

## **Graduate Student Organization (GSO) Bylaws**

### **Article I: Name**

The name of this organization shall be the Graduate Student Organization of the Medical College of Georgia, hereby abbreviated GSO.

### **Article II: Purpose and Objectives**

The GSO has been formed in order to represent the graduate students within the framework of the School of Graduate Studies and the Medical College of Georgia, and to provide leadership and support to the academic as well as the non-academic affairs of the graduate students. The GSO shall conduct activities which promote an atmosphere of fellowship and social support among the graduate students, and shall organize their interaction with other institutions and organizations within MCG and with the community at large.

### **Article III: Membership**

**Section A:** All degree seeking students enrolled in the School of graduate Studies of the Medical College of Georgia shall be considered full members of the GSO

**Section B:** Full membership, through which the student has all rights and privileges, shall include the right to vote during annual GSO elections and quarterly GSO meetings.

**Section C:** Honorary membership may be extended to other individuals by the GSO at the discretion of its officers.

**Section D:** Honorary membership shall include all similar rights and privileges of full membership, except that the honorary member has no voting rights in annual elections or quarterly GSO meetings.

**Section E:** an annual membership fee (dues) may be charged for dues-paying membership in the GSO. The officers shall determine the amount and deadline for payment of these dues based on the projection of the cost of events planned for the upcoming year. Dues shall be used by organization to fund the participation of dues-paying members in the yearly calendar of GSO activities.

**Section F:** Non-dues-paying member and all guests may be required, at the discretion of the officers, to purchase tickets for or pay admission to GSO activities paid for by the organization's funds.

### **Article IV: Officers**

**Section A:** There shall be at least 6 officers to administrate the GSO. These shall be the president, the vice-president, the secretary, the treasurer, the social chairperson and the representatives to the Student Government Association (SGA). One representative to the SGA will be chosen for every fifty enrolled graduate students (see SGS bylaws Article III, section B).

**Section B:** Officers of the GSO shall be elected annually by the full members of the GSO as outlined in Article V. The officers shall assume office July 1 and serve a one-year term that will end the following June 30.

**Section C:** Voluntary resignation of an office by an officer shall be accepted by the other officers.

**Section D:** Any officer whose work for the GSO is considered unsatisfactory may be required to resign his/or her office only by a unanimous vote of the other GSO officers, following an open discussion with the membership and the faculty advisor.

**Section E:** The duties and powers of the offices shall be:

1. The **president** shall: (a) Preside over all meetings of the organization. (b) Call meetings of the GSO at his/or her discretion or upon the request of a full member (see Article VI, Section C). (c) Develop the organization's agenda at the approval of the other GSO officers. (d) Have the power to call for committees to accomplish the tasks set forth in the agenda. (e) Represent the concerns of the GSO to the Dean of the School of Graduate Studies. (f) Be responsible for the vacated office. (g) Call a new election for any vacated office. (h) Be responsible for the management of the organization's assets.
2. The **vice-president** shall: (a) Assist the president in his/or her duties. (b) Assume the duties and have the full powers of the president in the absence of the president.
3. The **secretary** shall: (a) Record the minutes of meetings. (b) Provide the organization's official correspondence. (c) Be responsible for the distribution of information to the members.
4. The **treasurer** shall: (a) Be responsible for maintaining the fiscal and material assets of the organization. (b) Maintain fiscal accounts. (c) Make disbursements from, and receipt for all remittances to, the organization. Only the treasurer or the president may authorize disbursements of the organization's financial assets.
5. The **social chairperson** shall: (a) Plan and organize activities for GSO. (b) Recruit other members to help orchestrate activities. (c) Work with the treasurer to assure adequate funds are available for activities.
6. The **representatives** to the Student Government Association shall: (a) Jointly be responsible for contact between the GSO and the SGA. (b) Represent the GSO's interest to the SGA. (c) Attend all SGA meetings and report on all SGA activities to the GSO. It is the responsibility of the representative, in the event of his/or her absence from SGA meetings, to appoint an alternative from the full membership of the GSO (see SGS bylaws Article III, Section F).
7. A **faculty advisor** shall be chosen annually as outlined in Article V. Nominations for this position are open to all members of the graduate faculty. The faculty advisors of the GSO shall be considered a non-voting consultant on important GSO issues. The faculty advisor shall be expected to keep up on GSO issues and activities.

## **Article V: Annual Elections**

**Section A:** Elections for the officers shall be held annually during the month of April, and shall be overseen by the president and secretary. Offices which shall be open to nomination include:

1. President
2. Vice-president
3. Secretary
4. Treasurer
5. Social Chairperson
6. SGA Representative

## 7. Faculty Advisor

Nominations for offices (1-6 above) are open to all full members of the GSO.

**Section B:** Nomination forms shall be made available starting Monday of the first full week of April, and the deadline for submission of the same will be 1:00 pm Wednesday of the second full week of April. No nominations will be accepted after this time.

**Section C:** The nominees will then be queried, by formal letter, on this same date, as to their acceptance of such nomination(s). The nominee has one week in order to make such a decision: i.e., a formal reply must be submitted to the secretary by the Wednesday of the third full week of April. Formal reply must be submitted with date, signature, and all other pertinent information supplied. If this is not received by the third Wednesday of April, that individual's name will be removed from nomination.

**Section D:** Elections shall commence on the Thursday of the third full week of April, and run until 1:00 pm Friday on the following (fourth) week. Balloting will be conducted in the suite of the Office of the Dean of Graduate Studies. Ballots shall be made available there and all voters will be required to sign a voter's registration form, located at the ballot box, prior to voting.

**Section E:** When voting is complete the secretary, president, and other officers if they wish, shall collect the ballots and adjourn to an appropriate place to count the votes. Nominees will be notified of the results by letter by Tuesday of the following week, and results shall be published and distributed to the membership within the same week.

**Section F:** Ballots and registration sheets will be held by the GSO for a period of thirty days following the end of elections. During this time any nominee may examine the ballots in the presence of a GSO officer, and all questions concerning the election must be duly answered by the president and/or secretary.

## Article VI: Meetings

**Section A:** Meetings of the GSO may be called at the discretion of the president, and shall be held at least quarterly.

**Section B:** The meeting place and time shall be determined by the GSO officers and members as to allow maximum participation.

**Section C:** Any full member may request the president to call a meeting provided he/or she submits a petition in writing, stating the reason and any pertinent facts, to the officers of the GSO, and this request carries the approval of the majority of the officers.

**Section D:** During meetings, a simple majority of the full members present (including at least 2 officers) is required for adoption of all motions, resolutions, or other questions put to a vote.

## Article VII: Bylaws

**Section A:** An amendment of the bylaws may be proposed by any full member of the GSO. The amendment must be submitted in writing at least one month prior to voting. The membership shall be notified in writing as to the nature of the proposed amendment and when the vote will be held.

**Section B:** An amendment must receive at least a two-thirds majority of votes cast by the membership present, and a two-thirds majority of all officers, in order to be adopted.

**Section C:** Amendments to the bylaws so adopted shall become effective immediately unless otherwise specified.