

Student Organization Name: Align: Undergraduate Society for Computational Biology
Date Prepared: 12/ 1/ 15
Date Amended: N/A
Date Approved (LEAD Center staff):
Approved by (LEAD Center staff):

Article I - Name

What is the exact title and any group acronym(s) that will be used in addressing your organization?

Name Restrictions:

- *The following names and terms cannot be used in any part of your student organization name unless your organization has received proper authorization from the LEAD Center and/or the Office of Business Contracts & Brand Protection: Cal, California, UC Berkeley, UCB, Berkeley Campus, Golden Bears, Oski, etc.*
- *The name "Berkeley" can be used only at the end of your student organization's name in reference to geographical location, i.e., "at Berkeley" or "of Berkeley." You may not begin your student organization name with the word "Berkeley".*

Our organization will go by the official title Align: Undergraduate Society for Computational Biology, and unofficially be known as Align.

Article II - Purpose

Briefly describe the purpose and objectives of your organization.

Our purpose is to foster an environment for undergraduate students interested in computational biology to meet and learn more about the subject. More specifically, we aim to *align* interests across the mathematical, computational, and life sciences. We plan to accomplish this objective by organizing networking events, workshops and other professional development events aimed towards computational biology.

Article III - Membership

Active members can be any registered students. Only currently registered students, faculty, and staff may be active members in a registered student organization. Only active members may vote or hold office.

Non- Active members can be any student previously affiliated with this organization, they will not be eligible to vote or hold office.

We will not haze according to California State Law.

We will not restrict membership based upon race, color, national origin, religion, sex, gender identity, pregnancy (including pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services (including membership, application for membership, performance of service, application for service, or obligation for service in the uniformed services).

Article IV - Officers & Elections

List the officers of the organization by title (e.g., President, Vice Chair, etc.) or define the leadership structure if another system is to be used (e.g., spokesperson by consensus).

What officers constitute an executive committee?

The executive committee will consist of:

- At most two Co-Presidents
- A Treasurer
- A Secretary
- At most two Chairs from each of the other three committees (Outreach, Workshops, and Professional Development)

To select officers, interested members will submit an application to the executive committee. The current executive committee will then screen applications. If $\frac{2}{3}$ of the executive committee decides that an applicant has not contributed to or participated in the club, their application will be removed from consideration. All general members will then vote on the remaining candidates who passed the screening process.

Elections will occur at the end of the spring semester.

Officers will serve for the entire academic year until their re-election at the end of the spring semester.

Which officer serves as the primary contact? Which officers serve as the organization's signatories?

The Secretary will serve as the primary contact.

Signatories will be the President, and at least one of the Chairs of the three committees. Current Signatories as of 12/2015(Guy Wilson, Charles Li, Roshni Patel, Nisha Balabhadra, Jennifer Yip)

Upon receiving a request from any active member to remove/replace an officer, the executive committee will vote, requiring a $\frac{2}{3}$ majority vote to remove/replace the officer.

Article V - Meetings

Align will meet once every month during the semester. The Executive Committee reserves the right to increase the frequency of meetings in a given semester with a $\frac{2}{3}$ majority vote.

The co-presidents will call the meetings.

The quorum will be 10 people or $\frac{2}{3}$ of the total club membership (whichever is greater) to validate the occurrence of a meeting.

A vote from $\frac{2}{3}$ of the executive committee can determine that a special emergency meeting is necessary. Members will be notified via email, Facebook, and other standard means of communication for the club.

Article VI - Constitutional Amendments

Any active member of the organization can propose an amendment.

Amendments are proposed through emailing a member of the executive committee or proposing it at a general meeting.

A final vote must be taken two weeks after the next scheduled general meeting.

Members will be notified via email, Facebook, and other standard means of communication for the club.

Amendments will need a $\frac{2}{3}$ majority vote from your active membership to pass. All amendments, additions or deletions to this document must be filed with the LEAD Center in 432 Eshleman Hall.

Article VII - Dissolution

Dissolution can be proposed at a general meeting or by emailing a member of the executive committee. A dissolution vote will then take place at the next scheduled general meeting.

$\frac{3}{4}$ of active members can decide to dissolve the group.

If the organization is ASUC or GA Sponsored, all unspent ASUC funds shall return to the ASUC; all Graduate Assembly funds shall return to the Graduate Assembly. If the organization is defunct for five (5) or more years, any privately obtained funds (including any funds left in miscellaneous accounts) shall be donated to the following nonprofit organization: UCSF Benioff Children's Hospitals Foundation.

In the event that the designated nonprofit organization no longer exists or has ceased to be a non profit, then the unspent funds shall be donated to the ASUC."

Optional Addition:

We encourage organizations to include an article in the constitution which cites the type of parliamentary authority to be used for points not covered in the constitution. Many organizations utilize Robert's Rules of Order. This often helps guide groups in times of conflict, or when the constitution is not clear on how to handle a specific situation.