To the Membership of the ACUBE:

After several years of work and with the participation of many members of the Constitution committee, we are providing the membership with amendments to both the ACUBE Constitution and By-Laws. These changes were discussed and accepted by the Steering Committee at the Winter Meeting (January 2004). They are now presented to you for your consideration. Members attending the Annual Meeting in Crawfordsville, IN, October 14-16, 2004, will be voting on these changes.

There are many minor changes that clarify wording or make corrections. Major changes in the Constitution include the following:

1. add “graduate student” as a membership category
2. make the term of the office of President two years instead of one. This increases the commitment from three to four years.
3. The appointed office of ACUBE Website Editor has been created to oversee the content and updating of the website.

Changes in the By-Laws were made to clarify the roles of the elected and appointed members of the steering committee, and to formalize procedures (such as the winter steering committee meeting) that historically have been a part of the organization.

1. Elections of President will take place only in even-numbered years.
2. A vacated secretary office will be filled with the president-elect or past-president.
3. Role of the steering Committee member at Large has been defined
4. A new by-law concerning removal from office of non-functioning members of the Steering Committee
5. Formalized the Winter Steering Committee arrangements
6. Formalized dues procedures.

Please note that new material is shown in bold and underlined. Material which will be removed is shown with strike-through. Only those sections with changes are shown. To see the complete document (last amended in 1999) please go to the ACUBE web site.

Respectfully submitted,
Margaret Waterman
ACUBE Past-President
Chair of Constitution Committee

ACUBE:
THE ASSOCIATION OF COLLEGE AND UNIVERSITY BIOLOGY EDUCATORS
CONSTITUTION

ARTICLE I-NAME

The name of this organization shall be “The Association of College and University Biology Educators” (ACUBE).

ACUBE is officially recorded in the state of Iowa.
ARTICLE II-OBJECTIVES

The objective of this organization shall be: 1) to further the teaching of the biological sciences at the college and other levels of educational experience; 2) to bring to light common problems involving biological curricula at the college level, and by the free interchange of ideas endeavor to resolve these problems; 3) to encourage active participation in biological research by teachers and students in the belief that such participation is an invaluable adjunct to effective teaching; 4) to create a voice which will be effective in bringing the collective views of college and university teachers of the biological sciences to the attention of college and civil government administrations.

ARTICLE III-MEMBERSHIP

There shall be five kinds of memberships; regular, honorary life, retired, sustaining, and graduate student. Any teacher in a college or university shall be eligible to become a regular member with full voting privileges. An honorary life membership in ACUBE may be conferred by vote of the Steering Committee on those individuals who have made outstanding contributions to the biological sciences and to biology teaching. Retired membership will be conferred on those regular members who request it following their retirement from active teaching. Regular members who, through change of position, no longer meet the criteria for such membership may continue their membership without loss of privilege. Business firms may become sustaining members on the payment of a sustaining membership fee. Sustaining members do not have the right to vote, but may have an exhibit at the Annual Meeting subject to such rules as may be determined by the host institution. Sustaining members may receive copies of membership lists with the approval of the Steering Committee. Any graduate student planning on a career in the teaching of biology at the college or university level is eligible to become a member.

ARTICLE IV-OFFICERS AND THEIR ELECTION

Section 1: The officers of the Association shall be president, president-elect, first vice-president, first vice-president-elect, second vice-president and secretary. These six officers, six members-at-large, and the most recent past-president shall constitute the Steering Committee. The Steering Committee shall appoint an executive secretary, Bioscene editors, ACUBE website Editor, and an historian who shall be ex-officio members of the Steering Committee.

Section 7. The president-elect shall recommend and the Steering Committee shall appoint the first vice-president-elect at the annual meeting two years in advance of the meeting for which the first vice president shall provide the program. The first vice-president-elect shall automatically succeed to first vice-president the ensuing year.

Section 8. The second vice-president-elect shall be from the host institution and shall be appointed by the Steering Committee after consultation with representatives from that institution, and at the annual meeting two years in advance of the year during which the meeting will be held at their institution. The second vice president-elect shall automatically succeed to second vice president the ensuing year.

Section 13. A vacancy in the office of secretary shall be filled temporarily by the past president or president-elect until an election at the next annual meeting can fill the position.

BY-LAWS

ARTICLE I. TERMS & DUTIES OF OFFICERS

SECTION 1. The term of office of the president shall be for two years. The term of office for the president-elect shall be for one year. The term of office for the past president shall be one year. The term of office for the first vice-president and second vice-president shall be for 18 months. The term of office for the Members at Large shall be three years. The election for secretary shall be held in odd numbered years. The election for president-elect shall be in even numbered years. All terms of office will begin immediately following election. The executive secretary shall serve for a minimum of three years and a maximum of five years at the discretion of the Steering Committee.
SECTION 2. The president shall preside at all Association meetings; chair the Steering Committee; appoint the nominating committee and such other committees as are necessary; in the first year of office as President, recommend to the Steering Committee a nominee for the office of first vice president elect; and perform all other duties pertaining to the office of president.

SECTION 3. The president-elect shall perform the duties of the president in the absence or at the request of president, and work with the first vice-resident elect on preliminary plans for the programs for the year she/he serves as president-elect and the first year as president.

SECTION 4. The first vice-president shall be in charge of the program; organize discussion groups, obtain speakers, and take care of any other details of programming. The first vice-president is expected to attend the Steering Committee meetings, be the annual meeting program chair and fulfill duties as outlined in the Steering Committee Handbook.

SECTION 6. The second vice-president is expected to attend the Steering Committee meetings, serve as the chair of the local arrangements committee at the host institution and fulfill duties as outlined in the Steering Committee Handbook.

SECTION 11. The Members at Large shall serve for three years and are expected to attend the Steering Committee meetings, serve as chairs of Steering Committee Standing committees, assist in carrying out the responsibilities of the organization, and fulfill duties as outlined in the Steering Committee handbook.

SECTION 12. The Steering Committee will appoint an editor for the ACUBE website who shall determine web site policies. He or she shall attend Steering Committee meetings as an ex officio member.

SECTION 13. The Steering Committee shall appoint the Bioscene Editor(s), who shall determine publication policies and page charges for non-members.

SECTION 14. Members of the Steering Committee may be removed from office if they fail to attend all Steering Committee meetings in a one year period (i.e., winter and annual meetings). Exceptions to this may be made on a case-by-case basis by a majority vote of the Steering Committee at the second set of meetings missed by the Steering Committee member. Steering Committee Members may also be removed for misusing ACUBE funds or egregious failure to carry out assigned duties, as determined by a majority vote of the Steering Committee.

ARTICLE II-ANNUAL MEETINGS

SECTION 2. The president will accept invitations for the meeting sites for the succeeding years. Final determination of the meeting sites and dates shall be the responsibility of the Steering Committee.

SECTION 3. A winter meeting of the Steering Committee shall be held at the site of the upcoming annual meeting. If available, ACUBE funds may be used to provide modest housing costs and one meal for the members of the Steering Committee attending the meeting.

ARTICLE III-DUES

SECTION 3. These assessments are due and payable on January 1 of each year and shall cover the calendar year of January 1 to December 31. Payment of dues is required to receive Bioscene issues for the year and to be a presenter at the Annual Meeting. If payment is received during the year (after some Bioscene issues have been mailed), the member will receive only subsequent issues. Back issues will not be available. Keynote speakers at the Annual Meeting shall receive complimentary membership and Bioscene for the year following their presentation at the Annual Meeting.