

graduate student advisory council (gsac)

GSAC Homepage

Constitution

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Article I. Name

The name of this organization shall be the Graduate Student Advisory Council of Eastern Illinois University (GSAC).

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Article II. Mission

The mission of the GSAC shall be to:

1. Discuss, review, and participate in any university decision that has a potential impact on the graduate population.
 2. Be the representative body of the graduate student population at Eastern Illinois University and present graduate views on issues in a unified manner to the student government, administration, faculty, and staff.
 3. Facilitate communication and implement continuous dialogue among graduate students and the administration, faculty, and staff of EIU.
 4. Promote greater interaction among the graduate student population and increased involvement and participation among all graduate departments on relevant issues.
 5. Place graduate student representatives on all university committees, councils or other functioning bodies concerned with the development and implementation of policies and procedures relevant to the graduate population.
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Article III. Membership

General Membership: Any degree-seeking student enrolled at Eastern Illinois may participate in the activities of the GSAC without voting privileges.

Voting Membership: Each graduate program shall be represented by one senior and one junior delegate. The selection of the graduate student representatives shall be determined by the

academic program and the graduate coordinator.

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Article IV. Voting

Each graduate department shall have one vote regardless of department size or number of departmental representatives present. The junior delegate shall vote only in the absence of the senior delegate. If a department fails to appoint graduate representatives, it forfeits its right to vote. Votes on proposals before the GSAC or amendments to the Constitution require half of the GSAC members to be in attendance in order to reach quorum. Upon reaching quorum, a simple majority wins. The President shall vote only in event of a tie. All votes shall be tallied by means of an oral roll call.

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Article V. Officers

The Executive Officers of the GSAC shall be as follows: President, Vice President, Treasurer, Secretary, Historian, and Director of Public Relations. The position of Secretary shall be filled by the representative from the Office of the Graduate School.

The aforementioned officers shall constitute the Executive Board.

The Auxiliary officers of the GSAC shall be as follows: Council on Graduate Studies Representative, Textbook Committee Representative, and Larry Williams Travel Fund Committee Representative.

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Article VI. Duties of the Executive Officers

President: To preside over Executive Board and regular meetings; to appoint ad hoc committees with the approval of the GSAC; to report to the Graduate School Representative; to meet on a regular basis with the Dean of the Graduate School in order to coordinate activities and facilitate dialogue; to perform other duties as required by the bylaws or the Executive Board.

Vice President: To preside in the President's absence; to aid the President, to oversee committees; to maintain and enforce the Constitution of the GSAC. To act as liaison between the GSAC and student government; to perform other duties as may be required by the bylaws or Executive Board.

Treasurer: To act as the primary fiduciary agent of the GSAC; to maintain and propose the annual GSAC budget upon approval of the Executive Board and GSAC members to report on budget and finances to the GSAC and Graduate School Representative; to oversee all income generated from fees and other sources; to oversee all expenditures of GSAC funds pending approval of the Executive Board; to preside over regular meetings in the absence of the president and Vice President; to perform other duties as may be required by the bylaws or the Executive Board.

Secretary: To attend to all correspondence of the GSAC; to maintain minutes of the executive and regular meetings; to oversee voting procedures; to ensure that all members receive correspondence, agendas, and minutes; to act as the liaison between the Office of the Graduate School and the GSAC; to perform other duties as may be required by the bylaws or the Executive Board.

Historian: To maintain and update historical record of activities and events; to maintain a record of current and former GSAC members; to inform GSAC alumni of current events of interest at EIU; to seek GSAC alumni speakers on relevant matters; to aid the Secretary; to perform other duties as may be required by the bylaws or the Executive Board.

Director of Public Relations: To promote awareness on campus of GSAC activities and events; to act as spokesperson for the GSAC to The Daily Eastern News, student government and other campus organizations, to maintain the on-line resources of the GSAC; to perform other duties as may be required by the bylaws or the Executive Board.

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Article VII. Duties of Auxiliary Officers

Council on Graduate Studies Representative: To present the GSAC at the meetings of the Council on Graduate Studies; to report on said meetings to the Executive Board and GSAC; to perform other duties as may be required by the bylaws or the Executive Board.

Textbook Rental Committee Representative: To represent the GSAC at meetings of the Textbook Rental Committee; to report on said meetings to the Executive Board and GSAC; to perform other duties as may be required by the bylaws or the Executive Board.

Larry Williams Travel Fund Committee Representative: To represent the GSAC at meetings of the Travel Fund Committee; to report on said meetings to the Executive Board and GSAC; to perform other duties as may be required by the bylaws or the Executive Board.

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Article VIII. Elections and Appointments

The first meeting of the fall semester shall be chaired by the Graduate School Representative, at which times the duties of the executive officers shall be described to the GSAC members. Members wishing to run for an executive position must submit a written proposal to the Graduate School Representative prior to the next meeting. At the second meeting the executive officers shall be elected based upon: a written proposal, the recommendation of the Graduate School Representative and a presentation to the GSAC. At the third meeting or as deemed necessary, the Executive Board shall receive nominations to appoint auxiliary officers. If any officer fails to perform his or her duties, he or she may be removed by the Executive Board. If an officer is removed or resigns, an election or appointment shall take place at the next GSAC meeting.

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Article IX. Committees

Committees shall be discussed by GSAC members, appointed by the President and overseen by the Vice President. The Survey and Chronicle committees shall be permanent to the GSAC. Other ad hoc committees (Parking, Housing, Handbook, etc.) shall be discussed by the GSAC. At the first meeting of each committee, a chairman shall be selected by the committee and approved by the GSAC.

Article X. Meetings

Regular and Executive Board meetings shall be presided over by the senior executive officer present. The GSAC and the Executive Board shall meet once per week, or as deemed necessary by members. Meeting time shall be voted on by the GSAC members. Any GSAC member missing more than two meetings without a valid excuse delivered to an Executive Board member prior to the meeting being missed is subject to removal by the Executive Board. Under such circumstances, the member's department shall be notified concerning a replacement.