

# School of Integrative Plant Science

## Graduate Student Council Constitution

### ARTICLE I: NAME & PURPOSE

**Section A: Name** – The name of this organization shall be School of Integrative Plant Science (SIPS) Graduate Student Council (GSC).

**Section B: Purpose** – The purpose of this organization shall be:

1. To promote communication, collaboration, and socialization between the graduate students in the five sections of the School of Integrative Plant Science (SIPS): Horticulture, Plant Breeding and Genetics, Plant Biology, Plant Pathology and Plant-Microbe Biology, and Soil and Crop Sciences
2. To represent the views and interests of the SIPS graduate student body in interactions with the faculty and staff of SIPS and the greater community
3. To meet with the SIPS Executive Committee and SIPS Graduate Fields Council in semesterly meetings
4. To advocate for the SIPS graduate student body in situations where the graduate student body feels that its views are not being heard or its needs are not being addressed
5. To help organize SIPS-wide events on behalf of the SIPS graduate student body, including an annual plenary lecture

### ARTICLE II: MEMBERSHIP

**Section A: Eligibility** - The council shall be composed of one member of each Graduate Student Association (GSA) in SIPS, for a total of five representative positions. The council will have three additional representative positions that can be filled by one SIPS graduate student each from the Boyce Thompson Institute Postgraduate Society (BTI PGS), USDA Holley Center, and the Student Association of the Geneva Experiment Station (SAGES); these positions may remain unfilled if an organization does not elect a representative or determines it is represented by a GSA representative.

**Section B: Election** - Each organization represented within the SIPS Graduate Student Council will be independently responsible for the selection of their representative.

**Section C: Duties** - Each representative shall be responsible for:

1. Communications between the organization they represent and the Council. Representatives shall distribute Council meeting minutes to their organizations and shall inform their organizations of pending actions and/or actions taken by the Council, including written or verbal recommendations to the SIPS administration or other bodies. Each representative will be a point of contact for any member of the organization they represent interested in bringing issues or concerns to the attention of the GSC.
2. Attending all meetings called by the Council Chair. If a representative cannot attend a meeting, that individual is responsible for finding a delegate from each of the graduate student organizations they are representing.

### **ARTICLE III: OFFICERS**

**Section A: Officers** – The officer positions will be the Council Chair, the Secretary, and the Non-voting Member of the Graduate Fields Council (GFC).

**Section B: Election** – Nominations and the election for Officers will take place during the first meeting of the Fall Semester. The outgoing Council Chair, or chosen placeholder (IV.A.4), will preside over this meeting until a new Council Chair is elected. The Officers will be elected by sitting Council representatives and require a majority vote.

**Section C: Term** – The term of office for Officers shall be one year and this shall begin immediately upon election.

**Sections D: Term Limits** - A Council Chair may only remain chair for a maximum of two consecutive terms. No SIPS section should hold the Council Chair position for more than two consecutive terms.

**Section E: Vacancy** – If a vacancy occurs, the Council shall hold a special election as soon as possible to fill the position.

### **ARTICLE IV: DUTIES OF OFFICERS**

**Section A: Council Chair** – it shall be the duty of the Council Chair to:

1. Schedule meetings during their term.
2. Preside at meetings during their term.
3. Serve as person of contact between the Council and SIPS administration and communicate resolutions of the Council to the SIPS administration unless otherwise designated in the resolution.

4. Coordinate meetings with the SIPS Executive Committee and the SIPS Director.
5. Preside over the first meeting of the following term, until a new Council Chair is elected. If the outgoing Council Chair will be unavailable due to graduation, they must assign a placeholder to act on their behalf prior to the end of the spring semester.

**Section B: Secretary** – it shall be the duty of the Secretary to:

1. Record minutes of all Council meetings. If the Secretary cannot fulfill their duties during a meeting they will appoint another member of the council to serve in their stead.
2. Distribute meeting minutes to Council representatives within 1 week of a meeting.
3. Maintain an updated constitution.
4. Preside over the meeting in the circumstance that the chair sends a delegate.

**Section C: Non-voting Member of the Graduate Fields Council** – it shall be the duty of the Non-voting Member of the Graduate Fields Council to:

1. Attend and act as liaison for SIPS graduate student body at all Graduate Fields Council (GFC) meetings.
2. Obtain an agenda before each GFC meeting and distribute it to the GSC for discussion.
3. Provide a summary of each GFC meeting to the GSC.

## **ARTICLE V: MEETINGS**

**Section A: Meetings** – Meetings shall be held once each semester during the academic year and are open to all SIPS graduate students.

**Section B: Special Meeting** – Special meetings may be called by the Council Chair with the approval of the Council.

**Section C: Quorum** – A quorum shall consist of the full Council of all elected representatives or their delegates if a representative is unable to attend (II.C.2).

**Section D: Voting** - Each representative of the Council will have one vote, including the Council Chair, delegates, and any representatives that represent both a GSA and the BTI PGS, SAGES, or the USDA Holley Center. Any resolution or general vote presented at a meeting will require a majority vote to pass.

**Section E: Parliamentary Authority** – Robert’s Rules of Orders, shall govern this club in all cases to which they are applicable and in which they are not inconsistent with this Constitution.

#### **ARTICLE VI: MEETINGS WITH SIPS ADMINISTRATION**

**Section A: SIPS Executive Committee** – The SIPS GSC will meet at least once per semester with the SIPS Executive Committee. Additional meetings may be requested by either the Executive Committee or the GSC. All members of the GSC are encouraged to attend each meeting, but a minimum of three members must be able to attend for the meeting to be scheduled. GSC members will agree on and finalize an agenda of talking points and positions on issues at least one day in advance of each meeting.

**Section B: SIPS Director** – The GSC Chair is encouraged to arrange informal meetings with the SIPS director for any members of the GSC to attend. The purpose of these meetings will be to foster a good relationship between the Director and the GSC and to encourage the free flow of ideas.

**Section C: SIPS Graduate Fields Council** – The SIPS GSC’s Non-voting Member of the GFC is responsible for attending meetings with the GFC. These meetings will be called at the discretion of the GFC, although the GSC may request a meeting to be arranged if a specific issue warrants it.

#### **ARTICLE VII: AMENDMENTS**

**Section A: Selection** – This Constitution may be amended by unanimous consent of the Council representatives.

**Section B: Notice** – All representatives shall receive written text of the proposed amendment at least five days before the next scheduled meeting.

#### **ARTICLE VIII: RATIFICATION**

**Section A: Conditions** - This constitution shall become effective upon approval by each of the five SIPS GSAs.