

North Carolina State University
Plant Pathology Graduate Student Association
Constitution (Revised Spring 2005)

Article I Name and Objectives

- Section 1 This organization shall be known as the Plant Pathology Graduate Student Association (PPGSA).
- Section 2 The objectives of this Association shall be to act as a liaison between the graduate students and the faculty of the Department of Plant Pathology, assist in departmental functions when called upon to do so, and to offer suggestions to the department head concerning the improvement of departmental policies and procedures.
- Section 3 Special areas of interest to the Association include the following:
- A. Grievances that involve both faculty and students and problems unique to graduate students.
 - B. Recruitment and orientation of new graduate students.
 - C. Improvement of facilities and curriculum by presenting to the department head suggestions made by the graduate student body and approved by the association.
 - D. Development of activities to improve cohesiveness of the graduate student body within the department.
 - E. Any other matters of interest to the Association's graduate students.

Article II Membership

- Section 1 The association shall be open to all plant pathology graduate students at North Carolina State University.
- Section 2 A graduate student advisor shall be elected from the faculty as a non-administrative, non-voting member to aid the graduate students in personal concerns. The advisor's term shall extend as long as the advisor wishes to serve, at which point the association will elect a new advisor.

Article III Election and Removal of Officers

- Section 1 There shall be Graduate Student Council consisting of elected officers. The council shall consist of a President, Vice President, Secretary, University Graduate Student Association (UGSA) Representative, Social Chair, and Student Recruitment Chair, and Electronic Communications Officer.

Section 2 Election of Officers

- A. Nominations will be taken for officers during the latter part of the spring semester followed by the election of Officers at the end of the semester. Officers shall serve for a term of one year from the time of election.
- B. To be eligible to be an officer in the council, a student must have been a member of the department for the preceding semester, with the exception of the President who must have been a member of the department for the preceding two semesters. In case of returning students, this rule is waived. Unless called to do so under special circumstances, officers shall serve for only one year in any capacity during their tenure as a student.

Section 3 Removal of Officers

- A. In the event that an officer is unable to perform their duties, the President will hold a special election to fill the position until the next election. In the case of the President being unable to perform his or her duties, the Vice-President shall fill the position and a special election will be held to fill the Vice-President opening until the next election. Students elected to fill such a position, may still be elected to serve in that position for another full term
- B. If an Officer is not fulfilling his or her duties, a special meeting of the Association shall be called to determine what action needs to be undertaken. A majority vote is required for any action.

Article IV Officers and Duties of the Same

Section 1 The Office of President

The President shall:

- A. Attend all required departmental faculty meetings
- B. Chair the Special Events Committee
- C. Organize lunch or dinner meetings per departmental request
- D. Oversee and delegate any additional responsibilities as required by the department
- E. Maintain Association notes and materials

Section 2 The Office of Vice-President

The Vice-President shall:

- A. Act as alternate for required faculty meetings
- B. Assist the president in his or her duties
- C. Head the finance committee

- Section 3 The Office of Secretary
The Secretary shall:
A. Record the meeting of each PPGSA meeting, report results in a timely manner and provide an electronic copy to the Electronic Communications Officer
B. Assist the Electronic Communications Officer as need arises
- Section 4 The Office of University Graduate Student Association (UGSA) Representative
The UGSA Representative shall:
A. Attend monthly meetings of the UGSA
B. Serve on UGSA standing committee as required by UGSA
C. Relay pertinent information to the Association in a timely manner
D. Ensure an alternate is present at UGSA meetings if the primary representative is unable to attend
- Section 5 The Office of Social Chair
The Social Chair shall:
A. Chair the standing social committee
- Section 6 The Office of Student Recruitment Chair
The Student Recruitment Chair shall:
A. Aid in departmental participation in the University open house
B. Work with departmental Student Recruitment Committee to organize recruitment activities
- Section 7 The Office of Electronic Communication Officer
The Electronic Communications Officer shall:
A. Maintain the Association's portion of the Departmental website
B. Work with the Association officers to provide and maintain prompt and reliable flow of information from the Association to its members

Article V Meetings

- Section 1 The Association shall meet each month in the fall and spring semesters and at other times when the need arises. The President shall see that seven days notice of an upcoming meeting is given to members of the GSA. The President or majority of the student members of the association may call special meetings.

Article VI Committees

- Section 1 Standing committees shall be organized at the time of officer elections. The President shall make provision for any standing or special committee as needs arise

Section 2 Standing Committees

- A. The standing committees shall be:
 - 1. Social
 - 2. Special Events
 - 3. Finance
- B. The members of these committees shall be volunteers. In the event that enough members cannot be obtained in this manner, the President will appoint members to these committees.
- C. Each committee shall have the following chairs and members:
 - 1. Social: Social chair and volunteers (min. 4)
 - 2. Special Events: President and volunteers (min. 3)
 - 3. Finance: Vice-President and volunteers (min. 3)

Section 3 Duties of Standing Committees

- A. The Social committee shall:
 - 1. Organize and plan social activities for graduate students and provide photos from events to the electronic communications officer
 - 2. Promote graduate student engagement and participation in social affairs
 - 3. Set up cookies and coffee for weekly departmental seminar
- B. The Special Events committee shall:
 - 1. Be responsible for planning of the Master's Symposium and the Rosie Perez Seminar
 - 2. Prepare and submit a UGSA block grant proposal once or twice a year to fund these events in conjunction with the Finance committee and another department or special interest group
- C. The Finance committee shall:
 - 1. Maintain the Association finances in good standing
 - 2. Prepare an annual budget proposal for submission to and approval by the Association, followed by a review at the end of the academic year.
 - 3. Be responsible for one fundraising activity per academic semester
 - 4. The chair shall work with the departmental accountant for purchases and other expenditures
 - 5. Prepare and submit a UGSA block grant proposal once or twice a year in conjunction with the Special Events committee and another department or special interest group

- Section 4 Departmental Committee Graduate Student Representatives
A. Graduate Students shall serve on departmental committees at the Department Head's request

Article VII Constitution

Section 1 This constitution must be adopted by a majority vote of the resident graduate students.

Section 2 Changes in this constitution may be made at a proposal through the association and must be approved by a two-thirds vote of the resident graduate students. However, no vote on any change can take place before 30 days has elapsed since the time of the original proposal to the association.