

**BYLAWS**  
**CHEMISTRY AND CHEMICAL BIOLOGY BYLAW 55 UNIT**

**ARTICLE I: OBJECTIVE**

The Chemistry and Chemical Biology Bylaw 55 unit of the School of Natural Sciences (hereafter called the Unit) is organized to foster excellent research and support graduate education in chemistry, chemical biology, and related interdisciplinary fields, and to deliver undergraduate education in chemistry.

**ARTICLE II: MEMBERSHIP**

The founding Faculty of the Unit shall consist of the Academic Senate members appointed to the Chemistry and Chemical Biology Bylaw 55 Unit of the School of Natural Sciences by the Provost (or Provost's delegate). Once the Unit has been established, new appointments to the Unit will be made following the procedures defined by the UC Academic Personnel Manual (APM) and Merced Academic Personnel Policies (MAPP), and Academic Senate Bylaw 55.

Two classes of members are recognized:

- Full members have their primary appointment in the Unit, are evaluated by the Unit for personnel actions, and have full voting rights in the Unit. Full members are expected to have primary teaching responsibilities in chemistry (lower-division, upper-division, and graduate courses). Full members are also expected to participate fully in committee work and other forms of service to the Unit. Full members remain members of the Unit for as long as they remain appointed to a title that confers membership in the Academic Senate, unless their appointment is transferred to a different unit according to UC Merced academic personnel policies.
- Associate members are Academic Senate members who have their primary appointment in another Bylaw 55 unit but whose participation in this Unit is deemed mutually beneficial. Participation in teaching and service activities is encouraged but not required. Associate members do not vote in the Unit and they are not evaluated for personnel actions by the Unit. They have the right to participate in faculty discussions on all matters except personnel cases. Associate members are appointed for a term of two years and may be reappointed by vote of the full members of all ranks. Associate members may become full members by transfer of their appointment to the Unit following the MAPP.

**ARTICLE III: ADMINISTRATION**

The supervising Dean of the Unit shall be the Dean of the School of Natural Sciences. The Dean will appoint the Unit Chair after consultation with the Unit faculty. The Chair shall exercise such duties specified in APM-245 and any other duties delegated to the Chair by the Dean.

**ARTICLE IV: COMMITTEES**

The Faculty of the Unit may appoint such committees as it deems necessary to conduct its business. However, the Faculty may not delegate to committee any work specifically prohibited from delegation by governing bylaws (e.g. UC's Bylaw 55) or the Academic Personnel Manual.

#### **ARTICLE V: MEETINGS**

A meeting of the Unit membership will be held at least once per semester. Notice of meetings must be distributed to all Unit Faculty prior to the meeting, and agenda items must be solicited. Minutes of meetings shall be distributed to all Unit Faculty within ten days of the date of the meeting.

#### **ARTICLE VI: QUORUM AND VOTING**

Issues that require a vote of the Unit Faculty will be determined by simple majority of those voting. Voting procedures must be consistent with UC Bylaw 55.

#### **ARTICLE VIII: PARLIAMENTARY AUTHORITY**

Questions of order not covered by Academic Senate legislation are governed by the "Sturgis Standard Code of Parliamentary Procedure" for all rules of order except that of *division of a Question* in matters that are not covered by Senate legislation. For the *division of a Question*, Robert's Rules of Order should apply.

#### **ARTICLE X: AMENDMENTS**

Amendments to the Bylaws require approval by two-thirds of the eligible voting members of the group. Written notice of the proposed amendment shall be sent to each member at least three days prior to the meeting at which the amendment is to be discussed. Unit Faculty may choose to waive the three-day requirement by unanimous vote.