

Biological Engineering Undergraduate Board (BEUB)

Constitution

Article I: Purpose

The purpose of the Biological Engineering Undergraduate Board (BEUB) is to create a community of students within course 20, to represent the undergraduate's interests to the BE faculty, to organize social and academic events for course 20 undergraduates, and to identify and disseminate resources for choosing courses, finding UROPs and learning about careers and academic life after graduating from MIT.

Article II: Membership

1. Any undergraduate majoring in course 20 is eligible to become a member of BEUB. One is considered a member in any given academic term if he or she has attended at least one BEUB meeting in the current or preceding term.
2. BEUB's membership will at all times consist of at least 5 MIT students and be all MIT students.
3. BEUB will not discriminate based on any characteristic listed in MIT's Nondiscrimination Statement.
4. There are no dues for membership in BEUB.

Article III: Officers

1. BEUB will have 4 officers:
 - a. President
 - i. The president shall be the official representative of the group to any other organization and to MIT.
 - ii. The president will preside over all meetings.
 - iii. The president is responsible for determining when meetings will be held and notifying the group.
 - b. Vice President
 - i. The vice president shall communicate between faculty, administration, and students to keep projects, plans, and events organized and running smoothly.
 - ii. The vice president writes the agenda for all meetings.
 - iii. The vice president aids the president in duties when help is needed.
 - c. Treasurer
 - i. The treasurer shall be responsible for the finances of the group.
 - ii. The treasurer is required to sign all checks/vouchers of the group.
 - d. Secretary
 - i. The secretary shall be responsible for the record keeping and publicity of the group.
 - ii. The secretary is responsible for taking minutes at each meeting, publicizing BEUB meetings and events to course 20 undergraduates, and upkeep of the BEUB website.
2. All officers of BEUB must be distinct persons and MIT students.
3. Elections:

- a. Elections of officers shall occur within the first two weeks of the spring semester of each academic year.
 - b. Any MIT sophomore or junior majoring in course 20 is eligible to run for office.
 - c. Any MIT student majoring in course 20 is eligible to vote for officers.
 - d. Any member is elected if he or she wins a majority of the voting members.
 - e. If more than two people are running and no one wins a majority, then the person with the fewest votes is dropped from the ballot and votes are recast.
 - f. The term of office runs from time of election to election the following year.
4. Removal: Officers may be removed by a two-thirds majority vote of MIT students majoring in course 20.

Article IV: Meetings

1. Meetings shall be held at least once every two weeks.
2. Meetings shall be presided over by the president, unless she is absent, and in that case the vice president shall preside.
3. All decisions shall be made by a majority vote of all members present.
4. Quorum for a meeting shall be half the officers of BEUB.

Article V: Amendments

1. Amendments shall be presented by any member of BEUB.
2. Amendments shall be passed by a two-thirds vote of the members present.
3. Quorum for amending this constitution shall be one third of all members of BEUB.

Article VI: ASA Governance Clause

The Biological Engineering Undergraduate Board agrees to abide by the rules and regulations of the Association of Student Activities, and its executive board. This constitution, amendments to it, and the by-laws of BEUB shall be subject to review by the ASA Executive Board to insure that they are in accordance with the aforementioned rules and regulations.