# **Plan of Organization**

## **Preamble**

We, the graduate students of the University of Maryland College Park, in order to secure and protect the rights of all graduate students at this institution, do hereby ordain and establish the plan of organization of the graduate student body, and in so doing, outline a graduate student body organization charged with serving and representing all graduate students under a unified organization.

# **Article 1: Name and Purpose**

Section 1: The name of this organization shall be the Graduate Student Government of the University of Maryland College Park (herein referred to as "GSG").

### Section 2: Purpose

- I. It shall be the supreme graduate student governmental body for implementing the objectives set forth in the Preamble, subject only to the laws of our state and the nation, and the right of review by the President of the University of Maryland College Park, or his/her specifically designated representative.
- II. It shall formulate policies promoting and governing the activities and welfare of the students of the University of Maryland College Park (herein referred to as "University"), and it shall advise the Dean of the Graduate School, the University Senate, the President of the University, and the Maryland General Assembly on the graduate student viewpoint concerning all matters affecting graduate student life.
- III. It shall be responsible for the allocation of accumulated Graduate Student Activities Fees.
- IV. It shall act to improve the quality of education and enhance the quality of life of the graduate student body.

# **Article 2: Membership**

Section 1: All graduate students, by virtue of their enrollment in active graduate programs at the University, are members of the GSG and are granted all the rights and privileges of this Plan of Organization.

- Section 2: The GSG shall be comprised of the executive (herein referred to as "Executive Committee") and legislative (herein referred to as "Assembly") branches. The duties and responsibilities of these branches are set forth in this Plan of Organization, which powers cannot be increased or decreased except by amendment to this Plan of Organization.
- Section 3: All members shall be entitled to vote in special and general elections of the GSG. Any graduate student has the right to call for a University-wide referendum/recall election, provided that a petition signed by at least one-twentieth (5%) of the GSG's total membership is submitted as specified by statute.

# **Article 3: The Executive Committee**

Section 1: The Executive Committee will consist of all elected executive officers.

The elected membership of the Executive Committee shall consist of the following offices:

President
Vice President for Legislative Affairs
Vice President for Committee Affairs
Vice President for Financial Affairs
Vice President for Graduate Student Affairs

- Section 2: Duties and Responsibilities of the Executive Committee
  - I. The Executive Committee shall enact all policies, bills, resolutions, and amendments to this Plan of Organization as passed by the legislature, as well as use its own discretion to act in the best interests of graduate students.
  - II. Elected Executive Committee members shall be *ex-officio*, voting members of the Assembly, with the exception of the Vice President for Legislative Affairs, who shall be an *ex-officio*, non-voting member of the Assembly as its presiding chair.
  - III. Specific duties and responsibilities of these officers shall be specified by the statutes of this Plan of Organization.
- Section 3: Duties and Responsibilities of the President
  The President shall be the Chief Executive Officer of the organization and
  the Chair of the Executive Committee. It shall be the duties and
  responsibilities of the President to:
  - I. Nominate and, with the advice and consent of the Assembly, appoint all executive officials and committee chairs.

- II. Appoint and remove, with the approval of the Executive Committee, all program heads.
- III. Recommend graduate students for appointments to, or removals from, University-wide councils, committees, and boards.
- IV. Sign or veto, within ten (10) University working days all Plan of Organization amendments, statutes, and budgetary allocations passed by the Assembly. The President's failure to act during this specified time shall be deemed approval of such legislation. The Assembly may override any presidential veto by a two-thirds (66%) vote of its total present and voting membership.
- V. Address the Assembly at least once each semester and on other occasions at the invitation of the Assembly.
- VI. Call for a referendum of the graduate student body with a two-thirds (66%) vote of the Assembly's total present and voting membership.
- VII. Order the disbursement of funds of the GSG as directed by the Assembly.
- VIII. Appoint/elect delegates to those campus organizations that provide the GSG a seat, or other bodies, when asked to do so by the appropriate authorities.
- Section 4: Duties and Responsibilities of the Vice President for Legislative Affairs It shall be the duties and responsibilities of the Vice President for Legislative Affairs to:
  - I. Serve as President *pro tem*, if, for any reason, the office becomes vacant, or when requested to serve in the President's absence.
  - II. Perform such duties as the President may assign him/her in the administration of the Executive Committee.
  - III. Preside over the Assembly.
  - IV. Serve as Chair of the Ways and Means Committee.
- Section 5: Duties and Responsibilities of the Vice President for Financial Affairs It shall be the duties and responsibilities of the Vice President for Financial Affairs to:

- I. Perform such duties as the President may assign him/her in the administration of the Executive Committee.
- II. Oversee the financial affairs of the GSG.
- III. Serve as Chair of the Budget and Finance Committee.
- Section 6: Duties and Responsibilities of the Vice President for Committee Affairs It shall be the duties and responsibilities of the Vice President for Committee Affairs to:
  - I. Perform such duties as the President may assign him/her in the administration of the Executive Committee.
  - II. Oversee and coordinate the functioning of standing and *ad hoc* committees of the GSG.
  - III. Serve as Chair of the Elections Committee.
- Section 7: Duties and Responsibilities of the Vice President for Graduate Student Affairs
  It shall be the duty of the Vice President for Graduate Student Affairs to:
  - I. Perform such duties as the President may assign him/her in the administration of the Executive Committee.
  - II. Monitor and report actions taken by the University that affect graduate students and to report these actions to the Assembly.
  - III. Serve as Chair of the Graduate Student Affairs Committee.
- Section 8: Duties and Responsibilities of the Vice President for Public Relations
  It shall be the duties and responsibilities of the Vice President for Public Relations to:
  - I. Perform such duties as the President may assign him/her in the administration of the Executive Committee.
  - II. Promote the role of the GSG and encourage graduate students to participate in all governing bodies of the University, as well as in graduate student organizations.
  - III. Act as GSG spokesperson by communicating with media, developing awareness of graduate student issues, and bringing attention to the graduate student community-at-large.

IV. Serve as Chair of the Communications Committee.

Section 9: Election of members of the Executive Committee
The election of officers shall take place in general elections each April.
All graduate students shall be eligible to vote in these elections. Those graduate students seeking offices may be nominated by themselves or by another member of the GSG. Following nominations, a University-wide vote shall take place to decide the elections. The candidate who receives the most votes for a given position shall be deemed the elected to that

office. Any officer may serve unlimited consecutive terms, provided that

he/she is elected legitimately.

# **Article 4: The Assembly**

Section 1: Membership and Organization
The Assembly shall consist of two (2) main groups of members:

Graduate Students Administration

Section 2: Graduate Students

- I. Elected representatives from every active graduate program (herein referred to as "departmental representatives)

  Departmental representatives shall serve terms of one (1) year.

  Representatives may serve unlimited consecutive terms, provided that they are selected legitimately by the graduate students in their programs. Each program shall be entitled to one (1) representative for each one hundred (100) of its graduate students or part thereof, with minimum representation of one (1) representative per program. Departmental representatives shall have voting rights.
- II. Representatives from every non-academic graduate student organization (herein referred to as "non-departmental representatives")

  Non-departmental representatives shall serve terms of one (1) year. Representatives may serve unlimited consecutive terms, provided that they are selected legitimately by the graduate students in their organizations. Each organization is entitled to an unlimited number of representatives, with minimum representation on one (1) representative per organization. Non-departmental representatives shall not have voting rights, but they may contribute freely and openly to discussions.
- Section 3: Administration (herein referred to as "administrative representatives")

Various members of the University's administration shall be invited to each Assembly meeting. These include but are not limited to the GSG Faculty Advisor, the Coordinator for Graduate Student Involvement, the Graduate Ombudsperson, and the Dean of the Graduate School. Administrative representatives shall not have voting rights, but they may contribute freely and openly to discussions.

## Section 4: Meetings of the Assembly

- I. The Assembly shall meet once per month in legislative session.
- II. Special meetings may be called at the request of the President, or by a petition signed by one-fourth (25%) of the total voting membership of the Assembly.
- III. Meetings shall follow parliamentary procedure as outlined in Robert's Rules of Order, most recent edition, and as advised by the Parliamentarian, whose election shall follow Article 4:Section 5:VIII.
- IV. A quorum of at least twenty (20) members of the legislature must be present in order to conduct official business.

### Section 5: Duties and Responsibilities of the Assembly

- I. All legislative powers granted herein shall be vested in the GSG Assembly.
- II. The Assembly shall receive and initiate action upon all petitions of initiative, referendum, and recall submitted by the graduate student body.
- III. The Assembly may override a presidential veto on any action by a two-thirds (66%) vote of its total voting membership.
- IV. The Assembly shall form such standing committees and *ad hoc* committees as it deems necessary.
- V. The Assembly shall be charged with the investigatory duties of the GSG.
- VI. The Assembly, by a three-fourths (75%) vote of its total present and voting membership, may bring impeachment proceedings before the Assembly for neglect, unsatisfactory performance, or misrepresentation of duty against appointed or elected officers of any class, branch, or department of the GSG.

- VII. If, for any reason, the office of President becomes vacant and the Vice President for Legislative Affairs is unable to serve as President *pro tem*, the Assembly shall elect, by majority vote of its total present and voting membership, a graduate student to serve as President *pro tem*.
- VIII. The Assembly shall elect, by majority vote of its total present and voting membership, a voting member of the Assembly to serve as Parliamentarian, if the needs arise for such an officer. It shall be the duties and responsibilities of the Parliamentarian to:
  - A. Advise the Vice President for Legislative Affairs, presiding officer of the Assembly, on parliamentary procedure.
  - B. Serve as presiding officer of the Assembly *pro tem*, if, for any reason, the office of presiding officer of the Assembly becomes vacant, or when requested to serve in the Vice President for Legislative Affairs' absence.
- IX. All presidential appointments are subject to approval of the Assembly with a majority vote of its total present and voting membership.
- X. All committee responsibilities shall be outlined in the statutes.

# Article 5: Standing and Ad Hoc Committees

- Section 1: Duties and Responsibilities of Standing and *Ad Hoc* Committee Chairs It shall be the duties and responsibilities of all standing and *ad hoc* committee chairs to:
  - I. Establish, in conjunction with committee members, goals and objectives for the committees.
  - II. Meet with the Vice President for Committee Affairs on regular bases.
  - III. Hold committee meetings regularly.
  - IV. Submit midyear and annual reports at the final Assembly meeting of every semester. This report shall summarize committee activities to the Assembly.
  - V. Orient all new committee members.

### Section 2: Standing Committees

## I. Budget and Finance Committee

The Budget and Finance Committee shall prepare the GSG budget for ratification by the Assembly and serve to oversee all GSG financial matters.

#### II. Communications Committee

The Communications Committee shall be responsible for all communications on behalf of the GSG and the Executive Committee.

### III. Elections Committee

The Elections Committee shall organize and oversee the elections of members of the Executive Committee and representatives to the Assembly.

#### IV. Graduate Student Affairs Committee–

The Graduate Student Affairs Committee shall be responsible for all issues that pertain to the quality of life of graduate students.

## V. Legislative Action Committee

The Legislative Action Committee shall monitor governmental activities that may affect graduate students and seek to promote GSG positions regarding said activities.

#### VI. Minority Affairs Committee-

The Minority Affairs Committee shall organize and oversee activities dedicated to increasing the participation of graduate students who identify as minority students and to improving their quality life.

## VII. Social and Sport Committee

The Social and Sport Committee shall organize activities to further the social integration of graduate students from all programs.

### VIII. Ways and Means Committee

The Ways and Means Committee shall review all proposed legislation before being brought to the Assembly, as well as set the agendas of the Assembly meetings.

#### Section 3: *Ad Hoc* Committees

These committees shall be established as deemed necessary by the Assembly.

# **Article 6: Amendments and Reviews**

- Section 1: Amendments to this Plan of Organization must be approved by a majority of the GSG's total membership during general elections, provided that at least one-twentieth (5%) of the GSG's total membership votes in said elections.
- Section 2: Any member of the graduate student body may propose amendments to this Plan of Organization.
  - I. Amendments shall be presented in writing to the Ways and Means Committee, which shall transmit them to members of the Assembly at least fourteen (14) days in advance of the Assembly meeting for them to be considered at that meeting.
  - II. Amendments approved by a majority of the Assembly's total present and voting membership shall be placed on the ballot of the next general elections.
  - III. Should amendments not be approved by a majority vote of the Assembly's total present and voting membership, any graduate student shall have the right to call for a University-wide referendum on said amendments, provided that a petition calling for such a referendum is signed by least one-twentieth (5%) of the GSG's total membership and is submitted as specified by statute.
    - A. If approved in referendum under the same conditions outlined in Article 6:Section 1, the amendment shall be passed into law
- Section 3: The current Plan of Organization shall be reviewed every fifth (5<sup>th</sup>) year by a special committee appointed by the President. All recommended amendments from said committee shall be administered according to Article 6:Section 2

# **Article 7: Supersession**

This plan of organization supersedes all previous Plans of Organization.

<b>Date of Ratification:</b>		

Members of the Plan of Organization Committee:

Members of the Executive Committee: