

## **Constitution:**

### **1-1. Name**

This organization is hereby declared the “Physics Graduate Student Council” and will be referred to as the “PGSC” in following sections.

### **1-2. Purpose**

On behalf of the physics graduate student body and to further enhance the graduate experience, PGSC shall serve a multi-faceted role:

**1-2.1** As a liaison , PGSC will form a conduit through which students may formally petition and otherwise communicate with the faculty.

**1-2.2** PGSC will plan and host both social and academic events to bind the physics graduate student community together, irrespective of year or subfield.

**1-2.3** The goals listed herein are far from exclusive, thus permitting PGSC to act in any way---adhering to this document---in pursuit of all things which allow physics graduate students to thrive during their tenure at IU.

### **1-4. Eligibility**

All physics graduate students enrolled at IUB are eligible members of the PGSC.

### **1-5. Statement of University Compliance**

This organization shall comply with all Indiana University regulations, and local, state, and federal laws.

### **1-6. Non-Discrimination Statement**

No graduate or professional student at IUB shall be denied the benefits of membership in the PGSC on account of race, ethnicity, religion, gender identity, age, disability, marital status, or sexual orientation. The use of gendered pronouns in this document shall not imply that the provision in question does not apply to a member of another gender.

### **1-7. Hazing Prohibition**

PGSC shall comply with the Indiana University - Bloomington 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.

## **1-8. 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.

## **2-1. PGSC Structure:**

PGSC consists of one permanent, executive, decision making body referred to as the 'Executive Council' (hereafter designated EC) and any subcouncils created on an ad-hoc basis.

## **2-2. Executive Council**

**2-2.1** The EC is filled by the following positions: a president, vice-president, secretary, GPSG representative, and all subcouncil chairs. The powers and duties of these positions are defined in section III.

**2-2.2** Empowered to fulfill the purpose of PGSC, the EC may act in any manner that complies with the Constitution. The powers of the EC are thus not strictly limited to those things named in this document.

**2-2.3** Prepares an annual budget for review by the chair of the department

**2-2.4** Quorum is reached by a majority of EC members being present; should quorum not be met, no decisions may be ratified.

**2-2.5** Outside of constitutional changes, all EC decisions shall be considered ratified with a simple majority vote. Constitutional changes require unanimous consent.

**2-2.6 All expenditures greater than 5% of the yearly budget must be approved by a majority of EC members (only if quorum is reached).**

## **2-3 Creation and Removal of Sub (Ad-Hoc) Councils**

Though empowered to fulfill the mission of PGSC, the EC may delegate certain responsibilities to specialized sub-councils. Should the need for such specialized sub-councils arise, the EC may will them into creation as follows:

**2-3.1** At least two weeks prior to an EC vote on the creation of a subcouncil, every member must receive documentation stating a clear and direct purpose of the proposed subcouncil.

**2-3.2** The subcouncil exists immediately following a simple majority vote of the EC.

**2-3.3** A chair of the subcouncil must be selected before it is permitted to meet or act in any way.

**2-3.4** Any subcouncil may also be removed by simple majority vote of the EC. When this occurs, the Secretary shall store the documents of creation for that subcouncil for future reference and all positions within the subcouncil shall thereafter be void.

## **2-4. Perpetuation of Sub Councils**

To remain in existence, all subcouncils must be re-approved by each new EC. Thus, a subcouncil may have at maximum a yearly term until a new EC votes to sustain its existence for another.

## **2-5. Peer mentoring council**

To better acclimate new graduate students and ensure a retention of knowledge on how to succeed as a physics graduate student, a special subcouncil is perpetual within the structure of PGSC. This subcouncil is to be designated the “Peer mentoring” council.

**2-5.1.** The peer mentoring council is made up of a chair and no fewer than two mentors (the chair may be one of them). Additional members may be added at the discretion of the EC (via majority vote of those present).

**2-5.2.** Peer mentors can be members of the executive committee and may function with full autonomy for any purposes not related to PGSC finances.

**2-5.3.** All peer mentors are to be selected by majority vote of the EC.

## **3-1. Offices within PGSC**

The PGSC will consist of five elected positions.

### **3-2. President**

**3-2.1** The President of PGSC is vested with the authority to oversee the functioning of---and be the representative for---the organization. The responsibilities of the President are not strictly limited to those things contained in this subsection, and indeed a more exhaustive list may become necessary for the functioning of PGSC. Those powers and duties specifically mentioned within this subsection, however, are solely vested in the President or a delegate on behalf of the President.

**3-2.2** The President convenes and maintains EC meetings and interacts with the physics faculty--as the official arm of PGSC---in whatever capacity necessary. The President is granted the right to sit on all permitted faculty committees, however he or she may select a proxy if the Vice-President is unwilling or unable to attend.

**3-2.3** The President is a voting member of the EC and elected by majority (or plurality if more than 2 candidates) vote of the physics graduate student body.

### **3-3. Vice-President**

**3-3.1** The Vice-President (hereafter denoted VP) shall have the requirement of fulfilling all Presidential duties whenever the President is incapable or unwilling. While the President is executing his or her duties, the VP shall be responsible for facilitating yearly elections (both PGSC and GPSG), promoting events, and overseeing all PGSC funds.

**3-3.2** Oversight of PGSC funds, although by default the role of the VP, may be desired by the President. If this is the case then the President shall retain that duty until the following election.

**3-3.3** The VP is a voting member of the EC and elected by majority (or plurality if more than 2 candidates) vote of the physics graduate student body.

### **3-4. Communications Director**

**3-4.1** The communications director is tasked with taking minutes at all EC meetings, holding all PGSC documents (or storing them), and handling all PGSC correspondence (via email, social media, etc.)

**3-4.2** The communications director is a voting member of the EC and elected by majority (or plurality if more than 2 candidates) vote of the physics graduate student body.

### **3-5. GPSG Representative**

**3-5.1** The Physics GPSG Representative(s) are voting members of the EC but have no formal PGSC duties outside of regular attendance by default. GPSG representatives may be expected---at the request of the PGSC President---to act as a liaison to external departments.

**3-5.2** GPSG Representative(s) may hold any other position within the PGSC. They may never, however, account for more than one vote in all EC matters.

### **3-6. Subcouncil chairs**

**3-6.1** At the creation of PGSC, there are no subcouncils and thus, no subcouncil chairs. Referring to Section II: a subcouncil is created upon majority vote of the EC, and so a subcouncil chair is required. Subcouncil chairs are responsible for ensuring that their respective subcouncils are moving in a direction that furthers the mission as defined in the creation documents.

**3-6.2** All chairs are considered voting members of the EC while their subcouncil remains in existence and may assist in PGSC duties as deemed necessary by the President.

**3-6.3** Unlike other members of the EC, subcouncil chairs are selected by majority vote of the EC. Upon creation of a subcouncil, the EC may select a chair whose term is defined in section IV. In successive years, however, selection of a subcouncil chair will be performed by the incoming EC.

**3-6.4** With respect to each subcouncil, the chair may add members as needed, however he or she may not remove members without the consent of the EC.

### **3-7. First-year advocate**

**3-7.1** The first year of graduate school provides a host of circumstances that are unique within the graduate student years. As such, it is essential that PGSC maintain two-way correspondence with new physics graduate students. The first-year advocate (hereafter FYA) is tasked with ensuring that the needs and wants of the first-years are communicated effectively to PGSC---and thus, to the faculty.

**3-7.2** The FYA has no official PGSC powers except for the ability to attend EC meetings---he or she is not, however, considered a voting member. The FYA is elected by a majority (or plurality if more than 2 candidates) vote of the first-year physics graduate students.

### **3-8. Peer mentors**

**3-8.1.** Peer mentors are tasked with helping to acclimate new graduate students and ensuring that useful advice, knowledge, and experience is transmitted to new students. Mentors' official duties are simply to be on-call (via email and/or in-person meetings upon request) for any questions from first year students. They may go beyond this responsibility as they see fit.

**3-8.2.** Peer mentors are entitled to request funds from the EC to host first-year-only events. These requests may be granted at the discretion of the EC.

**3-8.3.** Peer mentors are not voting members of the EC unless .

### **4-1 Elections & Terms of Office**

**4-2.1 Scheduled elections** Elections for President, VP, and Secretary will take place annually between February 15 and March 31. The sitting VP, as part of his or her duties to facilitate elections, may propose a specific day and time which must then be approved by the EC. Elections for the above three positions must be held by the end of the fourth week of spring semester.

**4-2.2** Elections for the FYA will occur by the first town hall, however the specifics are left to the up to the acting EC to decide.

**4-2.3** Scheduled elections may be held in-person or done through an online survey. If voting is done online, each vote must be submitted with the unique IU email address of a current physics graduate student. In the event that no one runs for a position, that position will be offered to the previous officeholder.

**4-2.4.** Newly elected officers take office on the first day of summer semester.

### **4-3 Special elections**

When it becomes necessary, special elections may be held at the nearest convenience of the sitting President. He or she is empowered to schedule and facilitate special elections via in-

person or online voting if absolutely necessary. All online votes must be received by the official PGSC email account and made available to all members of the EC. If these circumstances are not met, the votes are to be considered null.

**4-4.1 Terms of Office** Following each election, there shall be a two month training period, during which time current office holders will train the elects. Terms for elected officials begin at midnight two months from the day of the election and last until the next such event takes place approximately one year later.

**4-4.2** If elected during a special election, the position will begin immediately and proceed as if elected during regularly scheduled elections.

**4-4.3** Subcouncil chairs---ordinarily selected by the incoming EC (this may be done during the two month period prior to officially taking office)---serve the same term as other members of the EC. If, however, a chair is chosen at any other time, his or her term will last only until the start of the following year's EC.

**4-4.4** The FYA will serve approximately a year term; his or her term will expire upon election of a new FYA.

## **5-1 Removal from Office**

Should any member of the executive council be unable to fulfill their duties, or simply not completing them in good faith, they may be removed by unanimous consent of all other members of the executive council. All removal proceedings must be performed as follows:

**5-1.1** Official charges must be drawn up to be presented to the member in question (at a meeting of the executive council where quorum is reached). This effect is reached even if the member is not present at the meeting.

**5-1.2** These charges must formally state that the accusing member of the executive council has questions pertaining to accused's fitness for office.

**5-1.3** The accused shall be granted until the following meeting of the executive council to mount a defense, after which a vote will take place.

**5-1.4** The secretary shall file all proceedings for future reference.

## **5-2 Permanent removal**

Should removal of office be conducted due to abuse of powers (which must specifically be mentioned in the charges of removal), that member may never serve again as a part of PGSC.

### **5-3 Filling removed position**

Any vacant position, except for the President, shall be filled via special election; the Presidency is assumed by the VP.