

APPENDIX B
UNIVERSITY OF DENVER STURM COLLEGE OF LAW
STUDENT REVIEW BOARD
BY-LAWS

Article I. Name.

The name of this organization shall be the Student Review Board (“S.R.B.”).

Article II. Purpose.

This organization shall exist to provide student recommendations in the hiring of tenure track professors; to ensure that the goals and the interests of students at the University of Denver College of Law are represented in the hiring process.

§2.1 Non-discrimination Clause.

The S.R.B. is conscious of its position in the University community and adheres to the University of Denver's Policy of non-discrimination, which is as follows: It is the policy of the University not to discriminate in the admission of students, in the provision of services, or in employment, on the basis of race, color, religion, sex, national origin, ethnicity, gender, age, marital or veteran status, sexual orientation or disability status; and to take appropriate affirmative action in connection therewith.

Article III. Duties.

§3.1 The S.R.B. shall consist of the following: Chair and Members.

§3.1.1 Chair. The duties of the Chair shall be as follows;

1. Preside over all meetings of S.R.B.;
2. Act as the primary contact person for S.R.B.;
3. Schedule all S.R.B. meetings;
4. Uphold these bylaws and any amendments thereto;
5. Promote the goals and mission of S.R.B.;
6. Work with the Chair of the Faculty Appointments Committee to determine the goals, criteria, and approach in selecting professorial candidates to teach at the University of Denver College of Law;
7. Work with the Director of Events to schedule the times of the student interviews;
8. Arrange and coordinate the master schedule of the Members who will conduct the student interview for each candidate. The S.R.B. strives to have consistent representation of students from all class years at all interviews;
9. Create a master list of all participating Members including names, year, email address, locker number, and phone number.

This further entails copying the master list and distributing it to all Members.

10. Distribute candidate packets to all Members, obtainable from the Chair of the Faculty Appointments Committee or his or her designated assistant;
11. Maintain, copy and distribute the list of questions and the surveys to each Member;
12. Arrange to have the S.R.B. placed on the Dean's agenda for the December faculty meeting to discuss the S.R.B.'s recommendations. This includes sending a copy of the final written recommendation to the Dean and the Chair of the Faculty Appointments Committee;
13. Draft the final written recommendation of the S.R.B.. The Chair may opt to recruit help from the Members to draft the recommendations;
14. The Chair shall train and provide the Chair-Elect with all relevant information and materials necessary to take on the position as Chair in the Fall.

§3.2.2 Members. The duties of Members shall be as follows:

1. Represent the interests of students attending the University of Denver College of Law in interviewing candidates and recommending which candidates should receive offers to teach at the University of Denver College of Law. Members are expected to participate in all facets of the S.R.B.'s review of the candidates.
2. Participate in the final meeting to discuss and rank all candidates, or submit detailed commentary per candidate if attendance is not possible; and
3. Participate in the ratification and amending of the bylaws.

Article IV. Organization Structure.

§4.1 Interviews and Assessment Procedures.

§4.1.1 Members shall conduct a student interview of each candidate, and

§4.1.2 Members shall complete surveys and written evaluations of each candidate.

§4.2 Job Talks.

§4.2.1 Three Members who attend the student-run interviews shall also attend the job talks, in which the Members shall solely be observers. No commentary or questions shall be made by Members;

§4.2.2 All open student spaces for job talks shall be filled; and

§4.2.3 Members shall report back to the S.R.B. at the final meeting.

§4.3 Making Recommendations

§4.3.1 All Members shall attend a final meeting, arranged by the Chair at the conclusion of all candidate interviews and job talks to provide a detailed summary of the Member's reactions to each candidate observed;

§4.3.2 The Chair and recruited Members shall draft a formal recommendation to the faculty, ranking each candidate and providing detailed information to support our recommendations; and

§4.3.3 The Chair and select members shall be placed on the Dean's agenda for the December faculty meeting and orally present our recommendations and concerns to the faculty, as well as field questions.

§4.4 Voting

§4.1.1 In order to constitute a quorum for the purposes of maintaining a vote, at least 2/3 of the total board must be present.

Article V. Selection of Members.

§5.1 Chair. The current Chair of the S.R.B. and the President of the Student Bar Association ("S.B.A.") shall appoint the future Chair of the S.R.B. from the S.R.B. membership. This member must have served for at least one year on the S.R.B.

§5.2 Members.

§5.2.1 Membership shall be open to all students from all four class years and consist of between 20 and 30 students. Members shall be chosen based upon interest in the hiring process, experience in interviewing, diversity of thought, race, gender, sexual orientation and everything else included under the non-discrimination clause. In addition, class year, division (day or night), prior work and community experience (academic and non-academic), leadership and/or membership in DU student organizations, and academic interests and concerns will be examined. All of these factors must be incorporated into the decision-making process to decide which students shall be asked to join the S.R.B.. The interests represented by interested students must be weighed against the interests represented by the current board to ensure that the S.R.B. broadly represents the student body.

§5.2.2 The Chair shall at minimum, require applications from interested students to include 2 letters of recommendation from fellow students, a resume, and a cover letter expressing the applicant's particular interest in joining the board.

§5.2.3 The applications shall be reviewed by the Chair and no fewer than four current S.R.B. members.

Article VII. Removal.

§7.1 The Chair may be Removed for the Following Reasons:

§7.1.1 Violation of any rule or rules promulgated by the S.B.A.; the Sturm College of Law; the University of Denver; the state of Colorado; or the federal government;

§7.1.2 Failure to perform the duties and responsibilities of Chair;

§7.1.3 Failure to promote the goal and the mission of the S.R.B.;

§7.1.4 Engaging in conduct that disrespects any of the candidates, members of the Faculty Appointments Committee, or members of the faculty board; and

§7.1.5 Determination of the neglect described in 7.1.2 through 7.1.4 shall be made only the agreement of two-thirds (2/3) of the S.R.B. and the Chair of the Faculty Appointments Committee. Quorum must be met.

§7.2 Members may be Removed for the Following Reasons:

§7.2.1 Violation of any rule or rules promulgated by the S.B.A.; the College of Law; the University of Denver; the state of Colorado; or the federal government;

§7.2.2 Failure to perform the duties and responsibilities;

§7.2.3 Failure to attend the mandatory two interviews without providing advanced notice at least 24 hours in advance via phone will result in automatic removal from the S.R.B., unless the Chair determines that an emergency prevented the member from providing advanced notice;

§7.2.4 Failure to promote the goal and the mission of the S.R.B.;

§7.2.5 Engaging in conduct that disrespects any of the candidates, members of the Faculty Appointments Committee, or members of the faculty board; and

§7.2.6 Determination of neglect of duties shall be made upon presentation of substantial evidence by the Chair or fellow Member, with the agreement of the Chair and consensus of more than one half (1/2) of the members of the S.R.B. Quorum must be met.

§7.3 Filling the Vacancy of a Removed Chair.

§7.3.1 Should the Chair be removed, the S.B.A. President must be informed immediately;

§7.3.2 Members of the S.R.B. shall make nominations to the S.B.A. President, who will appoint the new Chair of the S.R.B.; and

§7.3.3 Quorum must be reached.

§7.3 Filling the Vacancy of a Removed Chair.

Article VIII. Amendments.

§8.1 Amendments. With the exceptions of this Part 8.1 and 8.3, these Bylaws may be amended according to the procedure set out in this Article VIII.

§8.2 Procedure. An Amendment may be proposed by any member of the S.R.B.. A proposed Amendment shall be presented to the Board in the form of a petition and must:

§8.2.1 Have the signatures of at least one-third (1/3) of the members; and

§8.2.2 Must serve the purposes of S.R.B. set forth in Article II, above.

§8.3 Ratification of Amendments. The Board shall call a meeting of the Members for the purpose of ratifying a proposed Amendment. The Amendment shall be ratified by the vote of no less than fifty-one percent (51%) of the Members. Quorum must be met.