

Appendix G:

AAADS Graduate Society Constitution

Preamble

The African American and African Diaspora Studies Graduate Society (AAADSGS) is an organization devoted to the intellectual stewardship of all graduate students in the Department of African American and African Diaspora Studies at Indiana University, Bloomington. Our goals include the following:

- The development of professional skills through networking, conferences, grant writing and the publication of graduate student work
- Outreach activities that are open to the university, the community, and the media
- The cultivation of dialogue to address pertinent and timely issues through forums, panels, and talks
- The creation and maintenance of collegiality among students, both inside and outside of the department, as well as mentorship of newer students in the department
- Hosting the annual Herman C. Hudson Symposium for the purpose of gaining and disseminating knowledge in the discipline, across the University and beyond.

Article I: Membership

- A. All currently enrolled graduate students, including Phd Minors, in the Department of African American and African Diaspora Studies are automatically granted membership in the African American and African Diaspora Graduate Society. The AAADSGS does not limit the number of members, however, all officers of the AAADSGS and a two-thirds majority of the members must be currently enrolled at Indiana University, Bloomington.
- B. There are no differing classes of membership; each member possesses the same rights and privileges as others. One person equals one vote.
- C. Obligated membership in the AAADSGS ends once a member is no longer currently enrolled in the Department of African American and African Diaspora Studies at Indiana University, Bloomington.
 - a. Alumni are welcome to take part in meetings and planning. They are also strongly encouraged to attend AAADSGS events.

Article II: Executive Officers

The AAADGS has seven elected officers: President, Vice President, Secretary, Treasurer, Public Relations Officer, Faculty and Graduates Studies Committee Representative, and Undergraduate Studies Outreach Representative. Each officer is elected for a term of one academic year and serves at the discretion of the AAADSGS until that year is concluded, until the officer is voted out by quorum, or until the officer chooses to resign. Elections are to be held by the third week of April of each academic year. Elected

officers shall take office the week after elections are held. The offices of President, Vice President, Treasurer, and Secretary must be filled during April elections. In the event that the remaining offices are not filled, elections will be held in the fall semester. Elected officers may serve continuous terms as long as current enrollment in the Department of African American and African Diaspora Studies is maintained. In the event of a resignation, any member may step forward to assume the duties of the vacant position and the appointment of such person as an officer shall be confirmed by a vote of the members present at a meeting of the AAADSGS.

a. President

- i. Is expected to attend all AAADSGS meetings. In the event of the President's absence the Vice President will lead meetings and functions.
- ii. Is responsible for calling and presiding over all meetings.
- iii. The President will be the point of contact for committees and members.
- iv. Protect the collective interests and maintain quality of the organization's morale.
- v. The President will serve as the primary liaison who may also appoint other liaisons for event planning and organizing as needed.
- vi. Shall have the power to convene special committees as necessary to carry out AAADSGS functions.
- vii. The President will oversee all committees. For example Executive, Logistics and Programming and others.
- viii. The President will ensure that all tasks are completed according to schedule.
- ix. The President will re-register the organization with Indiana University.

b. Vice President

- i. Is expected to attend all AAADSGS meetings. In the event of the President's absence the Vice President will lead meetings and functions.
- ii. Is expected to perform the duties of the President at all events and functions which the President cannot attend.
- iii. The Vice President will serve as the liaison between the society and outside groups in the absence of the President.
- iv. In the event that the Faculty Graduate Studies Committee Representative role is not able to be filled, the Vice President will perform the duties of that officer.
- v. The Vice President will oversee the Public Relations Officer.
- vi. The Vice President will oversee the elections held in both the Spring and Fall.

c. Secretary

- i. Attends all AAADSGS meetings
- ii. Composes and disseminates minutes at least 48 hours before the next meeting time. This e-mail should also contain the agenda for the next meeting and any GPSO announcements.

- iii. Maintains all AAADSGS records.
- iv. Maintains contact with the GPSO representative and sends out information regarding GPSO events and announcements.
- v. Maintains e-mail list with currently enrolled students.

d. Treasurer

- i. Is expected to attend all AAADSGS meetings. In the event of the President's and Vice President's absence the Treasurer will lead meetings and functions.
- ii. Maintains the AAADSGS Student Organization Account (SOA).
- iii. Is the point of contact with outside vendors that the AAADGS conducts business with.
- iv. Chairs the Fundraising Committee.
- v. Maintains all financial records.
 - 1. Scans all receipts and invoices for AAADSGS events.

e. Public Relations Officer

- i. Will be the Graduate and Professional Student Organization (GPSO) representative.
- ii. Transmits all information pertaining to GPSO events and announcements to the Secretary.
- iii. Acts as the public relations representative.

f. Faculty /Graduate Studies Committee Representative

- i. Serves as the liaison between the AAADSGS and the AAADS faculty.
- ii. Shares graduate student concerns with the Graduate Studies Committee and at faculty meetings.
- iii. Will help coordinate Graduate Student Orientation.
- iv. In the event that the Faculty Graduate Studies Committee Representative role is not able to be filled, the Vice President or Treasurer will perform the duties of that officer.
- v. Maintains contact with the Secretary in relation to Faculty meetings.

G. Undergraduate Studies Outreach Representative

- i. Serve as the liaison between the AAADSGS and the Undergraduate Studies Committee.
- ii. Serve as AAADSGS representative on the Curriculum committee and the Faculty Search committee when necessary.
- iii. Responsible for facilitating an undergraduate outreach event every fall semester.
- iv. Facilitate undergraduate participation in AAADGS events.

Article III: AAADGS Faculty Advisor

The role and duties of the faculty/staff advisor shall include providing counsel to the organization's officers and/or attending graduate society meetings.

Article IV: Meetings

- A. Meetings are to be held on a bi-weekly basis, or at the request of the membership.
- B. The agenda will be developed by the President and emailed to the society prior to meeting.
- C. Special meetings may be called at the request of any officer, and the membership will be notified at least seven days in advance.
- D. No attendance will be taken at the meetings; however, minutes will be generated by the Secretary and will be distributed via email to the membership.
- E. In order to vote on motions within graduate meetings, quorum must be met and must receive the majority vote. Quorum consists of two thirds of the entire graduate body.

Article V: Annual Herman C Hudson Symposium

The *Annual Herman C Hudson Symposium* is held in the spring of each year and functions as an opportunity for graduate students to present their work in a professional environment as well as engage in current debates within the academy. The department launched the first Herman C. Hudson Symposium in 2004. Every year, the AAADS Graduate society invites a scholar in the field to act as a keynote speaker, and organizes a range of panels that address issues pertinent to Black Studies.

At the beginning of the academic year, society members convene to discuss a theme for the symposium and a potential keynote. Committee members are then selected to execute the needs of the symposium.

The Call for Papers should be finalized and sent out no later than October 31st and the Symposium should be held sometime in March or April of the spring semester.

The Symposium committees consist of the following:

- A. Abstract Committee- Is responsible for creating a call for papers, specific to the speaker and symposium theme. Abstract members receive, review, and respond to the submissions of prospective participants, send out letters of acceptance, develop symposium panels and arrange a program schedule.
- B. Fundraising Committee- Is responsible for creating a fundraising plan for both the symposium and the academic year. Fundraising members are also responsible for contacting potential symposium and graduate society sponsors. The AAADGS must project a yearly budget and make amendments to that budget as projects come up.

- C. Logistics Committee- Is responsible for the identification and selection of possible facilities (such as the Neal Marshall Black Culture Center), as well as supplying symposium needs, e.g., audio visual, chairs, tables, and conference rooms. Logistics members need to be responsible for gathering general information for the conference key note, such as lodging/accommodations, transportation, and other miscellaneous needs.
- D. Publicity/Website- Is responsible for advertisement and promotion of the symposium. Advertisement and promotion consists of but is not limited to: flyer distribution, radio announcements, press releases, listservs, and the manufacturing/execution of the symposium program. Members are also responsible for maintaining and updating the AAADS website as it pertains to the Graduate Society.

Article VI: Constitutional Amendments

- A. The membership will vote on any amendments.
- B. Quorum is necessary to vote on amendments to the Constitution. Two-thirds vote of the members present at the meeting during which the amendment is presented will result in the ratification of the amendment.

Article VII: University Compliance

- A. **Statement of University Compliance:** *This organization shall comply with all Indiana University regulations, and local, state and federal laws.*
- B. **Anti-Hazing Policy:** *Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent. §*
- C. **Personal Gain Clause:** *This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation from for-profit companies if acting as a representative of a student organization.*

Article XII: Ratification

The Constitution was adopted and ratified at the April 21st, 2004 meeting of the AAADSGS by the following students: Leila Amine, Danielle Chatman, Jennifer Heusel, Kellie Hogue, and Byron Thomas

The Constitution was overhauled by: Monica Blacks, Samuel Davis, Nzingha Kendall, Malaika Baxa, Wideline Seraphin

The constitution was overhauled by Morgan Whittler, Andrea Sterling, Anne Kneller, Zeba Khan, and Fidelia Igwe 8/5/16

