

**Constitution of the
American Society of Plant Biologists
PRIMARILY UNDERGRADUATE INSTITUTION SECTION**

ARTICLE I. NAME

The name of this organization shall be the Primarily Undergraduate Institution Section of the American Society of Plant Biologists (ASPB-PUI), hereafter referred to as the Section. The Section was approved by the ASPB Board of Trustees in December 2017.

ARTICLE II. PURPOSES

The purposes of this organization are to encourage the growth of the plant biology community and to promote the general welfare and good fellowship of plant biologists who are employed at primarily-undergraduate institutions, who are considering careers at such institutions, or who have an interest in research and education at such institutions. The Section is organized exclusively for scientific and educational purposes and shall remain such an organization without the object of financial gain. The PUI Section will work with other committees and sections of ASPB to support the initiatives of the broader society.

ARTICLE III. MEMBERSHIP

1. Membership is open to anyone philosophically aligned with the stated purposes of the Section.
2. Individuals eligible under the provisions of paragraph 1 of this Article shall be considered voting members upon payment of dues determined by the ASPB Board of Directors in accordance with the society's constitution and by-laws.

ARTICLE IV. MEETINGS

1. A business meeting will be conducted either during the ASPB annual meeting or shortly thereafter, and action taken by participating members during that meeting is final and need not be submitted to the Society as a whole for ratification.
2. Other meetings may be held at such times and places as may be determined by the Section leadership.

ARTICLE V. OFFICERS AND DUTIES

1. Leadership of the Section will be in the form of a seven person Steering Committee. These individuals shall carry on any business of the Section that may require action between business meetings. Additional members may be appointed ad hoc for additional duties as needed by the leadership team. One person will be specifically elected as the Steering Committee member who serves as Representative to ASPB Council and Membership Committee. A member of the Steering Committee will serve one year as Chairperson and one year in an advisory position as Past Chairperson, if possible. The Chairperson will oversee and coordinate the activities of the steering committee and the section, including the organization of the annual business meeting. In addition to participating in the Steering committee efforts, the Representative to ASPB Council and Membership Committee will participate in all ASPB Council meetings, Membership Committee meetings, support sub-groups related to the work of

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groups, and report ASPB related information to the Steering Committee and the Section. Section-related initiatives and duties, such as treasurer, grant writing, workshop planning, and communications, will be led by individual Steering Committee members on a rotating basis as appropriate for the time and goals of each person.

2. All Steering Committee members are expected to serve for three years. Each year of service lasts from the start of the business meeting of one year to the end of the business meeting of the next year. Steering Committee members are expected to rotate off the committee for at least one year before seeking re-election.

3. The person elected to be the Representative to ASPB Council and Membership Committee is expected to serve three years in this position and must be a member of ASPB. This position is limited to one consecutive term of service.

4. The election of the leadership team for this organization shall be conducted as follows, preferably by the Past Chairperson:

A. A call for nominations shall be announced to the entire Section membership. Any member of the section may suggest nominations or self-nominate for each position on the Steering Committee.

B. The Steering Committee shall approve a slate of nominations for the offices to be vacated.

C. The consent of the nominees for all offices shall be obtained before their names are placed on the ballot. Each nominee will provide a brief biography and description of motivation for service to be included in the election material.

D. Through coordination with the ASPB Membership Manager, the Past Chairperson shall send election ballots to ASPB-PUI members. These shall contain the names of the members who have been nominated and agreed to serve if elected. Names will be placed on the ballot in alphabetical order. Ballots will be sent at least one month prior to the first day of the annual meeting of the American Society of Plant Biologists. Nominees with the most votes shall be elected to office.

E. If only one candidate for an office has been nominated as approved in (B) above, the Past Chairperson shall declare the candidate elected to that office.

5. In case of death, disability, or resignation of an elected leadership team member, the office shall be filled ad interim by the leadership team. The vacated position will be filled through the next election cycle.

6. The leadership team has the authority to act on all measures not reserved to the ASPB-PUI membership as a whole. The ultimate authority in the Section lies with the membership, and is expressed by electronic ballots or votes cast as specified.

ARTICLE VI. AMENDMENTS

Proposed amendments to the Constitution must be signed by three members of the Section and submitted in writing to the Chairperson. Such proposals shall be reviewed by the Steering Committee

and put forward for consideration by the membership. The entire section membership shall be given the opportunity to vote via electronic ballot. The amendment(s) will be adopted if approved by the majority of the members voting by electronic ballot.

Bylaws

Section 1 Membership dues

Membership dues shall be determined by the ASPB Board of Directors in accordance with the Society's constitution and Bylaws and shall be similar to dues required of other ASPB Sections.

Section 2 Quorum for business meetings

The ultimate authority in the Section lies with the membership, and is expressed by electronic ballot or votes cast at the annual business meeting. Members in attendance at the annual business meeting of the Section shall constitute a quorum to transact necessary business. Action taken at the annual meeting stands unless within six (6) months a minimum of two (2) percent of the membership petitions the Chair to have the action submitted to the Section for ratification by electronic ballot.

Section 3 External funding

The Steering Committee shall regularly work to obtain external funding to support Section initiatives. These funds will supplement the financial support from ASPB for activities, such as workshops, business meetings, and travel awards. External funding will be solicited and administered through the Society.

Section 4 Commitment to diversity

In keeping with the Society's commitment to diversity, the Section will work with ASPB Committees, such as the Equity, Diversity, and Inclusion Committee, the Women in Plant Biology Committee, and the Early Career Plant Scientists Section to promote opportunities for professional development and networking in the Section. Diversity of perspectives is important in all aspects of the Section and includes plant scientists who exhibit diversity in age, race, gender expression and identity, nationality, ethnicity, religion, educational background, physical and mental abilities, as well as career position and institutional type within the broad definition of a PUI.

Section 5 Section activities

Section activities will be determined by the Steering Committee and guided by annual surveys of the membership, discussions and motions from the business meeting, and recommendations from the Society.

Section 6 Amendments

Amendments to these bylaws may be made as described in article VI of the Constitution. A simple majority shall be required for passage by the Steering Committee and by the Section membership.