

Stanford Biosciences Student Association (SBSA) | Constitution

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Article I: Name of Organization

Stanford Biosciences Student Association (SBSA)

Article II: Statement of Purpose

It is the belief of SBSA that each student is valuable and capable of realizing a self-defined vision of success, which is facilitated by a cohesive community.

Therefore, the mission of SBSA is to create an inclusive community that promotes student belonging, wellness, and happiness.

SBSA is committed to supporting students throughout their graduate careers by facilitating mentorship, student-led programming, and advocacy in conjunction with Stanford leadership.

Article III: Eligibility for Membership

All students in the Stanford biological sciences are invited to take an active part in the administration of the group. The group's membership is opened to other programs on an adjunct basis and an especially important focus for us is outreach to other departments where networking can be mutually beneficial to Biosciences students, including the Schools of Business and Law.

Article IV: Officers

A. President

- a. In charge of organizing monthly SBSA meetings.
- b. Makes primary decisions about directions for the group that are then approved or denied based on meeting participants.
- c. Must be a graduate student in one of the Biosciences programs.
- d. Will be elected by simple majority vote at the end of the year meeting and will serve for one academic year.
- e. Can be reelected for up to two years.

B. Treasurer

- a. Works with GSC funding sources to support varied events.
 - b. Reports to monthly meetings with upcoming events, budgetary status, etc.
 - c. Will be elected by simple majority vote at the end of the year meeting and will serve for one academic year.
 - d. Can be reelected an unlimited number of times.
- C. Other elected officials
- a. Specific roles will be filled at the time of yearly officer elections and on an as-needed basis.
 - b. Bring viewpoints from diverse groups at monthly meetings.
- A. Home Program Representatives
- a. Represent their Home Program by providing direct input to the President or SBSA at large at General Meetings along with representing SBSA within their Home Programs in a manner decided on by them and the President.
 - b. Review Program Proposals and vote on proposals to fund at Program Proposal meetings.
 - c. Each Home Program Representative (HPR) will be elected by members of their Home Program during annual elections.
 - d. Can be re-elected for up to two years.
 - e. HPRs will be apportioned between the Home Programs as follows:
 - i. Biochemistry - 1 Representative
 - ii. Bioengineering - 1 Representative
 - iii. Biology CMOB - 1 Representative
 - iv. Biology Eco/Evo - 1 Representative
 - v. Biomedical Informatics - 1 Representative
 - vi. Biophysics & Structural Biology - 1 Representative
 - vii. Cancer Biology - 2 Representatives
 - viii. Chemical and Systems Biology - 1 Representative
 - ix. Developmental Biology - 1 Representative
 - x. Genetics - 2 Representatives
 - xi. Immunology - 1 Representative
 - xii. Microbiology and Immunology - 1 Representative
 - xiii. MCP - 1 Representative
 - xiv. Neurosciences - 2 Representatives
 - xv. Stem Cell Biology - 1 Representative

Article V: Dissolution of Organization

Upon dissolution of the organization, unspent funds from the Graduate Student Council will be returned. Unspent funds from entities other than the Office of Graduate Education will be returned to their respective sources. The remainder of funds and property will become the property of the Stanford School of Medicine Office of Graduate Education.

Article VI: Procedure to Amend Constitution

The Constitution can be amended by a simple majority at any SBSA monthly meeting. Amendments will be considered for approval for one month from their first introduction, except in case where three-quarters of the meeting attendants agree that there is urgency in the decision.

Article VII: General Voting Procedure

For each topic publicly announced to be on a meeting's agenda, anyone present for the discussion can call for a vote, to be decided by simple majority. All meeting attendees are eligible to vote. Under extenuating circumstances, the President may call for an "override" vote by the SBSA Officers. The outcome of that vote supersedes the general vote.

Article VIII: Event Guidelines and Program Proposals

To facilitate responsible, well run, and safe SBSA events and ensure SBSA represents its funding sources in the best possible manner, Event Guidelines will be created that:

- A. Lay out the duties and responsibilities of all SBSA event organizers.
- B. Give information on necessary activities for events to meet Stanford rules.
- C. Provide methods and rules for submitting and tracking event success and financial outlays.

To ensure Event Guidelines are proper and accurate, each year at the beginning of their tenure, the President will review and update the Event Guidelines, which will be presented at a General Meeting of their choosing. The Event Guidelines can be updated and modified as needed throughout the year. The President is expected to send out the Event Guidelines each academic quarter to all SBSA officers and event organizers and confirm that they have read and understood the guidelines.

The Program Proposal system will fund all Biosciences graduate student run activities not previously allocated in the annual budget. The system will be open for proposal submissions once a quarter at a time set by the President and announced to the community at least one month in advance.

To ensure that the Program Proposal system properly represents the entire Biosciences community and equitable programming amongst the Home Programs, the President and the Home Program Representatives will review at least once a year the criteria for eligible proposals. These criteria must be made publically available and included in announcing the opening of proposal submissions.