

Society of Chinese Bioscientists in America

Available Positions

The positions, and their terms and duties, as described in the SCBA Bylaws, are listed below. The Nomination Committee urges all the SCBA members to nominate the best suitable candidates who represent the interests of the SCBA members and lead the Society moving forward in the future.

CHIEF EXECUTIVE OFFICERS (number): term of service

1. **President** (1): January 1, 2024 – December 31, 2025

The President shall be the Chief Executive Officer of the Society and shall preside at all meetings of the Council. Subject to the control of the Council, the President shall have general executive charge, management, and control of the properties, business, and operations of the Society with all such powers as may be reasonably incident to such responsibilities; shall have the authority to agree upon and execute all leases, contracts, evidences of indebtedness, and other obligations in the name of the Society subject to the approval of the Council; and shall have such other powers and duties as may be designated in these Bylaws and as may be assigned to such officer from time to time by the Council. The President shall take a leadership role in the organization and implementation of a Biannual International Symposium during his/her tenure.

2. **Secretary** (1): January 1, 2024 – December 31, 2025

The Secretary shall keep the minutes of all meetings of the Council in books provided for that purpose; shall attend to the giving and serving of all notices; shall organize the Council Meeting and all Council meetings; in furtherance of the Society's purposes and subject to the limitations contained in the Articles of Incorporation, may sign with the President in the name and on behalf of the Society and/or attest the signatures thereto, all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes, and other instruments of the Society; shall have charge of the Society's books; records, documents, and instruments, except the books of account and financial records and securities of which the Treasurer shall have custody and charge, and such other books and papers as the Council may direct, all of which shall be open at reasonable times to the inspection of any Member upon application at the Society's office during business hours and approved by a majority vote of the Council; and shall in general perform all duties incident to the office of Secretary subject to the control of the Council.

3. **Treasurer** (1): January 1, 2024 – December 31, 2025

The Treasurer shall have custody of all of the Society's funds and securities that come into such officer's hands. When necessary or proper, the Treasurer may endorse or cause to be endorsed, in the name and on behalf of the Society, checks, notes, and other obligations for collection and shall deposit or cause to be deposited the same to the credit of the Society in such bank or banks, or financial depositories and in such manner as shall be designated and prescribed by the Council; may sign or cause to be signed all receipts and vouchers for payments made to the Society either alone or jointly with such other officer as may be designated by the Council; whenever required by the Council, shall render or cause to be rendered a statement of the cash account; shall enter or cause to be entered regularly in the Society's books to be kept by such officer for that purpose full and accurate accounts of all money received and paid out on account of the Society; shall perform all acts incident to the position of Treasurer subject to the control of the Council; and shall, if required by the Council, give such bond for the faithful discharge of such officer's duties in such form as the Council may require.

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COUNCIL AND COMMITTEES (number): term of service

4. Council Member (2): January 1, 2022 – December 31, 2025

Two Councilors shall be elected every other year by mail or electronic ballot to serve for a period of four years and shall assume office on the first day of January of the following year. Councilors shall (i) attend each meeting of the Council, (ii) advise the President with respect to financial matters, the Society's publications, national and international issues that may affect the future of the Society and other matters relating to the Society, the local chapters and the membership, and (iii) serve as liaisons to other scientific and professional societies. Councilors shall not be eligible for immediate reelection, unless such election is recommended by a vote of three-fourths (3/4) or more of the other members of the Council or a majority vote of the Active Members.

5. Nomination Committee (6): January 1, 2022 – December 31, 2023

A Chair and five (5) members of the Society, who hold no other elective office, shall be elected to be the Nomination Committee by mail or electronic ballot on the second year of the new administration of the SCBA.

The six candidates who receive the highest number of votes shall be declared elected; the one receiving the most votes shall serve as the Chairperson. The Nominating Committee members shall assume their responsibility on January 1 immediately following the year of their election for a two-year term. It shall be the responsibility of the Nominating Committee to identify and nominate potential candidates for elected offices of the Society in the election process, starting at the end of the first year of the new administration, with a schedule to be completed before May 15 of the second year, according to the specifications defined by the SCBA Bylaws.

6. Membership Committee (6). January 1, 2022 – December 31, 2023.

A Chair and five (5) members of the Society, who hold no other elective office, shall be elected to be the Membership Committee by mail or electronic ballot on the second year of the new administration of the SCBA. The six candidates who receive the highest number of votes shall be declared elected; the one receiving the most votes shall serve as the Chairperson. The Membership Committee members shall assume their responsibility on January 1 immediately following the year of their election for a two-year term. The Membership Committee shall organize national and local membership drive activities, review and approve membership applications, review and present the record of Members with problems, as defined by these Bylaws, for possible Council action or expulsion, and work closely with the Executive Director in updating membership profiles and publishing the membership directory. The Membership Committee shall also act as a liaison to the local chapters and international membership nominees to serve as officers and representatives of the Society. The Membership Committee shall also identify and recruit individuals with special scientific and technical expertise by nominating them for membership in the Society.

Notes:

All nominations and self-nominations are welcome.

Please contact the Nomination Committee Co-Chairs and its Members, COOs and the Co-Executive Directors, for discussion of likely candidates for various positions in this election, if you have any questions. The contact information is listed at the beginning of this announcement, and on the SCBA website: <https://www.scbasociety.org/>