**Constitution and By-­Laws for the Educational Studies Graduate Student Council (ES GSC)**

*Revised October 18th, 2018*

**Article 1: Name, Purpose, and Non-­Discrimination Policy**

Section 1: Name- Educational Studies Graduate Student Council

Section 2: Objectives- Facilitate collaboration between graduate students enrolled in masters, doctoral, and professional programs in the Department of Educational Studies as well as advocate for the personal and professional needs of these students in Educational Studies.

Section 3: Non-discrimination Policy- 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.

Section 4: Diversity Inclusion Statement - This organization will actively work to recruit and advocate for individual(s) with diverse identities, such as age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status to enrich membership and collaboration.

**Article II: Membership: Qualifications and Categories of Membership**

Section 1: Members must be a graduate student in the Department of Educational Studies. Each of the 14 programs is represented by at maximum of two graduate student representatives.

**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 the regular organization meeting in the spring.

Section 2: Titles of the Executive Committee include President, Treasurer, Secretary, and President-­elect.

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: 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.

Section 2c: Secretary duties: Take meeting minutes and distribute via email to all ES GSC members.

Section 2d: President-­elect duties: Assume the role of the president in their absence. The President-elect will assume the presidency upon the ending of the President’s term.

**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 Graduate Student Council 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 a ESGSC 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 another graduate student to represent their program on the Council to be approved by advisor and Executive Committee.

**Article VII: Advisors or Advisory Board: Qualification Criteria**

Section 1: The advisor for ES GSC will serve as the primary resource for the organization, meet with officers and 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 required of all members at least twice per semester, 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 ESGSC 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 ESGSC Constitution*

*Article III-­‐ covered in the ESGSC Constitution*

*Article IV-­‐ not needed*

*Article V-­‐ not needed*

*Article VI-­‐ Covered in the ESGSC Constitution*

*Article VII-­‐ Covered in ESGSC Council 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).*