

**AMENDED & RESTATED CHARTER
OF THE
NASHVILLE SCHOOL OF LAW LEGAL AID SOCIETY**



ARTICLE I. ORGANIZATION NAME.

Nashville School of Law Legal Aid Society (“NSL LAS”)

ARTICLE II. MISSION STATEMENT.

The Nashville School of Law Legal Aid Society is a committed, compassionate, and efficient group of students dedicated to safeguarding the legal rights of the local community, regardless of economic status.

ARTICLE III. MEMBERS.

(A) ELIGIBILITY

All students at the Nashville School of Law are eligible to become Members. NSL LAS shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, sex, sexual orientation, marital status, or military status, in any of its activities or operations.

(B) REQUIREMENTS

Members of this organization shall be required to volunteer for a minimum of 12.5 pro bono hours in an academic year. Any Member who fails to complete 12.5 hours in an academic year shall enter a probationary year until his or her outstanding hours are satisfied. During the probationary year, exclusive membership benefits shall be unavailable, such as voting in Officer elections, nominating Interim roles (Officers or Clinic Coordinators), and marketing himself or herself as a NSL LAS Member. If the Member attains his or her pending hours, full membership benefits shall be restored immediately. If the Member does not attain his or her pending hours at the conclusion of his or her probationary year, membership shall be terminated.

(B) MEETINGS

Unless otherwise specified, NSL LAS shall meet on the last Thursday of every month during the academic year at 5:45 p.m. at a location to be designated by the President. Summer months and holidays are excluded. All Member meetings shall count as pro bono credit for every attendee. All Officers and Clinic Coordinators must attend each meeting, unless exempted by the President. No official meeting shall occur without the presence of either the President or the Vice President. Other meetings may be scheduled or canceled as deemed necessary.

ARTICLE IV. LAW STUDENTS FOR JUSTICE.

(A) REQUIREMENTS

All students at the Nashville School of Law are eligible to take the Pro Bono Pledge to be recognized as a “Law Student for Justice” by the Tennessee Supreme Court, regardless of NSL LAS membership. Any student who takes the Pledge commits to completing 50 hours of pro bono service prior to graduation under the provisions of Rule 6.1 of the Tennessee Rules of Professional Responsibility. Clinic work, externships, internships, and other courses which students receive academic credit or compensation shall not count as pro bono.

(B) RECOGNITION

All students who successfully complete the requirements of the Pro Bono Pledge prior to graduation from Nashville School of Law shall be recognized by the Supreme Court of Tennessee as a “Law Student for Justice” for their demonstrated commitment to providing legal services to those in need. Furthermore, all such members shall receive a Certificate of Completion along with being recognized at the Nashville School of Law graduation ceremony to the extent allowed by the School.

ARTICLE V. OFFICERS.

(A) ROLES

President: The President shall serve as the liaison between the organization, the School’s administration, and external clinics. The President shall finalize all relationships with external clinics and lead the continuous growth and development of legal aid programs and initiatives for Members. The President shall oversee all Member and Officer meetings of the organization. The President shall ensure NSL LAS complies with the guidelines herein.

Vice President: The Vice President shall be responsible for assisting the President in building relationships with external clinics and with leading society meetings. The Vice President shall maintain an internal calendar of pro bono clinics and upcoming opportunities. The Vice President shall assist Members in completing their pro bono pledge goals and facilitate pro bono pledge recognition procedures at graduation, when asked. The Vice President shall oversee the Clinic Coordinators to ensure ongoing operations and effective communication within the society.

Secretary: The Secretary shall be in charge of record keeping, including logging pro bono hours and recording attendance and minutes at all organization meetings. The Secretary shall incorporate a streamlined method for members to submit hours, as needed. The Secretary shall send the Faculty Advisor monthly progress reports with the total number of pro bono hours completed by the society. The Secretary shall award members with a Certification of Completion as Members complete 50 pro bono hours. The Secretary shall work with the Vice President and the Faculty Advisor with any recognition procedures prior to graduation.

Communications Director: The Communications Director shall serve as the liaison between the organization, its members, and the local community. The Communications Director shall oversee the organization’s social media pages and update them regularly. The Communications Director shall respond to any private messages received on social media pages and to emails, as deemed necessary. The Communications Director shall utilize social media to market any pro bono opportunities.

(B) ELECTIONS

Requirements: Members intending to run must have completed 12.5 pro bono hours within the previous academic year.

January Member Meeting: Officer positions shall be announced.

February Member Meeting: All candidates shall make an oral or written statement announcing his or her intent to run.

March Member Meeting: All candidates shall be allotted five minutes to make a speech. Members present at the meeting who are in good standing shall then be given a ballot. The Faculty Advisor or his or her substitute shall collect and count the ballots. Officer positions shall be announced the following week.

(C) TERM

The term for all Officers shall last one year, beginning on the first day of the academic year and terminating on the first day of the subsequent academic year. If an Officer is a 4L, he or she may elect to end his or her term at graduation.

(D) TERMINATION

Any Officer, Clinic Coordinator, or Member who finds an Officer failing to perform the duties described herein shall notify another Officer. An Officer meeting shall be called to address the matter. As needed, the Officers shall work with one another and with the Faculty Advisor to determine the best course of action. Thereafter, upon further evaluation, if the non-compliant Officer fails to improve, his or her term shall be put to a vote at the subsequent Member meeting.

(E) INTERIM

In the event an Officer resigns or is removed for any reason from his or her role before the end of his or her respective term, an Interim shall fill the position until the subsequent academic year begins. An Officer shall announce a nomination period where any active Member, Clinic Coordinator, or Officer may submit names, including him or herself. Once the nomination period has concluded, the Officers shall conduct a majority vote at the next Member meeting.

(F) MEETINGS

As needed, the President shall designate the date, time, location, and agenda for all Officer meetings. Summer months may be excluded, and holidays are excluded. All Officer meetings shall count as pro bono credit for every attendee. All Officers and Clinic Coordinators must attend each meeting, unless exempted by the President.

ARTICLE VI. CLINIC COORDINATORS.

(A) ROLE

Clinic Coordinators shall serve as the primary liaison between the organization and external clinics. Clinic Coordinators shall work directly with their assigned clinic(s) to coordinate legal aid events, communicate clinic details to Members, and report continuous progress to the Officers. Clinic Coordinators shall attend clinics with Members as deemed necessary.

(B) APPOINTMENT

Requirements: Members intending to run must be in good standing as a Member.

January Member Meeting: Clinic Coordinator positions shall be announced.

February Member Meeting: Deadline for interested members to submit a Letter of Intent along with their relevant experience. Thereafter, the Officers shall appoint Clinic Coordinators by a majority vote at an Officer meeting.

March Member Meeting: An Officer shall notify appointed Clinic Coordinators of the decision(s) prior to the Member meeting. Appointed Clinic Coordinators shall be officially announced and introduced at the Member meeting.

(C) TERM

The term for all Clinic Coordinators shall last one year, beginning on the first day of the

academic year and terminating on the first day of the subsequent academic year. If a Clinic Coordinator is a 4L, he or she may elect to end his or her term at graduation.

(D) TERMINATION

Any Officer, Clinic Coordinator, or Member who finds a Clinic Coordinator failing to perform the duties described herein shall notify an Officer. An Officer meeting shall be called to address the matter. The non-compliant Clinic Coordinator shall receive a written warning upon majority vote of the Officers. Thereafter, upon further evaluation, if the non-compliant Clinic Coordinator fails to improve, his or her term shall be put to a majority vote at a subsequent Officer meeting.

(E) INTERIM

In the event any Clinic Coordinator resigns or is removed for any reason from his or her role before the end of his or her respective term, or if no one submits a Letter of Intent and relevant experience before the deadline, an Interim shall fill the position until the subsequent academic year begins. An Officer shall announce a nomination period where any active Member, Clinic Coordinator, or Officer may submit names, including him or herself. Once the nomination period has concluded, the Officers shall hold an Officer meeting to review and vote on the candidates. Additionally, before and/or after the Interim's term begins, any Officer or Clinic Coordinator may split or re-organize clinic assignments, as deemed necessary.

ARTICLE VII. 1L LIAISON.

(A) ROLE

1L Liaisons shall serve as the primary liaison between the organization and the new 1L class. 1L Liaisons shall shadow at least three clinics with a Clinic Coordinator throughout the academic year, attend Officer meetings, and learn the general operations of the organization.

(B) APPOINTMENT

Requirements: 1L students intending to run must be in good standing as a Member.

August Member Meeting: 1L Liaison position shall be announced. Interested members shall send a Letter of Intent within fourteen (14) days after the Member meeting. Thereafter, the Officers shall hold an Officer meeting and appoint the 1L Liaison position by a majority vote.

September Member Meeting: An Officer shall notify the appointed 1L Liaison of the decision prior to the Member meeting. The new 1L Liaison shall be announced and formally introduced at the Member meeting.

(C) TERM

The term for all 1L Liaisons shall be the duration of their 1L year, including the summer.

(D) TERMINATION

Any Member, Clinic Coordinator, or Officer who finds a 1L Liaison failing to perform the duties described herein shall notify an Officer. An Officer meeting shall be called to address the matter. The non-compliant 1L Liaison shall receive a written warning upon majority vote of the Officers. Thereafter, upon further evaluation, if the non-compliant 1L Liaison fails to improve, his or her term shall be put to a majority vote at a subsequent Officer meeting.

ARTICLE VIII. FACULTY ADVISOR.

(A) ROLE

The Faculty Advisor shall advise the Officers and organization as necessary and provide administrative support as the direct representative to the Nashville School of Law.

(B) APPOINTMENT

The Faculty Advisor is appointed by the Administration of the Nashville School of Law.

(C) TERM

The Faculty Advisor shall serve at the pleasure of the School.

ARTICLE IX. RATIFICATION.

This amended and restated charter is hereby ratified by a majority vote of the Members and executed this 26th day of September 2019, by unanimous approval of the Officers, a Clinic Coordinator, and the Faculty Advisor of the Nashville School of Law Legal Aid Society.

Stephanie Brake, PRESIDENT

Robert Sykes, VICE PRESIDENT

Emily Hobby, SECRETARY

John Romero, COMMUNICATIONS DIRECTOR

Olivia Al-Sadi, CLINIC COORDINATOR

Michele Wojciechowski, FACULTY ADVISOR