

# **Constitution**

## **Article I. Name**

The name of the organization shall be The Harvard College Stem Cell Society.

## **Article II. Affiliations**

The Harvard College Stem Cell Society is not officially affiliated with any national organizations and doesn't prevent its members from becoming independently affiliated with other organizations.

## **Article III. Purpose**

The Harvard College Stem Cell Society is a club dedicated to advancing stem cell science by raising awareness and promoting education about stem cell research and the complex issues surrounding it.

## **Article IV. Membership Qualifications**

1. Membership in this organization shall be open to all students in good standing currently enrolled in Harvard College, regardless of race, creed, color, sex, sexual orientation, or physical disability.
2. Associative memberships shall be given to non-Harvard students under special circumstances; these associative members shall not be given the rights and privileges of active Harvard college students.
3. Active membership continues until either the individual graduates, has filed a written (paper or electronic) resignation with the secretary or has been removed by the organization.
4. Only active Harvard college students in the organization have voting rights. Non-Harvard-students do not have voting rights.
5. Upholding the objectives and purpose of the organization is the only requirement for continued membership.
6. If any member fails to uphold the objectives of the organization or doesn't comply with University policies, he/she may be removed by a two-thirds majority vote of the executive board.
7. A quorum shall be composed of 50% + 1 of the current executive board.

## **Article V. Executive Board**

1. All officers shall be registered undergraduates in Harvard College.
2. Officers of this group, called the Executive Board, shall consist of a President, Vice-president, Secretary and Treasurer, and other officers as may be designated by the Executive Board. Officers are elected to serve a term from September to June
3. In the event that a required position becomes vacant during the school year, the President must motion for the election. In the event that the President's position is vacated, the Vice President makes the motion; in the event that the Vice-President's position is vacated, the Secretary makes the motion; in the event that other officer's positions are vacated, the Treasurer makes the motion. The motion must be seconded. The members must be notified one week prior to said election. In the event that any other non-required position is vacated during the school year, a simple majority vote

of the Executive Board is required for the election. The members must be notified of said election.

**4. Duties:**

- a. President shall preside over meetings and oversee all group activities and programs.
- b. Vice-President shall assist the President in his/her duties and assume his/her duties when the President is unable to serve.
- c. Secretary shall record, keep and make available copies of the meeting minutes and dispatch correspondence as directed by the President.
- d. Treasurer shall receive, dispatch, and keep accurate records of all financial matters regarding the Harvard Stem Cell Society, submit annual budgets to the Student Activities Office.
- e. Optional officer positions include: Public Relations Chair, Event Coordinator Chair and Webmaster.
- f. Additional officers, whether permanent or temporary, may be created by a majority vote of the Executive Board to serve the organization. Duties will be written by the Secretary and approved by a quorum.

**Article VI. Rules of Procedure**

Rules of procedure will be conducted, using Robert's Rules of Order as a guide.

**Article VII. Elections**

1. The Executive Board, and any additional officers, shall be elected annually by the members of the group. Officers shall be elected in September by a majority vote, and serve from September until June. A person may hold the same office multiple times.
2. Nominations are verbal by active voting members of the group and must be seconded. The Secretary will record and create a ballot sheet.
3. Elections are by secret ballot. In the event of a tie, a run-off between those candidates who tied will take place the following week. If a tie still remains, the elected officer will be determined by a simple majority vote of the Executive Board.

**Article VIII. Removal of Officers**

If any officer fails to uphold the objectives of the organization or doesn't comply with University policies, a vote of "no confidence" must be presented to the Executive Board. After the officer in question has had his/her right to speak to the board on his/her behalf, a vote is taken from the Executive Board. The officer in question does not have a vote. He/She may be removed by a majority vote of the Executive Board.

**Article XI. Meetings**

1. Meetings of the group shall be held on a regular basis for the purpose of determining policy, activities, programs and other business. Special meetings of the group may be called by any officer.
2. A simple majority of the group shall constitute a quorum.

3. All members shall have one vote with respect to any resolutions put forward during a meeting. Members may vote by written proxy if necessary.

#### **Article X. Amendments**

1. The Harvard Stem Cell Society shall operate in accordance to all University and Student Activities Office provisions.
2. This constitution may be amended or revised by a two-thirds majority vote of the group.
3. Any member of the group may propose an amendment or a revision. Proposals shall be filed in writing with the Secretary prior to a meeting. It will be presented by the Secretary to all members present at the meeting and will be made available to all members by the Secretary. Voting will take place at the following meeting.

#### **Article XI. Faculty Advisors**

There shall be two faculty advisors who shall be members, *ex officio*, with no voting privileges. Both must be associated with the Faculty of Arts and Sciences (FAS) at Harvard University and have an interest in promoting education about stem cell research. These faculty advisors are picked by the Executive Board. Duties of the faculty advisors are mentorship and guidance as deemed necessary by the group. Communication with the faculty advisors will be conducted through the Executive Board, unless these members decide otherwise.

#### **Article XII. Financing**

1. The group, headed by the Treasurer, will secure finances through applications for funding from Harvard University, fundraising events, donations.
2. No dues, fees, assessments, donations or other charges are levied for membership into the Harvard Stem Cell Society.

#### **Article XIII. Hazing**

There shall be no hazing. Hazing includes but is not limited to, any conduct or method of initiation, admission or condition of continued membership in the Harvard Stem Cell Society which endangers the physical or mental health or safety of any student or other person or which destroys, vandalizes or removes public or private property.