

**Adult Education and Training & Development Graduate Student
Association
North Carolina State University**

CONSTITUTION

(Accepted on 9/19/04)

Article I. Name and Purpose

Section 1. This organization shall be known as the Adult Education and Training & Development Graduate Student Association; hereafter referred to as AETDGSA.

Section 2. The purpose of this Association shall be:

- A. To promote the academic development, professional interest, and fellowship of graduate students in AETDGSA, and
- B. To represent the Adult Education and Training & Development graduate student bodies within the Department of Adult and Community College Education to the University Graduate Student Organization (UGSA).

Article II. Membership

Section 1. Membership shall be concurrent with enrollment of all Adult Education and Training & Development graduate students at North Carolina State University.

Article III. Officers

Section 1. The elected offices shall be:

- A. President,
- B. Vice-President,
- C. Treasurer,
- D. University Graduate Student Association Representative.

Section 2. Election of officers

- A. Regular elections shall be held in April of each year at a regular meeting, with exception for the founding year in which elections shall be held in October.
- B. Such elections shall be announced and nominations opened by the presiding officer at the previous regular meeting.
- C. Officers shall be elected by secret ballot by the members of the organization to serve a one year term.
- D. Election shall be determined by the plurality of votes cast.
- E. Any currently enrolled student in the Adult Education and Training & Development programs within the Department of Adult and Community College Education is eligible to run for office.
- F. Provision of additional permanent offices shall be allowed by constitutional amendment (refer to Section VI of this document).

Section 3. Duties of officers

- A. The President shall:
 - 1. Call and preside over AETDGSA meetings,
 - 2. Call AETDGSA elections and special elections whenever necessary,
 - 3. Appoint AETDGSA committees and their chairpersons unless otherwise specified herein, and
 - 4. Perform those duties imposed on this office by the AETDGSA constitution.
- B. The Vice-President shall:
 - 1. Preside over AETDGSA meetings at the request of or in the absence of the President,
 - 2. Act as proxy at the President's request,
 - 3. Record and maintain minutes of the AETDGSA and circulate copies of the minutes to the membership,
 - 4. Maintain a roll of council members and call the roll whenever a roll call vote is taken,
 - 5. Prepare and carry out AETDGSA correspondence, and
 - 6. Perform those duties imposed on this office by the AETDGSA constitution.
- C. The Treasurer shall:
 - 1. Keep the financial records of the AETDGSA,
 - 2. Maintain the AETDGSA Website, and
 - 3. Perform those duties imposed on this office by the AETDGSA constitution.
- D. The UGSA Representative shall:
 - 1. Serve as the AETDGSA Representative to the UGSA Council,
 - 2. Fulfill duties as outlined in the UGSA Constitution,
 - 3. Submit regular reports to the AETDGSA, and
 - 4. Perform those duties imposed on this office by the AETDGSA constitution.

Section 4. Resignation/Removal of officers

- A. An officer may resign by submitting a written notification to the Executive Board at the regular meeting prior to the effective date of resignation.
- B. An officer may be removed from office by a two-thirds majority of the votes present at the next meeting after the one at which the motion for removal is introduced.

Section 5. Replacement of officers

- A. Temporary officers are appointed in instances of removal or resignation of an officer or in instances of special need. Temporary officers are appointed by the President and may be created for a specified term and to perform specified duties. In the event the President's position becomes vacant, the Vice-President assumes the President temporarily and will then appoint a temporary Vice-President. The term specified for such temporary offices shall not extend past the next regular election.
- B. Special elections shall be held whenever one of the permanent offices becomes vacant and/or whenever a motion is made to make a temporary office permanent. All vacancies shall be announced by the presiding officer at the first possible meeting. The election shall be at the next regular meeting.

Article V. Dues

Section 1. Payment of dues, while not required for membership in the AETDGSA, shall be required before a member may receive funding from the AETDGSA. Collection of dues will be the responsibility of the Treasurer.

Section 2. The amount of dues assessed will be determined by two thirds majority vote of those members in attendance and voting at a regular meeting of the AETDGSA. The meeting at which dues are determined shall be advertised in advance as such.

Article VI. Amending the Constitution and By-laws

Section 1. Amendments to the constitution or by-laws shall be presented by members of the AETDGSA in writing and read at a regular meeting but shall not be voted upon until the next regular meeting, and then only after informing each member of the proposed amendments. A majority of two thirds of the members present and voting shall be required.

Section 2. All amendments to this constitution or by-laws shall be subject to the approval of the University Graduate Student Association.

Section 3. Any article of this constitution or part thereof that is in direct violation of the University Graduate Student Association constitution or by-laws shall be null and void and declared unconstitutional by the President of the University Graduate Student Association. Any differences of opinion between the AETDGSA and the President of University Graduate Student Association shall be brought before the Legislature, whose decision shall be final.

Article VII. Meetings

Section 1. The AETDGSA shall meet monthly. Other meetings may be called under special circumstances.

ARTICLE VIII. Committees

Section 1. The AETDGSA shall make provision for any standing or special committees as needs arise.