Constitution

Constitution of
The University of Toledo Engineering Graduate Student Association
Drafted May 5, 2003
Proposed Revision as of November 18, 2003

Preamble
We, The University of Toledo Engineering Graduate Student Association, recognize the need to enhance professional consciousness in graduate students and promote faculty and graduate student involvement in the College of Engineering. To realize this vision, we dedicate this organization to promote and advance the engineering graduate student body through a single, collective voice.

Article I – Name
The name of the not-for-profit educational organization shall be ‘The Engineering Graduate Student Association’, and will be referred to as ‘EGSA’ here forward.

Article II – Purpose
The purpose of EGSA shall be to serve the College of Engineering by facilitating communication and cooperation among graduate students, to promote inter-disciplinary collaboration, to organize programs and events, to address specific issues and concerns pertaining to graduate students, and enhance professional growth among engineers.

Article III – Membership
Section 1.
All graduate students currently enrolled in The University of Toledo College of Engineering graduate programs are automatically members of EGSA.

Section 2.
No student shall be denied membership based upon race, religion, color, gender, gender orientation, sexual preference, age, national origin, or handicap.

Article IV – Organizational Structure
Section 1.
The EGSA organizational structure shall consist of an Executive Committee responsible for the coordination of all business and activities according to the guidelines established in this document.

Section 2.
The Executive Committee shall consist of a President, Vice President, Secretary, and Treasurer.

Section 3.
The Executive Committee shall consist of representative members from each engineering department. The following programs are allowed two representative members.
A. Bioengineering, Civil Engineering, Chemical Engineering, Computer Science (MSE), Electrical Engineering, Industrial Engineering, and Mechanical Engineering.
The following program(s) are allowed one representative member.
A. Master of Science in Engineering (Part-time)

Section 4.
Representative members of the Executive Committee shall be selected by each department in a manner of their own choosing.

Section 5.
The positions of President, Vice President, Secretary, and Treasurer of the Executive Committee will be elected by a simple majority vote of the current executive committee.

Section 6.
The terms of office for the Executive Committee members shall be for one academic year. A member of the Executive Committee wishing to retain his or her position must be selected according to Article 4, Section 4.

Section 7.
A. In case the President is unable to finish his/her term of office, the Vice President shall fill the President’s position until a replacement from the Executive Committee can be elected by a simple majority vote.
B. In case an officer other than the President of the EGSA Executive Committee is unable to finish his/her term of office, the remaining members of the Executive Committee shall select a replacement by a simple majority vote. The replacement is from the Executive Committee.
C. Any vacancies among representative members shall be filled according to the methods outlined in Article IV, Section 4. Upon filling of vacancies in the Executive Committee, the new member will serve a one year term, regardless of the length of the uncompleted term.

Article V – Duties of Executive Committee
Section 1.
The President of EGSA will be the presiding member at all executive and general meetings of the Association. The President will represent EGSA in all meetings with the Deans and at all Conferences. The President will ensure all Executive Committee members of EGSA are fulfilling their obligations.

Section 2.
The Vice President shall closely monitor the actions of the President. He/she will also fill in for the President if he/she is unable to attend a meeting or activity. He/she shall also oversee activates of the Social Committee, Publicity Committee, and the Professional Development Committee.

Section 3.
The secretary will be responsible for keeping accurate and up-to-date records of all meetings and activities of EGSA, maintain copies of all correspondence of EGSA, and record any other information that is pertinent to EGSA.
Section 4.
The Treasurer will be responsible for all financial affairs of EGSA

Article VI – Advisor(s)
Section 1.
The Advisor(s) shall consist of the current Associate Dean for Research of The University of Toledo College of Engineering as well as the Director of College Relations for the College of Engineering.

Section 2.
If any one of these advisors is unable to fill the position, the members of EGSA Executive Committee shall elect an appropriate faculty or staff advisor to fill the position.

Section 3.
The Advisor(s) shall be responsible for overseeing all activities of EGSA and maintaining continuity of EGSA from year to year.

Article VII – Meetings and Events
Section 1.
EGSA Executive Committee shall hold two executive meetings per month and one general meeting during the academic semester. The date and time of the executive and general meetings shall be determined by the Executive Committee. Special meetings shall be held as necessary. All meetings shall be announced by the secretary one week in advance to be considered official meetings.

Article VIII – Committees
Section 1.
The standing committees of EGSA shall be the Professional Development Committee, Publicity Committee, and the Social Committee.

Section 2.
The Professional Development Committee shall be responsible for setting up a minimum of two workshops per academic semester. A workshop shall aid in the development of skills needed in academic pursuits or real world experiences.

Section 3.
The Publicity Committee shall be responsible for publicizing events throughout the college and campus, through but not limited to, flyers, emails, and faculty notifications.

Section 4.
The Social Committee shall be responsible for holding at least one social events during the academic semester, in addition to running the biannual Potluck.

Section 5.
Any additional committees may be created at any time by a simple majority vote of the Executive Committee of EGSA.

Article IX – Quorum
A quorum shall consist of one half plus one of all Executive Committee members present at a properly called EGSA meeting.
Article X – Amendments to the Constitution and Bylaws

Section 1.
The constitution and bylaws may only be amended at general meetings of the organization.

Section 2.
Amendments to bylaws may be recommended by any member of EGSA. The Executive committee must recommend action on the amendment and bring the amendment to voting. The amendment shall pass if a two-thirds majority vote is obtained.

Article XI – Funding
Any revenue based on special events, prizes, etc. shall be utilized at the joint discretion of the Executive Committee and the EGSA Advisor(s).

Article XII – Parliamentary Authority
The Rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order this organization may adopt.

Article XIII – Enactment
This Constitution was adopted by a two-thirds favorable vote by members of EGSA attending an appropriately called general meeting.

They were last amended on November 18, 2003.

Signature

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(President)                  (Date)    (Faculty Advisor)         (Date)