

Michigan Technological University Graduate Student Council Constitution

1. Name

- a. The name of this organization shall be: The Graduate Student Council of Michigan Technological University.
- b. The Graduate Student Council shall be referred to as GSC in this document.

2. Objectives and Purpose

- a. To foster the professional and scholarly development of and amongst graduate students.
- b. To represent the professional, intellectual, and academic concerns of the graduate students to the various governing and policy-making bodies of the university.
- c. To inform the graduate students of newly developing policies and procedures affecting them.
- d. To support and promote policies and events which foster cooperation among the graduate students with the faculty as well as the university.
- e. To provide Representatives to decision making bodies administered by the University, hereafter to be referred to as Liaisons.
- f. To distribute:
 - i. Graduate School Funds allocated to the GSC for distribution to Graduate Students as travel grants.
 - ii. A portion of funds received through Student Activity Fees paid by Graduate Students.
- g. To deliberate on matters of interest to Graduate Students brought forward to the GSC by the Graduate Dean and offer recommendations on those items and/or other topics of general interest to the GSC and to the Graduate Dean.

3. Structure of The Graduate Student Council GSC

- a. GSC shall consist of Graduate Student representatives (referred to as Representatives in this document) at Michigan Technological University, as outlined in this constitution and in the bylaws.
- b. Such representatives shall be designated as either *Voting Representatives* or *Alternate Representatives* with their rights and duties as outlined in the bylaws.
- c. GSC shall establish an Executive Board (hereafter referred to as the Board) as outlined in this constitution and bylaws.
- d. Duties and responsibilities of Representatives, the Board, Liaisons and Advisors shall be as outlined in the bylaws.
- e. The Dean of the Graduate School shall be an advisor to the GSC.
- f. Additional advisors may be sought and elected.

4. Budget

- a. Procedures
 - i. Expenditures and other monetary transactions must follow the GSC budget approved by the GSC and must fall within the policies and procedures of the University.
 - ii. Authorization from the GSC for the release and movement of GSC monies must be confirmed by signatures from either the President or the Treasurer as stated in the Bylaws.
 - iii. The GSC fiscal year shall extend from the first Council meeting in July until the next such meeting, one year following.

- iv. The treasurer shall draft a budget for the following fiscal year in the Spring at which time Council Representatives may present proposals for funding.
- v. The proposed budget must be approved by the two-thirds of the Voting Representatives present at the first Council meeting in April.
- b. Audit
 - i. The GSC financial records may be subject to an audit as requested by the GSC or the Graduate Dean to be performed by the Office of Internal Audit.
 - ii. Budget compliance with proposal guidelines shall be determined by the Treasurer and approved by a two-thirds vote of the Council Representatives present with a quorum as established in the Bylaws.
 - iii. Noncompliance of a funded group to the GSC-approved budget may result in recourse as established in the Bylaws.

5. Representation

- a. Each department is entitled to at least one voting Representative on the Council.
- b. Representatives and their Alternates must be elected by a democratic majority within their home departments and/or programs as outlined in the Bylaws.
- c. The number of voting Representatives to which each department is entitled to shall be proportionate to its total graduate resident enrollment as outlined in the bylaws.
- d. Voting Representatives and Alternates must be in residence and duly enrolled in the Graduate School.
- e. Departments must maintain attendance of at least one Voting or Alternate Representative to maintain eligibility for travel grants as outlined in the Bylaws.

6. Executive Board

- a. The Principal Officers of the Council, Committee Chairs, and the Council Advisors shall constitute the Executive Board.
- b. No more than two positions on the Board shall be filled by Voting Representatives from the same department.
- c. The Board shall be empowered to take all appropriate measures for the execution of any plan, policy, or program specifically approved by the GSC. In all actions, the Board shall be responsible to the GSC and shall report to the GSC.
- d. Any member of the Board may request, in writing, the convening of a Board meeting. The President will act on the request within five (5) days.
- e. The Board may appoint a temporary replacement for an absent Principal Officer or Committee Chair from the pool of Voting Representatives without consulting the Council or holding elections, provided said replacement meets those qualifications outlined above.
 - i. Temporary shall be defined as sixty days.
 - ii. An individual may be reappointed beyond the sixty days in a temporary position.

7. Principal Officers

- a. The principal officers of the Council shall consist of the following: President, Vice President, Secretary, Treasurer.
- b. The offices of Secretary and Treasurer may be held by the same person.
- c. All officers shall be chosen from the Voting Representatives and must be elected by the general council, by a simple majority vote.

8. Committee Chairs

- a. Committee Chairs shall consist of the leaders of the standing committees as set forth in the Bylaws.
- b. Committee Chairs shall be chosen from the Voting Representatives and must be elected by the general council, by simple majority vote.
- c. Committees can have co-chairs.
- d. Committee chairs shall adhere to their duties as specified in the bylaws.

9. Election of Principal Officers, Committee Chairs, and Advisors

- a. Principal officers, Committee Chairs, and Advisors of the GSC shall be elected by a simple majority, in the presence of a quorum as specified by the bylaws.
- b. The date of election shall be as set forth in the bylaws.
- c. Additional advisors need to be elected by the GSC as set forth in the Bylaws.

10. Meetings

- a. The GSC shall determine the frequency of its meetings, as provided for in the bylaws.
- b. The GSC may discuss, debate, and act upon any subject within its competence as determined by its stated aims.
- c. A majority vote of the GSC in the presence of a quorum shall be binding on the Council and its Board.

11. Amendments

- a. Amendments to this constitution may be proposed by a Voting/ Alternate Representative of the Graduate Student Council at a meeting of the GSC.
- b. All proposed amendments will be published in the minutes of the GSC meeting at which the amendment was proposed.
- c. The GSC may adopt the amendment by a two-thirds affirmative vote, in the presence of a quorum, at the meeting following publication in the minutes of the proposed amendment, and with approval of the Dean of Students.

12. Ratification

- a. This constitution is to be ratified by a two-thirds affirmative vote, in the presence of a quorum, and with the approval of the Dean of the Graduate School.

13. Registration

- a. The President of the GSC shall annually ensure registration of the GSC as a student organization.