

**CONSTITUTION OF THE GRADUATE STUDENTS OF COLOR ASSOCIATION OF  
THE UNIVERSITY OF CHARLESTON, SOUTH CAROLINA AT  
THE COLLEGE OF CHARLESTON**

**PREABMLE**

The students of the Graduate School of the University of Charleston, South Carolina at the College of Charleston so establish this Constitution for the preservation and improvement of a democratic Graduate Students of Color Association at the College of Charleston. It shall be the purpose of this Constitution and the resolutions legally adopted there under to serve as the guiding documents that shall define the structure of the Graduate Students of Color Association.

**ARTICLE I – Name & Purpose**

**Section 1: Name**

- This organization shall be known as the Graduate Students of Color Association of the Graduate School of the University of Charleston, South Carolina, hereafter referred to as GSCA.

**Section 2: Purpose**

- The purpose of this organization shall be to build and sustain a supportive community for graduate students of color that contributes to their academic development, social growth, and well-being by:
  1. Creating an inclusive academic and social environment.
  2. Raising funds for travel grants and scholarships.
  3. Hosting discussion panels and various events.
  4. Serving the city of Charleston through community outreach and philanthropy.
  5. Creating a network of alumni contacts while providing professional development.
  6. Partnering with other minority/multicultural organizations on campus.

**ARTICLE II – Membership**

**Section 1: GSCA Membership**

- Membership in GSCA shall include all full-time and part-time students enrolled at the University of Charleston, South Carolina, faculty, staff, and undergraduate juniors and seniors.

**Section 2: Membership Policies**

- Meeting attendance is not mandatory to maintain membership but if a member plans to run for an Executive Board position, members must attend at least four meetings held prior to the meeting to establish nominations.

### Section 3: Discrimination Clause

GSCA and the College of Charleston is committed to providing leadership in the attainment of equal opportunity for all persons regardless of race, religion, sex, national origin, age, disability, or other legally protected classification. This effort is in compliance with all federal and state laws, including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 503 and 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975 as amended, and the Americans with Disabilities Act.

### Section 4: Hazing

This organization complies with all State and Federal laws and College of Charleston policies on hazing. This organization recognizes hazing to be any action taken or situation created to inflict physical or mental discomfort, embarrassment, harassment or ridicule upon an individual or group. Further, the members of this organization understand that any individual or group found responsible for hazing will be subject to disciplinary action, which may result in probation, suspension or revocation of GSCA recognition.

## ARTICLE III – Governance

### Section 1: Governance

- The governance of GSCA will consist of an Executive Board. University of Charleston, South Carolina faculty or staff can serve as advisor(s) to the GSCA Executive Board.
- Members of the Executive Board must be in good academic standing as deemed by the college. If any member of the Executive Board shall drop below good academic standing they will be considered unable to fulfill their term and will be replaced according to procedures found in Article VI, Sections 1 and 2 of this Constitution.

### Section 2: Executive Board

- An Executive Board consisting of President, Vice-President, Treasurer, Secretary, and GSA delegate shall coordinate the overall activities of the GSCA.
- Terms on the Executive Board shall run one year from August 15th to May 1<sup>st</sup>.
- It is the responsibility of the Executive Board to register for National Black Graduate Student Association, hereafter referred to as NBGSA, affiliate membership by the end of September of each academic year.

### Clause 1: The President/NBGSA Representative

The President serves as the primary contact for GSCA. The President is the spokesperson of the organization who will regularly interact with other student organizations and University officials. The responsibilities of the President include but are not limited to:

1. Supervising and scheduling all meetings.
2. Overseeing event planning and fundraising.
3. Creating philanthropy opportunities.
4. Maintaining a current knowledge of financial status.
5. Maintaining a current information list (name, email, phone numbers) of all GSCA members.
6. Submitting all required organization paper work.
7. Chapter representative for the National Black Graduate Student Association.

#### Clause 2: The Vice-President

The Vice President and the President should work as partners. A strong network of communication should be present among the two officers. The Vice President must remain current with the organization's role in the campus community. The responsibilities of the Vice President include but are not limited to:

1. Supervising meetings in the absence of the President.
2. Conducting an annual review of the Constitution and bylaws.
3. Assisting the President with event planning and fundraising.
4. Coordinating fundraising efforts with the Treasurer.

#### Clause 3: The Treasurer/GSA Delegate

The Treasurer manages all financial matters. The Treasurer will maintain the organization's funds and keep members informed of GSCA's financial activity. The responsibilities of the Treasurer include but are not limited to:

1. Attending GSA meetings as a representative of GSCA.
2. Preparing the annual budget.
3. Monitoring the organization's budget.
4. Keeping a record of all transactions.
5. Collecting funds and depositing to the organization's account.
6. Preparing a monthly report/document to keep members informed of the organization's financial statements.

#### Clause 4: The Secretary

The Secretary will not be just the note taker but GSCA's Public Relations person. The responsibilities of the Secretary include but are not limited to:

1. Taking minutes at every meeting.
2. Maintaining the organization's history for the academic year.
3. Assisting the President with philanthropy.

4. Maintaining communication between GSCA members (i.e. Facebook, twitter, and emails).

#### Clause 5: GSA Delegate

This member shall regularly attend Graduate Student Association (GSA) meetings as a representative of GSCA. The GSCA Delegate shall be a voting member of the GSA. He/she may appoint a replacement for GSA meetings if he/she is unable to attend. If necessary, this position may be held concurrently by an executive board member.

#### Section 3: Faculty/Staff Advisor

The Faculty/Staff Advisor must be a full-time employee at the College of Charleston. The term of the advisor shall be in accordance with the fiscal year of the organization. The responsibilities and term limits for this position shall be at the discretion of the voting members of the organization.

### ARTICLE IV – Meetings

#### Section 1: Meetings of the Executive Board

- The Executive Board shall meet at least twice monthly, once as an Executive Board and once with the entire organization.

#### Section 2: Meetings of all GSCA members

- The full body of GSCA shall meet at least once monthly.

### ARTICLE V – Elections and Appointments

#### Section 1: Executive Board

- The President, Vice-President, Treasurer, Secretary, and GSA Delegate shall be elected by a simple majority vote of GSCA members in April. This overlap will provide for a period of transition and new officer development, allowing the incoming Board members to determine responsibilities and operations while current officers are available for advice.
- Members interested in running for a position on the Executive Board shall submit an application package to be viewed by the current Board members one month before the scheduled elections. The application packet shall include a background statement of no more than one page along with a statement of goals.
- To run for executive office, a student must have attended four meetings during the academic year.
- Only graduate students can run for executive positions.
- No member of the Executive Board may serve for more than two terms.

- In the event that a candidate should seek a position unopposed, that candidate must participate in the campaigning process and will also be listed on the ballot to be elected by his/her constituents.
- In the case of three or more candidates running for one position on the Executive Board, a run-off between the two candidates receiving the most votes will occur.

## ARTICLE VI – Successions and Impeachments

### Section 1: Successions on the Executive Board

- In the event that a President is unable to fulfill a term in office, the Vice-President shall assume the office of President. A new Vice-President shall be elected at the next meeting of GSCA members following the vacancy of the Vice-President.
- In the event that the Vice-President, Treasurer, Secretary, and GSA delegate is unable to complete a term, the position will be filled at the next meeting of GSCA members following the vacancy of that position.
- Voting for vacancy positions on the Executive Board shall occur by nomination of a GSCA member followed by a second. Each candidate will then be allowed a two minute verbal presentation, when all candidates have spoken voting will occur by secret ballot. The new Executive Board member(s) shall be elected by simple majority vote.
- The term of newly elected Executive Board member(s) filling a vacancy on the Executive Board shall not exceed the original term of the seat that was vacated.
- In the event of a vacancy on the Executive Board at a period during the year when a meeting of GSCA members is not possible, the President shall have the power to appoint the person to fulfill the position until an election can be held. Such interim Executive Board members have to be officially elected to their positions by a simple majority vote by the GSCA members by the next meeting following the vacancy of the position. Other qualified graduate students within the College may run for the same position at the time of this meeting.

### Section 2: Impeachments on the Executive Board

- In the event that a member of the Executive Board fails to faithfully discharge the duties of their office they may be removed from their office in the following manner:
  1. A motion to initiate impeachment proceedings is made at a regular meeting of GSCA. All motions for impeachment shall be recognized by the President. If a simple majority of GSCA does not vote to continue impeachment, the matter is dropped. If a simple majority votes in favor of continuing impeachment proceedings, then an impeachment hearing will be held between one and two weeks from the date of the motion for impeachment.
  2. The impeachment hearing of GSCA will be structured so as to allow charges to be elaborated and a defense to be stated. The report of the impeachment hearing

shall be distributed to all GSCA members prior to the next regular GSCA meeting.

3. A secret ballot vote on impeachment shall be taken at the next regular GSCA meeting. The ballots shall be counted by members of the Executive Board not under impeachment and the Faculty Advisor. A two-thirds majority vote of GSCA members is required for the impeachment.

### Section 3: Bylaws

- GSCA shall adopt the bylaws of the Graduate Student Association of the Graduate School of the University of Charleston, South Carolina.

## ARTICLE VII – Policies

### Section 1: College Policies

- This organization shall abide by all applicable policies contained in the College of Charleston student handbook.

### Section 2: Relationship with other student organizations

- GSCA shall work to co-sponsor programs/events with other student organizations.
- GSCA is not authorized to determine the policies and business of other student organizations.

## ARTICLE VIII – Constitutional Amendments

### Section 2: Procedures

- Additions, amendments, or deletions to the constitution and the bylaws shall be made in the following manner:
  1. A first reading to introduce a proposed change shall be made at a meeting of GSCA after it has been reviewed and suggested by the Vice-President. A nomination and a seconded motion are required for the proposal of any amendment. If the motion is passed by the vote of the majority of members present, the Secretary shall then submit a text of the proposed amendment to all the members prior to the next meeting.
  2. A second reading shall precede the vote on the proposed change at the next regular meeting of GSCA. Changes to the Constitution shall require a two-thirds majority vote of the GSCA members at the regular GSC meeting.

## ARTICLE IX – Adoption

This Constitution shall be effective immediately upon passage.

*Constitution created on April 23, 2015.*