

**ANTHROPOLOGY GRADUATE STUDENT ASSOCIATION (AGSA)
CONSTITUTION
[adopted April 7, 2017]**

ARTICLE I: NAME

- 1.1 The name of the club/organization shall be Anthropology Graduate Student Association (AGSA).

ARTICLE II: PURPOSE

- 2.1 To address present and future issues concerning the graduate program in the Department of Anthropology at the University of Kentucky.
- 2.2 To address concerns of graduate Teaching and Research Assistants employed by the Department of Anthropology.
- 2.3 To facilitate communication between the graduate student body and faculty.
- 2.4 To help students interested in a career in anthropology gain access to relevant information pertaining to financial support, academic meetings, job positions, and other related topics by providing a professional network of students within the department and organizing professional development opportunities.
- 2.5 To manage funds generated by the association.
- 2.6 To unify students in the anthropology graduate program.

ARTICLE III: MEMBERSHIP AND VOTING

- 3.1 AGSA shall consist of the general membership, the Executive Board, and all committees and commissions of the organization.
- 3.2 Eligibility and Withdrawal
 - 3.21 AGSA shall consist of any and all members of the University of Kentucky who are currently enrolled in the Department of Anthropology's graduate program.
 - 3.22 Membership is terminated when a student withdraws from the Department of Anthropology for any reason including but not limited to: 1) finishing the degree program, 2) transferring to another department, or 3) notifying the department of his/her intent to no longer continue in the program.
 - 3.23 Any member may voluntarily end their membership in the organization by submitting a letter of intent to withdraw to the President of the organization. Voting and other membership rights will cease upon receipt of the letter of intent by the President.
- 3.3 Voting Rights and Procedures
 - 3.31 Voting shall be open to all current members of AGSA.
 - 3.32 Voting shall be conducted online through a secure platform.
 - 3.33 Decisions requiring a vote shall belong to one of two categories: General and Quorum.
 - 3.33.1 General votes are all votes not included under Quorum votes.
 - 3.33.2 Quorum votes are votes regarding extraordinary changes in officerships, changes to the Constitution, and votes of no confidence.
 - 3.34 General votes will be decided based on the majority of votes cast. Quorum votes will require participation of at least 35% of the membership. Quorum votes must remain open for at least 2 weeks.
 - 3.35 In the instance that a member of AGSA does not have the ability to access the online voting platform, their vote(s) may be registered through an e-mail to the President.
 - 3.36 All decisions to spend AGSA funds greater than \$50, or more than 15% of the slush fund account total, must be voted on by the membership

through a general vote. The executive board retains the ability to approve expenditures of \$50 or less, as long as it remains less than 15% of the entire slush fund account total.

ARTICLE IV: MEETINGS

- 4.1 Meetings shall be held when deemed necessary by the Executive Board or by members under extraordinary circumstances.
- 4.11 At least one meeting of the general membership must be held each semester.
- 4.12 Meetings shall be announced to the membership within a timely manner.
- 4.13 Meeting minutes will be disseminated to membership within a timely manner.

ARTICLE V: EXECUTIVE BOARD (OFFICERS)

- 5.1 Membership
 - 5.11 The Executive Board shall consist of a President, Vice President, Secretary, Treasurer, Distinguished Lecture Series (DLS) Chair, and Graduate Student Congress (GSC) Representative.
- 5.2 Eligibility and Elections
 - 5.21 Members of the Executive Board must be members of AGSA.
 - 5.22 Members must be nominated for election to the Executive Board by another member or by self-nomination.
 - 5.23 All Executive Board positions are one year terms, beginning at the end of the Spring semester in which they were elected.
 - 5.24 All votes pertaining to the election of the Executive Board must remain open to members for at least a 2 week period.
- 5.3 Termination of Responsibilities
 - 5.31 The duties of the members of the Executive Board are terminated upon the end of the Spring semester in which new Executive Board members are elected.
 - 5.32 Outgoing members of the Executive Board are required to orient newly elected officers in their duties before the end of the Spring semester
- 5.4 Duties and Responsibilities
 - 5.41 President—The President acts as the organization’s university liaison. Duties of the President include but are not limited to: 1) announcing and moderating general meetings, 2) compiling meeting agendas, 3) fulfilling requirements of the university to maintain the organization’s status as a student organization, 4) participating in organization functions, 5) holding Executive Board meetings in order to conduct the business of the organization, and 6) assembling any committees or commissions of the organization.
 - 5.42 Vice-President—The Vice-President acts as the organization’s faculty liaison. Duties of the Vice-President include but are not limited to: 1) attending or ensuring graduate attendance at faculty meetings, 2) reporting the business of the faculty meeting to the general membership, 3) fulfilling the capacities of the office of President should the active President be unable to do so for any reason, and 4) participating in organization functions.
 - 5.43 Secretary—Duties of the Secretary include but are not limited to: 1) attending and taking notes at all meetings, 2) distributing meeting notes to the general membership, and 3) maintaining responsibility for DEADANT and other online platforms.
 - 5.44 Treasurer—Duties of the Treasurer include but are not limited to: 1) conducting all financial business of the organization, 2) providing a treasurer’s report at every general meeting of the organization, 3)

- fundraising, and 4) presenting a yearly budget.
- 5.45 Distinguished Lecture Series (DLS) Chair---Duties of the DLS Chair include but are not limited to: 1) organizing an active search for a Distinguished Lecturer for the following academic year, 2) acting as a liaison between the organization, the faculty, and the Distinguished Lecturer, 3) organizing the logistical details of the DLS event, 4) reporting the details of the DLS to the general membership, and 5) holding regular meetings of the DLS committee.
- 5.46 Graduate Student Congress (GSC) Representative---Duties of the GSC Representative include but are not limited to: 1) representing the Department of Anthropology at GSC meetings as a voting member, 2) reporting university wide news to graduate students from the GSC, and 3) fulfilling the requirements placed by the GSC to be a voting representative.

ARTICLE VI:

COMMITTEES AND COMMISSIONS

- 6.1 Participation
- 6.11 Participation on committees and commissions is open to all members of the organization on a voluntary basis.
- 6.2 Standing Committees
- 6.21 Standing committees are those that exist on a permanent or annual basis and include the Distinguished Lecture Series committee, the New Graduate Student committee, and the Fall Picnic committee.
- 6.22 Chairs of standing committees are elected members of the Executive Board. Executive officers may choose to delegate responsibilities of the chair position to interested non-elected committee members but retain the responsibilities of the position should the voluntary chair prove unable to fulfill the duties of the position.
- 6.23 The Distinguished Lecture Series committee is concerned with organizing, advertising, and conducting all business related to the annual AGSA Distinguished Lecture Series.
- 6.24 The New Graduate Student committee is concerned with orienting incoming graduate students to the Department of Anthropology. Duties of the New Graduate Student committee include but are not limited to: 1) updating and distributing the graduate student handbook to incoming students the summer prior to their first academic year, and 2) organizing the AGSA new student orientation at the beginning of each academic year.
- 6.25 The Fall Picnic committee is concerned with organizing the annual Fall Picnic. Duties of the Fall Picnic committee include but are not limited to: 1) negotiating a date for the picnic with the faculty, 2) reserving or renting the picnic venue, 3) announcing and advertising the picnic to the faculty and graduate student body, and 4) organizing volunteers to provide and prepare food and other materials for the event.
- 6.3 Temporary Committees
- 6.31 Temporary committees are those that exist on a short-term basis in order to conduct special business of the organization as deemed necessary by the general membership or the Executive Board.
- 6.32 Temporary committee chairs will be appointed by the Executive Board, who will also solicit volunteers to sit on these committees.
- 6.33 Temporary committees will disband upon completion of their special task or upon request of the Executive Board.

ARTICLE VII:

BYLAWS

- 7.1 The bylaws included in this document are to be considered binding to members of the Anthropology Graduate Student Association.

- 7.2 Potential bylaws changes can be put forward by any member.
- 7.3 Bylaw changes will be presented at meetings and voted on following quorum voting rules, as defined in 3.3.