

**Osgoode Hall Law School**  
**Graduate Law Students' Association**  
**Constitution & Guidelines**  
**Fall 2015**

**The Purpose of this Constitution is:**

1. To provide a general philosophy and rationale for the Graduate Law Students' Association.
2. To provide a general orientation for the membership.
3. To lend stability and continuity to the Graduate Law Students' Association.
4. To provide an understanding of the operations, practices and procedures carried on within the various parts of the Graduate Law Students' Association.

**Article 1: Name and Compliance**

**1.1 Name:** This organization shall be known as Osgoode Hall Law School Graduate Law Students' Association, the name under which it is officially registered with York University Graduate Students' Association (YUGSA). It will hereinafter be referred to as the GLSA.

**1.2 Compliance:** Osgoode Hall Law School GLSA operates at York University, subject to York University and York University Graduate Students' Association (YUGSA) policies and procedures.

**Article 2: Preamble**

The GLSA represents and advocates for the collective interests of Osgoode Hall Law School graduate students in all matters of departmental policy and action at York University. The GLSA seeks to build community among the graduate students, faculty, and larger university, with consideration for diverse experiences and interests. Above all, the GLSA works to optimize the environment within which graduate students develop, both professionally and personally.

**Article 3: Membership**

The members of the GLSA are Osgoode Hall Law School graduate students (research stream). Current enrollment in the graduate program is sufficient for membership. No general membership dues will be collected from members, although members may be expected to pay nominal fees for specific events.

#### **Article 4: Meetings**

GLSA meetings will be moderated by the Chair/co-Chairs and held a minimum of two times per semester during the academic year. All members are invited and encouraged to attend. Normally, any voting will take place in the meeting, and members who are not in attendance at the meeting forfeit their right to vote, unless a proxy vote has been arranged in advance. The GLSA does reserve the right to decide, by a majority vote or the decision of the Chair/co-Chairs, to put any vote to the entire GLSA. In these cases, the issue will be presented via written or electronic memo to all members, and members will be given a pre-specified period of time in which to cast their ballots. Before any official action is taken by the GLSA on matters put to the entire membership, a majority vote must be obtained for those votes taken outside of meetings (as per the stipulations outlined above). In all cases, the votes of all members will be weighed equally.

#### **Article 5: Elections and Eligibility**

Elections for GLSA offices will be held in the September of every year. Only GLSA members may hold official positions.

All nominations for elected office will be sent in writing to the current GLSA Chair/co-Chairs. After the nomination period, ballots will be distributed electronically to all graduate students, and persons will have a pre-specified period in which to cast their ballots. For each position, the person receiving the largest number of votes will be elected. Ballots will be submitted to and tabulated by the current GLSA Chair/co-Chairs.

#### **Article 6: Elected Positions**

The GLSA has 22 elected officers. The office of Chair may be held by one individual or by two co-Chairs of equal authority who run for the office jointly. The GLSA positions are:

- Chair/co-Chair
- Secretary
- Treasurer
- Social Director
- Osgoode Faculty Council Representative (3 Representatives)
- Osgoode Faculty Recruitment Committee Representative
- Osgoode Tenure and Promotions Committee Representative
- Osgoode Graduate Studies Committee Representative (3 Representatives)
- Osgoode JD Admissions Committee Representative
- Osgoode Equality Committee Representative
- Osgoode Library Committee Representative
- Osgoode Digital Innovation Committee Representative
- Osgoode Research and Seminars Committee Representative
- Osgoode Standing Committee on Teaching & Learning Representative
- York University Council of the Faculty of Graduate Studies Representative
- York University Graduate Students Association Representative (2 Representatives)
- York University CUPE Representative

## **6.1: Requirements of Officers**

The Officers of GSA must attend at least 50% of regularly scheduled meetings.

- **Chair/co-Chair:**  
Requirements: The Chair or co-Chair is responsible for organizing and overseeing meetings and elections, communicating with other officers, calling special meetings, coordinating officers in special tasks
- **Secretary:**  
Requirements: The Secretary is responsible for recording the minutes of the meetings and distributing them to the membership, keeping all records and lists updated, and moderating the departmental listserv.
- **Treasurer:**  
Requirements: The Treasurer is responsible for drafting the GLSA's budget and presenting it to the executive, membership and YUGSA, keeping the membership informed of the GLSA's current budget, reporting the amount of expenditures by the GLSA at each meeting.
- **Social Director:**  
Requirements: The social chair is responsible for planning and coordinating the social activities of the GLSA.
- **Committee Representatives**  
Requirements: The members elected to represent the GLSA on the committees listed above are responsible for attending scheduled committee meetings and representing the interests of the GLSA membership, and providing updates regarding relevant committee matters and decisions at GLSA meetings.

## **Article 7: Replacing Officers and Representatives**

If a member serving in an elected position other than the Chair, resigns or is otherwise unable to fill his or her position, the GLSA executive will appoint a replacement to fill the remainder of the term. If the Chair resigns or is otherwise unable to fill her or his term, an election will be held following all the guidelines and stipulations for a regular election. Replacement members for any position, including those elected, will serve only until the end of the original term of that position.

## **Article 8: Finances**

The GLSA's money will be primarily acquired through funds allocated to the GLSA by YUGSA and Osgoode Hall Law School. Any expenditures of the GLSA must be in accordance with the GLSA's annual budget, which will be reviewed by the membership in attendance at a meeting held at the end of the academic year. At least 7 days' notice of the budget meeting must be given to all members.

Only if the GLSA exceeds its budget or needs money for a special event may dues be collected. This must be approved by a majority (50% +1) of the entire membership. All monies belonging to the GLSA shall be deposited and disbursed through a bank account established for the GLSA. All funds must be deposited within one week of collection.

**Article 9: Ad Hoc Committees**

Ad hoc committees may be created at any time by the decision of the Chair or a majority vote at a GLSA meeting. Appointments to the ad hoc committee will be the responsibility of the executive committee. Each ad hoc committee must select a contact person so that GLSA members and others can communicate efficiently with that committee. All ad hoc committees are responsible for maintaining records of their activities and for reporting pertinent information to members at the GLSA meetings.

**Article 10: Amendments and Revisions**

An amendment can be added to this constitution with a 2/3 vote of all members present at the meeting when the issue arises. The amended constitution must be presented to the YUGSA office by November 15 each academic year.