

**Constitution of the Human Development and Family Studies Graduate Student  
Organization of Auburn University (HDFS-GSO)**

**Article I – Name**

The name of this organization shall be the Human Development and Family Studies Graduate Student Organization (referred to as the GSO hereafter).

**Article II – Purpose**

To improve the quality of education, work, and life in general for our department's graduate students.

**Article III – Membership**

Section 1.

Membership in the GSO shall be open to any enrolled student at Auburn University, regardless of race, sex, religion, national origin, color, age, disability, or veteran status. Membership is restricted to regularly enrolled Auburn University students.

Section 2.

Members of the GSO shall pay annual dues, with the amount being determined by the organization's elected officers prior to the start of each Fall semester.

**Article IV – Officers and Elections**

Section 1.

Officers of the GSO shall consist of:

- A. President
- B. Vice President – Human Development and Family Studies
- C. Vice President – Marriage and Family Therapy Program
- D. Secretary
- E. Treasurer

## Section 2.

The following rules and procedures shall govern elections:

- A. Elections will be held no earlier than the last day of the spring semester but no later than the first day of the of the fall semester, with the specific election date being decided by the officers.
- B. Nominations for officers shall be opened at least one week prior to the election date.
- C. Dues-paying members of the GSO may make nominations.
- D. Dues-paying members of the GSO may be nominated for elected positions.
- E. Officers shall be elected by secret ballot by a simple majority of dues-paying GSO members who vote.
- F. New officers shall assume office at the start of the fall semester.

## Section 3.

The following procedures shall govern the filling of officer vacancies:

- A. If the office of the President is vacated, the following line of succession shall be followed – VP-HDFS, VP-MFT, Secretary, Treasurer.
- B. If any other office is vacated, the rules of Section 2., parts B,C, D, and E shall be invoked to fill the vacancy.
- C. If there should be no nominations, the president shall fill the vacancy with the approval of a majority of GSO officers.

## **Article V – Duties and Responsibilities**

## Section 1.

The President:

- A. Shall lead the GSO.
- B. Shall act as liaison between HDFS graduate students and the HDFS faculty.
- C. Shall preside over GSO meetings.
- D. Shall have the authority to call meetings of the GSO.
- E. Shall assume ultimate responsibility for the finances of the GSO.
- F. Shall work with the treasurer in maintaining the organization's finances.
- G. Shall have, along with the treasurer, discretionary spending authority for small purchases on behalf of the GSO. The dollar limit of such discretionary spending authority shall be determined by each year's GSO officers.

Section 2.

The Vice President – HDFS:

- A. Shall assist in all duties of the president.
- B. Shall assume the office and duties of the president in his/her absence or in the event the office becomes vacant.

Section 3.

The Vice President – MFT:

- A. Shall act as liaison between graduate students in the Marriage and Family Therapy Program and the HDFS graduate students.
- B. Shall assist in the duties of the president as requested.

Section 4.

The Secretary:

- A. Shall record minutes at all GSO meetings and make them available to officers and GSO members.
- B. Shall work with the president in drawing up each meeting's agenda and shall make the agenda available to officers and GSO members prior to each meeting.
- C. Shall solicit items for each meeting's agenda from officers and GSO members.
- D. Shall relay the minutes to the webmaster for posting to the GSO website.

Section 5.

The Treasurer:

- A. Shall keep proper records of all funds received by and disbursed from the organization and shall report these transactions at GSO meetings.
- B. Shall assume responsibility for the organization's finances.
- C. Shall have the power to make purchases on behalf of the organization with the approval of a majority of GSO officers.
- D. Shall have, along with the president, discretionary spending authority for small purchases on behalf of the GSO. The dollar limit of such discretionary spending authority shall be determined by each year's GSO officers.

## Section 6.

The Senator(s):

- A. Shall act as liaison between HDFS-MFT graduate students and the Auburn University Graduate Student Council (GSC)
- B. Shall serve on GSC committees and vote at GSC meetings when necessary to represent the interests of HDFS-MFT graduate students
- C. Shall inform HDFS-MFT graduate students of relevant GSC events and updates as well as pertinent University-wide information and changes that may be of interest to HDFS-MFT graduate students

## Section 7.

The Quint State Liaison:

- A. Shall educate students and faculty about Quint State.
- B. Shall gather information from the University hosting Quint State or lead efforts to host Quint State should it be our year to host.
- C. Shall promote the conference within our department.
- D. Shall collaborate with the HDFS department head to find resources to help students travel to Quint State.
- E. Shall perform any other duty that would serve to promote Quint State.

### **Article VI – Impeachment of Officers & Expulsion of Members**

The impeachment of any GSO officer shall proceed according to the following guidelines:

- A. The GSO officers must be notified at least one (1) week before the GSO meeting where the motion will arise.
- B. The GSO officer in question must be given fair opportunity to defend himself/herself.
- C. The impeachment of any GSO officer may be initiated by a motion presented at a meeting of the GSO. Any officer or dues-paying member of the GSO may initiate such a motion.
- D. The motion for impeachment must outline the specific reasons that warrant impeachment and should delineate any infractions of the GSO Constitution.
- E. After the GSO officer in question has been given an opportunity to be heard, debate of the motion must ensue.
- F. The GSO officer in question must not be present during such a debate.
- G. Motions for impeachment must be passed by a two-thirds (2/3) majority vote by secret ballot of all officers and dues-paying GSO members present.

The expulsion of any GSO member shall proceed according to the following guidelines:

- A. The GSO officers and member in question must be notified at least one (1) week before the GSO meeting where the motion will arise.
- B. The GSO member in question must be given fair opportunity to defend himself/herself.
- C. The expulsion of any GSO member may be initiated by a motion presented at a meeting of the GSO. Any officer or dues-paying member of the GSO may initiate such a motion.
- D. The motion for expulsion must outline the specific reasons that warrant expulsion and should delineate any charges and/or reasons.
- E. After the GSO member in question has been given an opportunity to be heard, debate of the motion must ensue.
- F. The GSO member in question must not be present during such a debate.
- G. Motions for expulsion must be passed by a two-thirds (2/3) majority vote by secret ballot of all officers and dues-paying GSO members present.

## **Article VII – Meetings**

### Section 1.

Regular or general meetings shall take place according to a schedule agreed upon by GSO officers and shall be announced to the membership a minimum of 3 days in advance.

### Section 2.

The president or a petition of 2/3 dues-paying members may convene special meetings.

### Section 3.

Each general meeting shall be conducted according to the following format:

- A. Call to order.
- B. Minutes from last meeting.
- C. President's report.
- D. Treasurer's report (if necessary).
- E. Old business.
- F. New business.
- G. Guest speaker time.
- H. Adjournment

### Section 4.

All dues-paying members of the GSO shall have the right to address GSO meetings. Members wishing to address the GSO should contact the secretary one week prior to the desired date, so that he/she can write the request into the agenda. Upon receiving the request, the secretary shall accommodate the request by allocating the member 10 minutes time in the agenda.

### Section 5.

Issues may be voted on by all GSO officers present at meetings provided that a quorum (3 officers) is present.

## Section 6.

For an issue to be brought to a vote, the following format shall be followed:

- A. Motion.
- B. Second of the Motion.
- C. Discussion.
- D. Vote.

\*\*Subject to the approval of a majority of officers, the president, at his/her discretion may table motions until a later date.

## VIII – Referenda

Certain issues may be brought before the entire membership for a vote at the discretion of a majority of GSO officers or by a signed petition by 2/3 of all dues-paying members. This is subject to Article VII, Section 4.

## IX – Faculty Advisors

Section 502.4 of the General Provisions of the Rules and Regulations Affecting Student Organizations states, “Each organization shall be expected to have a minimum of one faculty advisor. Each organization shall make a provision in its constitution to either re-elect the faculty advisor or select a new faculty advisor.” Pursuant to this provision, the following procedure shall be used to select a faculty advisor or advisors: Each year’s slate of GSO officers shall select at least one (1) faculty liaison at the beginning of each academic year. At the same time, roles filled by faculty liaisons shall be determined by GSO officers and the selected liaisons.

## X – Electronic Media

### Section 1.

The graduate student website:

- A. May be used as an information resource for the department’s graduate students.
- B. May be used to post announcements, meeting agendas and minutes, as well as upcoming elections and upcoming graduate student, GSO, and departmental events.
- C. May be used as a link to the GSO Constitution.
- D. May not be used for commercial purposes.

\*\* It is recognized, however, that in exchange for getting free counters, bulletin boards, and guestbooks, it is frequently necessary to post a link to the providing firm.

## Section 2.

The graduate student bulletin board:

- A. May be used for discussion and debate of topics, that pertain to the GSO, outside of general meetings.
- B. May be used to post announcements, views and opinions on issues of concern, questions, comments, and replies.
- C. May be used as a point of contact between all members of the GSO.
- D. May not be used as a parliamentary medium.
- E. May not be used for personal attacks against others.

## Section 3.

Electronic Mail:

- A. May be used to disseminate information regarding the GSO (events, elections, etc.) to the department's graduate student body. Such use, however, should be limited to the president acting on behalf of all officers unless otherwise directed by the president.
- B. May be used as necessary for communication between the president and other GSO officers.
- C. May be used to distribute meeting agendas and minutes to GSO officers.
- D. May be used to collect nominations for GSO elections.
- E. May not be used to collect votes for GSO elections or any other issues.
- F. May not be used as a forum for debate of issues. The bulletin board shall be used for this purpose as far as electronic media are concerned.

### **XI – Amendments**

Amendments to the Constitution may be proposed by any member of the GSO and shall require a vote of at least 2/3 of all dues-paying members of the GSO. Proposed amendments shall be made available, in writing, at least one week prior to voting.

### **XII – Ratification**

This constitution shall be ratified by at least two-thirds (2/3's) of GSO members who vote.

**By-Laws of the Human Development and Family Studies Graduate  
Student Organization of Auburn University**

**I. Membership:**

Section 1

Members: Membership in the GSO shall be open to any enrolled student at Auburn University, regardless of race, sex, religion, national origin, color, age, disability, or veteran status. Membership is restricted to regularly enrolled Auburn University students.

Section 2

Rights: Dues-paying members of the GSO will be entitled to the following rights:

- The right to attend all GSO meetings.
- The right to vote on officers annually
- The right to request time to address the GSO officers at a regularly scheduled GSO meeting (subject to prior approval and being placed on the agenda by the secretary).
- The right to organize a petition that a referendum be held to decide an issue rather than a majority vote by the GSO officers. The referendum will be held if 2/3 of the dues-paying members sign the petition.
- The right to initiate a motion for the impeachment of a GSO officer or the expulsion of a GSO member (Subject to the procedural rules for expulsion/impeachment set forth in the constitution and in section 4 of the by-laws).

Section 3

Duties: Dues-paying GSO members and officers are subject to the following duties:

- GSO officers shall be subject to the duties that are set forth for their offices in the constitution.
- GSO officers and members shall pay dues annually (amount to be determined by GSO officers).
- GSO members shall be supportive of GSO functions with their attendance at said functions.

Section 4

Expulsion/Impeachment: The following by-laws shall govern the expulsion of a GSO member or the impeachment of a GSO officer: The impeachment of any GSO officer shall proceed according to the following guidelines:

- A. The GSO officers must be notified at least one (1) week before the GSO meeting where the motion will arise
- B. The GSO officer in question must be given fair opportunity to defend himself/herself.
- C. The impeachment of any GSO officer may be initiated by a motion presented at a meeting of the GSO. Any officer or dues-paying member of the GSO may initiate such a motion.
- D. The motion for impeachment must outline the specific reasons that warrant impeachment and should delineate any infractions of the GSO Constitution.
- E. After the GSO officer in question has been given an opportunity to be heard, debate of the motion must ensue.
- F. The GSO officer in question must not be present during such a debate.
- G. Motions for impeachment must be passed by a two-thirds (2/3) majority vote by secret ballot of all officers and dues-paying GSO members present.

The expulsion of any GSO member shall proceed according to the following guidelines:

- A. The GSO officers and member in question must be notified at least one (1) week before the GSO meeting where the motion will arise
- B. The GSO member in question must be given fair opportunity to defend himself/herself.
- C. The expulsion of any GSO member may be initiated by a motion presented at a meeting of the GSO. Any officer or dues-paying member of the GSO may initiate such a motion.
- D. The motion for expulsion must outline the specific reasons that warrant expulsion and should delineate any infractions and/or charges.
- E. After the GSO member in question has been given an opportunity to be heard, debate of the motion must ensue.
- F. The GSO member in question must not be present during such a debate.
- G. Motions for expulsion must be passed by a two-thirds (2/3) majority vote by secret ballot of all officers and dues-paying GSO members present.

## Section 5

Resignation: A GSO officer or member shall notify the president of his or her resignation in writing. The GSO president shall notify the other GSO officers in writing of his or her resignation at least two (2) weeks in advance.

## II. Dues:

Members of the GSO shall pay annual dues with the amount being determined by the organization's elected officers prior to the start of each Fall semester. Dues will be assessed on each enrolled HDFS graduate student's Fall semester Bursar's bill.

## III. Amendments:

The by-laws may be amended by a simple majority vote of the current GSO membership.

## IV. Annual Reports:

An annual report shall be prepared by the outgoing secretary for the GSO members and officers. This report shall contain a treasury report, a list of proposed activities for the upcoming school year, as well as any issues that the new GSO officers anticipate working on in the upcoming school year.

\*\*In the event of a conflict between the constitution and by-laws, the constitution shall have authority.