

CROP SCIENCE GRADUATE STUDENT ASSOCIATION

Constitution

Article I. Name

The name of this organization shall be the Crop Science Graduate Student Association. It shall be hereinafter referred to as the CSGSA.

Article II. Membership

All graduate students of North Carolina State University seeking a degree in the Crop Science Department shall be members of CSGSA.

Article III. Amendments

Amendments to this constitution shall be passed by a simple majority of the votes present at the second meeting, if a quorum is present, after the initial proposal of the amendment is made.

Article IV. By-Laws

- Section 1 -- **Election of Officers**
 - A. The permanent offices shall be those of President, Vice-President, Secretary, and Treasurer.
 - B. Regular nominations shall be opened in April and elections held in April of each year, at a regular meeting. Nominations and elections shall be announced by the presiding officer at the previous regular meeting.
 - C. Newly-elected officers shall assume office at the meeting following the election.
 - D. Special elections shall be held whenever one of the permanent offices becomes vacant or whenever a temporary office is created. All vacancies shall be announced by the presiding officer at the first possible meeting. The elections shall be at the next regular meeting.
 - E. Nominations of candidates shall come from the floor. Nomination of those individuals not present results in the nomination pending approval of the nominee.
 - F. Elections of officers shall be by a simple majority of the votes cast. Voting will be by secret ballot. If a quorum is present at the meeting, the ballots will be collected at the meeting. If a quorum is not present, ballots will be dispersed and collected by mail or email. If no person receives a majority vote, the two candidates receiving the most votes for an office shall have an immediate runoff.

- **Section 2 – Removal of officers**

- A. An officer may resign by submitting a written notification to the Secretary 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 of a quorum at the next regular meeting, after the one at which the motion for removal is introduced.

- **Section 3 – Duties of the Officers**

- A. The President shall: (1) call and preside over CSGSA general meetings; (2) appoint CSGSA committees and their chairs unless otherwise specified herein; (3) call CSGSA elections whenever necessary; (4) represent the CSGSA at University and Student Government functions; (5) serve as or appoint the CSGSA representative and alternate representative to the UGSA, (6) review the CSGSA constitution at the first officer's meeting after officer elections and uphold its parameters, and (7) perform those duties imposed on this office by the Student Body Constitution.
- B. The Vice-President shall: (1) preside over CSGSA Council meetings at the request of or in the absence of the President; (2) act as proxy for the President at University or Student Government functions at the President's request; (3) serve as liaison with every CSGSA standing committee chair; (4) serve as chair of the Wernsman seminar committee, and (5) serve as liaison with the administration of the Crop Science Department.
- C. The Secretary shall: (1) record and maintain minutes of the CSGSA general and executive meetings and circulate copies of the minutes to the officers; (2) maintain a roll of attendees at meetings; (3) prepare and carry out CSGSA correspondence. (4) obtain photographs of new students and maintain the graduate student photograph display (5) publicize CSGSA activities such as seminars, orientation, and socials, and (6) submit CSGSA articles to the appropriate periodicals.
- D. The Treasurer shall: (1) keep the financial records for the CSGSA; (2) prepare an annual budget proposal for submission and approval at a meeting of the CSGSA; (3) and submit an annual report to the CSGSA body of annual financial transactions at officer's elections.

- **Section 4 – Quorum for Open Vote or Ballot Voting**

A quorum shall consist of at least 2 CSGSA officers and 10 CSGSA members; and no vote may be taken, or considered valid, unless a quorum is present. The Secretary shall take roll at the beginning of the meeting, and announce whether quorum exists.

- **Section 5 – Voting – Other than Officer Elections**

Each Crop Science graduate student shall have one vote. The presiding officer shall vote only to make or break a tie. Other officers shall vote only as Crop Science graduate students.

- **Section 6 -- Meetings**

Regular meetings shall be held at least twice per semester during the fall and spring semesters. Meetings shall be open to all graduate students of the Crop Science Department and to guests. A tentative date of the next meeting shall be announced at each meeting.

- **Section 7 – Standing Committees**

- A. The standing committees shall be: (1) the Wernsman Seminar Committee, (2) Year End Picnic Committee, (3) Service Committee, (4) Intramural Sports Committee, and (5) Block Athletics Ticket Committee.
- B. Members of these committees shall be appointed by the President if there are an insufficient number of volunteers.

- **Section 8 – Duties of Standing Committees**

- A. The Wernsman Seminar Committee shall: (1) be responsible for obtaining funds from corporate sponsorships, foundations, self-raising funds, and/or departmental funds. Funds are to be used for the Wernsman Seminar. It is the goal of this committee to build and maintain a future endowment for the Wernsman seminar.
- B. The Year End Picnic Committee shall: (1) plan the Spring Pig Picking for the association.
- C. The Service Committee (1) shall plan service activities like food drives, Service Raleigh, teaching at local elementary schools, and other activities that help our community.
- D. The Intramural Sports Committee (1) shall sign up interested players and (2) schedule games and keep players notified of that schedule.
- E. The Block Ticket Committee shall (1) gather necessary information from students, (2) submit ticket requests to the University, and (3) distribute tickets to CSGSA members.

- **Section 9 – Ad Hoc Committees**

Ad hoc committees shall be defined and approved by a simple majority of votes present at the regular meeting. Committee members shall be appointed by the President. Ad hoc committees shall be disbanded by a simple majority of votes present.

- **Section 10 – Departmental Representatives**

Nominations of representatives for departmental committees will be made by the CSGSA members. Selection of the representatives will be made by the CSGSA officers from the pool of nominees.

- **Section 11 – Financial Allocations**

All financial allocations greater than \$1000 must be approved by a simple majority of votes present at an officer's meeting.

- **Section 12 – UGSA Representative and Alternate**

The UGSA Representative and Alternate will be appointed by the President. The Representative will be responsible for attending UGSA general meetings, serve on and keep the CSGSA in good standing with the UGSA. The Representative will also keep the CSGSA members informed of University activities and provide valuable information when necessary. The Alternate will perform these duties in the absence of the Representative.

**CONSTITUTION
CROP SCIENCE DEPARTMENT
NORTH CAROLINA STATE UNIVERSITY**

Article 1 This organization shall be known as the Crop Science Chapter of the GSA.

The purpose of this chapter will be to act as a bridge between the Graduate Students in Crop Science and the Graduate School as represented by the GSA.

Article 2 Membership shall be open to all regular enrolled students who are interested in the activities of the club.

Selection of members will be determined by those in the club at the time it is necessary, and general elections will be held if necessary.

Article 3 The elected officers of the club will be known as the GSA representative.

Officers shall be elected or appointed if necessary to serve a term of one academic year, if degree program permits.

Article 4 Membership in the chapter is free.

Article 5 Amendments to this constitution may be proposed and voted upon only when all chapter members have been informed. A 2/3 majority shall be required for amendment passage.

All amendments are subject to the approval of the Student Government.

Any article of this constitution or part thereof that is in direct violation of the Student Government constitution or by-laws shall be null and declared unconstitutional by the President of the Student Government. Any differences of opinion between the club and the President of Student Government shall be brought before the legislature, whose decision shall be final.

Article 6 The club shall meet as determined by the membership.

Article 7 The club shall make provisions for any committees if needed.

Ratified September 18, 1991.

REPRESENTATIVES:

Greg Kinross K. Allan Taylor

NORTH CAROLINA STATE UNIVERSITY
CROP SCIENCE GRADUATE STUDENT ASSOCIATION

Constitution

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All graduate students of North Carolina State University seeking a degree in the Crop Science Department shall be members of the CSGSA.

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Amendments to this constitution shall be passed by a simple majority of the votes present at the second meeting, if a quorum is present, after the initial proposal of the amendment is made.

Article IV. By-Laws

•Section 1 -- Election of Officers

A. The permanent offices shall be those of President, Vice-President, Secretary, Treasurer, Newsletter Editor.

B. Regular nominations shall be opened in September and elections held in September of each year, at a regular meeting. Nominations and elections shall be announced by the presiding officer at the previous regular meeting.

C. Newly-elected officers shall assume office at the meeting following the election.

D. Special elections shall be held whenever one of the permanent offices becomes vacant or whenever a temporary office is created. All vacancies shall be announced by the presiding officer at the first possible meeting. The elections shall be at the next regular meeting.

E. Nomination of candidates shall come from the floor. Nomination of those individuals not present results in the nomination pending approval of the nominee.

F. Elections shall be by a simple majority of votes cast. Voting will be by secret ballot. If a quorum is present at the meeting, the ballots will be collected at the meeting. If a quorum is not present, ballots will be dispersed and collected by mail. If no person receives a majority vote, the two candidates receiving the most votes shall have an immediate runoff.

•Section 2 -- Removal of officers

A. An officer may resign by submitting a written notification to the Secretary 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 of a quorum at the next regular meeting, after the one at which the motion for removal is introduced.

•Section 3 -- Duties of the Officers

A. The President shall: (1) call and preside over CSGSA general meetings; (2) appoint CSGSA committees and their chairs unless otherwise specified herein; (3) call CSGSA elections whenever necessary; (4) represent the CSGSA at University and Student Government functions; and (5) perform those duties imposed on this office by the Student Body Constitution.

B. The Vice-President shall: (1) preside over CSGSA Council meetings at the request of or in the absence of the President; (2) act as proxy for the President at University or Student Government functions at the President's request; (3) serve as liaison with every CSGSA standing committee chair; and (4) serve as liaison with the administration of the Crop Science Department.

C. The Secretary shall: (1) record and maintain minutes of the CSGSA general and executive meetings and circulate copies of the minutes to the officers; (2) maintain a roll of attendees at meetings; and (3) prepare and carry out CSGSA correspondence.

D. The Treasurer shall: (1) keep the financial records of the CSGSA; (2) prepare an annual budget proposal for submission and approval at a meeting of the CSGSA; and (3) serve as chair of the finance committee.

E. The Newsletter Editor shall: (1) be responsible for publishing the newsletter; (2) be responsible for any campus or department wide publicity; and (3) serve as chair of the Publicity and Newsletter Committee.

•Section 4 -- Quorum for Open Vote or Ballot Voting

A quorum shall consist of 33% of the graduate students from the Crop Science Department; and no vote may be taken, or considered valid, unless a quorum is present. The Secretary shall take the roll at the beginning of the meeting, or count the number of ballots received, and announce whether or not a quorum is reached.

•Section 5 -- Voting

Each Crop Science graduate student shall have one vote. The presiding officer shall vote only to make or break a tie. Other officers shall vote only as a Crop Science graduate students.

•Section 6 -- Meetings

Regular meetings shall be held at least once a month during the fall and spring semesters, except December. Meetings shall be open to all graduate students of the Crop Science Department and to guests. A tentative date of the next meeting shall be announced at each meeting.

•Section 7 -- Standing Committees

A. The standing committees shall be: (1) the Finance Committee; (2) the Orientation Committee; (3) the Publicity and Newsletter Committee; (4) the Social Committee.

B. Members of these committees shall be appointed by the President if there are an insufficient number of volunteers.

•Section 8 - Duties of the Standing Committees

A. The Finance Committee shall be responsible for obtaining funds from corporate sponsorships, foundations, self-raising funds, and/or departmental funds. Funds are to be used for supplies, social events, orientation, and other CSGSA activities by presidential approval.

B. The Orientation Committee shall: (1) be responsible for orientation programs for new graduate students; (2) be responsible for the orientation pamphlet given to new students upon arrival in the Crop Science Department; and (3) obtain photographs of new students and maintain the graduate student photograph display.

C. The Publicity and Newsletter Committee shall: (1) publicize CSGSA activities such as seminars, orientation, and socials; and (2) publish a department-wide newsletter at least twice per semester.

D. The Social Committee shall: (1) plan social gatherings for the association, including the Spring banquet and Fall picnic; and (2) plan other functions jointly sponsored by CSGSA and other campus or community organizations.

•Section 9 -- Ad Hoc Committees

Ad hoc committees shall be defined and approved by a simple majority of votes present at the regular meeting. Committee members shall be appointed by the President. Ad hoc committees shall be disbanded by a simple majority of votes present.

•Section 10 -- Departmental Representatives

Nominations of representatives for departmental committees will be made by the CSGSA members. Selection of the representatives will be made by the CSGSA officers from the pool of nominees.

•Section 11 -- Financial Allocations

All financial allocations greater than \$1000 must be approved by a simple majority of votes present at the regular meeting.

Criteria for Nominating and Evaluating Graduate Students for the Annual Outstanding CSGSA Awards

The objective of these nomination and evaluation criteria is to ensure the continuity of the Crop Science Graduate Student Association (CSGSA) by rewarding those students who invest significant time and effort to achieve CSGSA goals and still maintain academic excellence. The guidelines intend to reduce subjectivity in the evaluation process, although it is understood that absolute objectivity cannot be achieved.

The CSGSA faculty advisor will be the chairperson of the Nomination Evaluation Committee. This committee will be composed of three faculty members and four students. The CSGSA faculty advisor and the President of the CSGSA will assemble the committee making an effort to include faculty and students from each of the major disciplines within the Crop Science (CS) Department; for example Turf, Plant Physiology, Plant Breeding, Molecular Genetics and Weed Science.

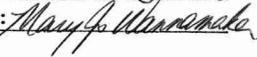
The nomination committee will proceed following the steps below in order (beginning with number one), to select the best candidate for both the outstanding MS and PhD students.

1. The student should have served on at least one CSGSA Committee.
2. The student must be in strong academic standing. The candidates should have completed at least 75% of their graduate plan of work (courses and research).
3. The student should serve the CS Department in some capacity (e.g. by a teaching experience, serve on departmental committees, or by officially representing the department at a professional meeting).
4. A letter of nomination should be submitted by a CS faculty member to the CSGSA faculty advisor for official student nomination. The existing nomination forms should be filled out and submitted (including a list of courses, semester and grade received).
5. OPTIONAL:
 - Additional recommendation letters from other faculty.
 - Curriculum Vitae.

C O N S T I T U T I O N
CROP SCIENCE DEPARTMENT CHAPTER
NORTH CAROLINA STATE UNIVERSITY

- Article 1 This organization shall be known as the Crop Science Chapter of the GSA.
- The purpose of this chapter will be to act as a bridge between the Graduate Students in Crop Science and the Graduate School as represented by the GSA.
- Article 2 Membership shall be open to all regularly enrolled students who are interested in the activities of the club.
- Selection of members will be determined by those in the club at the time it is necessary, and general elections will be held if necessary.
- Article 3 The elected officers of the club will be known as the GSA representatives.
- Officers shall be elected or appointed if necessary to serve a term of one academic year, if degree program permits.
- Article 4 Membership in the chapter is free.
- Article 5 Ammemdments to this constitution may^{be} proposed and voted upon only when all chapter members have been informed. A 2/3 majority shall be required for ammendment passage.
- All ammendments are subject to the approval of the Student Government:
- Any article of this constitution or part thereof that is in direct violation of the Student Government constitution or by-laws shall be null and void and declared un-constitutional by the President of the Student Government. Any differences of opinion between the club and the President of Student Government shall be brought before the legislature, whose decision shall be final.
- Article 6 The club shall meet as determined by the membership.
- Article 7 The club shall make provisions for any committees if needed.

Ratified 1 October, 1986

REPRESENTATIVE: 
REPRESENTATIVE: 



North Carolina State University
Division of Student Affairs

Department of Student Development
Harris Hall
Box 7314
Raleigh, NC 27695-7314
Telephone (919) 737-2441

October 2, 1986

Irwin Goldman, Co-Representative
Crop Science Chapter, GSA
Box 7631
NCSU Campus

Dear Mr. Goldman:

We have reviewed your organization's constitution and officers list and everything seems to be in proper order. You are now an officially registered student organization of North Carolina State University entitled to all privileges entailed in that status.

Understand that this recognition in no way gives the University or Student Government responsibility for any financial liability which may be incurred by your group. Your status does, however, give you the opportunity to approach the Student Senate with a request for funds, and it also gives you certain on campus solicitation privileges.

Please be aware that we ask each student organization to update its file whenever there is a change of officers and at the beginning of each school year. Failure to do so will result in a loss of registration.

If the Department of Student Development can be of assistance to your group, please do not hesitate to call on us. Good luck with your new group.

Sincerely,

A handwritten signature in black ink, appearing to read "R. S. Bryan, Jr.", written over a horizontal line.

Robert S. Bryan, Jr.
Assistant Director
Student Development

RSBjr/ml

cc: President, Student Government
Michelle Hall, Reservation &
Catering, Student Center