

GRADUATE PROGRAM FOR CULTURAL STUDIES GRADUATE STUDENT ORGANIZATION CONSTITUTION

Last Updated: 12/06/2013 by CLST-GSO Provisional Government

Adopted unanimously by the Provisional Government on 6 December 2013

NAME *of the* ORGANIZATION

Cultural Studies Graduate Student Organization (CLST-GSO)

PURPOSE

The University of Pittsburgh Cultural Studies Graduate Student Organization is the primary student organization within the university's Graduate Program for Cultural Studies. We believe graduate students are important members of an academic program and have particular interests and concerns that are best served by a governing body of fellow graduate students. We advance the interests of graduate Cultural Studies students to affiliated departments and university administrators, foster a vibrant intellectual community among graduate students, provide students opportunities to socialize with students in various stages of each of our programs as well as with faculty, and afford students the opportunity to become involved with the administration of a large academic program.

ACTIVITIES

Each year we elect new officers, appoint members to departmental committees, convene monthly meetings, and organize a number of activities and events. We encourage all CLST certificate students to participate in the GSO and to become involved in the program as a whole. Annual social and intellectual events, such as a welcome event for potential and returning members, book sale, or colloquium with guest speakers, will be planned in a manner consistent with the purposes of the GSO.

MEMBERSHIP REQUIREMENTS

Any person enrolled as a certificate student in the University of Pittsburgh's Graduate Program for Cultural Studies is a member.

FINANCIAL OBLIGATIONS *of* MEMBERSHIP

There are no financial obligations for membership.

ASSOCIATE MEMBERSHIP

None allowed.

MEMBERSHIP PROCEDURES

Anyone meeting the membership requirements can participate at any time.

VOTING PRIVILEGES

Voting privileges are limited to members. Officers will announce meetings at which a vote will be held to all members at least 10 days before the meeting is to be held, members must be present at the meeting in order to vote.

OFFICERS

- • **PRESIDENT**
- • **VICE PRESIDENT**
- • **SECRETARY/ TREASURER**
- • **SOCIAL MINISTER**

ELECTION *of* OFFICERS

(1) CLST students can be nominated via the distribution list beginning on February 1st. They can also be nominated for a position at the election meeting itself. Students can nominate themselves or be nominated by others.

(2) Anyone who is a member can be nominated for office.

(3) The election of officers will take place at the March meeting each year by secret ballot, which will be counted and announced at the same meeting.

(4) Any member present at the March meeting can vote in the officer election.

(5) An officer will be elected by a simple majority of eligible votes.

(6) A person can hold only one office, but if agreed upon by the majority of members present at the election meeting, more than one person can hold an office (i.e., co-presidents).

(7) If a member is unable to attend the meeting for professional or academic reason, proxy or absentee ballots may be accepted at the discretion of the current officers. In the event of a proxy or absentee ballot, the officers will anonymously cast the ballot in accordance with the member's directive.

TERMS *of* OFFICE

Terms of office shall last from beginning of the Summer term to the end of Spring term.

REMOVAL *of* OFFICERS

Officers can be removed from office by a petition from one or more of the officers that is backed by a simple majority vote by secret ballot at a monthly organizational meeting.

OFFICER VACANCIES

In the event of a vacancy of an office, either due to removal or resignation, nominations for that office will be accepted up until the next monthly organizational meeting at which time there will be an election by secret ballot to fill that position. Whichever candidate gets a simple majority of votes will fill the vacancy. In the event the president is removed or resigns from office, the vice president assumes the president's duties until the next monthly organizational meeting.

COMMITTEES

Committees are established by first being proposed by an eligible member and then being voted upon by eligible members present at the following meeting. Committees will be formed if they receive a simple majority of the vote. Ad hoc committees will be formed by the same procedure and automatically terminate after an academic year. Upon the forming of a committee, the president shall ask for a volunteer chair. If more than one person volunteers, then the chair shall be decided by a simple majority vote. The chairperson shall call meetings of the committee and be responsible for reporting back on their work to the full organization. Standing committees will seek new chairs at the beginning of each fall term.

MEETINGS

Meetings of the entire CLST-GSO should take place on a monthly basis or as often as the executive team decides is necessary. There should be no fewer than three full organizational meetings a term. The executive team should send notice of a full organizational meeting to the distribution list at least 10 days in advance. There must be at least six members present at a meeting in order to meet quorum requirements for transacting business. The president, who is the chairperson for full organizational meetings, is also able to call special meetings for the executive team with 5 days' notice. The president shall follow modified Roberts rules of order in conducting meetings.

FINANCES

The secretary/treasurer oversees spending of funds held in reserve by the A&S GSO if available, contributions via the website, and of petty cash.

ADVISOR

The faculty advisor shall be the Director of the Graduate Program for Cultural Studies. He or she shall provide guidance to the organization, ensure that the organization operates according to its constitution, and act as the liaison of the organization to program faculty and administrators.

AMENDMENTS

An amendment to the constitution can be proposed at any full organization meeting by any member of the organization. To pass, the amendment must receive two-thirds of the vote of all members present at the meeting at which it is proposed.