



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

Society of Undergraduate Biology Students

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish the Society of Undergraduate Biology Students (subs) 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

Our purpose is to promote faculty-student interaction, to serve as a guiding force for Biology majors/interests, provide networking opportunities through events, and to cater to the needs of the membership through member input.

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 Campus Community Connection site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements.
- B. Definition of active member - All active members shall attend a minimum of 50% of general club meetings each semester in addition to one other event or program. It is not a requirement to be a Biology or natural science major in order to be an active member.
- 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 50% of the active membership plus four executive officers.

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 POSITIONS

- 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 one else is qualified.
- B. Vice-President: Only active members are qualified to run for Vice-President unless no one else is qualified.
- C. Secretary: Only active members may run for the Secretary position unless no one else is qualified.
- D. Business Manager: Only active members may run for the Business Manager position unless no one else is qualified.
- E. Publicity Chair: Only active members may run for Publicity Chair unless no one else is qualified.
- F. Freshman Representative: Freshman Representative is responsible for coordinating events geared towards their class year and for representing the interests of their class.

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 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 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. Also, the president is responsible for maintaining the club email inbox and Ruth Merrill Box and is responsible for the Ruth Merrill locker key.
- F. The Business Manager shall be responsible for maintaining all finances and keeping detailed records of all transactions.
- G. The 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.
- H. The Secretary shall also take roll calls at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes. The Secretary shall also send a brief recap at the end of the meeting to other members
- I. The Vice President shall take on all responsibilities of the President in his/her

absence. In addition, the Vice-President is responsible for sending out club-wide emails and making all facility reservations.

- J. The Publicity Chair is responsible for the organization of all club promotional items including posters, banners, and internet promotions (including Facebook).
- K. Freshman Representative is responsible for coordinating events geared towards their class year and for representing the interests of their class.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure - In order to run for election, an active member must nominate another active member intending to run for election. All elections shall take place at publicized general club meetings where all officers and active members present shall vote.
- B. Timing of Elections - Elections for President, Vice-President, Secretary, Business Manager, Publicity Chair, Junior Representative, and Sophomore Representative shall take place at least two weeks before the end of the spring semester. Elections for Freshman Representative shall take place every January at the first general club meeting of the spring semester.
- C. Term of Office - All positions are recommended to be held for a term of one academic year. However, any executive board position (aside from Junior, Sophomore, and Freshman Representatives as well as from Senior Adviser) may be held for no more than two years.

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 $\frac{2}{3}$ 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 Society of Undergraduate Biology Students 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 Society of Undergraduate Biology Students. 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 Society of Undergraduate Biology Students abides by the nondiscrimination policy of the University of Rochester.



07 NOV 2022

Signature of Confirmation

Date

Rohan Nanduri

President, Society of Undergraduate Biology Students



11/09/2022

Signature of Approval

Date

Evan Zhang

Chair, Student Organization Administration & Review Committee