, this failure does not infer misconduct, bad faith, or intentional action.

b. Assistant Editor: Any Member appointed by the Editor in Chief to perform duties commensurate of those of an elected Editor. Assistant Editors are appointed for one-semester terms; however, the appointment may be renewed. Assistant Editors are non-voting members of the Executive Board.
c.  **Associate**: A Member who is not an Editor and who has not received *Law Review* writing credit.

d.  **Candidate**: (1) Any student who seeks membership through the write-on competition. (2) Any Member seeking to obtain an Executive Board position through the slate approval process.

e.  **Constitution**: Reference to the Constitution of the *Stetson Law Review*.

f.  **Clearly Erroneous**: Demonstrating substantial error or unsupported by substantial evidence.

g.  **Executive Board**: The decision making body composed of all Editors.

h.  **Editor**: Any voting member of the Executive Board.

i.  **Editor-Elect**: An elected Editor whose term in office has not yet commenced.

j.  **Good Cause**: A substantial and convincing reason.

k.  **Member**: Any student currently participating on the *Law Review* or on an approved leave of absence whether as an Associate, Senior Associate, Assistant Editor, or Editor.

l.  **Publishable Quality**: A submission containing independent and original legal analysis, is clearly and concisely written, is well-supported by authority, and is in conformance with all *Law Review* technical requirements.

m.  **Senior Associate**: An Associate who has received *Law Review* writing credit.

n.  **Semester**: Any semester in the academic year, including the summer semester unless indicated otherwise.

o.  **Writing Advisor**: A faculty member who assists a Member with the scholarly writing process. The Writing Advisor and faculty advisor(s) read drafts of notes and comments to decide how many academic credits a student-written piece should receive, and decide grades.

**Principal Office**

The principal office of the *Stetson Law Review* is Stetson University College of Law, 1401 61st Street South, Gulfport, Florida 33707.
II. ORGANIZATION AND GOVERNANCE

Composition

Pursuant to Article III of the Constitution, the Law Review shall be composed of all duly accepted Members.

Governance

Pursuant to Article X of the Constitution, the Law Review shall be governed by the Executive Board. Each Editor will have one vote.

Executive Committee of Executive Board

During times when school is not in session or in emergency situations, the Executive Board may appoint an Executive Committee, made up of the Editor in Chief, the Executive Editor, and the Managing Editor, to address issues requiring immediate attention. For example, an Executive Committee might be appointed where plagiarism is discovered in an article just before the time the article is to be sent to the publisher. The Executive Committee must report all actions to the Executive Board as soon as is practicable.

Faculty Advisors

Pursuant to Article XIII of the Constitution, the number and identity of faculty advisors will be determined by the Dean of the College of Law.

The faculty advisor(s) serve primarily to assist the Executive Board in carrying out its duties. The Executive Board should carefully consider input from the faculty advisor(s). Ultimately, however, the Members are solely responsible for formulating policy and carrying out all phases of publication.

The Editor in Chief is responsible for keeping the faculty advisor(s) fully informed about Law Review workings. Copies of all important correspondence between the Law Review and the law school and the administration, as well as all important correspondence with outside vendors, shall be sent to the faculty advisor(s). The faculty advisor(s) will be invited to attend all meetings of the general membership and will receive advance notice of all such meetings (although faculty advisor(s) attendance at meetings is not mandatory).
III. PUBLICATION MATTERS

Number of Issues

The Law Review shall be published three (3) times per year.

Format and Content

The Law Review is a scholarly publication and may consider the following types of material for publication:

a. articles by legal scholars, legal professionals, or professionals in law-related fields;
b. essays by legal scholars, legal professionals, or professionals in law-related fields;
c. Stetson student comments;
d. Stetson student casenotes;
e. book reviews by legal scholars, legal professionals, or professionals in law-related fields;
f. recent legal developments;
g. high-quality Continuing Legal Education programs;
h. symposia issues; and
i. other materials that are consistent with the Law Review's purpose.

General Standards for Selecting Manuscripts for Publication

Not all of the articles submitted to the Law Review for publication are actually published. Criteria for selection include significance of subject, depth of analysis, scholarly approach, innovation, supporting authority, and soundness of conclusion.

Publication Standards for Outside Articles

The primary concern in selecting an article is the quality of the manuscript in light of legal scholarship, effective communication of ideas, and contribution to legal theory or practice. Although the Law Review solicits articles for publication, submission does not guarantee publication. The article must be of publishable quality. Law Review has the exclusive right to determine publishable quality.

Manuscript Selection Process - Law Review Student Notes and Comments

After publication-ready copy is due, the Notes and Comments Editors, the Executive Editor, and one selected Senior Associate meet to select papers for publication in the Law Review.
The Publication Committee meets after publication-ready copy is due for a total of two meetings per year. Each member of the Publication Committee reads each submission. A majority vote of the Publication Committee members is required for inclusion in the Law Review.

Factors the Publication Committee should consider in deciding whether a submission will be published include, but are not limited to, the following: (a) timeliness of the topic; (b) quality of the writing; (c) quality of citation; and (d) the author's adherence to his or her writing schedule. The Writing Advisor(s) may make a recommendation to assist the Publication Committee in its decision.

Selecting Non-Law Review Stetson Student Manu scripts for Publication

The Law Review will consider high-quality manuscripts written by non-Law Review Stetson students for publication in the Law Review. A student whose paper is selected for publication may also receive an offer of membership from the Law Review Executive Board. For further details on this, see Section V of the Bylaws.

Each fall and spring semester, the Executive Editor or faculty advisor(s) will notify students, in any reasonable manner, that the Law Review will accept submissions of student written manuscripts. Any student may submit a manuscript for publication. Manuscripts should be sent to the Executive Editor. They will be reviewed by the Publication Committee, and those students whose manuscript receives a majority vote of the committee will receive an offer for publication in the Law Review.

The decision not to publish is final. The Law Review reserves the right to withdraw the offer for publication.

Publishable Quality for Academic Credit

Pursuant to Article XV of the Constitution, all notes or comments written by Members must be of publishable quality to receive academic writing credit and to allow the student to graduate with the Law Review credential. The Writing Advisor and faculty advisor(s) make the ultimate decision as to whether a paper is of publishable quality.

There are multiple factors that should be considered in determining whether a paper is of publishable quality. The Writing Advisor and faculty advisor(s) might wish to consider (1) the author's apparent knowledge of the topic and subject matter, (2) the depth of the author's supporting footnotes, (3) the logical nature of the analysis developed, (4) the validity of the arguments asserted and the support for the arguments as evidenced by the footnotes, (5) the effectiveness of the author's writing style, (6) communication of the author's original ideas to the reader, and (7) the overall appropriateness of the note or comment for publication.

In addition, the author must demonstrate knowledge and command of the Law Review's technical and style conventions. This includes a requirement that the student write in a professional
manner (e.g. use of academic tone, use of proper citation formats, and use of clarity and conciseness). Refer to Section IV of the Bylaws for more information on the Writing Requirement. Refer to Section XI of the Bylaws for determining academic credit for the writing requirement.

**Extension of Publication Offers**

Once a manuscript has been selected for publication, the Editor in Chief is authorized to communicate an offer of publication to the author. The Editor in Chief may delegate this authority to another Editor. The Editor in Chief (or his or her delegate) may negotiate with the author regarding a deadline for accepting or rejecting the offer, lead article status, modification of the publication agreement, and other related matters.

**Publication Agreement**

Immediately after an author accepts an offer of publication, the Editor in Chief or Executive Editor will send the author the most current version of the Law Review's publication agreement. An executed agreement must be received before the article is published; however, the author should be encouraged to return the agreement within three weeks.

**Rejection of Publication Offer**

If an author rejects a publication offer, the Editor in Chief (or his or her delegate) will confirm the rejection, in writing, as soon as is practicable.

**Reproduction by Nonprofit Organizations**

The issue of the Law Review in which the author's article appears will include a notice stating that the article may be reproduced and distributed, in whole or in part, by nonprofit institutions for educational purposes, including distribution to students, provided that the copies are distributed at or below cost and identify the author, the Law Review, the volume, the number of the first page, and the year of the article's initial publication. (Note: The Association of American Law Schools requests that all journals include this information in their publication agreements.) The author may submit, in writing, a request that this notice include an indication that it does not apply to the author's article.

**Prohibitions Against Future Use of Manuscripts for Class Requirements**

If any Member, in writing a paper for any other law school class, chooses a topic related to or the same as the topic written or currently being written for the Law Review, then:

a. written notice must be provided to the professor of the course; and
b. written notice must be provided to the faculty advisor(s) stating the following: (1) the course and professor notified, (2) the topic for the class paper and the *Law Review* article, and (3) the response of the professor.

**Communicating with Authors**

Members of the Executive Board will, in a reasonable, timely and appropriate manner, keep authors informed on the status of their manuscripts. As a general rule, the Editor responsible for an article should communicate with the author at least once a month. Communication may be made in any reasonable manner.

**Editing and Author Integrity**

The *Law Review* will make every attempt to respect and preserve the content and writing style of an author's manuscript. Editors should ensure the following: (1) that the author's statements are supported by authority (unless the statements reflect the author's original thoughts and analysis, convey the author's practical experience, or are sentences of pure introduction or conclusion); (2) that cited authorities are still good law; (3) that the manuscript conforms to appropriate citation standards; and (4) that grammar and punctuation conform to acceptable standards. Any changes in content and style will be presented to the author as suggestions for revision.

**Plagiarism**

Black's Law Dictionary defines plagiarism as "the deliberate and knowing presentation of another person's original ideas or creative expressions as one's own." It may occur at any time in the writing process. Examples of plagiarism include the following: (1) using another's language verbatim without attribution or quotation marks; (2) paraphrasing another's writing, language, or ideas without attribution; and (3) citing directly to a source cited by an intermediary source without attribution to the intermediary source. Any Member who knows or has reason to believe that plagiarism has occurred in any manuscript submitted to or being written for the *Law Review* must immediately notify the Editor in Chief.

**Citation Manual**

When preparing manuscripts for publication, the *Law Review* uses the most recent edition of the *ALWD Citation Manual: A Professional System of Citation*, published by Aspen Publishers.

**Style Manual**

When preparing manuscripts for publication, the *Law Review* uses the most recent editions of *The Redbook: A Manual on Legal Style* and the *Stetson Law Review Style Guide*.

**Gender-Neutral and Race-Neutral Language**
As a matter of policy, the *Law Review* encourages the use of gender- and race-neutral language in all manuscripts, correspondence, and internal documents.

**Word Processing Software**

Manuscripts submitted for publication must originate as a Microsoft Word document.
IV. WRITING REQUIREMENT

In General

Pursuant to Article IX of the Constitution, all Members must complete a note or comment of publishable quality before graduation from the College of Law. Generally, this requirement should be fulfilled in the second Semester in which academic credit is received for Law Review participation. However, if Good Cause is shown, the faculty advisor(s) may permit a Member to defer completion of the Writing Requirement.

Deadlines are prescribed in the Writer's Manual. Members who do not comply with the established deadlines will face dismissal in accordance with Procedure 020.

Writing Advisor

Each Member will select a law professor to assist in the substantive development of that Member's casenote or comment. This Writing Advisor shall read every draft for substantive errors and shall comment on the development of the paper throughout the writing process.

Assigning Writing Credit

The faculty advisor(s), in coordination with the Writing Advisor, will have the discretion to determine whether the student has earned one or two credits and, in that process, will consider the difficulty and originality of the topic, the quality of research and writing, and the length of the paper, among other things.

Assigning Grades

The faculty advisor(s), in coordination with the Writing Advisor, will have the discretion to determine grades based on the following scale: Outstanding papers shall receive a grade of "S+", satisfactory papers shall receive a grade of "S", and unsatisfactory papers shall receive a grade of "S-".
V. ASSOCIATE SELECTION

Process of Selection

The Law Review Member selection process will be conducted in an objective and fair manner. Pursuant to Article IV of the Constitution, it is possible to become a Law Review Member in three ways: (1) through successful completion of the write-on competition, (2) by achieving the minimum requisite cumulative GPA as specified in Article VI of the Constitution, and (3) by invitation, after submission of a paper to the Publication Committee and receipt of a publication offer pursuant to Article VII of the Constitution.

Write-on Competition

1. Generally: At the beginning of each summer Semester, and prior to the start of each spring Semester, the Law Review will hold write-on competitions. During the write-on competitions, Candidates will compete for membership on the Law Review. The write-on competition will last approximately ten (10) days.

2. Eligibility

   a. A Candidate may submit a casenote for consideration in no more than three (3) write-on competitions.

   b. Full and part-time students may participate in the write-on competition during any semester following completion of Research & Writing II. All Candidates must have, at minimum, three semesters remaining at Stetson during which they are able to and shall fully participate in Law Review activities. Due to the timing of the write-on competitions, Candidates may participate without complete knowledge of their most recent cumulative GPA; however, all Candidates participate with the understanding that any invitation to join the Law Review is ultimately contingent on obtaining the requisite 2.900 cumulative GPA. No invitation will be extended to a Candidate who fails to obtain a 2.900 cumulative GPA for the semester immediately preceding the relevant write-on competition, regardless of the submission’s quality. The Editor in Chief or the Research Editor will verify the Candidate’s GPAs before any membership invitations are extended. No invitation will be extended prior to the release of Semester grades. Any Candidates who fail to obtain the requisite GPA will be disqualified from the write-on competition and their submission will count towards the three-submission limit described in Subsection (a).

   c. Transfer students who have completed Research & Writing II, or its equivalent as determined by the Associate Dean, may compete in their first semester of enrollment in which all other requirements are met. During the competition that occurs immediately after a transfer, and prior to the receipt of any grade at Stetson University College of Law, transfer students will be deemed eligible if they were in
the top one-third of their class at their prior institution. In any subsequent competition, eligibility will be based only on grades and rankings received at Stetson University College of Law, in the manner described in Subsection (b).

3. Format: Candidates will complete a citation exercise and write a casenote on a case selected by the Research Editor and approved by the Editor in Chief and the faculty advisor(s). Candidates will be given a “closed universe” of materials selected by the Research Editor and approved by the Editor in Chief and faculty advisor(s), which will provide the only sources that may be used in writing the casenote. The casenote will be eleven pages maximum. No more than five of the eleven pages may be used for text, and no more than five of the eleven pages may be used for endnotes. One of the eleven pages may be used as a title page.

4. Procedure:

   a. Dates: Write-on competition dates will be published to the student body via campus-wide emails, TWEN, and other appropriate means, at least two weeks prior to the write-on competition.

   b. Information Sessions: Within a reasonable time, but no later than one week, before the write-on competition begins, the Research Editor and Editor in Chief shall conduct at least two (2) mandatory information sessions for all students who intend to participate in the write-on competition. The mandatory information sessions will instruct potential candidates as to: (1) the rules of the write-on competition, (2) the selection criteria, (3) correct casenote format, and (4) proper use of the TWEN website for write-on competition purposes.

   c. Optional Citation Presentation: The Research Editor shall also arrange for an optional citation presentation for Candidates before each write-on competition.

   d. A Certificate of Eligibility and Academic Honesty Statement must be signed and submitted by all Candidates prior to, or contemporaneously with, the submission of any competition materials.

   e. Distribution of competition materials: The Research Editor will make all competition materials available to students via the TWEN website throughout the entire write-on competition. All Candidates are responsible for obtaining their own competition materials.

   f. Completed citation exercises and casenotes shall be submitted via email to the appropriate email account, as designated by the Research Editor. Submitted materials must not be identified in the file name with any identifying material of the Candidate.

   g. All submissions must remain anonymous. Any breach of anonymity will result in disqualification from the write-on competition.
h. Outside Assistance: Candidates may not receive any outside assistance during the write-on competition, except that Candidates may use a professional typist, provided the typist makes no alterations to the Candidate’s paper.

5. Evaluation and Selection: Editors will select Associates based on the quality of the Candidates’ write-on competition submissions.

a. Before distributing the submissions to the Editors, the Assistant Research Editor, or a designated Senior Associate, will assign all the submitted materials with random numbers in order to blind the process. Only the Assistant Research Editor, or the designated Senior Associate, will ever know which random number matched which specific individual, and this information will remain confidential.

b. Editors shall have at least ten (10) days to read and evaluate all assigned submissions.

c. If sixteen or more papers are submitted, submissions will be randomly assigned to each Editor, so that each submission is read by a minimum of seven (7) editors. If fifteen or fewer papers are submitted, each Editor will read all the submissions.

d. Editors shall evaluate each assigned submission using objective criteria enumerated on the score sheet provided by the Research Editor.

e. The Research Editor will compile all scores and, considering both Subsection (c) and (d) of this Section, rank each submission. The Research Editor and Editor in Chief will draw a “cut off line” at the natural break in the rankings.

f. The papers that will automatically be discussed in the meeting for membership are the two papers above the “line” and the two papers below the “line.” Any combination, none, or all of these papers may be selected for membership.

   i. All the papers ranked above the “two above the line” are automatically accepted.

   ii. All the papers ranked below the “two below the line” are automatically declined.

g. Editors may motion to consider any paper that falls outside the four that are automatically discussed. The Editor must motion this paper at least forty-eight hours in advance or at the designated time set by the Research Editor and Editor in Chief, so that all the Editors can read this paper before the meeting and be able to discuss it.

h. All Editors will meet to determine which Candidates will be offered a membership invitation as well as the top write-on paper award. Regardless of initial submission assignments, every Editor must read all papers that will be discussed at the selection meeting. Those papers that are discussed will include the top two papers for
consideration and the four papers that surround the “cut off line” as described in Subsection (e), and any papers motioned for consideration in accordance with Subsection (g).

i. At the meeting, the Editors will vote to extend an offer of membership to the papers up for consideration, and the Editors will vote upon a submission to award the top write-on paper.

ii. A submission must receive a majority vote to receive an offer of membership (or be awarded the top write-on paper).

iii. In the event of a tie, the Editor in Chief may cast second vote to break the tie.

iv. There are not a specific number of positions available through the write-on competition. The Law Review will accept as many submissions as meet its standards of quality.

i. Additionally, each Editor must do at least one detailed edit of the submissions as assigned by the Research Editor for the Research Editor’s use in the Candidate’s paper review.

6. Notification:

a. First, successful candidates will receive a written invitation to join the Law Review by email. The emailed invitation will briefly outline the procedure for acceptance, describe the general duties and responsibilities for membership, indicate the form and time within which acceptance must be made, and specify the date for mandatory training. Failure to accept the membership invitation within the indicated time terminates the offer, unless Good Cause is shown.

b. Second, and on the same day as notification is made under Subsection (a) of this Section, unsuccessful candidates will receive a written notification of the Executive Board’s decision to not extend a membership invitation. This email will provide information regarding paper review with the Research Editor.

c. Third, one faculty advisor will send an email to the student body, faculty, and administration, listing the names of successful Candidates and the Marketing Editor will post the names of successful Candidates on the Law Review bulletin board in the breezeway.

7. Unsuccessful Candidacy: Any unsuccessful Candidate may compete in any subsequent write-on competition, provided that all other eligibility requirements are met provided in Subsection (2) of this Article. Unsuccessful Candidates may petition for review in accordance with Article V Section 2(c) of the Constitution.
8. Top Write-on Paper Award: The student who submits the best paper in the Write-on competition, as determined by the Editors, will be designated the St. Pete Times Award Winner, and receive a plaque and $1000.00 award. Students who submit a paper, but later receive a Law Review invitation as a Grade-on, shall still be considered for this award in the following manner:

   a. All submitted papers will be scored in accordance with Section 5, regardless of a Candidate’s Grade-on status.

   b. Once papers are ranked, the Research Editor and Editor in Chief will determine whether any Grade-on Candidates are eligible for St. Pete Times Award consideration.

   c. After making such determination under subsection (b) herein, all Grade-on Candidates will be removed from the rankings so that the remaining papers may be ranked in accordance with Section (5) of this Article.

VI. ASSOCIATE AND SENIOR ASSOCIATE RESPONSIBILITIES

Associates

Associates shall be charged with

1. completing all assigned training hours within the first Semester of membership, unless waived by the Editor in Chief and faculty advisor(s) for Good Cause shown;

2. performing any cite and source or digest work assigned by any Executive Board member;

3. performing any administrative tasks assigned by any Executive Board member;

4. completing required weekly office hours;

5. completing a note or comment of publishable quality within the deadlines prescribed by the Writer's Manual, pursuant to Article IX of the Constitution and Section IV of the Bylaws, and

6. completing all tasks and attending all mandatory meetings and functions in the manner prescribed in the Standards for Measuring the Earning of Law Review Semester Credit.
Senior Associates

Senior Associates shall be charged with the requirements listed above except subsection (5).

Evaluation

Assigning Editors must evaluate each Associate's work as satisfactory or unsatisfactory. The assigning editor must provide feedback regarding the Associate's work within the time period specified by the Editor in Chief or Managing Editor. These evaluations will be used in determining an Associate's eligibility for editorial positions and the Associate's grade.

Work Load, Examinations, and Vacations

There is no general requirement as to how many hours an Associate will work each week. Hours will vary depending upon pending projects and whether the Associate is in the process of fulfilling his or her writing requirement. Thus, it can be difficult to predict how many hours one will work over the course of a Semester. However, no work will be assigned after the "stop work" order, which is issued the last day of classes.

Associates are not be required to perform Law Review duties when classes are not in session (meaning any school vacation period), unless Associates are seeking Law Review credit during the Summer Semester or are volunteering. The Editor in Chief has the authority to award Associates additional hours for work voluntarily performed during these vacations.
Maximum Number of Editors

The maximum number of Editors is seventeen. This number does not include Assistant Editors.

Training Incoming Editors

Each outgoing Editor must train the Editor-Elect by (a) providing a detailed description of duties and responsibilities; (b) providing an opportunity for the Editor-Elect to shadow the outgoing Editor; and (c) sharing of forms and other materials necessary for the incoming Editor to perform his or her duties. This training does not include the group training required of all new Editors.

Each Editor-Elect must become familiar with the obligations and duties of the position prior to the date he or she begins his or her term.

Work Load, Examinations, and Vacations

Editors take their positions acknowledging the significant demand on time that is required of members of the Executive Board. These demands continue beyond periods that class is in session and into school breaks. Therefore, unlike Associates and Senior Associates, Executive Board members must continue to perform their duties during vacations and after the "stop work" order is issued for Associates and Senior Associates.

Executive Board Duties — Generally

Each Executive Board member will fulfill all duties of membership in addition to the following:

a. Each member of the Executive Board shall commit whatever time is required to ensure that his or her duties are accomplished.

b. Editors shall attend all Executive Board meetings unless excused by the Editor in Chief. Editors are allowed only two unexcused absences per Semester.

Executive Board Duties — Specifically

Article X, Section 8 of the Constitution provides that the Bylaws are to set forth the duties of individual Members of the Executive Board.

a. Editor in Chief

The Editor in Chief has overall responsibility for the smooth functioning of the Law Review. While each member of the Executive Board has a specific area of responsibility, the Editor in Chief is ultimately responsible for managing the Law Review and its publications. The Editor in
Chief oversees all problems to resolution, including scheduling each issue, setting and enforcing deadlines, and maintaining accuracy and consistency in keeping with *Law Review* editorial policy. The Editor in Chief works closely with the Executive Editor and the publisher to ensure the technical and substantive accuracy of the material printed by the *Law Review*. In addition to the general duties listed above, the Editor in Chief's specific duties are as follows:

1. directing the form, content, and administration of the *Law Review*, subject to the approval of the majority of the Executive Board on matters of policy, but not on matters of ordinary business;

2. calling, preparing an agenda for, and presiding over meetings of the Members, the Executive Board, and the Candidates;

3. acting as the *Law Review*'s representative to the Stetson University College of Law faculty, administration, and the outside community;

4. fostering an environment of professionalism and collegiality among the Members;

5. working with the Research Editor to coordinate the write-on competition;

6. ensuring the development of an adequate program for the training of Members and Editors;

7. reviewing, editing, and formatting articles chosen for publication, and performing a final edit of each article published in the *Law Review*;

8. allocating to other Members those powers and duties necessary to complete their responsibilities and to publish issues in a timely manner (so long as that the allocation is consistent with the Bylaws' definition of the powers and duties of the Member's specific position);

9. ensuring that deadlines are met so that the *Law Review* may be published timely;

10. developing, implementing, and publishing objective criteria for evaluating notes and comments;

11. reviewing and recommending editorial policies and guidelines for approval and publication by the Executive Board;

12. handling copyright arrangements;

13. executing, with the assistance of the Executive Editor, publication agreements with *Law Review* authors;
14. assuming ultimate responsibility for the substantive, technical, and stylistic content of each issue;

15. implementing disciplinary actions, consistent with Procedure 020, as described in the Bylaws and the Constitution;

16. preparing forms and communication ("Bibles") to be sent to the publisher when each issue is ready for publication;

17. maintaining (in coordination with the Managing Editor) files on each Member to track the quality and quantity of the Member's work, and recommending to the faculty advisor(s) whether Members have satisfactorily met their Law Review requirements and are entitled to receive academic credit;

18. serving on the Publication Committee;

19. providing the Dean and the faculty with an annual report;

20. keeping the faculty advisor(s) informed of Law Review activities; and

21. performing all other tasks not specifically stated here but specified elsewhere in the Bylaws.

In the case of an emergency, the Editor in Chief, in conjunction with the Executive Editor and the Faculty Advisor(s), shall make decisions without the required vote of the Executive Board.

Any time a vote of the Executive Board is required in carrying out its obligations under this Constitution and the Bylaws, the Editor in Chief shall have the authority to break a tie by casting a second vote.

Any powers, duties, or responsibilities not specifically provided for in these Bylaws shall reside exclusively in the Editor in Chief. The Editor in Chief may not delegate any powers, duties, or responsibilities specifically provided for herein, except that the he or she may delegate those duties that form part of the day-to-day, simple operations of the Law Review.

b. Executive Editor

The Executive Editor works closely with the Editor in Chief in ensuring the smooth management of the Law Review. The Executive Editor has an integral role in both the publication of the Law Review and the writing of student notes and comments. The Executive Editor oversees the Notes & Comments Editors. Additionally, the Executive Editor provides those duties necessary to facilitate the timely publication of each issue of the Law Review. The Executive Editor's duties are as follows:

1. updating the Writers' Manual each semester;
2. developing a writing schedule for Associates and ensuring that the writing schedule is followed;

3. when necessary, developing and conducting training sessions for Editors and Assistant Editors;

4. ensuring that the Notes & Comments department is running smoothly and effectively and that Associates are receiving timely, helpful feedback from Editors;

5. recommending speakers for the Scholarship Luncheon;

6. implementing disciplinary actions, consistent with Procedure 020, as described in the Bylaws and the Constitution;

7. editing all pieces selected for publication of the three-edit stage; and performing a final edit of each article published in the *Law Review*;

8. providing general leadership and fostering a professional and collegial environment among Members;

9. serving on the Publication Committee;

10. working closely with the Editor in Chief and the publisher to ensure the technical and substantive accuracy of the material printed by the *Law Review*; and

### c. Managing Editor

The Managing Editor is responsible for seeing that both the external and internal business of the *Law Review* runs smoothly. The Managing Editor shall be responsible for the day-to-day operations of the *Law Review* and for assisting the Editor in Chief as requested with the administrative, financial, and editorial aspects of the *Law Review*. The Managing Editor's responsibilities are as follows:

1. Establishing publication schedules for each issue of the *Law Review*;

2. supervising the day-to-day publication process and assigning work to Members;

3. compiling weekly status reports on the publication process of each article;

4. keeping a confidential record of the nature and quality of the work done by each Member;
5. taking and preparing minutes of Executive Board meetings;
6. making arrangements for *Law Review* meetings, including providing food and scheduling rooms;
7. maintaining all accounts, internal and external;
8. overseeing the *Law Review* budget;
9. approving all expenses and reimbursements;
10. handling all personnel matters;
11. maintaining all office equipment and supplies;
12. conducting evaluations of Members' performance once each semester and providing the Editor in Chief with a report of this performance;
13. assuming the primary responsibility for the publication of one article;
14. coordinating inter-library loans;
15. reviewing all unsolicited article submissions and sending offers of publication or letters of rejection; and
16. performing a final edit of each article published in the *Law Review*;

d. Articles & Symposia Editors

The Articles & Symposia Editors' primary responsibilities are to solicit and edit articles for timely and proper publication in the *Law Review*. The duties of the Articles & Symposia Editors are as follows:

1. Coordinating and supervising the preparation for publication of articles in any issue assigned to such editor, including line-by-line readings, cite and source checks, review, and comprehensive editing;
2. communicating with and sending the final manuscript to the author;
3. processing of outside submissions, editing, and dealing with authors from the time of receipt until the time of publication;
4. overseeing the source collection and footnote editing process;
5. maintaining contact with authors to keep them informed of deadlines and the progress of publishing articles; and

6. evaluating Associates' work on articles and communicating that evaluation to the Associate.

e. Notes and Comments Editors

Notes and Comments Editors will assist all student authors during every stage of the writing process to facilitate receipt of writing credit. The duties of the Notes and Comment Editors are as follows:

1. Approving writing topics proposed by Members;

2. mentoring and assisting Members during the writing process;

3. assuming the primary responsibility for the publication of one article if necessary;

4. serving on the Publication Committee;

5. reviewing and evaluating, in connection with the faculty advisor(s), the work of each Member in accordance with the criteria for writing credit and publication-worthiness set forth in the Writer's Manual by the Editor in Chief and the Executive Editor; and

6. recommending speakers for the Scholarship Luncheon.

f. Marketing Editor

The Marketing Editor must strive to increase the visibility of the Law Review. The duties of the Marketing Editor are as follows:

1. Coordinating the distribution of each new book on campus and to appropriate judicial, professorial, and professional individuals or groups as necessary;

2. devising means for increasing revenues from new sources;

3. soliciting advertisements for upcoming books;

4. maintaining the placement of the ads that are already contracted to run in the book;

5. planning, advertising, and managing the Scholarship Luncheon, Fall Banquet, Alumni Banquet, and Pro Bono Events each semester;
6. providing a marketing plan and progress report to the Executive Board at least once each Semester;

7. scheduling and coordinating any tabling events each semester;

8. updating the bulletin board in the Breezeway at least once each semester;

9. assuming primary responsibility for the publication of one article if necessary; and

10. coordinating with the webmaster to update the Stetson Law Review website.

g. **Research Editor**

The Research Editor has the primary responsibility of coordinating all aspects of the Write-on Competition and the training of new Associates and Editors. The Research Editor is charged with carrying out the following duties:

1. Developing and implementing a training program for Associate Members, in conjunction with the Editor in Chief, Executive Editor, and faculty advisor(s);

2. coordinating and conducting informational meetings to recruit candidates for the write-on competition;

3. serving as main contact for students interested in competing in the write-on competition or joining the Law Review;

4. researching topics for the write-on competition and preparing summaries of possible topics for the Editor in Chief and Faculty Advisor(s);

5. procuring sources for the write-on competition packet once the topic has been approved;

6. coordinating room reservations through the Managing Editor when necessary;

7. distributing write-on competition papers for Editor evaluation;

8. consolidating Editors' evaluations of write-on competition papers for presentation to the Editor in Chief and Executive Board;

9. updating the training manual for each new Associate and Editor training class;

10. creating training schedules for new Associates and Editors;
11. recruiting and coordinating among faculty, Editors, and members of the legal community to conduct different aspects of new Associate and Editor training;

12. assuming primary responsibility for the publication of one article if necessary; and

13. reviewing or delegating the review of write-on competition papers with Candidates.

h. Recent Developments Editor

The Recent Developments Editor strives to recognize, along with the Local Government Section of The Florida Bar, the current trends in local government law. The Recent Developments Editor solicits and edits articles from local-government practitioners. In addition to the articles, the Recent Developments Editor works with Law Review Members to draft digests, which are brief summaries of Florida cases that pertain to local government law and were decided in the past year. The duties of the Recent Developments Editor are as follows:

1. Soliciting and contacting local-government attorneys to draft articles on recent trends in the field of local government law;

2. collecting and assigning to Members Florida cases, both state and federal, that pertain to local-government law;

3. editing articles and all digests that will be published in the upcoming Recent Developments Issue;

4. directing, reviewing and revising research and work by the Recent Developments writers, or other work as the Editor in Chief may require;

5. assuming primary responsibility for the publication of one article if necessary; and

6. coordinating all material with the Faculty Advisor(s) for the Recent Developments Issue.

i. Online Law Review Editor

The Online Law Review Editor has the primary responsibility of managing the Law Review’s online page dedicated to territorial legal issues. The duties of the Online Law Review Editor are as follows:

1. Soliciting articles, essays, or other legal works for publication on the territorial web page;
2. coordinating written case digests of newly released decisions pertaining to territorial legal issues;

3. updating the online territorial web page regularly;

4. coordinating with the Virgin Islands Bar Association as necessary; and

5. assuming primary responsibility for the publication of one article if necessary.

j. Assistant Editors

Assistant Editors are those Editors who perform duties commensurate of an elected Editor. They lack the voting privileges of all other Editor positions.

As appointed by the Editor in Chief, the Assistant Editors shall be charged with:

1. completing tasks commiserate with the position for which they were appointed;

2. assuming primary responsibility for the publication of one article if necessary, unless the Assistant Editor participates in the three-edit stage; and

Executive Board Meetings

The Executive Board shall meet once a week throughout the fall and spring Semesters and as is necessary throughout the summer Semester. During the summer Semester, members of the Executive Board may attend the meetings by teleconference when available. The Editor in Chief will preside over Executive Board meetings. Nothing herein shall operate to empower the Board to render decisions without the appropriate quorum (see below). Nothing herein shall operate to preclude the Executive Board, in its discretion, from reconsidering a decision on any matter that was not preceded by adequate subject-matter notice or when the facts material to the decision are found to be substantially changed.

All discussion and the tally of any votes shall remain confidential and shall not be disclosed to any person other than Executive Board Members, provided, however, that the results of official actions taken by vote shall not be confidential.

Executive Board Quorum

A two-thirds majority of the Executive Board shall constitute a quorum. A Quorum is required for transacting business of the Law Review at any meeting of the Executive Board. Unless otherwise provided, a majority of the Executive Board must authorize any Executive Board action. In the event of a tie vote, the Editor in Chief may make the final decision. The Quorum requirement may not be waived.
During the summer, Editors residing outside of the Greater Tampa Bay area will not be counted for purposes of determining the number required for a quorum.

**Executive Board Agenda**

The Editor in Chief is responsible for preparing and circulating an agenda for Executive Board meetings. The agenda should be distributed to each Executive Board member at least twenty-four hours in advance of the meeting.

**Executive Board Minutes**

The Managing Editor will take minutes of all Executive Board meetings. The Managing Editor shall keep a file of all approved minutes.

**Notice of Future Meetings**

No later than the last meeting of the semester, the Executive Board shall select the meeting dates for the next semester.
VIII. SELECTING AND REMOVING EDITORS

Application Process

Before the end of any Semester during which any Member or Members of the Executive Board will vacate a position or positions, the Editor in Chief will call a meeting for the purpose of selecting a slate of candidates to fill such position or positions.

Each Member seeking an Executive Board position must submit an application (setting forth in part any positions for which the Member wishes to be considered) and a resume. The application will address such matters as the individual's work- and school-related commitments, summer plans, and reasons for seeking an editorial position. Each packet shall be submitted to the Editor in Chief at least forty-eight hours before the election and made available for Executive Board review.

Executive Board Interviews

The Executive Board shall conduct brief interviews with each Member seeking an Executive Board position for the following editorial term. Sign-up sheets will be posted on TWEN or through other means as designated by the Editor in Chief for Members seeking editorial positions to schedule interview times. Following the interviews, the Executive Board shall discuss each individual's qualifications at a closed meeting. The content of the interview and the following discussion amongst the Executive Board must remain confidential.

Executive Board Slating

The process for Executive Board slating is covered under Articles XI and XII of the Constitution.

Presentations During General Membership (All Hands) Meeting and Campaigning

Each Candidate for an Editor position will have up to five minutes to address the Members if desired. No other campaigning will be allowed.

Procedures for Removing an Editor

The procedures for removing an Editor are set forth in Article XVII of the Constitution.
Resignations

The process for resignations is set forth in Article XVIII of the Constitution. Any resigning Member who has received Law Review academic credit may indicate on his or her resume and similar documents the dates of his or her membership only.

Dismissal

Dismissals of Members (Associates and Editors, including the Editor in Chief) are governed by Article XII of the Constitution and are further explained in the publication titled Procedure 020.

Reasons for Dismissing an Associate

The Executive Board may dismiss a Member for any of the following reasons:

- a. failure to comply with writing requirements;
- b. failure to comply with work requirements;
- c. behavior that is detrimental to the integrity and reputation of the Law Review;
- d. failure to comply with the Plagiarism Policy set forth in Section III of the Bylaws; or
- e. any other reason provided in Procedure 020.

Procedures for Dismissing a Member

The procedures for dismissing a Member are set forth in Procedure 020.

Dismissal Due to Grades

A Member will be required to relinquish his or her membership on the Law Review if he or she

- a. receives a grade of "U" for Law Review work or
- b. falls below a 2.900 cumulative GPA

Members dismissed under subsection (a) are not eligible for reinstatement. However, members dismissed under subsection (b) may seek reinstatement according to Article XVII, section 6 of the Constitution.
Leaves of Absence

Article XIX sets forth the policy for leaves of absence. Any Member whose request for a leave of absence is denied by the Executive Board may appeal such denial to the faculty advisor(s) within at least five days of notification. The standard of review that the faculty advisor(s) will use to evaluate the propriety of the denial is abuse of discretion. Their decision is final and binding.

Return from Leave of Absence

a. Any Member who is granted an official leave of absence by Stetson University College of Law, and subsequently returns as a student in good standing, and re-enrolls at Stetson University College of Law, shall be reinstated as a Member of the Law Review.

b. Any student who has been invited to become a Member, but is unable because of an official leave of absence from Stetson University College of Law, to begin work as a Member at the designated time, shall be re-invited to become a Member upon his or her subsequent re-enrollment at the termination of leave.

c. Any Editor who is granted an official leave of absence by Stetson University College of Law shall not be reinstalled to the office he or she formerly held upon re-enrollment, but may seek re-election to the Executive Board.

Law Review on Resume

If a Member resigns or is disqualified from the Law Review at any time, he or she may indicate Law Review membership on a resume or for interview purposes only for periods of full Semesters of membership for which he or she received academic credit. Thus, if a staff person resigns or is disqualified during his or her first semester as a Law Review Member, no mention of Law Review membership may be made on his or her resume or for interview purposes. A Member who resigns or is disqualified after his or her first semester as a Member must indicate the dates of his or her membership.
X. DISCIPLINE

The disciplinary procedure of the Law Review is governed by the publication titled Procedure 020.
XI. ACADEMIC CREDIT

Receiving Credit for Law Review

Article XV of the Constitution sets forth the procedures for the earning of academic credit.

A student will be eligible for credit as an Associate if that student was a Member on the last day of classes in the Semester. In the event of dismissal, resignation, or vacancy, a student will be eligible for credit as a Member of the Executive Board at the discretion of the faculty advisor(s) and Editor in Chief.

In determining whether to award a Member credit, the faculty advisor(s) and the Editor in Chief should consult Section VI of the Bylaws for reference as to what is required of each position.

Evaluations of Associate Members

Before the beginning of each school year, the Editor in Chief, Executive Editor, and Managing Editor shall develop a reasonable policy for the evaluation of technical work performed by Associates. A copy of the policy shall be available for Associates to review upon request. No later than thirty days before the last day of classes of the current Semester, the Executive and Managing Editors shall advise the Editor in Chief of any Associate who has failed to perform satisfactorily his or her technical duties. Concurrently, any such Associate shall be notified of his or her failure to perform satisfactorily.

All evaluation forms are available for review by any Member, and the Editor in Chief shall make these available to all Members.

Evaluations of Editors

Any editor who fails to perform his or her editorial duties satisfactorily shall be notified of such by the Editor in Chief. If the Editor in Chief fails to perform his or her duties satisfactorily, the faculty advisor(s) shall inform the Editor in Chief of such failure. In all cases, the notifying Editor shall be available to provide guidance regarding the mitigation of the failure.
XII. OPERATIONAL ISSUES

Official Form of Communication

The Law Review's official form of communication is e-mail. Members are required to check their school e-mail account daily.

If it is unreasonable for an Associate to access e-mail for more than a day, the Associate must notify the Managing Editor and provide an alternative mode of contact.

Law Review Distribution List

The Law Review's distribution list is lrev@law.stetson.edu. Members are encouraged to use this distribution list to stay in communication with other Members about official Law Review business. The distribution list should not be used for non-Law Review business.

Office Hours

At the beginning of an Associate's assigned office hours, the Associate must sign in to the office hours binder and must check that binder, his or her Law Review mailbox, and his or her e-mail for an office hours assignment. If there is an assignment, the Associate must diligently work on the assignment during his or her office hours. If the Associate cannot complete the assignment, the Associate must inform the assigning Editor via e-mail.

If there is no assignment, the Associate must stay in the office during the allotted office hours and be available for any impromptu assignments.

Meetings - Attendance

Attendance at regularly scheduled Law Review meetings is mandatory for all Members. This includes All Hands meetings, the Fall Banquet, the annual Symposium, and Scholarship Luncheons in the Fall and Spring semesters. Meetings of committees of the Law Review, including the Executive Board, are also mandatory. The Editor in Chief and Managing Editor have authority to excuse Members from attendance and to require Members to make up missed time by working additional office hours.

An absence arises when a Member misses a meeting without the approval of the Editor in Chief, or the Managing Editor. To be excused, the absentee must have Good Cause to be absent, give the Editor in Chief or Managing Editor written or verbal notice, and receive the Editor in Chief or Managing Editor’s approval. Three absences will result in a written notice being sent to the individual and a copy of this letter to each Faculty Advisor. A fourth absence will result in a conference with the individual, the Editor in Chief, and the faculty advisor. Only at this meeting will the various reasons for the absences be discussed. This meeting could result in a disciplinary procedure pursuant to Procedure 020.
Membership Meetings

The purpose of Stetson Law Review All Hands meetings are to update, train, and to conduct any other business as deemed necessary by any member of the Executive Board and/or Faculty Advisor(s).

Special Meetings and Notice

All Hands meetings will typically be held three times per semester. Before the beginning of the semester, the Managing Editor will post the meeting dates for that semester. Special meetings of the Members may be called at any time by the Editor in Chief or the Executive Board not less than five days before the date of the meeting.
National Conference of Law Reviews

The Law Review is no longer a member of the National Conference of Law Reviews (NCLR). Should the Executive Board want to become a member again, the Managing Editor is responsible for ensuring that NCLR annual dues have been paid. The Law Review may send at least one outgoing Editor and at least one incoming Editor to the annual NCLR Conference.

Integrity

Law Review Members shall conduct themselves at all times with honor and integrity.

Diligence

Law Review Members shall conduct their affairs in a diligent manner.

Confidentiality

Law Review Members shall maintain such confidences as they may be given. Except as otherwise provided by the Bylaws, all discussions and proceedings of any Executive Board meetings, including but not limited to the votes of individual Executive Board Members and all documents and materials prepared for the Executive Board's consideration shall be held in confidence by all persons in attendance at the meetings.

Conflicts of Interest

Law Review Members should make every effort to avoid conflicts of interest. A conflict of interest is any matter, influence, person, thing, or emotion that tears the loyalty, impedes the duty, affects the judgment or interferes with the proper functioning of the Law Review. If a Member has a conflict of interest or knows or has reason to believe that a conflict of interest exists, the Member must report the matter to the Editor in Chief immediately.

Law School Honor Code

The Stetson University College of Law Honor Code applies to all aspects of a Member's Law Review work. The Bylaws should not be construed to preempt any provision of the Law School's Honor Code. Members have an affirmative duty to inform the Editor in Chief in writing when the Law School Honor Court has made a final determination that the Member has violated the Honor Code or when the Member has been dismissed or suspended from the Law School for disciplinary or academic reasons.

Member Relations
Members shall treat each other with respect, civility, and professional courtesy.

**Relations with the Student Body**

Members shall show respect for and honor the integrity of students who are not Members of the Law Review.

**Relations with the Law School**

Members shall assist in fostering the integrity and competence of Stetson University College of Law.

**Relations with Other Law Reviews**

Members shall respect the rights of the staffs of other Law Reviews and act with fairness in soliciting and accepting manuscripts.

**Law School Library**

Members must abide by the Library rules just as any other student must. Library materials may be checked out or placed on the specially designated shelves of the Library. Members should always reshelve the materials they use. Special problems and complaints regarding use of the Library should be referred to the Managing Editor. Interlibrary Loan materials must be used and returned promptly so that the Law Review may continue to benefit from the Interlibrary Loan system.

**Code of Ethics**


**Professionalism**

All Members should conduct themselves ethically and with professionalism. To the extent possible, Members' activities should conform to the ABA's Model Rules of Professional Conduct.

**Rule Enforcement**

All rules shall be enforced fairly and without regard to personal relationships or personal characteristics.

**Law Review Finances**

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All Law Review finances shall be handled in accordance with the policies established by Stetson University College of Law. Unless expressly forbidden by the policies established by the Law Review, the Managing Editor shall have all powers necessary, appropriate, or convenient to accomplish the Law Review's purposes, including the power to receive, acquire, and dispose of funds and other property, on behalf of the Law Review; to generate subscriptions revenue, budget and member dues; to accept grants in aid of the Law Review's purposes; to enter into agreements; to pay reasonable compensation or make reimbursement for services rendered to or expenses incurred on behalf of the Law Review. All records of the Law Review expenditures shall be maintained by the Managing Editor and be available for inspection by the faculty advisor(s) upon request.

Law Review Funds

No Law Review Member may expend, appropriate, commingle or otherwise use Law Review funds without the express permission of the faculty advisor(s) granted authority to expend Law Review funds.

Reimbursement

Law Review Members may be reimbursed for reasonable expenses incurred as part of their Law Review work, other than writing their own casenotes or comments, if they obtain permission in advance from the Managing Editor.

Supplies

The Managing Editor is authorized to order and to pick up supplies. Use of supplies must be supervised and not left open to general use. Non-Members are not allowed to use Law Review supplies.

Law Review Library

Materials in the Law Review Library should remain in the office at all times, unless authorized by the Editor in Chief.

Law Review Office

The Law Review office is exclusively for the use of Law Review Members. The general office is left locked at all times. Membership mailboxes are also located in the general office. The Editors' office is kept locked at all times when it is not occupied. It is at the discretion of the Editor in Chief whether the Executive Board members will be given keys to this office so they have access to supplies and long-distance telephone calls.

Telephone and Mail Use
Only *Law Review* Members may use the office telephone and mail facilities. Mail goes out with the consent of the Editor in Chief, Executive Editor or the Managing Editor. All outgoing mail must indicate on the envelope that it comes from the *Law Review* or show the *Law Review* account number. The telephones in the general office are restricted to local, non-toll calls. Executive Board Members may place long-distance calls related to *Law Review* business in the Editor's office.

**Returning Law Review Property**

Every Member must at the completion of his or her term, turn over to the successor all keys or other property belonging to the *Law Review* that may be in the custody or under the control of any Member and shall render a true, just, and faithful account of all property under his or her official trust.

**Student Subscriptions**

*Law Review* Members will receive complimentary copies of the *Law Review* during the period they are Members.

**Masthead**

Active Members on the *Law Review* will appear with their respective titles on the masthead for issues substantially prepared for publication during their term, unless they have been duly removed from such position or it has been adjudged as a condition of probation that they not appear on the masthead.

**Advertisements**

Advertising is encouraged, but it should be tasteful and appropriate for a legal publication. The rates should be set annually at the same time the subscription rates of the *Law Review* are set but the advertising rate may vary during the course of a volume year. The Marketing Editor is responsible for setting the rates and maintaining a record of advertising commitments made. The Marketing Editor also must ensure that the appropriate advertisements actually appear in the issues in which they are scheduled to appear.

**Website**

The *Law Review* will maintain a website that will include but is not limited to the following information: list of members, Editor biographies, manuscript submission information, subscription and ordering information, back issues of articles or issues, and student articles. The Marketing Editor is responsible for updating the website on a regular basis.

**Scholarship Luncheon**
Each semester the *Law Review* will host Scholarship events during which at least one Member will present his or her casenote or comment to an audience of students and faculty. After presenting his or her paper, the speaker will hear questions from a panel of experts to help the speaker gain a better and deeper understanding of the topic. The speaker will be selected through a meeting with the Editor in Chief, Executive Editor, and Notes & Comments Editors.
XIV. EFFECT, INTERPRETATION, AND AMENDMENT

Construction for Consistency

These Bylaws will be construed to effectuate their general purpose and to be internally consistent.

Severability

If any provision of these Bylaws, or the application thereof to any person, is held invalid, that invalidity will not affect any other provision; the provisions of these Bylaws are severable.

Headings

Headings are for convenience only and will not affect the construction of these Bylaws.

Singular and Plural Forms

All terms in the Bylaws are equally applicable in the singular and plural forms.

Power to Interpret

The Executive Board is responsible for interpreting and applying these Bylaws. In all questions of construction or interpretation, the decisions of a majority of the Executive Board are final, unless the construction or interpretation violates another school policy. In that case, the affected student may appeal to the Faculty Advisor.

Conflict with Constitution

If a particular bylaw conflicts with the Constitution, the Constitution will control.

Variation from Bylaws

In extraordinary circumstances, the Executive Board, upon a three-fourths vote, may vary from the Bylaws for a short period of time necessary to resolve the situation. However, that period ordinarily should not exceed fourteen days. At the expiration of such time period, the Executive Board may reevaluate the situation and extend the period of variation following the same procedure.

Amendments

Pursuant to Article XXII of the Constitution, any Member or faculty advisor may propose amendments to the Bylaws. Each proposed amendment must be submitted in writing to the
Editor in Chief and be accompanied by a short statement specifying the reason for the proposed amendment. The proposed amendment and accompanying statement must be distributed to those voting at least five school days before the designated voting period.

Amendment may occur with (a) approval by a simple majority of Executive Board, followed by approval of a majority of the Members; or (b) approval by a two-thirds majority of the entire Executive Board.

Unless otherwise specified, amendments will become effective immediately upon approval.

**Bylaws Committee**

The Editor in Chief may appoint a Bylaws Committee to review the current Bylaws and to propose revisions. The Committee should have at least three members, at least one of which should be an Editor and at least one of which should not be an Editor.