

**CONSTITUTION OF  
*THE UNIVERSITY OF MEMPHIS LAW REVIEW***

I. NAME

The name of this organization is “The University of Memphis Law Review.”

II. ADDRESS

The address and principal place of business of the organization is  
The University of Memphis, Cecil C. Humphreys School of Law  
1 North Front Street  
Memphis, TN 38103

III. PURPOSE

The purpose of this organization is to publish a scholarly legal journal entitled *The University of Memphis Law Review*.

IV. PRELIMINARY MATTERS AND DEFINITIONS

Wherever in this constitution the masculine gender is used, it shall also include the feminine gender.

The general body of the Law Review consists of the Staff members and 3L Staff members. It excludes the members of the Editorial Board.

Unless otherwise specified herein, a “meeting” called for in this Constitution may take place by any technological means available which will allow the objectives of the meeting to be accomplished. Such means include, but are not limited to live chat, conference call, video conference, or any other appropriate forum. “Attendance” at these meetings means the members participate in a manner that enables them to vote if a vote should be necessary.

A quorum is necessary for a successful vote of the general body. A quorum shall consist of a majority of all Law Review members including Editorial Board members.

V. MEMBERSHIP

A. Selection – Summer Writing Competition

The Law Review will extend invitations to students for membership based on the following:

1. General Provisions

The three highest-ranked students in *each* section of the first-year class at the end of the first year will receive automatic invitations to be Law Review members. Such students will still be required to complete and make a good-faith effort in the summer writing competition.

For the remaining slots, members will be chosen from students qualifying in the summer writing competition in the format approved by the Editorial Board. Selection will be based on demonstrated aptitude in legal scholarly writing, researching, and Bluebooking. The weight given to each component of the summer writing competition will be determined in advance by vote of the Editorial Board. The summer writing competition will be organized to ensure the anonymity of all participants until after completed competition applications are evaluated.

## 2. Eligibility

### a. Full-Time Students

Any student having successfully completed the required courses for a full-time first-year student at the end of the spring semester of the student's first year at the Law School and having a GPA equal to or higher than a 2.50 will be eligible to participate in the write-on competition. No full-time student may participate in a write-on competition except in the summer after the student's first year.

### b. Part-Time Students

Any part-time student having successfully completed the required courses for a part-time first-year student, and having a GPA equal to or higher than a 2.50, will be eligible to participate in the write-on competition administered in the summer following their first year. Alternatively, a part-time student with the requisite GPA may elect to participate in the write-on competition at the end of the student's second year. However, no student may participate in more than one write-on competition.

### c. Transfer Students

- (1) Any student who transfers to the Law School between the first and second semester of the first year and meets all the requirements for eligibility under Section V(A)(2)(a)–(b) is eligible to compete with the other members of the Law School.
- (2) Any student who transfers to the School of Law after the completion of his first academic year may compete in the

writing competition upon completion of his second-year coursework, provided that he meets the 2.50 GPA requirement, based on grades received at the Law School.

- (3) Any exception to these requirements must be approved by the Editor-in-Chief.

3. Selection

The maximum number of invitations to be extended for membership on the Law Review shall be determined by the Editorial Board prior to each writing competition. The Editorial Board will determine which students participating in the writing competition will be extended invitations. In determining the maximum number of invitations, the Editorial Board will consider the needs of the Law Review, the size of the potential applicant pool, and the number of persons who complete the summer writing competition.

4. Appeal

A participant who is not invited to join the Law Review may request additional information from the Editorial Board regarding his competition status. He must do so within one (1) week after notification of rejection. The Editorial Board may, in its sole discretion, review the denied applicant's submission after receiving a request for additional information.

5. Conflicts

Those students participating in the competition may only accept one position on a law school publication. While the student may enter multiple competitions for membership on multiple journals, accepting membership on the Law Review is exclusive to all other publications.

B. Duties of Law Review Members

Each member is required to:

1. Complete his respective Note within the deadlines assigned by the Editorial Board;
2. Pay dues each year;
3. Attend staff meetings;
4. Complete office hours;

5. Perform assignments made by the Managing Editor, including cite checking, proofreading, manuscript preparation, source pulling, attending the symposium, and any other duty considered by the Editorial Board to be a necessary function of the Law Review; and
6. Notify the Managing Editor of any anticipated absences, other than semester breaks or spring break, lasting over one week.

C. Termination of Membership

1. Unsatisfactory GPA

If a Law Review member's cumulative GPA at the end of any fall or spring semester falls below a 2.50, the member shall be on probation for the immediately following semester (excluding summer semesters). If at the end of the probation semester the member's cumulative GPA remains below a 2.50 GPA, the member will be academically ineligible thenceforth for Law Review service and credit and cannot claim on a resume or in any other capacity that the member served on Law Review. If, however, a student is on probation during his final semester, the student's grades at the end of that semester will not prohibit him from receiving the appropriate number of Law Review credits.

2. Unsatisfactory Performance of Law Review Duties

In addition to failing to maintain a GPA of 2.50, there are two other means by which a member may be terminated. First, any member who fails to perform the duties set out in Section V(B)(1)–(6) in a satisfactory manner may be dismissed from the Law Review by a vote of three-quarters (3/4) of the Editorial Board present and voting. Second, under to the Law Review Sanctions Policy (attached as Appendix One), the Editorial Board may impose “strikes” upon any member. As set forth in the policy, after three (3) strikes, a member may be dismissed from Law Review.

3. Notice and Hearing

Each member shall receive written notice of his unsatisfactory performance warranting termination. After written notice each member shall have an opportunity to appear before the Editorial Board before a meeting regarding dismissal from Law Review to show why he should not be dismissed. Such opportunity must be offered within one week after receipt of written notice. All decisions of the Editorial Board will be final.

4. Inability to Receive Credit

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Members who resign or are dismissed for unsatisfactory performance warranting termination of Law Review duties (Section V(C)(2)) or academic ineligibility (Section V(C)(1)) will receive no academic credit for any Law Review activities and may not claim on a resume or in any other capacity that he served on Law Review.

## VI. MANAGEMENT OF THE LAW REVIEW

### A. Structure

The general body of the Law Review will be composed of the following groups:

#### 1. Editorial Board

The Law Review will be managed and governed by the Editorial Board, consisting of the Editor-in-Chief, Managing Editor, Business Editor, Symposium Editor, Senior Articles Editor, Senior Notes Editor, Research Editor, Articles Editors, Notes Editors, and such other editors as the outgoing Editorial Board and the incoming Editor-in-Chief deem necessary. The number of Articles Editors and Notes Editors will be determined by the outgoing Editorial Board, but may be modified by the incoming Editorial Board after its appointment. The specific duties and responsibilities of the Editorial Board and its members include but are not limited to:

#### **Editor-in-Chief**

- Holds final responsibility for the content and quality of the Law Review.
- Assists the Senior Notes Editor in managing the summer writing competition.
- Leads and organizes the orientation session for new members.
- Sets publication calendar with the Managing Editor.
- Plans Law Review editor workshops and staff meetings.
- Determines, along with the Managing Editor, Senior Articles Editor, and Senior Notes Editor, which Notes and Articles are selected for publication.
- Performs at least two edits on every piece to be published, including the final edits immediately prior to publication.
- Oversees the editing process, namely:
  - Determines when Articles and Notes are to be Bluebooked
  - Schedules and oversees the Managing Editor's supervision of the Editorial Board's major edit of each piece ("Working Weekend").
- Along with the Editorial Board, assists the Symposium Editor in conceptualizing symposium issues.
- Acts as the face and spokesperson on behalf of the Law Review.
- Works with the Managing Editor on discipline issues within the Law Review.
- Calls and presides over Editorial Board meetings.
- Handles miscellaneous issues and problems as they arise.

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#### **Managing Editor**

- Responsible for the day-to-day operations of the Law Review.
- Manages the administrative aspects of staging the summer writing competition.
- Assigns work on a weekly basis to Senior and Associate staff, such as Bluebooking, reconciling, etc. Posts assignments on TWEN.
- Sets the production schedule with the Editor-in-Chief and ensures that all deadlines are met.
- Responsible for discipline within the Law Review, along with the Editor-in-Chief and the Faculty Advisor.
- Serves as primary contact with the Law Review's publisher.
- Macros the Law Review Articles and Notes for publication. The Macro is a software program provided by our publisher that converts articles from Word to the final version that appears in the Law Review. All Articles and Notes are Macroed before Working Weekend. After Working Weekend, inputs changes into the Macroed article or Note along with the Editor-in-Chief and converts the piece into a .pdf file to be sent to the publisher.
- Organizes Working Weekends and coordinates preparation of the Working Weekend folders. Reconciles all edits and changes made during Working Weekend and does a final read-through of each article to ensure internal consistency, readability, and accuracy of citations.
- Reconciles all edits made by the author and the Editor-in-Chief post Working Weekend through publication.
- Handles miscellaneous administrative matters as they arise.

#### **Business and Media Editor**

- Works under the guidance of the Editor-in-Chief and the Managing Editor.
- Responsible for all financial issues of the Law Review (e.g., collection of dues and soda balances, bank deposits, bank reconciliation, reimbursements).
- Maintains business records of the Law Review.
- Works with the Business Manager of the law school in administering the Law Review's budget.
- Keeps the Law Review's law school website page updated with new masthead, photos, prompt archival of PDFs of articles as they are published, and other relevant materials.
- Keep the Law Review's Facebook page active with a minimum of one new post each week.
- Establishes, updates, and maintains any other social media account or accounts as appropriate.
- Keeps the Law Review's glass display board on the first floor current and aesthetically and creatively interesting and inviting.
- Works in conjunction with Faculty Advisor(s) to effectively promote the Law Review both internally and externally.
- General marketing responsibilities include publicizing the Law Review both within and outside the law school community to convey information, building community and camaraderie among current members, promoting the law review to other students (especially first-year students), and building alumni connections.
- Assists Administration with subscription list maintenance.
- Reconciles aging reports with subscription lists.

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- Handles claims for back issues and requests for single issues.
- Purchases supplies as needed for the Law Review.
- Serves as contact person for Westlaw and Lexis.
- Distributes all incoming communication including mail, voice mail, and emails.
- Lead-edits articles selected for publication.
- Handles any miscellaneous issues that the Editor-in-Chief designates.
- Works in conjunction with Faculty Advisor(s) to effectively promote the *Law Review* both internally and externally.
- Works to raise the profile of the Law Review (e.g., ensure that Law Review is properly listed on centralized listing services).
- Works with the development office to obtain sponsorship of Law Review activities.
- Consults with the Editor-in-Chief to allocate funds to promote the Law Review within and outside the Law School.

### **Senior Articles Editor**

- Oversees the operations of the articles section.
- Manages the Law Review's submission avenues, including online submission services and direct submission.
- Organizes outside efforts to solicit articles.
- In conjunction with the Editor-in-Chief, selects and organizes how many articles should be published in the Volume.
- Handles author conflicts if they arise.
- Prepares the Bluebooking exercise for the summer writing competition
- Reports to Editor-in-Chief with recommendations for publication and consistent updates about the articles process.
- Lead-edits articles selected for publication.
- Executes other responsibilities the same as articles editors.

### **Articles Editors**

- Review all articles written by external authors (e.g., law professors, practicing lawyers, judges) submitted to the Law Review for publication consideration.
- Report recommendations for publication to the Senior Articles Editor.
- Solicit articles for the Law Review from external authors.
- Communicate extensively with external authors.
- Lead-edit articles selected for publication. This includes:
  - Corresponding with authors on dates in the publication process;
  - Conducting a macro-edit of the article;
  - Reconciling the Bluebooking staff's edits, which entails looking up each citation for authenticity and Bluebooking the citation correctly; and
  - Ensuring the quality of the article from the start of the publication process to the finish.
- Coordinate with the Research Editor to locate sources and standardize citations at the beginning of the publication process.

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#### **Symposium Editor**

- The Law Review publishes one symposium issue per year (i.e., one book out of the four in a volume is a symposium issue).
- Focuses exclusively on the creation and execution of the symposium issue from an administrative standpoint.
- Plans and executes a symposium event to complement the symposium issue.
- Along with the Editorial Board, develops symposium possibilities.
- Works with Law Review members, law student organizations, faculty, and the administration of the law school to develop possible topics for symposium issues.
- After a symposium topic is selected, serves as point person for all communication of Symposium-related issues.
- Works with Articles Editors to solicit potential external authors for the symposium issue.
- Lead-edits articles selected for publication.
- Solicits speakers, presenters, funding, and resources for the symposium event.
- Works with university faculty, staff, and administration, as well as other external contacts, to market the symposium event to the legal community.
- Consults on a regular basis with the Editor-in-Chief to ensure the production of a quality Symposium.

#### **Senior Notes Editor**

- Leads the student-writing component of the Law Review with extensive coordination responsibilities. Oversees the workload distribution among Notes Editors in preparation for the summer writing competition, including the development and administration of a Case Comment exercise.
- With input from the Editor-in-Chief, manages and develops the format of the summer writing competition. Allocates work assignments among the Notes Editors for the summer writing competition.
- Sets deadlines for Notes in consultation with the Editor-in-Chief and Notes Editors.
- Reviews all Notes recommended for publication by the Notes Editors. Forwards those Notes, with recommendations, to the Editor-in-Chief.
- Receives concerns about student writers from the Notes Editors and works with the Editor-in-Chief and Managing Editor to address issues involving discipline of student writers.
- Lead-edits the case comment selected for publication.
- Executes other responsibilities the same as Notes Editors.

#### **Notes Editors**

- Help prepare the Case Comment exercise for the summer writing competition.
- Work closely with student writers on the development of notes. This includes
  - Being available to speak with and mentor student writers;
  - Helping student writers conceptualize topics and theses;
  - Collaborating with faculty advisors on the development on the note;
  - Thoroughly reviewing any draft or assignment of student writers, and providing feedback; and
  - Thoroughly editing any draft or assignment of student writers.
- Advise the Senior Notes Editor of any problems or concerns with student writers in a timely fashion.

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- Recommend Notes for publication to the Senior Notes Editor.
- Lead-edit Notes selected for publication.

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#### **Research Editor**

- Prepares a source list for each Article and Note the volume publishes. The research editor will go through the footnotes of every Article and Note and determine which sources need to be located in the library, or other libraries, and which sources will be difficult to cite.
- Keeps a running record and manages the Law Review's library account.
- Gathers all sources and supervises two book-pullers who will assist in gathering sources (i.e., assigns staff members to collect and assemble sources and then place them on the designated shelves in the law review suite).
- Responsible, along with lead editor and Editor-in-Chief, for determining how to cite sources that do not appear in the Bluebook.
- Serves as the primary liaison between the Editorial Board and Staff in issues of source-checking and citation format.
- Lead-edits articles selected for publication.

#### 2. Senior Staff Members

All Law Review members who have completed two semesters as Staff Members and completed a Note of publishable quality will be given the title Senior Staff Member. The Senior Staff members will not act as members of the Editorial Board. The responsibilities of the Senior Staff members include Bluebooking, office hours, and, as needed, other responsibilities that the Editor-in-Chief designates.

#### 3. Staff Members

For the first fall and spring semester of Law Review service, all members will be known as Staff members. The responsibilities of the Staff members include Bluebooking, office hours, note writing, and, as needed, other responsibilities that the Editor-in-Chief designates.

#### B. Meetings

Editorial Board meetings may be called by the Editor-in-Chief, or in his absence, by the Managing Editor, or at the request of three-quarters (3/4) of the Editorial Board. A reasonable effort will be made to notify all Editorial Board members before a meeting is called. Attendance by a majority of members of the Editorial Board will constitute a quorum at any Editorial Board meeting. The Editor-in-Chief or his appointee will preside at meetings of the Editorial Board. Except as otherwise provided herein, policy decisions raised at Editorial Board meetings will be made by a majority of the Editorial Board members present at the meeting.

## VII. APPOINTMENT AND TENURE OF EDITORIAL BOARD

A. Appointment of Editor-in-Chief & Managing Editor

The Editor-in-Chief and Managing Editor of the Law Review will be appointed each year by a majority of the voting members of the outgoing Editorial Board. The appointment will be based upon leadership, academic achievement, writing skills, and service to the Law Review. The Law Review Faculty Advisor(s) may sit in on interviews with Editor-in-Chief and Managing Editor candidates, review applications, and provide feedback to the selectors. The incoming Editor-in-Chief along with the Managing Editor will be selected before the remainder of the incoming Editorial Board in order to participate in and vote on the selection of Editorial Board applicants.

B. Editorial Board Appointment

The remaining members of the Editorial Board will be appointed each year by a majority of the outgoing Editorial Board, with the incoming Editor-in-Chief and Managing Editor sharing one vote in the selection process. The Law Review Faculty Advisor(s) may sit in on interviews and review applications for all editorial board candidates and provide feedback to the selectors.

C. Limitation on Activities

Editorial Board members will not be permitted to accept or retain any outside employment during the fall and spring semesters of their tenure as editors without the disclosure of such employment during the Editorial Board selection process or prior approval by the Editor-in-Chief and Faculty Advisor(s). For purposes of this Section, employment includes clinics, externships, research assistant positions, and paid or unpaid internships. While students are not guaranteed to get into school-offered clinics and externships, each editorial board applicant should disclose whether he intends to apply for one and in which semester he will apply. In no case, however, will the Editor-in-Chief or Managing Editor be permitted to accept or retain employment unless it is employment undertaken for school credit and does not substantially interfere with his Law Review duties.

All Editorial Board members are prohibited from serving in capacities detracting from their performance as editors. Service on Moot Court Board or as Student Bar President is prohibited. Participation in any other role that will conflict with Editorial Board duties will weigh heavily in Editorial Board selection. Some examples of these activities include: fraternity president, mock trial or moot court competition team member, or major outside interest. Additionally, editors who have been selected for full scholarships will not be permitted to accept or retain any compensated work, including research assistant positions.

The Editor-in-Chief will have final power of approval over any potential conflicts with Editorial Board duties.

D. Tenure

All Editorial Board members will serve for one year, unless removed from the Editorial Board for good cause. Removal of an Editorial Board member will be undertaken only by the faculty advisor or by vote of three-quarters (3/4) of the Editorial Board.

E. Absence

If the Editor-in-Chief is ill or out-of-town for longer than one week, the Editor-in-Chief shall designate as a replacement the Managing Editor or, in the Managing Editor's absence, another member of the Editorial Board to be responsible for the Editor-in-Chief's duties. The Editor-in-Chief shall inform the Faculty Advisors of the selection.

VIII. NOTES

A. Topic Approval

Each student must submit to the appropriate Notes Editor a topic proposal and outline for his Note with the signed approval of a full-time faculty member. All student writing on the approved topic will be done under the supervision of both the Notes Editor and the Faculty Advisor.

B. Writing Credit Approval

To receive credit hours and have a Note be deemed to satisfy the Law School's upper-level writing requirement, the Note must be approved by the note writer's faculty note advisor. In determining whether to approve a Note or not, supervising faculty members are asked to apply the same standards as applied in determining whether a student seminar paper satisfies the "C or above" grade requirement of the Academic Regulations for seminar papers.

After approval for credit by the faculty note advisor, all Notes will be reviewed for publication by the Editor-in-Chief, Managing Editor, and Senior Notes Editor. To be eligible for membership for the next year of Law Review, the Editor-in-Chief, Managing Editor, and Senior Notes Editor must determine that the Note meets the standard of "publishable quality," as defined in Law Review's "Standards for Publishable Quality."

C. Technical Standards

While not fixed rules, it is expected that most acceptable Notes will meet the following technical guidelines:

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- i. Consist of approximately thirty (30) to fifty (50) pages in length in Times New Roman, size 12 font, double-spaced;
- ii. Contain approximately one hundred and fifty (150) to two hundred and fifty (250) total footnotes of substance; and
- iii. Use (50) sources.

#### D. Deadline

All Notes must be finalized and approved before the deadline set by the Editorial Board, which will be determined at the beginning of the academic year. Failure to meet this requirement will result in the Staff Member's removal from the Law Review. The only exception for failure to meet the established deadline will be if the Note-writer demonstrates that the delay was attributable to circumstances wholly beyond the Note-writer's control.

## IX. CREDIT AND RETENTION

- A. Two (2) hours of academic credit will be awarded to a Law Review member in the spring semester of his first year on the Law Review if he satisfies all duties listed in this Constitution, including completion of a Note worthy of academic credit—a C grade or better, which is to be determined by the faculty note advisor, in accordance with Section VIII.B.
- B. After the faculty note advisor's determination of academic credit, the Editor-in-Chief, Managing Editor, and Senior Notes Editor will review all student Notes based on a publishable quality standard, which is higher than a C grade. If, in their determination, the Note is of publishable quality, the member is eligible for participation on Law Review for the next academic year, either as a member of the Editorial Board or as a 3L Staff Member. Thus, if, in their determination, the Note is not of publishable quality, a Law Review Member may receive academic credit for his Note and service to the Law Review but not be eligible for a second year as a Member if his note is not of publishable quality.
- C. One (1) additional hour of academic credit will be awarded to a 3L Staff Member in the spring semester of his second year on the Law Review if he satisfies all duties of a 3L Staff Member listed in this Constitution.
- D. Two (2) additional hours of academic credit will be awarded to an Editorial Board Member in the Spring Semester of his second year on the Law Review if he satisfies all duties of an Editorial Board member listed in this Constitution.
- E. If a student withdraws, is terminated from, or is judged not able to continue to the next year on Law Review on the basis of the publishable quality standard in a

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semester in which he is enrolled for credit, the student must notify the Registrar of his withdrawal or termination and ineligibility to receive credit.

#### X. PUBLICATION

##### A. Notes

The outgoing Editor-in-Chief, Managing Editor, and Senior Notes Editor will determine which Notes from the incoming staff will be published in *The University of Memphis Law Review* after considering the recommendations of the appropriate Notes Editor and the faculty note advisor overseeing the Note.

##### B. Articles

The Editor-in-Chief has the final decision-making authority over publication of Articles. The Senior Articles Editor and Articles Editors will recommend Articles for publication in *The University of Memphis Law Review* to the Editor-in-Chief.

##### C. Rights of Editor-in-Chief over Publication

The Editor-in-Chief shall have the right and responsibility to require additional drafts, or to suspend or deny publication of any writing when, in his discretion, the best interests of the Law Review would be served thereby.

#### XI. AMENDMENTS

##### A. Procedure

This Constitution may be amended at any time by a two-thirds (2/3) vote of the quorum present at a general or specially called meeting. Members must be “present” and voting. Members must be notified of any proposed amendments at least five (5) days prior to their consideration.

##### B. Veto

Amendments are subject to veto by vote of three-quarters (3/4) of the Editorial Board within ten (10) days after passage. Upon the veto, one-third (1/3) of the general body members may call for another special meeting for reconsideration of any vetoed amendments by submitting such a request in writing to the Editor-in-Chief. A three-quarters (3/4) vote of the quorum present at the meeting shall override the Editorial Board veto. Members must be “present” to vote.

##### C. Effective Date

All persons invited to join the Law Review after the effective date of this constitution shall be governed hereby. This Constitution shall go into effect on

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May 10, 2014 and shall continue in force until amended in accordance with Section XI.

XII. DISSOLUTION

In the event of dissolution of the Law Review, all funds and assets shall be transferred to The University of Memphis, Cecil C. Humphreys School of Law.

**SANCTIONS POLICY OF  
*THE UNIVERSITY OF MEMPHIS LAW REVIEW***

I. IN GENERAL

All Staff and Editorial Board Members are subject to the following sanctions system. The “three-strikes” policy imposes self-executing sanctions for the non-discretionary infractions listed below. Discretionary strikes will be imposed by the unanimous agreement of the Managing Editor, the Editor-in-Chief, and if applicable, the Senior Notes Editor and Notes Editor involved with the Law Review Member in question. Strikes may also be imposed by the Law Review Faculty Advisor(s). Once the third strike occurs, however earned, the Editorial Board will meet to discuss whether to revoke the student’s Law Review membership. A three-quarters (3/4) vote by the Editorial Board and approval by the Law Review Faculty Advisor is required before membership may be revoked.

Deadline infractions pertain to: (1) writing deadlines established at the beginning of the year; (2) deadlines established between Notes Editors and their respective writers; and (3) deadlines relevant to Bluebooking, book-pulling, or reconciling activities. Deadlines shall be clearly communicated to those expected to meet them.

II. MEANS OF OBTAINING A STRIKE

Non-Discretionary Means

- Missing any deadline without prior authorization of the Notes Editor or other Editorial Board Member establishing such deadline.
- Unexcused absences from meetings announced at least 48 hours in advance (Authorization from the Managing Editor or Editor-in Chief is required to designate an absence as “excused.”). In the case of an emergency, subsequent approval by the Managing Editor or Editor-in-Chief is required.

Discretionary Means

- Failure to make a good-faith effort to produce the best work possible, as determined by the Editor-in-Chief and Managing Editor (applicable to writing, Bluebooking, editing, outlining, reconciling, book-pulling and committee work).

If it is found that a good-faith effort was not made, the Law Review Member in question will have seventy-two (72) hours to redo the writing to the satisfaction of their Lead/Notes Editor.

If it is found that a good-faith effort was not made to adequately complete any tasks assigned to Notes/Articles Editors, the Editorial Board Member in question will have seventy-two (72) hours to redo the assignment to the satisfaction of the Senior Notes/Articles Editor or Editor-in-Chief.

- Substandard Bluebooking after the training period of three (3) weeks has ended.

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If it is found that a substandard assignment was submitted, the Staff member will have forty-eight (48) hours to redo the assignment to the satisfaction of the Lead/Notes Editor.

- Failure to meet the annual office-hour requirement.
- Failure by the Editor-in-Chief to enter a strike against an editor when a strike is warranted will result in a strike against the Editor-in-Chief.