

MICHIGAN BRANCH of the AMERICAN SOCIETY FOR MICROBIOLOGY

CONSTITUTION

(as amended by the Michigan Branch membership on October 12, 2002)

ARTICLE I – NAME

The name and title of this organization shall be the "Michigan Branch of the American Society for Microbiology", hereinafter referred to as the Branch.

ARTICLE II – OBJECTIVES

The objectives of the Branch shall be:

1. to promote scientific education and the dissemination of information and research among microbiologists in the State of Michigan;
2. to organize and operate exclusively for charitable, educational, and scientific purposes.
3. to plan and conduct seminars, conferences, workshops, and lectures for the promotion of the scientific education of microbiologists and students of microbiology;
4. to cooperate with the American Society for Microbiology, neighboring branches, and allied organizations; and
5. to assist young microbiologists in their professional and educational growth and to encourage their participation in society activities.

The Branch has been formed exclusively for the aforementioned scientific and educational purposes, and no substantial part of the activities of the Branch shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Branch shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Branch shall not carry on any other activities not permitted by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

ARTICLE III – MEMBERSHIP

The membership of the Branch shall consist of student members, regular members, emeritus members, and sustaining members elected in accordance with the By-Laws.

ARTICLE IV – OFFICERS

The officers of this Branch shall consist of a President, a President-Elect, a Secretary, a Treasurer, a Councilor and an Alternate Councilor.

ARTICLE V – COMMITTEES

There shall be an Executive Committee, a Program Committee, and such other committees as needed.

The Executive Committee shall consist of the officers, the Chairman of the Program Committee, and such others as the President may from time to time appoint. The president shall appoint such other committees as may be required.

The Program Committee shall consist of a Chairman and not less than three other members.

ARTICLE VI – FUNDS

Administration of the funds of the Branch shall be entrusted to the Treasurer under the supervision of the Executive Committee. The Branch shall operate exclusively as a scientific and educational organization. No part of the net earnings of the Branch shall inure to the benefit of, or be distributable to its members, officers, or other private persons, except that the Branch shall be authorized and empowered to pay reasonable compensation for services rendered.

ARTICLE VII – AMENDMENTS

This Constitution may be amended by the following procedure:

1. The proposed change(s) shall be discussed among the current members of the Executive Committee and submitted in writing to the Secretary, signed by the President and four regular members.
2. The Secretary will distribute the proposed change(s) to the membership for consideration, by one of two methods:
 - a. Electronically, via e-mail or the Branch Membership ListServ.
 - b. In the newsletter that announces the next meeting of the Branch.
3. Final action shall be taken at the next Branch meeting following the distribution of the proposed change(s). The proposal will be read at that meeting and discussed. A two-thirds affirmative vote of the members present at this meeting shall be necessary for adoption.

No proposed change in conflict with the Constitution and By-Laws of the American Society for Microbiology may be considered.

ARTICLE VIII – DISSOLUTION AND DISPOSITION OF ASSETS

In the event of the termination and dissolution of the Michigan Branch of the ASM, the then-remaining assets would be distributed according to designation by the then Executive Committee to charitable, scientific, literary, or educational organizations qualifying under Section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code.

BY-LAWS

CHAPTER I – MEMBERS

SECTION A - Active Members

Any person in the Michigan area interested in microbiology or the allied sciences shall be eligible for active membership. Application to membership shall be accompanied by the annual dues and bear the signatures of two members in good standing of the Branch. Election to 'active membership shall be made by the Executive Committee.

The names and addresses of new members shall be listed in the notice of the next meeting following their affiliation with the Branch.

SECTION B -Emeritus Members

An individual who has been an active member in good standing of this Branch for no less than ten consecutive years immediately preceding his or her retirement shall then become an Emeritus Member and shall be exempt from dues.

SECTION C -Sustaining Membership

Any person or organization interested in advancing the objects of the Branch shall be eligible for sustaining membership. Election to sustaining membership shall be made by the Executive Committee.

SECTION D -Good Standing

An active member whose dues are paid for the current year shall be considered a member in good standing.

The name of any member two years in arrears in dues shall be dropped from membership. Such art individual may again become active upon re-application for membership.

A member may be dropped from the Branch for causes other than nonpayment of dues by written vote of two-thirds of the total active members in good standing of the Branch.

Members while on active duty with the Armed Forces may remain in good standing without payment of dues.

CHAPTER II – MEETINGS

SECTION A -The Year

The fiscal year shall be July 1 to the next June 30.

SECTION B -Time and Place; Quorum

The time and place of meetings shall be set by the Executive Committee. Ten percent of the total active membership shall constitute a quorum for the transaction of previously announced business at any regular scheduled meeting. For the transaction of business not previously announced, twenty percent of the total membership shall constitute a quorum.

SECTION C -Annual Business Meeting

The Annual Business Meeting shall be held during the spring meeting, which shall be prior to the National Convention.

SECTION D -Scientific Programs

A scientific program shall be a part of each meeting of the Branch.

SECTION E -Announcement of Meetings

A tentative schedule of meetings for a year shall be prepared by the Executive Committee and sent to all members by the Secretary. The date and place of each meeting shall be stated in the notice of the immediately preceding meeting.

The business agenda and scientific program for each meeting shall be sent to all members not less than ten days in advance of the scheduled meeting date.

SECTION F - Guests

Guests will be welcome at any meeting of the Branch.

SECTION G - Order of Business

The order of business and deliberations at meetings of the Branch shall be governed by parliamentary usage as contained in Robert's Rules of Order.

CHAPTER III – OFFICERS AND DUTIES

SECTION A -Eligibility

All elected officers shall be members in good standing of Branch and of the National Society.

SECTION B - President

The President-Elect shall automatically become President on the first day of July following the annual business meeting of the branch at which a successor is declared elected and shall continue in office for one year or until a successor shall have been duly chosen. He shall preside at all meetings of the Branch and of the Executive Committee, shall appoint committee chairmen, and shall perform such duties as custom and parliamentary usage require, and such as may be outlined in those By-Laws.

SECTION C - President-Elect

The President-Elect shall be declared elected at the Annual Business Meeting of the Branch and shall assume the office to serve for one year commencing on the first day of July following election. In the absence of the President he shall preside at all meetings of the Branch and of the Executive Committee.

SECTION D - Secretary.

The Secretary shall be elected at the Annual Business Meeting of the Branch and shall serve for a two-year term. The Secretary shall make and keep a correct list of all members, shall keep a

record of the minutes of the various meetings, and shall be responsible for notifying the membership of meetings and other pertinent matters.

SECTION E - Treasurer

The Treasurer shall be elected at the Annual Business Meeting of the Branch and shall serve for a two year term. The Treasurer shall receive all funds accruing to the Branch and shall disburse the same under the direction of the Executive Committee, and shall render a financial statement and report at the Annual Business Meeting.

SECTION F –Councilor

The Councilor shall represent the Michigan Branch in the Council of the American Society for Microbiology, and shall also serve as a member of the Executive Committee of the American Branch. In the event he is not in attendance at a Council Meeting, the Alternate Councilor shall represent the Branch. The Councilor shall serve a two-year term.

The Alternate Councilor shall serve a two-year term and shall automatically become Councilor after the election of a succeeding Alternate Councilor.

CHAPTER IV – STANDING COMMITTEES

SECTION A – Executive Committee

The Executive Committee shall have general supervision over all the affairs and property of the Branch. It shall be responsible for scheduling of meetings for election of active members, and for appropriate action in the event of vacancy in an elected office.

SECTION B – Program Committee

It shall be the responsibility of the Program Committee to arrange for the scientific programs of the Branch. Finished copy of each program shall be sent to the Secretary not less than three weeks prior to the meeting date.

CHAPTER V – ELECTION OF OFFICERS

SECTION A – Nomination and Election

Prior to the meeting preceding the Annual Business Meeting, the president shall appoint a Nomination Committee consisting of three active members who shall, at least 30 days prior to the Annual Business Meeting, present the names of two or more eligible members for the office of the President Elect, and each alternate year, two or more names of eligible members for the office of Alternate Councilor and one or more names for the office of Secretary or Treasurer on the alternating years.

Only those who are active members in good standing of the parent Society and of the Branch may vote or hold office. The ballot for the election shall be mailed to the eligible members prior to the Annual Business Meeting of the Branch. The nominee for each office receiving the largest number of votes shall be declared elected.

SECTION B -Inauguration

The officers elected at the Annual Business Meeting of the Branch shall assume the duties of their respective offices -on the first day of July next following election.

CHAPTER VI – DUES

The amount of dues may be determined by vote of membership present at any Annual Business Meeting.

CHAPTER VII – AMENDMENTS

The By-Laws may be amended or changed at any meeting of the Branch by a two-thirds affirmative vote of the members present, provided such changes do not conflict with the Constitution and By-Laws of the American Society for Microbiology and that prior notice has been given. Prior notice shall be given by the Secretary in the announcement of the meeting.

CHAPTER VIII – HEADQUARTERS

The address of the Secretary shall be considered the Headquarters of the Branch.



President

President-Elect

Secretary

Treasurer

Councilor

Alternate Councilor

October 12, 2002