

GAPA CONSTITUTION

Article I. Name and Affiliation

The name of this organization shall be the **Graduate Association of Public Administration (GAPA)**. GAPA shall be affiliated with the Graduate Student Association of North Carolina State University.

Article II. Objectives

1. To sponsor social and intellectual activities during the academic year offering students the opportunity to meet with public administration practitioners, faculty, alumni, and other students.
2. To provide forums for current issues in the field of government and public administration.
3. To work with the faculty in the continued development of the Master of Public Administration Program.
4. To facilitate graduate student interaction outside the classroom.
5. To offer students a forum for grievances.

Article III. Membership

Section 1:

Membership is open to all students taking courses in Public Administration.

Section 2:

The right to vote shall be limited to currently registered MPA students.

Article IV. Officers

The officers of this association, in order of authority, shall be the President, the Vice-President, the Administrative Assistant, and the Graduate Student Association Representative(s).

Article V. Meetings

Meetings shall be held at least monthly at a time and place designated by the President.

Article VI. Amendments

This Constitution may be amended as follows:

1. An amendment may be proposed at a regular meeting of the Association.
2. At the next regular meeting, the President will chair a full debate on the proposed amendment, followed by a vote.
3. A two-thirds majority of the voting members present shall ratify the amendment.

Article VII. Compliance with University 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 unconstitutional by the President of Student Government. Any differences of opinion between GAPA and the president of Student Government shall be brought before the Legislature, whose decision shall be final.

Article VIII. Ratification of Constitution

This Constitution shall be ratified by a two-thirds majority vote of GAPA members present at the meeting of October 27, 1992.

Ratified October 27, 1992



Frank Rush, GAPA President

GAPA By-Laws

Article I. Officers

Section 1: Offices

The offices of the organization shall be:

President
Vice-President
Administrative Assistant
Graduate Student Association Representative(s)

Section 2: Term of Office

Each officer shall serve a one-year term, beginning in May, ending with the election of new officers in the following April. If an officer is unable to complete his term, a replacement shall be elected from the voting members if the term is vacated before the beginning of September following elections. If the term is vacated after the September following election, the President shall appoint a replacement. If any President is unable to complete a term, the Vice-President shall assume the office of President and there shall be a new Vice-President selected as described above.

Section 3: Election of Officers

Officers shall be elected during the month of April of each year. The election of officers shall be conducted no earlier than two weeks following the meeting at which nominations are first received. Ballots will be distributed in student mailboxes following the two week nominating period. Voters shall have one week to return the ballot indicating their vote.

Section 4: Nomination of Candidates for Election to Offices

Nominations shall initially be opened during a meeting in March or April of each year. Candidates may be selected from the list of voting members of the organization. Candidates are eligible for one office only. Nominations shall be accepted for a period of two weeks following the opening of nominations.

Section 5: Duties of Officers

1. The President shall serve as the primary spokesperson for GAPA, preside over all meetings and coordinate all activities.
2. The Vice-President shall also be responsible for coordinating GAPA activities and shall assume the responsibilities of the President in his/her absence.

3. The Administrative Assistant shall be responsible for keeping the minutes of all meetings, coordinating publicity for events and meetings, and keeping a record of all GAPA funds.

4. The Graduate Student Association Representative shall act as the official representative of the GAPA Organization at all GSA meetings. It shall be the responsibility of the GSA Representative to convey all GAPA requests and proposals to the GSA. The GSA Rep. shall also report the activities of the GSA to the GAPA membership.

Article II. Meetings

Meetings shall be held monthly at a time and place designated by the President. Special meetings and the first meeting of each semester shall be scheduled by the President and a notice shall be published in the MPA Announcements one (1) week before the scheduled meeting is to be held.

Article III. Removal of Officers

Section 1. Resignation

An officer may resign by submitting a letter to the membership. If any officer is graduated during the normal term of office, such graduation shall be termed a voluntary resignation.

Section 2. Impeachment

1. The membership may begin the forcible removal of any officer by a motion of impeachment. This motion shall be made by a member who holds voting rights.

2. If the motion is seconded by another voting member, a special meeting shall be scheduled at least seven (7) days and not more than fourteen (14) days after the date of the motion to determine whether the officer shall be impeached.

3. All appropriate evidence shall be presented at this meeting and the accused officer shall be given an opportunity for defense. At the conclusion of the defense, if offered, a vote shall be taken.

4. The officer shall be removed with a two-thirds majority of voting members present. A minimum of six voting members is required to be present to pass a motion for impeachment.

5. The Faculty Advisor shall be present at an impeachment hearing.

has section *

Proposed G.A.P.A. CONSTITUTION

Article I. Name and Affiliation

The name of this organization shall be the **Graduate Association of Public Affairs (GAPA)**. GAPA shall be affiliated with the Graduate Student Association of North Carolina State University.

Article II. Objectives

1. To introduce students to topics and to the policy makers in government and Public Affairs.
2. To sponsor activities during the academic year offering students the opportunity to meet with faculty, alumni, and other students.
3. To provide forums for current issues in the field of government and public affairs.
4. To work with the faculty in the continued development of the Masters of Public Affairs Program.
5. To facilitate graduate student interaction outside the classroom.
6. To offer students a forum for grievances.

Article III. Membership

Section 1:

Membership is open to all students taking MPA (PA) courses.

Section 2:

Voting rights shall be limited to currently registered MPA students.

Article IV. Officers

The officers of this association, in order of authority, shall be the President, the Vice-President, the Administrative Assistant, and the Graduate Student Association Representative.

Article V. Amendments

This Constitution may be amended as follows:

1. An amendment may be proposed at a regular meeting of the Association.
2. At the next regular meeting, the President will chair a full debate on the proposed amendment, followed by a vote.
3. A two-thirds majority of the voting members present shall ratify the amendment.

Article VI. Compliance with University 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 unconstitutional by the President of 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.

Proposed G.A.P.A. By-Laws

Article I. Officers

Section 1: Offices

The offices of the organization shall be:

President
Vice-President
Administrative Assistant
Graduate Student Association Representative

Section 2: Term of Office

Each officer shall serve a one-year term, beginning in March, immediately after election, and ending with the election of new officers in the following February. If an officer is unable to complete his term, a replacement shall be elected from the voting members if the term is vacated before the beginning of September following elections. If the term is vacated after the September following election, the President shall appoint a replacement. If any President is unable to complete a term, the Vice-President shall assume the office of President and there shall be a new Vice-President selected as described above.

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Officers shall be elected during the month of March of each year. The election of officers shall be conducted at the meeting following the meeting at which nominations are first received.

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Section 5: Duties of Officers

1. The President shall serve as the primary spokesperson for GAPA, preside over all meetings and coordinate all activities.
2. The Vice-President shall also be responsible for coordinating GAPA activities and shall assume the responsibilities of the President in his/her absence.
3. The Administrative Assistant shall be responsible for keeping the minutes of all meetings, coordinating publicity for events and meetings, and keeping a record of all GAPA funds.

4. The Graduate Student Association Representative shall act as the official representative of the GAPA Organization at all GSA meetings. It shall be the responsibility of the GSA Representative to convey all GAPA requests and proposals to the GSA. The GSA Rep. shall also report the activities of the GSA to the GAPA membership.

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Meetings shall be held monthly at a time and place designated by membership. Special meetings and the first meeting of each semester shall be scheduled by the President and a notice shall be published in the MPA Announcements one (1) week before the scheduled meeting is to be held.

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1. The membership may begin the forcible removal of any officer by a motion of impeachment. This motion shall be made by a member who holds voting rights.

2. If the motion is seconded by another voting member, a special meeting shall be scheduled at least seven (7) days and not more than fourteen (14) days after the date of the motion to determine whether the officer shall be impeached.

3. All appropriate evidence shall be presented at this meeting and the accused officer shall be given an opportunity for defense. At the conclusion of the defense, if offered, a vote shall be taken.

4. The officer shall be removed with a two-thirds majority of voting members present. A minimum of four (4) affirmative votes is required to pass a motion for impeachment.

5. The Faculty Advisor shall be present at an impeachment hearing.

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3. To provide forums for current issues in the field of government and public affairs.
4. To work with the faculty in the continued development of the Masters of Public Affairs Program.
5. To facilitate graduate student interaction outside the classroom.
6. To offer students a forum for grievances ~~about the MPA program,~~

Article III. Membership

Section 1:

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Proposed G.A.P.A. By-Laws

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Vice-President
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1. The President shall serve as the primary spokesperson for GAPA, preside over all meetings and coordinate all activities.
2. The Vice-President shall also be responsible for coordinating GAPA activities and shall assume the responsibilities of the President in his/her absence.

3. The Administrative Assistant shall be responsible for keeping the minutes of all meetings, coordinating publicity for events and meetings, and keeping a record of all GAPA funds.

Must report all transactions to president every time there is a transaction and on a bi-monthly basis.

4. The Graduate Student Association Representative shall act as the official representative of the GAPA Organization at all GSA meetings. It shall be the responsibility of the GSA Representative to convey all GAPA requests and proposals to the GSA. The GSA Rep. shall also report the activities of the GSA to the GAPA membership.

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2. If the motion is seconded by another voting member, a special meeting shall be scheduled at least seven (7) days and not more than fourteen (14) days after the date of the motion to determine whether the officer shall be impeached.

3. All appropriate evidence shall be presented at this meeting and the accused officer shall be given an opportunity for defense. At the conclusion of the defense, if offered, a vote shall be taken.

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Proposed G.A.P.A. By-Laws

Article I. Officers

Section 1: Offices

The offices of the organization shall be:

President
Vice-President
Secretary
Treasurer
Graduate Student Association Representative

Section 2: Term of Office

Each officer shall serve a one-year term, beginning in March, immediately after election, and ending with the election of new officers in the following February. If an officer is unable to complete his term, a replacement shall be elected from the voting members if the term is vacated before the beginning of September following elections. If the term is vacated after the September following election, the President shall appoint a replacement. If any President is unable to complete a term, the Vice-President shall assume the office of President and there shall be a new Vice-President selected as described above.

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1. The President shall serve as the primary spokesperson for GAPA, preside over all meetings and coordinate all activities.

2. The Vice-President shall also be responsible for coordinating GAPA activities and shall assume the responsibilities of the President in his/her absence.

3. The Secretary shall be responsible for keeping the minutes of all meetings, coordinating publicity for events and meetings, and assisting in GAPA activities.

4. The Treasurer shall be responsible for keeping a record of all GAPA funds.

5. The Graduate Student Association Representative shall act as the official representative of the GAPA Organization at all GSA meetings. It shall be the responsibility of the GSA Representative to convey all GAPA requests and proposals to the GSA. The GSA Rep. shall also report the activities of the GSA to the GAPA membership.

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3. All appropriate evidence shall be presented at this meeting and the accused officer shall be given an opportunity for defense. At the conclusion of the defense, if offered, a vote shall be taken.

4. The officer shall be removed with a two-thirds majority of voting members present. A minimum of four (4) affirmative votes is required to pass a motion for impeachment.

5. The Faculty Advisor shall be present at an impeachment hearing.



North Carolina State University
Division of Student Affairs

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

November 7, 1985

Brian Gillette, President
Graduate Association for Public Affairs
Box 8101
NCSU Campus

Dear Brian:

Upon receiving your organization's information sheet, it came to my attention that you did not include a constitution with a disclaimer which is required by the university. The attached sheet is an example of what is needed, please note the disclaimer is circled. Please send us a copy as soon as possible. We will not be able to register your organization until we have received this information.

Sincerely,

Melody Lancaster

Melody Lancaster
Student Development

Graduate Association for Public Administration
Proposed Constitution

Article I: Name

The name of this organization shall be the Graduate Association for Public Administration.

Article II: Objectives

- 1) To provide a medium to introduce students to topics and to people involved in government and public affairs.
- 2) To provide a forum for discussion of matters of importance to graduate students in Public Administration.
- 3) Sponsoring of social events during the academic year offering the MPA student the opportunity to meet with faculty, other MPA students and MPA alumni.

Article III: Membership

Any MPA student, any PBS student taking MPA courses, or any student taking an MPA course may participate in any GAPA function.

Article IV: Officers

The officers of this association in order of delegatory authority shall be the President, Vice-President, Secretary, and Treasurer. The President shall appoint a representative and alternate to the Graduate Student Association.

Article V: Amendments

A motion to amend this constitution may be made at any regular meeting. A two-thirds (2/3) majority of the votes present at the following meeting shall be required to amend any part of this constitution.

Article VI: By-Laws

Section I: Election of Officers

The officers shall be elected at the first meeting

of the academic year, which shall be no later than the second Friday in September. The highest ranking incumbent officer shall chair the first meeting until the elections are over. In the event that no officer remains, the MPA faculty advisor will appoint a student to preside. Only those attending the first meeting are eligible to run for office or vote.

Section II: Nomination of Candidates

Nominations shall be accepted from the floor prior to voting.

Section III: Duties of Officers

The President shall serve as the major student representative of GAPA and the MPA program. He/she shall preside over all meetings and coordinate all GAPA activities.

The Vice-President shall be responsible for coordinating GAPA activities and shall assume the responsibilities of the President in his or her absence.

The Secretary shall be responsible for keeping the minutes at all meetings, handling all written correspondence and records, and assist in GAPA activities.

The Treasurer shall be responsible for keeping track of GAPA's funds and assist in all financial activities.

The GAPA representative to the GSA is responsible for attending all GSA meetings. He/she shall report back to the GAPA officers on all GSA matters. In the event the GSA representative cannot make a meeting, the alternate shall serve in his/her place.

Section IV: Resignation or Removal of Officers

An officer may resign by submitting his/her resignation two weeks prior to its' effective date to the association. Removal of an officer requires the motion of any member at a meeting followed by a vote by the membership within seven days. A two-thirds (2/3) majority of the votes present shall be required for removal of the officer.

Section V: Officer Vacancy

In the event of the resignation or removal of the

President, the vacancy shall be filled by the Vice-President and a new Vice-President shall be elected. In the event of the resignation or removal of the Vice-President, the vacancy shall be filled by the Secretary and a new Secretary shall be elected. In the event of the resignation or removal of the Secretary, the vacancy shall be filled by the Treasurer and a new Treasurer shall be elected. In the event of the resignation or removal of the Treasurer, the Secretary shall assume the responsibilities of the Treasurer until the next meeting when a new Treasurer shall be elected.

The GSA representative and alternate serve at the pleasure of the President. A vacancy in either position shall be filled by an appointment by the President.

Section VI: Meetings

Meetings shall follow parliamentary procedure and be held at least once a month.

Section VII: Votes

Each GAPA member shall have one vote in any election.

Section VIII: Annual Reporting

GAPA officers shall produce an annual report at the end of the year detailing the budget and activities of that year.

April 3, 1979

Mr. Larry Stokes
President, Graduate Association of Public Affairs
201 Tompkins Hall
North Carolina State University
Raleigh, NC 27650

Dear Mr. Stokes:


We have reviewed the Campus Organization Information submitted for your organization and wish to inform you that we are pleased to reinstate the Graduate Association of Public Affairs.

We would like to remind you that all student organizations are expected to work within the policies of the University and with the Student Government.

In extending reinstatement, neither the University nor Student Government accepts any financial responsibility for any liability, fiscal or otherwise, which may be incurred by your organization; nor does either guarantee that permanent University facilities will be available. The University, however, will endeavor to make meeting rooms available to your group.

I shall be pleased to be of assistance to you and your organization in any way possible.

Sincerely,


Jeff Mann
Director of Student Development

JM:mj

cc: Tommy Hendrickson, President, Student Government
Mrs. Corinne Philbrick, University Student Center

THE GRADUATE ASSOCIATION OF PUBLIC AFFAIRS CONSTITUTION

ARTICLE I

Name and Purpose

- Section One --- This organization shall be known as the Graduate Association of Public Affairs.
- Section Two --- The purpose of this organization shall be to stimulate social as well as academic interaction among all students who avow a concern and interest in public affairs. The Association shall further concern itself with professional behavior, ethics and relevant developments in the field of public administration.

ARTICLE II

Membership

- Section One --- Membership shall be open to all part time and full time students of either the Master of Arts Program or the Master of Public Affairs Program in the Department of Politics.
- Section Two --- Means of selection of members - Any person interested in becoming a member of the Association must meet the requirements set forth in Article II, Section I and have currently paid dues as set forth in Article IV, Section One.

ARTICLE III

Executive Officers and Duties

- Section One --- The elective officers of this organization shall be the President, the Vice-President, and the Secretary-Treasurer.
- Section Two --- The officers shall be elected by the Association members to serve a term of one semester with the option of being re-elected at the end of that term.
- Section Three --- A temporary acting president may be selected by the association members at the end of the Spring semester to coordinate activities during the summer.
- Section Four --- The Graduate Association of Public Affairs President shall:
- A. be the chief executive officer of the organization
 - B. call and serve as presiding officer at all Association meetings
 - C. Appoint the chairman of all Association Standing Committees

- D. Make the final decision when any vote taken among the members of the Association results in a tie.

Section Five --- The Graduate Association of Public Affairs Vice-President shall:

- A. succeed to the Association Presidency in the event of the vacating of that office.
- B. exercise the powers of the Association President in his absence.

Section Six --- The Graduate Association of Public Affairs Secretary-Treasurer shall:

- A. be responsible for maintaining records for all organizational meetings and activities.
- B. handle all financial affairs of the organization.

ARTICLE IV

Dues

Section One --- Dues for the organization shall be \$2.00 per academic year.

Section Two --- Special assessment money may be voted on by a majority of the organization members.

ARTICLE V

Amending the Constitution

Section One --- Amendments to the constitution shall be presented by members of the organization 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 2/3 of the members present and voting shall be required.

Section Two --- All amendments to this constitution shall be subject to the approval of the Student Government.

Section Three --- 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 unconstitutional by the President of the Student Government. Any differences of opinion between the organization and the President of the Student Government shall be brought before the Legislature, whose decision shall be final.

ARTICLE VI

Meetings

Section One --- The Association shall meet as determined by the club membership each semester.

ARTICLE VII

Committees

Section One --- The Association shall make provision for any standing committees needed and/or for forming any special committees when needed.

November, 1973

THE GRADUATE ASSOCIATION OF PUBLIC AFFAIRS

OFFICERS

PRESIDENT: Robert W. Morgan
24-D McKimmon Village
Raleigh, N.C.

VICE-PRESIDENT: Thurston Jeffrey Mann
2434 Holloway Terrace
Raleigh, N.C.

SECRETARY-
TREASURER: William David Dodson
1001-B Sullivan

CLUB ADVISOR: Dr. Jackson M. McClain
204-B Tompkins
Politics Department

November 19, 1973

NORTH CAROLINA STATE UNIVERSITY AT RALEIGH

DIVISION OF STUDENT AFFAIRS

DEPARTMENT OF STUDENT ACTIVITIES
Box 5505 ZIP 27607

November 19, 1973

Mr. Robert W. Morgan
24-D McKimmon Village
Raleigh, North Carolina

Dear Mr. Morgan:

We have reviewed the Constitution submitted for your organization and wish to inform you that this document has been accepted and we are pleased to recognize the Graduate Association of Public Affairs.

All student organizations are expected to work within the policies of the University and with the Student Government.

In extending recognition, neither the University nor Student Government accepts any financial responsibility for any liability, fiscal or otherwise, which may be incurred by your organization; nor does either guarantee that permanent University facilities will be available. The University, however, will endeavor to make meeting rooms available to your group.

I shall be pleased to be of assistance to you and your organization in any way possible.

Sincerely yours,



Carolyn S. Jessup
Dean of Student Activities

CSJ:dh

cc: Lee McDonald, Program Director, Student Center
T. C. Carroll, President, Student Government
Kathy Black, President, Student Senate
Henry Bowers, Associate Dean of Student Affairs
Dr. Jackson M. McClain, Faculty Advisor, Politics



North Carolina State University
School of Humanities and Social Sciences
Department of Political Science

*apt. 2:00
5/21/80*

Master of Public Affairs Program
(919) 737-2481

P.O. Box 5305
Raleigh, N.C. 27650

March 21, 1980

Dr. Larry Gracie
Director of Student Development
North Carolina State University
Raleigh, North Carolina

Dear Dr. Gracie;

Thank you for taking time to talk with me regarding the plans of the Graduate Association for Public Administration (GAPA) to conduct a Management Training and Leadership Development program for the newly elected Student Government officials.

Per our conversation, enclosed you will find the tentative outline for our program. Any input that you may have into this program will be greatly appreciated.

Sincerely,

Charles Moore Draughn, III
Graduate Student, Public Affairs

Contact Address: Mr. Charles Moore Draughn, III
2714 Van Dyke Avenue
Raleigh, North Carolina 27607

h.) 821-7891
b.) 737-2481

*Please contact
for a conference*

I. Management Training

- A. The role of group participation in the effective delivery of student programs
- B. Motivational techniques for working with volunteers
- C. Identification of conflicts and management techniques for dealing effectively with them
- D. Leadership styles - a diagnostic organizational development approach

II. Budget Management and Fiscal Accountability

- A. Program planning as it relates to budgeting
- B. How to build in performance measures into a simple organizational budget

FACT: The present Line-item system of budgeting that the Student Government works on does not lend itself very well to the decision making processes involved in the allocation of scarce student monies. By creating accountability and management structures into the costs itemization sections of student finance bills we feel that the decision makers will have a better idea of where their dollars are flowing. All-in-all this will result in better decision making by the student leaders.

III. Program Analysis and Evaluation

- A. Cost-effectiveness measures for analyzing proposed student programs.
- B. Performance evaluation structures for approved student programs.
- C. How to conduct a simple yet effective program audit.