

## CONSTITUTION OF MEAS GRADUATE STUDENT ASSOCIATION

### **Article I: Name**

The name of this organization shall be the Marine, Earth and Atmospheric Sciences Graduate Student Association. It shall be hereinafter referred to as MEAS-GSA.

### **Article II: Objectives**

The objectives of this organization shall be:

1. To represent the graduate students of this department in any and all matters which may affect the welfare of the students;
2. To disseminate information of interest or importance to the students; and
3. To provide a forum for discussion of problems and other matters of importance to the students in Marine, Earth and Atmospheric Sciences.

### **Article III: Membership**

#### Section 1 – Composition

- A. The MEAS-GSA shall be composed of Graduate Students in Marine, Earth or Atmospheric Sciences.
- B. Every Representative, Alternative and Officer shall be a student with full graduate standing.
- C. Every Representative and Alternate shall be majoring or minoring in the discipline he/she represents.

#### Section 2 – Apportionment

- A. There shall be one Representative to External Committees and one Alternate within the Department of Marine, Earth and Atmospheric Sciences.
- B. The Representative and/or Alternate should represent the Department at the monthly meetings of the North Carolina State University Graduate Student Association and the PAMS Council and report back to the MEAS-GSA on any relevant matters.
- C. The Representative and Alternate of each discipline shall be elected by the members of MEAS GSA.

#### Section 3 – Vacancies

Regular elections for Representative and Alternates shall be held every September in conjunction with MEAS GSA officer election. At other times vacancies shall be filled as follows:

- A. If a Representative resigns or is removed from office, and if there is an elected Alternate, the Alternate shall assume the office of Representative.
- B. If a Representative resigns or is removed from office and there is no elected Alternate, a special election shall be held within the program to fill the offices of Representative and Alternate until the next regular election.
- C. If an Alternate resigns or is removed from office the President appoint an Alternate to serve until the next regular or special in that program.

**Article IV: Amending the Constitution and By-laws**

Section 1 – Amendments to the constitution or by-laws shall be presented by members of the MEAS GSA in writing and read at a regular meeting but shall not be voted upon until the next regular meeting, and then only after informing each member of the proposed amendments. A majority of 2/3 of the members present and voting shall be required.

Section 2 – All amendments to this constitution or by-laws shall be subject to the approval of the Student Government.

Section 3 – Any article of this constitution or part thereof that is in direct violation of the Student Government constitution or by-laws shall be null and void and declared unconstitutional by the President of Student Government. Any differences of opinion between the club and the President of Student Government shall be brought before the Legislature, whose decision shall be final.

**Article V: By-Laws**

Section 1 – Election of Officers

- A. The permanent offices shall be those of President, Vice-President, Secretary, and Treasurer. Temporary offices may be created for a specified term and to perform specified duties, by a two-thirds majority of votes present at the next regular meeting after the one at which the motion is presented. The term specified for such special offices shall not extend past the next regular election.
- B. Regular elections shall be held in September of each year at a regular meeting. Such elections shall be announced by the presiding officer at the previous regular meeting.
- C. Candidates for the offices of President, Vice-President, Secretary, and Treasurer shall be open to students of all disciplines.
- D. Special elections shall be held whenever one of the permanent offices becomes vacant or whenever a temporary office is created. All vacancies shall be announced by the presiding officer at the first possible meeting, and the election shall be at the next regular meeting.
- E. Nominations of candidates shall be from the floor.
- F. Election shall be by a plurality of votes cast.

Section 2 – Removal of Officers

- A. An officer may resign by submitting a written notification to the Secretary at the regular meeting before the effective date of the resignation.
- B. An officer may be removed from office by a two-thirds vote at the next regular meeting after the one at which the motion is introduced.

### Section 3 – Officer Duties

- A. The President shall call and preside over MEAS-GSA meetings, appoint MEAS-GSA committee and their chairpersons, represent the MEAS-GSA at university and Student Government functions, call MEAS-GSA elections whenever necessary, prepare an annual budget, and perform those duties imposed on his office by the Student Body Constitution. The president will also serve as a representative on the MEAS Executive Committee which meets on a fortnightly basis.
- B. The Vice-President shall preside over MEAS-GSA meetings at the request or absence of the President, serve as a member of MEAS-GSA committees, attend monthly faculty meetings and report relevant information to the GSA, serve as the graduate student representative to the department Graduate Programs Committee, and at the President's request substitute for him at university or Student Government functions.
- C. The Secretary shall maintain minutes of the MEAS-GSA meetings and circulate copies to the members, maintain a roll of members and call the roll whenever a roll call vote is taken, be responsible for MEAS-GSA correspondence and publications, update and maintain the MEAS-GSA website, serve as a member of MEAS-GSA committees, and provide a reference copy of Robert's Rule of Order at each meeting. The Secretary will also serve as the graduate student representative to the department Seminar Committee.
- D. The Treasurer shall keep the MEAS-GSA financial records, serve as a member of MEAS-GSA committees and serve as the graduate student representative to the Social Committee and serve as the Graduate Student Library Representative.
- E. In the case that a student representative is needed for appointment to a MEAS department faculty search committee the MEAS-GSA officers shall solicit nominations from the MEAS-GSA members within the discipline of the search. Nominees will be selected by a majority vote from the MEAS-GSA officers and Representatives to External Committees.

### Section 4 – Quorum

A quorum shall consist of two-thirds of the average number of members attending the last 2 MEAS-GSA meetings, and no vote may be taken unless a quorum is present. An active member shall be any graduate student pursuing a degree within the Department of Marine Earth and Atmospheric Sciences. The Secretary shall announce whether a quorum is present.

### Section 5 – Voting

- A. Each member shall have one vote. The President shall vote only to make or break a tie.
- B. Any member of the MEAS-GSA may authorize another member to vote for them by proxy at a general meeting. A proxy shall be in writing and signed by the member and delivered in person. Such a proxy must be delivered to the Secretary of the MEAS-GSA prior to the meeting and shall be valid only for

the meeting named therein. An electronic submission may be allowed in extenuating circumstances, and must be accepted by a majority vote at the beginning of the meeting named therein. A reminder of a member's proxy rights shall be included in any notice of any members' meeting.

#### Section 6 – Faculty Adviser

The Director of Graduate Programs (DGP) for the Department of Marine, Earth & Atmospheric Sciences will serve as faculty adviser to the MEAS-GSA. The faculty adviser will act as a liaison between the GSA and the faculty, and will advise the GSA on any relevant matters.

#### Section 7 – Meetings

Meetings shall be held during the school year. The date of the next meeting shall be fixed at each meeting to suit the needs of the members present. Meetings shall be open to all graduate students of North Carolina State University and to guests of members, but non-members shall enter discussion only with the permission of the presiding officer. Procedure shall be according to Robert's Rules of Order.

#### Section 8 – MEAS Faculty Search Committee Student Representatives

- A. The graduate student representative for faculty search committees shall be a student with full graduate standing and enrolled in a PhD program within the MEAS department. The student representative shall be responsible for attending all faculty search committee meetings, synthesizing student input on candidates, and voting for the students' top choice candidate.
- B. Nominations for search committee representatives, including their statement of intent, must be submitted to the MEAS-GSA Secretary at least one week prior to the election. MEAS-GSA members must be notified of the candidates and receive their statement of intent one week prior to the election. Each MEAS-GSA member in attendance will vote to elect the representative. MEAS-GSA members unable to attend the election can cast an absentee vote to the MEAS-GSA officers if it is received in writing at least 24 hours prior to the vote. The MEAS-GSA President shall vote only to break a tie.

#### **Revisions**

*Rewritten by MEA-GSA (formerly GSAG) Sept. 1980 for approval by the membership.*

*Rewritten by MEA-GSA Sept. 1982 for approval by the membership.*

*Amended by MEA-GSA Dec. 1985 for approval by the membership.*

*Amended by MEAS-GSA (formerly MEA-GSA) May 2007 for approval by the membership*

*Amended by MEAS-GSA November 2009 for approval by the membership*

*Amended by MEAS-GSA September 2011 for approval by the membership*