



MONTEREY COLLEGE OF LAW
SAN LUIS OBISPO COLLEGE OF LAW
KERN COUNTY COLLEGE OF LAW
EMPIRE COLLEGE OF LAW

HYBRID PROGRAM

Bylaws

Hybrid Law School Student Government



September 2025

Table of Contents

Chapter 1: Student Government

Section 1.1	Mission Statement	Section 1.4	Student Organizations
Section 1.2	Committees		
Section 1.3	Committee Structure		

Chapter 2: The SBA

Section 2.1	Presiding Officer	Section 2.6	Resolutions
Section 2.2	Meetings	Section 2.7	Appointments
Section 2.3	Agenda	Section 2.8	Procedural Matters
Section 2.4	Order of Debate	Section 2.9	SBA Officers
Section 2.5	Representative Duties	Section 2.10	Awards/Class Gift

Chapter 3: The Executive Board

Section 3.1	Appointed Cabinet	Section 3.4	Meetings
Section 3.2	Authority	Section 3.5	University Committees
Section 3.3	Executive Officer Duties		

Chapter 4: Judicial Proceedings

Section 4.1	Impeachment	Section 4.3	Representation
Section 4.2	Conflict of Interest	Section 4.4	Burden of Proof

Chapter 5: Elections

Section 5.1	Fall Election	Section 5.4	Campaigning
Section 5.2	Special Elections	Section 5.5	Violations
Section 5.3	Election Commission	Section 5.6	Election Application
		Section 5.7	Election Timeline

Chapter 6: Monetary Affairs

Section 6.1	Funding Principles	Section 6.3	Allocation Policy
Section 6.2	Funding Limitations		

Chapter 7: Bylaws

Section 7.1	Definitions	Section 7.4	Ratification
Section 7.2	Primacy	Section 7.5	Amendment
Section 7.3	Suspension		

Chapter 1: Student Government

- 1.1 **Mission Statement.** The Student Body Association shall serve and advocate on behalf of the student body of the Hybrid Program at Monterey College of Law, San Luis Obispo College of Law, Kern County College of Law, and Empire College of Law, supporting the education of leaders dedicated to upholding justice, advancing the well-being of society, and safeguarding the natural world.
- 1.2 **Committees.** The Student Government retains the authority to establish ad hoc committees as necessary and may, at its discretion, maintain standing committees dedicated to academic affairs, student affairs, student organizations and journals, diversity and inclusion, health and wellness, community service, events, and public interest, each charged with advancing student welfare, representation, engagement, and professional development. At present, no committees have been constituted; we envision their formation in the future to advance these goals.
- 1.3 **Committee Structure.** Each committee shall be led by a chair or two co-chairs, with a vice chair selected from its members. Every Student Government member on a committee shall have one vote. Non-member students may gain voting rights after attending two consecutive meetings or upon unanimous consent of current voting members. All committee meetings and votes shall be conducted in open session.
- 1.4 **Student Organizations.** Student Government shall oversee the establishment, reactivation, and dissolution of all student organizations.
 - a. The application process to create a student organization shall be overseen by the proposing lead chair of that new Student Organization, with the advice from at least two members of the Student Body Association executive board.
 - b. The application must, at a minimum, require the organization to provide a proposed adviser, a constitution, a budget, and a list of students who will serve on the executive board. Applications may also include statements of support from students or other organizations, an explanation of how the organization would contribute to hybrid law school life, and a description of how it would address an unmet need on the hybrid platform. Additionally, the organization may include any other information it wishes to highlight.
 - c. The decision to approve or deny a student organization's application shall be made by a panel consisting of the Student Body President, Vice President, and Treasurer, each with one vote. Other SBA executive officers may also vote; however, the President, Vice President, and Treasurer must participate at a minimum. A majority vote shall determine the outcome. Administrators may serve in an advisory capacity but shall not have voting rights.
 - d. The approval or reactivation of an organization does not entitle it to funding.

Chapter 2: **The Student Body Association**

- 2.1 **Presiding Officers.** The Student Body Association President and Vice President shall jointly chair meetings of the Student Body Association, manage and set its Student Body Association agenda, and shall be the designated contact persons for the Hybrid Student Body.
- a. The Co-Presidents shall share joint responsibility for the overall functioning of the Student Government. If committees are established, the Co-Presidents shall, prior to the first meeting of the academic year, determine the division of responsibility for committee oversight, with each officer supervising an equal number. The Co-Presidents shall also equitably divide all other Student Government duties, including, but not limited to: preparing agendas and presiding over Student Body Association meetings; liaising with student representatives; drafting and responding to official communications; preparing for and attending meetings with administrative staff and faculty; engaging with student organizations; and managing the Student Government's social media accounts and website.
 - b. Both Co-Presidents shall oversee the budget. If agreement cannot be reached as to a particular provision of the budget, the Treasurer will break ties.
- 2.2 **Meetings.**
- a. Student Body Association meetings shall follow an agenda promulgated by the presiding officers of the meeting before the start of the meeting.
 - b. The parliamentary authority for meetings shall be the newest edition of Roberts' Rules of Order, except in such cases as it conflicts with the rules of the Student Government.
 - c. Proper decorum and professional conduct, as determined by the presiding officer, must be observed by all members of Student Government during meetings.
 - d. No person may speak at a meeting until they have been recognized by a presiding officer.
- 2.3 **Agenda.** Agendas for Student Body Association meetings may have the below listed items. The Agenda is not limited to the following items. By default, no item may go longer than sixty (60) minutes before it concludes or the ultimate vote is held, but the body may vote to alter this by an absolute majority vote. The suggested agenda structure is below:
- a. Call to Order
 - b. Roll Call
 - c. Guest Speakers. Non-students and currently enrolled Hybrid students may speak before the Student Body Association and receive questions.
 - d. Representative Updates. Representatives may address the Student Body Association and receive questions.
 - e. Executive Officer Updates. Executive officers may address the Student Body Association and receive questions.

- f. Committee Chair Updates. Committee chairs may address the Student Body Association and receive questions.
- g. New Business. All new business will be discussed before the Student Body Association. New business shall consist of, but is not limited to, resolutions, initiatives, appointments, and governing document modifications.
- h. Special Business. The Student Body Association may discuss other matters not listed above, including unfinished matters.
- i. Announcements. All announcements shall take place for a time period no longer than 10 minutes.
- j. Closing Roll Call.

2.4 **Order of Debate.** Matters before the Student Body Association that require a vote shall be handled using the following process:

- a. Presentation. The presiding officer shall read out the resolution or appointment that the body is considering. The presiding officer shall clarify any confusion about the matter being considered.
- b. Questions. The author of the resolution, or appointment applicant, shall submit orderly questions from the Student Body Association.
- c. Debate. The Student Body Association shall debate the merits of the matter. For appointments to positions within the Student Government, all applicants shall leave the room until voting has occurred.
- d. Voting. The Student Body Association shall vote on the matter.

2.5 **Representative Duties.** Class Representatives shall have the following duties:

- a. Advocate for the interests of the constituencies that they represent, as well as for the Student Body collectively.
- b. Attend meetings of the Student Government and its committees and cast votes on matters before them.
- c. Serve on a committee of the Student Government and fulfill the duties of that committee. Representatives are also encouraged to participate in all the university's hybrid events.
- d. Representatives are further encouraged to participate in university hybrid committees; attend or speak at meetings of student organizations, journals, or student practice organizations of which they are not members on behalf of Student Government; hold office hours on campus; and support Student Government events in both planning and execution.

2.6 Resolutions.

- a. Resolutions may be used to express the will of the Student Body or to formally execute another enumerated power of the Student Body Association. Resolutions purporting to

- execute a power that the Student Body Association does not have shall not be considered.
- b. Any student may author a resolution; however, for the resolution to be considered by the Student Body Association, the author must either (1) secure approval of the resolution by a Student Government committee, or (2) obtain the support of an absolute majority of the Student Body Association and submit the list of supporters to a Student Body Co-President no later than twelve (12) hours prior to the scheduled meeting.
- c. The Resolutions shall be voted on exclusively by roll call or by acclamation. The procedures governing debate, amendment, and voting shall be conducted in accordance with the most recent edition of *Robert's Rules of Order*.

2.7 Appointments.

- a. When the Student Body Association makes appointments or fills vacancies, applicants may appear in person, participate remotely, or submit written applications.
- b. The only method of voting for filling vacancies for positions that are part of the Student Government shall be by majority vote, and the applicant who receives the most votes shall prevail. In cases where multiple positions are open, the Association may employ instant runoff voting or another fair and transparent method of selection.

- 2.8 **Procedural Matters.** Procedural matters shall include parliamentary motions recognized by Robert's Rules of Order or by these Bylaws. The default method of voting on procedural matters shall be by a show of hands; however, the presiding officer may, at their discretion, designate an alternative method of voting.

- 2.9 **Student Body Association (SBA) Officers.** The Student Body shall appoint student body association officers to carry out the work of the Student Body Association. Unless there is an exigent need, such appointments should not be made until after the fall elections have intervened. The Student Body Association Officers shall be as follows:

- a. **Parliamentarian.** The Parliamentarian shall be responsible for assisting the presiding officer with matters of parliamentary procedure and Student Government rules, reviewing the Bylaws, and working with Student Government members to propose changes, and documenting the work of Student Government. The Parliamentarian shall be selected from among the representatives by the Student Body Association.
- b. **Judicial Sergeant.** The Judicial Sergeant shall chair and oversee impeachment proceedings and other judicial proceedings that the Student Body Association shall deem necessary. The Judicial Sergeant shall also work with the administration to oversee fall elections. The Judicial Sergeant shall be selected from among the Student Body by the Student Body Association.

- 2.10 **Awards/Class Gift.** The Student Body Association may offer awards to recognize excellence among students, faculty, staff, Student Government members, or community members.

- a. **Class Gift.** The Class Gift shall constitute a contribution, funded by the Student Body Association, presented to the school in commemoration of the graduating class. Such a gift may take the form of a permanent installation or item, including but not limited to a tree, bench, or other enduring memorial.

Chapter 3: The Executive Board

- 3.1 **Appointed Cabinet.** The Cabinet shall consist of the chair or co-chair of each committee enumerated in Section 1.3 of these Bylaws, together with any additional officers appointed by the Student Body Co-Presidents. Cabinet officers shall serve as non-voting members of the Executive Board. However, the Co-Presidents may, at their discretion, permit Cabinet officers to vote on matters before the Election Board in order to assess their views.
- 3.2 **Authority.** The Executive Board shall be responsible for establishing the schedule of the Student Body Association's monthly meetings and for coordinating the work of both executive officers and appointed Cabinet officers.
- 3.3 **Executive Officer Duties.** In addition to the responsibilities enumerated in the Constitution, all officers shall:
 - a. Advocate for the interests of the Student Body.
 - b. Attend Executive Board and its committees' meetings and vote on matters before them.
 - c. Serve on a committee of Student Government and fulfill the duties of that committee.
 - d. Representatives are encouraged to engage with the broader academic community by serving on university committees; attending or speaking on behalf of Student Government at meetings of student organizations, journals, or practice organizations of which they are not members; holding office hours on campus; and supporting Student Government events in their planning and execution.
- 3.4 **Meetings.**
 - a. The Student Body Association shall hold regular monthly meetings as established by the Executive Board. Special meetings may be called by the Student Body Co-Presidents or by a majority of the Executive Board.
 - b. A quorum for all meetings shall consist of a majority of Executive Board members, including at least one Co-President.
 - c. All meetings shall be open to the Student Body unless a closed session is approved by a majority of the Executive Board for matters requiring confidentiality.
 - d. Agendas shall be prepared in advance by the Co-Presidents in consultation with the Executive Board and distributed to all members prior to the meeting.
 - e. Minutes of all meetings shall be recorded by the Secretary and made available to the Student Body promptly following each meeting.

- f. Voting at meetings shall follow the procedures set forth in these Bylaws, including voting rights of the Executive Board and, where applicable, Cabinet officers.
- 3.5 **University Committees.** The Student Body Co-Presidents shall be responsible for coordinating all Student Government appointments to university hybrid committees.

Chapter 4: Judicial Proceedings

- 4.1 **Impeachment.** All impeachment proceedings shall adhere to the following procedures:
- a. Articles of impeachment must clearly identify the official subject to impeachment, specify the grounds for impeachment, cite every rule or policy alleged to have been violated, and set forth the factual basis supporting each allegation.
 - b. Once finalized, the articles shall be transmitted to the Judicial Sergeant, who shall, in turn, provide them to all members of the Student Body Association.
 - c. Upon obtaining the signatures of an absolute majority of the Representatives, the Judicial Sergeant shall schedule an impeachment hearing no sooner than seven (7) calendar days and no later than thirty (30) calendar days after the articles have been transmitted to all members of the Student Body Association.
 - d. Impeachment hearings shall be attended by all Representatives and chaired by the Judicial Sergeant, who shall vote only if their vote would affect the outcome. All impeachment hearings shall be open to the public. The Judicial Sergeant shall publicly post notice of the date, time, and location of each impeachment hearing not less than forty-eight (48) hours in advance.
 - e. Each hearing shall commence with the reading of the articles of impeachment in their entirety. The accuser shall present evidence first, followed by the accused. Thereafter, staggered speaking times may be permitted at the discretion of the presiding officer.
 - f. All written materials intended for use at the hearing must be submitted to the Judicial Sergeant at least forty-eight (48) hours prior to the hearing, and the Judicial Sergeant shall distribute such materials to all members of the Student Body Association.
 - g. Representatives may pose questions, subject to the discretion of the presiding officer. Time allotted for questions shall be distinct from the time allotted for presentation of evidence.
 - h. Voting on articles of impeachment shall be conducted exclusively by roll call.
 - i. Upon adoption of the articles of impeachment, the named official shall be immediately removed from office.
 - j. Each set of articles of impeachment shall charge only one (1) official, and no more than one impeachment proceeding may be conducted at any given time.

- 4.2 **Conflict of Interest.** No individual shall participate in or vote on any proceeding in which they are a party to the dispute.
- 4.3 **Representation.** Parties to a proceeding may be represented by counsel or another advocate but shall not be required to obtain representation.
- 4.4 **Burden of Proof.** In all cases, including election disputes, the burden of proof shall rest with the movant and must be established by clear and convincing evidence.

Chapter 5: Elections

- 5.1 **Fall Election.** The fall election shall be conducted on the last consecutive Wednesday and Thursday of September. Nominations shall commence on Wednesday and remain open for no fewer than seventy-eight (78) consecutive hours. The Administration shall oversee the Fall Election to ensure fairness, transparency, and consistency. Nominations and final voting shall be conducted via digital ballot. The Administration shall have exclusive, final, and binding authority and responsibility to tabulate all votes, certify the results, and formally publish the winners.
- 5.2 **Special Elections.** Special or separate elections for referenda shall be administered by the Election Commission, if duly constituted. If the Election Commission has not been assembled, the Executive Board shall serve as the administering authority.
- 5.3 **Election Commission.** The Election Commission shall be chaired by the Judicial Sergeant and shall include four (4) additional members. Two (2) members shall be appointed by the Student Body Co-Presidents, and two (2) members shall be selected by the Student Body Association. No member of the Election Commission may be a candidate in the election, and all members must maintain strict impartiality throughout the process.
- 5.4 **Campaigning.** Campaigning shall be classified as either private or public. Private campaigning is defined as verbal advocacy and personal written communications, and may occur at any time. Public campaigning is defined as campaigning through publicly distributed printed materials, websites, or public social media, and may not commence until fourteen (14) days prior to the opening of voting, unless otherwise specified by the administering authority. All campaigning must comply with law school policies and shall be subject to violations.
- 5.5 **Violations.** Candidates who violate these Bylaws shall be subject to review by the administering authority, which shall determine appropriate sanctions. Sanctions shall be limited to the following:
- a. Complete or partial suspension of public campaigning for a definite period;
 - b. Issuance of a warning or admonishment; and
 - c. Disqualification. Disqualification shall be reserved for instances of severe or pervasive misconduct. Before any sanction is imposed, the administering authority must provide both the accuser and the accused an opportunity to present evidence and argument.
- 5.6 **Election Application.** All candidates selected for election must complete an application disseminated

by the administrative body for the election. The application shall include, at a minimum, the following:

- a. Full name, as well as the name the candidate wishes to appear on the digital ballot;
- b. A concise written statement, not to exceed one (2) paragraph, in which the candidate explains their motivation for seeking election, including the specific position desired, the qualifications or experiences that prepare them for the role, and the goals or contributions they intend to make if elected.
- c. Certification by submitting, the candidate affirms that they have read, understood, and agree to abide by all election rules.

5.7 **Election Timeline.** The administering authority for each election may establish additional rules governing the timeline and procedures for the election, provided such rules do not conflict with these Bylaws or the Constitution. The administering authority shall also adjudicate election complaints and determine appropriate sanctions.

Chapter 6: Monetary Affairs

6.1 **Funding Principles.** In allocating funds, the Student Government shall give favorable consideration to organizations that exemplify the following principles:

- a. **Diversity and Inclusion.** Actively promotes diversity and inclusion at the hybrid program and beyond through its activities, policies, and programs.
- b. **Community Service.** Engages in meaningful volunteer work that supports the welfare of the community and protects the health of the natural world.
- c. **Skill Acquisition.** Provides opportunities for participants and members to develop practical and enduring skills, including but not limited to advocacy, writing, public speaking, and negotiation. Preference shall be given to activities that actively engage participants in applying these skills, rather than those primarily intended for recreation or passive learning.
- d. **Accessibility to Students.** Ensures that activities are open and accessible to all students and are effectively publicized across all the law school communities.
- e. **Responsible Fund Management.** Demonstrates prudent and responsible management of organizational funds, including evidence of prior fiscal responsibility, robust internal financial practices, and thorough planning for proposed activities.
- f. **Alternative Funding Sources.** Actively seeks and secures alternative funding to support organizational activities. Greater consideration shall be given to alternative funding that directly supports programmatic activities rather than funds held in reserve.
- g. **Collaboration.** Demonstrates a history of collaborative efforts in prior activities and presents concrete plans or formal agreements for collaboration in future initiatives.
- h. **Evidence of Effectiveness.** Collects, analyzes, and implements evidence of activity effectiveness, such as participant attendance, feedback from members, or efficiency in resource utilization.

Applications for funding shall include a dedicated section in which organizations identify and explain how they embody these principles.

6.2 **Funding Limitations.** When distributing funds, the Student Government shall be subject to the following limitations.

- a. Social Events and Travel. Funding requests for social events or travel shall receive lower priority and will be evaluated less favorably.
- b. Fundraising. Hybrid funds may not be used to raise money for external organizations, including charitable causes. No organization shall receive funding for this purpose.
- c. Non-Hybrid Program Individuals. The Student Body Association shall look less positively on events that primarily benefit people other than the Hybrid Program.
- d. Budget Increases. Requests for increases to previously approved budgets shall be carefully scrutinized. Such requests must be justified by clearly documented changes in circumstances, the initiation of new programs, or other significant developments, and must demonstrate substantial advance planning.

6.3 **Allocation Policy.** All funding allocations shall be determined in a viewpoint-neutral manner. The Student Government reserves the right to withhold funding if a request does not comply with Student Government guidelines, Hybrid Program's policies, or applicable state and federal laws.

Chapter 7: Bylaws

7.1 **Definitions.** For purposes of these Bylaws, the following terms shall have the meanings specified:

- a. Absolute Majority—means a majority of all voting members serving at that time, regardless of the number of members present during the vote;
- b. Majority—a majority of the members present during the vote;
- c. Quorum—a majority of the members of the body entitled to vote.

7.2 **Primacy.** These Bylaws shall supersede and replace any prior bylaws or election ordinances of the Student Government and shall be binding on all members.

7.3 **Suspension.** No provision of these Bylaws may be suspended, except for non-substantive matters, and only with the unanimous consent of all members present.

7.4 **Ratification.** These Bylaws shall take effect immediately upon a two-thirds vote of the Student Body Association.

7.5 **Amendment.** These Bylaws, including all provisions contained herein, may be amended upon the approval of a two-thirds (2/3) majority of the Student Body Association Executive Board.

Veritas, Libra, Impero, Pax, Iustitia, Moralitas, et Aequitas.