

Tennessee State University Graduate Student Organization (GSO)

CONSTITUTION

ARTICLE I – NAME

Section 1:

The Name of this organization shall be the Graduate Student Organization of Tennessee State University, abbreviated as “GSO”.

ARTICLE II – PURPOSE

Section 1:

The purposes of this organization shall be to:

1. Establish and promote relations between the graduate students and faculty,
2. To promote the interest of the University Community,
3. Act as representative for all graduate students in the pursuit of excellence in the professional preparation process,
4. Unify students through educational and social functions,
5. Establish clear communication avenues between the University administration, faculty, and students,
6. Aid the interchange of ideas between students and professionals, and
7. Promote and uphold the interest of students and aid faculty by participation in the administrative processes.

ARTICLE III – MEMBERSHIP

Section 1:

Membership in this organization shall consist of current Tennessee State University graduate students.

Section 2:

Members must be in good standing at Tennessee State University.

Section 3:

Membership in this organization will not exclude or discriminate against persons based on race, religion, sex, national origin, or disability.

Section 4:

Members must pay dues of \$20.00 for each academic year which will cover fall through summer.

ARTICLE IV – OFFICERS AND DUTIES

Section 1:

The officers of the Graduate Student Organization shall consist of a President, Vice President, Secretary, and Treasurer.

Section 2:

The term of office shall be one academic year. **(Officers are eligible for reelection.)**

Section 3:

The new officers shall be elected for the upcoming year at the last general membership meeting of the spring semester.

Section 4:

In the event of a vacancy in any office, the vacancy shall be filled by an interim election.

Section 5:

The Graduate Student Organization shall have an Executive Committee consisting of the officers of the organization.

Section 6:

Any officer, may be removed from office with a 2/3 vote of the active membership if he or she is not fulfilling the duties of the elected office.

Section 7:

Duties and responsibilities of the officers of the Graduate Student Organization shall include the following:

1. President:
 - Serve as the executive officer of the organization
 - Preside over all Graduate Student Organization meetings
 - Oversee, with the treasurer, the budget for the organization
 - Serve as the Chairperson for the Executive Committee
 - Serve as the Chairperson for the Faculty/Student Relations Committee
 - Approve policy statements for the organization
2. Vice President:
 - Assist the President and presides over meetings in his/her absence
 - Serve as member of the Executive Committee
 - Serve as the organization's representative to the Student Government General Assembly (SGA)
 - Serve as the Chairperson of the Membership Committee
 - Upon Presidential vacancy, the Vice President shall assume the full duties of the President until an election can be scheduled for the next general meeting
3. Secretary:
 - Serve as a member of the Executive committee
 - Record and distribute the minutes of the meetings
 - Maintain the Graduate Student Organization files
 - Serve as Chairperson of the Public Relations Committee
 - Conduct and maintain all GSO correspondence
 - Maintain a membership roster for each semester
 - Assist the President with special assignments
 - Responsible for organizational announcements and advertisements.
4. Treasurer:
 - Record all income and expenses as incurred by Graduate Student Organization
 - Prepare an annual budget statement
 - Along with the President, be responsible for the proper allocation of Graduate Student Organization funds
 - Serve as a member of the Executive Committee
 - Perform any other duties delegated by the GSO President
 - Serve as Chairperson of the Finance Committee
 - Collect and process all money related to Graduate Student Organization.
5. Parliamentarian:
 - Assist and support the President in maintaining order and adhering to time schedules as approved by the board of membership.
 - Assist with the election and voting procedures.
 - Serve as the principal advisor to the delegates as it relates to the actual transaction of business.
 - Be able to confer with the President as needed.
 - Assist the President in preparing for meetings, when requested.
 - Provide the board and the executive committee with training on how to state a motion, rules of debate, and quorums.
 - Review and study the bylaws and standing rules annually.

ARTICLE V – VOTING

Section 1a:

Only active members present and in good standing with the Organization, including officers, shall be allowed to vote on any issue before the Graduate Student Organization.

Section 1b:

Forty percent (40%) of the active membership must be present in order to take a vote on any issue. For referendum issues, ten percent (10%) of the active “voting” membership shall constitute a quorum.

Section 1c:

No voting by proxy shall be allowed at anytime

Section 1d:

Only in the event of a tie, shall the President cast the deciding vote.

ARTICLE VI – MEETING

Section 1:

The general meetings of the Graduate Student Organization shall be held monthly during the academic year (fall and spring). Meeting dates will be advertised in advance.

Section 2:

Special meetings may be called at any time by the President upon five (5) days notice to members. Any member may approach the President to communicate a concern which may need immediate attention.

Section 3:

The Executive Committee shall meet monthly during the academic year (fall and spring), or when deemed necessary.

Section 4:

A quorum shall consist of ten percent (10%) of the active membership.

ARTICLE VII – COMMITTEES

Section 1a:

The Administrative Committee’s of the Organization shall consist of the following:

1. Membership Committee, which will be principally responsible for the recruitment and retention of prospective and active members. The Vice President shall serve as the Chairperson of this committee.
2. Finance Committee, which will be principally responsible for developing a budget for the organization and collection of membership dues. The Treasurer shall serve as the Chairperson of this committee.
3. Fund-raising Committee, which will be principally responsible for raising funds to support organizational activities. The Chairperson will be elected by the membership.
4. Public Relations Committee, which will be principally responsible for the public relations component of the organization. This committee will oversee all organizational publications. The Secretary will serve as the Chairperson of this committee.
5. Faculty/Student Relations Committee, which will be principally responsible for facilitating communication between the graduate students and faculty and addressing student issues. The President will serve as the Chairperson of this committee.

Section 1b:

The Organization, as deemed necessary, will establish ad hoc or special committees, from time to time throughout the term. The establishment or termination of said committees is at the discretion of the President of the Organization.

ARTICLE VIII – ADVISOR

Section 1:

There shall be three (3) faculty advisors who shall be member ex-officio with no voting privileges.

Section 2:

The Advisors must be a faculty or professional staff person of the Graduate Studies and Research Department at Tennessee State University. **At least one advisor must be from the School of Graduate Studies and Research.**

Section 3:

The duties of the Advisor shall consist of the following:

1. Being a consultant to the officers and membership of the Organization
2. Attend all executive and general meetings when possible
3. Act as intermediary between the Organization and the Administration.

ARTICLE IX – QUALIFICATION AND ELECTION OF OFFICERS

Section 1:

Candidates for GSO offices must meet the following qualifications:

1. All candidates must be in good standing with the University
2. All candidates must be enrolled in a graduate program
3. All candidates must be able to attend a minimum of seventy-five percent (75%) of all general meetings.

Section 2:

The current President shall preside over the elections. If the President is candidate for re-election, then the next highest ranking non-candidate officer shall preside. If all officers are candidates, the faculty advisor shall preside.

Section 3:

Forty percent (40%) of the active membership will constitute a quorum for elections.

Section 4:

Elections will be held by secret ballot and nominations by the collective of active members. Ballots will be counted by the current President (or presiding officer) and the Secretary.

Section 5:

Elections shall be determined by the candidate who receives the majority votes.

Section 6:

When candidates receive an equal number of votes, a run-off election shall be held as soon as possible.

ARTICLE X – AMENDMENTS

Section 1:

The constitution may be amended by a vote of two-thirds majority of the active “voting” membership at any regular or special meeting.

Section 2:

Any addition or deletion to the constitution shall be prepared in writing by any active “voting” member and presented to the President, who will read the proposal at the next regular meeting prior to taking a vote on the change.