

Constitution of the Plant Biology Graduate Student Association (PBGSA)

Enacted Spring 2011

Article I: Name

The official name of this association is the Plant Biology Graduate Student Association, also known as the PBGSA.

Article II: Purpose

Section 1. The purpose of the PBGSA is as follows:

- A. To provide an opportunity for the graduate students of the Department of Plant Biology of the University of Georgia to have true and meaningful representation in the administration of the Department,
- B. To relay important information to the graduate students regarding University affairs, scientific opportunities, and education resources,
- C. To promote communication among the diverse groups in the Department through social functions and other activities, and
- D. To provide for any other such matters as the Association considers appropriate.

Article III: Membership

The membership of this Association shall consist of those persons working towards the degrees of Master of Science or Doctor of Philosophy in the Department of Plant Biology at the University of Georgia.

Article IV: Non-Discrimination

Membership and all privileges, including voting and officer positions, must be extended to all students without regard to age, ethnicity, gender, disability, color, national origin, race, religion, sexual orientation, or veteran status.

Article V: Officers

Section 1. President. The President of the PBGSA shall be the elected Chief Officer and shall discharge the following duties:

- A. Conduct meetings and elections of the Association.
- B. Serve as the PBGSA representative to the University of Georgia Graduate Student Association.
- C. Serve as the voting student representative at Departmental faculty meetings.
- D. Survey the membership in order to properly represent their opinions at Departmental meetings.
- E. Create or dissolve committees from the membership as necessary.

Section 2. Vice President. The Vice President shall be an elected officer and shall discharge the following duties:

- A. Attend the Departmental faculty meetings as a student representative.
- B. Coordinate the business of the Association, such as fundraising events and social activities.
- C. Conduct the duties of the President in the President's absence.

Section 3. Secretary. The Secretary shall be an elected officer and shall discharge the following duties:

- A. Serve as the alternate student representative to faculty meetings.
- B. Record and keep minutes of Association meetings.
- C. Communicate Association minutes to the membership and to the faculty representative of the Association.
- D. Maintain the non-financial records of the Association, including contact and activity planning information.
- E. Maintain and check the PBGSA email account.
- F. Keep the membership updated on all matters, including the scheduling of meetings and organizational events.
- G. Work with the departmental staff in the organization of events and activities.
- H. Serve as the PBGSA liaison to the Center for Student Organizations.

Section 4. Treasurer. The Treasurer shall be an elected officer and shall discharge the following duties:

- A. Maintain the bank account of the Association, including collection and dispersal of funds.
- B. Maintain the financial records of the Association, including the filing of taxes.
- C. Serve as the arbiter of the PBGSA-funded activities and awards.
- D. Work with departmental staff in the funding of all co-sponsored events.

Section 5. Peer Teaching Evaluator. The Peer Teaching Evaluator shall be an elected officer and shall discharge the following duties:

- A. Support the needs of the PBGSA members who are currently involved in graduate teaching or are teaching assistants.
- B. Critique the teaching of peers and offer advice and aid for improvement.
- C. Organize educational activities.

Section 6. Election of officers. An election of officers shall be made from nominations from the membership. Elections shall:

- A. Occur once during each school year, preferably during spring semester or during the first meeting after an office has been vacated.
- B. Require a majority of votes received from the membership within a specified voting period, not less than one week, for each officer.

Section 7. No limit shall be placed on the number of terms of office that a member may hold.

Section 8. Provisions for removal. If a current officer is unable to meet the duties outlined, that officer may be asked to be removed from office. Request for the removal of an officer may come from either an executive officer or a member of the PBGSA. A case must be made as to the reason why that officer should be removed. Approval of removal from a current position must be passed by a three-fourths vote from the executive officers and a majority vote from the members of the PBGSA.

Section 9. Provisions for officer vacancies. In the event that an officer is removed from position, a member of the PBGSA will be appointed to act in place of that officer until a formal election can take place.

Article VI: Meetings

Section 1. Meetings of the membership shall be held at the discretion of the officers.

- A. Meetings shall be announced at least one week in advance.
- B. Procedures described in this constitution shall have precedence over any other procedures.
- C. In matters other than those specified in this document, a majority of the quorum, designated as the members of the PBGSA present, shall carry a motion.
- D. The procedures described in Robert's Rules of Order are recommended for use in conducting the meetings except in those matters specified in this constitution.
- E. At least two-thirds of the members of the PBGSA must be present to hold a meeting.

Article VII: Association Finances

Section 1. Funds raised by the PBGSA may be used only in the interest of the Association and its members.

Section 2. Funds raised by the PBGSA for the Graduate Student Research Assistance Award shall only be used to fund graduate students who are members of the PBGSA.

Article VIII: Advisors

Section 1. A faculty representative to the PBGSA shall be appointed by the Department Head in consultation with the officers.

Section 2. The faculty representative to the PBGSA shall be the organization advisor who falls under the purview of the Center for Student Organizations.

Article IX: Amendments

This constitution may be amended by a majority of the quorum of the membership.