

Bylaws
University of Maine Student Subunit
of the Atlantic International Chapter
of the American Fisheries Society

Section I. Name and Objectives

1. The name of this subunit of the American Fisheries Society, hereinafter referred to as the Society, is the University of Maine Student Subunit (hereinafter referred to as the Subunit) of the Atlantic International Chapter (AIC).
2. The objectives of the Subunit are those of the Society as set forth in Article I of the Constitution of the Society. In addition, the Subunit has the following objectives:
 - A. Promote professional development through social and educational functions at the University of Maine;
 - B. Improve interdepartmental exchange of information among members;
 - C. Increase local awareness of natural resource issues;
 - D. Provide service to federal, state and non-profit agencies.
3. All activities of this Unit shall conform to the Society's Constitution, Rules, and Procedures.

Section II. Membership

The members of the Subunit are students (currently enrolled at least part-time), faculty and staff of the University of Maine who are members in good standing of the Society.

Section III. Meetings and Voting

1. The Subunit shall meet at least once per semester. The Executive Committee sets the time and place of all meetings of the Subunit.
2. In an emergency, the Executive Committee may cancel or change the place of any meeting.
3. Thirty percent of Members, or a minimum of five, constitutes a quorum for transaction of Subunit business at Subunit meetings.
4. 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.
5. Decisions at meetings of the Subunit are by simple majority vote of Members voting, except two-thirds majorities are required to amend the Bylaws of the Subunit.

Section IV. Officers

1. The Subunit officers are the elected officers –President, Vice-President, Secretary, and Treasurer.
2. Only members of the Subunit and Society who are present at time of election, may be nominated for or serve in the offices of the Subunit. 3. The elected officers are elected at the second to last meeting of the spring semester each year by secret ballot. They are installed at the first meeting of the following fall semester. Officers may be elected for successive terms.
4. If an elected officer cannot complete the term of the office, the Executive Committee may appoint a qualified replacement to serve out the unexpired term.
5. In the event of cancellation of the second to last meeting of the spring semester, the officers shall continue to serve until the next scheduled meeting at which elections may be held.
6. A faculty advisor will be elected from a pool of nominees at the second to last meeting of the spring semester by secret ballot and will be installed at the first meeting of the following fall semester. Faculty advisors may be elected for successive terms. Candidates may only be nominated by Subunit members.

Section V. Duties of Officers

1. The President shall:
 - A. Preside at all meetings;
 - B. Chair the Executive Committee;
 - C. Serve as a member of the AIC Executive Committee;
 - D. Make appointments, and;
 - E. Serve as the primary contact person for the Subunit.
2. The Vice-President shall:
 - A. Assume the duties of the President if the latter is unable to act; and,
 - B. Serve on the Executive Committee.
3. The Secretary shall:
 - A. Keep the official records of the Subunit;
 - B. Serve on the Executive Committee; and,
 - C. Submit minutes of the Subunit meetings to the members of the Subunit and AIC Executive Committee within 7 days after each meeting;
4. The Treasurer shall:
 - D. Serve on the Executive Committee;
 - E. Collect and be custodian of any funds which may be allotted to the Subunit; and,
 - F. Disburse funds as authorized by the Executive Committee.

Section VI. Executive Committee

1. The Executive Committee of the Subunit is comprised of the elected officers.
2. The Executive Committee is authorized to act on behalf of the Subunit between meetings and to perform appropriate duties and functions.
3. A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of at least three officers.
4. Each member of the Executive Committee shall have one vote on Executive Committee decisions. In the event of a tie, the President's vote shall be the deciding vote.

Section VII. Bylaws

- A. The Bylaws are the defining document for the Subunit. The Bylaws cannot be suspended and cannot be changed without prior notice to members. The Bylaws may be amended by a 2/3 majority of Active Members choosing to vote, provided that the proposed amendment(s) are circulated in writing to the membership at least 30 days prior to voting.
- B. In accordance with the Society Constitution, an adopted amendment shall be reviewed by the Society's Constitutional Consultant for conformity with the Constitution, Rules and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society Governing Board for approval.
- C. Amendments take effect when the Unit receives written notice of their approval by the Governing Board from the Executive Director.

Revised 7/19/2004