

**Graduate Student Government  
Northern Arizona University  
CONSTITUTION Effective:  
September 8, 2021**

**Preamble**

We, the Graduate students of Northern Arizona University (NAU), in order to provide a representative student government for graduate students at NAU, hereby form the Graduate Student Government (GSG) and establish this Constitution. The GSG at NAU exists to represent and advocate on behalf of the graduate student body with university administration and local, state, and national governing bodies. The GSG will organize student involvement and administer services, resources, and programs that benefit the graduate student population.

**Article I. Name**

**Section 1.01 Organizational Definition**

- (a) This organization shall be known as the Graduate Student Government, and the name may be abbreviated as "GSG."

**Article II. Representation and Membership**

**Section 2.01 Representation**

- (a) The GSG shall represent all enrolled graduate students at Northern Arizona University, and all enrolled graduate students have equal voting rights in GSG general and special elections, and will be hereafter referred to as graduate students.

**Section 2.02 Constituent Units and Voting Membership**

- (a) The voting membership of the GSG shall include the duly elected Representatives from the following constituent units: College of Arts and Letters, College of Health and Human Services, College of Education, College of the Environment, Forestry and Natural Sciences, College of Engineering, Informatics, and Applied Sciences, and College of Social and Behavioral Sciences. In the case no student from a college runs in the annual GSG election, the new President and Chief of Staff will reach out to the college dean and staff for one (1) member of its' student body to be appointed as their representative.
- (b) The voting membership shall include one (1) appointed Representative from the Franke College of Business due to varying lengths of programs.
- (c) The voting membership of the GSG shall include one (1) duly elected Extended Campus Representative.
- (d) The voting membership of the GSG shall include all elected GSG officers.
- (e) In the event a constituent unit does not elect a Representative(s), a Representative may be appointed by the Dean of the College or their representative.

**Section 2.03 Proportionality of Representation**

- (a) Each constituent unit shall be entitled to elect one (1) representative for the first 750 graduate students

enrolled at the Flagstaff campus and shall be entitled to elect one (1) additional representative for each additional 750 graduate students enrolled at the Flagstaff campus.

## Section 2.04 Election of Representatives

(a) The At-Large Representatives, Extended Campuses Representatives and the Representatives from each constituent unit shall be elected annually as set forth in the GSG Bylaws.

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## Article III. GSG Officers and their Election

### Section 3.01 GSG Officers

(a) There shall be a President, a Vice President of University Affairs, a Vice President of Legislative Affairs, and a Chief of Staff.

### Section 3.02 Appointment of Chief of Staff

(a) The Chief of Staff shall be appointed by the GSG Officers immediately following their election with the approval of the Representatives.

### Section 3.03 Election of Officers

(a) The GSG Officers (with the exception of the Chief of Staff) will be elected in accordance with the GSG Bylaws.

### Section 3.04 Terms of Office

(a) All terms of elective office shall be for one (1) calendar year beginning June 1.

### Section 3.05 Eligibility

(a) One person shall not hold more than one officer position at a time.

### Section 3.06 GSG Boards

(a) The GSG Executive Board consists of elected GSG Officers and any committee chairs deemed necessary by the GSG Officers.

## Article IV. GSG Officer Responsibilities

### Section 4.01 General Duties

(a) The Officers of the GSG are responsible for assuring that approved business of the GSG is carried out. The Officers must be available to perform their duties throughout the entire calendar year for which they were elected.

### Section 4.02 President

(a) The President is responsible for presiding over meetings and overseeing that the functions of the GSG are carried out as laid out in the constitution and bylaws. They will also serve as the main liaison and spokesperson between graduate students and NAU administrators and are responsible for all duties as stated in the bylaws. In cases where it becomes necessary (or desired), the GSG may choose to use a co-president model.

### Section 4.03 Vice President of University Affairs

(a) The Vice President of University Affairs is responsible for coordinating GSG's involvement with student and academic affairs, overseeing GSG's Extended Campuses operations, and assisting the President with their

on-campus duties.

#### Section 4.04 Vice President of Legislative Affairs

(a) The Vice President of Legislative Affairs is responsible for coordinating GSG's involvement in local, state, and national advocacy efforts and connecting students with civic engagement opportunities.

#### Section 4.05 Chief of Staff

The Chief of Staff is responsible for the day-to-day operations of GSG including overseeing the budget and the Board of Directors.

### Article V. Meetings of the GSG

#### Section 5.01 Frequency

(a) The GSG shall hold meetings at least once per month during the academic year.

#### Section 5.02 Voting

(a) Each active Representative and Officer of the GSG shall have one (1) vote.

### Article VI. The GSG Constitution and Bylaws

#### Section 6.01 Adoption of the GSG Constitution

(a) Ratification: This Constitution shall be adopted upon approval by a two-thirds (2/3) vote of GSG Representatives. A copy of the GSG Constitution shall be given to all GSG Representatives at least three (3) days prior to the ratification vote. Revisions of the proposed GSG Constitution shall not be permitted within three (3) days prior to the ratification vote.

(b) The GSG Constitution will govern all disputes if a conflict arises between the GSG Constitution and the GSG Bylaws.

#### Section 6.02 Amending the GSG Constitution

(a) Proposal and Initiation: Any voting member of the GSG may propose to hold a vote on a proposed amendment to the GSG Constitution subject to the notification requirements given in subsection B below.

(b) Notification of the Vote: All voting members of the GSG shall be notified in writing of an impending vote on an amendment to the GSG Constitution at least one (1) week prior to the vote. The notification must include the text of the proposed amendment.

(c) Vote Required: The Amendment shall be adopted upon a two-thirds (2/3) affirmative vote of the GSG voting membership.

#### Section 6.03 Bylaws

(a) The GSG Bylaws shall serve as rules for conducting the daily business of the GSG voting membership. Bylaws may be adopted, rescinded or amended by a simple majority vote at any meeting. GSG Bylaws shall include, but shall not be limited to, rules establishing GSG Standing Committees, amounts of GSG financial awards, expectations of GSG Representatives, elections, and the process by which the GSG voting membership considers issues.

(b) Proposal and Initiation: Any voting member of the GSG may propose to hold a vote on a proposed amendment to the GSG Bylaws subject to the notification requirements given in subsection B below.

(c) Notification of the Vote: All voting members of the GSG shall be notified in writing of an impending vote on an amendment to the GSG Bylaws at least two (2) days prior to the vote.

(d) Vote Required: The Amendment shall be adopted upon a simple majority affirmative vote of the GSG voting membership.

## Article VII. Non-discrimination Statement

The Graduate Student Government (GSG) supports the Arizona Board of Regents Nondiscrimination and Anti-Harassment Policy 1-119. Accordingly, GSG is committed to creating and maintaining a university system with an environment free from unlawful discrimination, including harassment, and retaliation. In support of this commitment, GSG prohibits unlawful discrimination, harassment, and retaliation based on race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information.