



## Chemical and Biomolecular Engineering Graduate Student Association Constitution

### Article 1: Name

The name of this organization shall be the “Chemical and Biomolecular Engineering Graduate Student Association” (hereafter referred to as the CBEGSA)

### Article 2: Purpose

The goal of the CBEGSA is to foster collegiality within the Department of Chemical and Biomolecular Engineering (CBE). While the duty of the Department is to encourage the highest levels of critical thinking and research, the CBEGSA serves as an outlet for members to socialize, garner feedback from each other on the work they do, and voice any concerns they may have about lab/departmental issues.

### Article 3: Membership

Membership is open to any and all graduate students affiliated with the Department of Chemical and Biomolecular Engineering. This includes all Ph.D. and Masters students, members of the Neuroscience and other departments currently doing research in CBE labs, and visiting students from other universities.

### Article 4: Officers

#### Section 4.1: Elections

The CBEGSA shall elect from its membership three representatives to serve as members for the larger school wide GSSA body. There shall be one representative from the first, second, and third year cohort.

The election for second, and third year representatives shall take place at the end of each spring semester in May. The vote shall be open to any current member of CBEGSA. The floor shall be open for any member to put forward themselves or another eligible candidate for an open representative position. Any GSSA officer is ineligible to be concurrently nominated as a CBEGSA representative. Votes shall be cast through anonymous written ballots.

The election for the first-year representative shall take place at the beginning of each school year prior to the first GSSA meeting. The incoming first-year cohort

shall vote among themselves for their representative during a meeting presided over by the third, and second year representatives. The floor shall be open for any member to put themselves or another candidate for the position. Votes shall be cast through anonymous written ballots.

#### Section 4.2: Duties of Officers

The foremost duty for all officers is to attend GSSA meetings and relay pertinent information back to the CBEGSA student body. The three representatives shall work together to distribute all other duties fairly amongst themselves. Duties to be distributed are:

- a. Arranging cabinet, group, and faculty meetings
- b. Presiding over cabinet and other meetings
- c. Keeping all meeting minutes
- d. Representing CBE and CBEGSA at all official and ceremonial events
- e. Serving as primary liaison between CBEGSA and faculty of CBE
- f. Planning professional and social events for the CBEGSA
- g. Maintaining correspondence and public relations within the department
- h. Maintaining financial records of the organization

#### Section 4.3: Terms of Office

There will be no term limits for office.

#### Section 4.4: Removal of Officers

Officers may be removed by a two-thirds vote of the entirety of the membership. An officer must be informed of any such vote pending and reasons for the movement. The officer shall have the opportunity to address the membership prior to a vote. Any member of CBEGSA may propose a vote to remove.”

#### Article 5: Meetings

The CBEGSA shall meet at least once per semester. Additional meetings may be called by any member of the cabinet or general membership. Quorum at meetings shall be those CBEGSA members in attendance.

#### Article 6: Amendments

Any member may propose an amendment to this constitution at any meeting. After initial discussion, a vote shall be taken concerning the need for further debate, after which the amendment is either voted on or deferred until the next meeting. Ratification requires a two-thirds vote.