

MOOT COURT BOARD BYLAWS
UNIVERSITY OF TENNESSEE COLLEGE OF LAW

1. **PURPOSE**

Because a competent attorney must be a skilled advocate, the Moot Court Board of the University of Tennessee College of Law is established to organize, coordinate, and encourage student participation in all competitions and activities that promote the development of proficiency in advocacy.

2. **STRUCTURE**

The organization known as the Moot Court Board of the University of Tennessee College of Law ("the Board") shall consist of a general body, those who meet the membership eligibility requirements, and a group of officers who form the Moot Court Executive Board.

3. **MEMBERSHIP ELIGIBILITY REQUIREMENTS FOR THE BOARD**

To be eligible for membership on the Board, a student must meet the following minimum requirements:

- a. be registered as a student in the College of Law;
- b. have completed at least one (1) academic year of legal study;
- c. be in good academic standing (i.e., not on academic probation); AND
- d. have demonstrated proficiency and dedication in moot court by:
 1. Representing the College of Law on an interscholastic moot court or mock trial team sponsored by the Board;
 2. Competing in the Advocates' Prize Moot Court Competition and/or the Ray H. Jenkins Trial Competition; OR
 3. Reaching the final round in the 1L Advocacy Idol Competition.

4. **RESIGNATION/REMOVAL FROM BOARD**

- a. Any member of the Board voluntarily may resign.

- b. Any member of the Board administratively may be removed upon the recommendation of the Executive Board and subject to a three-fourths (3/4) vote for removal by the entire membership of the Board.
- c. A vote for administrative removal shall not be taken less than three (3) days after the recommendation. The member subject to removal shall be given notice and an opportunity to be heard before any removal vote takes place.
- d. Grounds for administrative removal shall include, but are not limited to, excessive unexcused absences from Board functions, failure to carry out assigned Board responsibilities, or breach of the academic honor code.

5. MOOT COURT EXECUTIVE BOARD

- a. Membership: The officers elected by the Board shall comprise the Moot Court Executive Board.
- b. Responsibilities: To direct Board activities in accordance with these Bylaws.

6. SELECTION OF OFFICERS

- a. Eligibility to hold office: Any member of the Board in good academic standing with the College of Law is eligible to hold office.
- b. Nomination of Officers: Members of the Board who wish to be considered for office must submit a letter of intent to the Executive Board Chair. This letter should declare the member's intention for a particular office and his or her qualifications for that office. The Executive Board will choose a deadline for these submissions and will provide notice of this deadline. Letters of intent will be distributed to members of the Board prior to elections.
- c. Election of Officers: Elections shall be held at a meeting prior to the end of final exams for the spring semester. All current members of the Board are eligible to vote. Members of the Board must be present to vote. Voting by proxy generally is not allowed. The Executive Board, in its discretion, may vote to allow proxy votes by members of the Board from whom the Executive Board receives advance notice, in writing, that they will be absent from the meeting at which the Board will elect officers.

- d. Term of Officers: Officers shall take office the Monday following the annual Moot Court Banquet and shall serve a term of approximately one (1) year. The term of each office shall terminate on the Monday following the annual Moot Court Banquet the following year.
- e. Office vacancies: If an officer is unable to serve for any reason, an eligible member will be elected in a special election to fill the unexpired term. The election may be held in conjunction with a regularly scheduled meeting of the Board.

7. DUTIES OF OFFICERS

a. Chair

1. Serve as Chief of the Board;
2. Represent the Board in relations with the students, faculty, administration, and with other groups and individuals;
3. Call and preside over the Board;
4. Supervise all Board activities including, but not limited to, interscholastic teams, intramural competitions, and committee activities;
5. Recruit and communicate with judges for intramural competitions; and
6. Conduct other appropriate Board business in the exercise of executive discretion.

b. Vice-Chair in Charge of Jenkins

1. Recruit and communicate with competitors in the Ray H. Jenkins Trial Competition;
2. Choose the Jenkins problem (in cooperation with the Vice-Chair in Charge of Advocates');)
3. Reserve rooms for the Jenkins competition;
4. Order food for the preliminary round judges' meetings;
5. Set up and tear down the competition rooms;
6. Assign competitors, witnesses, bailiffs, and judges to rounds; and
7. Handle the bailiff's instructional meeting.

c. Vice-Chair in Charge of Advocates

1. Recruit and communicate with competitors in the Advocates Prize Appellate Advocacy Competition;

2. Choose the Jenkins problem (in cooperation with the Vice-Chair in Charge of Jenkins);
 3. Recruit and communicate with the author of the Advocates problem;
 4. Prepare the bench brief and list of suggested questions for the judges;
 5. Reserve rooms for the Jenkins competition;
 6. Order food for the preliminary round judges' meetings;
 7. Set up and tear down the competition rooms;
 8. Assign competitors, bailiffs, and judges to rounds; and
 9. Handle the bailiff's instructional meeting.
- d. Secretary
1. Record minutes of all meetings;
 2. Compile election results; and
 3. Assist other members the Board during intramural competitions as well as throughout the year.
- e. Public Relations
1. Handle all publicity for events and for tryouts including sending e-mails, updating the website, updating the bulletin board, and printing posters with the help of the Dean's office & RG Smithson; and
 2. Assist other members the Board during intramural competitions as well as throughout the year.
- f. Treasurer
1. Work in conjunction with the Chair to assemble the budget for the year; and
 2. Assist other members the Board during intramural competitions as well as throughout the year.

8. MEETINGS

- a. Meeting should be called as needed.
- b. Board meetings may be called by:
 1. the Chair,
 2. a majority of the Executive Board, or

3. a written petition by one-fourth (1/4) of the Board membership which lists the reason(s) necessitating a meeting, subject to the approval of the Executive Board.
- c. The Chair, or his/her representative, must notify all members of the time and place of all meetings. Such notification must be at least two (2) school days in advance of the meeting.
- d. All current members of the Board are expected to attend meetings and are eligible to vote on issues raised at those meetings. Members of the Board must be present to vote. Voting by proxy generally is not allowed. The Executive Board, in its discretion, may allow votes by proxy by members of the Board from whom the Executive Board receives advance notice, in writing, that they will be absent from the meeting.

9. FACULTY ADVISORS

The Faculty Advisor(s) shall be appointed by the Dean in consultation with the Chair. The Advisor(s) shall assist as needed in the fulfillment of the Board's purposes.

10. AMENDMENTS

The Board's Bylaws may be amended from time to time in the discretion of the Board membership. Proposals for amendments shall be submitted in writing at a scheduled meeting of the Board. Board Members must be given a written copy of these amendments as well as notice of the meeting at least seven (7) days prior to the meeting. An amendment is approved if two-thirds (2/3) of present members of the Board vote in favor of the proposal at the meeting.

11. PARTICIPATION IN NEW MOOT COURT OR TRIAL COMPETITION

Students wishing to form a new team recognized by the Moot Court Board must meet the following minimum requirements:

- a. Students must find a faculty or adjunct faculty sponsor to coach and sponsor the team.
- b. The faculty sponsor must hold open tryouts in accordance with the requirements of the competition.
- c. The faculty sponsor must inform the executive moot court board, in writing, of the tryout requirements, dates and times and team members.

- d. The faculty sponsor must also submit a proposal to the executive moot court board explaining the merits of the competition, the compliance with the rules of faculty sponsorship and open tryouts, as well as the estimated cost of participating in the competition.
- e. The executive moot court board will then vote on whether to provide the budget for the newly proposed team in accordance with its voting guidelines.

Ratified by the Moot Court Board on this _____ day of _____, 2011 and effective immediately.

Amy Mohan, Chair, Moot Court Executive Board