

THE CALIFORNIA STATE UNIVERSITY
BYLAWS OF THE MOSS LANDING MARINE LABORATORIES
CONSORTIUM

ARTICLE I NAME AND MISSION

1. This Consortium operated marine science facility shall be known as Moss Landing Marine Laboratories.
2. The mission of Moss Landing Marine Laboratories (referred to below as MLML) is to provide a center for teaching and research in Marine Sciences for students of the consortium campuses, with emphasis on graduate education, in the furtherance of the goals and functions of higher education. MLML is a part of the California State University and, as a functional extension of each of the participating campuses, therefore shares responsibility for the accomplishment of the CSU mission.

ARTICLE II MEMBERSHIP

1. The MLML Consortium membership includes the following campuses of the California State University: Fresno, Hayward, Monterey Bay, Sacramento, San Francisco, San Jose, and Stanislaus. The purpose of the MLML Consortium is to actively support excellence in marine science research and education at MLML.
2. Any campus of the California State University is eligible for membership in the Consortium. Upon written application to the MLML Governing Board, a campus becomes a member of the Consortium when that application is approved by the Governing Board and Presidents of the member campuses.
3. In special cases, the MLML Governing Board may also recommend to the

Consortium Presidents formal affiliations with institutions outside the CSU for the purpose of promoting the mission of MLML. Examples may include PhD granting universities, research institutions, or other non-commercial collaborative groups, government agencies, or consortia with shared goals and purposes.

4. For administrative purposes, one of the member campuses shall be designated by the Chancellor as the Operating Institution of MLML for the Consortium. MLML shall be considered an “equivalent administrative unit”, as stated in the current CFA contract, with regard to faculty.

ARTICLE III GOVERNING BOARD AND OFFICERS

1. The Governing Board has the primary responsibility for accomplishing the purpose (Article I, 2. above) of the Consortium. The Governing Board of the MLML Consortium functions as an advisory and approval body relative to academic and administrative matters of the MLML, and a supporting and implementation body in matters concerning relationships and policies among the MLML, Consortium campuses and the California State University.

2. The presidents of the member campuses shall each appoint two members and an appropriate number of alternates to serve on the MLML Governing Board. One shall be a scientist with interests and expertise in marine science, and the other shall be an administrator. In the case of the Operating Institution, faculty representatives shall not be from the MLML, and the administrator shall be the Academic Officer to whom the MLML Director reports on matters pertaining to the MLML. The President of the Operating Institution shall also appoint a member from the Foundation at the Operating Institution. Each of the appointees shall have alternates, chosen with the same stipulation

as to occupation. Under special circumstances, alternates may be appointed for specific meetings.

3. The participating institutions appointing members to the Board shall make the appointments for terms of three years, renewable, to encourage continuity and stability.

4. Alternate members are permitted and encouraged to attend any meeting of the Board and to be heard, but may vote only in the absence of regular members.

5. To provide a broader perspective, the Governing Board shall also include one member with expertise in marine science who is not affiliated with the CSU. This member will be nominated by the MLML faculty and approved by the Board of Governors.

6. The Director of Moss Landing Marine Laboratories shall be a member of the Governing Board ex officio.

7. The regular faculty at MLML shall elect two MLML faculty members to serve on the Board. These members shall not participate directly in Board deliberations on MLML confidential personnel matters. Under special circumstances, alternates may be elected by the MLML faculty for specific meetings.

8. The Associated Students of MLML shall elect a student member to serve on the Board. This member shall not participate directly in Board deliberations on MLML confidential personnel matters. Under special circumstances, an alternate may be elected by the Students.

9. The MLML Governing Board shall have a Chair who shall be selected at a Spring

meeting of the Board to serve a term of two years which begins at the conclusion of that meeting and ends at the conclusion of the Spring meeting two years later. The Chair of the Board shall be elected by a majority vote of the Board. The Governing Board shall have a ViceChair who is elected at the same time for the same term as the Chair. The Director of MLML shall serve as Executive Secretary of the Board. As such she/he will, in consultation with the Chair of the Board, be responsible for the preparation of the agenda and the publishing of minutes and formal notices of meetings. The Chair of the Board shall forward to the Consortium Presidents the minutes of all Board meetings and, in a cover memorandum, shall call their attention to items (e.g., resolutions) of particular interest.

ARTICLE IV MEETINGS

1. Meetings of the MLML Governing Board shall be called by the Chair. There will be at least one meeting of the Board per academic year, which shall ordinarily take place in the spring semester. At the annual spring meeting, the Board may choose to call an additional meeting for the following fall semester. In preparation for the annual meeting, the Chair shall ascertain from each president the current Board membership. Additional meetings of the Board shall be convened within 60 days following a request by representatives of two or more participating campuses or by the Executive Committee.

2. Each spring, at the annual meeting of the Board, the Director of MLML shall give a report on the state of the Laboratories. This report will include a summary of the MLML budget.

3. A simple majority of the voting members of the Board shall constitute a quorum. In the event a meeting is not attended by a quorum, the members attending may resolve themselves into a committee to consider the agenda of the meeting for later referral and

comment to the Board as a whole.

4. Governing Board resolutions requiring the attention of the Chancellor's Office of the California State University shall be forwarded by the Chair via the President of the Operating Institution.

5. A collection of all significant resolutions of the Board shall be maintained by the executive secretary and shall be distributed periodically to the Board.

6. Robert's Rules of Order will apply in all Board meeting matters not addressed above.

ARTICLE V COMMITTEES

1. The Chair of the Board, with the concurrence of the Executive Committee, shall appoint all committee members and may designate the Chairs with the exception of the Executive Committee (membership specified below).

2. The Executive Committee of the Governing Board shall consist of the Chair, ViceChair, the immediate past Chair, the Director of MLML, and the Academic Officer to whom the Director reports. The Chair of the Governing Board shall be the Chair of this Committee. The Executive Committee is empowered to set interim policy as required. Actions of the Executive Committee may be undertaken through polling of its members. All actions of the Executive Committee shall be reported to and be subject to review by the whole Board at the next Board meeting. The Executive Committee will meet during the Governing Board Meetings, and will meet in the fall (usually October).

3. There shall be a Nominating Committee, responsible for providing at least one nominee for each elective office and ensuring that each such nominee agrees to accept

the office if elected.

4. There shall be a Curriculum Committee, responsible for establishing and reviewing courses and course programs with appropriate consultation with home campuses. The Curriculum Committee will have at least one representative from each consortium institution and two representatives from the faculty or administration at Moss Landing Marine Laboratories.

5. Such other committees as may be desirable may be created by action of the Chair of the Board or the Board.

ARTICLE VI RULES OF OPERATION OF THE MLML

1. Rules of Operation of the MLML, adopted by the Governing Board in conformity with these bylaws, shall be maintained by the Board in a separate document.

ARTICLE VII AMENDMENTS TO THE BYLAWS

1. The Bylaws of the MLML Governing Board may be amended after the introduction of an amendment to the Board as a whole and its subsequent referral for consideration and recommendation by the Executive Committee. Upon its acceptance by a majority of the entire membership of the Board, the amendment is adopted.

ARTICLE VIII MLML STUDENT ORGANIZATION

1. The organization known as "The Associated Students of Moss Landing Marine Laboratories" shall be the recognized political and social representative of the students attending Moss Landing Marine Laboratories. This organization is recognized on a level equal to that of the Associated Students organizations at all of the Consortium campuses. A current copy of the organization's constitution shall be kept on file in the Office of the

Director of MLML.

2. Student fees paid to the Associated Student Organizations at students' home campuses shall be returned to the Associated Students of MLML for use in supporting MLML student body activities.

ARTICLE IX - ADMINISTRATIVE ECONOMY

1. To avoid multiple and potentially conflicting administrative requirements, Consortium Campuses shall adopt administrative policies developed by MLML and approved by the Governing Board. Such administrative policy may include animal care protocols, degree programs, curriculum, admission and graduation requirements, safety protocols (e.g. state vehicles, small boats, research diving, chemical safety, etc.), insurance and liability, and other policy matters where the requirements at the Consortium Campuses may differ.