

**UNLV GAMING LAW JOURNAL**  
**BYLAWS**  
(Adopted by the Faculty - XXX)

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## **I. INTRODUCTION**

The *UNLV Gaming Law Journal* (hereinafter *GLJ*) is a journal of legal scholarship dedicated exclusively to analyzing the law and policy implications of gaming case law, legislation, and administrative regulations. The *GLJ* will include articles of merit regarding gaming law, scholarship, and those issues affecting the gaming industry.

The *GLJ* will publish at least one (1) issue during each annual volume depending upon the quantity of material deemed publishable as determined by the Editorial Board.

The *GLJ* is published in conjunction with the International Masters of Gaming Law (hereinafter *IMGL*).

## **II. ORGANIZATION**

### **A. IN GENERAL**

The *GLJ* shall be administered by an Advisory Board and a student Editorial Board, with staff in a size to be determined by the Editorial Board on an annual basis. The *GLJ* is a student-run organization. The role of the Faculty Governing Board and Advisory Board is to provide guidance when necessary to the effective management of the *GLJ*.

### **B. FACULTY ADVISORS**

In order to satisfy the William S. Boyd School of Law's ("Law School") academic requirements, there shall be at least one (1) Law School full-time faculty member(s) designated as the *GLJ* Faculty Advisor(s), who shall be appointed by the Dean. Prior to selecting new Advisors, the Dean or Associate Dean shall consult the Advisory Board and Editorial Board.

### **C. ADVISORY BOARD**

The Advisory Board shall consist of members designated, nominated, and approved by *IMGL* (*IMGL* Liaison) and will be led by two co-chairs: one designated by the *IMGL* and the other designated by the Faculty Advisor(s). The parties will mutually agree as to the number of additional members of the Advisory Boards. Such members will be prominent gaming law attorneys and gaming law professors from the Law School and other law schools. It is the parties' preference that such members would include both U.S. and non-U.S. individuals. The *IMGL* and the Law School will jointly agree before inviting such members to join the Advisory Board.

### **D. EDITORIAL BOARD**

The Editorial Board is responsible for the daily administration of the *GLJ*, including management and editorial production of the *GLJ*.

The outgoing Editorial Board, subject to ratification by the Faculty Advisor(s), will nominate the incoming Editorial Board. Editorial Board members will generally be selected during Spring Semester and will serve until the selection of the next Editorial Board.

### **Composition**

The Editorial Board shall be composed of experienced senior staff members of the *GLJ*. Editorial Board members shall retain the voting rights enjoyed by staff and senior staff members regarding issues of general importance to the *GLJ*. The Editorial Board shall be presided over by the Editor-in-Chief. The Editorial Board may consist of the following positions, with the number of editors filling each type of position determined by the preceding Editorial Board:

Editor-in-Chief  
Managing Editor  
Business Editor  
Articles Editor  
Student Notes Editor  
Special Projects Editor

If any editorial subunit consists of more than one (1) editor, the Editor-in-Chief and Managing Editor may select one (1) lead editor for each such subunit within two (2) weeks after Fall Semester Work Week.

### **Quorum**

A quorum is reached when two-thirds (2/3) of the Editorial Board members are present.

### **Appointment**

Generally, editors shall be selected not later than the end of Spring Break of each academic year. New Editorial Boards will be appointed and presented to the faculty advisor(s) at the end of the spring semester during which they are elected. From the time of selection until formal responsibilities begin, the outgoing Editorial Board shall supervise the incoming Editorial Board in a transition and training period.

Interested candidates must apply in accordance with procedures and deadlines established by the Editorial Board. Applicants can apply for multiple positions but must indicate their preference for a particular position. No member shall hold more than one (1) editorial position. In the event that no person applies for a particular Editorial Board position, the Editorial Board shall take such steps as are deemed appropriate to fill the position or allocate responsibilities to other Editorial Board members, after consultation with the Faculty Advisor(s).

### **Eligibility**

To be eligible for application and nomination to an editorial position, an individual must be a member of the *GLJ* and must be in good standing with the Law School. Members on

academic or disciplinary probation or in default of any *GLJ* requirements are not eligible to apply for or be nominated to an editorial position. Any member applying for or seeking nomination to an editorial position must have successfully completed all *GLJ* requirements.

### **Term**

Each editor must serve a term of one (1) year generally beginning on the first day of classes following Spring Break. Outgoing editors will continue to provide assistance to the incoming Editorial Board as needed and will remain responsible for uncompleted projects undertaken during their term. Editors must enroll in *GLJ* both semesters of their final year. An editor must be available and to engage in substantial *GLJ* editorial work and production during the summer.

### **Removal**

No editor shall be removed from the Editorial Board except on an affirmative vote of two-thirds (2/3) of the entire Editorial Board and the concurrence of the Faculty Advisor(s). The affected editor shall not vote or be counted for purposes of meeting the two-thirds (2/3) requirement.

The affected editor shall have the right to appear before the full Editorial Board at least fourteen (14) days before the Editorial Board holds a vote on the affected editor's removal. If the Editor-in-Chief is the affected editor, the Managing Editor shall preside over the hearing.

### **Editorial Board Decision-making**

The Editorial Board normally shall govern by a majority vote of the quorum present but may make other arrangements, as reasonably determined by the Editorial Board.

### **Procedure for Meeting**

Regular meetings of the Editorial Board shall be scheduled and maintained by the Editor-in-Chief, Managing Editor, or their designee(s). Subject to the specific provisions of these Bylaws, meetings of the Editorial Board shall proceed as provided by Robert's Rules of Order unless otherwise agreed by the Editorial Board. Meetings shall be presided over by the Editor-in-Chief.

Editorial Board business may be conducted in the absence of a quorum if necessitated by exigent circumstances, provided that the Editor-in-Chief is present at the meeting, or appoints the Managing Editor to act at the meeting on his or her behalf. The Editor-in-Chief shall establish the agenda for meetings. Any *GLJ* member wanting to place an item on the agenda should make his or her request known to the Editor-in-Chief no later than one (1) day prior to a scheduled meeting.

### **Publication Responsibilities**

The Editorial Board is primarily responsible for the timely publication of the *GLJ* and for its contents. If the issue (or issues) that a particular Editorial Board undertakes has not been published by the time that the Editorial Board's term concludes, that Editorial Board shall still be responsible for seeing the issue (or issues) to completion, even after graduation. Online publication is deemed adequate with prior approval of Faculty Advisor(s).

### **Outside Work Activities**

Neither employment activities (including employment as a research assistant) nor other co-curricular activities (including other student groups, such as the Student Bar Association or the Society of Advocates) shall be allowed to excuse a member's ability to complete his or her required duties in an efficient and timely manner.

## **E. *GLJ* MEMBERSHIP AND RESPONSIBILITIES**

All members shall be selected as follows:

### **Eligibility for *GLJ* Membership**

To be eligible for admission to the *GLJ*, a full-time student (i.e., a student taking not less than 12 credit hours during at least one (1) semester of first year or enrolled in at least 12 credit hours during the Fall semester of second year) may seek admission to the *GLJ* after completing one (1) year of law school. Part-time students (i.e., a student taking not more than 11 credit hours per semester) may seek admission to the *GLJ* after completing two (2) years of law school. Any student seeking membership in the *GLJ* must be in good academic standing with the Law School.

Full-time students who have completed two (2) years of study and part-time students who have completed three (3) years of study are not eligible for *GLJ* membership.

Transfer students who meet the above qualifications and are members of a law journal at another ABA-accredited law school are eligible for *GLJ* membership upon approval by the Editorial Board. The Editorial Board shall determine the criteria for acceptance of such transfer students, including, but not limited to: (1) quality of the institution from which the student is transferring; (2) academic standing; and (3) writing ability, as determined by a writing sample. The requested material must be submitted to the Editor-in-Chief and Managing Editor by July 31st preceding the transfer year. The Editorial Board will make a decision by two (2) weeks prior to the first day of Fall Semester classes. Transfer students who are not members of another law journal may be admitted to the *GLJ* only through participation in the write-on competition.

The Editorial Board may consider student papers by non-*GLJ* members for publication. If selected to be published by the *GLJ*, these papers shall be designated as "Comments" for publication purposes. Student papers authored by *GLJ* members shall be designated as "Notes" for publication purposes.

### **Selection for Admission to the *GLJ***

Staff members shall be selected as follows:

1. Offers of membership in the *GLJ* shall be extended to at least the top five (5) percent of the class in both the first year full-time and second year part-time divisions whom have declined membership to *NLJ*.

2. The remainder of the *GLJ* shall be selected through an annual writing competition. Full-time students who have successfully completed their first year of study are eligible. Part-time students who have successfully completed their second year of study are eligible. Transfer students transferring after the first year of full-time study or second year of part-time study at another institution is eligible to enter the writing competition. In conducting writing competitions, first year full-time students and second year part-time students shall be grouped together for evaluation.

All writing competition candidates are limited to applying for the *GLJ* only during designated times, as determined by the Editorial Board. The Editorial Board shall establish a schedule for the writing competition, which shall ordinarily be held during late Spring or early Summer. The *GLJ* may conduct its writing competition in conjunction with *NLJ*'s writing competition. The respective Editorial Board's shall determine the terms of the writing competition.

Writing competition candidates shall submit a memorandum on a topic and problem developed by the Editorial Board. Guidelines and restrictions regarding the competition shall be established by the Editorial Board. Guidelines and restrictions concerning the competition shall be made available to each applicant.

The Editorial Board shall establish the criteria to be used in judging the papers and selecting new staff members.

Students invited to be staff members of the *GLJ* shall be notified by oral or written invitation prior to the start of the Fall semester. Students must notify the Editor-in-Chief not later than the date indicated orally or on the invitation of his or her intent to participate on the *GLJ*. Any person receiving an invitation to be a staff member of the *GLJ* who does not accept the membership offer by the time indicated orally or written, or who makes no response to the invitation, will be presumed to have declined the invitation to participate on the *GLJ*. If the invitation is declined, it shall be a violation of the Law School Honor Code for him or her to list *GLJ* membership on his or her resume.

All students accepting membership in the *GLJ* must participate in all Work Week sessions conducted.

## **Requirements**

### **Terms of Membership**

Each person admitted to serve on the *GLJ* shall serve a term of four (4) academic semesters. It shall be a violation of the Law School Honor Code for him or her to list *GLJ* membership on his or her resume if any member who is removed or withdraws from the *GLJ* at any time during his or her tenure.

Students may not be a member of the *GLJ* and *NLJ* concurrently.

All members must participate in Work Week.

### *Staff Members*

Every student joins the *GLJ* as a staff member. Staff members will be assigned various tasks throughout the semester, and must complete a Student Note of publishable quality as determined by the Editorial Board. If the Note is of publishable quality, it shall be submitted to the Faculty Advisors for approval and qualification for the Law School's graduation-writing requirement. If the Note is chosen for publication, the staff member must remain available for revisions of his or her article until the publication process is complete.

### *Senior Staff Members*

Senior staff members include all members who have completed two (2) full semesters on *GLJ*, including Editorial Board members. Senior staff members will be assigned duties by the Editorial Board, which may include substantial editorial work on accepted articles and notes, including cite-checking and proofreading.

### *Membership*

To remain on the *GLJ*, each member must satisfy individual membership responsibilities as designated by the current year's Editorial Board. Failure to do so will result in no academic credit for that semester upon approval of the Editorial Board and the Faculty Advisors.

### **Removal of *GLJ* Members**

The Editorial Board and the Faculty Advisor(s) shall have the authority to investigate any allegations of dishonest or unethical conduct that affects any aspect of the *GLJ*. A member who is suspected of unethical conduct shall be informed in writing of the charges and shall be given the opportunity to respond to the charges either in writing or by personally addressing the Editorial Board or the Faculty Advisor(s).

A member may also be removed from the *GLJ* for nonperformance or failure to satisfactorily meet staff requirements. No member shall be removed except by three-quarters (3/4) affirmative vote of all editors present at a meeting that has a quorum, plus the approval of the Faculty Advisors.

After a member is removed at any time during his or her tenure on *GLJ*, he or she must immediately remove *GLJ* membership from his or her resume. In addition, the removed member

has an ethical duty to inform his or her current and future employers that he or she is no longer a member of the *GLJ*.

### **Withdrawal of *GLJ* Members**

A *GLJ* member who voluntarily withdraws must immediately remove *UNLV GLJ* membership from his or her resume. In addition, the removed member has an ethical duty to inform his or her current and future employers that he or she is no longer a member of the *GLJ*.

## **III. ACADEMIC CREDIT AND GRADING PROCEDURES**

### **Generally**

Each staff member shall receive one (1) academic credit for the Fall semester and one (1) academic credit for the Spring semester of his or her first year on *GLJ* upon satisfactory completion of criteria as established by the Editorial Board and of the approval of the Faculty Advisor(s).

Senior staff members in their second term on the *GLJ* shall receive one (1) academic credit for the Fall semester and one (1) academic credit for the Spring semester. Senior staff members who will graduate during the Fall semester may be required to take one (1) academic credit the summer following their second semester on *GLJ* upon satisfactory completion of criteria as established by the Editorial Board and of the approval of the Faculty Advisor(s).

Editorial Board members shall receive two (2) academic credits for the Fall semester and two (2) academic credits for the Spring semester during his or her second year on *GLJ* upon satisfactory completion of criteria as established by the Editorial Board and of the approval of the Faculty Advisor(s).

All credits received by *GLJ* staff shall be designated Pass/Fail and will not count in computing the member's grade point average.

### **Loss of Credit**

Failure to satisfactorily complete all *GLJ* requirements shall result in loss of *GLJ* credit. The determination of whether a member has satisfactorily completed *GLJ* requirements shall be made by the Editorial Board. A member in danger of losing law review credit shall be informed in writing and shall be given the opportunity to respond either in writing or by personally addressing the Editorial Board and the Faculty Advisor(s).

## **IV. EDITORIAL DUTIES AND RESPONSIBILITIES**

The *GLJ* establishes the following Editorial Board positions. The precise number of editors in each category shall be established from year-to-year by the preceding Editorial Board. The Editorial Board may also combine or modify staff positions from year-to-year.

The Editorial Board may, in its discretion, create such committees as are necessary to ensure the quality and efficient management of the *GLJ*.

All editors should possess the following qualities: excellent command of grammar and composition; excellent editorial and citation skills; attention to detail; good understanding of the current state of the law in many subjects; an ability to work with fellow students; good organization; strong time management skills; and a strong devotion to producing an excellent *GLJ*. In addition, some editors may be required to possess the following qualities as determined by the preceding Editorial Board: the ability to supervise others; to work with outside authors who are writing articles for the *GLJ*; to set and enforce deadlines; and to offer constructive criticism.

#### **A. EDITOR-IN-CHIEF**

The Editor-in-Chief is the chief administrative officer of the *GLJ* and acts as spokesperson, personnel director, faculty liaison, and general troubleshooter. In addition, the Editor-in-Chief has overall supervisory responsibility for publication of the *GLJ* and is the final editing authority for every article which appears in the *GLJ*. Specifically, the Editor-in-Chief:

1. Tracks all articles throughout the publication process;
2. Calls and presides over meetings of the Editorial Board;
3. Coordinates with the Managing Editor in calling meetings with the full membership;
4. Sets publication schedule with input from the Managing Editor;
5. Serves as a liaison between the administration, the faculty, IMGL and the *GLJ*;
6. Serves as the official representative of the *UNLV GLJ*;
7. Takes responsibility for obtaining written contracts from the authors of all work published in the *GLJ*;
8. Makes recommendations to the Administration concerning assignment of academic credit to the staff, senior staff and Editorial Board pursuant to the procedure outlined in the Bylaws;
9. Presides over and participates in all meetings affecting publication decisions, Editorial Board policy, and the operation of the *GLJ*;
10. Reviews all manuscripts for possible publication and edits all manuscripts selected for publication;
11. Coordinates or delegates the training of the *GLJ* staff;
12. Formally handles staff academic or disciplinary problems;
13. Presents all appropriate matters to the Editorial Board for its consideration;
14. Assists all editors, when necessary, in the able completion of their responsibilities;
15. Ensures the smooth functioning of all facets of the Editorial Board's activities;

16. Ensures the accuracy of the publication. Because the Editor-in-Chief is ultimately responsible for the content of the *GLJ*, he or she is the final arbitrator of any and all disputes that cannot be resolved among or between the respective parties. In the event the Editor-in-Chief is involved in a dispute with another party, the Managing Editor shall have the authority to act as the final arbitrator of said dispute in conjunction with the Advisory Board and Faculty Governing Board;
17. Has authority to independently conduct Editorial Board business only when absolutely necessitated by exigent circumstances and subject to the subsequent veto by a majority vote of the Editorial Board;
18. Upon vote of the Editorial Board, shall submit staff member case notes or comments to the Faculty Advisors to determine if the writing is sufficient to satisfy the Law School graduation writing requirement; and
19. Assumes such other responsibilities as the Editorial Board assigns.

## **B. MANAGING EDITOR**

The Managing Editor supervises all operational functions. The Managing Editor is responsible for maintenance of the publication process including assignment of work, enforcement of deadlines, and assisting the Editor-in-Chief in the creation of publication schedules, and supervises the actual publication of each issue of the *GLJ* with the assistance of the Editor-in-Chief. Additionally, the Managing Editor processes each article to make certain that all citations in the *GLJ* are accurate as to form and substance and that there are no typographical or similar errors in the *GLJ*. Specifically, the Managing Editor:

1. Manages the daily operations of the *GLJ*, including staff assignments;
2. Coordinates and conducts each Work Week;
3. Reviews all unsolicited manuscripts for possible publication and edits all manuscripts selected for publication;
4. Edits all articles before submission to the Editor-in-Chief for final review;
5. Supervises and conducts the writing competition;
6. Assigns all cite-checking and proofreading projects;
7. Takes responsibility for all interlibrary loan (ILL) requests;
8. Takes responsibility for all interactions with the law library and other libraries, including checking out books and ensuring their prompt return;
9. Calls and presides over meetings of the full staff;
10. Discharges the duties of the Editor-in-Chief in his or her absence; and
11. Assumes other responsibilities as the Editor-in-Chief or Editorial Board assigns.

## **C. BUSINESS EDITOR**

The Business Editor maintains all financial records, prepares the annual budget, and authorizes all expenditures, subject to the review of the Editor-in-Chief or the Managing Editor.

The Business Editor shall determine the supply needs of the *GLJ* office. Specifically, the Business Editor:

1. Works with the printer regarding all printing matters and incorporates page proofs into a printer's copy;
2. Keeps the Editor-in-Chief advised of the status of all printing matters;
3. Corresponds with advertisers, subscribers, and other business representatives;
4. Takes responsibility for subscription drives and solicitations and for any other fund-raising activity;
5. Tracks offprint orders, collects payment as necessary, and ensures delivery of the same to the authors;
6. Maintains and updates the *GLJ* World Wide Web link and other Internet-related *GLJ* entities;
7. Maintains, assigns, and assumes responsibility for the *GLJ* offices, computers and supplies;
8. Acts as a point of contact for all *GLJ* computer problems, software, and maintenance;
9. Assists the Managing Editor with the writing competition; and
10. Assumes other responsibilities as the Editor-in-Chief or Editorial Board assigns.

#### **D. ARTICLES EDITOR**

The Articles Editor reviews all unsolicited manuscripts for possible publication and edits all manuscripts selected for publication. The Articles Editor may solicit articles from faculty and practicing attorneys. Specifically, the Articles Editor:

1. Evaluates all articles submitted or solicited;
2. Coordinates article solicitation;
3. Reads all articles submitted for publication and selects manuscripts for publication in conjunction with the Editor-in-Chief and Managing Editor. If it is determined that the article does not merit further consideration, a letter shall be sent to the author indicating that determination;
4. Works with article authors once a publication commitment is received;
5. Prepares articles for publication and follows each article through the publication process, from the point at which an affirmative response to the solicitation is made or a submission is received, until the article is in final submission form and ready to be sent to the printer;
6. Supervises the article throughout the publication process once an article is chosen for publication, and is exclusively responsible for the article;
7. Takes responsibility for ensuring the accuracy and timely publication of the article;
8. Conducts in-depth substantive analysis of the article and has the power to exercise his or her discretion to make any changes he or she feels

necessary. The author should be consulted before any major change is incorporated; and

9. Assumes other responsibilities as the Editor-in-Chief or Editorial Board assigns.

#### **E. STUDENT NOTES EDITOR**

The Student Notes Editor is responsible for supervising and coordinating the timely production and editing of student notes prepared by *GLJ* members. Specifically, the Student Notes Editor:

1. Works to facilitate a relationship between the editor and each assigned staff member who is writing a case note, including the resolution of conflicts;
2. Ensures the timely completion and editing of a case note by setting deadlines and enforcing them;
3. Keeps the Editor-in-Chief advised of the status of all case note matters;
4. Assists the staff member in topic selection and directs the staff member to a topic worthy of publication;
5. Advises staff members in the writing of their selected topic for the drafting of a case note, including editing the case note until they achieve publishable quality;
6. Ensures that substantial orientation, training, monitoring and feedback are given to each staff member on his or her efforts;
7. Reviews the staff member's outline and, at a conference with the staff member, makes appropriate suggestions for improving the case note;
8. Upon submission of the first draft, notes all problems, errors and ambiguities in the case note or comment and provides feedback to the staff member. The editor should ensure that the staff member's assertions are reasonable and adequately supported by the authorities cited;
9. Reviews the second draft at a conference with the staff member, makes appropriate suggestions, and assists the staff member with the final draft;
10. Upon submission of the final student draft, submits the case note to the Editorial Board for a determination of whether the case note is of publishable quality. If it is determined that the case note is not of publishable quality, it shall be returned to the staff member with an explanation of the case note or comment's deficiencies, in writing, as well as any suggestions for revision and improvement of the case note;
11. Submits a list of recommendations of case notes for selection and publication in the following year's journal to the Editor-in-Chief and Managing Editor;
12. Takes responsibility for the article upon an affirmative vote for publication; and
13. Assumes other responsibilities as the Editor-in-Chief or Editorial Board assigns.

## F. SPECIAL PROJECTS EDITOR

The Special Projects Editor shall be responsible for organizing, supervising, and implementing any *Law Journal* special projects, including but not limited to: a symposium of scholarly articles and commentary, a panel discussion on an area of great interest, an empirical project or other type of field survey involving a team of students, a survey of case law on an important topic, or other publication pieces not classified under any other editorial position. Specifically, the Special Projects Editor:

1. Solicits and organizes topics for the annual symposium to be published in the following Fall Semester;
2. Selects the symposium topic for the following year, upon the approval of the Editor-in-Chief and Managing Editor;
3. Coordinates with the appropriate faculty member(s) of the Law School to contact authors with an expertise in the chosen symposium topic;
4. Determines whether the symposium will be live or by paper submission only;
5. Completes the editing of symposium pieces submitted to the preceding symposium topic;
6. Accepts and edits any miscellaneous pieces;
7. Conducts in-depth substantive analysis of the article and has the power to exercise his or her discretion to make any changes he or she feels necessary. The author should be consulted before any major change is incorporated; and
8. Assumes other responsibilities as the Editor-in-Chief or Editorial Board assigns.

## V. AMENDMENT PROCEDURE

The policies established in these Bylaws are binding on the Editorial Board and may be amended only by a two-thirds (2/3) vote of the Editorial Board (after consultation with the membership) and approval by a majority of the Faculty Advisor(s). After approval of any proposed amendment, the amendment shall be transmitted to the full faculty for review. An amendment so promulgated becomes effective thirty (30) days after such transmittal unless otherwise specified or rescinded by a two-thirds (2/3) vote of the full faculty. The faculty may suggest and submit further amendments to the Bylaws.

The *GLJ* Bylaws ordinarily shall not be amended unless:

1. The proposed amendment is submitted to the Editorial Board in writing;
2. The proposed amendment is under Editorial Board consideration for a minimum of one (1) week;
3. The proposed amendment receives an affirmative vote by two-thirds (2/3) of the Editorial Board after consultation with *GLJ* membership; and

4. The Faculty Advisor(s) approve(s) the proposed amendment and the amendment is approved by a majority of the full faculty.

**ADOPTED BY THE FACULTY:**

**AMENDED BY THE FACULTY:**