

Constitution of the English Graduate Student Organization at the University at Albany

ratified April 15, 2011

Mission Statement

The English Graduate Student Organization (EGSO) is the representative body of graduate students in the English department. All graduate students currently enrolled in the English department are members and welcome to attend any meetings. The purpose of the EGSO is two-fold: first, it represents English graduate students to the Graduate Student Organization (GSO), English department, and the larger University at Albany community; second, it serves to facilitate and engender an intellectual and creative community on behalf of its members. It serves to represent and advocate for the interests of English graduate students, both as scholars and instructors. It also serves to promote both activities and an environment conducive to intellectual and creative development. As such, its duties include (but are not limited to):

--Determining the interests and needs of the English graduate student community and providing the necessary structure for achieving these collective goals.

--Facilitating open and transparent communication between the English graduate student community and the English department, Graduate Student Organization, and other University at Albany organizations and communities.

--Providing support for ongoing English graduate student programs--such as the annual graduate student conference and the Jawbone reading series--as well as seeking new opportunities for activities and events that will contribute to the intellectual and professional development of its members as well as promote a productive, collegial environment both within the department and throughout the University community. Such activities may include (but are not limited to) workshops, roundtable discussions, guest speakers, outreach projects and social gatherings.

--Accumulating and providing information about resources such as funding options and research opportunities, as well as department policies and other ongoing developments that affect the English graduate student body.

Executive Board

The Executive Board of the EGSO is tasked with fulfilling the mission of the English Graduate Student Organization. All members of the Executive Board serve one-year terms and will be selected through public election. The Executive Board maintains three executive positions: President, Secretary and Treasurer. The sitting Executive Board also has the capacity to create and fill, by election and prior to the general election, new positions as the need arises (e.g., Vice-President; Communications Officer); in order to maintain these created positions, they must be renewed yearly. The Executive Board is also responsible for providing a description of any created position prior to the general election. It is the responsibility of the Executive Board to determine, prior to yearly elections, which positions, beyond President, Secretary and Treasurer, will be available.

Broadly defined, the objectives of each Executive are:

President--To set the agenda for and run meetings of the general body of the EGSO; to coordinate the activities of the EGSO; to act as chief executive in matters related to the EGSO and the Executive Board.

Secretary--To keep and make public the minutes from general meetings; to provide and maintain communication between the EGSO and the general English graduate body.

Treasurer--To maintain the financial records of the EGSO; to create and submit the budget of the EGSO to the GSO.

The Executive Board is also tasked with maintaining a Graduate Student Organization representative and alternate.

Committees

Following the first general meeting of the fall semester, the Executive Board may choose to form committees in order to achieve its goals for the year. Each committee must be open to all members of the EGSO. Each committee must select a chair, who will serve as liaison between the committee and the EGSO. Each committee may expand the role of the chair, develop new executive apparatuses, and conduct itself in the manner that seems most appropriate to its members and their committee's particular goals.

Elections

Elections will be held every spring before the conclusion of the spring semester. All currently-enrolled graduate students are eligible for Executive Board positions. The Executive Board will be responsible for determining the exact method of balloting, but the election must meet the following stipulations:

- it must be open to all members of the English graduate community;
- it must be publicized;
- polling must be open for a period of no less than twenty-four hours.

No one individual may seek more than two elected positions during any single election. The candidate receiving the greatest number of votes will be named the winner. In the event of a tie, there will be a run-off election which must meet the stipulations previously mentioned. It will be the responsibility of the EGSO to hold elections for its Executive Board as well as any other positions available to the graduate student body (e.g., the Undergraduate and Graduate Advisory Committee positions).

Amendments

This document may be amended with a two-thirds majority vote (of total votes cast). In order to amend this document, an amendment must be proposed at an EGSO general meeting and receive support from a simple majority of those in attendance. At that point, a referendum election will be held which must meet the stipulations of the election process:

- it must be open to all members of the English graduate community;
- it must be publicized;
- polling must be open for a period of no less than twenty-four hours.

Funding

The EGSO receives funding from Graduate Student Organization, and it must maintain compliance with the Graduate Student Organization's conditions for funding and reimbursement.