

CONSTITUTION

Physics Graduate Student Association at Stony Brook University

PREAMBLE

In our right as students of the State University of New York Center – Stony Brook University (referred to henceforth as “SBU”), we elect to assemble ourselves under the name of the Physics Graduate Student Association (henceforth “the organization”), with the intention of strengthening the community of and sense of camaraderie among the graduate students of the Department of Physics and Astronomy (henceforth “the Department”) and improving the lines of communication between the graduate students, the Department itself, the campus community, and the general public. To ensure clarity in the procedures under which the organization shall operate, we establish for ourselves this Constitution.

ARTICLE I: NAME

The organization whose rights and operating procedures are herein defined shall be referred to as the Physics Graduate Student Association. The organization may also be referred to by the initialism “PGSA.” Should the organization become affiliated with a larger entity, the name may be modified to clarify that the organization is such an affiliate.

ARTICLE II: PURPOSE

The organization serves to promote interactions between graduate students in the Department and those interested in interacting with its community. The organization acts as a forum wherein students may discuss ideas physical, political, bureaucratic, or otherwise in nature, as they pertain to them, focusing specifically on problems and potential resolutions. The organization shall aim to provide a voice and enable due democratic process to resolve issues pertaining to graduate students within the Department. Finally, the organization shall strive to create and maintain a welcoming environment to facilitate the acclamation of new students to the Department and ensure their continued success.

The organization, as a registered organization at SBU, is committed to promoting a safe and vibrant campus community. In receiving annual recognition through the Department of Student Engagement and Activities, no individual or group affiliated with the organization will take any action or create a situation which recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with the organization.

ARTICLE III: AFFILIATIONS

The organization is affiliated only with SBU, wherein it is housed, the Department, whose graduate students shall be the primary beneficiaries of its activities, and the Graduate Student Organization (henceforth “GSO”), through whom the organization is funded. The organization remains open to adjoining with larger bodies, should it be mutually advantageous to both entities, advantageous only to the organization, or advantageous to its members.

ARTICLE IV: MEMBERSHIP

Section 1: Qualifications

In order to be a member of the organization, one must be a fully matriculated student at SBU, enrolled in an undergraduate program, a graduate program, a pre-professional program, or a continuing education program. In the event an individual cedes their status as a voting member (as defined in Section 4), they may still be permitted to use any shared spaces unless otherwise specified as in either section of Article X. Although the organization exists, in part, to benefit the graduate students of the Department, being enrolled in a graduate program of the Department is not a requirement. A member shall be deemed active after they have attended one meeting of the general membership body.

Participation by alumni of the Department, as well as faculty within the Department is encouraged, but such individuals shall not be granted voting rights, nor the power to influence sensitive decisions otherwise.

Section 2: Non-Discrimination

The organization agrees to adhere to all policies and procedures of SBU and all local, state, and federal laws. Members shall become acquainted with the policies and procedures in the SBU Student Conduct Code and other policies and procedures provided by SBU. The organization shall be a viable, functioning entity, composed of at least four full time graduate students and will not discriminate on the basis of race, color, national origin, sex, disability, religion, age, veteran status, gender identity or expression, or sexual orientation.

Section 3: Duties & Privileges

All members are granted access to any space with which the organization is charged. All members are granted access to any resources possessed by the of the organization unless otherwise specified.

Section 4: Voting Rights

Those members who are fully matriculated graduate students in the Department and have maintained membership in the organization for at least one full semester are granted the right to vote in elections for the Board of Directors (whose duties and election procedures are detailed in Article VI), on amendments to the Constitution (following the process detailed in Article XIII), and on other matters deemed of concern by the Board of Directors. All graduate students of the Department shall automatically be granted voting member status, though they may cede this designation, should they choose.

All other members shall be granted non-voting status and, as such, will not have the power to influence decisions that affect the operations of the organization in any matter.

ARTICLE V: PARLIAMENTARY AUTHORITY

The organization recognizes Robert's Rules of Order Newly Revised as its parliamentary authority and shall thus consult it to conduct all business except when in contradiction with any ordinances in this Constitution.

ARTICLE VI: LEADERSHIP

Section 1: Eligibility

All candidates for a position in the Board of Directors (elected or ex officio) must be a voting member with a minimum cumulative grade point average (henceforth "GPA") of 3.0 on a 4.0 scale unless otherwise specified. All candidates must plan to attend SBU at least until the following election passes. An individual shall not be considered a candidate for office if they have met their term limits, as defined in Section 4. An individual shall only be recognized as a candidate if they have been an active member of the organization for at least two semesters prior to the semester wherein they would assume office, if elected. Those who are elected shall be expected to become familiar with the Student Club and Organization Handbook (henceforth "the handbook"), provided by SBU's Office of Student Engagement and Activities. The latest edition of the handbook can be found [here](#).

Section 2: Structure

SUBSECTION A: BOARD OF DIRECTORS

The governing body of the organization is called the Board of Directors. The Board of Directors shall be comprised of at least four, but no more than ten, voting members and at minimum four non-voting, ex officio members. The right to vote shall be granted on the basis of whether or not the individual in question has been elected to their position from among the entirety of the constituency of the organization and whether or not the position to which the individual has been elected serves to connect the organization to a separate entity. The members of the Board of Directors are the President, Vice President, Treasurer, Secretary, Historian, Director of External Affairs, Director of Marketing, Director of Outreach, Underclassperson Member-at-Large, Upperclassperson Member-at-Large, Chairs of all Committees of the organization, the Senators of the GSO who represent the Department, at least one student member of each committee of the Department, and the Advisor.

SUBSECTION B: EXECUTIVE COMMITTEE

The Executive Committee shall be a subset of the Board of Directors, comprised of the President, Vice President, Treasurer, Secretary, and Historian. At all times, all positions in the Executive Committee must be filled, with the exception of the Historian. Should this not be the case, the organization shall be considered defunct, in addition to the ordinances specified in [Article XII](#).

The Executive Committee shall be responsible for handling all disciplinary matters (with the consultation of the Advisor), as well as all matters administrative, supervisory, and fiscal. It is the highest governing body of the organization. The Executive Committee must convene at least once each semester at a time that does not conflict with any other meeting of members of the organization.

SUBSECTION C: EX OFFICIO MEMBERS

Ex officio members to the Board of Directors are appointed due to their relation to certain activities within the organization or their affiliation with other entities whose activities are pertinent to the governance of the organization. Ex officio members have a voice, but not a vote in meetings of the Board of Directors, unless they have, in addition, been elected to a voting position in the Board of Directors. The ex officio members shall consist of the senators of the Department to the GSO, all chairs of committees formed by members of the organization and approved by the Board of Directors, at least one graduate student member from each committee of the Department, and the Advisor. Though ex officio members are not provided a vote in matters decided by the Board of Directors, they shall be recognized as highly valued advisory members and, as such, their opinions are not to be taken lightly by the voting members of the Board of Directors.

Section 3: Duties

SUBSECTION A: PRESIDENT

The President shall be the official representative of the organization; they shall also be a non-voting ex-officio member of all committees of the organization. The President shall have the power to convene and preside over the meetings of the Executive Committee, Board of Directors, and the general membership and prepare the agenda for said meetings. By the parliamentary authority, the President, as the presiding officer of any meeting, shall not vote on a motion unless his/her vote will break a tie. The President shall further perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the Executive Committee.

SUBSECTION B: VICE PRESIDENT

The Vice President is charged with assisting the President in any reasonable task at the behest of the President. The Vice President shall be required to see that standing committee chairpersons are fulfilling their duties. The Vice President shall further perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the Executive Committee. If the President is unable to perform his/her duties, (due to impeachment, leave of absence, or resignation), the Vice President shall assume the position of President. The President or the Advisor may, when necessary, temporarily grant the powers bestowed upon the President to the Vice President.

SUBSECTION C: TREASURER

The Treasurer shall keep detailed record of all monies allotted to and raised by the organization. The Treasurer shall also submit all payment requests. The Treasurer shall perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the Executive Committee. The Treasurer shall assume the position of Vice President in the event that the Vice President is unable to perform his/her duties (due to leave of absence, resignation, or assumption of Presidency). A new Treasurer will be elected in a special election called by the President if a vacancy occurs in this office. The President, Vice President, or the Advisor may, when necessary, temporarily grant the powers bestowed upon the Vice President to the Treasurer.

SUBSECTION D: SECRETARY

The Secretary shall take minutes and attendance of all meetings of the general body and the Board of Directors and maintain an up-to-date voting membership roster. The Secretary shall inform all members at least one academic day prior of the all scheduled meetings of the general membership body by email. The Secretary shall also assist the Vice President in ensuring that the standing committee chairpersons are fulfilling their duties. A new Secretary will be elected in a special election called by the President if a vacancy occurs in this office.

SUBSECTION E: HISTORIAN

The Historian is responsible for facilitating the storage and propagation of institutional knowledge across various iterations of the organization and its governing bodies. The Historian shall collect and compile information from the Secretary, Director of External Affairs, Director of Marketing, and the Director of Outreach to maintain proper continuity of the activities of the organization. The Historian shall also assist, as necessary, those members who occupy the aforementioned positions. The Historian, unlike all other positions, shall perform their duties for a term of three years so as to be able to provide historical context. When possible, the Historian should have previously held at least one other position on the Board of Directors prior to his/her term. A new Historian will be elected in a special election called by the President if a vacancy occurs in this office. The Historian may also be referred to as the Bard.

SUBSECTION F: DIRECTOR OF EXTERNAL AFFAIRS

The Director of External Affairs is responsible for maintaining the organization's email address, and all designated contact with entities outside of the organization and its affiliates. The Director of External Affairs shall assist the Director of Marketing in maintaining the organization's website and social media accounts. The Director of External Affairs shall also coordinate all affairs relating to alumni of the Department.

SUBSECTION G: DIRECTOR OF MARKETING

The Director of Marketing is responsible for maintaining the organization's website and social media accounts with the assistance of the Director of External Affairs. The Director of Marketing will be responsible for ensuring the design of all logos and the public image of the organization. The Director of Marketing shall be responsible for the production and sale of any promotional materials, subject to the approval of the SBU Office of Student Engagement and Activities.

SUBSECTION H: DIRECTOR OF OUTREACH

The Director of Outreach shall organize all efforts of the organization to interact with the community at large outside of a marketing context. The Director of Outreach shall interact with the appropriate individuals in other entities to encourage the participation of members of the organization in shared outreach activities.

SUBSECTION I: UNDERCLASSPERSON MEMBER-AT-LARGE

The Underclassperson Member-at-Large is responsible for representing the students in the Department who fall under an enrollment status between G1 and G4 on the Board of Directors and advocating on their behalf. The Underclassperson Member-at-Large must fall under one of the aforementioned enrollment statuses. The Underclassperson Member-at-Large will chair the Committee on Master's Student Engagement and Activities (enumerated in [Appendix B](#)).

SUBSECTION J: UPPERCLASSPERSON MEMBER-AT-LARGE

The Upperclassperson Member-at-Large is responsible for representing the students in the Department who fall under an enrollment status of G5 on the Board of Directors and advocating on their behalf. The Upperclassperson Member-at-Large must have an enrollment status of G5. The Upperclassperson Member-at-Large will chair the Committee on Engagement (enumerated in [Appendix B](#)).

SUBSECTION K: COMMITTEE CHAIRS

All chairs of committees formed by members of the organization (as defined in [Article VII](#)) shall be members ex officio of the Board of Directors unless otherwise specified. Should a committee be comprised of at least six members, then the chair of the committee, as per the parliamentary authority, shall not vote on a motion unless his/her vote breaks a tie. Committee chairs may also hold a voting position in the Board of Directors.

SUBSECTION L: GRADUATE STUDENT ORGANIZATION SENATORS

GSO Senators for the Department shall be invited to serve as members ex officio of the Board of Directors. GSO Senators are elected/appointed as per the guidelines provided by the GSO. The organization shall assist in the election of GSO Senators, should it be prompted. GSO Senators may also hold a voting position in the Board of Directors.

SUBSECTION M: DEPARTMENTAL COMMITTEE MEMBERS

At least one student member of each committee of the Department having student members shall be invited to serve as a member ex officio of the Board of Directors. Student members of committees of the Department are appointed as per the guidelines provided by the Department. The organization shall assist in the nomination of

said student members, should it be prompted. Student members of committees of the Department may also hold a voting position in the Board of Directors.

SUBSECTION N: ADVISOR

The Advisor to the organization shall be a faculty member within the Department who is selected as per the guidelines in Article XI.

Section 4: Election

SUBSECTION A: NOMINATION

Any member of the organization may submit nominations to the Historian via email for a voting member (as defined in Article IV) to be elected to the Board of Directors. Any member may submit multiple nominations. Nomination emails must contain the name of the nominee and the position for which the individual is nominated. Nominations may be submitted beginning one month prior to the election, until one week prior to the election. The Historian will inform all nominees of their nomination and confirm their intent to serve for each position in which they are nominated.

SUBSECTION B: CAMPAIGNING

All confirmed nominees shall be given one week to promote their platforms for all positions for which they are a candidate. All candidates may submit a statement to the Director of Marketing to be published and made available to all voting members no later than four days before the election.

SUBSECTION C: VOTING

Voting shall be conducted annually during a general body meeting, as determined by the Board of Directors on a date no later than May 31st of a given year. If a quorum is not met, then the Historian will conduct an electronic election within one week. Voting shall be conducted by secret ballot. The mechanism for deciding an election shall be determined on a case by case basis.

In the case that there is only one candidate on the ballot for a given position, the individual must garner the support of a simple majority "yea" vote of the voting membership present.

In the case that there exist multiple candidates for a given position, a ranked choice system shall be utilized, wherein each voting member shall indicate on their ballot their order of preference among the available candidates, including the possibility to vote for the position to remain vacant. The presiding officer (the senior-most member, according to the alphabetical order of ascension given in Section 3 shall preside over the election and shall decide the winners by continuously eliminating the candidates who garner fewer votes than $\frac{100\% \text{ of the vote}}{\text{The number of remaining candidates} + 1} + 1$, until there is clear majority support for a single candidate over the other remaining candidate.

In the event that a candidate is successfully elected to two or more positions, the candidate shall choose which position they would prefer to hold, in which case the second choice candidate for the vacant position shall be given the option to take that position, pending the approval of the Executive Committee. Should the Executive Committee deem the second choice candidate unfit to serve, the position will be offered to the third person, or considered vacant if necessary.

SUBSECTION D: TRANSFERRAL OF POWER

The outgoing Board of Directors shall, after the election, provide sufficient training and guidance to the incoming Board of Directors.

SUBSECTION E: TERM LIMITS

A term shall be defined as a period of time one year in duration (except for the Historian position which shall last three years) during which an elected member of the Board of Directors shall hold their position. No member of the Executive Committee shall hold the same position for more than two consecutive terms. Any elected member of the Board of Directors who does not sit on the Executive Committee may hold office for as many consecutive terms as they are elected. A term is defined to start on June 1st of a given year, and end on May 31st of the following year, except in the case of the Historian, whose term shall begin on June 1st of a given year, and end on May 31st three years following.

Section 5: Assignment upon Removal, Resignation or Vacancy

Should a position within the Board of Directors, but not on the Executive Committee, fall vacant at any time not during an election, then the Executive Committee shall appoint a general voting member, who they deem fit to serve in such a capacity.

Should a position within the Board of Directors, at any time not during an election, fall totally vacant, in that no voting member is willing or able to fill it, then the duties assigned to that position, disregarding Board of Director or Executive Committee voting privileges, shall be designated by the Board of Directors to some member amongst themselves.

If there is at any time a vacancy for the office of President, then the Vice President shall assume the position of President by default, the role of the Vice President correspondingly shall be assumed by the Treasurer, until a special election is held for a new President. The special election must occur within one month of the position of President falling vacant. Should any position on the Executive Committee fall vacant, a special election must be held within a one month period. Should the President, Vice President, Treasurer, and Secretary positions all fall vacant after an election, then another full election shall be held, including the position of Historian, regardless of the status of their term.

ARTICLE VII: COMMITTEES

Section 1: Formation

A committee may be formed by any number of members of the organization. Each committee must consist of at least one voting member who will act as its chair. In order for a committee to be formally recognized by the organization, the members who wish to incept the committee must inform the President of their intent. The committee shall be recognized if it is approved by the President. Ideally, a new committee will be created to handle each proposed regular event or activity of the organization outside of meetings. A list of current committees can be found in Appendix B to this document.

Section 2: Standing Committees

Committees that are vital to the continued existence of the organization or those that inherited activities previously organized independently by graduate students in the Department shall be recognized as standing committees. These committees shall exist, even if they have no members. In this case, the President will be responsible for appointing voting members to serve on these committees.

Section 3: Dissolution

Should the Board of Directors decide that a committee has fulfilled its mission successfully or that a committee can no longer continue to work towards the fulfillment of its mission, the Board of Directors may elect to dissolve

the committee. To do so, the Board of Directors will first inform the committee members of their intent. Should they choose to do so, the committee members will then be allowed to appeal the decision. In order to rescind the dissolution of a committee, the committee in question must ascertain the support of a simple majority of the voting members of the Board of Directors.

ARTICLE VIII: MEETINGS

Section 1: General Body Meetings

Meetings of the general membership body are to occur at least once monthly, at times decided by the Board of Directors. Business from an agenda devised by the President with consultation, where necessary, from the Board of Directors shall be discussed in general membership body meetings. A quorum of the active members must be met in order for any business to be brought to the table. All members shall be informed of and provided the agenda and prior notice for a given meeting of the general membership body no later than one academic day prior to the scheduled meeting. The parliamentary authority of the organization shall be invoked when necessary to ensure that meetings run smoothly and efficiently. General body meetings shall be chaired by the President unless it has been announced that someone else shall chair a given meeting.

Section 2: Regular Events

Regular events are organized by the committees of the organization. Events are intended to fulfill one of many purposes, including facilitating social interactions among the members of the organization, conveying information not related directly to the organization (such as research), or creating a forum for interaction between the members of the organization and the faculty of the Department. Regular events will occur at the discretion of the committees who organize them, but are expected to occur at least as frequently as general body meetings.

Section 3: Committee Meetings

Committee meetings, though not mandatory, are encouraged. Business pertaining to the charge of a committee shall occur at any meetings in accordance with the parliamentary authority. If minutes are taken at committee meetings that are pertinent to other aspects of the governance of the organization, they are to be relayed to the Director of Marketing who will publish them. Any minutes are also to be relayed to the Historian so that a record may be maintained.

Section 4: Board of Directors Meetings

The Board of Directors shall convene a meeting at least once monthly at a time decided at their discretion. Board of Directors meetings are open for all members to attend, but only those who sit on the Board of Directors may participate in the discussion of business. The Historian shall be responsible for recording the minutes at meetings of the Board of Directors, rather than the Secretary. If the Historian position falls totally vacant, the responsibility of recording minutes shall fall back to the Secretary. All minutes from meetings of the Board of Directors shall be made available by the Director of Marketing.

Section 5: Executive Committee Meetings

The Executive Committee shall convene a meeting at least semiannually at a time decided at their discretion. Meetings of the Executive Committee shall not be privy to any members not in the body of interest unless they are invited to speak or make an appeal. The Historian shall be responsible for recording minutes at meetings of the Executive Committee, rather than the Secretary. If the Historian position falls totally vacant, the responsibility of recording minutes shall fall back to the Secretary. Due to the sensitive nature of some of

the topics on agendas for Executive Committee meetings, minutes shall be reviewed and approved by the President before being submitted to the Director of Marketing to make available to the general membership. A full record of the minutes must still be maintained by the Historian, who may make these minutes available three years after a meeting occurs.

ARTICLE IX: OFFICIAL STATEMENTS

The Board of Directors is the only entity able to make official statements on behalf of the organization. A statement shall be made official if it gains the support of two-thirds of all voting members of the Board of Directors, the approval of the President, and the approval of the Advisor. Where necessary, the approval of the graduate program director and chair of the Department will be required.

ARTICLE X: DISCIPLINARY ACTION AGAINST MEMBERS

Section 1: General-Body Members

Should the Executive Committee be informed of a member acting in a disruptive manner while participating in an activity endorsed or organized by the organization or one of its affiliates, the Executive Committee reserves the right to take disciplinary action against the member. Disciplinary action is a three-step process, enumerated in the following subsections.

SUBSECTION A: WARNINGS

The individual in question shall be notified formally by some verbal communication, which directly addresses the concerns of the Executive Committee and any related members. Following the warning, said individual may be placed on a probationary period determined by the Executive Committee for no less than 1 month and no longer than 6 months. The individual must be notified regarding their probationary status and be clearly informed as to the length of the period. Should the disruptive behavior continue without regard for the warning, the Executive Committee may seek mediation, so long as the probationary period has not expired. A member may be placed on probation a maximum of two times before proceeding to the mediation step. Providing a warning to a member or placing a member on probation requires the support of a simple majority of the Executive Committee. Once this course of action is decided, the Advisor shall be informed. If any further infractions occur during the probationary period, then the Executive Committee will immediately move to mediation. Probation can entail, but is not limited to: a simple, formal warning and review period, barring the member from participating in activities of the organization for a designated period of time, or revocation of the member's right to use shared spaces.

SUBSECTION B: MEDIATION

If it becomes clear that the warning given to a disruptive individual has been ignored or was not effective, the Executive Committee may choose to seek mediation from a neutral outside party. The individual in question shall be notified in writing of the decision and may participate in the selection of the neutral party as well as in scheduling the meeting. The individual must be given a chance to defend their actions. Moving to mediation requires a unanimous vote of the Executive Committee and must be followed immediately by informing the Advisor of the pending mediation. All Executive Committee members must be present at the meeting.

SUBSECTION C: REMOVAL

The Executive Committee may remove a member if and only if there is clear, presentable evidence or testimony from other members of the organization that the individual in question has not corrected or otherwise properly addressed their disruptive behavior after both a warning and mediation. At this point the Executive Committee

may vote upon the removal of the individual from the organization. Removing a member requires the Executive Committee to vote unanimously in favor of the motion and written consent from the Advisor, who will be notified prior to the vote. The individual must be notified in person of the Executive Committee's decision, with at least one neutral party present, and shall be provided a written transcript of the meeting following the proceedings. Revocation of membership entails no longer being allowed to participate in or be present at activities of the organization, vote, and no longer being able to represent the organization either formally or informally.

Section 2: Board Members

Members of the Board of Directors may be disciplined following the same procedure as that required for general body members with the additional step of first removing the member from the Board of Directors, which requires that the member in question be brought up on impeachment charges.

Any member of the Board of Directors may be issued a notice to attend a meeting of the Executive Committee for charges leading to impeachment by the President if they are accused of acting in a manner detrimental to the organization or are acting without regard for the responsibilities of their office. Such a writ shall be issued should the President be provided a list of charges signed by three-quarters of the members of the Board of Directors. If disciplinary action is to be taken against the President, such a list must be provided to the Vice President. Upon receipt of the list, the member in question shall be suspended from their office and prevented from exercising all powers and voting rights until a meeting of the Executive Committee and the Advisor is convened, in which the member in question may defend themselves against the issued charges. If the Executive Committee and Advisor unanimously find the individual in question guilty, the individual shall immediately be made destitute of all power and responsibilities within the organization and shall be made a general member. If the Executive Committee and the Advisor cannot reach an unanimous decision, the charges shall be brought forth to the entire general membership body. The member shall be removed successfully from the Board of Directors if three-quarters of the general membership body vote to do so.

ARTICLE XI: SELECTION OF A NEW ADVISOR

The organization seeks to maintain close relations to the Department. As such, the position of faculty Advisor shall remain with the chair of the Quality of Life Committee of the Department unless otherwise specified by the Executive Committee. Should the chair at any point refuse the responsibility, an Advisor Search Committee chaired by the Vice President shall be formed within the organization, tasked with identifying and bringing to the attention of the Executive Committee candidates for a new advisor. The Advisor Search Committee shall, given the approval of the Executive Committee, approach potential candidates for the position until a new advisor has been identified and instated. This person shall serve until a chair of the Quality of Life Committee accepts the position, they choose to vacate otherwise, or the Executive Committee deems, with sufficient evidence, that this individual is no longer fit to serve.

ARTICLE XII: DISBURSAL OF ASSETS IN THE EVENT THE GROUP BECOMES DEFUNCT

Should the organization cease to maintain activity under the standards established by the SBU Office of Student Engagement and Activities (therefore becoming defunct), all assets and accrued funds of the organization shall revert to the GSO.

ARTICLE XIII: AMENDING THE CONSTITUTION

Section 1: Proposal

To propose an amendment to the Constitution, a member must inform in writing the Secretary. The body of the email need not state the amendment in its final form, but must include the intention of the amendment, an explanation of why the amendment would benefit the organization, temporary language in which the amendment may be conveyed, and the name of the proposing member.

Section 2: Consideration

At the final general body meeting of the academic year, all proposed amendments must be brought forth by members of the general body and will be discussed. Given the nature of the agenda of such a meeting, all members shall be notified of this meeting at least one business week prior to its scheduled date. After an amendment has been sufficiently discussed, as declared by the President, the general body will vote on whether or not the amendment shall proceed to discussion among the Board of Directors. In order to move forward, at least two-thirds of the general membership body must agree that the amendment is a worthy addition to the Constitution.

At the final meeting of the Board of Directors, all amendments receiving two-thirds support of the general body shall be discussed further and modified into their final forms. At minimum, two-thirds of the voting members of the Board of Directors and the Advisor must agree upon the phrasing of an amendment as well as on its stance as a worthy addition to the Constitution for the amendment to become a part of the draft of the new Constitution. When an amendment has been approved, it, as well as any text overwritten, shall be recorded in Appendix A of this Constitution, in addition to its inclusion within the text of the Constitution.

ARTICLE XIV: RATIFYING THE CONSTITUTION

A draft of the Constitution requires a simple majority (50% +1 vote) of a quorum of the general body in order to be ratified. Should this threshold be met, the draft shall be recognized officially as the new Constitution of the organization. This vote may be held electronically.

ARTICLE XV: REVIEWING THE CONSTITUTION

The Constitution shall be reviewed and updated annually at the final meeting of the Board of Directors of the academic year. The final general body meeting must occur prior to the meeting at which the Constitution is reviewed so that all members may contribute and propose amendments to the Constitution. After the Constitution has been duly reviewed and ratified, it must be submitted to the SBU Office of Student Engagement and Activities.

APPENDICES

APPENDIX A: AMENDMENTS TO THE CONSTITUTION

APPENDIX B: LIST OF COMMITTEES

Committee on Diversity

Charge: Investigating potential methods of maintaining or increasing diversity, as it is defined in Title IX of the United States Education Amendments of 1972 (20 U.S.C. §§ 1681–1688), within the Department that could be at the behest of the graduate students and advocating proactively to implement such methods. This committee is expected to maintain contact with the Departmental Committee on Diversity.

Chair: Any voting member.

Committee on Engagement

Charge: Facilitating interactions between upperclasspersons and underclasspersons through various planned social events and advocating proactively on behalf of all members who are graduate students of the Department. This committee is also responsible for monitoring, to the best of its ability, and assisting underclasspersons in the process of matriculating to upperclassperson standing in the Department. The Underclassperson Member-at-Large shall be a member ex-officio to this committee.

Chair: Upperclassperson Member-at-Large.

Committee on Fostering Intradepartmental Interaction

Charge: Facilitating interactions between members and staff and faculty of the Department through a collection of organized activities, including the daily tea/coffee time. This committee should also attempt to assist any other collection of members or non-members who attempt to accomplish a similar goal.

Chair: Any voting member.

Committee on Friday Afternoon Seminars

Charge: Organizing and executing the Friday Afternoon Seminar series wherein faculty speak to first- and second- year students about ongoing research in the Department as a mechanism of pairing students to potential advisors and to educate students about research outside of their areas of interest. The entirety of this committee, bar the chair, must be first-year students unless circumstances prevent first-year students from partaking.

Chair: A member who participated in organizing FAS in the year prior.

Committee on GRAD TALKS on Research Allowing Discussions To Advance Learning, Knowledge, and Skills (G.R.A.D. T.A.L.K.S.)

Charge: Organizing and executing regular meetings of GRAD TALKS, wherein students convey to each other various topics, ranging from their own research to journal articles that pertain to their interests, in a casual setting.

Chair: Any voting member.

Committee on Master's Student Engagement and Activities

Charge: Advocating proactively on behalf of all members who are Master's students of the Department. This committee is also responsible for monitoring, to the best of its ability, and assisting Master's students in the process of gaining adequate resources to succeed to a standard they deem attainable.

Chair: Underclassperson Member-at-Large.