Article 1: Name, Purpose, And Non-Discrimination Policy

Section 1: Name – Educational Studies Teaching Associates Support Group (ESTA)

Section 2: Objective – The goal of ESTA is to support Graduate Associates (GAs) in their development as future faculty.

Section 3: This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

Article II: Membership: Qualifications and Categories of Membership

Section 1: Members must be a graduate student within the Department of Educational Studies, with interest in developing their skills as an educator.

Article III: Organization Leadership

Section 1: Organization leaders are elected by current members. Terms will last one academic year, and election will take place during a regular organization meeting during each spring term.

Section 2: Titles of the Executive Committee include: President, Treasurer, and Vice President.

Section 2a: President duties: Complete and manage registration for organization, coordinate meetings and programs, serve as primary contact for organization, and help manage conflicts.

Section 2b: Vice President duties: Assume the role of the president in his or her absence. The Vice President will assist in coordinating the meetings and miscellaneous efforts of the group.

Section 2c: Treasurer duties: Meet regularly with the advisor to discuss finances, request all funds for the organization, save receipts and complete all forms, manage organization budget and bank account.

Article IV: Executive Committee

Section 1: The Executive Committee shall be comprised of the organizational leadership (see Article III).

Section 2: The Executive Committee may add ad hoc, non-voting members by a majority vote of the Executive Committee.

Article V: Standing Committee

The Educational Studies Teaching Associates Support Group does not have standing committees.

Article VI: Methods of Selecting and/or Removing Officers and Members

Section 1: All graduate students in the Department of Educational Studies are eligible for membership.

Section 2: In the event that an ESTA member does not conduct him/herself in a way that reflects well on the organization, a meeting of the Executive Committee will be convened to discuss these problems, and determine possible probationary period or vote with majority rule on removal.

Section 3: Graduating or leaving members will recruit other graduate students to represent the group as the official officers for the following year, with the approval of the Advisor.

Article VII: Advisors or Advisory Board: Qualification Criteria

Section 1: The advisor for ESTA will serve as the primary resource for the organization, meet with officers, give advice, provide continuity and perspective, approve organization’s registration, funding requests, and annual goals, and serve as co-signer on organization bank account.

Section 2: The advisor must be a faculty or staff member in the Department of Educational Studies.

Article VIII: Meetings of the Organization: Required Meetings and Their Frequency

Section 1: Meetings will be scheduled for members bi-monthly during both autumn and spring semesters, and will be initiated by the President. Additional meetings scheduled as need for organization projects and events.

Article IX: Methods of Amending the Constitution: Proposal, Notice, and Voting Requirements

Section 1: Proposed amendments shall be in writing. Amendments shall be read in a general meeting and voted upon at a subsequent general meeting. Approval shall require an affirmative vote of at least two-thirds of voting members present.

Article X: Dissolution

Section 1: Dissolution of the student organization will be voted upon during a general meeting after at least one meeting prior to discuss concerns and reasons for possible dissolution. Organization assets will be donated back to the university, and any debts will be discussed and handled with feedback from ESTA advisor before organization dissolution.

***By-Laws***

***Article I-***The rules contained in Robert’s Rule of Order shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

***Article II-*** *covered in the ESTA Support Group Constitution*

***Article III-*** *covered in the ESTA Support Group Constitution*

***Article IV-*** *not needed*

***Article V-*** *not needed*

***Article VI-*** *Covered in the ESTA Support Group Constitution*

***Article VII-*** *Covered in the ESTA Support Group Constitution*

***Article VIII-*** *By-laws may be amended by proposing in writing and reading the change at a general meeting of the membership and then bring the proposed change up for a vote at the next general meeting with a 2/3 majority vote of the membership present (a quorum being present).*

*Drafted: Wednesday July 16, 2014*

*Reviewed: Wednesday September 21, 2016*