

CONSTITUTION OF
THE COUNCIL OF GRADUATE STUDENTS

California State University, Chico
Chico, California 95929

Article I. Name

Section 1. The name of this organization shall be the Council Of Graduate Students.

Article II. Preamble

Section .1. The Council of Graduate Students has been formed to aid, assist, secure, and enhance the quality of graduate level education at California State University, Chico. Its actions will be consistent with the high standards and principles established by the Trustees of the California State University System. It is the intent of this organization to abide by pertinent State, University and Associated Students regulations.

Article III. Purpose

Section 1. The purpose of this organization shall be to act as a representative for graduate student concerns, to act as a collective voice for graduate student issues on university committees that impact the quality of graduate level education, to act as a vehicle for the introduction and dissemination of information of concern to graduate students, to enhance the quality of graduate level education by bringing together students of different disciplines, and to act as an official voice for graduate students.

Article IV. Membership

Section 1. There shall be two forms of membership on the Council Of Graduate Students: Executive Board and General Membership.

- A. The Executive Board shall be the elected committee members consisting of:
 - President
 - Vice-President
 - Secretary
 - Treasurer
 - Historian
 - Public-Relations
 - Event Coordinator
 - Parliamentarian
 - (Suggested) A primary (voting) and alternate (who will vote only in the absence of the primary) representative from each graduate program.

- B. The General Membership consists of all enrolled graduate students at California State University, Chico.

Section 2. The following membership restrictions apply:

- A. The Executive Board will be elected by a majority vote of the general membership at the next to last board meeting in the spring semester.
- B. Only Executive Board members may participate in the voting process in the Executive Board meetings.
- C. Only Executive Board members or persons designated by the Executive Board shall be allowed to represent the Council in any official capacity.
- D. There may be no membership discrimination on basis of race, gender, religion, national origin, physical handicap or sexual orientation.
- E. All Executive Board meetings will be open to the General Membership.

Section 3. This organization or any of its members shall not conspire to commit any act, which causes or is likely to cause, bodily danger or physical or emotional harm to any member of the campus community.

Article V. Officers

Section 1. Each officer must be enrolled as a CSU, Chico graduate student and maintain at least a cumulative 3.0 GPA while in office.

Specific responsibilities of officers include:

Section 2. The President:

- A. Shall be elected by general membership. To serve for one academic school year.
- B. Shall designate a time and place of all meetings, set agenda and shall preside over same;
- C. Shall be responsible for ensuring that the constitution and bylaws of the organization are carried out under counsel of the advisor. He/she may take, but is not limited to, the following actions:
 1. Appoint members to fill vacancies until executive positions may be filled by general election;
 2. Call meetings of the Executive Board;
 3. Call meetings of the General Membership;
 4. Designate a member of the club as spokesperson.

Section 3. The Vice President:

- A. Shall be elected by majority of the general membership, to serve for one academic school year;
- B. Shall assist the president in accomplishing all of the goals of the organization;
- C. Shall preside in the absence of the president at any regularly scheduled meeting;

Section 4. The treasurer:

- A. Shall be elected by a majority of the general membership, to serve for one academic year;
- B. Shall preside over the Finance Committee as its Chairman;
- C. Shall be responsible for the training of his/her successor;
- D. Shall keep records of the club's finances and bear fiduciary responsibilities for same to the Council membership;
- E. Shall function as liaison between the Council and the AS in all matters pertaining to finances.

Section 5. The Secretary:

- A. Shall be elected by a majority of the general membership, to serve for one academic year;
- B. Shall function as a recorder for all Executive Board meetings.

Section 6. The Historian:

- A. Shall be elected by a majority of the general membership, to serve for one academic year;
- B. Shall function as a historian for all Council meetings;
- C. Shall be responsible for collection of all Council correspondence and maintain awareness of the council's history and activities.

Section 7. The Parliamentarian:

- A. Shall be elected by a majority of the general membership, to serve for one academic year;
- B. Shall function as Ombudsman for all Council meetings;
- C. Shall be responsible for the proper implementation of Robert's Rules of Order.

Section 8. Public Relations Coordinator:

- A. Shall be elected by a majority of the general membership, to serve for one academic year;
- B. Shall function as a publicist to help promote all Council meetings and functions.

Section 9. Event Coordinator:

- A. Shall be elected by a majority of the Voting Members, to serve for one academic year;
- B. Shall coordinate events sponsored by the Council.

Section 10. The President, Vice President, Treasurer, Secretary, Historian, Event Coordinator, Public Relations Coordinator, Parliamentarian and designated representatives from the Masters Programs together shall be known as the Executive Board.

Section 11. The President, Vice President, Treasurer, Secretary, Historian, Event Coordinator, Public Relations Coordinator and Parliamentarian shall be the order of succession.

Section 12. Officers shall serve for a one-year term, beginning and ending with the Fall Semester.

- A. Election of officers shall occur at the next to the last regularly scheduled meeting in April.

Section 13. Officers shall be nominated by any Voting Member, and elected at a regularly scheduled Executive Board Meeting.

Section 14. Vacancies may be temporarily filled by appointment by the president until a special election can be held during the next regularly scheduled Executive Board Meeting to fill the position by majority vote.

Article VI. Meetings

Section 1. Robert's Rules of Order shall be referred to for all parliamentary procedures not covered by these bylaws.

Section 2. A Quorum shall be 50% +1 of the elected and designated voting members.

Article VII. Finances

Section 1. All financial transactions from the Council Of Graduate Student account of more than \$300 shall require a simple majority vote by the voting members.

Section 2. All financial transactions from any of the Council Of Graduate Student accounts of less than \$300 shall require only a simple majority vote by the Executive Board.

Section 3. No membership fees shall be required.

Section 4. Proceeds from any fund-raising activities shall support the Mission and purpose of this Council.

Article VIII.

Section 1. An adviser shall be selected and confirmed by a two-thirds majority vote of the general membership.

Article IX. Amendments

Section 1. The Codes and Bylaws Committee consisting of the elected executive board members must approve amendments.

Section 2. Amendments must be submitted in writing, before a regularly scheduled meeting, to the Codes and Bylaws Committee. Once accepted by the committee they may then come before the general membership under New Business.

Section 3. Amendments shall require a two-thirds majority vote of the general membership before becoming effective.

Article X. Conflict

Section 1. These bylaws shall be in accordance with the policies of California State University, Chico. Should any conflict occur, the university policy should take precedence.