



## **ARTICLE V. – Officers**

**Section A:** The Association of Graduate Students shall have a President, Vice President, VP of Administration and Finance, Public Relations Officer, and Campus Advisor(s). These officers comprise the Executive Committee or Board. The Campus Advisor is a non-voting member of the Executive Board.

**Section B:** All officers must have been enrolled in the graduate school a minimum of one semester, with the exception of the inability of positions to be filled.

**Section C:** The term of the officers shall be from May to April.

**Section D: Election of officers** shall be held annually in April to elect incoming officers; all officers will begin conducting official business at meetings beginning in April. At least two weeks' notice shall be given before the election meeting. Nominations shall be initiated from the floor and elections done by ballot. The person receiving majority vote will be elected. Candidates are not allowed to have faculty and/or staff campaign for them (i.e. send out emails or posters on their behave) Students who violate this rule will be disqualified.

**Section E: Any officer may be removed from his/her office after notice of 2 weeks by the President or VP.** The President or VP needs to alert the general body within the 2-week time frame. The officer that is up for removal has an allotted 5-



3. The Public Relations Officer will perform other duties as directed by the president.
4. The Public Relations Officer will be responsible for publishing and marketing the events of the graduate school and AGS to the university and graduate students.
5. The PR Officer will serve as a committee chair.

#### **Section F: The Campus Advisor**

1. The advisor shall assist the group in their execution of roles and responsibilities.
2. The advisor shall provide feedback to the organization regarding its operations and functions.
3. The advisor shall serve as a resource.
4. The advisor should provide advice upon request and also should share knowledge, expertise, and experiences with the group.
5. The advisor will be a nonvoting member of the organization and the executive board.

### **ARTICLE VII. – Structure of Group Committees**

#### **Section A: Committee Identification and Appointment**

The following committees will consist of a committee chair (an executive board member) and participating members of AGS.

Committee chairs shall be members of the Executive Board.

1. Professional Development (which includes thesis involvement, getting professionals to come and talk to the organization, etc.)
2. Involvement on campus
3. Social Engagement (which includes member bonding, social involvement of the organization, etc.)

**Section B: The duties of the standing committees** shall include the planning of activities respective to the committee. These will include such things as scheduling of/for conferences, planning social events, hosting guest speakers, and contacting community members for volunteer opportunities.

### **ARTICLE VIII. – Notice of Meetings**

**Section A: The times** for regularly scheduled meetings shall be once a month on a day to be determined by a majority of active members. A tentative schedule of meetings shall be determined at the beginning of the semester and posted on various avenues for the information of participating members. Committees may also set meetings on an as needed basis.

**Section B: At least 7 days' notice** shall be given for each regular business meeting.

**Section C: Special or emergency meetings** may be called with not less than 3 days' notice by the Executive Board.

**Section D: The meetings shall include** quorum, order of business, and disposition of the minutes.

#### **ARTICLE IX. – Changes to the Constitution**

This Constitution may be changed by a two-thirds majority vote of the Executive Board with permission from the Campus Advisor and the Associate Provost of Graduate Studies and Research.

#### **ARTICLE X. – Parliamentary Procedures**

**Section A: Roberts Rules of Order** shall be followed by the organization in all cases involving parliamentary procedures when it does not conflict with the constitution.

**Section B: The rules may be suspended** by two-thirds vote of the present membership.

#### **ARTICLE XI. - Non-Discrimination Statement & Anti-Hazing**

##### **Statement of Anti-Hazing.**

- This organization will not conspire to engage in hazing or commit any act which endangers the health or safety of a person, or subject him or her to onerous, degrading or hazardous tasks, for the purpose of admission into, or affiliation with any Organization.