

**CONSTITUTION OF THE
BLACK GRADUATE STUDENT ASSOCIATION
AT
THE UNIVERSITY OF ARKANSAS
Revised 09/03**

**Article I
Name of Organization**

Section I The name of the organization shall be the Black Graduate Student Association (BGSA) of the University of Arkansas.

**Article II
Objectives of Organization**

Section I The objectives of the Black Graduate Student Association shall be:

- To encourage and promote excellence in teaching, research, and service among graduate students of African descent.
- To increase the quantity and quality of professors of African descent.
- To increase the number and quality of graduate trained professionals of African descent in education, business, and industry.
- To advocate and assist in the increased recruitment and retention of students of African descent at the University of Arkansas.
- To disseminate information to students of African descent pertaining to academic, financial, and social needs.
- To establish and maintain liaisons with faculty, staff, student organizations, and the community at large.
- To create an environment where each student's academic and social potential is nurtured.
- To develop opportunities for leadership ability through forums, seminars, and other related activities.
- To establish and foster a continuous relationship with the Black Students Association to mentor and encourage undergraduates to pursue a graduate degree.

Article III
Membership: Voting Member

- Section I The Black Graduate Student Association shall be open to all students at the University of Arkansas, regardless of race, creed, religion, gender, sexual orientation, national origin, or physical disabilities who support the purposes, goals, and ideas of the organization as expressed in **Article II**.
- Section II Membership will cover an academic year beginning August 1 and is renewable each year. Fees are due by the first meeting of October as follows:
- Active \$10/year
- Section III Active membership will consist of registered graduate students.
- Section IV Associate membership will consist of registered undergraduate students.
- Section V Liaison membership will consist of faculty and staff and the community at large.
- Section VI Only active and associate members are eligible to vote and/or hold office.
- Section VII Associate and liaison member are eligible to serve on or chair committees.
- Section VIII Membership will remain open throughout the year.

Article IV
Meetings

- Section I The Black Graduate Student Association shall hold monthly general meetings and executive meetings.
- Section II Special meetings shall be held when deemed necessary by the Executive Council.

Article V
Executive Council, Elected Officials, Election of Officers
Successors to the President, Impeachment, Powers and Duties of Officers

- Section I The Executive Council of the Black Graduate Student Association shall consist of elected officials, Administrative Board, and advisors.
- Section II Elected officials include the President, Vice President, Treasurer, Executive Secretary, and Parliamentarian.
- Section III The Administrative Board shall be appointed by the President and consist of all committee chairpersons. The Administrative Board shall be required to attend all Executive Council meetings.
- Section IV Election of officers shall occur during the Fall semester by majority vote of active members who are present at the meeting for elections.
- Nominations for officers may be presented in writing or presented at the first official Fall semester meeting. All written nominations must be submitted to a member of the Executive Council at least three days prior to this date.
 - Candidates must be present to accept nomination.
 - Voting and installation of officers will take place at the meeting following elections. An absentee ballot may be submitted three days prior to the date of voting.
 - Voting for officers will be by secret ballot unless circumstances necessitate other means of voting.
 - Majority vote from eligible voters, wins.
- Section V If, for any reason, the office of the President becomes vacant, the following method of succession shall be employed: Vice President, Treasurer, Executive Secretary, and then Parliamentarian.
- Section VI Officers are subject to impeachment for non-performance of duty, ineffective administration, and/or inappropriate use of administrative authority. Impeachment of any executive officer will require a hearing of charges by a special committee. [The meeting for impeachment will be open to all members and presided over by the chairperson of said committee.] If the said committee recommends impeachment, it must be approved by the majority of membership at the next scheduled or special meeting.
- Section VII Members of the Executive Council and the Administrative Board

must be present at all meetings. Any member who does not attend three executive meetings without reasonable cause shall be replaced by subsequent officers. Reasonable cause is thus reviewed conjointly by the Executive Council and the Administrative Board.

Section VIII

Powers and Duties of the President shall be as follows:

- Preside over general and administrative board meetings.
- Appoint committee chairpersons, standing and special.
- Sign all requisitions of the organization's funds along with the Treasurer.
- His/her vote shall serve as tie breaker in any specified situation.
- Appoint members to fill vacancies on the Executive Board.
- Call special meetings of the organization and special meetings of the standing committees.
- Review and maintain monthly board and committee reports.
- Serve as liaison to the Black Students Association..
- Serve as liaison to the community at large.

Section IX

Powers and Duties of the Vice President shall be as follows:

- Assist the President in the performance of Presidential duties.
- Assume the duties and responsibilities of the President when the President is absent.
- Supervise all committee chairpersons.
- Other duties as assigned by the President.

Section X

Powers and Duties of the Treasurer are as follow:

- Maintain complete records of the organization's funds and assist in any organizational duties.
- Obtain and provide all committee budgets for the administrative board's approval.
- Prepare annual budget for the Graduate Student Senate.
- Submit all requisitions of the organization's funds to the Office of Graduate Recruitment and Support Services.
- Provide monthly financial reports to the Black Graduate Student Association at scheduled meetings.
- Other duties as assigned by the President.

- Section XI Powers and Duties of the Executive Secretary shall be as follows:
- Compile and maintain minutes of organizational meetings.
 - Serve as second signatory for all disbursements and requisitions.
 - Notify members of meetings.
 - Maintain records of all communications for historical purposes.
 - Reserve meeting space for general organizational meetings.
 - Other duties as assigned by the President.

- Section XII Powers and duties of the Parliamentarian shall be as follows:
- To ensure that the meetings are conducted according to Robert's Rules of Order.
 - Other duties as assigned by the President.

- Section XIII Powers and duties of the Executive Board shall be as follows:
- Meet once per month.
 - Review and finalize all organizational budgets.
 - Remain accountable to membership.
 - Bring forth information to the membership pertaining to all organizational activities.

Article VI Finances

- Section I All finances of the association shall be handled by the Treasurer with funds generated by membership dues as expressed in **Article III.**

Article VII Amendments

- Section I Any member may propose Amendment(s) to the constitution by submitting a written copy of said Amendment(s) to any member of the Executive Board. The Constitution may be amended by 2/3 majority vote of the eligible members present. Proposed revisions will be presented at one meeting, read and discussed at a second meeting to be voted on at the third meetings.

- Section II This Constitution shall be reviewed by the active membership

every two years and resubmitted to the Office of Graduate Recruitment and Support Services upon completion.

Section III All previous Constitutions are null and void with the ratification of this Constitution.

**Article VIII
Meeting Proceedings**

Section I All meetings of the Black Graduate Student Association shall be conducted by the parliamentary procedures specified in Robert's Rule of Order. This rule may be modified by majority vote.

**Article IX
Statement of Adherence to the University Rules**

Section I The Black Graduate Student Association of the University of Arkansas shall adhere to the Graduate Student Handbook and other policies, procedures, and regulations governing the University of Arkansas.

**Article X
Advisors**

Section I The association shall have no more than three advisors who are full-time permanent professional faculty and/or staff at the University of Arkansas.

Section II Association advisors will include the Director of the Office of Graduate Recruitment of the Office of Graduate Recruitment and Support Services and up to two additional appointed advisors.

Section III The duties and responsibilities of the association's advisors are outlined in the Student Organization Manual prepared by the Office of Campus Activities.

**Article XI
By-Laws**

Section I A quorum for the cabinet shall consist of 2/3 of the total cabinet membership.

Section II A quorum for the general body membership shall consist of 2/3 of all active members.