

Bylaws of the LSSU Aquaculture Club Student Subunit
of the
United States Aquaculture Society,
a Chapter of the World Aquaculture Society
Lake Superior State University, Sault Sainte Marie, Michigan
January 28th, 2021

Section I. Name:

The name of this organization shall be the LSSU Aquaculture Club Student Subunit (SUBUNIT) of the United States Aquaculture Society (USAS), a Chapter of the World Aquaculture Society (WAS).

Section II. Goals of the Section:

The (SUBUNIT) has the following primary objectives:

1. To discuss current research, network with leaders of industry, participate in outreach initiatives, and innovate and maintain our own aquaculture systems.
2. Bring in guest speakers to talk about problems and solutions of the industry as well as have general members presenting what they are reading.
3. Visit local producers and tour facilities, attend conferences, and connect with employers
4. Support the “Aquaculture Challenge” and various other community involvements
5. Design, build, and maintain our indoor and outdoor systems. Indoor being in the basement of Crawford Hall of Science, while the outdoor resides in the hoop house, behind the campus physical plant.
6. To increase representation of student membership in the USAS.

Section III. Membership:

Membership in the (SUBUNIT) shall be open to all LSSU students, staff and faculty who share in the common goals of the (SUBUNIT). Membership in the USAS and WAS are not required; however, all officers and faculty advisors must be members in good standing of USAS and WAS. (SUBUNIT) members are encouraged to become members of USAS and WAS in order to secure the benefits of these organizations. Each (SUBUNIT) member is entitled to one vote on all matters requiring approval of the membership.

Section IV. Officers:

The officers of the (SUBUNIT) shall be the President, Co-President, Vice President, Treasurer, Editor/Secretary and Public Relations. All officers comprise the Executive Board. The (SUBUNIT) will also have a faculty advisor(s). All officers and faculty advisors must be members in good standing of USAS and WAS.

- a) All officers shall be elected for a term of one year, or until a successor is duly elected. Officers shall serve without salary or compensation for their services. No officer shall hold the same office for consecutive terms, unless an alternative is unavailable.
- b) Student members shall nominate candidates for officer positions. Only students are eligible for officer positions. Officers shall be elected by electronic or paper ballot received by members. Officers shall be elected by a majority of those voting. The officers shall be elected by ballot at the last meeting of the spring semester by a majority of the vote cast for that office.
- c) In the event of a vacated position, the remaining (SUBUNIT) Executive Board shall appoint a qualified replacement for the unexpired term.

Section V. Duties of Officers:

- a) President: The PRESIDENT is responsible for the conduct of business and the organization of the (SUBUNIT). He/she shall preside over all annual, special, and Board meetings, shall make such appointments as are authorized in the Bylaws, and shall exercise such other functions and responsibilities as may be determined from time to time by action of the (SUBUNIT) or the Executive Board of which he/she is the Chair. The President is authorized to, from time to time, appoint ad hoc committees from the membership of the (SUBUNIT) to perform various duties as, in the discretion of the President, may seem appropriate. The President shall also serve as ex-officio member of all committees. The option is available for two co-presidents, especially when a President may graduate mid-year.
- b) Vice-President: The Vice-President shall perform the duties of the President in the absence of the President and shall appoint and chair a student (SUBUNIT) member committee for nominating candidates for (SUBUNIT) offices. The Vice-President shall perform other duties and functions authorized by the President. There can be two vice-presidents.
- c) Treasurer: The Treasurer shall maintain a current list of all funds received, pay all bills, keep an itemized account of all receipts and disbursements, present an annual report to the Student (SUBUNIT) Committee as part of the (SUBUNIT) 's annual report, and present reports to the membership at business meetings and at other times as requested by the members of the (SUBUNIT).
- d) Editor/Secretary: The Editor/Secretary shall maintain a current list of membership, keep track of minutes at meetings, edit any fliers/posters, present reports to the membership at the business meetings and at other times as requested by the members of the (SUBUNIT), and present annual reports on (SUBUNIT) activities and accomplishments to the USAS Student (SUBUNIT) Committee.
- e) Public Relations: The public relations officer is the liaison to the public for outreach and marketing club activities. The venues include the club website, Facebook page and campus postings.

Section VI. Advisor

a) Selection – there shall be a faculty/staff advisor who shall be selected each year by the membership.

b) Duties – The responsibilities of the faculty advisor shall be to:

- Maintain an awareness of the activities and programs sponsored by the student club.
- Meet on a regular basis with the leader of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.
- Attend regular meetings, executive board meetings as often as schedule allows.
- Assist in the orientation of new officers.
- Explain and clarify campus policy and procedures that apply to the club.
- Maintain contact with the Office of Student Activities.
- Provide direction in the area of parliamentary procedure, meeting facilitation, group building, goal setting, and program planning.
- Assist the club treasurer in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.

Section VII. Updates for USAS Public Communications:

The Student Liaison to the USAS will incorporate (SUBUNIT) news from annual and other reports into the student article for various USAS news streams.

Section VIII. Financial:

- a) At the Executive Board meeting prior to the annual business meeting, the President in collaboration with the Treasurer shall submit for Board approval a proposed budget for the ensuing year.
- b) The membership of the (SUBUNIT) shall discuss and vote on the budget at the annual business meeting.
- c) Motions that direct or require the expenditure of funds of the (SUBUNIT) may be accepted from the floor at any properly called meeting of the (SUBUNIT). Approval of said expenses must be approved by a majority of the members present at said meeting.
- d) The signing officers of the (SUBUNIT) are the President and Treasurer.

Section IX. Meetings:

The (SUBUNIT) shall hold at least one business meeting annually. The annual business meeting of the membership shall be held at the time and place set by the Executive Board. The Editor/Secretary shall provide, through appropriate published materials a

written notice thereof, not less than two weeks previous to such meeting. Said notice shall contain a description of any proposed or contemplated amendments to the Bylaws of the AQUACULTURE CLUB. Other meetings may be called as deemed necessary by the Executive Board. The Executive Board shall meet as often as deemed necessary and reasonable by the President, but shall meet at least twice per year.

Section X. Voting and Quorum:

Decisions at the business meetings of the (SUBUNIT) shall be conducted in accordance with the Bylaws of the USAS. A quorum at business meetings shall be at least 30% of the AQUACULTURE CLUB. A quorum for Executive Board meetings shall be at least 2/3 of the board.

Section XI. Amendments to Bylaws:

These Bylaws may be amended, altered or rescinded by a majority vote of those members present at an Annual Business Meeting for which proper notice has been given and a quorum is present. The Editor/Secretary shall ensure that all such changes to the Bylaws are communicated to the membership at the earliest opportunity.

A petition for change in the Bylaws can be submitted to the Executive Board by ten percent (10%) of the membership. The Board shall review the recommended changes and offer them, with recommendations, to the membership for majority vote.