



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

American Society for Biochemistry and Molecular Biology

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish the American Society for Biochemistry and Molecular Biology (ASBMB) of the University of Rochester and enact this constitution for its governance. Failure to follow this constitution could result in penalties or revocation of Students' Association recognition of this organization.

ARTICLE II - MISSION STATEMENT

The mission of the American Society for Biochemistry and Molecular Biology student chapter at the University of Rochester is to increase accessibility to research, science, and career education on campus and in the greater Rochester area, with a focus on underrepresented populations, broadly defined.

ARTICLE III - MEMBERSHIP

SECTION ONE - MEMBERSHIP

- A. Eligibility - All Students' Association (SA) members shall be eligible for membership. An SA Member is a University of Rochester undergraduate of the College who has paid their SA activities fee. All members and associate members shall be listed on the organization's CCC site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements. Graduate students, faculty, and staff are not eligible to compete nor travel as part of a college student organization.
- B. Definition of active member - Must attend at least 25% of the meetings per semester, at least 50% of the events each semester, and pay yearly dues.
- C. Definition of associate member - All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership but not eligible to hold an officer position. Graduate students, faculty, and staff are not eligible to perform, compete, nor travel as part of a college student organization.

ARTICLE IV - MEETINGS AND VOTING

SECTION ONE - QUORUM

- A. A meeting shall be valid if a quorum is present. Quorum is defined as $\frac{1}{2}$ of the active

membership plus one officer.

SECTION TWO - VOTING

- A. Voting on any issue shall be official only if the meeting is valid.
- B. All members shall have equal voting power.
- C. Procedure – All decisions shall be arrived at by simple majority using a hand vote unless otherwise specified by the presiding officer. The President shall only vote to break a tie.

ARTICLE V - OFFICERS AND QUALIFICATIONS

SECTION ONE - OFFICER ELIGIBILITY

- A. President - Only active members who have previously held an officer position for at least one year are qualified to run for President unless no other active member is qualified.
- B. Vice President - Only active members are qualified to run for Vice-President unless no active member is qualified.
- C. Business Manager - Only active members may run for the Business Manager position unless no other active member is qualified.
- D. Secretary - Only active members may run for the Secretary position unless no other active member is qualified.
- E. Events Coordinator(s) - Only active members may run for the Event Coordinator position unless no one else is qualified.
- F. First-Year Representative - Only first-year students may run for the First-Year Representative position. If no one qualifies, the position is dissolved.
- G. Publicity Chair - Only active members may run for Publicity Chair unless no other active member is qualified.

SECTION TWO - DUTIES OF OFFICERS

- A. All officers shall be members of the Students' Association.
- B. All officers shall promote active recruitment of new members.
- C. All officers shall enforce this constitution.
- D. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
- E. The President shall preside over the meetings and shall maintain organization within the club, communicate with other officers and delegate duties to maintain a functioning club that fulfills the purposes set forth above. The President shall also take roll call at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes.
- F. The President and Vice President shall be responsible for maintaining a current copy of this constitution open to inspection by all members of this organization, Senators, and all members of the Students' Association.
- G. The Vice President shall be responsible for presidential responsibilities during the President's absence, as well as any presidential responsibilities delegated by the President.
- H. The Secretary shall be responsible for keeping an accurate, up-to-date list of organization members, as well as taking and maintaining meeting minutes. The

Secretary shall also be responsible for sending a brief recap at the end of each meeting to all active members.

- I. The Business Manager shall be responsible for maintaining all finances and keeping detailed records of all transactions. The Business Manager shall serve as the point of contact between the organization and all financial institutions at the University.
- J. The Events Coordinator(s) shall be responsible for planning all programs and events hosted by the chapter. The Events Coordinator(s) shall serve as the organization's virtual EMS contact.
- K. The Publicity Chair shall be responsible for updating and running the chapter's social media platforms. Updates shall include a current list of the officers and contact information, chapter information, event information, and pictures from past events.
- L. The First Year Representative shall be responsible for coordinating events geared towards their class and for representing the interests of First Years during organization meetings.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure - Nomination will open a week prior to elections. Nominations can be made by any active members, including active members who wish to run for that position. A quorum must be present for the election to be considered valid.
- B. Term of Office - All officer positions shall be held for one academic year.
- C. Timing of Elections - Elections shall be held at least 2 weeks prior to the last day of classes of the Spring semester.
 - a. In the case of the First-Year Representative, nominations shall be open for two days following the first general interest meeting in the Fall semester, and voting shall occur no later than one week after the first general interest meeting.
 - b. In the case of the first year of being an official student organization, elections will be held in the fall semester, no later than the fifth week of classes. Nominations will open the week after the fall activities fair.
- D. Officer elections - Officers shall be chosen by simple majority vote through a form open to all members and associate members.

SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS

- A. At the first valid meeting following a vacancy of an office, the position is to be filled by the same manner described in Article V, Section Three.
- B. A vote of no confidence is a vote to remove an officer. Such a vote shall require a ½ majority of the entire active membership to pass. Any member of the organization may call for a vote of no confidence.
- C. If a vote of no confidence on any officer is to take place, they must be notified one week in advance.
- D. An office shall be declared vacant as the result of a vote of no confidence.

ARTICLE VI - RESOURCES

SECTION ONE - RESOURCES

- A. The University of Rochester's Student Chapter of ASBMB of the University of

Rochester will abide by their Resource Agreement.

ARTICLE VII - HAZING POLICY

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the University of Rochester's Student Chapter of ASBMB. Behavior prohibited under this rule includes actions threatening substantial risk of physical or mental injury; actions exposing the individual to distressing, repulsive, or alarming situations or sensations; forced consumption of alcohol or drugs; actions in the form of social pressure which might cause harm to an individual.

ARTICLE VIII - NONDISCRIMINATION POLICY

The University of Rochester's Student Chapter of ASBMB abides by the nondiscrimination policy of the University of Rochester.



5/1/2025

Signature of Confirmation

Date

Maria Ahmed

President, American Society for Biochemistry and Molecular Biology



5/1/2025

Signature of Approval

Date

Jessie Li

Chair, Student Organization Administration & Review Committee