

Graduate Linguistic and Applied Linguistic Students Association

Constitution & Guidelines

Academic Year 2015-2016

The Purpose of this Constitution is:

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

ARTICLE 1: Name and Compliance

I.I Name: This organization shall be known as the Graduate Linguistic and Applied Linguistic Students Association (GLASA), the name under which it is officially registered with York University Graduate Students Association (YUGSA). It will hereinafter be referred to as GLASA.

I.II Compliance: GLASA operates at York University, subject to York University and York University Graduate Students Association (YUGSA) policies and procedures.

Article 2: Preamble

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

Article 3: Membership

The members of GLASA are Linguistics and Applied Linguistics graduate students. 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

GLASA meetings will be moderated by the President and held a minimum of four times per semester during the fall and winter semesters of 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. GLASA does reserve the right to decide, by a majority vote or the decision of the President, to put any vote to the entire GLASA. 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 GLASA, 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 GLASA offices will be held in the September of every year. Only GLASA members may hold official positions. All nominations must be submitted either in advance to the electoral officer or at the onset of the first GLASA meeting, by individuals present either locally or remotely. Individuals may nominate themselves for more than one position on the executive team, however preference for each position will be given to nominees who are not elected to another position within GLASA. In the event that no other nominations are made, one individual can hold more than one position on the executive committee. After nomination, a vote will be taken by those present at the first GLASA meeting. The results of this electoral meeting will be distributed to all GLASA members.

Article 6: Elected Positions

GLASA has ten elected officers: President, Secretary, Treasurer, Social Committee, Media Committee, CUPE 3903 representatives (Unit 1 and Unit 3), FGS Council representative. The offices of Social Committee and Media Committee are to be held by two co-officers of equal authority who run for the committees either individually or jointly.

Section 6.1: Requirements of Officers

The Officers of GLASA must attend >75% of regularly scheduled meetings, either locally or remotely.

- **President:**

Requirements: The president is responsible for organizing and overseeing meetings and elections, communicating with other officers, calling special meetings, coordinating officers in special tasks, coordinating between GLASA and the department, as well as undertaking all administrative 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.

- **Treasurer:**

Requirements: The treasurer is responsible for drafting GLASA's budget and presenting it to the executive, membership and YUGSA, keeping the membership informed of GLaSA's current budget, reporting the amount of expenditures by GLASA at each meeting.

- **Events Committee:**

Requirements: The social committee is responsible for planning and coordinating the social activities of GLASA.

- **Media Committee:**

Requirements: The media committee is responsible for maintaining GLASA website, including updating the website with departmental dates and deadlines, reporting departmental news and providing information for social events.

Article 7: Replacing Officers and Representatives

If a member serving in an elected position other than the President, resigns or is otherwise unable to fill his or her position, the GLASA executive committee will appoint a replacement to fill the remainder of the term. If the President 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

GLASA's money will be primarily acquired through funds allocated to GLASA by YUGSA and the department. Any expenditures of GLASA must be in accordance to GLASA's annual budget, approved by the membership. Only if GLASA exceeds its budget or needs money for a special event may dues be collected. This must be approved by a majority of the membership. All monies belonging to GLASA shall be deposited and disbursed through a bank account established for GLASA. 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 an executive committee majority vote. 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 GLASA 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 GLASA meetings.

Article 10: Amendments and Revisions

An amendment can be added to this constitution with a 2/3 vote of all voters. The amended constitution must be presented to the YUGSA office in the beginning of every academic year.