



Constitution of the Graduate Student Organization of Stony Brook University

Article I. Name

The name of the organization shall be the Graduate Student Organization of Stony Brook University, hereinafter referred to as the GSO.

Article II. Purpose

The purpose of the GSO is to identify and protect the rights of graduate students, advance their interests, provide a forum for public debate and promote graduate student participation in University affairs. The GSO is committed to affirmative action/equal employment laws and to prohibiting discrimination on the basis of sex, race, ethnicity, religion, national origin, age, sexual orientation, disability, marital status, veteran status, or citizenship status.

Article III. Membership

Membership in the GSO shall consist of all graduate students who are enrolled at Stony Brook University and paying student activity fees. Any member of the GSO that satisfies the criteria in the GSO Elections Bylaws is eligible to be an officer of the GSO, and may serve on any GSO committee. All members of the GSO are eligible to vote in officer elections, referenda, and other organization-wide ballots. All members of the GSO vote equally.

Article IV. Officers

The offices of the GSO shall be those of the President, Vice President, Secretary, Treasurer, and Speaker of the Senate.

Section IV.01 President

The President shall:

- (a) Act as a spokesperson for the GSO in the presentation of its positions and enunciation of its policies;
- (b) Supervise the execution of Senate-approved legislation;
- (c) Appoint and remove members of all GSO and University committees in accordance with the bylaws of the respective committees;
 - (i) The President must inform the Senate of any new appointments at the next general body meeting
 - (ii) The Senate has the right to object and remove an appointee by majority vote
- (d) Chair meetings of the Executive Council;
- (e) In conjunction with the current Executive Council, conduct an open search and recommend a candidate to the Graduate School for the position of Graduate Student

Advocate to serve in the following academic year;

- (f) Hire and remove the GSO Control & Disbursement (C&D) Agent, subject to a two-thirds vote of the Executive Council;
- (g) Report at each Senate meeting a summary of their activities and such activities of the University Committees that may be of interest to GSO members;
- (h) Has the power to interpret this Constitution. In the President's absence, this power devolves upon the Vice President, Secretary or Treasurer, in that order.

Section IV.02 Vice President

The Vice President shall:

- (a) Assist the President in the execution of their duties;
- (b) Fulfill the responsibilities and duties delegated to her or him by the President;
- (c) In the absence of the President, perform all duties of immediate concern vested in the President;
- (d) Shall organize training of the elected officers after annual GSO Elections;
- (e) Chair the GSO Senate in the absence of the Speaker;
- (f) Chair the Diversity, Equity, and Inclusion Committee;
- (g) Keep the updated list of all GSO committee members and GSO representatives to university committees;
- (h) Report at each Senate meeting a summary of their activities, which may be of interest to GSO members;
- (i) Coordinate with the Secretary to determine committee assignments for Senators in compliance with Section V.04 (j) of this Constitution.

Section IV.03 Secretary

The Secretary shall:

- (a) Record, publish, and report the minutes of Senate and Executive Council meetings;
- (b) Assist the President with the dissemination of GSO related matters to the public;
- (c) Maintain and distribute a membership list of the Senate;
- (d) Chair the Election Committee;
- (e) Report at each Senate meeting a summary of their activities which may be of interest to the GSO members;
- (f) Keep and maintain the GSO inventory as recorded in the executive committee minutes;
- (g) Keep, maintain, and purge the official GSO records in compliance with Article XI herein;
- (h) Record the attendance of senators at each Senate meeting;
- (i) Notify department(s) of loss of active status in compliance with Section V.04 (i) of this Constitution. Notify department(s) of restoration of active status in compliance with Section V.04 (i) of this Constitution;
- (j) Keep and maintain a current listing of active committees and committee assignments;
- (k) Compile a report of the committee assignment reports submitted by Senators prior to each Senate meeting in compliance with Section V.04 (j) of this Constitution;
- (l) Perform other duties as assigned by the President.

Section IV.04 Treasurer

The Treasurer shall:

- (a) Chair the Budget Committee;
- (b) Be responsible for the management of all GSO revenues and expenditures, as detailed in the GSO Internal Control Program;
- (c) Prepare the organization's budget in conjunction with the Budget Committee and the

- Executive Council for the following academic year;
- (d) Maintain a publicly available repository of GSO expenditure recipients, amounts, and sources;
 - (e) Provide an oral and written update on the state of the GSO finances at least once every semester;
 - (f) Report at each Senate meeting with a summary of their activities which may be of interest to the GSO members;
 - (g) Perform other duties as assigned by the President.

Section IV.05 Election, Removal, and Succession of Officers

- (a) Candidates for office must be members of the GSO. The officers of the GSO shall be chosen in a membership-wide election held in the month of April, in accordance with the GSO Elections Bylaws. Candidates are elected by a plurality (the largest number) of all votes cast for the office. Should the membership-wide election result in a tie vote, the Senate shall vote to decide which of the candidates shall become the officer. Newly elected officers shall take office on the day following May commencement of the academic year. No member shall hold more than one office at a time, except in the event that a temporary leave of absence is approved. The offices of the President, Vice President, Secretary, Treasurer, and Speaker shall have two-term limits. No member shall hold an office and be a GSO Senator at the same time. Only individuals who are qualified to serve in the office of President may serve in the office of Vice President.
- (b) An officer of the GSO may be removed from office for misconduct or neglect of duty, violation of the GSO Constitution, or any actions contrary to the integrity of the graduate student community. The Board of Appeals shall function in an advisory capacity to investigate any allegations brought against an officer. The officer in question shall have the right to know the allegations brought against him or her. The Board of Appeals and the officer shall have the right to present their evidence before the Senate for a final decision. The Senate shall have the power to remove the officer by a two-thirds vote. The findings and recommendations of the Board of Appeals must be made in writing and made public at least ten days prior to the Senate vote.
- (c) "Vacancy" is defined as an executive committee seat that is unstaffed, or expected to be unstaffed, for sixty-one calendar days or longer due to long-term inability to perform executive duties. Vacancies are officially declared by: a) removal from office as outlined by Article IV, Section E, Subsection b of the GSO Constitution, b) voluntary resignation of executive duties, c) unreported absence from three consecutive executive committee meetings and a majority vote of no confidence by executive committee members present at the third missed meeting. The removed officer has the right to appeal their dismissal before the GSO Board of Appeals per stipulations outlined in Article IV, Section E, Subsection b.
- (d) "Requests for voluntary resignations," hereby referred to as "resignation letters," for the positions of Secretary, Treasurer, Vice President, and Speaker of the Senate must be made in writing addressed to the President in a formal letter including the first date of official resignation. Resignation requests are accepted or denied at the President's discretion. If a resignation is accepted, the letter must be made public to the senate. Requests for voluntary resignations for the position of President must be made in writing addressed to the senate. Presidential resignations are not subject to any officer's approval. On the date of the resignation outlined in the resignation letter, the officer's seat is immediately considered "vacant."
- (e) "Leave of Absence" is defined as a short-term sabbatical from officer duties due to exigent circumstances including, but not limited to, health concerns, bereavement, immigration procedures, and academic obligations. Leaves of Absences must not exceed sixty calendar days. Officers taking a leave of absence are hereby referred to as "absent"

officers.”

- (f) If a leave of absence exceeds sixty calendar days, the seat will be considered vacant on calendar day sixty-one. If at any point during an officer’s leave of absence, should an absent officer feel that the absence would likely extend beyond sixty days they are expected to resign their post in accordance with Article IV, Section E, Subsection d. If at any point during an officer’s leave of absence should the Executive Committee feel that the absence would likely extend beyond sixty days, they may declare the seat vacant by a majority vote of no confidence. If a seat becomes vacant by either an Executive Committee vote of no confidence, by the absent officer’s voluntary resignation, or by the leave of absence exceeding the sixty day limit, procedure governing vacancies outlined in Article IV, Section E, subsection m take immediate effect.
- (g) Executive committee members may apply for a leave of absence by filing a “leave of absence form” to be signed by the President, Vice President, Secretary, Treasurer, and Speaker of the Senate. In the event that the absent officer is not able to produce a physical leave of absence form, they may grant another member of the executive committee specific power of attorney to file for a leave of absence form on their behalf. Consent to specific power of attorney must be documented by writing or email and filed with the Secretary. In the event that the Secretary is requesting a leave of absence and is unable to produce a physical leave of absence form, the consent to a specific power of attorney must be documented in writing or email and submitted to the President.
- (h) Officers are not required to provide details on the circumstances for their leave of absence request. Leaves of Absence may not be claimed retroactively.
- (i) A Leave of Absence must be requested at least fourteen calendar days before the first date of the absence. Requests submitted less than fourteen calendar days before the first date of the absence.
- (j) If the seat of Vice President, Secretary, Treasurer, or Speaker of the Senate is left temporarily unstaffed due to an accepted leave of absence, the President will appoint an “interim officer” to fulfill the duties of the absent officer. Interim officers must be eligible candidates for full-time office according to Article I, Section A of the GSO Election Bylaws. Interim officers serve at the pleasure of the President and may be dismissed at any time at the President’s discretion. The President may appoint another executive committee officer to serve as an interim officer while simultaneously serving in their elected position. Interim officers may serve for a maximum of sixty calendar days.
- (k) If the President requests a leave of absence, the Vice President shall serve as interim President for a maximum of sixty -calendar days. The Vice President will appoint an interim Vice-President to serve for the duration of their tenure as Interim President. Candidates for the position of Interim Vice-President must be eligible candidates for full-time office according to Article I, Section A of the GSO Election Bylaws. If the offices of President and Vice-President are unstaffed simultaneously due to leaves of absence, the Secretary shall serve as interim president. The secretary will then appoint an interim Vice-President and interim Secretary.
- (l) Remuneration for interim officers is prorated on a daily basis based on the absent officer’s salary divided by 365 calendar days. Remuneration for the interim officers is deducted from the absent officer’s total remuneration for the calendar year.
- (m) If the office of the Vice President, Secretary or Treasurer is vacant, the President shall nominate a candidate for that office. Senators may also nominate a candidate for vacant office following an endorsement of the candidate by seven senators. The nomination, if possible, shall be made known to the senate no less than ten days prior to the next senate meeting. The nominee shall be confirmed by a simple majority vote of the Senate. Should the nominee fail to be confirmed, the President may nominate another candidate. If the office of President is vacant, the Vice President shall assume the office and nominate a new Vice President. Should the offices of President and Vice President be vacant

simultaneously, the Senate shall meet to elect a new President. For such a meeting, a stricter quorum shall apply of 66% of the total number of currently certified GSO Senators, or twenty-four certified Senators, whichever is greater. If necessary, a special Senate meeting can be scheduled with the purpose to elect a new President. Nominations shall be accepted from the floor and are open to any member eligible for the office in question. The candidate receiving a plurality of the votes cast shall be elected and shall assume the office immediately. Remuneration for officers elected to vacant positions is prorated on a daily basis based on the removed officer's salary divided by 365 calendar days. Remuneration for the officers elected to vacant positions is deducted from the removed officer's total remuneration for the calendar year.

- (n) All Executive Council elections shall have a "no confidence" option. If the "no confidence" option receives the plurality of votes, the candidate(s) shall not assume the seat and the seat shall be considered vacant.
- (o) If a primary senator gains an Executive Council seat during an election, the alternate Senator shall assume the position of primary Senator. If no alternate Senator is available, a thirty-day grace period will be granted to the department during which the department is considered active, and a new election for primary Senator must be held;

Article V. Senate

The legislative power of the GSO shall be vested in the Senate.

Section V.01 Duties and Powers of the GSO Senate.

- (a) The Senate shall establish the policies and procedures of the GSO.
- (b) Each Senator shall have the right to vote once on all matters that come before the Senate, except when a conflict of interest exists, or when prohibited by law.
- (c) Senators may not vote by proxy. Alternate Senators may vote in the absence of the Primary Senator(s).
- (d) Unless otherwise specified, every Senate vote refers to the vote of the members present (quorum vote).
- (e) A quorum shall consist of 25% of the total number of currently certified GSO Senators, or eight certified Senators, whichever is greater.
- (f) In compliance with the GSO Internal Control Program and The Chancellor's Guidelines, the passage of any subsequent amendments to the GSO annual budget shall require a majority vote. All budgetary allocations recommended shall require a two-thirds vote.
- (g) Changes in the Internal Control Program take effect immediately following a majority vote of the GSO Senate.
- (h) The Schools of Medicine, Dentistry, and Nursing shall each appoint one representative to serve as a liaison to the GSO Senate. Liaisons from the Schools of Medicine, Dentistry, and Nursing will be non-voting members of the GSO Senate who are eligible to participate in all other matters of the Senate including "closed" sessions. Liaisons are elected to the Senate as outlined in Section V.04 of this Constitution.

Section V.02 Meetings of the GSO Senate

- (a) The Senate shall meet at least once every month, except during intercession periods.
- (b) The Senate meeting cannot take place unless the majority of the Executive Council is present.
- (c) Emergency meetings of the Senate must be convened upon the request to the Speaker of the Senate, or whoever is filing the vacancy of the Speaker at that time, of either two

voting members of the Executive Council or eight Senators. Emergency meeting agenda is set by the members requesting it.

- (d) Senate meetings are open to all GSO members. A specific portion of the senate meeting can be held as a “closed” session (meeting is only open to senators, executives, and individuals approved by a senate majority vote to attend) for reasons as specified in Board of Appeals Bylaws. A “closed” session will be held following a recommendation from the executive board and approval by the senate majority vote. Minutes will not be recorded for the closed session portion of the meeting. Senate meetings are to be publicly announced at least one week in advance. Meeting agenda and the previous month’s meeting minutes need to be publicly announced at least two business days in advance.

Section V.03 Speaker of the Senate

The Speaker of the Senate:

- (a) Shall be chosen from among the Senators at the first Senate meeting of the beginning of each academic year by a majority vote of the Senate; in the event of a vacancy, the Senate shall elect a new Speaker;
- (b) May be removed by two-thirds vote of the Senate;
- (c) Upon election, must relinquish Senatorial status;
- (d) May participate in a consecutive election for Speaker without requiring Senatorial status;
- (e) Shall chair the GSO Senate and have the power to interpret rules of order at Senate meetings;
- (f) Shall be a member of the Executive Council;
- (g) Shall chair the Rules and Constitution Committee;
- (h) Shall perform other duties as assigned by the President;
- (i) Shall serve as representative of all GSO Senators to the Executive Council.

Section V.04 Election, Tenure and Removal of Senators/Liaisons

- (a) Each department or school shall elect its own Senator(s) with the following restriction:
 - (i) The election must reflect the informed consent of the constituency. All departments shall demonstrate informed consent through an organized departmental election. The election must be validated by at least one of the department authorities indicated in the senator’s registration form provided by the GSO. Should an election not take place, all departments shall demonstrate informed consent through the department-wide advertising of the Senate position(s) and the presentation of a petition signed by at least 30% or fifty of the department’s registered graduate students, whichever is less. The departments of Continuing Education (CED) and the School of Professional Development (GSP) Senator(s) shall demonstrate informed consent through the presentation of a petition signed by at least 5% or fifty registered students in the program, whichever is less. In all cases, the petition must include: the form provided by the GSO completed, the number of graduate students in the department, the required number of signatures as described above, acknowledgement that no election was required, and must be validated by at least one of the department authorities as indicated on the form.
 - (ii) All Senators will be required to submit their credentials to the GSO Secretary for certification according to the procedures outlined in the GSO Election Bylaws. Should there exist a question of legitimacy for a Senatorial election, the Executive Council shall refer the disputed election to the Board of Appeals for resolution.
- (b) The Schools of Medicine, Dentistry, and Nursing shall elect their own Liaison with the

following restriction:

- (i) The election must reflect the informed consent of the constituency. All schools shall demonstrate informed consent through an organized election. Should an election not take place, all schools shall demonstrate informed consent through school-wide advertising of the Liaison position and presentation of a petition signed by at least 5% or fifty50 registered students in the program, whichever is less.
- (ii) All Liaisons will be required to submit their credentials to the GSO Secretary for certification according to the procedures outlined in the GSO Election Bylaws.
- (c) A list of eligible departments and schools shall be compiled by the GSO Secretary within one month from the beginning of the fiscal year and shall be approved at the first senate meeting of the fiscal year.
- (d) A department may elect up to three alternate Senators, according to the same guidelines established above, one of whom may fulfill the duties of the Senator(s) when they are unable to attend a GSO Senate meeting, prioritized by the order they are listed upon election.
- (e) Departments or schools belonging to the GSO with less than fifty students shall be allotted one Senator; those having between fifty and two hundred students shall be allotted two Senators; those having greater than two hundred students shall be allotted three Senators.
- (f) The term of a Senator shall be from September 1st to August 31st (of the following year).
- (g) A Senator may be removed from office by means of a petition signed by a majority of the Senate.
- (h) A Senator must inform the GSO Secretary if they will run for reelection before the last day of classes of the spring semester. There will be a general call for nominations made by the GSO Secretary during the first week of classes of the fall semester. The current primary Senator may continue their Senatorial status into the next term without a departmental petition if an additional Senatorial candidate or objection to continuation is not received from the department within two weeks of the end of term.
- (i) If a Senator does not attend two consecutive meetings they are considered inactive. The Secretary is authorized to send a notice to the department in question if it has not had any representation at two consecutive meetings. If a department does not have an active Senator, they may not partake in certain funding lines as specified in the Internal Control Program. A Senator may become active again after attending two consecutive meetings as certified by the Secretary.
- (j) Each Senator is required to serve on at least one committee. Available committee assignments will be presented to each Senator at the beginning of each school year. Senators may choose their committee assignment on a first come, first served basis. If no preference is indicated within two weeks after earning certification as Senator, assignment will be made at the discretion of a consensus within the Executive Council.
 - (i) Senators may share committee responsibilities with other Senators. Up to two senators may split duties for one committee assignment, as permitted by committee rules. Any sharing arrangement must have prior approval of the Executive Council.
 - (ii) At least one report must be submitted from each committee (except for the Board of Appeals) about the previous month's committee activity at least one week prior to the upcoming month's general body meeting. Reports should be submitted to the GSO Secretary.
 - (iii) Reports will be collected by the Secretary and presented to the Executive Council.

Article VI. Executive Council

The Executive Council is composed of the President, Vice President, Secretary, Treasurer and Speaker of the Senate. The C&D Agent shall participate as a nonvoting member.

Section VI.01 The Executive Council shall:

- (a) Have general supervision of the affairs of the GSO between Senate meetings;
- (b) Coordinate the activities of the GSO, its officers, committees and representatives;
- (c) Recommend policies, programs and activities to the Senate, and bring resolutions before the Senate;
- (d) Oversee the operation of the GSO office; carry out the directives of the Senate;
- (e) Have the authority to fill any vacant office listed in Article IV or Article V of this Constitution by majority vote of the Executive Council, in situations where there is good reason to believe that a Senate meeting cannot be convened in time to obtain Senate ratification. The nomination will be made by the President,
- (f) and any current GSO member may serve. Upon confirmation by the Executive Council, this person will serve as the Acting officer. The Acting officer has the authority to discharge all of the duties and responsibilities of the vacant office until the Senate has confirmed a new officer.
- (g) Approve the hiring of GSO administrative personnel and suggest possible removals to the Board of Appeals.

Section VI.02 Advisory Groups

Any voting member of the Executive Council may form an Advisory Group to assist her or him in the administration

of an official duty. An Advisory Group is under the sole authority of the Executive Council member forming it, and may be granted only those powers or responsibilities already possessed by the Executive Council member. The Executive Council shall inform the Senate of the formation of any Advisory Groups. Members of Advisory Groups must be GSO members.

Article VII. Committees

Section VII.01 Membership and Procedures

- (a) Membership of all GSO committees is open to all GSO members. Committee members, except the Board of Appeals, must be nominated by the President, and confirmed by a majority vote of the Senate. Nominations for the Board of Appeals shall follow the Board of Appeals Bylaws.
- (b) Meetings of all GSO committees, except the Board of Appeals, must be open to all GSO members. The times and places of all committee meetings shall be made publicly available through the GSO office.
- (c) Committees shall keep the Executive Council apprised of their activities and deliberations, and shall periodically present reports to the Senate.
- (d) All committee actions and resolutions are subject to review by the Senate.
- (e) Any committee member may be removed upon the recommendation of the President and a two-thirds vote of the Senate.
- (f) Committees with a specified number of voting members may have a total membership beyond this number by way of alternate voting members. Voting members during the meetings of the committee shall be prioritized by senatorial status, then order of signup.

Section VII.02 Standing Committees

All Standing Committees shall have Bylaws, which must be approved by a two-thirds vote of the Senate. At least one member of each Standing Committee must be a GSO Senator. Membership and structural rules are detailed in The GSO Standing Committee Bylaws. The GSO Standing Committees are as follows:

- (a) The Budget Committee shall consist of the Treasurer and five other GSO members. The

Treasurer and C&D Agent shall be non-voting members, with responsibilities as detailed in the Chancellor recommendations to the Senate in accordance with the GSO Internal Control Program.

- (b) The Rules and Constitution Committee shall be chaired by the Speaker of the Senate, and shall include at least three other GSO members. This committee shall review and recommend modifications to the GSO Constitution and to the Rules of Order. Should a President's Constitutional ruling be challenged, the Rules and Constitution Committee shall convene prior to the following Senate meeting and issue the definitive interpretation of the Constitution with regard to the dispute at hand.
- (c) The Board of Appeals shall consist of five GSO members in accordance with the Board of Appeals Bylaws. In addition to regular voting members, the Senate may appoint at most two alternate voting members that satisfy the requirements in accordance with the Board of Appeals Bylaws. For each regular voting member who is absent from a Board of Appeals meeting, one alternate voting member who is present shall gain the right to vote at that meeting. The order in which alternate voting members gain the right to vote at each meeting shall be the order in which the Senate appointed them to the Board of Appeals. The Board of Appeals shall act in an advisory capacity in matters concerning the removal of an officer, and shall adjudicate grievances against the GSO, its officers, Senate, committees or representatives brought by any member of the GSO. Grievance members shall be granted a hearing. The Board of Appeals may convene closed sessions; however, it must inform all concerned parties of the nature and source of the dispute and must provide all interested parties the opportunity to argue their case. Rulings of the Board of Appeals may be overruled by a two-thirds vote of the Senate. The Senate shall be responsible for deciding what actions are to be taken against those individuals found guilty of the charges. Appeals of all Board of Appeals may not hear a grievance more than once unless new evidence has been presented.
- (d) The Elections Committee shall be chaired by the Secretary, and shall include at least three other GSO members. The Elections Committee shall prepare, conduct and report to the Senate all GSO elections in accordance with the Elections Committee Bylaws.
- (e) The Housing Committee shall consist of at least three GSO members including a representative from each of the graduate student residential apartment associations. It shall be responsible for investigating problems with on-campus and off-campus graduate student housing.
- (f) The GSEU Liaison Committee shall have a minimum of three members. It shall be responsible for serving as a communications bridge between the GSEU and the GSO.
- (g) The RA Union Liaison Committee shall have a minimum of three members. It shall be responsible for serving as a communication bridge between the RA Union and the GSO.

Section VII.03 Special Committees

The Senate may form Special Committees as necessary to carry out a specified task. A Special Committee dissolves upon completion of its duties and responsibilities.

Section VII.04 University Committees

- (a) Any GSO member can be appointed by the President, subject to confirmation by a majority vote of the Senate, to represent the GSO on a University Committee over which the GSO holds power of appointment.
- (b) Any GSO member (or members) can be nominated by the President, subject to confirmation by a majority vote of the senate, as a candidate (or candidates) for a University Committee over which the GSO holds no power of appointment.
- (c) GSO representatives shall inform the Executive Council of the proceedings and actions of the University Committees on which they serve.
- (d) Representatives shall be removed upon the recommendation of the President and a

majority vote of the Senate.

Article VIII. Amendments and Referenda

Section VIII.01 Amendments to the GSO Constitution

- (a) Amendments to the GSO Constitution may be proposed by any GSO member. Proposed amendments require approval by at least 75% of the primary Senators in the GSO Senate in order to be approved. Should the Senate fail to approve the proposed amendment, it shall be put to a vote of the membership upon presentation of a petition signed by 200 GSO members.
- (b) A proposed amendment approved by petition shall be put to vote during the membership-wide election for GSO officers, unless the Senate convenes a special membership-wide election. Ratification of a proposed amendment requires a two-thirds vote of the membership.
- (c) An amendment to the GSO Constitution shall not be proposed and voted on at the same Senate meeting unless it is publicly disclosed 72 hours prior to the meeting, to all Senators.
- (d) When an amendment (or amendments) is approved, a copy of the Constitution prior to the addition of the amendment(s) shall be kept on file by the GSO Secretary.

Section VIII.02 Establishment and Amendments to the GSO Bylaws

- (a) The bylaws here within will contain detailed procedures to conduct business of the GSO in an orderly manner
- (b) When a bylaw is in contradiction with the constitution, the constitution shall override the bylaw.
- (c) Specific bylaws may be passed, amended, suspended, or rescinded by a majority vote of the GSO Senate in a meeting of the GSO. Language which will be passed, amended, suspended, or rescinded must be submitted to the Rules and Constitution Committee and the GSO Senate in writing for review at least five calendar days prior to the meeting in which the language will be voted upon.
- (d) If the Rules and Constitution Committee unanimously votes against the language which is proposed to be passed, amended, suspended, or rescinded, a supermajority of 2/3 of the GSO Senate is needed in order to accept the proposed language.
- (e) Should the GSO Senate fail to approve language in order to pass, amend, suspend, or rescind a bylaw, it may be put to a vote of the membership upon presentation of a petition signed by 200 GSO members.
- (f) A proposed bylaw amendment approved by petition shall be put to a vote during the membership- wide election for GSO officers, unless the Senate convenes a special membership-wide election. Ratification of a proposed amendment requires a majority vote of the membership.
- (g) The passage of any change to the bylaws shall be regarded as the ratification of a new set of bylaws composed of the standing bylaws except deletions and new passages as approved. The new bylaws thus created shall bear the date of its latest change in its heading.

Bylaw 1: GSO Employment Summary

All GSO EC members are required to submit one summary for each of the two semesters in his/her term. The first summary should be received before the end of the first semester. The second summary should be received one month before the end of the employment.

All other GSO employees are required to submit one job summary one month before the end of their employment.

All summaries should be written based on the template posted on GSO website. Chair of the policy action committee is responsible for collecting and posting the summaries onto the GSO web portal within one week after the submission deadline.

Section VIII.03 Referenda

- (a) Types of Referenda
 - (i) Amendment Referendum – referendum dealing with amendments to the Constitution. This type of referendum is enumerated and shall be carried out in accordance with in Section 8.01 of this Constitution. Amendment referenda are binding on the Graduate Student Organization.
 - (ii) Mandatory Student Activity Fee Referendum – referendum on whether the Student Activity Fee shall be mandatory or voluntary, in accordance with the SUNY Chancellor’s Guidelines, shall occur every two years. This type of referendum shall pass by a simple majority of votes cast. Mandatory Student Activity Fee Referenda are binding on the Graduate Student Organization.
 - (iii) Student Activity Fee Referendum – referendum approving an increase or decrease in the amount of the Student Activity Fee. It shall pass by a simple majority of votes cast at the ballot in a general election. Student Activity Fee referenda are binding on the Graduate Student Organization.
 - (iv) Advisory Questions – question on the use of the Student Activity Fee, specifically whether a club, organization, service, or event should be budgeted a certain amount of funds. This includes creation, continuation, or increase of funding. Advisory referenda shall be considered one of the factors in determining an organization’s funding or GSO position and are not binding on the Graduate Student Organization, in accordance with the SUNY Chancellor’s Guidelines.
- (b) Procedure
 - (i) Referenda may be proposed by any GSO member. Proposed referenda require a majority vote of the Senate in order to be put to a membership wide vote. Should the Senate fail to approve the proposed referendum, it shall be put to a vote of the membership upon presentation of a petition signed by at least 100 GSO members with no more than 30% of the petitioners from any one department or school.
 - (ii) Should a referendum that is in regards to the same subject or issue be approved by both the Senate and by petition, the following protocol shall apply:
 - 1) *If the referendum was approved first by the Senate and later by petition, the Senate shall vote to determine which referendum shall be presented to the membership. A majority vote is required for the Senate approved option to be presented to the membership in lieu of the petition approved option. Failure of the Senate approved option to receive a majority vote shall result in the presentation of the petition approved option to the membership.*
 - 2) *If the referendum was approved first by petition and subsequently by the Senate, the Senate shall vote to determine which referendum shall be presented to the membership. A three-fourths vote is required for the Senate approved option to be presented to the membership in lieu of the petition approved option. Failure of the Senate approved option to receive a three-fourths vote shall result in the presentation of the petition approved option to the membership.*
 - (iii) Referenda shall be put to a vote during the membership wide election for GSO officers unless the Senate convenes a special election.

Section VIII.04 Special Elections

- (a) The Senate may convene a membership-wide election in order to vote on referenda Bylaw

- and Constitutional amendments at times other than the annual election for GSO officers.
- (b) Special elections may not be convened more than once a semester.

Article IX. Parliamentary Authority

The rules contained in the current edition of Robert's Rule of Order (Newly Revised) shall govern the GSO in all cases to which they are applicable and in which they are not inconsistent with this Constitution or any special rules of order which the GSO may adopt.

Article X. Communication

The GSO will communicate to all senate members through a listserv. Any GSO member who wants to be included in the listserv should send a request to the secretary and they will be included for the duration of the academic year.

Article XI. Paperwork Retention

The GSO will retain a hard copy of all financial documents (including, but not limited to Annual Operating Budgets, Audits, and vouchers), Oaths of Office, and statements of Fiduciary Responsibility for at least seven years. Electronic copies of minutes from the GSO Senate, Executive Committee, and Standing Committees shall be posted on the GSO Website for at least two years and all documents shall be retained on the GSO Office computer for at least seven years.

Last revised and ratified: November 2nd, 2022