

**Finance Association**  
**Bylaws for Governance**  
Revised and Adopted 3/08/2013

**1) Mission**

- a) The Finance Association enhances the value of the student experience at the UC Davis Graduate School of Management (GSM) by enriching student's financial education. We organize intuitive, engaging events to help GSM students explore possibilities in finance.
- b) The Finance Association provides a framework for incorporating finance topics into the GSM, networking with alumni, and coordinating extracurricular events.

**2) Membership and Dues**

- a) Membership
  - i) The membership of the Finance is comprised of anyone in the GSM who wishes to learn more about finance. ASM members are allowed entry to events for free.
- b) Non-Members
  - i) Non-dues paying students of the Daytime MBA Program and MPAC program are encouraged to participate in Finance Association sponsored events.
  - ii) A per-event fee shall be imposed on any non-dues paying student wishing to participate in a Finance Association sponsored event.
    - (1) The per-event fee shall be determined by the Finance Association
- c) Dues
  - i) Dues are normally collected from the beginning of 1<sup>st</sup> Year Orientation through the end of the Fall Quarter, and cover the entire time the student is enrolled in the GSM.
    - (1) Daytime MBA students wishing to enroll after the end of the Fall Quarter are still encouraged to join ASM, but will be expected to pay the full dues.
    - (2) The ASM President and Director for Finance and Operations have the authority to discuss and implement changes to this policy on a case-by-case basis.
  - ii) Students joining the GSM for one year, such as MPAC students or transferring Sacramento or Bay Area students, may pay half the regular dues.
  - iii) Sacramento or Bay Area students wishing to join a club sponsored by the ASM must pay a one-time \$30 pro-rated ASM fee. Otherwise, membership is allowed on a case-by-case basis.
  - iv) Dues are determined each year before 1<sup>st</sup> Year Orientation by the current ASM board.

**3) Finance Association Board Meetings**

- a) The Finance Association schedules ad-hoc meetings, and shall be open to all students.
- b) Minutes for all scheduled meetings will be taken and available upon request.

**4) Voting and Finance Board Decisions**

- a) The Finance Board, in acting in the best interests of the Finance Association, should make every effort to make decisions by consensus.
- b) If, after all officers have expressed their opinions in accordance with the Finance Association Policies and Procedures document, a consensus cannot be reached, a vote shall be taken following these guidelines:
  - i) Each officer will be given one vote. Only elected officers may vote, with the understanding that they represent the membership.
  - ii) Simple majority determines the decision.

## **5) Finance Association Board**

- a) The ASM Board consists of three MBA student officers.
- b) Each MBA student officer and representative is entitled to a vote on any measures brought to a vote by the Board.
- c) President
  - i) The Finance Association President shall:
    - (1) Coordinate the activities of the Finance Association officers and Finance Association events.
    - (2) Facilitate Finance Association meetings, to include setting an agenda and scheduling meetings.
- d) Vice President
  - i) The Finance Association Vice President shall:
    - (1) Facilitate any Finance Association Board meeting that the President cannot attend.
- e) Finance Chair
  - i) The ASM Director of Finance and Operations shall:
    - (1) Prepare and maintain the Finance Association budget and submit the budget to the officers for approval.

## **6) Election of Finance Association Board Officers**

- a) Club Officer Elections
  - i) The ASM Vice President and Club Liaison, with the Club Presidents, will create a schedule and coordinate the election procedure for all Club Officers.
  - ii) Election timelines will be finalized before the end of Fall Quarter.
  - iii) Club Officer election deadlines, job descriptions, requirements for nominations, and voting criteria will be distributed during the fifth week of Winter Quarter by the outgoing ASM Vice President and Club Liaison with the assistance of the incoming ASM Vice President and Club Liaison.
  - iv) Only ASM members in good standing may run for Club Officer positions.
- b) Club Officer Transitions
  - i) Outgoing Club Officers should develop a transition plan during the Fall Quarter and be prepared to assimilate the incoming Club Officers during the Winter Quarter.
  - ii) Incoming Club Officers shall take office no later than the first day of Spring Quarter.

## **7) Term of Office, Replacement of Officers and Removal of Officers**

- a) MBA ASM Board Officers Term of Office
  - i) Terms begin at the end of the winter quarter and end at the end of the next winter quarter.
  - ii) Transition Process
    - (1) The newly elected Finance Association board will assume their roles before the end of the winter quarter.
    - (2) This process will be determined by the outgoing ASM Board but shall include ample time, assistance and training.
- b) Replacement of Officers
  - i) Candidates should run for Finance Association Board office only if reasonably sure of being able to serve their full term. If unforeseen circumstances arise and an Officer is unable to complete their term the ASM Board can determine if a replacement is necessary.
- c) Removal of Officers
  - i) An officer may only be removed from office by a 2/3 votes of all voting officers.
  - ii) All voting officers must be present for a vote of removal to occur.
  - iii) The officer being voted on does not have a vote, but shall be present for the vote if they choose.

- iv) Removal of an officer is an extreme situation and must be exercised only if the officer in question has committed a gross dereliction of duty determined to adversely harm the finance association or GSM.

**8) Changes to the Bylaws**

- a) Changes to the Finance Association Bylaws may be made by simple majority vote of the current Finance Association voting officers.
- b) Once a change is made, the Bylaws may simply be rewritten.
  - i) A list of changes is not necessary, but the Finance Association Board should maintain a historical record of old versions of the Bylaws.
- c) Revised bylaws must be posted on the Finance Association website as soon as possible after changes are made, and a notification of change must be published to all current Finance Association members.