The Constitution and Bylaws of the
MBA Investment Club

Boston University, School of Management

PREAMBLE
The MBA Investment Club is a forum for graduate business students interested in a career in investment management, private equity or investment banking to connect with each other, the investment community, and alumni. The Club offers students a unique opportunity to acquire real-world investment analysis and portfolio management skills through management of a student-run, globally-oriented equity portfolio.

ARTICLE I
OFFICIAL NAME & AFFILIATION

SECTION 1. NAME:
a) The name of this organization will now be known as the Boston University MBA Investment Club. (here-to referred as the Organization in this Constitution/Bylaws)

SECTION. 2 AIM/PURPOSE:
a) This organization shall provide the opportunity to develop hands-on investment management experience with real money.

SECTION. 3: GOVERNANCE:
a) Register every year with the STUDENT ACTIVITIES OFFICE (SAO) to be an officially chartered club of Boston University. (Online and a hard copy paper)
b) This organization shall be governed at all times by the provisions of the Constitution and Bylaws of the MBA Investment Club (here-to referred as the constitution).
c) This organization is affiliated with the Student Organizations Board, Graduate Student Association (GSA) and the Graduate Student Council (GSC) and shall attempt to abide by, but is not mandatory, the good standing club clauses. However this constitution has overriding powers to any and all GSA Constitution and By-Laws provisions. (See Article VI: Amendments)

ARTICLE II
MEMBERSHIP

SECTION 1. GENERAL MEMBERSHIP:
a) General membership in the organization shall be open to persons who are full-time and part-time graduate students fee-paying students. There shall not be any discrimination based on race, religion, political views, nationality, handicap, sex, etc., in accordance to the Boston University Anti-Discrimination policies.
b) To join the organization, notify the organization’s officers and be added to the membership list.
c) Eligibility for voting shall be limited to members who are in good standing (who are on the membership list) at least seven days prior to the scheduled meeting at which the vote is to take place.

SECTION 2. MEMBERSHIP MEETINGS:
a) General membership meetings shall meet at least once a month.
b) General membership may convene special meetings at the call of the President and at such time and in such place as the President may designate.
ARTICLE III
OFFICERS & EXECUTIVE BOARD

SECTION 1. OFFICERS:
a) This organization will consist of at least 4 core officers: President, Vice President of Investments, VP of Finance (Treasurer) and VP of Communications/Marketing (Secretary).
b) This organization will consist of additional officers as part of their executive board: VP of Technology, VP of Events and Operations, First Year/Cohort Representatives, Part-Time MBA Representative, MS Math/Finance Representative.
c) All officers must be full-time or part-time graduate students fee-paying students.

SECTION 2. AMENDMENT TO OFFICER POSITIONS:
a) Officer positions can be changed or added by a simply majority vote of the current officers present at an officer’s meeting. (Co-Presidents, Co-VP of Investments are possible options).

SECTION 3. EXECUTIVE BOARD:
a) There shall be an Executive Board of this Organization, which shall have all the powers and duties of this Organization when the full membership is not in actual session.
b) The Executive Board shall conduct the business of the Organization and approve financial transactions in between normally scheduled officer and general meetings.

SECTION 4. EXECUTIVE BOARD MEMBERSHIP:
1. President
2. VP of Investments
3. VP of Finance
4. VP of Communications & Marketing
5. PEMBA Representative
6. VP of Technology
7. 1st Year / Cohort Representative (from each cohort)

SECTION 5. OFFICER’S RESPONSIBILITIES:
1. President
   a) Sets the vision and strategic direction of club
   b) Builds relationships with FCC, career community, and other clubs
   c) Run and sets meeting agendas and helps prepare for meeting
   d) Represents club to other organizations and GSC
   e) *Responsible for the Portfolio Management Team and needs to fulfill Co- Portfolio Fund Manager role
   f) *Official co-liaison to Alumni Advisory Committee and Faculty Advisor
   g) Be a Sector Analyst or Associate

2. VP of Investments
   a) Acts as the right hand man/woman for the president. In the absence of the president, run the meetings, set the meeting agenda.
   b) The Vice President will assume the duties and responsibilities of the President if he/she must resign from that position.
   c) Assist in providing content for meetings, presentations, and discussions
   d) Represents club to other organizations
e) Run and oversee the stock simulation for the entire school year
f) * Responsible for the Portfolio Management Team and needs to fulfill Co-Portfolio Fund Manager role
g) * Official co-liaison to Alumni Advisory Committee and Faculty Advisor
h) Coordinates all sector team communications and logistics
i) Be a Sector Analyst or Associate

3. VP of Finance (Treasurer)
a) Responsible for fulfilling financial requirements with Graduate Student Council, SAO, and GPO.
b) All fiscal matters are the responsibility of the Treasurer.
c) Responsible for all financial paperwork including reimbursements, purchase orders,
d) Responsible for creating and maintaining current and projected budgets for club.
e) Oversee and set budgets for any events—conferences, speaker series, case competitions, treks and trips, activities, events, Thirsty Thursday, etc.
f) Be a Sector Analyst or Associate

4. VP of Communications & Marketing (Secretary)
a) Communicate and market club events and opportunities to GSM students, alumni, faculty, and administrators
b) Create and send weekly e-newsletters, including upcoming meeting reminders, events, and news.
c) Manage/update SMGworld club website, Facebook, Google calendar, etc.
d) Responsible for all club filing requirements with SAO, GSC, GPO.
e) Maintain and update official club website, Facebook group
f) It is the duty of the Secretary to keep updated minutes of all meetings of the society/organization.
g) The Secretary will be responsible for maintaining correspondence between appropriate parties.
h) The Secretary will be responsible for maintaining a membership list of all official members.
i) Be a Sector Analyst or Associate

5. PEMBA Representative
a) Responsible for promoting and recruiting PEMBA participation in club events and meetings
b) Assist in investment research, event planning, meeting preparations
c) Must join and participate in sector teams
d) Be a Sector Analyst or Associate

6. VP of Technology
a) Research and present tutorials on Investment Software, such as Factset, Capital IQ, Bloomberg
b) Must join and participate in sector teams
c) Responsible for any technology or electronic resource issues, especially for challenges faced by sector teams
d) Be a Sector Analyst or Associate

7. 1st Year / Cohort Representatives (4)
a) Assist in promoting and recruiting 1st year MBAs (Cohort B, C, D), IMBA (Cohort A), and MS Math/Finance participation in club events and meetings
b) Assist in investment research, event planning, meeting preparations

c) Search for Case Competitions and Conferences related to Investments

d) Attend weekly officer and general membership meetings

e) Help organize joint events

f) Show the 4 main officers for the year

g) Must join and participate in sector teams

h) Be a Sector Analyst or Associate

ARTICLE IV
PORTFOLIO MANAGERS & SECTOR TEAMS

SECTION 1. FUND MANAGEMENT TEAMS’ RESPONSIBILITIES:

1. Portfolio Managers
   a) Evaluate and facilitate investment decisions.
   b) Determine equity sector allocations and recommend allocation changes.
   c) Track Fund performance.
   d) Moderate fund meetings.
   e) Manage external affairs of the Fund.
   f) Promote the Fund to third parties and seek contributions from individuals and organizations.
   g) Portfolio managers will have an opportunity to conduct their own equity Analysis

2. Analysts
   a) Develop and present investment recommendations (Buy/Hold/Sell).
   b) Conduct fundamental equity analysis, including sector/industry analysis and intrinsic and relative valuation.
   c) Research and monitor sector and industry trends.
   d) Lead and organize meetings with analysts and associates for their respective sectors

3. Associates
   a) The associates will help the analysts to do some parts of the stock research that include, but are not limited to present investment recommendations (Buy/Hold/Sell), conduct fundamental equity analysis, including sector/industry analysis and intrinsic and relative valuation,
   b) Research and monitor sector and industry trends. Each of the ten equity sectors is covered by at least one, and in some instances, by two associates.

SECTION 2. MBA INVESTMENT FUND:

1. Authority
   a) This organization and its faculty advisor have sole authority over the MBA Investment Fund, a brokerage account with real money.

ARTICLE V
ELECTIONS

SECTION 1. ELECTION OF OFFICERS

1. Elections
   a) All officers must declare their candidacy before the election meeting, called by the President.
   b) A simply majority vote of the membership, is required to elect a member in good standing as indicated in Article II) to an officer position.
SECTION 2. APPOINTMENT OF PORTFOLIO MANAGERS & SECTOR TEAMS

1. Portfolio Managers
   a) All Portfolio Managers are by default the President and VP of Investments.

2. Sector Analysts and Associates
   a) The officers based on the rules set by the Investment Fund Policy Statement appoint all Sector analysts and associates.

ARTICLE VI
AMENDMENTS

SECTION 1. AMENDMENTS:

1. Constitution
   a) This constitution may be amended by a simply majority vote of the officers or the general membership (determined by the officers) of the meeting.

2. Investment Fund Policy Statement
   b) This document is the governing document for the MBA Investment Fund and the statement may be amended by a two-thirds vote of the officers of the club.

3. Constitutional Powers & Hierarchy
   a) This club’s constitution (provisions) shall override any provisions stated explicitly or implicitly in the Graduate Student Association (GSA) Constitution and By-Laws. When there is a conflict between this club’s constitution and the GSA Constitution and By-Laws, the club’s constitution has superseding and overriding powers.
   b) For any provisions, rules, regulations, issues not explicitly addressed in this document may be supplemented by new provisions, rules, regulations, determined by a simply majority of the officers, that will have overriding powers to the GSA Constitution and the GSC body.

Date: April 16th, 2013