

# **Student Bar Association- Lewis & Clark Law School**

## ***General Assembly Agenda***

***Meeting Date:*** March 10, 2018

***Meeting Time:*** 10:30am-12:00pm

***Meeting Location:*** Wood Hall, Room 7



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1. Roll Call.....10:30-10:35
  2. Updates .....10:35-10:50
    - a. Admissions Office: Law School Preview Day – April 7<sup>th</sup>
      - Student Org Fair – student group leaders look out for emails
      - Professor Rohlf afternoon hike / best of Portland downtown walking tour (Adam & Britt)
      - Downtown Pub Crawl (Adam / Britt)
    - b. OAAP Mental Health Discussion – Tuesday March 14<sup>th</sup>, 12:00 p.m., Room
      - Lezak Seminar Room
    - c. Barrister’s Ball – Saturday March 17<sup>th</sup>, 7:00 p.m., LRC
      - Lawrence – create spreadsheet for volunteer signups (These count as your SBA commitment hours!!)
      - i. Flyer
          - Quincy’s Flyer
        - ii. Sign-up for ticket Sales
        - iii. Volunteer for Decorations and Setup/Clean-up
          - Michael Lew, Britt, Sara, Michael Martin, Stephen
        - iv. Volunteer for night of event
        - v. Clean-up
          - Nick
    - d. Lewis & Clark Race Team Shamrock Run Portland – March 18<sup>th</sup>, 2018
      - Lawrence will send out info about after-party at bar near finish line
    - e. Mental Health Week – Week of April 2<sup>nd</sup>
      - Still looking for donations, money and services
      - Contact Cassandra if you want to help
    - f. MLSA’s Diversity Bench Panel Event – Wednesday 3/21 at 5:30 pm
      - Judge’s panel – three judges so far, possibly 4
      - Likely in LRC
      - Help advertise/spread the word!
    - g. Survey Results of Attendance at Law School Events
      - What to do with the results? – Lawrence make available
    - h. Faculty Committee Meeting
      - Usually Justine and Cassandra attend faculty meetings every month – have been told they are not allowed to attend this meeting
      - Contact them if to express any feelings about this
      - Diane: keeping students out, especially at this sensitive time; other representatives have been feeling/having similar experiences – we should be liaisons and closing us out of meetings is not facilitating that
      - Note: staff and administration not invited either, faculty only

3. Current/Future Business.....10:50-12:00

a. SBA Budget

- Currently have about \$4100 left in budget (not counting LSDAC fund)
  - The ~\$1000 supposedly left as of last week didn't account for revenue – this number accounts for revenue (student groups fundraised, Halloween ticket sales)
    - Revenue from student groups specifically allocated for the group that raised it
- Kate: SBA General Reserve Funds – where are they, either keep it or follow it; essentially this is the reserve fund
- Elizabeth – do reserve funds roll over; budget meeting this week – this is basically us submitting to use the reserve fund
- Barrister's Ball will not at all touch/effect these funds
- Nick: what about student groups that have already requested/we froze up on?
  - All accounted for – student groups who have already requested money/used it/submitted reimbursement forms are accounted for and will not change this number
- Mike M: why do we have this specific % reserve fund?
  - David: Either strike or enforce
- Adam: Revenue from BB ticket sales – where will that go? – Lawrence following up with Dean Johnson about this

i. Questions, Actions we should take, Recommendations of the Process

- Budget Committee proposes \$4100 goes to student groups for the rest of the year
- Kellen: too much, there's no way we will need that much – possibly offset BB ticket costs? Other good uses?
- Nick: We've spent a lot of student groups already – maybe SBA event for everyone
- \$450 allocated to Mental Health Week – Cassandra working on donations, but option to give them more if we can and there is definitely a need for it
- Elizabeth: talk to the deans to make sure they're okay with lowering the prices
- Kate: Should budget specific amounts – not just lower all tickets (e.g. first 100 people get cheaper tickets)
- Dean Davis email to student group leaders stating that there was no more money for student group events other than parking for guest speakers – some students may have had events planned and student groups have made decisions based on this email
- Gabriella (peps capacity): We need clearer communication about deadlines and how much money available to student orgs – submit by certain date, etc.; it is very difficult for student group leaders to make any plans when the communication is so back and forth; there has been no communication from SBA regarding the money available for student groups
- Motion to split remaining money 50/50 – student groups & other SBA events/Barrister's
- Motion passed

ii. Releasing the SBA Budget Excel Spreadsheet

- To public
- Pavlo: keep it in a GoogleDoc / have it accessible to people to view at all times
- Lawrence: propose this as a Bylaw Amendment
- Kellen: Suggested this in the Bylaw Amendments we're going to go over later

iii. Forum for Student Group Leaders

- Gabrielle (peps): Desire for increased communication and transparency
  - Have gotten response from student groups – want dialogue about how budget is managed and expectation for student groups
  - SBA needs to communicate very clearly how the ~\$2000 will be allocated to student groups
  - Thus far has been very difficult to make plans based on rumors/admin emails

- Week after Barrister's to let Fed. Soc. stuff chill out? But student group leaders want to know sooner rather than later?
- Taylor: maybe do it over email
- Lawrence: Makes most sense to do it after Barrister's
- Stacie: budget committee meeting – there are multiple student groups still trying to plan evets – the longer we push this discussion back the less student groups are wanting to plan stuff 9closer to the end of the year) – maybe set out deadline for requests via email and also hold a forum at a later date
- Elizabeth: forum would be great right now but there's so much going on right now – email with documentation and how much we're setting aside – let student groups know amount left and process of requesting – have a forum more for the sake of what happened and what to do in the future, but let people know there are funds available ASAP
- Diane: Send out email, give proposal deadline, budget committee will then allocate funds based on requests received by that date
- Gabriella: decision to hold a forum is not just up to SBA – need to acknowledge other perspectives in planning this regarding what it's about
- Motion to send out email and figure out forum at a later date (upon Dean Davis approval)
- Motion passes

b. Federalists Society Event

- Lawrence: received feedback both in capacity as SBA as well as BLSA; SBA was asked to sign the letter and we denied it; were then asked to send out the email, just like any other student group asked to send out the email – there was no favoritism in doing that
- Student suggestion to Lawrence: SBA should send out statement attempting to heal the community – very broken right now because of this
- Stephen & many others in favor of this
  - i. Questions, Actions we should take, Recommendations for moving forward
    - Quincy: let the school figure it out first – we need a united message – everyone is waiting on this “new energy” – we don't want to be the face of that
    - School relreased message on Friday – “will take appropriate measures”
  - ii. SBA relaying messages for student groups
    - Wait a little on communication – faculty and administration is deciding what to do about this
    - Sangye: in general, SBA didn't include a disclaimer on the first email that is was not support – sending out an email the night before an event seemingly opposed to an event a student group holding is not right
    - Kellen: Concern of SBA sending out information on behalf of any student group – inadvertently seems like we're supporting it
      - Student groups have lots of other options for advertising
      - Carolyn: advertising just within your own listserve sometimes seems like events are focused on your groups – having the SBA email makes it more open
      - Lawrence – send to Libby; supports Kellen's idea
      - Elizabeth: maybe there is a middle ground here – decide what events we advertise objectively (e.g. student groups directly adverse to one another)
      - Sangye: disclaimers for everything
      - Lawrence: think about issues with this – what is “adverse” – two events at the same time? (Obviously very different but just showing the issues that could come with trying to do this)
    - Kate: propose to small group to set up email communications
    - Motion to send this to Rule Committee to right up process to draft email guidelines
      - Motion passed

- Diane: we can possibly craft an email – possibly create a forum/space just for students regarding this issue
  - Lawrence: hesitant to have forum – we weren't really involved
- Taylor: we should voice opposition against persecuting honor code violations
  - Britt: we can all do this as individuals, this isn't something SBA as a group should be responsible for
- Cassandra: Just send out an email about cohesion, not necessarily
- Lawrence: Tie into mental health week
  - Kate: tie into trauma awareness – this had more to do with just differing opinions – this event poked a lot of people in their trauma and we need to learn how to deal with this

c. SBA Internal Investigation

i. Or Potential Kumbaya Gathering

- Investigation: find 3 students and an administration member to talk to/interview/talk to and compile information; Dean Davis supports this
- Lawrence: do it internally – everyone submit anonymous evaluation about positions
- Brit: doesn't need to be an "investigation" but we shouldn't be investigating or auditing ourselves – need transparency and need to give the students a reason to trust us again
- Nick: finals coming up, difficult to get students – maybe faculty members?
- Both Britt & Nick agree – need something external/someone removed from SBA
- Carolyn: agree ^ – won't regain trust of student body by saying we're investigating ourselves
- Stacie: get faculty involved – we've been talking about this for three weeks
- Adam: Dean Davis has already put forth ideas – we know what we need to do (i.e. segregate budget) – students should also have a say
- Elizabeth: outside audit wouldn't reveal anything new – this is more of a communication issues – there is nothing to "investigate" and there's nothing we haven't shown within the last few weeks – this would just be adding fuel to the fire, everything is already organized and available
- Kellen: should be an external committee – there are so many rules that we do not follow so we need to either enforce or remove them – are they not working? Or do we just not follow them?
- Stacie: what would come out of an investigation – "x amount of people didn't follow this" – great info, but then what?
- Pavlo: Rules Committee go through this
- Hee Weon: before deciding who is on the investigation/external committee, we need a scope for the investigation (rule violations? Just budget/audit?); concern with making an all faculty committee may = SBA losing autonomy- should be combination of student & faculty
- Diane agrees ^ but also in terms of making a decision today, there are a lot of people missing from this meeting
- Quincy: Rules blatantly disregarded, need to go through all of it
- Kate: nothing in the Bylaws about us doing our own audit – process for us auditing a student group – important for us to set up an internal evaluation – compile list of Bylaws
- Britt: not looking to impose sanctions – purely suggesting something external to look at what we have, how it's been applied, and gain suggestions for how this can work in the future – advocating for a future plan, not retroactive sanctions
- Michael L: Would we compile a report for student body?
- Britt: can release recommendations
- Taylor: What happened last year when they went \$20k over?
  - Sit down meeting with Dean Davis, treasurer, 2 members of business office
- Britt: running into similar issues two years in a row – this isn't fault placing/a blame game

- d. Rules Committee – Proposed Bylaw Amendments
  - i. Recommendations for Changes to Improve Internal Processes within SBA
    - Don't have a quorum to vote on this
    - Carolyn/Rule Committee: make amendment process
      - Britt: comment period for all SBA Members?
- e. Elections
  - Quincy: first couple weeks of April
  - Keeping it simple – BBQ
  - Allocate some of the 50% of the budget reserved for SBA events
- f. Representative Position Handbook
  - Lawrence sending out – **please diligently review the description of your position because it will be sent out with election info**
- g. Student Code of Conduct Review
  - May be reviewed at the meeting Cassandra and Justine are not allowed to attend
  - Executive Board provided our edits months again
- h. Graduation Event
- i. Professional Development – Workshop (Interviewing Skills/If not in the Top 10%) OR Community Service Event - (?)

4. **Next Meeting Date.....TBD dependent on Elections – 10:30 a.m.**

- **Discussing internal audit**
- **Everyone elected/appointed will be welcomed/attending**
- **Proposed ByLaw Amendments**
- **Update Conduct**
- **IMPORTANT MEETING PLEASE TRY TO ATTEND**
  - **discuss your role with the person who will be in your position**

5. **Adjourn.....12:00 p.m.**