

GSO Senate Resolution 17.03

A Resolution to Amend the GSO Constitution

Whereas, the Constitution of the Graduate Student Organization (referred to as "the Constitution" hereafter) is our governing document; and

Whereas, the current version of the Constitution contains several redundancies; and

Whereas, the Constitution also includes guidelines that are no longer manageable from an administrative point of view; and

Whereas, both current and former GSO Executive Boards have discussed the need for revisions to the Constitution; and

Whereas, the Boards determined that the definition of types of Senators and GSO members in the current Constitution are unclear; and

Whereas, the language surrounding election procedures is in need of simplification and changes to allow for preferential voting; and

Whereas, the current Constitution unreasonably restricts the Executive Board Officers from being Senators; and

Whereas, the number of Senators to bring articles of impeachment is too low; and

Whereas, the quorum requirements are too high for the Senate to conduct proper business in a timely manner; and

Whereas, the Constitution amendment process needs revision for clarification; and

Whereas, the discussion of specific fiscal policies should be removed from the Constitution to the Fiscal Policy; therefore, be it

Resolved, that the Constitution be amended as follows, effective on passage, with additions colored green and underlined (<u>example</u>) and deletions colored red and struck through (example), with appropriate renumbering of sections:

CONSTITUTION OF THE GRADUATE STUDENT ORGANIZATION OF SYRACUSE UNIVERSITY

Effective Date: October 19, 2016Updated: September 30, 2015

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 in three branches with a unicameral legislature. The three branches enumerated in this Constitution will work with the graduate student 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 LEGISLATIVE BRANCH SENATE

- Section 1: All graduate students at Syracuse University, whose graduate student activity fees have been paid, are GSO members. As of January 1st, 2007 any graduate students registered on main campus are considered fee paying graduate students, and therefore GSO members under this Constitution. 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 2<u>3</u>: In order to be eligible for the office of Senator, a person must be a GSO member and enrolled at Syracuse University. All Senate terms will be effective for one year. 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 <u>34</u>: The graduate students 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. 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 4<u>5</u>: Three Senators may be selected by the graduate students at SUNY-ESF. SUNY-ESF Senators have all rights and responsibilities of other GSO Senators but are not eligible to serve on the Executive Board. 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 5<u>6</u>: There will be a maximum of six Senators-at-Large each academic year. GSO members may fill these seats from any degree-granting unit and there is no limit to the number of at-large positions that can be filled by a single degree-granting unit. 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 67: There will be a number of University Senators selected from the GSO membership each year. The Office of the University Senate Recorder will determine the number of GSO University Senators annually. Anyone elected as a University Senator through the GSO will automatically become a GSO Senator with voting rights. 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 78: The graduate students of each degree-granting unit, as defined in Article 1 Section 3, will elect a Senator to represent that unit to the GSO. Elections should be held in April or May of the previous year for units whose academic calendar begins in August; in July or August for those units whose academic calendar begins in June. All Senate elections must be open and public. Results must be forwarded to the GSO Secretary. In cases of vacancies, the seat will remain open until filled by another

open and public election. 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);
- (I) 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 ²/₃ 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 ²/₃ vote;
- (p) Call Special Meetings of the Senate pursuant to the restrictions within Section <u>11(b);</u>
- (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
- i.(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.
- Section 8: The Duties and Powers of Senators Include:
 - i. Voting on all motions before the Senate; each Senator has one vote.
 - ii. Making recommendations on any matter of policy affecting graduate students.
 - iii. Creating or authorizing 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.

- iv. Calling any GSO officer or aide before the Senate for a hearing by a simple majority vote.
- v. Overriding any action, including a veto, of the President or Executive Board by a 2/3 vote.
- vi. Enacting non-speculative revenue producing measures and fundraising and allocating monies collected through the graduate student activity fee.
- vii. Confirming appointments to Standing and Special Committees, except for such positions that the Senate wishes to exempt from confirmation.
- viii. Electing GSO Executive Officers, University Senators, At-Large Senators, and confirming all presidential appointments.

ix. Serving as the exclusive forum for the impeachment of all officers and Senators.

- x. Raising or lowering the graduate student activity fee as annual needs dictate.
- xi. Drafting resolutions to the University on behalf of all GSO members.
- xii. Adding or discontinuing GSO funding to a campus-wide service organization.
- xiii. Issuing a vote of no confidence against any officer or Senator by a 2/3 majority vote of the full Senate at any regular business meeting.
- xiv. Calling, with a majority vote and due notice, Special Meetings of the Senate. Due notice is defined as seven calendar days.
- xv. Setting stipends for officers, allocations for all campus-wide services, determining specific dollar allocations to each degree granting unit, making final funding decisions on special programming requests, setting all funding provisions on behalf of the GSO at its annual budget meeting, directing the president to spend allocated funds in the case of a veto override, and enacting all measures necessary and proper in the fulfillment of its functions.
- Section 9: All Senators are required to attend Regular Business and Special meetings of the GSO. Senators representing degree-granting units may designate a proxy or alternate to satisfy their attendance requirements at Regular Business meetings. University Senators and At-Large Senators may not designate proxies or alternates. In the event of intractable scheduling conflicts, a Senator may arrange to participate in absentia. In such cases the Senator must make prior arrangements in consultation with the Executive Board.
- Section 10: Senators may not vote by proxy or alternate at any special meeting. Absentee ballots may not constitute 50% of quorum at any regular or special business meeting. In cases in which they do, all motions will be postponed until the next regular meeting.
- Section 11: All GSO Senators must serve on one standing committee, special committee or in a liaison position.
- Section 12: The Senate will meet 10 times every academic year. Meetings include 7 regular business meetings, and 3 special meetings: Organization, Budget, and Elections.

ARTICLE II: THE EXECUTIVE BRANCH 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 <u>Senators.</u>
 - (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 1: 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.
 - i. The President, Vice Presidents, and Comptroller shall be elected by the Senate at its annual Election Meeting in the academic year prior to the one in which they will serve.
 - ii. The Secretaries shall be elected by the Senate at its annual Organizational Meeting in the academic year during the one in which they will serve.
 - iii. Thereafter, vacancies in the Executive Board shall be filled by the Senate at any Regular Meeting.
 - iv. In any election for an Executive Officer, the candidate with the most votes will be chosen.
 - v. To be eligible for an Executive Office, one must be a GSO member, as defined in Article I. 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.
 - vi. No person shall serve more than two terms in any single position on the Executive Board.
 - vii. 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.
 - viii. The Secretaries shall hold office immediately upon election until the following June 30th.
 - ix. Executive Officers, during their terms in office, may not simultaneously be Senators.
 - x. Each Officer may receive a stipend for the year in which the Officer serves, if the Senate so directs. Stipends may increase annually by a rate of not more than 3%.
 - xi. 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.
 - xii. Executive Officers cannot receive additional compensation from the GSO if they serve in an appointed position.

Section 2: The Executive Board shall:

- i. Take action as a whole via a majority vote. Quorum shall be a majority of Executive Officers, excluding vacancies.
- ii. Take on the duties of any vacant office, delegating such responsibilities and powers as the Board sees fit to the remaining Executive Officers.

- iii. Assist and give advice to the President as necessary.
- iv. Assist the President in implementing all policies, directives, and resolutions of the Senate.
- Act on emergency requests for funding not over \$1000 when the GSO Senate may not take action in a timely manner. Such actions must be reported to the Senate at the next regular meeting.
- vi. Attend all meetings of the Senate.
- vii. Establish the place and time of Senate meetings, unless the Senate otherwise directs.
- viii. Call, with due notice, special meetings of the Senate. Due notice is defined as seven calendar days.
- ix. Have the power to veto bills passed by the Senate within five days of their passage.
- 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 3: The President shall:

i. Serve as Chief Executive of the GSO and oversee its budget and operations.

- ii. Represent graduate students and the GSO to the Board of Trustees of the University, to the University administration, and to the Graduate School.
- iii. Prepare regular reports to the Board of Trustees in consultation with the Executive Board. These reports shall be made public on the GSO website.
- iv. Advocate on behalf of graduate students to the University administration.
- v. Advocate for graduate student representation on University-wide ad hoc committees, task forces, and working groups, and shall serve on the same as needed, or appoint a GSO Senator otherwise.
- vi. With the cooperation of the Student Association, meet with members of the Student Association executive board.
- vii. Present executive reports to the Senate at all Regular Meetings.
- viii.—Implement all policies, directives, and resolutions of the Senate.
- ix. Submit resolutions and legislation from the Senate to other units of the University.
- x. Submit legislation to the Senate from other units of the University.
- xi. Have the right to raise motions before the Senate.
- xii. Appoint all staff and lesser officers the Senate may create.
- xiii. Nominate all Justices to the GSO Court, unless the action of the President is under review.
- xiv.—Serve as the Executive Board chair, and call regular meetings thereof.
- xv. Have the power to enter into agreements and contracts with agencies and organizations.
- xvi. Manage any staff and other appointed, paid positions within the GSO.
- xvii. Serve as an ex officio member of all GSO committees, except the Committee on Special Initiatives.
- xviii. 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 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;
- (I) 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 4: The Vice President of Internal Affairs shall:
 - i. Serve as the Chair of the GSO Senate, with the power to vote in cases of ties.
 - ii. Set the agenda for Senate meetings, and serve as Chair of the Agenda Committee.
 - iii. Set the procedures and rules of Senate meetings, unless the Senate otherwise directs.
 - iv. Serve as the President with all powers and privileges therein during absence, infirmity, or incapacity of the President.
 - v. Serve as ex officio member of all GSO committees, except the Committee on Special Initiatives.
 - vi. Appoint all committee members and committee chairs, except as otherwise stated in this constitution, and except the Committee on Special Initiatives.
 - vii. Oversee all GSO committees and liaisons, including maintaining regular communication with them, and reporting to the President the status of the committees and liaisons.
 - viii. Serve on a GSO committee or as a liaison in the event that a necessary position is not filled.
 - ix. Serve in the University Senate in the event that one of the GSO's allotted seats is not filled.
 - Represent the GSO to recognized student organizations of the University, and to all other University bodies with oversight of student organizations as necessary.
 - xi. Assist the President in managing any staff and other appointed positions within the GSO.
- 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
- (I) 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 5: The Vice President of External Affairs shall:

- i. Serve as Chair of all Standing Committees dealing with outreach and event planning.
- ii. Maintain a list of degree granting units, as defined in Article I.
- iii. Recruit Senators from degree granting units without representation.
- iv. Organize GSO events, working toward increasing the visibility of the GSO in the University community.
- v. Inform graduate students, especially incoming graduate students, about the GSO.
- vi. Serve on a GSO committee or as a liaison in the event that a necessary position is not filled.
- vii. Serve in the University Senate in the event that one of the GSO's allotted seats is not filled.
- 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 <u>GSO;</u>
- (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 6: The Comptroller shall:

i. Maintain current and accurate financial records of the GSO.

- ii. Submit written financial reports to the Senate. Those reports shall include:
- a) At the first Regular Meeting, an overview of the annual budget passed in the previous academic year, including any updates and spending throughout the summer.
- b) At all Regular Meetings, any pending funding requests, including the recommendation of the Finance Committee and balance of funds available for such funding.
- c) At the Special Budget Meeting, an account of funds allocated in the previous budget but not spent.
- iii. Chair the Finance Committee.
- iv. Propose an annual budget for the Special Budget Meeting, which must have been approved by the Finance Committee.
- v. 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.
- vi. Assist in overseeing any bookkeeping or accounting staff, or similar appointed positions.

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 7: The Recording Secretary shall:
 - i. Record the minutes at all Senate Meetings.
 - ii. Distribute the minutes of Senate Meetings in a timely manner.
 - iii. Receive Senator election results from the degree granting units.
 - iv. Maintain the rolls at each Senate Meeting, and maintain an archive of the same.
 - v. Maintain and publish a list of current Senators and their contact information.
 - vi. Maintain an email list of Senators and interested Affiliates.
 - vii. Maintain a list of all GSO standing committees, special committees, and liaison positions.
 - viii. Work with all grant program committees or other boards to process all applications and other paperwork and correspondence.
 - ix. Maintain the GSO's various public documents and forms, and update them as needed, in consultation with the Executive Board or the relevant committees.
 - x. Serve on a GSO committee or as a liaison in the event that a necessary position is not filled.
 - xi. Serve in the University Senate in the event that one of the GSO's allotted seats is not filled.
- 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 8: The Financial Secretary shall:
 - i. 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.
 - ii. Process all reimbursements and other routine financial paperwork.
 - iii. Assist the Comptroller in his or her duties, including maintaining accurate financial records, creating reports to the Senate, and creating the annual budget proposal.
 - iv. Serve as Vice Chair of the Finance Committee.
 - v. Serve on a GSO committee or as a liaison in the event that a necessary position is not filled.
 - vi. 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: THE COURT

Section 1: A Graduate Student Organization Court may be established to review the constitutionality of any legislative or quasi-legislative action taken by the Executive

Board, an Executive Officer, or the Senate.

Section 2: The Court will consist of one Chief Justice and four Associate Justices.

- Section 3: All Justices will be nominated by the President, unless the action of the president is under review, and confirmed by a 2/3 vote of those Senators present and voting at any Regular meeting. If the action of the President is under review, then the Senate shall determine the method of appointing Justices.
- Section 4: The Court will be established on an *ad hoc* basis and Justices will serve terms not to exceed the duration of the proceedings.
- Section 5: Decisions of the Court are binding on all GSO members.
- Section 6: Cases challenging the constitutionality of an act may be triggered in any one of three ways:
 - i. By a vote of 1/3 of the full Senate.
 - ii. By a unanimous vote of the Executive Board with the support of at least five Senators.
 - iii.— By any member of the GSO, supported by a petition of 30 graduate students, in which half of those 30 must represent different degree granting units.
- Section 7: Challenges to the constitutionality of a legislative or executive act must have a *bona fide* constitutional point-at-issue, listing the article being infringed and the action causing that infringement. Case and controversy requirements apply. The Graduate Student Organization court will not hear cases involving solely political questions of policy or discretionary decisions that are inherently part of the enumerated powers guaranteed to officers named in this constitution.

ARTICLE IV: ELIGIBILITY FOR OFFICE, DISQUALIFICATION, IMPEACHMENT, AND CONFLICT OF INTEREST

- Section 1: Loss of student status will result in loss of GSO membership. Should a loss of GSO membership occur, Senators and other Officers are allowed to complete their terms.
- Section 2: No person may vote on the certification of an election to which she or he was a candidate or appoint those who will hear his or her case under investigation.
- Section 3: A Senator will no longer be considered in good standing with the Senate if the Senator has missed two consecutive GSO Regular Business Meetings, or for a University Senator, two consecutive GSO Regular Business Meetings or two consecutive University Senate meetings. If a University Senator or Senator-at-Large is no longer in good standing they shall be removed from office and shall be replaced by an election at the next GSO Regular Business Meeting. If a Senator representing

an academic plan, or his or her designated proxy, misses two consecutive GSO Regular Business Meetings, that academic plan will be considered inactive and its Senate seat unfilled.

- Section 4: The GSO Senate may impeach any officer, Senator, or other official.
- Section 5: Impeachment actions shall be brought by any Executive Board member or five Senators.
- Section 6: The Committee on Special Initiatives shall consider all actions for impeachment and must make a recommendation within 10 calendar days of its appointment. The Chair and Members of the Committee on Special Initiatives shall be appointed by the Senate directly, via a majority vote, at a Regular or Organizational Meeting, as soon after the submission of the petition as possible.
- Section 7: The Special Initiatives Committee, after reviewing the charges, may:

i. Take no action

ii. Censure the official

- iii. Send the case to the full Senate for a removal hearing
- Section 8: If the complainant is dissatisfied with the Committee's decision, that complainant may force a resolution of impeachment to the Senate through a petition signed by ten Senators.
- Section 9: If a resolution of impeachment is sent to the Senate via the Committee on Special Initiatives or a petition, as described in the above Section, a special meeting will be automatically triggered and must be held within 14 days, unless such a resolution is sent within 10 days of the last day of main campus classes, or during the winter or summer break, in which case, the special meeting must be held within 14 days of the first day of main campus classes the following semester.
- Section 10: In order for an official to be removed from office, 2/3 of the full Senate must vote to remove an official from office.
- Section 11: Procedural Guarantees and Protections:
 - i. The number of votes for impeachment will be calculated using a number based on the full Senate, not quorum at a meeting.
 - ii. Those under impeachment will have seven days' notice prior to any Special Meeting held to consider their impeachment and will be given written copies of the resolution of impeachment under consideration.
 - iii. All persons under impeachment have the right to call witnesses and be represented by counsel should he or she so choose.
 - iv. Impeachment cannot be conducted at a regular business meeting.

ARTICLE V: ELECTIONS, TERMS OF OFFICE, AND MEETING REQUIREMENTS

- Section 1: The annual election meeting will be held in April and must be the final GSO meeting of the academic year.
- Section 2: Half of the University Senate positions, rounded up, will be up for election at the annual election meeting; the remaining unfilled positions will be up for election at the annual organization meeting. Any vacancies thereafter may be filled by the Senate at any Regular Meeting.
- Section 3: Half of the Senator-at-Large positions will be open at the annual election meeting; the rest will be filled at the annual Organizational Meeting.
- Section 4: The Executive Board may temporarily fill vacant positions. Such positions will become permanent upon confirmation by the Senate at the next regular meeting.
- Section 5: The Senate may create new appointed positions at its discretion.
- Section 6: There will be two types of meetings: regular and special business.
 - i. The order and substance of the agenda at a regular meeting will be:
 - a. Call to order
 - b. Roll Call
 - c. Reading and Acceptance of Previous Meeting Minutes
 - d. Executive Reports
 - e. Special and Ad Hoc Committee Reports
 - f. Standing Committee Reports
 - g. Old Business
 - h. New Business
 - i. Remarks for the Record
 - j. Announcements
 - k. Adjournment
- Section 7: Special meetings will take three forms: Organization, Budget and Elections. A call for a Special Meeting must specify the business to be discussed and said business must be resolved at that meeting.
 - i. The order and substance of the agenda at a special meeting will be:
 - a. Call to order
 - b. Roll Call
 - c. Conduct of Designated Special Business
 - d. Adjournment
- Section 8: Quorum exists at any of these meetings when: the number of eligible voting members present at the meeting exceeds 1/3 of the total number of registered Senators.

- Section 9: A roll call or roll list must be taken and accepted before any business of the Senate can be conducted.
- Section 10: Meetings must be open to all GSO members, except in the case of Executive Sessions. Invited guests may also attend meetings but can be removed by a simple majority vote of those Senators present at any meeting.
- Section 11: The terms "majority," "2/3," "1/3," are defined as that percentage or number of those Senators present at a given meeting, provided quorum requirements have been met. The term "full Senate" will mean the total number of all registered Senators.

ARTICLE VI: PROPOSING LEGISLATION AND AMENDMENTS

- Section 1: Any ordinary legislation may be proposed at any regular meeting or at the annual Organization Meeting. No legislation may be proposed at the annual Budget or Election meetings. All legislation will be proposed in the form of main motions or resolution proposals.
- Section 2: Ordinary legislation can be proposed by a petition signed by 30 graduate students and presented to the Chair of the Senate for submission to the Senate. At least 1/2 of the signatures must be from graduate students in different departments. The Senate will vote on the proposed legislation at its next regular meeting.
- Section 3: The Senate may vote to accept, reject, or postpone the proposed legislation until a future date at any regular meeting by a majority vote.
- Section 4: Amendments to the Constitution may be proposed by any GSO Senator or by a petition signed by 30 graduate students. At least 1/2 of the signatures must be from graduate students in different departments.
- Section 5: Amendments to the Constitution may be considered in either of two ways: (1) at a regular Senate meeting provided the proposed amendments have been presented to the Senate Chair at the previous meeting OR (2) at a special meeting of the Senate provided that fourteen days' notice has been given of both the amendment and the meeting's time and location.
- Section 6: Amendments take effect on the date specified by the GSO Senate when the amendments are ratified; ordinary legislation takes effect immediately upon approval by the Senate.

Section 7: Amendments to the Constitution require a 2/3 vote of the full Senate.

Section 8: All main motions must be introduced into the Senate under the agenda item "New

Business."

- Section 9: A discharge petition may be used to force a motion or resolution out of committee and be placed on the agenda for the next regular business meeting. A discharge petition requires the signatures of 1/4 of the full Senate.
- Section 10: No legislation may be proposed by referendum.

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)(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 VII: THE GRADUATE STUDENT ACTIVITY FEE AND SYRACUSE UNIVERSITY

Section 1: The Graduate Student Organization's base budget will be funded through the graduate student activity fee.

Section 2: Every main campus graduate student at Syracuse University will pay the fee.

- Section 3: The GSO Senate will determine the fee schedule for the following year and present those figures to the University for collection. In the absence of a legislated increase, the fee will remain the same as that of the previous year. Fee increases must be passed by the GSO Senate no later than February 1st in any given year.
- Section 4: Graduate students at SUNY-ESF shall pay a portion of the total student fee as determined by the GSO Executive Board, in consultation with the SUNY-ESF GSA. The graduate students of SUNY-ESF are eligible to use services provided by the GSO, as determined by the Executive Board in consultation with the SUNY-ESF GSA.
- Section 5: No student will be eligible for a fee waiver.
- Section 6: On July 1st, the University will authorize the release of the sum equal to the established estimate of the total amount of fees collected for the upcoming academic year.
- Section 7: Within ten working days after the end of late registration for the fall and spring semesters, the University and the GSO Comptroller will ascertain the actual sum of the graduate student activity fees collected based on data received from the University's Bursar's Office.
- Section 8: In the event the estimated sum is less than the actual amount collected, the University will authorize the release of the difference in amounts to the GSO. In the event the estimated sum is greater than the actual amount collected, the GSO will authorize the release of the difference in amounts to the University.
- Section 9: The GSO will maintain three accounts from the aggregate fee collection:
 - i. Overhead and Operations: used for payment of stipends, office rentals, supplies, administrative expenses, equipment, web development, food and drink for meetings, funds for beginning and end-of-year events, travel expenses for GSO business, payments to work-study and other employees, and all expenditures that are necessary and proper for the representation of graduate student interests and concerns at Syracuse University.
 - ii. Organizations: used for payments to internal service organizations at Syracuse University used by graduate students for their general welfare and for the management of budgets reserved for student organizations and academic units.
 - iii. Special Programming: used to fund events that serve graduate student activities as determined by the GSO Senate annually.
- Section 10: The GSO will maintain internal accounts for degree-granting units and recognized student organizations receiving annual budget allocations. Internal accounts will be

created each year for a recognized student organization that has applied for and received funding at the previous year's Senate budget meeting. Recognized Student Organizations may not spend more than is held in their accounts. Any monies spent in excess of annual budget allocations are the responsibility of the student organization and its members.

- Section 11: All officers of a recognized student organization have the right to inspect that organization's files, kept by the Comptroller.
- Section 12: The GSO maintains a Plant Fund or reserve account. The GSO Senate may allocate funds from this account in the event of an emergency or if there is a need to fund projects not budgeted into one of the GSO's four regular accounts. The amount of money contained in the Plant Fund is not to exceed \$100,000.

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 ³/₄ vote. When sitting for this vote, <u>quorum is a majority of Senators, excluding vacant seats.</u>
- Section 4: Amendments shall be in the form of in-line edits to this Constitution. Resolutions of amendment must have an effective date.

ARTICLE VIII: FISCAL AND BUDGET PROCEDURES AND APPLICATION FOR FUNDS

- Section 1: The GSO Senate shall establish a Fiscal Policy which shall define the financial and budget policies of the GSO. The GSO shall be bound by the Fiscal Policy. The Comptroller and Finance Committee shall review the policy and recommend amendments as needed. The Senate may delegate its power to modify the Fiscal Policy to the Comptroller and Finance Committee jointly or together as it sees fit.
- Section 2: The Finance Committee shall propose an Annual Budget to the Senate at the annual budget meeting no later than April 30th of each year. The Senate may override or modify the proposed budget in the same manner as all other ordinary legislation.

The Senate must approve a budget by April 30th. If no budget has been approved, the Annual Budget shall be considered approved as originally proposed to the Senate by the Finance Committee.

- Section 3: The Comptroller, in consultation with the Executive Board, will prepare the annual budget for all GSO operations and expenses and forward it to the Finance Committee for consideration.
- Section 4: Any service providers who wish to request funds in the Annual Budget shall submit the necessary materials, as specified by the Fiscal Policy or, if unspecified, by the Comptroller in consultation with the Finance Committee. The deadline for annual budget submission shall be established by the Comptroller in consultation with the Finance Committee and published on the website by the Executive Board.
- Section 5: Student organizations that wish to be funded by the GSO must be registered with the University per the Recognized Student Organization Handbook. Details on registration procedures will be made public on the GSO's website or other university website.
- Section 6: All units must submit original receipts for reimbursement or process payments in advance.
- Section 7: All Campus wide Service Organizations and Recognized Student Organizations are entitled to argue their case for funding in front of the Senate. The Senate retains the right to limit the time allotted for such arguments.
- Section 8: This organization will maintain viewpoint neutrality in all of its funding decisions.

ARTICLE IX: MISCELLANEOUS STATEMENTS

Section 1: The GSO is a not-for-profit organization.

Section 2: GSO Officers are not University employees in their capacity as GSO Officers.

- Section 3: Members have the right not to be discriminated against by any agent or organization, including recognized student organizations, of Syracuse University for reasons of age, creed, ethnic or national origin, gender, disability, marital status, political or social affiliation, race, religion, or sexual orientation.
- Section 4: Guarantees in Article IX, Section 3 will include but not be limited to, recruiting, membership, organization activities, or opportunities to hold office.
- Section 5: This organization will not conspire to engage in hazing, as defined in the 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 6: This organization will comply with Syracuse University's Code of Student Conduct.
- Section 7: The name of this organization will be the Graduate Student Organization (GSO) of Syracuse University.
- Section 8: The GSO shall have the power to draft, vote upon, and enact all legislation necessary and proper for the execution of those powers and duties vested by this constitution in the Graduate Student Organization and its Executive Board.
- Section 9: The enumeration in this Constitution, of certain rights, shall not be construed as to deny or disparage others retained by the graduate students, the Graduate Student Organization, or the Executive Board of the Graduate Student Organization of Syracuse University.

ARTICLE V: MISCELLANEOUS

- Section 1:The name of this organization will be the Graduate Student Organization of SyracuseUniversity, 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.