

# **Constitution of the Biochemistry Graduate Student Organization University of Missouri-Columbia**

Organized the 18<sup>th</sup> day of August, in the year 2000

Ratified the 7<sup>th</sup> day of November, in the year 2000

## **Article I: Statement of Purpose**

**Sec. I.** To maintain and protect the professional and personal interests of those graduate students affiliated academically or financially with the Department of Biochemistry, University of Missouri-Columbia.

## **Article II: Membership Requirements**

**Sec. I.** Members must be either, (1) a current graduate research assistant or current graduate teaching assistant affiliated with the Department of Biochemistry, (ii) pursuing a degree, which will be granted, from the Department of Biochemistry or (iii) receiving funding, whether total or partial, from the Department of Biochemistry, University of Missouri-Columbia.

**Sec. II.** Any student accepting fellowships from the department or seeking a degree granted throughout the department is eligible for membership into the Biochemistry Graduate Student Organization. Persons described in Article II, section I categories will be notified of the eligibility for membership within 90 days of beginning their appointment with Department affiliation. Every effort will be made to notify all affiliates of the Department so that all Biochemistry Graduate Student Organization members can attend all meetings.

## **Article III: Meetings**

**Sec. I.** Members shall meet to discuss issues pertaining to the Biochemistry Graduate Student Organization at least six times each academic year.

**Sec. II.** At least one member of the Biochemistry Graduate Student Organization body can attend any scheduled Department of Biochemistry Faculty meeting if business pertaining to the Organization is on the agenda. Attendant must report any business spoken therein directly to the Organization Members at the next scheduled meeting of the Biochemistry Graduate Student Organization. Attendance of any Member at any given Faculty meeting will be at the discretion of the Department of Biochemistry Chairman.

**Sec. III.** Biochemistry Graduate Student Organization officers, Biochemistry Department GSA representative and Biochemistry Department GPC representative are required to attend all meetings unless extenuating circumstances ensue. GSA and GPC representatives can hold office in the Organization and vice versa.

## **Article IV: Officer Election, Responsibilities and Removal**

**Sec. I.** Officer nominations shall be taken during the first meeting of the academic year, held after start day during the fall semester. At least 50% of the entire Biochemistry Graduate Student Organization body must be in attendance to hold nominations; if not, nominations will be held at the next scheduled meeting. Nominations will be accepted from any member in attendance. Voting shall take place during the second meeting; to be held within 30 days of the meeting in which officer nominations took place. Officers shall be elected by attending members in a diplomatic, private ballot fashion and must receive the simple majority of votes (50% + 1) for the members in attendance. At least 50% of the entire Biochemistry Graduate Student Organization body must be in attendance for voting; if not, votes will be cast at the next scheduled meeting. The residing President shall not vote in officer elections, but shall cast the deciding vote in the event of any tie. The residing President shall be responsible for ballot collection and vote tally. Newly elected officers will take their respective office at the close of the meeting where elections took place.

**Sec. II.** The office of President can be held no longer than one year. The same person no longer than two consecutive years can hold the office of Vice President, Treasurer and Secretary. Any member of the Biochemistry Graduate Student Organization body serving as an officer can only hold two office terms in the Organization during their affiliation with the Biochemistry Department.

**Sec. III.** Officers of the organization shall conduct themselves in a professional manner and are responsible for the academic well being of all those within the organization. The President and Vice President are responsible for scheduling meetings, nominations, and elections. The Secretary is responsible for contacting Organization Members about upcoming events and meetings and keeping Organization Members informed about departmental affiliation business. The Treasurer is responsible for Organization monies and all subsequent monetary bookkeeping. The Vice President is responsible for the actions of the Treasurer and Secretary in addition to his/her other duties. Officers are not allowed to use organization money to fund private venture regardless of perceived benefit to the Organization. Any proposed capital venture must be made aware to all Members at a scheduled meeting or via departmental mail, electronic or otherwise, prior to allocation of funding.

**Sec. IV.** Proposed removal of any officer from any office position for any wrongdoings or blatant lack of responsibility as set in Article IV, Section III, must be made public to all Members of the Biochemistry Graduate Student Organization body 7 days prior to the next scheduled meeting. Members will vote upon the proposal during this meeting. Any member can draft a proposal for officer removal, which should be no longer than two hundred words in length. For copies of any proposal for officer removal must be presented to the President seven days prior to making the proposal public to all members. The Vice President shall insure that such a proposal is made aware to all Members and that a copy of the proposal is given to each officer. Members shall decide upon officer removal in a diplomatic, private ballot fashion. Voting shall be performed in accordance with Article IV, Section I of the Constitution of the Biochemistry Graduate Student Organization. At least 75% of the Biochemistry Graduate Student Organization body must be in attendance at the meeting in which a proposal for officer removal

will be voted upon; in not, voting will take place at the following meeting, to be held no later than 15 days after such insufficient meeting takes place. The President will vote and removal of an officer will require at least 66% of the total Member votes agreeing upon such removal, taking effect at the close of the meeting. The President shall be responsible for collection of ballots and vote tally unless he/she is the officer proposed to be removed. In such an event, the Vice President shall perform these duties.

**Sec. V.** Nominations to fill any position void of an officer shall take place during the meeting in which the officer was removed. Votes shall be cast for such nominations at the next meeting, which shall take place within 30 days after the meeting in which the officer was removed. Voting shall be performed in accordance with Article IV, Section I of the Constitution of the Biochemistry Graduate Student Organization. Any officer removed can no longer hold an officer position with the organization forth extent of their affiliation with the Biochemistry Department, but will maintain all voting rights.

**Sec. VI.** Removed officer appeals shall be due within 30 days from the meeting in which the voting for officer removal took place. Four copies of such appeal must be presented to the President seven days prior to the next meeting. The Vice President will ensure that each officer receives a copy prior to making the proposal public to all Members. The officer wishing to appeal must plead their case to the Members in attendance at the next meeting. Members shall then decide upon the appeal in a diplomatic, private ballot fashion. Voting shall be performed in accordance with Article IV, Section I of the Constitution of the Biochemistry Graduate Student Organization. The President will vote and appeal passage will require at least 66% of the Members in attendance votes, taking effect at the close of the meeting. Officers are only allowed one appeal.

#### **Article V. Amendments to the Constitution**

**Sec. I.** Amendment proposals can be drafted by any Member and should be no longer than one hundred words in length. Proposed amendments to the constitution must be made public to all Members of the Biochemistry Graduate Student Organization body seven days prior to the meeting in which the proposed amendment will be voted upon. Four copies o any proposed amendment must be presented to the President prior to making the amendment proposal public to all Members. The Vice President will ensue that all officers have a copy and will ensure that all Members are aware of such proposed amendment prior to the next meeting. All Members shall decide upon proposed amendments in a diplomatic, private ballot fashion. Voting shall be performed in accordance with Article IV, Section I of the Constitution of the Biochemistry Graduate Student Organization. The President will vote and amendment passage will require at least 66% of the total member votes, taking effect at the close of the meeting.

## **Article VI. Advisor Provisions**

**Sec. I.** A full time (or 75% time) faculty member must be an advisor for the organization. An advisor will be nominated and voted upon during the first meeting of the academic year. Any Member wishing to nominate an advisor must get the nominees consent prior to their nominations. Voting shall take place in accordance with Article IV, Section I of the Constitution of the Biochemistry Graduate Student Organization. The advisor will be instated by a simple majority vote (50% + 1) of the Members in attendance and will reside for a period of one year. The residing President shall not vote in advisor elections but shall cast the deciding vote in the event of any tie. The appointed advisor has no voting rights within the Organization but their presence is requested at each Organization meeting.

## **Article VII. Statement of Non-Discrimination and Compliance**

**Sec. I.** The Biochemistry Graduate Student Organization does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, age, disability, or status as a disabled veteran.

**Sec. II.** The above stated organization and its members will comply with all federal, state, and local laws as well as those policies set forth by the University of Missouri.

Officers responsible for drafting of constitution:

President, Ritu J. Shah  
Vice President, Charles Nathan Hancock  
Treasurer, Stephen B. Witzig  
Secretary, Nathan W. Oehrle