

Constitution

Appalachian State University
Graduate Student Association Senate

Article I: Organization Title

Section 1: Organization Title

1. The title of this organization shall be The Graduate Student Association Senate (GSAS).

Article II: Statement of Purpose

Section 1: Purpose of GSAS

1. The Graduate Student Association Senate of Appalachian State University is a body of appointed senators representing each department within the Graduate School.

Section 2: Mission of GSAS

1. Empower graduate students to express their concern for the welfare of the graduate students enrolled in the University.
2. Provide graduate students the opportunity to develop and disseminate ideas for the improvement of graduate education.
3. Enable graduate students to contribute to the formation of relevant University Policy.
4. Support graduate students in the conceptualization of new opportunities for funding initiatives that will improve overall performance in graduate studies.
5. Grant graduate students opportunities to engage in social and collegiate activities that will strengthen the Appalachian State University experience and identity.

Section 2: Organization of GSAS

1. GSAS is the representative, deliberative, and administrative organization of the graduate student body of Appalachian State University. It is a duly constituted collegiate organization within the Cratis D. Williams Graduate School of Appalachian State University.

Section 3: Representation in GSAS

1. Each graduate department offering a degree or certificate must select one senator and at least one alternate.

Section 4: Senators and Alternates in GSAS

1. A senator is a departmental representative and will have one vote in the Senate.
2. An alternate is a departmental representative and may have one vote in the Senate only when the department's senator is absent. Alternates are encouraged to serve on any committee they wish to serve on and may also chair committees.

Section 5: Terms for Senators in GSAS

1. Members of the Senate are selected by the graduate students in their departments for one-year terms and may be re-appointed for as long as they continue to be registered with the graduate school.

Section 6: Responsibilities of Senators

1. Senators are required to maintain communication between GSAS and their department members
2. Senators must fulfill all committee obligations

Section 7: GSAS Officers

1. The officers of the Senate are a president, a vice-president, a secretary, two co-treasurers, a director of state and national affairs, a

parliamentarian, social and community coordinator, and a webmaster. Henceforth, this shall be the order of seniority.

2. Responsibilities of the President.
 - a. Shall preside over general meetings of the Executive Council.
 - b. Shall supervise normal internal operations of the Senate.
 - c. Shall support Senate and committee activities as required.
 - d. Shall serve as the GSAS representative to the graduate school and the campus at large.
 - e. Shall ensure graduate representation on all necessary ASU committees
3. Responsibilities of the Vice-President.
 - a. Shall assume responsibility of the President in the event of the president's absence.
 - b. Shall serve as the Ex Officio member of the Senate and only vote in the case of a tie.
 - c. Shall preside over the general meetings of the Senate.
 - d. Shall chair the Elections Committee.
4. Responsibilities of the Secretary.
 - a. Shall record and file records of the activities of the Senate and its agencies.
 - b. Shall keep a record of attendance at Senate meetings.
 - c. Shall handle all correspondence and maintain a record file of correspondence.
 - d. Shall conduct roll call votes.
5. Responsibilities of the Treasurers.
 - a. 1st Treasurer
 - i. Shall keep a record of and arrange the safekeeping of any and all money the Senate may obtain.
 - ii. Shall disburse, at the direction of the President with the approval of the Senate, money as is required to meet the obligations of the Senate.

- iii. Shall maintain financial records of all income and expenses as well as report to the Senate for approval of any and all transactions.
 - iv. All records are subject to inspection by the Executive Council at any time
 - v. Shall chair both the Finance and GSAS Research and Travel Endowment committees.
- b. 2nd Treasurer
- i. Shall attend all Finance and GSAS Research and Travel Endowment Committees
 - ii. Shall serve as secretary of the Finance and GSAS Research and Travel Endowment Committees.
 - iii. Shall record the meeting minutes of the Finance and GSAS Research and Travel Endowment Committees and provide those records to the Executive Committee and Senate
6. Responsibilities of the Parliamentarian.
- a. Shall assure that Senate meetings are conducted according to the rules of procedure as set up by the Rules Committee.
 - b. Shall maintain and interpret a current record of all rules.
 - c. Shall determine whether or not quorum is present.
 - d. Shall make attendance at regular Senate meetings and give the record of attendance to the Secretary.
 - e. Shall chair the Rules Committee.
7. Responsibilities of the Director of State and National Affairs.
- a. Shall educate and advocate for graduate students on city, county, state, and national issues.
 - b. Shall promote voter registration and education, grassroots organizing, lobbying elected officials, educational forums, and other outreach projects.
 - c. Shall attend regular meetings of the Association of Student Governments for the UNC-System.
 - d. Shall attend meetings of the Student Government Association as the GSAS liaison.

- e. Shall chair the Communications Committee.
- 8. Responsibilities of the Social and Community Coordinator.
 - a. Shall plan and coordinate graduate student events.
 - b. Shall have all the events approved by the Executive Council.
 - c. Shall work with businesses and organizations in Boone, NC in accordance with graduate events.
 - d. Shall chair the Social Committee.
- 9. Responsibilities of the Webmaster
 - a. Shall update the GSAS webpage regularly.
 - b. Shall post information pertinent to all graduate students.
 - c. Shall keep a running calendar of GSAS events on the webpage.
 - d. Shall manage GSAS' social media presence
 - e. Shall chair the Web Committee.

Section 8: GSAS Meetings

1. GSAS Executive Council shall meet at least once per month during fall and spring semesters. The President shall call special meetings as necessary.
2. GSAS Senate meetings shall meet once per month during fall and spring semesters . The Vice-President shall call special meetings as necessary.

Section 9: Powers and Duties of GSAS.

1. GSAS may discuss and take positions on any subject of concern to the graduate student body. The issue will be decided by a simple majority of the GSAS Senate.
2. GSAS may call general meetings of the graduate student body.
3. GSAS is the judge of its membership, but may not excommunicate or impeach any member of GSAS without due process as is defined within the By-Laws.
4. The existence of GSAS shall not preclude other means of communication between the graduate students and the University.

Article III: Membership Requirements

Section 1: GSAS Membership Requirements

1. All enrolled graduate students in good standing, as defined by the graduate school, are considered eligible for membership.

Article IV: Membership Responsibilities.

Section 1: Responsibilities of GSAS Members

1. GSAS general membership shall be dedicated to the purpose of GSAS as stated in Article II as well as meeting the requirements stated in Article III of the constitution.

Article V: Election of the Executive Council

Section 1: Membership

1. The Executive Council consists of the Senate officers.
2. The associate dean of graduate studies serves as the advisor of GSAS.

Section 2: Terms

1. The term of office for the Executive Council members shall be one academic year.

Section 3: Eligibility

1. The Executive Council members are elected by the Senate. The Senate may recall, if necessary, any member of the Executive Council. The recalling of an officer must follow the guidelines as outlined by the By-Laws.
2. The Executive Council may elect one affiliate as an additional member to the council. This person is an additional voice and serves as seen fit by the council for a period of one academic year.

Section 4: Meetings

1. The president shall call meetings of the Executive Council at the request of any member of the Council or as necessary.
2. Executive sessions, limited to the persons invited by the Executive Council, may be held by a majority vote of the council.
3. Reports of all executive sessions and council meetings must be made at the next meeting of GSAS.
4. Each member of the Executive Council shall have one vote.

Section 5: Powers and Duties of the Executive Council

1. Represents GSAS when not in session.
2. Responsible directly to GSAS for all of its activities.
3. May act on no issue without approval of GSAS.
4. Responsible for strengthening GSAS through planning its direction for the upcoming academic year.

Article VI: Committees

Section 1: The Finance Committee

1. The Finance Committee is a standing committee, which prepares the budget and makes recommendations for the allocation of funds.
2. The 1st Treasurer shall chair the Finance Committee.

Section 2: The Rules Committee

1. The Rules Committee is a standing committee which prescribes all general and special rules of procedure necessary for the conducting of GSAS business.
2. All questions of a procedural or legal nature are directed to the Rules Committee.
3. The Rules committee should be composed of an odd number of individuals in order to avoid ties.
4. The Parliamentarian shall chair the Rules Committee.

Section 3: The Elections Committee

1. The Elections Committee is a standing committee that is responsible for overseeing the election of senators.
2. The Elections Committee supervises special elections needed to fill vacancies.
3. All questions regarding Senate membership are directed to the Elections Committee.
4. The Vice-President shall chair the Elections Committee.

Section 4: Communications Committee

1. The Communications Committee is a standing committee which supervises the dissemination of information concerning GSAS and graduate student activities.
2. The Communications Committee must be chaired by the Director of National and State Affairs.

Section 5: Social Committee

1. The Social Committee is a standing committee, which oversees the planning of activities for GSAS and graduate students.
2. The Social Committee must be chaired by the Social and Community Coordinator.

Section 6: Special Committees

1. GSAS may establish additional special, standing, or temporary committees as is required of GSAS business.

Section 7: Guidelines and Decisions

1. GSAS shall uphold the guidelines and decisions of the standing and special committees.
2. All committees shall issue a regular report of their activities at each Senate meeting
3. Committees may be, at the discretion of the Executive Council, be required to attend meetings of the said council and issue a report.

Section 8: Membership

1. The senate shall be responsible for appointing members of all committees
2. Any member of the graduate school may be appointed members of any committee
3. Only a senator or alternate may chair a committee
4. All standing committee members shall be appointed within the first month of each academic year and shall serve until the end of that academic year.

Article VII: Parliamentary Procedure

Section 1: Rules of Order

1. Rules of Order shall be determined in the by-laws

Article VIII: By-Laws

Section 1: Rules

1. A set of by-laws shall be written and maintained to specify the rules for elections and the rules for procedures for GSAS and Executive Council. GSAS must approve all By-laws by a three quarters majority of the Senate.

Article IX: Constitutional Ratification

Section 1: Ratification of the GSAS Constitution

1. This Constitution shall be ratified upon approval of three quarters majority of GSAS.

Article X: Constitutional Amendments

Section 1: Amendments to the GSAS Constitution

1. Amendments to the Constitution may be initiated by any GSAS senator or by a petition to GSAS. Proposed amendments shall remain tabled for a minimum of 28 days and voted on at the subsequent regular meeting.
2. An amendment must be approved by a three quarters majority at the next GSAS meeting following recommendation by the Rules Committee.

Article XI: Authority and Supremacy

Section 1: GSAS Authority and Supremacy

1. This organization must abide by the policies and procedures established by the governing body of clubs and organizations at Appalachian State University.
2. This organization must abide by the ethical code set by Appalachian State University.