

RSO Constitution for the UMASS Chemistry Club

Article I: Name of Organization

The recognized and official name of this organization shall be "The University of Massachusetts Chemistry Club" or "The UMASS Chemistry Club" for short.

Article II: Mission Statement

The main objective of this club shall be to enhance the education and community of undergraduate chemists and any other undergraduate with an interest in chemistry. In order to develop a sense of community, this club shall be established as a forum for academic work and discussions in a place specifically for the aforementioned students. Group outings will be made to enhance students' education, to introduce them to aspects of after-graduation life for chemists, or simply to enhance the community.

Article III: Membership

Section 1: Qualifications

Voting member status is open to all undergraduate students at the University of Massachusetts at Amherst. Anyone else who would like to contribute such as faculty, graduate students, alumni and any member of the five-college community may attend meetings and will be allowed to address the group, but will not have voting status.

Section 2: Qualifications for Voting Member Status

In order for a member to achieve voting status, he or she must attend three full meetings or events as a non-voting member. Should a voting member be unable to attend a meeting, they may cast absentee ballots for all issues save officer elections. A vote of fifty percent of all present members plus one will be considered a winning vote. In the case of an even tie, the four officers will settle the issue by a vote wherein three of the four votes must be in agreement.

Article IV: Meetings

Section 1: Frequency and Procedure for General Meetings

General meetings shall be held once weekly and are to be available to all members and non-members who do not create a disruption. For a more detailed description of what constitutes a disruption, see Article IV, Section 4. A meeting shall not be considered official unless at least three club officers are present. The secretary will make note of attendance and issues discussed at each meeting, which are to be kept on file. These notes will dictate voter status of members in accordance with Article III, Section 2. Meetings will take place during the academic year only.

Section 2: Frequency and Procedure for Administrative Meetings

At least one administrative meeting will be held per semester to review Chemistry Club policy, finances and goals. Attendance will be limited to elected officers, the Chemistry Club's faculty advisor and any individuals who all four officers unanimously decide should be present. The time and date of this meeting can be decided by those planning to attend.

Section 3: Quorum

No business can be officially decided by vote with a number of members less than 25% of the club's total membership. If the total number of members exceeds 40, business may be decided by vote if at least 10 members are present.

Section 4: Order of Conduct during General Meetings

During general meetings, any member may address the group in an orderly manner. The officer serving as chair for the meeting (either the President or the Vice President), will have the responsibility of officially calling issues to a vote, as well as deciding who has the floor. Those who do not respect the chair's decisions in this regard may be expelled from a meeting for disorderly conduct by the decision of two or more officers.

Article V: Statement of Free Speech and Expression

Any member of any status may address the group at any meeting. Proposals will be accepted from all members and none in attendance are to be prevented from contributing to discussions and decisions.

Article VI: Officers and Elections

Section 1: Officers

The University of Massachusetts Chemistry club shall have four officers, occupying the positions of President, Vice President, Secretary and Treasurer, to fulfill the roles described in Article VI, Section 8.

Section 2: Officer Qualifications

All candidates for officer positions must be a member of the University of Massachusetts Chemistry Club in good standing with voting status as defined in Article III, Section 2, and must have at the time of election a cumulative GPA of 2.5 or greater.

Section 3: Date for Officer Elections

New officer elections will be held two weeks before final exams every spring semester. Newly elected officers obtain their full status on the day following the last day of finals, and are to retain their status for a term of one year.

Section 4: Nomination Process and Notification

Two weeks prior to new officer elections, all members of voting status are to be notified of the upcoming elections during the standard meeting, and invited to nominate a candidate for any one of the previously enumerated positions. Current officers may not nominate themselves or their fellow officers for upcoming elections, but they may be re-nominated by any member of voting status. Any non-officer may nominate any eligible members, themselves included, for any of the enumerated positions. A single candidate may be nominated for multiple positions, though he or she may not serve in two offices concurrently.

Section 5: Election Process

Officers shall be elected by a majority vote of all present voting members. The elections are to take place in the following order: President first, followed by Vice President, followed by Secretary, followed by Treasurer. Should no one candidate receive a majority vote, a second run-off vote shall be held to determine the winner among the two candidates who received the greatest number of votes.

Section 6: Impeachment

Impeachment of any officer may occur under majority vote of those present for a meeting. If an impeachment vote is to take place, it must be announced at an official meeting the week before. A reasonable opportunity for discussion of the issues at hand must be presented prior to the undertaking of any vote. Should an officer be impeached, any member present at the meeting may nominate himself or herself as replacement, and a vote shall be held immediately.

Section 7: Resignation

Any officer may resign at any time. In the event of an officer resignation, members will be notified of the resignation at the next scheduled meeting time, and any member may nominate himself or herself as replacement. The election for the replacement officer will be held the following week.

Section 8: Officer Responsibilities

The President shall be the organization's spokesperson in the community, and is to act as the group's representative in faculty/department relations. The President shall also serve as chair in all meetings. Should the president be unable to attend a meeting, it is the Vice President's responsibility to serve as chair.

The Vice President is responsible for coordinating activities, including but not limited to: planning events, contacting appropriate individuals, ensuring that proper procedures not related to funding are followed, and reserving spaces.

The Secretary is responsible for taking notes during all meetings, recording the names of those in attendance and keeping all meeting and membership-related records. The Secretary is also responsible for coordinating a weekly newsletter to be sent out to all willing members for the purposes of notification about upcoming events.

The Treasurer shall maintain all the organization's accounts, bills and fees, as well as serving as an advisor to the organization as a whole with regards to the financial status of the club and how upcoming events will affect the club's finances. He or she is also responsible for maintaining proper records of all changes in the club's finances.

Section 9: Signature Responsibility

Two officers must hold Signature Responsibility, one of which is required to be the Treasurer. Except in cases where he or she is, for whatever reason, unable, the Vice President shall also hold signature responsibility.

Article VII: Amendments

Amendments may be made to this constitution whenever it is deemed necessary. All amendments must be proposed a week before voting, and proper time must be given for members to discuss the changes. Any voting member may cast an absentee ballot on this matter if they are unable to attend the appropriate meeting. The amendments are to be implemented according to their own specifications.

Article VIII: Ratification

All members with voting status will be given an opportunity to vote upon the ratification of the constitution and a majority vote shall be required for approval. The Secretary of Registry must make final approval of this constitution, and a copy must be made available for all members.