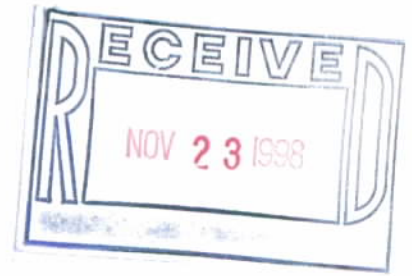


Constitution  
of  
mcbUSA  
**The Molecular Cell Biology  
Undergraduate Student Association**



**Article I**  
*Name and Purpose*

Section A: We, the undergraduate students majoring in molecular cell biology with emphases in Biochemistry and Molecular Biology, Genetics, and Immunology, establish the Molecular Cell Biology Undergraduate Student Association (hereafter referred to as mcbUSA); an organization that will provide for and encourage the mutual interest shown by members in the biological sciences.

**Article II**  
*Membership*

Section A: Qualifications for Membership

1. Any undergraduate student of the University of California, Berkeley, who has an interest in molecular cell biology, may be considered as a candidate for membership, provided that he or she demonstrates willingness to devote his or her time to participate and assist in the progress of the Molecular Cell Biology Undergraduate Student Association's sponsored events and programs.
2. Such a candidate, upon submitting a request (either oral or written) for membership to an officer of mcbUSA, will become a member upon:
  - a. Displaying interest through participation and assistance in mcbUSA programs and events, and demonstrating his or her intent to uphold the principles of the Constitution.
  - b. Showing the ability to cooperate and collaborate with other members to achieve success in a given program or event.

### **Article III** ***Elected Officers***

Section A: Titles

The officers of mcbUSA shall encompass the roles of President, Vice-President, Treasurer, Secretary, Publicity, and all the Head Coordinators of each Program and Event.

Section B: Election and Tenure

The officers shall be nominated from members within the club. They shall be considered and elected within the last weeks at the end of the academic year or the first weeks of a new academic year. A simple majority of the Quorum (Article V) shall be sufficient to elect an officer. If there is only one nominee, he or she may be elected to office by voice. All officers shall take office and responsibility by the first weeks of the following academic year upon knowledge of election.

Section C: Eligibility

Any member of mcbUSA shall be eligible for election to any office, provided that-

1. He or she displays good standing with mcbUSA policy; and
2. Has been a member of mcbUSA for at least one semester prior to election.

Section D: Office Vacancies

If any office shall become vacant, the President, shall at the earliest possible date, order a special election for the purpose of filling in that office. The elected member shall assume the duties and responsibilities of his or her elected office immediately and hold office until the next regular election.

Section E: Duties of Officers

1. The President will:

- a. Preside at all meetings;
- b. Call meetings at his or her own discretion, subject to the limitations of Article IV;

- c. Appoint the head coordinators of programs with the consent of the officers;
- d. Delegate responsibility of necessary duties of absent members;
- e. See that policies and principles of mcbUSA are upheld;
- f. Carry out instructions given to him or her voiced by the majority of members of mcbUSA;
- g. Perform other duties customary to the office of President.

1. The Vice-President will:

- a. Help and aid the President;
- b. In case of President's absence or disability, assume temporarily the duties of President;
- c. Facilitate communication between officers and the President;

2. The Treasurer will:

- a. Be in charge of finances and all bank transactions;
- b. Collect any fees;
- c. Allocate funds for mcbUSA after the approval of the majority of members;
- d. Have the responsibility to report financial state of mcbUSA to officers and to members.

3. The Secretary will:

- a. Keep records of new membership and proceedings of all meetings;
- b. Facilitate communication between members and officers, and summarize meetings through biweekly minutes.

4. The Publicity will:

- a. See that the members are notified of meetings, events, programs, and other such functions of mcbUSA by means of bulletins, fliers, e-mail announcements, and other such notices placed in proper places.

Section F: The Fundamental Structure and Goals of mcbUSA Programs:

1. Faculty Speakers Series- A program that provides students with opportunities for enrichment, and highlights the MCB department's fine faculty through seminars.
2. Mentorship- to welcome all prospective and new MCB majors, including freshmen, sophomores, and junior transfers. The mentees are placed in groups headed by one mentor of similar emphasis, career goals, and interests. The mentee has the opportunity to have an advisor, a tutor, and to meet other people and potentially form study groups. Events include social gatherings, lab-shadowing days, and Tele-bears workshops.
3. Newsletter- is created to address the issues that undergraduate students majoring in MCB are concerned with. To provide a student prospect to the options in MCB, and to address issues that involve research, interviews, bioethics, career options, and resources.
4. Outreach- to increase diversity in the biological sciences. To plan events in correspondence with elementary and high schools, and to expose students at a younger age to college life and inspire goals for higher education especially in the biological sciences.

**Article IV**  
***Meetings***

Section A: Time and Place

At least one meeting will be held each month during the academic year, once every two weeks. The time and place shall be determined by consensus in mcbUSA and with regards to room reservations.

Section B: Special Meetings

The President may call special meetings, after consulting with the other officers, or upon the wish of more than three officers.

**Article V**  
***Quorum***

Section A: For any meeting, a quorum will consist of 25% of the active membership

**Article VI**  
***Dissolution***

Section A: In the event that mcbUSA dissolves, all unspent grant monies including ASUC funds will be returned to their donors; all earned income will be distributed to a nonprofit organization.

## **Article VII**

### ***Amendments***

#### Section A: Constitutional Amendments

This Constitution may be amended at any regular meeting of mcbUSA by a consensus by 2/3 majority of the quorum, provided that the members are notified through oral or written means at least one meeting previously.

#### Section B: Bylaws and Amendments to Bylaws

Bylaws and Amendments to Bylaws may be adopted by a simple majority vote by the quorum at any regular mcbUSA meeting, provided that oral or written notice is given to the members one meeting previously.

## **Bylaws**

### **Article I**

#### ***Fees and Dues***

McbUSA is a nonprofit student organization whose programs are created to benefit the students who interested in majoring in molecular cell biology. Therefore...

#### Section A: Initiation

New members will not be charged initiation fees. The funding is provided through the Molecular Cell Biology Department of the University of California at Berkeley as well as the ASUC.

#### Section B: Annual Dues

Members of mcbUSA will not be charged any annual dues.

## **Amendments**

### **First Amendment**

#### ***Anti-Discrimination Policy:***

The Molecular Cell Biology Undergraduate Student Association does not discriminate on the basis of race, color, national origin, gender, sexual orientation, handicap, or age in any of its policies, procedures, or practices.