

Constitution of the University of Delaware Chapter of the American Society for Biochemistry and Molecular Biology

Preamble

We the students of the University of Delaware, do hereby form the organization known as the American Society for Biochemistry and Molecular Biology for the purpose of forming scientific and educational communities across the university, develop the best possible undergraduate curricula and to provide more research and learning opportunities for students by pooling their resources and working together.

Articles

I. Name

The name of the organization shall be the University of Delaware Chapter of the American Society for Biochemistry and Molecular Biology Undergraduate Affiliate Network.

II. Object of the organization

The purpose of this organization shall be:

1. To assist in the development of strong undergraduate programs in biochemistry and molecular biology.
2. To provide undergraduate programs with access to seminar speakers and regional programs and symposia.
3. To foster interactions between undergraduate educational and outreach programs both regionally and nationally.
4. To recognize outstanding educational activities in the arena of biochemistry and molecular biology by individuals and by programs.

III. Affiliation with any other group

The American Society for Biochemistry and Molecular Biology Undergraduate Affiliate Network will have an affiliation with the national American Society for Biochemistry and Molecular Biology

IV. Membership

The membership of this organization shall be composed of any full-time matriculated dues-paying University of Delaware undergraduate student with interest in the biochemical and/or biological sciences. Additionally, to be considered an active member you must attend at least 5 events sponsored throughout a full school year by the organization; at least 1 of these must be a meeting. You need not be a member of the

national organization, the American Society for Biochemistry and Molecular Biology, in order to be a member of this chapter.

V. Non-Discrimination Clause

The organization agrees to adhere to all policies and procedures of the University and all local, state, and federal laws. Members will become acquainted with policies and procedures in the Official student handbook and other policies and procedures provided by the University. This organization is a viable, functioning organization, composed of at least six full time undergraduate students and we do not discriminate on the basis of race, creed, color, gender, age, religion, national origin, veteran, handicap status, or sexual orientation.

VII. Other Types of Non-voting or representing membership

Students obtaining a graduate degree can still be a member of the student affiliate club. Alumni will be considered honorary members.

VIII. Absence Policies

Members can come when they can and leave when they must.

IX. Policies and Procedures for Disciplining/Removing members

It is the understanding that members are in good standing with the university. The organization has no right to deny membership to any student, provided they are categorized as members from above. If a member's action is questionable for discipline, the situation will be taken to the advisor before action is taken. It is the advisors discretion as to how to handle the situation.

X. Officers

The executive officers of this organization shall be a President, a Vice-President, a Secretary, a Treasurer, and a Web Master.

Section 1: President

The President shall preside over general and executive committee meetings. Additionally, the President shall be responsible for organizing and administrating events. The President shall also be responsible for establishing and maintaining correspondence with speakers and other guests.

Section 2: Vice-President

The Vice-President shall preside over meetings in the absence of the President. The Vice-President shall assist the President in the organization of the activities and may chair special committees

Section 3: Treasurer

The Treasurer shall be responsible for managing organizational funds, for overseeing fundraising, and collecting dues.

Section 4: Secretary

The Secretary is responsible for recording minutes at meetings, for publicizing events and meetings, and for maintaining correspondence with the members of the organization.

Section 5: Web Master

The Website Coordinator shall be responsible for the maintenance of the website of the organization.

Section 6: Qualifications for Officers

Officers must be full-time students and members of the national society. They must have been active members of the organization the semester prior to the nomination.

Section 7: Elections

The officers shall be elected by majority vote of members during the month of April in the semester preceding the year of office. Nominations may only be taken at the election, by active members who are present. At this time, nominees may accept or decline. The accepting nominees will leave the room and a secret ballot will be held. The current officers will count ballots and announce the officers for the next academic year.

Section 8: Procedure for Disciplining/Removal of Officers

Should any officer commit a questionable action or not fulfill their duties as stated above, a vote shall be taken among the other officers as to whether the person in question should be removed from office. Prior to this vote, the officer in question will have an opportunity to explain their actions. If the other officers find the explanation satisfactory the officer in question shall continue on in their position knowing that should another questionable action or negligence of duties occur they will be removed from the position immediately. If the judging officers do

not find the initial explanation satisfactory the officer in question shall be removed from his/her position immediately.

Section 9: Resignations

Upon untimely departure of an officer, the executive committee shall appoint an organization member for the duration of the term.

Section 10: Officer Transition

Upon election of new officers in April of the semester preceding the year in which they will serve, the current officers will continue to fulfill their duties through the end of the academic year. Each new officer will meet with the current officer in his/her position to understand the duties of the position and to obtain necessary records for proper execution of the position. The term of the new officers will begin following the end of the academic year.

XI. Meetings

General meetings shall be held at least once a month during the academic year. The day of the week and time chosen for the meetings shall be decided by the executive committee as far in advance as possible so they can be publicized. An effort will be made to vary the days and times on which meetings are held in order to maximize the number of active members. Events other than meetings may also be arranged by the executive committee. There shall be at least four activities per annum.

XII. Dues

The annual national dues of the Undergraduate Student Affiliates shall be sent individually to the American Society for Biochemistry and Molecular Biology. Local dues for the year shall be set by the executive committee at their first meeting of the year. Local dues will be collected throughout the year by the treasurer. Membership in the chapter is limited to those who have paid local dues. Officers are limited to those who have paid dues to the national organization.

XIII. By-Laws

The organization shall establish by-laws to carry out the policies set forth in this constitution. Bylaws may be added or amended by a two-thirds general vote of members, provided that the amendment shall have been proposed at least one meeting previous to the time of voting. Such amendments shall conform to the ASBMB regulation established for Student Club Affiliations.

XIV. Procedures for Decision Making

The executive officers, being entrusted with the preservation of the organization, shall have the power to supersede the bylaws of this organization in times of need upon consultation with and approval of the current faculty advisor. Such actions must be explained to the general membership at the next general meeting.

XV. Establishment of Committees

Committees will be established on an as-needed basis. Examples of committees may include but are not limited to, a fundraising committee or mentor committee.

XVI. Faculty Advisor

During the spring semester the executive officers and current faculty advisor shall discuss choices for faculty advisors for the following year. The current faculty advisor shall have the opportunity to retain that position or to decline the offer to retain the post. The faculty advisor must be a member of the faculty of the University of Delaware in a biochemistry-related field and a full-time member of the American Society for Biochemistry and Molecular Biology. The duties of the faculty advisor shall be to advise the officers of the organization with regards to activities and speakers, with regards to chapter relations to the American Society for Biochemistry and Molecular Biology, and with regards to special events planned by the faculty or administration of the university. Additionally, the advisor shall be kept aware of all chapter activities and shall advise the organization on all matters.

XVII. Disbursal of organizational assets should the group become defunct

The University of Delaware shall inherit the assets of any Registered Student Organization should the group become defunct.

XVIII. Define a quorum

A meeting must have at least fifty percent membership present in order to conduct business.

XIX. Rules for Ratifying the Constitution

Requires a 2/3 or simple majority vote of the organization and approval by the Activities and Programs Office.

XX. Rules for amending the Constitution

Requires a 2/3 vote of the entire membership and advance notice to all members of the proposed change.

XXI. Signatures

Sarah Swain
Organizational President

12/6/08
Date

Advisor

Date

Salvatore
Program Coordinator for Leadership Development

12/6/05
Date