



**UNIVERSITY OF  
GEORGIA**  
Graduate Student Association

**The Constitution and Bylaws of the Graduate Student Association,**  
*As Amended*

## **ARTICLE I. PURPOSE OF THE ASSOCIATION**

**1.01. Purpose of the Association.** The Graduate Student Association, hereafter referred to as the Association is an advocacy organization developed to support graduate and professional students' diverse needs and interests at the University of Georgia.

## **ARTICLE II. COMPLIANCE WITH APPLICABLE LAWS AND POLICIES**

**2.01. Compliance with General Policies.** The Association shall comply with all applicable federal, state, local, and university policies, including the Americans with Disabilities Act of 1990, Board of Regents' policy, and/or University rules and regulations. The Association shall not seek to accomplish its objectives, goals, purposes, or activities through the use or promotion of violence, engage in activities that materially or substantially interfere with the discipline and regular activities of the University or with the rights of others, including activities that present a danger to property, personnel, and/or the orderly functioning of the University, or seek benefits that lead to the personal gains for any member or officer.

**2.02. Non-Discrimination Statement.** Membership and all privileges, including voting and officer positions, must be extended to all students without regard to race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, ethnicity or national origin, religion, age, genetic information, disability, or veteran status. Membership and all privileges, including voting and officer positions, must be extended to all students as stated in the University of Georgia Non-Discrimination and Anti-Harassment Policy. *Title VI* of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs or activities that receive Federal financial assistance. *Title IX* states that: No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

## **ARTICLE III. ASSOCIATION MEMBERSHIP**

**3.01. Membership of the Association.** The Association's membership shall comprise all graduate and professional students at the University of Georgia registered as post-baccalaureate, degree-seeking students, regardless of a student's status as a full or part-time student. Students meeting such criteria shall automatically be considered members.

## **ARTICLE IV: THE OFFICERS AND ADVISORS OF THE ASSOCIATION**

**4.01. The Advisors of the Association.** As a registered student organization, the Association shall be formally advised by a full-time staff/faculty member within the Division of Student Affairs. Additionally, the Association may be advised by other full-time staff/faculty members in the Graduate School or any other relevant institutional department or unit. Furthermore, at the discretion of the President and in consultation with officers of the Association, a student advisor with sufficient experience and background information about the Association's history and operations may be appointed to provide guidance and support as needed to the officers of the Association.

**4.02. The Association's Officer Positions.** The Association shall have an officer team consisting of a President, a Vice President of Administration, a Vice President of Advocacy, a Vice President of Programming, a Vice President and Secretary, a Vice President of Marketing of Communications, a Coordinator of Internal Operations, and a Coordinator of External Operations. The President, Vice President of Administration, Vice President of Advocacy, Vice President of Programming, Vice President

and Secretary, and Vice President of Marketing of Communications shall constitute the Association's Executive Board.

**4.03. Purpose of the Association's Executive Board.** The Association's Executive Board shall provide strategic advice to the Association's President and coordinate the Association's activities, initiatives, events, programs, and services. The Executive Board shall also determine the agenda of the Association's Council meetings.

**4.04. Responsibilities of the Association's President.** The President of the Association shall be responsible for completing the following duties:

- 4.04.1. The President of the Association shall serve as the primary spokesperson when collaborating with the University's administrators, student organizations, and the broader university community.
- 4.04.2. The President of the Association shall support and coordinate, with other officers and Council members, all activities, events, initiatives, programs, and services approved and organized by the Association.
- 4.04.3. The President of the Association shall retain and implement all directives given to, for, or about the Association received from various University offices.
- 4.04.4. The President of the Association, or their designee, shall disseminate announcements, polls, voting procedures, and other relevant information to the University of Georgia's graduate and professional student body.
- 4.04.5. The President of the Association, or their designee, shall prepare, submit, and discuss monthly reports about the Association's operations and general graduate student life. As requested, these reports may be shared during monthly University Council meetings and with other university-related groups.
- 4.04.6. The President and other officers of the Association shall develop the organization's annual budget in consultation with the Advisor, the Business/Office Manager of the Engagement, Leadership, and Service (ELS) department of the UGA Student Affairs division, and other relevant leaders.
- 4.04.7. The President of the Association, or their designee, shall present the organization's annual budget proposal to university leaders during the annual all-campus allocations meeting.
- 4.04.8. The President of the Association, or their designee, shall secure purchasing approvals and facilitate organizational purchasing by university policies and procedures established by the Student Affairs Business Office.
- 4.04.9. The President of the Association, or their designee, shall review and retain financial documentation to facilitate the processing of financial transactions within the Engagement, Leadership, and Service (ELS) business office.
- 4.04.10. The President of the Association shall serve as a member of the University Council, the University Council's Executive Committee, and the Graduate Council. In addition to these committees, the President of the Association or their designee may serve as a member of other university or system-level committees as called or necessary.

4.04.11 The President of the Association, or their designee, shall serve on the Student Affairs Advisory Board.

4.04.12 The President of the Association shall liaise with leaders of other university-recognized representative bodies, including, but not limited to, the Student Government Association (SGA), the University of Georgia Staff Council, and the University of Georgia Postdoctoral Association.

4.04.13 The President of the Association shall serve as the Presiding Officer/Chair of the Association's Executive Board.

4.04.14 The President of the Association shall complete other reasonable duties as assigned.

**4.05. Responsibilities of the Association's Vice President of Administration.** The Association's Vice President of Administration shall complete the following duties:

4.05.1 The Association's Vice-President of Administration shall assume all responsibilities of the President in the event of the President's impeachment, resignation, or removal from office for any reason.

4.05.2 The Association's Vice-President of Administration shall attend and serve as the presiding officer for all regularly scheduled meetings of the Association's Council.

4.05.3 The Association's Vice-President of Administration shall assist in coordinating all activities, events, initiatives, programs, policies, and services approved and organized by no more than two committees of the Association, including the Diversity & Inclusion Committee and the Constitution Revisions and Review Committee.

4.05.4 The Association's Vice-President of Administration shall develop and present external and internal reports regarding the activities of the Association's Council and any relevant committees.

4.05.5 The Association's Vice President of Administration shall serve on the University Council and the Graduate Council.

4.05.6 The Association's Vice-President of Administration shall complete other reasonable duties as assigned.

**4.06. Responsibilities of the Association's Vice President of Advocacy.** The Association's Vice President of Advocacy shall complete the following tasks:

4.06.1 The Association's Vice President of Advocacy shall collaborate with the President to appoint the graduate student members who serve among the sub-committees of the University Council, including but not limited to the Curriculum Committee; the Committee on Intercollegiate Athletics; the University Libraries Committee; the Committee on Facilities; the Strategic Planning Committee; the Committee on Student Life and any other university or system level committee that cannot be attended by the President or other officers of the Association.

4.06.2 The Association's Vice President of Advocacy shall attend and may serve as Presiding Officer for all regularly scheduled meetings of the Association's Council.

4.06.3 The Association's Vice President of Advocacy shall coordinate all activities, events, initiatives, programs, policies, and services approved and organized by no more than

two committees of the Association, including the Student Advocacy and Campus Issues Committee and the Student Health and Wellness Committee.

- 4.06.4 The Association's Vice President of Advocacy shall develop and present external and internal reports regarding the activities of the Association's Council and relevant committees.
- 4.06.5 The Association's Vice President of Advocacy shall be a member of the University Council, the Graduate Council.
- 4.06.6 The Association's Vice President of Advocacy, or their designee, shall be a member of the Educational Affairs and Curriculum Committees.
- 4.06.7 The Association's Vice President of Advocacy shall complete other reasonable tasks as assigned.

**4.07. Responsibilities of the Association's Vice President of Programming.** The Association's Vice President of Programming shall complete the following duties:

- 4.07.1. The Association's Vice President of Programming shall lead the planning and coordination of all events, programs, and workshops that resonate with the graduate student community in areas such as academic support, career development, wellness, and social engagement. The Association's Vice President of Programming shall coordinate all activities, events, initiatives, programs, policies, and services approved and organized by the Graduate Student Engagement & Programs Committee.
- 4.07.2 The Association's Vice President of Programming shall serve as the point of contact for events and oversee the logistics of each event, including, but not limited to, venue selection, scheduling, coordinating speakers, purchasing and picking up materials, and ensuring smooth execution.
- 4.07.3 The Association's Vice President of Programming will collaborate with the President to develop and manage the budget for all key events, programs, and workshops.
- 4.07.4 The Association's Vice President of Programming shall collaborate with the President and the Director of Communications and Marketing to build and maintain relationships with university departments, faculty, external organizations, and sponsors, enhancing programming opportunities and increasing the Association's visibility.
- 4.07.5 The Association's Vice President of Programming shall liaise with leaders of other university-recognized student groups, organizations, departments, and external partners to plan and execute joint events and initiatives.
- 4.07.6 The Association's Vice President of Programming shall evaluate the success and impact of programs through attendee feedback, surveys, and participation metrics.
- 4.07.7 The Association's Vice President of Programming shall complete other reasonable tasks as assigned.

**4.08. Responsibilities of the Association's Vice President and Secretary.** The Association's Vice President and Secretary shall complete the following duties:

- 4.08.1 The Association's Vice President and Secretary shall preserve the organization's memory by developing, storing, and sharing clear, complete, and coherent records.

- 4.08.2 The Association's Vice President and Secretary shall attend all regularly scheduled meetings of the Association's Council.
- 4.08.3 The Association's Vice President and Secretary shall develop, review, store, and disseminate the minutes of all meetings of the Association's Council.
- 4.08.4 The Association's Vice President and Secretary shall solicit, review, store, and disseminate minutes from all the Association's committees.
- 4.08.5 The Association's Vice President and Secretary shall document and store all organizational processes and procedures.
- 4.08.6 The Association's Vice President and Secretary shall complete other reasonable duties as assigned.

**4.09. Responsibilities of the Association's Vice President of Marketing and Communications.** The Vice President of Marketing and Communications of the Association shall complete the following responsibilities:

- 4.09.1 The Association's Vice President of Marketing and Communications shall develop and execute the Association's marketing and communications strategy, which shall be aligned with the Association's mission and goals and in compliance with general marketing and branding principles established by leaders at the University of Georgia.
- 4.09.2 The Association's Vice President of Marketing and Communications shall write, edit, and produce the Association's digital content and promotional materials, including but not limited to—newsletters, event announcements, social media updates, flyers, posters, and other graphics.
- 4.09.3 The Association's Vice President of Marketing and Communications shall monitor, update, and maintain the Association's communications channels, including, but not limited to, the organization's website, MailChimp account and lists, social media profiles, and other platforms.
- 4.09.4 The Graduate Student Association's Vice President of Marketing and Communications will collaborate with the President to build relationships with university departments, faculty, and external partners and raise the association's visibility.
- 4.09.5 The Association's Vice President of Marketing and Communications shall work closely with other officers, student leaders, and committees to ensure marketing and communications efforts support broader organizational objectives.
- 4.09.6 The Association's Vice President of Marketing and Communications shall develop, track, and report on key performance indicators (KPIs) related to digital engagement and event participation.
- 4.09.7 The Association's Vice President of Marketing and Communications shall coordinate all activities, events, initiatives, programs, and services approved and organized by any of the Association's standing or special committees related to Communications, Marketing, and Strategic Outreach.

**4.10. Responsibilities of the Association’s Coordinator of Internal Operations.** The Coordinator of Internal Operations shall complete the following duties:

- 4.10.1 The Association’s Coordinator of Internal Operations shall collaborate with the Vice President of Administration and the President to plan and logistically support the Association’s internal activities, events, initiatives, programs, and services, including but not limited to space reservations, and technical support related to monthly council meetings and bi-weekly/monthly committee meetings.
- 4.10.2 The Association’s Coordinator of Internal Operations shall develop, maintain, and share the Association’s master calendar, which lists accurate information about all the Association’s internal activities, events, initiatives, programs, and services.
- 4.10.3 The Association’s Coordinator of Internal Operations shall develop and present internal reports regarding the Association’s activities.
- 4.10.4 The Association’s Coordinator of Internal Operations shall attend all regularly scheduled meetings of the Association’s Council.
- 4.10.5 When appropriate, the Association’s Coordinator of Internal Operations may serve as an alternate or proxy for any other officer of the Association who participates in a university-level committee or subcommittee.
- 4.10.6 The Association’s Coordinator of Internal Operations shall complete other reasonable duties as assigned.

**4.11. Responsibilities of the Association’s Coordinator of External Operations.** The Coordinator of External Operations shall complete the following tasks:

- 4.11.1 The Association’s Coordinator of Internal Operations shall collaborate with the Vice President and Secretary, the Vice President of Programming, and the President to plan and logistically support the Association’s external activities, events, initiatives, programs, and services, including but not limited to space reservations, transportation arrangements, catering arrangements, and technical support related to external events, programs, and workshops.
- 4.11.2 The Association’s Coordinator of External Operations shall develop, maintain, and share the Association’s master calendar, which lists accurate information about all the Association’s external activities, events, initiatives, programs, and services.
- 4.11.3 The Association’s Coordinator of External Operations shall develop and present external reports regarding the Association’s activities.
- 4.11.4 The Association’s Coordinator of External Operations shall attend all regularly scheduled meetings of the Association’s Council.
- 4.11.5 When appropriate, the Association’s Coordinator of External Operations may be an alternate or proxy for any other officer participating in a university-level committee or subcommittee.
- 4.11.6 The Association’s External Operations Coordinator shall complete other reasonable duties as assigned.

## **ARTICLE V: ELECTION AND SELECTION THE ASSOCIATION'S OFFICERS**

**5.01. Selection of Coordinators.** The Coordinator of Internal Operations and the Coordinator of External Operations shall be appointed by the President or elected from the pool of eligible members of the Association's Council to serve a regular one-year term.

5.01.1. If the President appoints either the Coordinator of Internal Operations or the Coordinator of External Operations, such an appointment shall be confirmed with a majority affirmative vote of the eligible voting members of the Association's Council.

5.01.2. If an election process is utilized to select either the Coordinator of Internal Operations or the Coordinator of External Operations, an internal election process for the specific purpose of identifying either the Coordinator of Internal Operations or the Coordinator of External Operations shall be utilized. Only the eligible members of the Association's Council shall be permitted to vote. A majority vote of the Association's Council is necessary to confirm either the Coordinator of Internal Operations or the Coordinator of External Operations.

**5.02. Election of Other Officers.** The President, Vice President of Administration, Vice President of Advocacy, Vice President of Programming, Vice President of Marketing and Communications, and the Vice President and Secretary of the Association shall be elected by a ballot measure that all eligible graduate and professional students at the University of Georgia may participate in. These elections shall take place during the spring semester of each academic year. A majority vote shall be required to elect each officer formally. If a majority vote cannot be reached, a plurality method may be used to determine candidates who will participate in a run-off.

**5.03. Voting Threshold for Officer Elections.** Each of the Association's elected officers must be elected by a numerical majority (50% +1) of all casted votes. If no candidate receives the majority percentage, a plurality method may determine the two candidates who will participate in a run-off. Such runoff should be conducted as soon as possible.

**5.06. Mechanism of Voting for Officer Elections.** The University of Georgia Involvement Network website shall be the platform for voting related to the election of all officers except those appointed or elected internally. Other platforms may be used for internal elections.

**5.04. Requirements of All Officer Candidates.** All prospective officers must declare their candidacy before the election. The Association's officers are not required to run together on a ticket. All officers of the Association must pay the UGA-Athens student activity fee for the semester in which they are nominated and for the duration of their term.

**5.05. Recommended Qualifications of Officer Candidates.** Candidates for President, Vice President of Administration, and Vice President of Advocacy are encouraged to demonstrate one year of relevant university involvement or leadership experience as part of their election platform. Candidates for Vice President of Programming, Vice President of Marketing and Communications, and Vice President and Secretary of the Association are encouraged to demonstrate relevant organizational, graphic design, logistical, and event planning experience as part of their candidacy platform.

**5.07. Regular Term Dates.** Following annual elections, the newly elected officers of the Association will assume their positions from the third Monday of May of the current calendar year to the third Monday of April in the following calendar year. Between these dates, the "lame-duck" period shall be reserved for officer transitions and training.



**5.08. Special Term Dates.** Officers of the Association who are appointed to any officer position following an officer's impeachment, resignation, or removal will assume their position on the day that coincides with the day that the Association's Council confirms such an appointment. Appointed officers will serve in their appointed role for the remainder of the regular term.

## **ARTICLE VI: GRADUATE ASSISTANTSHIP FOR OFFICERS OF THE ASSOCIATION**

**6.01. Availability of Graduate Assistantship for the President.** The President of the Association may receive a Graduate Assistantship at the discretion of leaders within the UGA Graduate School, which may sponsor such an assistantship. If an assistantship is offered, such an assistantship shall be offered following pay dates, pay schedules, benefits and rates set forth by the Graduate School Business Office. The assistantship shall be provided irrespective of the recipient's degree type or program of study, so long as the President is actively pursuing a program that results in a degree and making timely progress toward their degree.

**6.02. Transferability of Graduate Assistantship.** If the President of the Association has an assistantship separate from their capacity as President, the assistantship provided for the President may be transferred to another member of the Executive Board at the discretion of the UGA Graduate School, which sponsors such an assistantship.

**6.03. Eligibility for Graduate Assistantship.** Any graduate assistantship provided to an officer of the Association shall be provided following standing regulations governing graduate assistantships. However, in addition to university-issued regulations, any recipient of such graduate assistantship must remain active within the Association and fulfill the responsibilities for their role as described in this Constitution.

**6.04. Loss of Graduate Assistantship.** Failure to fulfill responsibilities associated with an officer's role may result in the loss of the assistantship. The assistantship may also be discontinued and transferred to another eligible officer following the officer's impeachment or removal from office for any reason. Such assistantship transfers shall happen per university policies and at the discretion of leaders within the UGA Graduate School, which sponsors the assistantship.

## **ARTICLE VII: THE ASSOCIATION'S COUNCIL**

**7.01. Purpose of the Council.** The Council is a representative body of graduate and professional students who participate in advocacy, legislative action, programming, and other activities, initiatives, events, programs, and services organized or sponsored by the Association.

**7.02. Council Membership.** The Association's Council shall comprise student members representing the broad interests of graduate and professional students at the University of Georgia. To this end, the Association's Council shall be composed of members following the provisions that follow:

- 7.02.1. No more than one representative from each degree-granting graduate program of study at the UGA-Athens campus who will represent all students in such program, irrespective of the program's degree types, location, and modality.
- 7.02.2. No more than one representative from each non-academic registered student organization at the UGA-Athens campus whose membership is composed of at least 60% of graduate and/or professional students, who will represent all members of the respective organization, irrespective of the representative's academic program of study.
- 7.02.3. No more than one representative from each of the university's distance campuses, including UGA-Griffin, UGA-Gwinnett, and UGA-Tifton, who will represent the interests of all graduate and professional students at each respective distance campus, irrespective of the representative's academic program of study.

- 7.02.4 A limited number of representatives at-large who will represent the collective interests of graduate and professional students irrespective of academic program of study, degree type, location, degree modality, affiliation with a distance campus, or affiliation with a registered student organization.

**7.03. Appointment of Council Representatives from Academic Departments.** Graduate Coordinators for each degree-granting graduate program of study are responsible for identifying and nominating academic program representatives for the Association's Council. However, deference may be given to departmental and/or program-level graduate student organizations to elect or appoint representatives who will serve as members of the Association's Council. If no such organization exists or the organization is inactive, the Program Coordinator for each degree-granting program of study may be asked to nominate a graduate or professional student for each degree-granting graduate or professional degree program they are responsible for. The Association shall not have a direct role in the internal selection processes of student representatives for academic departments or programs.

**7.04. Appointment of Representatives from Distance Campuses.** Graduate and professional students representing graduate and professional students at distance campuses, including UGA-Griffin, UGA-Gwinnett, and UGA-Tifton, do not need the approval of graduate coordinators. However, it is encouraged that these representatives be confirmed by the student bodies they aim to represent using a consensus-based selection method. The Association shall not have a direct role in the internal selection processes of representatives from distance campuses.

**7.05. Appointment of Council Representatives from Student Organizations.** Graduate and professional students representing the interests of members of eligible student organizations do not need the approval of graduate coordinators. Still, it is encouraged that these representatives be confirmed by organizations they aim to represent using a consensus-based selection method. The Association shall not have a direct role in the internal selection processes of representatives from graduate student organizations; however, efforts may be taken to inform registered student organizations of their ability to elect or appoint representatives.

**7.06. Appointment of Representatives At-Large.** The President shall maintain the authority to appoint a limited number of graduate and professional students as representatives at-large. However, any appointments shall be subjected to the approval of the eligible voting members of the Association's Council.

**7.07. Required Number of Participants for the Council.** Because the Association cannot require any department, program, or graduate student group to supply a representative, no formal minimum number of graduate and professional departments is required to operate the Association's Council. However, the Council cannot function without an adequate number of representatives, so each eligible program, department, and organization is strongly encouraged to elect or appoint a representative for the Association's Council.

**7.08. Responsibilities of Council Representatives.** Representatives of the Association's Council are expected to fulfill the following responsibilities and tasks:

- 7.08.1 Representatives are expected to serve as liaisons or conduits of information between the Association and students or student organizations within their home academic departments and beyond.
- 7.08.2 Representatives should be prepared to bring forth general challenges/concerns expressed by students within their home academic department and beyond. Additionally, representatives will share important information about new events, initiatives, policies, and services with students, staff, and faculty within their home academic department and beyond.

- 7.08.3 Representatives are expected to actively participate in general governance and advocacy activities by proposing new events, initiatives, policies, and services that may address the challenges and concerns of graduate and professional students.
- 7.08.4 Representatives are expected to attend and actively participate in the Association's Council, standing committees, and special committees throughout the academic year.
- 7.08.5 A limited number of representatives may be tasked with representing the interests of all graduate students as a representative on a university-wide committee, council, or working group.
- 7.08.6 Representatives are expected to vote on official Association matters, including but not limited to the approval of events, initiatives, and services, the language of proposed resolutions, and the adoption of revisions to the Association's constitution.

**7.09. Participation and Limited Scope of Representatives.** While acknowledging the importance of diverse voices on complex concerns, it is recognized that liaising with diverse consistencies is essential. However, representatives not local to the UGA-Athens campus community shall be considered community members. Community members of the Association's Council shall serve in an advisory capacity. They will not have access to the benefits of a registered student organization, including but not limited to voting and free participation in UGA-Athens student activity fee-funded events, programs, services, and workshops. Nevertheless, any graduate or professional student at the University of Georgia is eligible for non-voting membership within any standing committee of the Association.

**7.10. Accountability Mechanism for Council Representatives.** Representatives who miss two or more council or committee meetings without notice or sending a proxy from their department, distance campus, organization, or other select category may be removed from the roster for inactivity and no longer be considered representatives. If such removal occurs, the Association's President or their designee may recruit a new representative from that department or organization.

## **ARTICLE VIII: IMPEACHMENT, RESIGNATION, AND REMOVAL OF OFFICERS AND REPRESENTATIVES**

**8.01. Authority of Council to Remove Officers.** The Association's Council may impeach and remove from office any officer engaged in malfeasance, misfeasance, or nonfeasance of their responsibilities or duties.

**8.02. Council's Procedure for Removal of Officers.** Any five representatives of the Association's Council or three members of the Executive Board may initiate a motion to recommend impeachment and removal of any officer. Notice to remove an officer and discussion may be introduced during any meeting of the Association Council. However, a minimum of 14 days is required before any vote regarding an officer's removal can occur. No vote on removing officers is required if it is made known that the officer has separated from the University of Georgia for any reason. Separation from the University of Georgia shall be considered a de facto resignation.

**8.03. Voting Thresholds for Council's Removal of Officers.** An impeachment and recommendation for removal from office shall require the affirmative vote of two-thirds of all representatives of the Association Council who participate in the vote and are in good standing. Voting may take place in person or via electronic means.

**8.04. Vacancy of the President.** If, during the academic year, the President should be unable to continue in their post for any reason, the Vice President shall assume the duties of the President, and the President's committee memberships and responsibilities will be distributed among the remaining officers.

**8.05. Vacancy of Other Officers.** If any other officer position is vacated during the current term, the President, with a majority vote of the Association's Council, is empowered to fill the vacancy from among the representatives of the council's membership. However, if multiple candidates are interested in an open role, an internal election shall be conducted to fill each vacant role. Only the eligible members of the Association's Council shall be permitted to participate as voting members in such an election, and a majority vote shall determine which candidate will fill the vacancy. If a majority vote cannot be determined, plurality methods may determine the candidates participating in a run-off.

**8.06. Committee Chair's Authority to Remove Members from Committees.** If a committee chair deems it necessary to remove a Representative, the matter must be discussed with the President and officer team before any action can be taken.

**8.07. Committee's Authority to Remove Chair of Committees.** If committee members find a Chair to no longer lead them sufficiently, they can call a vote within the committee to impeach and remove their Chair. Such a vote requires a two-thirds affirmative vote to be enacted. The Chair shall not participate in the vote, but they may have an opportunity to appeal any committee decision.

## ARTICLE IX. COMMITTEES OF THE ASSOCIATION

**9.01. Standing Committees of the Association.** To address ongoing and recurring matters essential to graduate and professional students' interests, the Association shall maintain five standing committees, including the Diversity and Inclusion Committee, the Graduate Student Engagement and Programs Committee, the Graduate Student Wellbeing Committee, the Graduate Student Advocacy and Campus Issues Committee, and the Constitution Revisions and Review Committee.

**9.01.1 Purpose of the Diversity and Inclusion Committee.** The Diversity and Inclusion Committee aims to foster an inclusive, safe, and supportive culture within the Association. The committee shall work to ensure that the Association remains accessible to all graduate and professional students regardless of their identity based on race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, ethnicity or national origin, religion, age, genetic information, disability, or veteran status.

**9.01.2 Purpose of the Graduate Student Engagement and Programs Committee.** The Graduate Student Engagement and Programs Committee aims to develop, implement, and evaluate activities, events, programs, services, and workshops for graduate and professional students at the University of Georgia.

**9.01.3 Purpose of the Graduate Student Wellbeing Committee.** The Graduate Student Wellbeing Committee aims to promote healthy lifestyle choices by providing graduate and professional students with information, resources, education, and social support that advance the five dimensions of well-being: purpose, community, social, physical, and financial.

**9.01.4 Purpose of the Graduate Student Advocacy and Campus Issues Committee.** The Student Advocacy and Campus Issues Committee aims to identify and research graduate and professional student needs and advocate on behalf of graduate and professional students.

9.01.5 **Purpose of the Constitution Review & Revisions Committee.** The purpose of the Constitution Review and Revisions Committee is to review and recommend revisions to the Constitution, Bylaws, and Operations Manual of the Association. This committee shall also serve as the developers and interpreters of the language within the Association's policies and practices.

**9.02. Standing Committee Membership.** All eligible Representatives of the Association's Council shall be assigned to at least one standing committee and possess all voting rights within such committee.

**9.03. President's Authority to Establish Special Committees.** At any time, the President may, within reason, form special (ad-hoc) committees to address issues and concerns that create challenges for the Association and graduate and professional students as they arise. Eligible Representatives of the Council may be appointed to special committees.

**9.04. Appointment of Standing and Special Committee Chairs.** The President, or their designee, shall recruit and appoint Representatives interested in serving as Chairs of the standing and special committees. Only eligible representatives of the Association's Council are permitted to serve as Committee Chairs.

**9.05. Responsibilities of Standing and Special Committee Chairs.** Each Committee chair shall be responsible for the internal operations of their respective Standing and Special Committee with the following prescribed duties:

9.05.1 Each committee chair shall be responsible for calling, scheduling, and leading/facilitating independently scheduled committee meetings.

9.05.2. Each committee chair shall engage members in the committee's planning and advocacy efforts.

9.05.3. Each committee chair shall be responsible for reporting the committee's actions and progress to other members of the Association, including, but not limited to, during meetings of the Association's Council.

9.05.4. Each committee chair shall be responsible for submitting agenda items to one of the organization's officers, the Presiding Officer, or the Presiding Officer's designee for upcoming meetings.

9.05.5. Each committee chair shall maintain accurate meeting minutes, voting records, and other written records of the committee's operations.

**9.06. Council's Authority to Establish Special Committees.** The Council may form special committees if a motion for this explicit purpose is introduced by a standing committee or preexisting Special Committee and confirmed by a majority vote of the Representatives of the Council.

**9.07. Committees Submitting Items for Council Meetings.** The coordinators and/or chairs of each committee are responsible for submitting the committee's agenda items to be discussed at a meeting of the Association Council. Submitted motions must have received approval via a plurality vote.

## **ARTICLE X: THE ASSOCIATION'S MEETINGS**

**10.01. Purpose of Regular Council Meetings.** The Association's regularly scheduled meetings are an essential mechanism for fostering clear communication, collaboration, and inclusive decision-making within the Association. These meetings shall provide a structured opportunity to connect the Association's goals to activities, initiatives, events, programs, services, and workshops, share updates, address challenges, and ensure that all members of the Association's Council, and subsequently the total population of graduate and professional students, are informed and engaged in the Association's mission

and objectives as best as possible. To this end, The Association's Council shall meet thrice each Fall and Spring semester.

**10.02. Calls for Special Meetings.** Special meetings, defined as additional meetings during the Fall and Spring or meetings during the summer, may take place if called by either the President, the Chair/Coordinator of any special committee, or the Chair/Coordinator of any ad-hoc committee. Special meetings shall be announced at least seven days in advance of when they shall take place. Special meetings shall occur at a designated, publicized place and during a designated day and time.

**10.03. Parliamentary Authority.** Simplified and appropriate application of the latest edition of *Robert's Rules of Order, Newly Revised*, shall be used as the parliamentary authority that governs meetings and operations of the Association.

**10.04. Meeting Format.** The Association's council and committee meetings may be conducted using a simplified version of Robert's Rule of Order, which combines the democratic forum and town hall format.

**10.05. Open Access to The Association's Council Meetings.** Unless designated as a closed meeting, meetings of the Association's Council shall remain open and accessible to all University of Georgia graduate and professional students, undergraduate students, staff, faculty, administrators, and other friends of the university.

**10.06. Right to Host Closed Meetings.** In consultation with representatives of the Association Council, the officers of the Association may apply a "closed meeting" designation to any meeting of the Association. Closed meetings shall remain open to officers of the Association and representatives of the Association's Council. At the discretion of the presiding officer and council representatives, closed meetings may be opened to graduate and professional students at the University of Georgia.

**10.07. President and Coordinator/Chair's Call for A Closed Meeting.** Closed meetings may be called by the President or the Coordinator/Chair of any standing or ad-hoc committee before any regular or special meetings of the Association's Council. Calls for closed meetings must be justifiable and reasonable.

**10.08. Council's Call for a Closed Meeting.** Closed meetings may be called by any representative of the Association's Council during any regular or special meetings of the Association's Council. By Roberts's Rules of Order, Newly Revised, such a call for a closed meeting must be seconded and affirmed by a majority vote of the council members present for the regular or special meeting.

**10.09. Definition of the Meeting Agenda.** The "meeting agenda" refers to the action items that will be voted on and discussed by the representatives of the Association's council.

**10.10. Adding Items to the Official Council Meeting Agenda.** To include non-committee-oriented items in the Association Council's formal agenda, members may submit information and action items to the Secretary, Vice President of Administration, or President no less than five days before a regular or special meeting of The Association Council. Reasonable deviations from this provision are allowed and should be handled case-by-case by the Presiding officer and the Vice President in consultation with the Executive Board.

**10.11. Dissemination of Council Meeting Agenda.** The Presiding Officer or their designee shall be responsible for disseminating a meeting agenda to all The Association Council representatives at least three days before a regular or special meeting.

**10.12. Quorum and Voting Threshold for Meetings of the Association Council.** The quorum for meetings of the Association Council shall be a majority of the representatives whose names have been

submitted and officially listed in the council's roster. Votes of The Association Council votes must receive at least a majority affirmative vote to pass and be implemented.

**10.13. Ties in Votes of the Association Council.** In the event of a tie vote during meetings of the Association Council, the Presiding officer shall submit the tie-breaking vote.

## **ARTICLE XI. GENERAL VOTING PROCEDURES**

**11.01. Quorum and Voting Threshold for Graduate and Professional Student-Wide Initiatives.** For any matter forwarded to all graduate and professional students, a quorum of 1% of graduate and professional students registered at the UGA-Athens campus is required. School-wide measures must receive an affirmative majority vote of the total cast votes to be implemented.

**11.02. Graduate Student-Wide Voting Processes and Procedures.** For graduate and professional student body-wide voting, voting will be held on the Involvement Network so all eligible voting members can participate. All voting results and methods will be publicized to ensure fairness and integrity in the voting process.

## **ARTICLE XII: RESOLUTIONS**

**12.01 Definition of Resolution.** A resolution refers to a recommendation or policy action or position passed by the Association's Council. When adopted and directed to university administrators, resolutions from the Association act as the legislative "voice" of graduate and professional students at the University of Georgia.

**12.02. Discussion of Resolution Before Voting.** When a resolution is on the agenda of an Association Council meeting, the presiding officer or the Coordinator/Chair of the Committee sponsoring such resolution shall facilitate a town hall-style discussion of its merits before the Association Council votes.

**12.03. Voting Regulations for Resolutions.** Voting on resolutions will only be voted on by the Association's Council members. A graduate-student body-wide vote can also be called if a majority of the representatives of the Association's Council approve such a vote.

## **ARTICLE XIII: RATIFICATION AND AMENDMENTS TO THE CONSTITUTION AND BYLAWS**

**13.01. Proposal of Amendments to the Bylaws.** Any member of the Association may propose an amendment to the Association's Constitution. Proposed amendments shall be submitted in writing and directed to the President of the Association. When the proposal for an amendment is received, the President shall confirm receipt of the proposed revision and forward the proposal to the Association's Constitution Revisions & Review Committee, who shall review and make recommendations regarding the proposed amendment. No amendment to the Constitution shall be adopted if it conflicts with federal, state, local, or university-oriented policies relevant to a registered student organization.

**13.02. Procedures for Revisions to the Association's Constitution.** Any substantive amendment to the Association's Constitution must be agreed upon by the eligible voting members of the Constitution and Revisions Committee with a 2/3 affirmative vote. Such a vote must be signaled with a formal resolution from the Constitution Revisions & Review Committee, which provides detailed information about the proposed revisions and a rationale for such revisions. Following the confirmation of the Constitution Revisions and Review Committee, proposed changes are to be reviewed by the Executive Board (with consultation from the Association's advisors), who must also approve the proposed changes with a 2/3 affirmative vote before any proposal is forwarded and considered by the eligible voting members of the Association's Council. After review and discussion, revisions to the Constitution shall be ratified and

adopted by a majority affirmative vote of the eligible voting members of the Association's Council. All finalized revisions should be publicly shared with all members of the Association.