

AMERICAN FISHERIES SOCIETY

BYLAWS of the University of Southern Mississippi SUBUNIT

Approval Date: 05/07/2010

Article I. NAME AND OBJECTIVES

1. The name of this organization shall be the University of Southern Mississippi Subunit of the American Fisheries Society, hereinafter referred to as the Subunit. The American Fisheries Society parent organization will hereinafter be referred to as the Society. The Subunit will reside under the Mississippi Chapter within the Society hereinafter referred to as the Chapter.
2. The objectives of the Subunit shall be those of the American Fisheries Society as set forth in Article I of the Constitution, and especially, to encourage the exchange of regional fisheries information and other technical information among members of the Society who belong to this Subunit.
3. All activities of this Subunit shall conform to the Society's Constitution, Rules, and Procedures.

ADHERENCE

This organization will adhere to all University rules, regulations, and policies, as well as to all local, state, and federal laws.

Article II. MEMBERSHIP

The membership of the Subunit shall be composed of those Society members paying dues (to be set annually by the Executive Committee) to the Subunit. The Subunit will be open to University of Southern Mississippi (USM) students, faculty, and staff, as well as fisheries professionals who have an interest in fisheries and related issues of importance to the University of Southern Mississippi. Only USM student members shall have voting rights, as well as rights and privileges to any monies provided by USM Student Government Association. All Subunit members, regardless of membership type (student or non-student), shall have rights and privileges to monies collected by the Subunit through fundraising events as decided by the Executive Committee.

Only Active Members of the Society may vote, hold office or chair a committee.

REMOVAL PROCEDURES

If just cause is provided, any member may be removed from the Subunit by a majority vote of the Executive Committee. The member in question may appeal to the entire Subunit and the outcome will depend on a majority vote of the Subunit.

NON-EXCLUSIONARY

This organization does not discriminate against any student, faculty, or staff based on race, color, national origin, religion, sex, age, handicap, or sexual orientation.

Article III. MEETINGS

The Subunit shall hold meetings at least once per month during the Fall and Spring semesters at a time and place designated by the Executive Committee. Time and place of meetings shall be determined at the first meeting of each Fall semester. Special meetings may be called by the President with approval of the Executive Committee.

Article IV. VOTING AND QUORUM

1. All decisions at monthly meetings are decided by a simple majority vote of all Subunit members present as long as a quorum is established, except for bylaw revisions.
2. A quorum at any meeting for transaction of official business shall be fifty percent of the Subunit membership plus one.
3. Unless otherwise specified in these Bylaws or the Constitution of the Society, meetings are conducted according to the latest edition of Robert's Rules of Order.

Article IV. OFFICERS

1. The officers of the Subunit shall consist of a President, President Elect, Vice-President, and Secretary-Treasurer, although the latter position may be split between two people, if desired. All officers must be members in good standing of the Society.
2. The position of President, Vice-President, and Secretary-Treasurer serving for the following academic year shall be elected and announced at a date prior to the last monthly meeting of the current academic year. President Elect shall be elected during the December Meeting prior to the academic year of service.

3. Officers are nominated by current members of the Subunit and are elected by a majority vote of the Subunit members.
4. Officers shall serve for one year; however, the position of President Elect is for a term of six months. The Secretary-Treasurer may serve more than one term. If an office is vacated, a quorum of members shall elect a qualified replacement to fill the remainder of the term. An officer may serve for longer than one year if elected again by Subunit members and will still be enrolled in school for the proposed term.
5. If an officer demonstrates failure to perform the duties of the office or if just cause is presented, the officer can be removed by a majority vote by the sub-unit body. Another member to fill that position for the remainder of the term will be nominated.
6. No elected officer or appointed committee member of the Subunit shall receive any salary or other compensation. Expenses may be defrayed from funds available to the Subunit when authorized by the Executive Committee.
7. When new officers are elected, a Change of Officer Report will be filed to the Units Coordinator of the Parent Society. The Change of Officer Report can be found at the end of this document.

Article V. DUTIES OF OFFICERS

1. The President of the Subunit shall preside over all meetings and chair the Executive Committee. The President will also conduct official correspondence for the Subunit and present reports of Subunit activities to the Chapter and Society.
2. The President Elect shall serve a term starting in January prior to the academic year of service. The President Elect will work closely with the current President. The President-Elect shall assume the duties of the President if the President is absent or unable to act. The President-Elect proceeds to the office of President at the end of the term.
3. The Vice-President shall serve on the Executive Committee and shall assume the duties of the President if the latter is unable to act. The Vice President will also take on the responsibility of community outreach and member recruitment.
4. The Secretary-Treasurer shall keep the official records of the Subunit, submit minutes of the Subunit meetings to the Society's Executive Director and the Chapter's Secretary-Treasurer within 30 days after each meeting, disburse funds as authorized by the Executive Committee or the membership, submit a record of receipts and disbursements at the annual Subunit meeting, and perform other duties as requested by appropriate Society officers.

Article VI. FACULTY ADVISOR

1. The Subunit will elect one individual of the community or USM faculty or staff to serve as an advisor.
2. The advisor will serve as an ex-officio, non-voting member of the Executive Committee, supervise officer elections and transitions, attend meetings on a regular basis, assist officers in general operations and procedures, and supervise the initiation of new members.
3. The advisor has a one year renewable term.

Article VII. EXECUTIVE COMMITTEE

1. The Executive Committee of the Subunit shall consist of elected officers, including the advisor and other members as may be appointed by the President. Those with voting privileges shall be only the elected student officers. A majority of voting Executive Committee members constitutes a quorum.
2. The Executive Committee will vote on issues such as budget, fundraising opportunities, guest speakers, etc. and present decisions to Subunit members for approval by a majority vote.
3. The Executive Committee will appoint members who volunteer for specific duties related to fundraising and other subunit activities.

Article VIII. DUES AND FEES

The Executive Committee shall establish annual dues each year subject to approval of the members voting at first monthly meeting of each academic year.

The Executive Committee may assess registration fees for meetings.

Article IX. AMENDMENT OF BYLAWS

1. Amendments of bylaws of the Subunit must be voted upon by $\frac{3}{4}$ of the membership and can be enacted with $\frac{2}{3}$ of the membership indicating an affirmative adoption. Proposed change(s) must be given to the membership at least two weeks prior to a meeting. If voting is by mail ballot, members must be given at least two weeks to return their ballots.

2. Following approval by Subunit membership, bylaws amendments must be submitted to the Chapter's President and the Society's Constitutional Consultant within 45 days of subunit approval of the amendment.
3. Amendments of subunit bylaws must be reviewed by the Society's Constitutional Consultant for conformity with the Society's Constitution, Bylaws, and Rules. The Constitutional Consultant presents the adopted amendment to the Society Governing Board for approval. Amendments do not take effect until the Executive Director has sent written notice of their approval by the Governing Board.
4. Rules are the next highest level of documentation of Subunit operations. They are generally established to facilitate the conduct of Subunit business, and to describe duties and responsibilities of officers and committees. They may be suspended or amended as follows.
 - A. The Rules may be suspended during an Executive Committee meeting until the next annual or special Subunit meeting by a 2/3 majority of the Executive Committee.
 - B. The Rules may be suspended for the duration of a meeting by a 2/3 majority of Active Members voting at an annual or special Subunit meeting.
 - C. The Rules may be amended by a simple majority of Active Members voting at an annual or special Subunit meeting.
5. Procedures are the lowest level of documentation of Subunit operations. They are generally established to provide continuity in the conduct of Subunit business. The Procedures may be suspended or amended by a simple majority vote of the Executive Committee.

Article X. NONPROFIT CLAUSE

The University of Southern Mississippi Subunit of the American Fisheries Society is organized exclusively for charitable, religious, educational, or scientific purposes, including, for such purposes, the making of distribution to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue Code of 1954.

No part of the net earnings of the organization shall inure to the benefit of its members, directors, officers, or other persons except that the organization shall be authorized to and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the exempt purposes of the organization.

In the event of dissolution, the residual assets of the organizations will be turned over to one or more organizations with similar purposes or to one or more organizations described in section 501 (c) (3) of the Internal Revenue Code of 1954.

Change of Officer Report

Unit Name

Officer Change Date

Term in Office From Month,Year: To Month Year:

President Name

(NEED) Address

Phone and Fax

E-mail

President- Name

Elect (NEED) Address

Phone and Fax

E-mail

Vice- Name

President Address

Phone and Fax

E-mail

Secretary- Name

Treasurer Address

(NEED) Phone and Fax

E-mail

Newsletter- Name

Editor Address

Phone and Fax

E-mail

Past Name

President Address

Phone and Fax

E-mail

Other Name

Address

Phone and Fax

E-mail

Annual Meeting Date (s)..... Location (city, state).....

Contact Person..... Contact Phone & e-mail.....

Return form to: **Units Coordinator** at American Fisheries Society, 5410 Grosvenor Lane, Suite 110,
Bethesda, MD 20814 or fax to (301) 897-8096, ggoldberg@fisheries.org or call (301) 897-8616
ext. 201