
UNCP GSO Constitution

Article I. Name

The name of the organization shall be the Graduate Student Organization hereafter referred to as "GSO".

Article II. Purpose

The mission of the GSO is to oversee the issues and concerns that affect the general welfare and academic progress of its members. The GSO will work in conjunction with the School of Graduate Studies to ensure the quality of graduate student life at UNC Pembroke.

Article III. Membership

1. Membership is open to all graduate students of UNC-Pembroke whether full time or part time.
2. All members are expected to follow the organization's rules and fulfill duties to the organization.
3. The University of North Carolina at Pembroke is committed to equality of employment and educational opportunity in compliance with applicable federal, state, and local laws. The University does not discriminate in access to, or treatment or employment in, its programs and activities based on age, race, color, sex, national origin, religion, disability, or veteran status. In keeping with applicable law and University policy, membership and participation in this organization must be open without regard to age, race, color, national origin, religion, disability, gender, or veteran status unless exempt under Title IX.

Article IV. Officers

The elected officers of the GSO executive board shall be the President, Vice President, Secretary, and Treasurer. The GSO executive board may choose to appoint officers to additional positions as deemed necessary. All officers of the board shall have the authority granted to them by this organization and act accordingly.

Article V. Advisor(s)

1. The advisor shall be a full time faculty/staff member. The advisor will be elected by members through votes every two years.
2. All student organizations are required to have an on-campus advisor who is employed as a full-time faculty/staff member at The University of North Carolina at Pembroke.

Article VI. Meetings

The organization meets twice during the fall semester and spring semester. The time and location of organizational meetings are announced at the beginning of each semester via e-mail or Orgsync and/or by other means of communication as necessary. Any variations to the schedule will be notified in advance via e-mail.

Article VII. Organization Account

1. The organization account will be an on-campus Agency Non-Interest Bearing account with UNCP. The advisor has the access to the account and must sign off on all expenditures from this account.
2. In the event this organization dissolves and/or is no longer an active organization with representation at the university, any on-campus funds will be diverted to the sponsoring department if eligible and/or Student Involvement and Leadership if no other stipulations for the funds have been set forth in these constitution and bylaws.

Article VIII. Quorum

At least 7 members present to conduct business.

Article IX. Legislation Procedures

Any member can propose legislation via e-mail or meetings. Legislation is made through discussion and votes at GSO meetings. Legislation proposed within 48 hours of a scheduled meeting time will be placed on the agenda for the following meeting.

Article X. Amendments

1. The constitution is binding to all members of the UNCP GSO, but the constitution is not binding unto itself.
2. Amendments to the constitution may be proposed in writing by any voting member of the UNCP GSO at any meeting where 1/2 of the voting members are present.
3. These amendments will be placed on the agenda for the next regular meeting of the executive officers.
4. Proposed amendments will become effective following approval of the majority vote of members.
5. Members may submit their votes in writing prior to the formal meeting if members are unable to attend in person.

UNCP GSO BYLAWS

Article I. Activity

Activities and events can be proposed by any members. The final decision will be made through votes by members.

Article II. Election

1. Elections for the executive board will take place during the spring semester. The term of elected GSO officers shall end at the last regularly scheduled GSO meeting of the academic year.
2. Members may nominate any member in the Graduate Student Organization for an executive position. All present, current members may vote. The candidate with the most votes will assume the position. In the case of a tie, there will be a run-off election between the 2 candidates.
3. The newly elected members of the executive board will assume their positions after the election.
4. If a position is vacant, the executive board may appoint an interim officer (for any position(s) other than President) to serve until the next election.

Article III. Fees and Funds

The budget should be allocated when necessary for networking opportunities and events. Money collected will be designated in the organization budget.

Article IV. Responsibility of Members

The members of GSO are encouraged to participate in all social and non-social events planned.

General Responsibility of Officers

1. On a schedule to be arranged among the officers, at least one officer must be present to open and close each session.
2. Recruit new members.
3. Make GSO members and other graduate students aware of activities/events planned and the purpose of the organization.

The duties of the president are as follows:

1. Represent the organization and act as a liaison.
2. Know the contents of the Students' Organization Handbook.
3. Make sure the organization has an up-to-date constitution.
4. Respond to e-mail inquiries about the organization.
5. Call meetings to order and ensure that meetings are properly executed.
6. Interact with graduate students, faculty, and staff in order to keep the lines of communication open.

The duties of the vice president are as follows:

1. Represent the organization and act as a liaison.
2. Know the contents of the Students' Organization Handbook.
3. Make sure the organization has an up-to-date constitution.
4. Carry out the duties of the President at meetings if the President is unavailable.
5. In the event the President is unable to fulfill his/her duties, then the vice president will assume the duties of the president as interim president.
6. In this event, the board will select an interim VP until such time as an election can be held.

The duties of the secretary are as follows:

1. Know the contents of the Students' Organization Handbook.
2. Make sure the organization has an up-to-date constitution.
3. Inform members via e-mail, Facebook, or other social media method and be responsible for informing members about schedule changes as soon as possible.
4. Record and communicate the minutes from meetings as necessary.

The duties of the treasurer are as follows:

1. Handle all financial matters of the GSO
2. Coordinate fundraising activities.
3. Be responsible for allocation of funds for activities/events.
4. Provide a report of the organization's budget at least once every semester

Responsibilities of Advisor:

1. The advisor has to approve any money spent by the organization.
2. The organization executive board and the advisor will determine together the expected level of involvement of the advisor in the organizations activities.