

# *University of New Mexico School of Law*

## **Student Organization**

### **Intellectual Property Matters CONSTITUTION**

September 15, 2009

#### **ARTICLE I – NAME**

- A. As chartered by the executive board of the IP Matters student organization, the name of this organization shall be *University of New Mexico School of Law Chapter of IP Matters*
- B. The organization is a student organization at the University of New Mexico School of Law.

#### **ARTICLE II – OBJECTIVES**

The objectives of the organization shall be:

- A. To provide a forum for discussion and exploration of the field of intellectual property law.
- B. To promote the professional advancement of its members.
- C. To encourage and create opportunities for members to achieve academic success.
- D. To provide contact and interaction with members of the legal community and forge a sense of friendship and partnership among its members.
- E. To serve the community through a variety of educational events.

#### **ARTICLE III – MEMBERSHIP**

Members must be students, staff, and/or faculty members at UNMSOL. Any student at the University of New Mexico School of Law who meets the requirements for membership is eligible to be an active member of IP Matters.

- A. Eligibility for membership as a student consists of all of the following requirements:
  - 1. Must be currently enrolled at UNMSOL.
  - 2. Must not be on any disciplinary or scholastic probation .
  - 3. Must have a cumulative of GPA at or above 2.5.
  - 4. Must complete all requirements established for prospective members.
  - 5. Must pay appropriate dues as specified in Article IX (B).

- B. In order for a student to be in good standing, he/she must:
  - 1. Remain current on local dues.
  - 2. Be free of disciplinary or scholastic probation.
  - 3. Keep his/her cumulative GPA at or above 2.5.
  - 4. Adhere to any additional chapter policies in existence now or adopted in the future.
  - 5. Fulfill all requirements for membership participation.
- C. If a member fails to fulfill any of the five requirements to be in good standing stated in Article III (B.) above, he/she will be placed on “inactive” status until the requirement is fulfilled.
- D. “Inactive” status signifies that a member will be allowed to participate in meetings but will not be allowed to participate in the election process or attend social events.
- E. Alumni Membership - Any person who is not a member of any other IP student organization who has been admitted to and is in good standing with the Bar; any law graduate who is a member of the faculty of any law school; and any judge who qualified in either of the preceding categories prior to becoming a judge. Upon initiation such member shall automatically become an alumnus/alumna member of IP Matters.
- F. Honorary Membership - Any person not a member of any other IP student organization who has attained unusual distinction in the legal profession or in the field of IP law on at least a statewide basis, shall be eligible to be initiated into IP Matters as an Honorary Member upon petition by the law school chapter.

#### **ARTICLE IV – OFFICERS**

- A. The officers of this organization are 1) President, 2) Vice President 3) Secretary, and 4) Treasurer.
- B. In compliance with UNMSOL rules and regulations, in order for a member to be eligible to accept a nomination to an officer position he/she must:
  - 1. Have a cumulative GPA of 2.5 or better.
  - 2. Have been an active member for a period of at least one semester.
  - 3. Plan to register for at least nine credit hours during each semester in office.
- C. Officers will be determined by election.
  - 1. An election official will be selected by a majority vote of the officers two weeks prior to election.
  - 2. Nominations for each officer position will take place at least two weeks prior to the elections.
    - a. A qualified member, as defined by Article IV (B), may accept nominations to more than one office.
    - b. Once a nominee wins an office, he/she must withdraw his/her nominations for all other offices.
  - 3. Election of officers will take place at the last meeting of the spring semester.
    - a. Elections will be completed in the order listed in Article IV (A.).

- b. If a clear majority vote is not achieved on the first ballot, a run-off will be held before proceeding to the vote on the next office.
- D. Officers will assume office for the period of one year, beginning at the time of installation immediately following the election.
- E. Officer meetings will be called regularly, and all officers must attend.

### **ARTICLE V – EXECUTIVE COMMITTEE**

The Executive Committee of the organization will consist of the four officers: President, Vice-President, Secretary, and Treasurer, as well as the chairperson of each standing committee. The Executive Committee will hold meetings separate from the officer meetings from time to time, and officers and chairs must attend.

### **ARTICLE VI – COMMITTEES**

- A. The following are standing committees:
  - 1. Community Service Committee
  - 2. Fundraising Committee
  - 3. Professional Development Committee
  - 4. Prospective Membership Committee
  - 5. Publicity Committee
  - 6. Scholarship Committee
  - 7. Social Committee
  - 8. Tech Support
- B. Each standing committee shall have a chairperson appointed by the President and approved by a majority vote of the officers.
- C. A committee chairperson must have a cumulative GPA of at least 2.5.
- D. Each standing committee shall have a vice chairperson selected by the chairperson and approved by a majority vote of the officers.
- E. No officer may chair a committee concurrent to his/her time as an officer.
- F. Committee chairpersons must attend all meetings of the Executive Committee. If the Officers determine the chair to be chronically absent or negligent as to his/her duties, the Officers, by majority vote, can remove the chair and place the vice-chair in charge of the committee's activities.

### **ARTICLE VII- VOTING**

- A. The Constitution and by-laws may be amended by a 2/3 majority vote of those members present and voting.
- B. A proposed amendment must be presented to the membership at least two weeks prior to a vote being taken on it.
- C. A nominee for an officer position is the winner of that position when he/she receives the majority of the votes.
- D. In order to vote, you must be:
  - 1. Present at the meeting in which a vote is taken, and
  - 2. An active member in good standing (see Article III B.).

### **ARTICLE VIII- STATEMENT OF NON-DISCRIMINATION**

To the extent provided by applicable law, this organization shall not exclude anyone from participating in, deny the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by IP Matters on the basis of race, color, national origin, religion, sex, age, veteran status, disability, or sexual orientation.

### **ARTICLE IX – FINANCIAL OBLIGATIONS**

- A. Members shall pay the established chapter dues of \$10.00 per year, unless hardship status is granted by the Officers. Checks shall be made payable to IP Matters.
  - 1. In order for hardship status to be granted a student must present their case to the Officers.
  - 2. After the case has been heard, the Officers will vote, and a majority vote will constitute the decision.
  - 3. Hardship status is valid for one semester.
  - 4. Documentation will be provided to the member, once hardship status has been approved.
- C. The affairs of the chapter shall be conducted on a sound financial basis and no payable chapter indebtedness shall be incurred without prior approval of a vote of 2/3 of the chapter.

### **ARTICLE X – STATEMENT OF NON-HAZING**

In compliance to UNMSOL's rules and regulations, this organization will not conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending this institution.

### **ARTICLE XI – STATEMENT OF COMPLIANCE WITH CAMPUS REGULATIONS**

This organization shall comply with all policies and regulations of UNMSOL and the UNM System as well as all local, state, and federal laws.

**--- BY – LAWS ---**

### **SECTION I – CABINET**

- A. President:
  - 1. Shall serve as chief executive and administrative officer.
  - 2. Shall oversee the productivity of officers.
  - 3. Shall be responsible for the welfare and dignity of the chapter.

4. Shall call general and special meetings, such as officer meetings, founder meetings and emergency meetings.
5. Shall preside at meetings and serve as parliamentarian as well.
6. Shall be an official representative of the organization.
7. Shall have a close communicative and professional relationship with the organization's advisor and maintain a strong means of communication.
8. Shall present bills to UNM SBA and GPSA in attempts to raise funds for a particular event, fee, or any other financial matter we may need assistance with.
9. Shall oversee the productivity of executive assistants

B. Vice-president:

1. Shall serve as assistant executive officer.
2. Shall oversee the standing committees:
  - a. Professional Development Committee,
  - b. Community Service Committee,
  - c. Tech Support Committee, and
  - d. Scholarship Committee.
  - e. Social Committee,
  - f. Prospective Membership Committee,
  - g. Publicity Committee, and
  - h. Fundraising Committee.
3. Shall assist the President in scheduling and presiding over meetings.
4. Shall be an official representative of the organization.
5. Shall assist the president in writing, presenting, and following up on bills presented to the UNM SBA or GPSA.
6. Shall assume the responsibilities of the President in any instance of absence, death, and/or malfeasance.
7. Shall be responsible for securing a meeting place for General Meetings and other events.

D. Secretary:

1. Shall serve as chief recorder and correspondent.
2. Shall serve as custodian of the chapter constitution, by-laws, minutes, administrative records, and reports of this chapter.
3. Shall maintain a record of all chapter minutes.
4. Shall be an official representative of the organization.
5. Shall assume the responsibilities of the President in any instance of absence,  
death, and/or malfeasance of the Vice-President.

E. Treasurer:

1. Shall serve as chief financial officer.

2. Shall be responsible for all chapter funds.
3. Shall be responsible for collecting membership dues.
4. Shall be responsible for informing each member of their financial standing.
5. Shall be an official representative of the organization.
6. Shall assume the responsibilities of the President in any instance of absence, death, and/or malfeasance of the Secretary.

## **SECTION II - COMMITTEES**

- ◆ Each committee will have a chair person appointed by the President with the approval of the officers.
- ◆ Each committee shall work with the other committees, as needed for any project, to ensure the most successful output possible.
- ◆ Each committee chair must provide the treasurer a semester budget prior to the first regular meeting of that semester.

### A. Professional Development

1. Responsible for organizing events that further the professional development of the chapter.
2. Shall be responsible for scheduling guest speakers.
3. Responsible for maintaining communication with the UNMSOL Leadership committee as part of the student development committee.

### B. Publicity

1. Responsible for raising awareness of the organization on campus and throughout the community.
2. Responsible for publicizing every interest meeting by all means of communication available to the organization in an attempt to appeal to interested students with common goals.
3. Responsible for creating awareness of any fundraising, professional, community service, or social event that IP Matters hosts.
4. Shall work together with the prospective membership committee and help with organizing and creating information tables in the attempt to find prospective members for the organization.
5. Act as chief editor of any and all documents that are to be submitted to mass media on behalf of IP Matters.

### C. Prospective Membership

1. Responsible for recruiting new members.
2. Responsible for organizing membership events
3. Responsible for implementing information tables on campus and working together with the publicity committee on this task.
4. Prospective Membership Chair is responsible for conducting interest meetings and presiding over all prospective membership meetings.

- D. Fundraising
  - 1. Responsible for developing sources of revenue for the chapter.
  - 2. Shall meet with the treasurer to determine goals for each semester.
  - 3. Responsible for introducing ideas and suggestions on fundraising events keeping in mind that the purpose of these events is to raise the most amount of money while maintaining professionalism.
  
- E. Community Service
  - 1. Responsible for planning and implementing community service projects for the organization.
  - 2. Responsible for developing, planning and organizing philanthropic events for the chapter.
  
- F. Social
  - 1. Responsible for planning, developing and executing social programs for the chapter.
  - 2. Responsible for structuring such programs aimed to appeal to the social interests of members, as well as prospective members, and faculty, in accordance to rules and regulations set forth by UNMSOL. All events must comply with all local, state, and federal laws.
  
- G. Tech Support
  - 1. Responsible for creating the chapter's website.
  - 2. Responsible for maintaining the chapter's website.
  
- H. Scholarship
  - 1. Responsible for obtaining academic information for all members of IP Matters and provide each member with a study program.

### **SECTION III – MEETINGS**

- A. General Meeting
  - 1. Meetings will be open to all active chapter members, inactive chapter members, and faculty.
  - 2. Regular meetings will be held on a regular basis at a designated place inside the UNMSOL campus.
  - 3. General meetings will be conducted using *Robert's Rules of Order* (Revised Edition) with the president as the presiding officer.
  
- B. Executive meetings will be held immediately before the general meetings and/or whenever a request by the president or two (2) officers is made for such a meeting.