BYLAWS OF THE UNIVERSITY OF AKRON
GRADUATE STUDENT GOVERNMENT

(Updated 11/27/2013)

LEADERSHIP

1) Leadership positions
   a) The President, Vice President and Treasurer form the Executive Committee.
   b) One Senator is elected or appointed to represent each of the following colleges:
      i) College of Arts and Sciences
      ii) College of Business Administration
      iii) College of Education
      iv) College of Engineering
      v) College of Health Professions
      vi) College of Polymer Science and Polymer Engineering
   c) Directors of Outreach represent the Akron Community, Alumni, Student Organizations and Undergraduate Students.
   d) Department representatives will be selected by for each of the graduate programs at The University of Akron.

LEADERSHIP EXPECTATIONS

1) See Leadership Expectations document.
2) The incoming GSG President must update and send GSG representatives the Leadership Expectations document upon beginning their term by May 31st.

ELECTION AND HIRING PROCEDURES

1) The President, Vice President, Treasurer and Senator leadership positions shall be filled through the spring semester general election.
   a) See Elections Rules document.
   b) The Elections Rules must be reviewed, updated (if necessary), and confirmed by a majority vote of the Executive Committee by December 31st.
2) The Director of Outreach leadership positions shall be filled by through standard hiring procedures.

POSITION VACANCY

1) The President of GSG has the authority to fill all Executive Board and Central Committee vacancies.
2) Standard Hiring Procedure:
   a) Following a vacancy, there shall be a minimum of a one-week announcement and advertising for the vacant position to the graduate student body.
   b) Applicants shall submit a complete GSG membership application and attach resume
   c) Following the announcement period, each applicant who meets the minimum employment requirements shall be offered an interview by the Executive Committee.
   d) Interviews shall occur in a timely fashion following the announcement.
Upon completion of all interviews for the position, the President will select the top candidates they feel are eligible to fill the position.

f) The President will present recommendations to the Executive Committee and appointments must be confirmed by a majority vote of the Executive Committee.

NEW POSITIONS
1) The President shall issue an executive order establishing new positions, as deemed necessary. Orders should contain term of office, election and appointment procedures, name of office, and the duties of said office. New positions must be approved by a majority vote of members at the following Central Committee meeting and required to be signed off by GSG advisor afterwards.

2) New positions may be eligible for a stipend after a formal evaluation by the Executive Board and GSG advisor. The stipend must be confirmed by a majority vote of members present at the following Central Committee meeting.

COMMITTEES AND COMMISSIONS
1) GSG Executive Committee
   a) The Executive Committee is responsible for the day-to-day business of GSG.
   b) The Executive Committee meeting shall be held once a week and is chaired by the President of GSG with additional seats to be filled by the Vice President, Treasurer, and others as deemed necessary by the GSG President.

2) GSG Central Committee
   a) The Central Committee is responsible for advocating and communicating with the graduate student body.
   b) Each Central Committee member is a GSG voting member.
   c) The Central Committee meeting shall be held once a month and is chaired by the President of GSG with additional seats to be filled by the Vice President, Treasurer, Senators, Directors of Outreach, and others as deemed necessary by the GSG President.

3) Standing Committees
   a) GSG shall establish standing, or permanent commissions to represent the interests of the entire graduate student population, and to aid in the internal operation and administration of GSG. A member of the Executive Committee shall chair each standing committee.

4) Ad hoc Committees
   a) Special commissions of GSG shall be recommended by the Executive Committee and established to address specific areas of concern within the graduate student population, such as a concern that only impacts a particular college or smaller demographic within the graduate student body. These Special Commissions shall be chaired by a member of the Executive Committee, an appointed or elected Senator to whom the issue most directly relates and another member from the Central Committee.

FINANCIAL RESPONSIBILITY
1) Dues
a) There shall be no membership dues for membership in GSG.

2) Financial Governance
   a) GSG will manage its own finances, primarily by the Treasurer, in accordance to the rules and regulations prescribed by The University of Akron.

3) Funding
   a) The main source of funding is the Extracurricular Activities Fund (EAF), set aside by The University of Akron and portion of students’ General Service Fee. This fund is under control of the Division of Student Affairs.

4) EAF/SAF/PEG Allocations
   a) All the rules that govern the Extracurricular Activities Fund (EAF), the Student Activities Fund (SAF) and the Professional Enrichment Grant (PEG) are written in the Graduate Student Government EAF/SAF Manual, which is made available in the GSG website. And should be updated yearly.

AMENDMENTS
1) Proposal
   a) Amendments to these By-Laws shall be proposed by the GSG Executive Committee or by a petition of 25 graduate students at The University of Akron. Proposed amendments shall be presented via resolution and disseminated to the graduate student body for review at least five days prior to the Central Committee meeting in which they are to be considered.

b) Approval
   i) Proposed amendments shall be adopted by a two-thirds majority vote of the voting membership of GSG present at the particular Central Committee meeting.

UNIVERSITY COUNCIL
1) Overview
   a. Per University Council bylaws, the University Council shall be composed of representatives from eight campus groups: faculty senate, deans, vice presidents, department chairs/school directors, contract professional advisory committee, staff employee advisory committee, graduate student government, and undergraduate student government.

   b. Council members will be chosen by each of the eight campus groups in a manner in which each campus group deems appropriate. The process for selection of representatives from each campus group shall be reported in writing to the steering committee of the university council and every selection shall be certified by the presiding member of the campus group. The steering committee shall, in turn, seat the delegates chosen consistent with the selection process of the constituency. Terms for students shall be for one (1) year, and there will be no term limitations.

   c. University Council membership selections within the individual campus groups shall be completed by April 1 of each year.

2) Membership
   a. Graduate students can serve on University Council in two different capacities. Three (3) graduate students will be appointed by the Executive
Committee of GSG to serve on the University Council. Sixteen (16) graduate students will be appointed by the Executive Committee of GSG to serve on the eight (8) UC Standing Committees (2 students per standing committee). Participation in both the University Council and its Standing Committees may overlap.

3) Appointment: Graduate Student Government selects its University Council (UC) members through an appointment process. Students applying to serve on UC must meet the following criteria:
   a. Be in academic and financial good standing
   b. Enrolled in at least 6 credit hours per semester

4) GSG’s officers will convene and make the final appointments of graduate students to the UC standing committees and to the University Council.

5) Terms will last 1 year and students can serve for an unlimited number of terms. Students seeking reappointment must reapply at the end of the academic school year and meet the requirements as listed above.

6) GSG should make every effort to appoint equal representation from the governing body (GSG) and its members at-large (graduate student body) but it is not a requirement.

7) Removal: GSG reserves the discretion to remove any graduate students from UC if that individual is not fulfilling his/her roles and responsibilities on his/her designated committee. If a graduate student vacates his or her seat on University Council, the chair must notify the GSG President and he or she must appoint a new graduate student to serve out the remainder of the term.

FACULTY SENATE

1) The GSG President shall serve as voting student representative on the faculty senate.