

History & Philosophy of Science Graduate Student Association Constitution

Preamble:

The History & Philosophy of Science Graduate Student Association (hereafter, the HPSGSA) is an organization that aims to foster community, plan events, and provide advocacy for graduate students in the Department of History and Philosophy of Science and Medicine (HPS) at Indiana University. We organize events that allow interaction among the graduate students and between the faculty and the graduate students. We undertake to represent the interests of graduate students entering the professions of history, philosophy, and HPS. Above all, we hope to support the community of graduate students so that they can accomplish their studies in the best possible environment.

Article I: Membership

The members of the HPSGSA are HPS graduate students. HPSGSA allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status. Current enrollment in the graduate HPS program is necessary for membership. No general membership dues will be collected from members, although members may be expected to pay nominal fees for specific events.

To become a member, graduate students must opt-in by sending an email requesting membership at the beginning of the school year, though later requests will also be accepted. Membership will be granted to the student without deliberation given that s/he is currently enrolled in the HPS department.

Removal of membership is reserved for grave offenses, where judgment is left to the officers. To remove a student of membership, the committee must decide unanimously that the student's membership in the HPSGSA is a threat to the well-being and integrity of the group.

Article II: Election Eligibility and Procedure

Only HPSGSA members may hold elected or appointed positions; no individual may hold more than one elected position. All elections, with the exception of the creation or dissolution of committees, will be conducted by email and will be decided by a majority vote of members. Officers is responsible for conducting all officer elections. The call for nominations will be made through the HPSGSA listserv and will last one week. They will confirm the willingness of nominees to serve, then will post a ballot to the listserv for one

week. HPSGSA members may nominate themselves for positions. Officers may be reelected to the same position. If a member is nominated and elected to more than one position, he or she may choose which position to accept. The member with the next highest number of votes will serve in the open position. If a particular position remains vacant, the incoming officers will be responsible for appointing officers and finding volunteers to take care of other necessary events and functions. In some cases, members may hold more than one position. Following elections, an updated list of officers should be sent to the Director of Graduate Studies and the Department Secretary.

Article III: Governance

The association is led by a chair and a vice chair. Elections for these two posts will follow the April General Meeting; their terms shall run for one year, from May to May. The chair will be responsible for coordinating the activities of the group, running and planning meetings, and attending faculty meetings with the student representative to the faculty. The vice chair will be responsible for finances and communication. With the other officers, the chair and co-chair oversee meetings, set organization goals (short and long term), and develop & maintain the organization's budget. Any complaints or issues that arise within the graduate community that do not fall within the purview of the DGS can be referred to the chair or the vice chair.

Article IV: Finances

The vice chair will serve as treasurer. S/he will be responsible for collecting money at HPSGSA functions or appointing an agent to do the same. Her/his responsibilities will include record keeping and maintaining the funds belonging to the HPSGSA. The vice chair will apply to university organizations for funds when appropriate and disburse funds to HPSGSA members with the approval of a member of the Coordinating Committee and, where appropriate, the presentation of a receipt.

Upon request, the HPSGSA is to be primarily funded by the HPS department and by the IU Student Association's Funding Board. The vice chair (or the relevant ad hoc committee) is to submit requests for funds based on a budget determined each year.

Article V: Liaison Positions

All other HPSGSA officers will be elected following the April meeting and will serve a one year term, from May to May. They include:

- One representative to the faculty council. The representative should attend all faculty meetings as allowed by the faculty. Before the meeting, the representative should elicit comments from graduate students, and if possible discuss them at a HPSGSA meeting. Any comments deemed relevant should be communicated to the faculty council, and their response relayed to the graduate students in the form of an email after the meeting. In addition, the email should contain information which the faculty wish to communicate to students.
- One representative to the Graduate & Professional Student Organization (GPSO) will be elected at the same time. The number of GPSO Representatives is determined by the GPSO. The representative is responsible for attending GPSO meetings.

- One (or more) HPSGSA members (or committees) will serve as social coordinator. These individuals could, for instance, coordinate enjoyable events at nearby restaurants throughout the semester and organize outreach activities.
- Other liaisons may be needed and may be added at the discretion of the officers with a unanimous vote.

All representatives are expected to attend meetings of the associations to which they are liaisons and report back to the HPSGSA membership via reports at general meetings and reports in the HPSGSA newsletter on any events which may be of interest to the HPSGSA membership. When appropriate, one HPSGSA member will serve on each faculty hiring committee. The student representative will report committee progress at each HPSGSA meeting and will facilitate opportunities for graduate students to meet with faculty candidates during on-site interviews.

Article VI: Replacing Officers

In the case that a member serving in an elected position chooses to resign from that position during their term, an election shall be held by email following all the guidelines and stipulations for a regular election. The newly elected officer will finish off the current term. Removal of an officer who chooses to resign requires on the approval of the coordinating committee, determined by a majority vote. To remove an officer from an elected position without her/his consent, there must be a 2/3 vote from the group via email. Re-election will proceed according to the same procedure as election (see Article II).

Article VII: Standing Committees

The formation of standing committees must be approved by a majority of HPSGSA members present at a general meeting, including the officers. Each standing committee shall be responsible for appointing its own internal structure, which must include a contact person for communication between committee members, the HPSGSA officers and the general HPSGSA membership. HPSGSA members interested in organizing a group to handle a function or issue under the purview of a standing committee shall work through that committee. Standing committees may be formed without constitutional amendment. Regular committees include:

- *The conference committee*: responsible for planning and implementing the annual spring HPSGSA graduate student conference. This committee will include a chairperson and additional members to facilitate publicity, programming, fundraising, reviewing, speakers, facilities, and technology. Committee members will be appointed following the April meeting. The chairperson is responsible for compiling documents and communications integral to conference planning and should pass necessary information to future committees.

Article VIII: General Meetings

There will be general meetings at least every two months during the spring and fall semesters, preferably in September, November, February, and April. These general meetings serve as opportunities for setting goals and planning the budget as well as electing members of the coordinating committee. All officers are expected to attend. Non-officer members are welcome to come. Additional meetings may be added if the officers decide. Standing committees are expected to hold their own meetings as needed and to have their chairperson report to general meetings.

Article IX: Communications

All committees and officers shall alert the chair as to business that should be addressed at a general meeting. The vice chair shall post an account of the meeting to the HPSGSA listserv following each meeting. Information should be posted through the HPSGSA listserv, website and, when possible, the HPSGSA newsletter. In accordance with the governing e-mail protocol, the HPSGSA e-mail listserv is reserved for announcements. Infractions for inappropriate posts will result in a warning for the first two offenses and then a notification of removal for the third. Infractions will be counted over one semester. HPSGSA members should send personal comments off-list and refrain from using profane, harassing, and/or discriminatory language in e-mail communications.

Article X: Constitutional Interpretation and Amendments

This constitution shall be ratified when the following conditions have been met: following the meeting at which the constitution is presented, changes will be made and the constitution posted on the HPSGSA listserv. Students will vote by email through communication with the officers. At the time of the general meeting, this constitution will be ratified if the majority of all the votes cast are in favor of ratification. Upon ratification, this constitution will be implemented immediately. Amendments should be proposed at the general meeting and voted on at the following general meeting. Amendments will be ratified and implemented only by a 2/3 majority vote of those present at the general meeting.

Article XI: Disclosures and Obligations

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

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.

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.

Programs Involving Children: This organization, when working with children, will be aware of and abide by the University's Programs Involving Children (PIC) Policy.

Statement of Non-Discrimination: This organization allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.