



CONSTITUTION OF THE LAW STUDENTS' SOCIETY AT THE UNIVERSITY OF BRITISH COLUMBIA

Last amended through referendum – March 2024

Table of Contents

PREAMBLE	2
ARTICLE 1: NAME	2
ARTICLE 2: GLOSSARY	2
ARTICLE 3: MEMBERS	2
ARTICLE 4: OBJECTS AND AIMS OF THE LSS	3
ARTICLE 5: EXECUTIVE	3
ARTICLE 6: DUTIES OF MEMBERS OF THE EXECUTIVE	4
ARTICLE 7: ACADEMIC COUNCIL	7
ARTICLE 8: SOCIAL COUNCIL	8
ARTICLE 9: STUDENT COMMITTEES	9
ARTICLE 10: MEETINGS	12
ARTICLE 11: ELECTIONS	13
ARTICLE 12: RESIGNATION AND REMOVAL FROM OFFICE AND VACANCY	14
ARTICLE 13: TRANSITION	16
ARTICLE 14: REMUNERATION	16
ARTICLE 15: REGULATIONS	17
ARTICLE 16: PROCEDURE	17
ARTICLE 17: AMENDMENTS TO THESE ARTICLES	17
APPENDIX 1: ROLE OF THE STUDENT REPRESENTATIVE OF THE FACULTY OF LAW TO THE SENATE	19

PREAMBLE

The Law Students' Society at the University of British Columbia acknowledges that its location and activities are situated within the traditional, ancestral, and unceded territories of the xwməθkwəy̓əm (Musqueam) People.

ARTICLE 1: NAME

1.1 The name of the organization is the Law Students' Society at the University of British Columbia.

ARTICLE 2: GLOSSARY

2.1 Hereinafter:

- a. **“AMS”** means the Alma Mater Society, which is the University of British Columbia's student union and the governing body of all campus student constituencies.
- b. **“CRO”** means the Chief Returning Officer as described in Article 11.2.
- c. **“Executive”** means the body defined in Article 5.
- d. **“Faculty Council”** means the governing Council made up of Faculty, Administration, and Student Representatives of the Peter A. Allard School of Law.
- e. **“Faculty of Law”** means the Faculty and Administration of the Peter A. Allard School of Law.
- f. **“Law School”** means the Peter A. Allard School of Law.
- g. **“LSS”** means the Law Students' Society at the University of British Columbia.
- h. **“Member”** means a Member of the LSS as defined in Article 3.1.
- i. **“Regulations”** means all applicable LSS regulations and AMS regulations, such as the LSS Finance Regulations, Elections Regulations, Clubs Regulations, Committee Regulations, and Code of Conduct.
- j. **“Senator”** means the Student Representative of the Faculty of Law to the Senate. Further information about the Senator can be found in Appendix 1.
- k. **“University”** means the Vancouver campus of the University of British Columbia.
- l. **“Clerk”** means a student appointed by the President under Article 6.1 m and in accordance with the Clerk Regulations.

ARTICLE 3: MEMBERS

3.1 Every undergraduate student who pays LSS fees is a Member of the LSS.

3.2 Membership entails the right to vote in all elections and General Meetings, and to run for and hold elected office in the LSS.

3.3 Membership starts on the first day of the semester in which the student is registered in a credit course or its equivalent.

ARTICLE 4: OBJECTS AND AIMS OF THE LSS

4.1 The objects of the LSS are to:

- a. represent and promote the interests of its Members in respect of the University, the Faculty of Law, the legal profession, and the broader community;
- b. provide for student representation on various boards, councils, and committees of the Faculty of Law, as well as elected positions that relate to AMS and University committees and councils;
- c. co-operate with other organizations having similar interests in promoting student activities and interests, such as other law schools, law firms, and legal education services;
- d. consider and support activities which enhance student experience in the Faculty of Law; and
- e. generally represent its Members as required in all other related matters.

4.2 The LSS shall strive to carry out its objects without discrimination as between its Members on the basis of race, religion, colour, national or ethnic origin, sex, gender, sexual orientation, physical or mental disability, age, political conviction, or other analogous ground. This section shall not be interpreted so as to preclude any rule, program, or activity that has as its object the amelioration of conditions that may hinder the full and equal participation of any group in the LSS's activities or in the legal profession.

4.3 The LSS shall make all reasonable efforts to schedule events, elections, and meetings so as not to hinder participation by any religious, cultural, social, or other group to which its Members may belong.

ARTICLE 5: EXECUTIVE

5.1 Members of the Executive.

- a. The LSS Executive (hereinafter “Executive”) shall consist of the following persons:
 - i. President;
 - ii. Vice President Academic;
 - iii. Two (2) Associate Vice Presidents Social;
 - iv. Vice President Finance;
 - v. Vice President External Affairs;
 - vi. Vice President Communications;
 - vii. Vice President Wellness;
 - viii. Indigenous Director of Student Affairs;
 - ix. Vice President Clubs;
 - x. Ombudsperson, who shall be an ex-officio member of the Executive; and
 - xi. Director of Equity Diversity and Inclusion.

5.2 The Senator is entitled to attend meetings of the Executive as a non-voting member per section 16.2.

- a. The Senator can be a member, but not an Officer of the Executive, as such, in addition to the restrictions of section 16.2, they also cannot sign off as an officer of the Executive.
- 5.3 The Executive shall administer the affairs of the LSS, coordinate Academic Council and Social Council, support and administer LSS clubs and societies, liaise with the Faculty of Law, and generally serve as the Members representative to the Faculty of Law, the University, and the public.
 - 5.4 The Executive shall set the annuals goals and/or objectives of the LSS.
 - 5.5 Every member of the Executive shall, in addition to the duties enumerated in these Articles, be responsible for other such duties as may be assigned by the Executive or the Regulations.
 - 5.6 Every member of the Executive shall use the provided LSS email account for all relevant communications and shall maintain an organized inbox to be passed on to future Executives.
 - 5.7 The Executive may create temporary volunteer positions through which Members may aid in the duties of the LSS.
 - 5.8 Every member of the Executive must disclose existing and potential conflicts of interest and strive to avoid any harm resulting from such conflicts.
 - 5.9 Term of Office.
 - a. The term of every member of the Executive shall be from May 1 of the year of their election to April 30 of the subsequent year.
 - b. No Member may hold more than one position on the Executive, Academic Council, or Social Council concurrently, except if they are also acting as CRO.

ARTICLE 6: DUTIES OF MEMBERS OF THE EXECUTIVE

- 6.1 The President shall:
 - a. be the Chief Executive Officer of the LSS;
 - b. oversee the affairs of the LSS and ensure that each representative fulfills the duties of their job;
 - c. be the official representative and chief spokesperson of the LSS;
 - d. be the primary liaison between the Members and the Faculty of Law;
 - e. be an ex-officio Member of every committee and affiliated organization of the LSS;
 - f. delegate responsibilities as they see fit;
 - g. chair meetings of the Executive, supervise all aspects of its activities, and ensure it operates effectively, including casting the deciding vote in the event of a tie at meetings of the Executive;
 - h. run the September elections for first year representatives;
 - i. strive to ensure compliance with the Articles of this Constitution and related Regulations;
 - j. attend the AMS Presidents Council as member;
 - k. attend the Allard Law Alumni Association Board of Director meetings as member;

- l. attend the Law School's Faculty Advisory Committee as member; and
- m. appoint Clerks in accordance with the Clerk Regulations.

6.2 The Vice President Academic shall:

- a. chair meetings of the Academic Council, supervise all aspects of its activities, and ensure it operates effectively, including casting the deciding vote in the event of a tie at meetings of the Academic Council; and
- b. be the official representative of the Academic Council unless another Academic Council Officer is specifically designated as a representative to a particular body.

6.3 The Associate Vice Presidents Social shall:

- a. co-chair meetings of the Social Council, supervise all aspects of its activities, and ensure it operates effectively, including casting the deciding vote in the event of a tie at meetings of the Social Council;
- b. be the official representatives of the Social Council unless another Officer is specifically designated as a representative to a particular body; and
- c. each lead subcommittees as specified in the Social Council Regulations.

6.4 The Vice President Finance shall:

- a. chair meetings of the Finance Committee, supervise all aspects of its activities, and ensure it operates effectively, including casting the deciding vote in the event of a tie at meetings of the Committee;
- b. maintain the book of accounts, showing the receipts and disbursements of the LSS;
- c. manage all contracts and Independent Contractor Agreements for the LSS and all affiliated clubs and sports teams;
- d. be the primary liaison between clubs and the AMS in relation to insurance requirements and compliance;
- e. prepare the budget of the LSS by the end of September;
- f. disburse funds to clubs, event organizers, and sports teams;
- g. liaise with the office of the AMS Vice-President Finance as authorized Treasurer for the LSS;
- h. organize an orientation for treasurers of clubs and sports teams each year in conjunction with the Vice President Clubs; and
- i. advise the Executive and relevant LSS organizations regarding the financial sustainability of the LSS.

6.5 The Vice President External Affairs shall:

- a. serve as the Faculty of Law representative to the AMS as a director of the AMS;
- b. attend AMS meetings as required by that body and report on its activities; and
- c. inform the student body of AMS activities, services, and initiatives, and assist the LSS and the student body in communicating with the AMS.
- d. per AMS Code Article 6, section 2, shall seek election on at least one Committee of Council.

6.6 The Vice President Communications shall:

- a. be responsible for communications between the LSS and its Members;

- b. prepare promotional material for the LSS and its activities; and
- c. manage the LSS newsletter, along with social media accounts held by the LSS

6.7 The Vice President Wellness shall:

- a. be responsible for the organization and delivery of wellness programming and resources under the LSS;
- b. liaise and coordinate with the Law School's Student Wellbeing Counsellor; and
- c. chair meetings of the Wellness Committee, supervise all aspects of its activities, and ensure it operates effectively, including casting the deciding vote in the event of a tie at meetings of the Committee.

6.8 The Indigenous Director of Student Affairs shall:

- a. provide an Indigenous voice and perspective to the Academic Council and the Executive;
- b. work within the LSS to create cultural and social inclusion for Indigenous students;
- c. work within the LSS to develop initiatives that foster non-Indigenous students' recognition and respect for Indigeneity;
- d. work within the LSS and the Academic Council to identify and eliminate barriers to Indigenous students' academic success;
- e. attend meetings of the Indigenous Law Students' Association and report to the Academic Council and the Executive on relevant issues; and
- f. co-chair the LSS Equity and Diversity Committee alongside the Director of Equity Diversity and Inclusion.

6.9 The Ombudsperson shall:

- a. be responsible for investigating and mediating disputes regarding any Member related to the LSS, Social Council, Academic Council, or any other student groups within the Law School; the faculty; discrimination and harassment within the Law School; and the summer articling and articling process; in accordance with the LSS Dispute Resolution Regulations;
- b. be responsible for assisting students navigate procedural fairness matters in the Law School, including grade appeals, exam deferrals, and academic and non-academic misconduct; and
- c. chair the Accountability Committee.

6.10 The Vice President Clubs shall:

- a. be responsible for the organization and coordination of intramural sports and social clubs affiliated with the LSS;
- b. function as the point of contact between the Executive and LSS sponsored sports and clubs, including the maintenance of a contact list and a calendar of events for all LSS sponsored sports and clubs;
- c. plan a recruitment opportunity for all LSS sponsored clubs and sports teams in both September (mandatory) and January (as necessary or as requested); and
- d. organize an orientation for treasurers of clubs and sports teams each year in conjunction with the Vice President Finance.

- 6.11** The Director of Equity Diversity and Inclusion shall:
- a. work with faculty and student groups to improve the Law School resources and environment as they pertain to equity and diversity;
 - b. coordinate the Legal Buddy Program during the summer of the year of their election to the Executive; and
 - c. co-chair the LSS Equity and Diversity Committee alongside the Indigenous Director of Student Affairs while being chiefly responsible for all administrative work related to chairing the Committee, including setting the agenda and providing administrative management of all projects undertaken by the Committee.

ARTICLE 7: ACADEMIC COUNCIL

7.1 Objects and Aims.

- a. The objects of the Academic Council shall be to represent student interests at Faculty Council and its committees, to promote communication and consultation between students and faculty on academic matters, and to improve student academic life generally.

7.2 Members of Academic Council.

- a. Academic Council shall consist of the following persons (hereinafter “Academic Council Officers”):
 - i. President, who shall be a non-voting member;
 - ii. Vice President Academic;
 - iii. Vice President External Affairs;
 - iv. Four (4) Upper Year Academic Directors;
 - v. Indigenous Director of Student Affairs;
 - vi. Director of Equity Diversity and Inclusion;
 - vii. Careers Director; and
 - viii. Four (4) First-Year Representatives, one elected by and from each small group of first year law students.

7.3 The Senator is entitled to attend meetings of the Academic Council as a non-voting member, subject to section 16.2.

- a. The Senator is not an Officer of Academic Council.

7.4 Duties of Academic Council Officers.

- a. In addition to any other duties listed elsewhere in this Constitution, Academic Council Officers shall:
 - i. attend all Academic Council meetings;
 - ii. work in the best interests of the Members;
 - iii. keep students informed of issues arising from Academic Council duties, consult with students on issues before Academic Council, and encourage students to approach Academic Council with issues of concern to them; and

- iv. be responsible for other such duties as may be assigned by Academic Council or the Regulations.

7.5 Duties of First Year Academic Council Representatives.

- a. In addition to any other duties listed elsewhere in this Constitution, the First Year Academic Council Representatives shall:
 - i. liaise between first year law students and Academic Council;
 - ii. inform first year students of all initiatives and activities of Academic Council; and
 - iii. be responsible for other such duties as may be assigned by the Academic Council.

7.6 Faculty Council.

- a. Academic Council Officers and members of the Executive shall be student representatives on Faculty Council.
- b. If requested by the Senator, the Senator may also be a student representative on Faculty Council.
- c. If the number of Academic Council Officers and members of the Executive exceeds the number of seats available for student representatives of Academic Council on Faculty Council, the Vice President Academic shall decide who shall occupy the seats available with preference given to the Academic Council Officers.
- d. If the number of seats available for student representatives on Faculty Council exceeds the number of Academic Council Officers and members of the Executive, the Vice President Academic shall appoint Members of Social Council to fill the remaining seats. If there are still not enough students to fill the seats, the VP Academic shall appoint other Members.
- e. Academic Council Officers shall attend all Faculty Council meetings including meetings of the Faculty Council Committees of which they are a member.

7.7 Faculty Council Committee membership shall be determined by the Vice President Academic.

ARTICLE 8: SOCIAL COUNCIL

8.1 Objects and Aims.

- a. The objects of Social Council shall be to promote, direct, sponsor, or coordinate such activities as shall benefit the Members and improve student social life generally.
- b. In pursuing the above objects, Social Council shall aim to finance activities in a fiscally sustainable manner, according to the guidance of VP Finance.

8.2 Members of Social Council.

- a. Social Council shall consist of the following persons (hereinafter "Social Council Officers"):
 - i. President, who shall be a non-voting member;
 - ii. Two (2) Associate Vice Presidents Social;
 - iii. Vice President Finance;

- iv. Vice President Communications;
- v. Vice President Clubs;
- vi. Director of Wellness;
- vii. Two (2) Student Affairs Coordinators;
- viii. Director of Equity Diversity and Inclusion, who shall be a non-voting, non-officer, member serving in an advisory capacity; and
- ix. Eight (8) First-Year Representatives, two elected by and from each small group of first year law.

8.3 Duties of Social Council Officers.

- a. In addition to any other duties listed elsewhere in these Articles, each Social Council Officer shall:
 - i. work in the best interests of the Members;
 - ii. volunteer at events organized by Social Council;
 - iii. attend all Social Council meetings; and
 - iv. keep students informed of issues arising from Social Council duties, consult with students on issues before Social Council, and encourage students to approach Social Council with issues of concern to them.

8.5 The First Year Social Council Representatives shall:

- a. liaise between first year law students and Social Council;
- b. inform first year students of all activities and services offered by Social Council; and
- c. assist the Associate Vice Presidents Social and Student Affairs Coordinators on planning and overseeing major social events.

8.6 The Student Affairs Coordinators shall:

- a. plan and oversee major social events;
- b. liaise between upper year law students, student groups, and Social Council; and
- c. inform upper year students of all activities and services offered by Social Council.

ARTICLE 9: STUDENT COMMITTEES

9.1 The LSS shall establish the following standing committees each year:

- a. A **Graduation Committee** responsible for planning and executing graduation-related events, chaired by the Co-Directors of the Graduation Committee. The Co-Directors of the Graduation Committee shall:
 - i. select the members of the Graduation Committee from a diverse cross-section of graduating students;
 - ii. be responsible for the organization of all graduation activities; and
 - iii. provide monthly updates on their activities to the Executive.
- b. A **Finance Committee** responsible for preparing the budget, chaired by the Vice President Finance. Its members shall be the President, Vice President Wellness, Vice

President Clubs, and two (2) students-at-large, selected in a manner to be determined by the Vice President Finance.

- c. An **Equity and Diversity Committee** co-chaired by the Director of Equity Diversity and Inclusion and the Indigenous Director of Student Affairs.
 - i. The Committee shall be responsible for aiding in the maintenance of an equitable and respectful environment at the Law School through the education of the Members and inquiry into and advice on issues of equity and diversity relating to the LSS.
 - ii. Its members shall be the Director of Equity Diversity and Inclusion, Indigenous Director of Student Affairs, President, a representative from every equity-seeking club, and two (2) First Year Committee Representatives elected by and from the entire first-year class. The Committee shall decide from year to year how many members-at-large, if any, will be on the Committee and the manner of their selection.
- d. A **Wellness Committee** responsible for planning and promoting wellness related matters, chaired by the Vice President Wellness. Its members shall be the President and two (2) or more students-at-large, selected in a manner to be determined by the Vice President Wellness.
- e. An **Accountability Committee** responsible for oversight of members of the Executive and committee chairs. The object of this Committee shall be to ensure compliance with this Constitution and Regulations by members of the Executive and committee chairs and to ensure that business is conducted in the best interest of Members.
 - i. The Accountability Committee shall be chaired by the Ombudsperson, and shall consist of an additional three (3) student-at-large members, who shall be appointed by the Ombudsperson according to the Accountability Committee Regulations, and, at any time during the appointment, shall not hold any other elected or appointed position under this Constitution.
 - 1. One student-at-large shall be designated as an alternate member. The alternate member shall remain outside and uninvolved in the Committee, unless another member of the committee declares a conflict with the investigation or subject matter at hand. In such circumstances, the member in conflict shall recuse themselves from the matter, and the alternate member shall take their place.
 - 2. If the Ombudsperson is required to recuse themselves from a matter, the three student-at-large members shall elect from amongst themselves, a temporary replacement to chair the committee.
 - ii. The Committee shall produce two (2) reports annually, one report by the end of September and another by the end of January. These reports shall be presented to the Executive and speak to the performance of each member of the Executive and every committee chair. The aforementioned reports shall be deemed confidential, unless either of the following occurs:
 - 1. the Executive decides, by 2/3 majority vote, to make part or all of the reports accessible to all current Members;
 - 2. the Committee determines that it would be in the best interest of Members to make part or all of the reports accessible to all current Members and obtains approval of either the President or Vice President Academic; or

3. the Committee requires to make part or all of the report available to relevant individuals for purposes of conducting or disclosing findings of an investigation.
- iii. The Committee shall investigate complaints regarding the conduct and performance of members of the Executive and committee chairs on an as needed basis. Unless compelled to do so by a 2/3 majority vote of the LSS Executive, the Committee reserves the discretion on whether it proceeds with an investigation. Without limiting the Committee's discretion, a Member may request that the Committee opens an investigation.
- iv. This Committee shall be subject to the Accountability Committee Regulations.
- v. The Committee shall have the power to request any pertinent information or documents from the LSS, to aid in a valid investigation.
- vi. The Committee shall not investigate any complaint it deems manifestly frivolous.
- vii. Upon the conclusion of an investigation, the Committee may provide recommendations to the Executive and may also disclose the final determinations of the investigation to current Members, where appropriate.
- f. An **Election Appeals Committee**. This committee is responsible for hearing appeals of decisions made by CRO.
 - i. The Elections Appeals Committee shall consist of three (3) members chosen from the Executive, Academic Council, and/or Social Council, selected by the Executive prior to the close of the general election nomination period. No member of the Committee is permitted to run for any LSS position.
 - ii. If a student wishes to appeal a decision of the CRO, they may appeal the decision to the Committee no later than 72 hours after the CRO makes their decision. Appeals will be conducted in writing only. The CRO shall provide the student and the Committee with written reasons for their decision. The student may then provide a written argument as to why the decision should be reversed or altered. The Committee must rule within 24 hours after receiving the student's written argument.
 - iii. Decisions of the Elections Appeal Committee may be appealed to the AMS Elections Committee.
- g. A **Careers Committee** responsible for advocating for student interests regarding career programming and support. The Committee shall be chaired by the Careers Director and the Committee's membership shall be determined by Careers Committee Regulations. The Careers Director shall:
 - i. Report to and take direction from Academic Council; and
 - ii. Meet regularly with Allard Careers Services Office.

9.2 The LSS may form ad hoc committees as required.

- a. Such ad hoc committees may be established by the:
 - i. Executive;
 - ii. Academic Council, where the committee is primarily related to academic affairs; or
 - iii. Social Council, where the committee is primarily related to social affairs.
- b. The Chair of an ad hoc committee shall be either a member of the Executive, an Academic Council Officer, or a Social Council Officer appointed by the body that

created the committee.

- 9.3** The internal processes and specific aims of each committee listed in Article 9.1 and any ad hoc committee formed under Article 9.2 shall be set out in its respective Committee Regulations, which may be adopted, amended, or repealed by a majority vote of the members of the respective committee, and confirmed by a majority vote by the Executive.

ARTICLE 10: MEETINGS

- 10.1** The following sections apply equally to meetings of the Executive, Academic Council, and Social Council:

- a. Each body shall meet at least once a month during the fall and spring terms excluding the first and last two weeks of each term, and the official examination period; and shall meet at least once between May and August of each year.
- b. A meeting shall be called by the Chair of the respective body upon the request of at least five of its voting members.
- c. Quorum shall be 50% of sitting members of the Executive or Officers, whatever the case may be for the respective body.
- d. Meetings shall be open to all Members, all of whom shall have the right to speak. Only members of the Executive or Officers, whatever the case may be for the respective body, may move, second, and vote on motions.
- e. Notice of meetings must be given to all members of the Executive or Officers, whatever the case may be for the respective body, at least one week in advance of the meeting, unless a lesser notification period for that specific meeting is agreed to by a majority of the members of the Executive or Officers, whatever the case may be for the respective body.
- f. The agenda for meetings must be provided to all members of the Executive or Officers, whatever the case may be for the respective body, at least 24 hours in advance of the meeting, unless a lesser notification period for a given meeting is agreed to by two-thirds of the members of the Executive or Officers. The agenda shall include approval of the minutes from previous meetings and any business arising from those minutes.
- g. Minutes of meetings and all relevant records shall be recorded and posted by Clerks, in accordance with the LSS Clerk Regulations.

10.2 General Meetings.

- a. The Executive may call general meetings of the Members for the purpose of considering specific resolutions (hereinafter “General Meetings”).
 - i. All resolutions to be considered at a General Meeting must be included in the notice of meeting, which must be posted publicly at least 14 days in advance.
 - ii. Quorum for General Meetings shall be 10% of the Members.
 - iii. General Meetings shall be open to all Members, all of whom may move, second, and vote on motions.
 - iv. General Meetings shall be chaired by the President, or another person of their choosing if they are unable or unwilling to do so.

- v. The Chair shall make all reasonable efforts to effect gender parity when granting Members the floor.

10.3 Meetings may be held virtually or in person, so long as every member of the respective body has received information on how to join the meeting.

10.4 Minutes of all meetings shall be kept in a standard format, including the date, time, and location of the meeting as well as the names of all persons attending; all resolutions and decisions of the relevant body; and any minute requested by a representative.

10.5 Voting by proxy is not permitted in any meeting referred to in this Constitution.

ARTICLE 11: ELECTIONS

11.1 Annual General Elections.

- a. The Executive, and all Officers of Academic Council and Social Council except the First Year Representatives, shall be elected annually in the Annual General Elections, which shall take place between the second Friday of February and the third Friday of March.
- b. First Year Representatives shall be elected by their respective first year small groups in an election to be held annually in September.

11.2 Chief Returning Officer (“CRO”).

- a. The Executive shall appoint a CRO at least four weeks prior to the Annual General Elections, or as necessary.
- b. The CRO shall be responsible for conducting the election and shall have the authority to implement measures to ensure the fair and efficient operation of the LSS election.

11.3 Eligibility.

- a. The CRO and all other persons responsible for administering the election shall not be eligible to run for any position in the election.
- b. No Member may run for more than one position within the election, except candidates for Vice President Academic who may also run for the position of Academic Director, and candidates for Associate Vice President Social who may also run for the position of Student Affairs Coordinator.
 - i. If a candidate secures a position both as the Vice President Academic and as an Academic Director, the candidate shall be deemed to have declined their position as Academic Director and the position of Academic Director shall go to the candidate with the next highest number of votes.
 - ii. If a candidate secures a position both as the Associate Vice President Social and as a Student Affairs Coordinator, the candidate shall be deemed to have declined their position as Student Affairs Coordinator and the position of Student Affairs Coordinator shall go to the candidate with the next highest number of votes.
- c. Members who have accepted a position with an externship, clinic, or academic exchange in the coming year, such that they will not be able to be on campus at least two days each week, are not eligible to run for any position in the election.

- d. Members who are elected to a position and later accept a position with an externship, clinic, or academic exchange, such that they will not be able to be on campus more than two days each week, shall be deemed to resign, unless the Executive permits otherwise by simple resolution.
- e. If a Member elected as Academic Director is deemed to have resigned under Article 11.3(d), the position of Academic Director shall go to the candidate with the next highest number of votes.
- f. The CRO has discretion to allow any Member to run for a position, except the persons defined in Article 11.3(a).

11.4 Nominations.

- a. Nominations for all positions being elected in the Annual General Elections shall close one week after the CRO declares the nominations open.
- b. To be nominated for a position, a Member must submit to the CRO a nomination form with their name and signature or student number, as well as the names and signatures or student numbers of at least 10 other Members.
- c. All nominations shall be publicly posted by the CRO.

11.5 Election of positions.

- a. Elections for contested positions shall be held by secure, electronic, secret ballot.
- b. Candidates shall be elected by acclamation if the number of applications for a position is less than or equal to the available number of positions.

11.6 Referenda.

- a. The Executive may call a Referendum to be held concurrently with an election, including Referenda to pose questions of general interest to the Members and to amend the Articles.
- b. Each Member shall have the right to cast one ballot for each referendum question.
- c. Referenda shall be run in such a manner as set out by the Regulations or as decided by the CRO, provided that it does not contradict these Articles or the Regulations.

11.7 No Member may vote by proxy.

11.8 Notwithstanding Article 11.7, the CRO may proscribe a process by which students who are on exchange, participating in an externship or clinic during the election, or who the CRO deems otherwise validly unable to participate in the vote, may submit their vote by proxy.

11.9 Quorums for elections and referenda shall be 10% of the Members.

ARTICLE 12: RESIGNATION AND REMOVAL FROM OFFICE AND VACANCY

12.1 Resignation.

- a. An officer elected or appointed under the Constitution or Articles may resign by notifying the Chair of the respective body.

12.2 Removal from office by way of absence.

- a. Any member of the Executive who is absent from two consecutive meetings of the Executive without approval from the Executive may be removed from office.
- b. Any voting Academic Council Officer or Social Council Officer who is absent from three consecutive or five of eight consecutive Council meetings, without the prior approval of the Chair of the respective body, may be removed from office.
- c. A member of the Executive, any Academic Council Officer, or any Social Council Officer who has met the conditions of provisions (a) or (b) of this section may be removed by a majority vote of the respective body on which they sit, if they have been provided notice of the time and place of the meeting during which their removal will be voted on at least one week in advance.

12.3 Removal by petition.

- a. Any member of the Executive, any Academic Council Officer, or any Social Council Officer may be removed from office by way of petition. The petition must clearly indicate that its purpose is to remove an Executive Member(s) or Officer(s) and must contain the names, signatures, and student numbers of 25% of the Members.
- b. Upon receipt of the petition by the President, the Executive Member(s) and/or Officer(s) named are deemed to have resigned their position(s). If the President is targeted for removal, the petition may be submitted to any other member of the Executive not being removed by such a petition. If all members of the Executive are being so removed, the petition may be submitted to the Vice President Academic.

12.4 Procedure to fill a vacancy caused by removal from office.

- a. After a member of the Executive, Academic Council Officer, or Social Council Officer is removed from office and the Executive decides that the vacancy must be filled, the following procedure shall be followed:
 - i. The Executive shall appoint a CRO within two business days of the removal of the Officer(s) or Executive Member(s).
 - ii. Nominations for the vacant position shall open within five business days after the CRO has been appointed and close one week after the CRO declares the nominations open.
 - iii. On a majority vote of the Executive, the timelines under Articles 12.4(a)(i) and (ii) may be extended.
 - iv. Notwithstanding Article 12.4(a)(iii), an election to fill the vacancy must occur within three weeks of the vacancy arising.

12.5 Any person removed by petition under this Article and duly re-elected in compliance with this Article shall not be subject to a further removal by petition under Article 12.3 during their term of office.

12.6 If a committee chair steps down, the remaining members of the committee may vote to appoint an Interim Chair from the members of that committee. If a new chair is not elected, the Interim Chair shall remain the Chair.

12.7 Procedure to fill a vacancy caused by reasons other than removal by way of absence or by petition.

- a. If a position on the Executive, Academic Council, or Social Council becomes vacant for any reason other than a recall,
 - i. The Executive, in the case of a member of the Executive;
 - ii. Academic Council, in the case of the vacancy of any of its positions that are not also positions on the Executive; and
 - iii. Social Council, in the case of the vacancy of any of its positions that are not also positions on the Executive

shall, if a replacement is deemed necessary by the Executive, publicly post notice of a call for applications for a replacement immediately after the vacancy becomes known to the Chair of the respective body, or the Interim Chair if the vacancy is that of the Chair.
- b. Applications shall be accepted for one week, and a replacement shall be appointed from among the applicants, as determined by a vote of Academic Council, Social Council, or the Executive.
 - i. If the position to be filled is an Executive position, a confirmation vote by the student body must occur by either the end of September or January, whichever date is closest upon their appointment. If the appointment is after January but before the annual general election, then the new member shall serve until the annual general elections.

ARTICLE 13: TRANSITION

- 13.1** Following elections and prior to the completion of their term of office, every incumbent member of the Executive and every incumbent Academic Council Officer and Social Council Officer shall meet with their successor to discuss the duties of their respective position. They shall make themselves available to answer any questions or concerns regarding the position and shall discuss the handover of relevant email accounts, passwords, memoranda, and documents.
- 13.2** Following the Annual General Election and prior to the completion of their term of office, every member of the Executive and every Academic Council Officer and Social Council Officer shall deliver a transition memo to their successor. The transition memo should include instructions in sufficient detail to permit the new Executive Member or Officer to gain a thorough understanding of their role and duties.
- 13.3** Following elections and prior to the completion of their term of office, every member of the Executive shall provide their successor with the username and password for their respective LSS email account.
- 13.4** Newly elected or appointed LSS Officers may be subject to mandatory training sessions, as organized by the Clerks.

ARTICLE 14: REMUNERATION

- 14.1** No member of the Executive, Academic Council Officer, or Social Council Officer shall receive remuneration for their role or from any other source in connection with their duties, without the authorization of the Executive.

- 14.2** Notwithstanding Article 14.1, a member of the Executive, an Academic Council Officer, or a Social Council Officer may be reimbursed for expenses incurred in the performance of their duties, provided the expenses are authorized by the Vice President Finance.

ARTICLE 15: REGULATIONS

- 15.1** The Executive reserves the sole authority to enact, amend, or repeal Regulations which shall be binding on the LSS and its affiliated organizations, Officers, and all others under its authority.
- 15.2** Regulations shall be permanent policies which may only be adopted, amended, or repealed by a two-thirds majority vote of the Executive, except Committee Regulations, which shall be adopted, amended, or repealed in accordance with Article 9.3.
- 15.3** All Regulations shall be posted to the LSS website.

ARTICLE 16: PROCEDURE

- 16.1** Subject to applicable Regulations, all procedural matters shall be governed by Robert's Rules of Order, Newly Revised.
- 16.2** Non-voting members of Executive and councils may still do the following:
- a. Bring forward, second, and amend a motion
 - b. Debate and discuss any matter
 - c. All other essential actions of the council besides voting
- 16.3** Disputes as to the interpretation of this Constitution shall be submitted to the Ombudsperson for mediation, in accordance with the LSS Dispute Resolution Regulations. If this fails, it shall be taken to the AMS Clubs and Society Committee for arbitration.
- 16.4** In the event of any conflict between the provisions of this Constitution and the provisions of the AMS Code and Constitution, the latter shall govern.

ARTICLE 17: AMENDMENTS TO THESE ARTICLES

- 17.1** The Executive may amend or repeal these Articles or adopt a new Article upon a two-thirds majority vote of the Executive. Such changes shall remain in force and effect until the end of the term of office during which they are enacted.
- 17.2** Any changes made under Article 17.1 must be confirmed by a simple majority vote of a quorum of the Members in a Referendum or at a General Meeting before the end of the school year in which the changes were made.
- 17.3** Any changes made under Article 17.1 which are not approved by the Members in accordance with Article 17.2 shall immediately cease to be in force and effect.
- 17.4** If the President receives a petition containing the names and signatures of 30 Members requesting

an amendment to the Constitution by February 1 of a given year, the proposed amendment shall be put to the Members by way of a Referendum during the Annual General Elections of that year. To be valid, each page of the petition must contain the full text of the amendment and the text which it is replacing, if any

APPENDIX 1: Role of the Student Representative of the Faculty of Law to the Senate

Per the AMS Code, Section IV, Article 3.2, “Neither the Society nor its Subsidiary Organizations, nor Council, shall assign any duties or responsibilities to the UBC Vancouver student representatives on the Board of Governors and on the Senate.”

However, the Senator has an important role to play as a key link between University governance and academic issues, and the work of the LSS. It is therefore recommended that the Senator’s roles include the following:

The Senator should:

- a. attend meetings of the Executive and Academic Council;
- b. represent the interests of Members to the University;
- c. execute his or her duties in accordance with such rules and procedures as the Senate may impose in accordance with the *University Act*;
- d. attend meetings of the University of British Columbia Vancouver Senate;
- e. serve as a member of the Appeals on Academic Standing Committee and Student Appeals on Academic Discipline Committee; and
- f. attend meetings of the Student Senators’ Caucus.