

Biology Club Constitution

Article I

The name of the Organization shall be the Biology Club

Article II

The goal of this article is to make its members aware of various opportunities that exist with a science degree. It will also serve as a vehicle for information exchange, exposing its members to current topics and research occurring in the various disciplines of science. The Biology Club exists to broaden the scientific horizon of its members beyond the classroom experience, improve future academic performance in Biology related fields, and promote a positive association with the natural environment. These goals will give the opportunity for members to explore various careers, degrees, activities, and internship opportunities.

Article III

Full membership in this organization shall only be available to students of Brookdale Community College, regardless of race, color, gender, sexual orientation, or political, ethnic, or religious affiliation. The Biology Club shall not limit any members in the enjoyment of any right or privilege, advantage, or opportunity. Non-students may be guests of the Biology Club but will have none of the rights and responsibilities of membership. Members will not be required to pay Initial fees/dues to be in the club.

Article IV

Section 1: The make-up of the Executive Committee shall be a Chairperson, Vice Chairperson, Secretary and Treasurer. Students who serve in these leadership positions must be currently enrolled for a minimum of six college credits (Active-not audit status) and must be in good academic standing as defined by college regulations.

Section 2: Elections must be held once a year. The general active membership elects the members of the executive committee. Nominations should be at the meeting prior to the election, with notification of those nominations sent to all members prior to the election meeting. Nominations may be re-opened by a majority vote.

Section 3: The duties, authority, and responsibilities for the Executive Committee shall be as follows: the chairperson presides over meetings, calls meetings, and acts as the spokesperson and overall official for the Biology Club. The Vice Chairperson heads special committees and acts in the place of the Chairperson in their absence. The secretary keeps the records of the meetings and formal business, as well as writes letters for the Biology Club. The Treasurer keeps the financial records of the Biology Club, keeps the officers' roster up to date and prepares the budget.

Section 4: In the case of a vacancy in the office of the Chairperson, the Vice Chairperson assumes their duties. In the case of a vacancy in the office of Secretary or Treasurer, these offices will be combined. The Biology Club will ensure that there are at least two officers at any given time.

Article V

Meetings will be scheduled at least twice a month. The Executive Committee shall have the right to call for special meetings when necessary.

Article VI

Section 1: a majority of the Executive Committee members shall constitute a quorum for the Executive Committee meetings.

Section 2: A majority of members present shall constitute a quorum for the General Membership meetings.

Article VII

Questions of parliamentary procedure shall be decided by the Biology Club and/or forms laid down in *Robert's Rules of Order*, latest edition.

Article VIII

All monies of the Biology Club shall be kept in a special account assigned by the Associated Students of Brookdale Community College and the Office of Student Life and Activities. Use of the allocated funds and earned income is governed by the ASBCC Finance Committee. Authorized signatures for check disbursements will be kept on file with the ASBCC Treasurer and updated as needed.

Article IX

The Advisors shall be regular employees of the College. The duties of the faculty/staff advisors will be as defined in The Role of the Brookdale Club and Organization Advisors. The faculty advisors may participate in all activities of the Biology Club. The office of Student Life and Activities will appoint an advisor each April. Appointments begin July 1, and conclude June 30, of the following year

Article X

The Biology Club shall abide by all applicable rules and regulations of the college and under the privileges as granted by the Associated Students Brookdale Community College. The rules and regulations are found in such documents as the Brookdale Community College Student Handbook. General regulations of the College are followed as provided by the Board of Trustees, by the State of New Jersey, and the Federal Government.

Article XI

This constitution may be amended by two-thirds vote of the membership; provided the amendment was submitted in writing at a previous regular meeting and notice of the proposed amendment was given to all members at least one week before the meeting on the constitutional amendments. Before becoming effective, all amendments must be approved by the Student Life Board and Director of Student Life Activities following the procedure for recognition.