

Arkansas Tech University Graduate Student Council Constitution

Article I. Name of Organization

The Formal name of this student organization is the Arkansas Tech University Graduate Student Council.

Article II. Purpose of the Organization

The purpose of the GSC is to promote the success of Tech's graduate students by taking an active role in student life and by having a voice on campus. Members of the council will serve as advocates for graduate student concerns while also participating in various on and off campus activities for personal and professional development.

Article III. Membership Composition

Section 1- Organization Structure: The GSC is comprised of a maximum of seventeen total graduate students. Each individual ATU College with graduate programs has an allocated number of priority seats. The number is calculated by taking the number of distinct graduate degree conferring programs that a College offers and dividing this by two. If a decimal results from this division and the decimal equals or exceeds .5 then the number is rounded up to decide how many seats a college holds.

At this time four seats go to the College of Arts & Humanities, two go to the College of Business, four go to the College of Education, two go to the College of Engineering & Applied Sciences, and two go to the College of Natural & Health Sciences. The remaining open seats on the council serve as At Large seats that may be filled by individuals that remain in the candidate pool and have no available seats remaining in their College to fill. Additionally, any unfilled seats within a College convert to At Large seats that may be filled by individuals approved from the candidate pool.

Section 2- Eligibility Requirements for Membership: Any Tech graduate student who meets the following requirements is eligible to apply for a seat on the GSC. First, the student must have a minimum 3.0 grade point average. Second, they must also be in good standing with the university. Lastly, the candidate should exemplify true leadership and academic qualities.

Section 3-Procedures to Apply for Membership and the Selection Process: Any graduate students who are interested in holding one of their college's seats must submit (1) a resume (2) a statement of intent expressing why the individual wants to be involved in the organization and what attributes they will bring to it. A selection committee consisting of three current members of the GSC, a GSC advisor, and a representative from the Graduate Council will then review all the completed application packets submitted by the set deadline. This committee will recommend their selections to the Graduate Dean for final approval. Alternatively, a two-thirds quorum of currently sitting council members can vote on applicants, with a majority vote approving the applicant for a seat on the council. Should a seat that is held by a returning member be challenged by a

newcomer, members from the Graduate Council may, minus the returning member in question, review applications and approve the member they feel is the best fit or form a temporary Selection Committee comprised of at minimum three Council members, not to include the returning member in question, and the GSC advisor to select between applicants for the seat.

Section 4- Membership Duties: There are no dues for this organization. However, all members must attend the two meetings held each month. Members will also be encouraged to attend ATU On-Track events hosted by the GSC throughout the year. In addition to this representation on campus, they will be encouraged to join specific committees created by the council. Most importantly, within the appointed academic year, the GSC as a group is expected to propose and/or implement a project/initiative that will help Tech's overall graduate community. The entire council must also hold at least the minimum number of events on or off campus required to maintain compliance of the On Track Graduate track administered by the GOLD Cabinet.

Section 5- ATU Non-Discriminatory Statement: Arkansas Tech University prohibits discrimination based on race, color, religion, national origin, sex, age, disability, or veteran status. In addition, the GSC does not discriminate based on sexual orientation, gender identity, or genetic information.

Article IV. Organization Officers, Committees, and Their Duties

Section 1- Officers: The Graduate Student Council will maintain a minimum of 4 officer positions and a maximum of 6 as described in Sections 2- 5: Chairperson, Vice Chairperson, Secretary, and Public Relations Liaison. Due to the responsibilities entrusted to each position, the council may deem it necessary to have a single chair or co-chairs serve in the officer positions of Secretary and Public Relations Liaison.

Section 2-Chairperson: The chairperson of the council has a number of duties. First, they preside over all GSC general and officer meetings. Second, the chair assists in the development of each meeting's agenda. Third, they also serve on the Graduate Council and must be able to make these meetings. Fourth, this individual is a representative of the GSC at various university sponsored events and meetings. Finally, the chairperson will be one of the co-chairs of the Graduate Student Symposium

Section 3- Vice Chairperson: The vice chairperson's duty is to assist the chairperson and to act in their place when the chairperson is unable to perform their duties or a motion involving the chairperson is under consideration. The vice chairperson may also serve as a council representative to standing committees on campus as decided by the council.

Section 4-Secretary: The secretary's main duty is to take the minutes for all GSC meetings and to then distribute them in typed format to the other members in a timely fashion. They also create the meetings' agenda in coordination with the other GSC executive officers and distributes them to members before meetings begin. Along with

these duties, the secretary will co-chair the Graduate Student Symposium with the chairperson.

Section 5-Public Relations Liaison: The public relations liaison's main duty is to chair the Graduate Student Spotlight Selection Committee. They are also responsible for keeping the GSC social media pages up to date in addition to creating the advertisements for GSC sponsored events. This individual will serve as the GSC representative to the GOLD Cabinet as well, and must attend the four meetings they hold per semester. The public relations liaison's final duty is to add and edit any ratified amendments to this constitution.

Section 6- Officer Election Process: Executive officers will be chosen by a nomination and election process. They will be elected before the new academic year begins and will serve a term of one academic year. The time between elections and the new academic year will serve as a transition period for the new officers.

Section 7- Designated Committees: The GSC creates a number of specific committees in order to meet the goals set by the members. The following committees are those created so far but are by no means all that may be needed in the future.

Subsection A- Membership Selection Committee: This committee is comprised of three sitting GSC members, a GSC advisor, and a representative from the Graduate Council. Its three duties are to review the application packets of all nominees for the council, to select the new members from this nomination pool, and then to recommend them to the Graduate Dean for final approval. The chair of this committee is the representative from the Graduate Council.

Subsection B- Graduate Student Symposium Planning Committee: This committee's duties are to plan, prepare, and coordinate the Graduate Student Symposium. The co-chairs of the committee are the GSC chairperson and secretary.

Article V. Organization Decision Making Model

As a general rule, the Graduate Student Council shall use majority (51%) vote to make its decisions.

Article VI. Meetings

Section 1-Frequency: Council meetings will be held two times a month at times and locations that work for all members' schedules.

Section 2-Structure: Each meeting will begin with the chairperson calling the council to order. There must be a fifty-one percent majority of members present to form a quorum. The minutes will be taken by the secretary and distributed to members after the meeting. The chair will lead discussion on issues, events, committees, etc. that are on the agenda until all items have been discussed. They will then motion for the meeting to be adjourned if there is no further business. This motion must be seconded by other members for the meeting to adjourn.

Article VII. Organization Advisors

The GSC has two faculty advisors chosen by the Dean of the Graduate College. Their terms last indefinitely with annual reappointment. Their duties include meetings with the GSC executive officers on a regular basis and attending organization meetings and events. However, the advisors do not have voting rights except in the event of a fitty-fifty split vote, for which the advisor will serve as the tie breaking vote.

Article VIII. Organization Funds

This organization does not require any dues from its members. Means of acquiring funds include any ATU-approved fundraising events or funds received from the Graduate College.

Article IX. Amending the Constitution

This constitution may be amended by a majority (51%) vote of all present voting members. However, it can only be voted on if a two-thirds quorum of the membership is present. A proposed amendment must be submitted for voting by an executive officer at least one week prior to the next meeting. If the amendment receives the majority (51%) vote needed to pass, the council’s advisors will be informed of the change. A revised copy of the constitution will then be distributed to active members and to the ATU Department of Campus Life.

Article X. Enabling Clause

This constitution shall go in effect on October 9, 2019 upon ratification by a majority (51%) of present voting members. This constitution shall also nullify and replace any previous constitutions/procedures created for this organization.

Article XI. Signature Line

The signatures below indicate that we, the executive officers of the Arkansas Tech University Graduate Student Council, approve this constitution and certify that it has been ratified by a majority (51%) vote of present members.

Chairperson’s Name: _____ Date: _____

Vice Chairperson’s Name: _____ Date: _____

Secretary’s Name: _____ Date: _____

Public Relation Liaison’s Name: _____ Date: _____