

Constitution of the Biology Club of Christopher Newport University

Article I. Name of Organization

The name of this organization shall be the Biology Club of Christopher Newport University.

Article II. Purpose

- (a) The purpose of this organization shall be to expose members to a variety of experiences in the natural sciences, including but not limited to volunteer work, undergraduate research, and community involvement.
- (b) The organization's purpose includes sponsoring lectures, sponsoring field trips, engaging in social functions, keeping members informed in current trends in science, improving the environment on campus and in the community, encouraging members to keep an open mind, and encouraging members to make a positive difference.
- (c) Activities shall be suggested by the members and/or then be put to a vote with the majority ruling.

Article III. Membership

Section 1.02

- (a) Membership shall be open to all persons interested in the natural sciences.
- (b) Biology Club of Christopher Newport University shall not haze any prospective or current member for the purpose of admission into or affiliation with the organization. Members of the Biology Club of Christopher Newport University are free to leave or dissociate with out fear of retribution or harassment.
- (c) Biology Club of Christopher Newport University shall not discriminate based on race, creed, color, sex, age, national origin, disability, and sexual orientation.

Section 1.03

- (a) All voting shall be done by secret ballots. The Advisor will count and record the results.
- (b) Any member may submit amendments to this constitution; such amendments shall be submitted in writing during a regular meeting. The purpose amendment submitted at one regular meeting shall be voted upon at the next regular meeting.
- (c) Quorum must be met for the necessary adoption of the amendments.

Article IV. Meetings



- (a) The regular meeting shall be determined by the membership. They will be held at least every two weeks while classes are in regular session.
- (b) Special meeting shall be called by the President or they can also be called when five members request it in writing.
- (c) The Parliamentary authority of the organization shall be the latest edition of Robert's Rules of Order.
- (d) A quorum consists 2/3 majority of the active membership as per Robert's Rules of Order.
- (e) The order of the meeting shall be dictated by the Sergeant-at-Arms.

Article V. Selection of Officers

- (a) The officers shall be selected by the present membership at the middle of the spring semester, and they shall carry out the duties of the organization during the summer months.
- (b) The term of office shall consist of the fall and spring semesters of each academic year.

Article VI. Officers

Section 1.01

- (a) The officers of this organization shall be the President, Vice-President, Secretary, Treasurer, Sergeant-at-Arms, and Historian.

Section 1.02

- (a) Only full-time students may serve as officers. Only active members can hold an office
- (b) Only students who have been an officer of the Biology Club in the past may be elected President
- (c) The qualifications for holding office in the Biology Club of Christopher Newport University shall be a record of good standing. A record of good standing is defined as having the University mandated 2.0 GPA requirements for all office holders.

Section 1.03

(a) President

- (i) The President shall preside over all meetings of the organization, to call special meetings, and to appoint chairpersons to all committees.
- (ii) The President shall preside at all special meetings and attend all Inner Club Council meetings.

(b) Vice-President

- (i) The Vice-President shall preside at all meetings and official functions in the absence of the President.
- (ii) The Vice-President shall serve as program Chairperson.

(c) Secretary

- (i) The Secretary shall keep accurate records of the minutes and proceedings of the regular meetings and special meetings.
- (ii) The Secretary shall handle all correspondences for the organizations.

(d) Treasurer

- (i) The Treasurer shall keep an account book containing an accurate record of all money received and dispersed. This account shall include receiver and payee's names or affiliated organizations.
- (ii) The Treasurer shall collect all money owed to the organization and shall sign, with the President, all checks made on the organization's account. An account of the finances from the organization shall be presented once a month or whenever the President asks to do so.

(e) Historian

- (i) The Historians shall document all Biology Club events by taking pictures and keep a written record.
- (ii) The Historian shall keep charge of keeping all the Biology Club board's updated. The Historian will also be in charged of promoting all events.

(f) Sergeant-at-Arms

- (i) The Sergeant-at-Arms shall ensure that this constitution is applied and enforced regarding action or events relating to this organization.
- (ii) The Sergeant-at-Arms shall enforce Robert's Rules of Order

- (iii) The Sergeant-at-Arms shall prepare, distribute, collect, and count ballots at elections.
- (iv) The Sergeant-at-Arms shall serve as specialist regarding the interpretation of this Constitution, but not the final authority. This officer shall chair the constitutional review in the beginning of each term.

Article VII. Advisor

Section 7.01

- (a) The Biology Club of Christopher Newport University shall select one faculty member from the membership of the department to serve as faculty advisor.

Section 7.02

- (a) The advisor shall work closely with the organization in coordinating activities to insure that they are conducted in compliance with Christopher Newport University policies and the laws of the United States of America, Commonwealth of Virginia, and the City of Newport News.

Article VIII. Responsibilities

The organization will adhere to University policies and all local, state, and federal laws.

Article IX. Amendments

Section 9.01

Amendments to the By-laws may be proposed and voted upon at any regular meeting. Two officers and a majority of the members present and all officers shall be necessary for the adoption of such amendments.

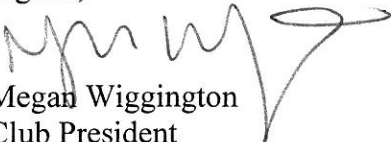
Section 9.02

Any revisions to the Constitution and /or by-laws must be reviewed by the Office of Student Activities

Article X. Ratification

This constitution shall become active upon ratification by a majority of the organization's membership and the Office of Student Activities

Signed,



Megan Wiggington
Club President

8/25/09