CONSTITUTION OF THE GRADUATE STUDENT ORGANIZATION OF SYRACUSE UNIVERSITY

Effective Date: October 19, 2016

PREAMBLE

We the Graduate Students of Syracuse University, in order to establish greater representation of our interests and concerns, do hereby establish the Graduate Student Organization of Syracuse University. The Graduate Student Organization will be the representative governing body of graduate students at Syracuse University. Its purpose is to represent and promote the interests of graduate students and the University community. This body will function as a representative democratic body to establish policies and initiatives that are in the best interests of all graduate students at Syracuse University consistent with the principles outlined in this Constitution. It will be an independent organization free from internal or external coercion.

ARTICLE I: THE SENATE

Section 1: All matriculated, main campus, enrolled graduate students at Syracuse University registered outside the College of Law, whose graduate student activity fees have been paid, are GSO members.

Section 2: All legislative powers of the GSO are vested in the GSO Senate.

Section 3: In order to be eligible for the office of Senator, a person must be a GSO member as of the start of their term or time of election, whichever is later. An exception is made for the office of SUNY-ESF Senator, for which only SUNY-ESF students are eligible. If an individual loses GSO membership after the start of their term or the time of their election, whichever is later, they may retain their Senate seat until the completion of their term as Senator.

Section 4: The GSO members of each academic plan at Syracuse University are allotted one Senate seat. The list of academic plans shall be determined by enrollment data provided annually by the University. These Senators are known as "Academic Plan Senators." Each academic plan may determine the nature, time, and place of election, so long as all elections are held in an open and fair manner and an election is held at least once per year.

Section 5: The graduate students at SUNY-ESF are allotted three Senate seats. These Senators are known as "SUNY-ESF Senators." These Senators have all the rights and responsibilities of Academic Plan Senators, but are not eligible to serve on the Executive Board. The graduate students at SUNY-ESF or their designated representative organization may determine the nature, time, and place of elections.

Section 6: There will be a maximum of six At-Large Senate seats. Any GSO members may fill

these seats without restriction. The Senate will elect half of these seats in the annual Elections Special Meeting and all remaining unfilled seats at the first meeting of the fall semester.

Section 7: There will be a number of University Senator seats as determined by the Office of the University Senate Recorder per the Bylaws of the University Senate. The Senate will elect half of these seats, rounded down, in the annual Elections Special Meeting and all remaining unfilled seats at the first meeting of the fall semester. University Senators will have seats in the GSO Senate as well as seats in the University Senate.

Section 8: All elections for At-Large and University Senators shall be by preferential vote, voting on all seats of a class of Senator up for election simultaneously.

Section 9: If there is a vacancy in an At-Large or University Senator seat, the Senate shall hold an election to fill the seat at its next Regular Meeting or a Special Meeting called for this purpose.

Section 10: All Senators are required to attend Regular and Special meetings of the Senate. Academic Plan Senators may appoint a single alternate who may attend in their stead if absolutely necessary. All Academic Plan and At-Large Senators must serve on one standing committee, special committee, or in a liaison position. University Senators are required to attend meetings of the University Senate and serve on a University Senate Committee as designated by the University Senate.

(a) Any Senator who does not attend two consecutive Senate meetings, regardless of meeting type, will be removed from the Senate immediately at the conclusion of the second meeting he or she does not attend. The seat will then be vacant. Academic Plan Senators are considered to be in attendance if their designated alternate is in attendance.

(b) Any University Senator who does not attend two consecutive meetings of the University Senate shall likewise be removed. The roll listed within the published minutes of the University Senate shall be used as the definitive attendance list for this purpose.

(c) All Senators must complete any trainings required by the University in execution of New York Education Law 129-B.6447. Senators who have not completed such training by the second meeting after their election shall be removed from the Senate with their seat vacated.

Section 11: No Senator shall have more than one vote.

Section 12: The Senate shall be in session starting on its first meeting of the fall semester and ending on the last meeting of the succeeding spring semester. The Senate will meet at least ten times every academic year. Meetings must include eight Regular Meetings, a Budget Special Meeting, and an Elections Special Meeting. The first meeting of the fall semester must be a Regular Meeting.

(a) Regular Meetings shall be announced as far in advance as possible to the entire GSO membership and Senate. There must be at least 14 days' notice of a Regular Meeting. The agenda of a Regular Meeting will be: (I) Roll Call, (II) Approval of Previous Meeting Minutes (unless there are no previous minutes to approve), (III) Executive Reports, (IV) Special Committee Reports, (V) Standing Committee Reports, (VI) Old Business, (VII) New Business, (VII) Announcements and Remarks, (VIII) Adjournment.

(b) Special Meetings must be called with specific business or a specific topic as their agenda. No other business may be discussed or voted upon at a Special Meeting apart from its stated purpose. There must be at least seven days' notice of a Special Meeting, announced to the Senate. The agenda of a Special Meeting will be: (I) Roll Call, (II) Approval of Previous Meeting Minutes, (III) Conduct of Designated Special Business, (IV) Announcement and Remarks, (V) Adjournment. Relevant Executive and Committee reports may be made during part (III) of a Special Meeting.

(c) The Vice President of Internal Affairs shall chair all Senate meetings. In all cases, the chair shall have a vote only in cases of a tie, regardless of whether the chair is a Senator or not.

(d) At all Senate meetings, quorum shall be ⅓ of the total number of Senators, excluding vacant seats, unless the Senate is voting on an impeachment or a Constitutional Amendment, per Article III Section 5(a) and Article IV Section 3.

(e) The rules contained in the most recent edition of Robert's Rules of Order Newly Revised shall govern the Senate where they are not in conflict with the Constitution or Syracuse University policies.

(f) All Senate meetings must be open to all GSO members, Senators, and Executive Board Officers, except in the case of Executive Sessions. The Senate may proceed into Executive Session for any portion of a meeting by majority vote, but such a vote must be by roll call. Guests may be invited to attend meetings but can be removed by a majority vote of the Senate.

Section 13: The Senate shall have the power to:

(a) Represent the graduate students of Syracuse University comprising the GSO membership and speak on their behalf;

(b) Establish the position of the GSO on any matter of importance to graduate students;

(c) Make recommendations and draft resolutions to the University or other bodies on any matter of policy affecting graduate students;

(d) Set the priorities of the Executive Board, especially when advocating to the University on behalf of the graduate students;

(e) Create or authorize any programs of action to accomplish the goals and purposes of the GSO in serving the interests of graduate students except where jurisdiction is expressly denied by the rules and regulations of Syracuse

University or where jurisdiction is granted by Syracuse University's judicial system;

(f) Set the time and place of Senate meetings;
(g) Create any Standing or Special Committees as it deems fit;
(h) Request reports from any such committees created by the Senate;
(i) Create positions inferior to the Executive Board and liaison positions between the GSO and other organizations;
(j) Elect all At-Large and University Senators pursuant to the preceding sections;
(k) Elect all Executive Officers, excepting the Executive Board's power of vacancy appointment, in which case the Senate shall have the power to approve such appointments as per Article II Section 2(d);
(l) Call any Executive Officer before the Senate for a hearing;
(m) Override any action, including a veto, of the Executive Board or any of its Officers by a ⅔ vote;
(n) Serve as the exclusive forum for the impeachment of all Officers pursuant to Article III;
(o) Remove a Senator from his or her seat by a ⅔ vote;
(p) Call Special Meetings of the Senate pursuant to the restrictions within Section 11(b);
(q) Schedule Regular Meetings of the Senate if the Executive Board has not otherwise done so, pursuant to the restrictions within Section 11(a);
(r) Raise or lower the graduate student activity fee, adhering to reasonable timing requirements on fee changes imposed by the University;
(s) Allocate the graduate student activity fee in accordance with reasonable University policies and all applicable laws;
(t) Amend the Constitution of the GSO pursuant to Article IV; and
(u) Enact all measures necessary and proper in the fulfillment of these powers.

Section 14: There will be a Finance Committee of the Senate which will provide advice and recommendations on fiscal matters as the Senate requests. In the Budget Special Meeting, the Senate will consider the Finance Committee's proposed annual budget, although it may dispose of it in the same manners as all other Senate business.

(a) All campus-wide Service Organizations and Recognized Student Organizations may argue their case for funding in front of the Senate. The Senate retains the right to place reasonable limits on the time allotted for such arguments.
(b) If the Senate has not approved any annual budget by April 30th for the following academic year, then the annual budget as originally proposed by the Finance Committee shall be considered approved and in force.

ARTICLE II: THE EXECUTIVE BOARD

Section 1: All executive powers of the GSO are vested in the Executive Board.

Section 2: The Executive Board shall consist of six Executive Officers: President, Vice President of Internal Affairs, Vice President of External Affairs, Comptroller, Recording Secretary, and Financial Secretary.

(a) In order to be eligible to be an Executive Officer, a person must be a GSO member as of the start of their term or time of election, whichever is later. To be eligible to serve as President or Comptroller, one must also have previously served as a Senator or Executive Officer for at least one year.

(b) The President, Vice Presidents, and Comptroller shall be elected by the Senate at its Election Special Meeting in the academic year prior to the one in which they will serve.

(c) The Recording and Financial Secretaries shall be elected by the Senate at the first meeting of the academic year during which they will serve.

(d) Thereafter, vacancies in the Executive Board shall be filled by the Executive Board, which must be approved by the Senate at its next Regular Meeting or a Special Meeting call for that purpose. If not approved, or if the Executive Board declines to make an appointment, the Senate shall fill the vacancy at any Regular Meeting or Special Meeting called for that purpose. If in any Regular or Special Meeting called to approve an appointment by the Executive Board, the Senate rejects the appointment, they may immediately hold an election for the vacant position(s).

(e) In any election for an Executive Officer, preferential voting will be used.

(f) The President, Vice Presidents, and Comptroller shall hold office from June 1st of the year in which they are elected, or once elected if their election occurs after June 1st, until the following May 31st.

(g) The Secretaries shall hold office immediately upon election until the following May 31st.

(h) No person shall serve more than two terms in any single position on the Executive Board.

(i) Executive Officers, during their terms in office, may simultaneously be Senators.

(j) Each Officer may receive a stipend for the year in which the Officer serves, if the Senate so directs.

(k) Executive Officers are expected to be students in residence at Syracuse University's main campus in Syracuse, NY during their term in office. In the event that their studies or other activities call them away from campus, periods of absence greater than two weeks must be reported to the GSO Senate, unless such absence occurs strictly during the winter break.

Section 3: The duties, powers, and functions of the Executive Board.

(a) The rules concerning committees and boards contained in the most recent edition of Robert's Rules of Order Newly Revised shall govern the Executive Board where they are not in conflict with the Constitution or Syracuse University policies.

(b) Quorum for all actions shall be a majority of Executive Officers, excluding vacancies.

(c) The Executive Board shall:

(i) Take over the duties of any vacant office, delegating such responsibilities and powers as the Board sees fit to the remaining Executive Officers;

(ii) Assist and give advice to the President as necessary;

(iii) Assist the President in implementing all policies, directives, and resolutions of the Senate;

(iv) Have the power to act on emergency requests for funding not over $1000 when the GSO Senate may not take action in a timely manner and report such actions to the Senate at the next Regular Meeting;

(v) Attend all meetings of the Senate unless excused by the Senate;

(vi) Establish the place and time of Senate Meetings, unless the Senate otherwise directs by majority vote;

(vii) Have the power to call Special Meetings of the Senate, pursuant to Article I Section 12(b); and

(viii) Have the power to veto motions and resolutions passed by the Senate within five days of their passage and report such actions as expeditiously as possible and at the next Regular or Special Meeting of the Senate. The Executive Board does not have the power to veto an annual budget.

Section 4: The President shall:

(a) Serve as Chief Executive of the GSO and oversee its budget and operations;

(b) Represent graduate students and the GSO to the Board of Trustees of the University, to the University administration, and to the Graduate School;

(c) Prepare regular reports to the Board of Trustees in consultation with the Executive Board, which shall be made public on the GSO website;

(d) Advocate on behalf of graduate students to the University administration;

(e) Advocate for graduate student representation on University-wide ad hoc and other committees, task forces, and working groups, and shall serve on the same as needed, or appoint a GSO member otherwise;

(f) With the cooperation of the Student Association, meet with the leadership of the Student Association;

(g) Present executive reports to the Senate at all Regular Meetings;

(h) Faithfully implement all policies, directives, and resolutions of the Senate;

(i) Submit resolutions and other motions from the Senate to other units of the University as is deemed prudent or when directed to by the Senate;

(j) Submit legislation to the Senate from other units of the University as is deemed prudent;
(k) Have the right to make motions before the Senate without the need of a second;
(l) Appoint all staff and lesser officers the Senate may create;
(m) Serve as the Executive Board chair, and call regular meetings thereof;
(n) Have the power to enter into agreements and contracts with agencies and organizations on behalf of the GSO as authorized by the Senate to the extent allowed by law;
(o) Manage any staff and other non-elected positions within the GSO;
(p) Serve as an ex officio member of all GSO committees, except the Committee on Impeachment; and
(q) Serve in the University Senate in the event that one of the GSO's allotted seats is not filled, and as an ex officio member of the University Senate otherwise.

Section 5: The Vice President of Internal Affairs shall:
(a) Serve as the Chair of the GSO Senate;
(b) Establish clear and consistent rules on the recognition of Academic Plan Senators;
(c) Have the power to certify the election of Academic Plan Senators;
(d) Maintain a list of all academic plans, the list of Senators, and oversee the maintenance of Senate roll and attendance records;
(e) Set and promulgate the agenda for Senate meetings, and serve as chair of an Agenda Committee or other similar body the Senate creates;
(f) Serve as the President with all powers and privileges therein during absence, infirmity, or incapacity of the President;
(g) Serve as ex officio member of all GSO committees, except the Committee on Impeachment;
(h) Appoint all committee members and committee chairs, except as otherwise stated in this Constitution, and except the Committee on Impeachment;
(i) Oversee all GSO committees and liaisons, including maintaining regular communication with them, and report to the President and Senate the status of the committees and liaisons;
(j) Serve on a GSO committee or as a liaison in the event that a necessary position is not filled;
(k) Serve in the University Senate in the event that one of the GSO's allotted seats is not filled
(l) Manage the registration of recognized student organizations with the GSO and represent the GSO to all other University bodies with oversight of student organizations as necessary; and

(m) Assist the President in managing any staff and other appointed positions within the GSO.

Section 6: The Vice President of External Affairs shall:

(a) Serve as Chair of all Standing Committees dealing with outreach and event planning;
(b) Recruit Senators from academic plans without representation;
(c) Organize GSO events, working toward increasing the visibility of the GSO in the University community;
(d) Inform graduate students, especially incoming graduate students, about the GSO;
(e) Serve on a GSO committee or as a liaison in the event that a necessary position is not filled; and
(f) Serve in the University Senate in the event that one of the GSO's allotted seats is not filled.

Section 7: The Comptroller shall:

(a) Maintain current and accurate financial records of the GSO;
(b) Oversee the work of the Financial Secretary;
(c) Submit written financial reports to the Senate, including:
(d) At the first Regular Meeting, an overview of the annual budget passed in the previous academic year, including any updates and emergency spending throughout the summer;
(e) At all Regular Meetings, any pending funding requests, including the recommendations of the Finance Committee and balance of funds available for such funding; and
(f) At the Budget Special Meeting, an account of funds allocated in the previous budget but not spent;
(g) Serve as chair of the Finance Committee;
(h) Prepare the annual budget for the Budget Special Meeting, which must have been approved by the Finance Committee;
(i) Serve on the University Senate in one of the seats allotted to the GSO, and in that position, serve on the Budget and Fiscal Committee of the same body; and
(j) Assist in overseeing any bookkeeping or accounting staff, or similar appointed positions.

Section 8: The Recording Secretary shall:

(a) Record the minutes at all Senate Meetings;
(b) Publicly post the minutes of Senate Meetings, excepting any portions in Executive Session, and send the minutes to the Senate;
(c) Maintain the rolls at each Senate Meeting, and maintain an archive of the same;

(d) In coordination with the Vice President of Internal Affairs, publish a list of current Senators and their contact information;
(e) Maintain an email list of Senators;
(f) Maintain a list of all GSO standing committees, other committees, and liaison positions;
(g) Work with all GSO grant program committees or other similar GSO committees to process all applications and other paperwork and correspondence;
(h) Maintain the GSO's various public documents and forms, and update them as needed, in consultation with the Executive Board or the relevant committees;
(i) Serve on a GSO committee or as a liaison in the event that a necessary position is not filled; and
(j) Serve in the University Senate in the event that one of the GSO's allotted seats is not filled.

Section 9: The Financial Secretary shall:
(a) Keep records of all payments made and received on the accounts of the GSO, the accounts of graduate student organizations registered with the GSO, and those departments with a funding allocation;
(b) Process all reimbursements and other routine financial paperwork;
(c) Assist the Comptroller in his or her duties, including maintaining accurate financial records, creating reports to the Senate, and creating the annual budget proposal;
(d) Serve as vice chair of the Finance Committee;
(e) Serve on a GSO committee or as a liaison in the event that a necessary position is not filled; and
(f) Serve in the University Senate in the event that one of the GSO's allotted seats is not filled.

ARTICLE III: IMPEACHMENT OF OFFICERS

Section 1: The Senate has the sole power to impeach any Officer or other official of the GSO.

Section 2: An article of impeachment may be brought by any Executive Board member or ten Senators. Articles of impeachment shall either be brought to the President or the Executive Board as a whole or presented to the chair of the Senate at any Regular or Special Meeting.

Section 3: Once an article of impeachment is received, the Senate shall appoint a Committee on Impeachment at its next Regular Meeting, specifying the members and chair.

Section 4: The Committee on Impeachment shall interview those bringing the articles and the Officer or official in question as well as any others the committee may deem

informative. The committee shall make a public recommendation within ten academic days of its appointment.

(a) In making its recommendation, the Committee must vote by roll, and be published in the Committee's minutes, which must be publicly available once the recommendation is made.

(b) The Committee may recommend that the Senate (I) take no action, (II) censure the Officer or official, or (III) remove the Officer or official.

(c) An academic day is defined as any day in the fall or spring semesters with scheduled class meetings.

Section 5: Once the Committee on Impeachment has made a recommendation, a Special Meeting of the Senate shall be called, to be held no later than ten academic days after the committee issues its recommendation, pursuant to Article I Section 12(b).

(a) The Senate shall consider the committee's recommendation and take such action as it sees fit. Removal of an Officer requires a ⅔ majority. When sitting for such a vote, quorum is a majority of Senators, excluding vacant seats.

ARTICLE IV: AMENDMENTS

Section 1: Amendments to the Constitution may be proposed by any Senator or by a petition signed by 30 graduate students. Signatures must come from students from at least three different schools or colleges.

Section 2: Proposed amendments may be considered either at a Regular or Special Meeting.

(a) To be considered at a Regular Meeting, the amendment must be presented to the chair of the Senate at the preceding Regular Meeting.

(b) To be considered at a Special Meeting, the amendment and notice of the meeting must be sent to all Senators at least 14 days before the Special Meeting.

Section 3: Amendments to the Constitution require a ¾ vote. When sitting for this vote, quorum is a majority of Senators, excluding vacant seats.

Section 4: Amendments shall be in the form of in-line edits to this Constitution. Resolutions of amendment must have an effective date.

ARTICLE V: MISCELLANEOUS

Section 1: The name of this organization will be the Graduate Student Organization of Syracuse University, also called the Graduate Student Organization, and also referred to as the GSO.

Section 2: Graduate students at SUNY-ESF shall pay a portion of the total student fee as

determined by an agreement reached between the Executive Board and the SUNY-ESF Graduate Student Association. The graduate students of SUNY-ESF are eligible to use select services provided by the GSO, as determined by the aforementioned agreement.

Section 3: No GSO member is eligible for a fee waiver whatsoever.

Section 4: GSO Officers are not University employees in their capacity as Officers.

Section 5: The GSO is a not-for-profit organization.

Section 6: Syracuse University is an equal-opportunity, affirmative-action institution. We do not discriminate on the basis of race, creed, color, gender, national origin, religion, marital status, age, disability, sexual orientation, gender identity and gender expression, or status as a disabled veteran or a veteran of the Vietnam era to any extent discrimination is prohibited by law. This nondiscrimination policy covers admissions, employment, and access to and treatment in University programs, services, and activities.

Section 7: This organization will not conspire to engage in hazing, as defined by New York Penal Law 120.16 and New York Penal Law 120.17, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

Section 8: This organization will comply with Syracuse University's Code of Student Conduct.