

**Indiana University Bloomington
Anthropology Graduate Student Association
Constitution**

Preamble

The Indiana University Bloomington (IU Bloomington) Anthropology Graduate Student Association is an academic organization with the mission to enhance networking opportunities, to enrich benefits of the Department of Anthropology graduate program, to enhance communication between Anthropology students and faculty, and to encourage social activity and the association of students for their mutual advancement by research and practice.

ARTICLE I

Name, Purpose, Recognition

Section 1: Name -The official name of this organization shall be the "IU Bloomington Anthropology Graduate Student Association."

Section 2: Variations in Name - No abbreviations of, departures from, or variations in the name of this organization will be accepted with the exception of the following: "AGSA" and "IU Bloomington AGSA."

Section 3: Mission Statement - This organization shall exist to support graduate students within the Department of Anthropology and within the IU community. It strives to aid in the professional development of its constituency, to foster associations between students and faculty members, and to present educational opportunities throughout the year that incorporate the four subfields. It provides a forum within which to discuss matters important to the membership concerning departmental and university procedures as well as regular social activities and events for the membership.

Section 4: Affiliation - The AGSA recognizes the IU Bloomington Department of Anthropology as an advisor to the Association and in doing so will comply with all University policies and procedures, as well as local, state, and federal laws and regulations.

ARTICLE II

Membership

Section 1: Voting Membership - Voting membership is open to all current graduate students of the Department of Anthropology at Indiana University Bloomington, regardless of if they are in residence at Bloomington. Membership shall not be determined based on age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, veteran status or other such arbitrary considerations.

Section 2: Non-Voting Membership - Non-voting membership is open to all alumni of the Department of Anthropology.

ARTICLE III
Executive Board of Directors

Section 1: Executive Board of Directors - The Executive Board of Directors (Officers) shall consist of President, President Elect, Secretary, Treasurer, Vice President of Communication, Vice President of Programming, Community Outreach Coordinator, Webmaster, Graduate Professional Student Organization Representative, Academic Programming Chairs, Undergraduate Affairs Committee Representative, Fundraiser officer. Officers shall be elected by the general membership of AGSA Association by majority vote.

Section 2: Selection of Officers - The selection of Officers shall be as follows:

- A. All active Members of the Association who are students will be eligible to hold an Officer position.
- B. Officer candidates must be nominated by another Member or declare their candidacy in advance of the election. The candidates shall follow the election process that is promulgated by the current Officers. This process shall be communicated via e-mail to the candidates in advance of the election.
- C. In the event that a person is running unopposed in the Spring elections that person will be running against Abstentions. If there are more Abstentions than votes for that person, then the position will remain open until the Fall elections.

Section 3: Terms of Office - Officers shall be selected in April for the following academic year and shall serve for a period of one year coinciding with the academic calendar. Officers can be reelected. Unfilled positions will be filled by additional elections in September.

Section 4: Officers' Duties - Officers shall oversee the administration of the Association, remove members from the Board with due cause by majority vote, and be the final interpreter of all Board policies. The Officers include:

- a. **President** : Acts as a liaison to the Department, requiring meetings with the department chair on a regular basis, coordinating AGSA representation in ad hoc committees, and organizing Fall Skomp forums for returning summer Skomp recipients. The president coordinates with other officers to ensure matters are handled smoothly, runs orientation activities and facilitates the transition of incoming graduate students, including prospective student visits. The president is responsible for organizing fall and spring speaker schedules, organizing Brown Bag lunches, and coordinating AGSA-Undergraduate Affairs Committee activities.
- b. **President Elect**: Acts as president in training as well as assisting the President. The President Elect helps to coordinate prospective student visits, works with the Faculty Communication Committee to plan the speaker schedule, and organizes the orientation for the following fall.
- c. **Treasurer**: Responsible for handling all of the financial obligations of the organization including money management, payment of expenses, and all associated paperwork, such as regular and annual financial reports.
- d. **Fundraiser officer**: The AGSA fundraiser officer will be in charge of coordinating fundraisers (including running and promoting fundraising events, ordering and distributing fundraising items, etc.)

- e. **Secretary/Faculty Meeting Representative:** Acts as the graduate representative at faculty meetings by taking and distributing minutes to AGSA members. The secretary is responsible for taking and distributing notes of AGSA meetings to members.
- f. **Vice President of Communications:** Maintains the Listserv and is responsible for event promotion, flyers, and any promotional material needed by AGSA.
- g. **Vice President of Programming:** Organizes social events that engage members of AGSA through planning and carrying out of intradepartmental, cross-disciplinary socials as well as interdepartmental gatherings when appropriate. VP of Programming is also responsible for informing and reminding members of weekly social events, such as Thursday night darts in an effort to foster communication among members of different levels and sub-fields.
- h. **Community Outreach Coordinator:** Organizes and publicizes community outreach events that establish and maintain a relationship between different communities and anthropology. The COC acts as a liaison to organize outreach with other departments and tries to reach out to local communities and educators in a way that positively engages community members.
- i. **Webmaster:** Maintains AGSA website, making sure to keep it up to date and accurate.
- j. **Graduate Professional Student Organization (GPSO) Representative:** Acts as a liaison to the GPSO, including attendance of meetings and informing members of GPSO activities.
- k. **Academic Programming Chairs:** will be 1) the AGSA symposium chairs, 2) be in charge of planning professional workshops, Q&A information sessions (e.g. Skomp information session, IRB information session, Grant information session, etc.) throughout the academic year. And 3) they will represent the graduate students in the GAC and will be involved in departmental decisions regarding policy; however must not participate in decisions regarding individual graduate students as per university mandate.
- l. **Undergraduate Affairs Committee (UAC) Representative:** Represents the graduate students on the department's Undergraduate Affairs Committee.

Article IV

Impeachment, Resignation, and Vacancies

Section 1: An Officer may be impeached for misconduct (to be defined by the Executive Board (for example - failure to perform duties, attendance, misuse of funds, etc.) The Officer shall be given no less than a seven day notice and an opportunity to defend him/herself at a meeting of the membership. This impeachment vote shall require a 2/3 majority vote of people present combined with any member votes returned via e-mail.

Section 2: An Officer may resign by providing in writing a notification of intent to the President of the Executive Board.

Section 3: Any vacancy resulting from a resignation shall be filled for the remainder of the term by nomination and majority vote of the Executive Board.

ARTICLE V

Meeting

Section 1: General Meeting - A regular meeting shall be held no less than three times during each semester of the academic year from September through May, for a total of no less than six meetings. A special meeting may be called by the Executive Committee or by a petition of ten persons of the membership. The membership will be notified no less than one week in advance of a meeting, indicating date, time, and location.

Section 2: A quorum shall be present in order to conduct official business of the Association. A quorum shall consist of a simple majority of the Executive Board.

Section 3: Decisions of the Association shall be enacted by the seconding of a motion, unless an objection is made by a person of the membership. If an objection is made to a motion that is put forth decision of the motion will be dependent on a majority vote of responding members. If a motion is put forth at a meeting and provisionally approved, the membership must be notified, via e-mail, concerning the decision within one week. Objections to the motion may be submitted to the Executive Board by the membership one week from the date of notification.

ARTICLE VI FINANCIAL MATTERS

Section 1: General Guidelines – All funds collected and expenditures made will be in advancement of the mission statement of the Association as outlined in the Preamble and in ARTICLE I, Section 3. Under IU Bloomington policy, AGSA cannot act as a not-for-profit.

Section 2: Fiscal Year – The fiscal year of the Association is from July 1 until June 30.

Section 3: Preparation of Financial Statements – Financial statements of the AGSA shall be prepared in accordance with fund accounting principles by the outgoing Treasurer of the Executive Board. A copy will be kept on file for the incoming Treasurer.

Section 4: Personal Gain Clause – AGSA will 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 directly from for-profit companies if acting as a representative of a student organization.

ARTICLE VII AMENDMENTS AND DISSOLUTION

Section 1: Amendments and By-Laws – The constitution and subsequent by-laws of the AGSA may be amended by a majority vote of the Executive Board provided that the amendment is proposed one meeting prior to the meeting prior to voting. The membership must be notified via e-mail of the proposed amendment and the date on which voting will take place. This notification must take place no less than two weeks before voting so that the membership may comment on the proposed amendment.

Section 2: Dissolution of the AGSA - At the time of dissolution of the AGSA, residual assets, after payment of all debts and liabilities, shall be distributed to the Department of Anthropology, Indiana University Bloomington or other organization that would qualify as a not-for-profit organization under Section 501 (c) (3) of the Internal Revenue Code and its Regulations as they now exists or may hereafter be amended.

**ARTICLE VIII
MISCELLANEOUS**

Section 1: Regular Review and Approval of this Constitution – This Constitution of the AGSA shall be reviewed and revised, as necessary, by the Executive Board of the Association. It should be approved annually by the outgoing Executive Board after the conclusion of voting for the incoming Executive Board by a simple majority vote of the Officers.

Section 2: Statement of University Compliance - This organization shall comply with all Indiana University regulations, and local, state and federal laws

Section 3: 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.

As an Executive Board Member of the Indiana University Bloomington Anthropology Graduate Student Association, I hereby ratify this Constitution on behalf of the Membership,

Officer _____	Emily Van Alst_____	Date April 15 th , 2019
Officer _____	Molly Mesner_____	Date April 15 th , 2019
Officer _____	Meg Morley_____	Date April 15 th , 2019
Officer _____	Mackenzie Cory_____	Date April 15 th , 2019
Officer _____	MacKenzie DiMarco_____	Date April 15 th , 2019

Constitution ratified: (month, day, year)____April 15th, 2019_____