

CONSTITUTION

for the Center for Voting Rights

NAME

The name of the student group shall be the “Center for Voting Rights” (CVR).

PURPOSE

The purpose of CVR shall be to provide bold and forward-looking approaches to complex issues facing access to the ballot and the moral and political issue of disenfranchisement. The Center aims to inculcate passion for and discourse on voting rights within the Columbia Law School Community and beyond who are invested in voting rights work, to develop, discuss and research effective solutions to disproportionate representation.

REQUIREMENTS FOR MEMBERSHIP

CVR shall be composed of members of the Columbia Law School student body. CVR shall also partner with non-member affiliates and third-party academic, advocates, practitioners, and organizations.

ANTI-DISCRIMINATION

Membership and leadership shall be open to all Columbia Law School students without regard to race, ethnicity, color, national origin, age, handicap or disability, sex, gender, sexual orientation, marital status, religion, political affiliation, or the general exercise of a student’s right of free speech or association.

ELECTIONS

First Year: For the 2023-2024 period, all Officers shall be appointed at the end of the spring semester prior, to begin serving immediately for the following year.

Applications: Students shall submit applications to the 1L Representative position, Board Member position, or future positions as the Board shall establish. Applications will consist of a brief statement of interest, résumé, and any additional materials as the Board deems necessary.

Applications shall be submitted anonymously and reviewed, to the extent possible, without ascertaining the applicants' identity.

Board Members: For all upcoming years, officers will be elected at the end of the spring semester for the following year. 1L representatives will be elected at the beginning of each fall semester to begin serving immediately. The sitting board will elect the next year's officers, the candidate with the most votes will win the office to which they've applied. Ties will be broken by run off vote where the entire sitting board will vote between the tied candidates. The President will hold the deciding vote if a tie holds. To the extent possible, the President and Vice-President positions shall be filled by rising 3Ls.

1L Representatives: 1L representatives will be elected by the board. Each board member will vote for two candidates and all 1L representative positions will be filled by candidates with the most votes. Ties to be decided by the President.

EXECUTIVE BOARD OPERATION

All Officers must comply with any and all Columbia University regulations pertinent to student organizations.

Meetings: Officers shall conduct Board meetings at least once a semester. Decisions can also be made via email. A quorum including at least 51% of active board members is required to conduct CVR business.

Procedures for Arriving at Policy Decisions: Policy decisions shall be decided by a majority vote of the board. Each Officer shall have an equal vote in policy decisions, except any tie votes may be broken by the Vice President.

Procedures for the Selection and Removal of Officers: Any Officer shall be removable by a unanimous vote of the board absent the officer subject to removal. In the event of resignation or removal, a replacement may be elected by the board as needed, by a simple majority vote of the board.

EXECUTIVE BOARD POSITIONS

1. **President:** The role of the President involves leading the group and making important decisions about its direction and goals. The president typically oversees the work of other officers and committee members, and represents the organization to the larger community. They may also organize and lead meetings, set the agenda for the group, and communicate with other organizations and individuals who share similar goals. Additionally, the president may work to build relationships with other student groups, as well as faculty members and administrators at the law school. Ultimately, the president's role is to help ensure that the organization is effective in advocating for voting rights and promoting civic engagement among law students and the broader community. The President oversees all duties and activities of the association and leads board meetings. The outgoing President shall serve as an advisor to the

incoming Officers whenever useful or necessary. When possible, the role of the President should be filled by a rising 3L.

2. Vice President: The Vice President supports the President in carrying out their duties. The VP is responsible for executing the minutiae of the President's vision. Breaks ties as necessary in the board meetings (excluding election of new officers). Assumes the duties of the President when the President is absent. Should the office of President become empty, the Vice President automatically becomes the President. Responsible for maintaining a relationship with all officers to encourage completion of club duties. When possible, the role of the Vice President should be filled by a rising 3L.

3. Vice President of Finance: In tandem with the President, the Vice President of Finance develops and maintains the CVR budget. This includes submitting funding forms to the Student Senate every semester, keeping a log of receipts and expenses after every event, and assisting the President in managing CVR's account. The VP of Finance manages and deposits member dues and keeps track of donations and gifts by outside sponsors, and will work with collaborating organizations to ensure that financial resources are being used efficiently and effectively in accordance with each event's goals and mission. Responsibilities also include ensuring compliance with Student Senate by-laws and regulatory financial requirements.

4. Vice President of Operations: The Vice President of Operations keeps track of all events, and manages the organization's listserv, email correspondence, and other communications when necessary. Maintains a roster of current members in the organization. Aids board members in any logistical tasks as necessary. They also assist in planning and organizing events. Duties will be divided among their committee members and include: (i) assisting the President in maintaining communication with existing speaker contacts, soliciting ideas for new, relevant high quality speakers and panelists, (ii) coordinating, greeting speakers, booking rooms, requesting letters of credit, ordering food and (iii) marketing: assisting in writing email and website blurbs, sending reminder emails, creating and printing flyers.

5. Vice President of Events (2): In tandem with the VP of Operations, the Vice President of Events help ensure that meetings and events are conducted efficiently. The VP of Events will be responsible for making sure that events are conducted in a manner that is conducive to the development of the organization. Responsible for organizing and planning events that promote the organization's goals and increase awareness of voting rights issues. They would work closely with the VP of Operations and other members of the organization's leadership team to develop event ideas, secure venues, coordinate with speakers or performers, and manage logistics such as catering, equipment, and publicity. They would also be responsible for ensuring that events run smoothly and are well-received by attendees. They may oversee a team of volunteers or committee members who assist with event planning and execution. In addition to planning and executing events, the VP of Events would also be responsible for evaluating the success of events and making recommendations for future improvements.

6. Committee Members: Plan in accordance with their respective VP to plan and execute events, campaigns, and initiatives related to promoting and protecting voting rights. They may

collaborate with other student organizations, community groups, and individuals who share similar goals. May be responsible for tasks such as researching voting rights issues, developing advocacy strategies, organizing rallies and protests, coordinating voter registration drives, and conducting outreach to potential allies and supporters. They play a critical role in advancing the mission of the organization and promoting the importance of voting rights within the Columbia Law School Community and beyond.

AMENDMENTS

This constitution may be amended by a vote of not less than two thirds of the CVR Executive Board of Officers. The constitution may not be amended without providing 3 business days of written notice to the entirety of the board of the amendment meeting's time and location. Amendment meetings must either be conducted over an accessible video conference or within Columbia facilities.