I. PURPOSE:

The purpose of the Electrical Engineering Graduate Student Association (EEGSA) is to improve the quality of education and enhance the quality of life of the electrical engineering graduate students, to communicate and support research interests of electrical engineering graduate students, to recommend members for policy-making and administrative committees of the Department of Electrical Engineering and to be the spokesbody for electrical engineering graduate student concerns.

II. MEMBERSHIP

A. Membership of the EEGSA is open to all full- and part-time electrical engineering graduate students enrolled in degree programs of the UMCP campus.

B. The Officers of the EEGSA shall consist of representatives from electrical engineering graduate students. Current officer positions are: President, Vice President for Academic Affairs, Vice President for Social Affairs, Secretary, and Treasurer. This list can be augmented if a new officer position is voted on by the general body of EEGSA.

Meetings of the EEGSA shall be open to all electrical engineering graduate students.

III. OFFICERS

A. There shall be five elected officers of the EEGSA

   President
   Vice-President for Academic Affairs
   Vice-President for Social Affairs
   Secretary
   Treasurer
B. Election of Officers

The election of officers shall take place in a general election each May. All electrical engineering graduate students shall be eligible to vote in this election. An Election Committee shall be set up at the first meeting of the Association in the Spring semester to organize and oversee the running of the election. Failing student participation, the graduate advisor shall be asked to solicit volunteers. If there are no formal selections, any electrical engineering graduate student may volunteer as an officer. A member may volunteer his/her own nomination or be nominated by another member. Each nomination must be seconded. Following the nominations for officers, a vote shall be taken to decide the election. A simple majority vote shall be sufficient to win the election. Any officer may serve consecutive multiple terms. Officers need not be Representatives.

C. Duties of the Officers

1. President

The President shall conduct the meetings of the Association. He/she shall act as the official spokesperson of the EEGSA in communicating the decisions and opinions of the association to the Chairperson of the Electrical Engineering Department, the Graduate Student government, the graduate body, and other relevant parties. The President shall serve as the graduate student representative to the Department Council.

2. Vice-President for Academic Affairs

The Vice-President for Academic Affairs shall conduct the meetings of the Association in the absence of the President, and serve as one of the graduate student representatives to the Graduate Studies and Research Committee of the Department.

3. Vice-President for Social Affairs

The Vice-President for Social Affairs shall coordinate social activities, communicate student interests to the President and serve as one of the graduate student representatives to the Human Relations and Welfare Committee of the Department.

4. Secretary

The secretary shall be responsible for general communications within the Association and for approval and distribution of Association meeting minutes. He/She shall also handle all correspondence to and from EEGSA.

5. Treasurer

The Treasurer shall be responsible for all monetary affairs of the EEGSA and shall make reports of spending to the Association when required.

D. Removal of Officers
If an officer is not performing his or her duties as described in section III. C then the Association by a 2/3 vote of those present (provided there is a quorum) may call for a recall election. The officer may be recalled by a simple majority vote of those graduate students voting. If the officer is recalled, the Association will elect a new officer by simple majority vote (provided there is a quorum) to serve out the recalled officer's term.

E. Replacement of Officers (Permanent)

If an officer other than the President cannot complete his or her term for reasons other than those addressed in paragraph D, he or she should submit a letter of resignation (if circumstances permit) to the President. The President may then appoint any member of the EEGSA to fill the vacant office on an acting basis. The President shall inform the Association of this action at its next meeting, and announce that an election to fill the vacant office will occur at the following meeting. At the following meeting, nominations will be taken and an election held for the vacant office in accordance with paragraph D. The winner of the election then assumes the vacant office. If the President cannot complete his or her term, he or she should submit a letter of resignation (if circumstances permit) to the Secretary. On the date the Presidency is vacated, the Vice President for Academic Affairs becomes Acting President, with the same powers and responsibilities of an elected President (including the authority to appoint an Acting Vice President for Academic Affairs). The Acting President shall inform the GSG and the Chairperson of the Electrical Engineering Department of his or her assumption of office immediately, and shall inform the Association at its next meeting. At the following meeting, the Association will elect a new President in accordance with paragraph D.

F. Replacement of Officers (Temporary)

If an officer other than the President must vacate his or her office for health, academic, or other reasons for not longer than thirty days, the President may appoint any member of the EEGSA to fill the Vacant office. The Association will be notified at its next meeting. If the absence lasts longer than thirty days, the provisions of paragraph E become effective. If the President must vacate his or her office temporarily for similar reasons, the Vice President for Academic Affairs becomes Acting President. At the end of thirty days, the provisions of paragraph E become effective.

IV. CONDUCT OF MEETINGS

A. Meetings

The Association shall meet once per month or as needed by the officers' suggestion.

B. Rules of Order

The meetings shall be presided over by the President and all orders of business shall be conducted on an informal basis except as noted below.

If a quorum (of 20 members) is present at a meeting, then formal procedures shall be instituted, provided that two-thirds of the members present at the meeting desire such procedures. Robert's Rules of Order, most recent edition, shall be used as a guide.

C. Minutes

Minutes of meetings will be electronically mailed within two weeks of the meeting. Notice of
upcoming meetings shall be electronically mailed to each member prior to each meeting.

D. Voting Procedures

A member who is unable to attend a regularly scheduled meeting of the Association may send a voting substitute in his/her place provided the substitute has written authorization from the member.
A motion called to a vote at a meeting shall be decided only by a majority vote of those present and those not present but voting by proxy.

V. FUNCTIONS

A. The EEGSA shall make recommendations to the chairperson of the Electrical Engineering Department and to other relevant parties for action on matters concerning graduate students.

B. Committees

The Association shall form such standing committees and ad hoc committees as it deems necessary. Each standing committee shall generally consist of not less than three people. Graduate students who are not members may serve on committees.
Each committee shall select a chair.

C. The following standing committees shall be established to pursue goals specified

1. Election Committee

The Election Committee shall organize and oversee the election of Officers of the Association.

2. Social and Sport Committee

The Social and Sport Committee shall organize activities to further the social integration of electrical engineering graduate students.

3. The Communications Committee

The Communications Committee shall be responsible for publicizing the meetings of the Assembly, events organized by the Social Committee, the election of Officers, and any other event organized by an organ of the EEGSA.

8. Ad Hoc Committees

These committees shall be established as deemed necessary by the Assembly.

D. EEGSA Delegates
The EEGSA shall appoint/elect delegates to those campus organizations which provide the EEGSA a seat, or other bodies when asked to do so by the appropriate authorities. Each delegate shall report to the Association at least monthly, verbally or with written reports. Delegates need not be members.

VI. AMENDMENTS

Option A
Proposed amendments to this Plan of Organization shall be presented to the Association and a three-quarters vote of the Association membership present shall be required for adoption of amendments.
Each member shall be notified of a meeting at which an amendment shall be called, and members should be present at this meeting or submit a written proxy prior to the meeting.

Option B

A call for a vote on a proposed amendment to the Plan of Organization may be made by a majority of the members present at a meeting, provided that a quorum is present. The vote on such an amendment shall be made by electronic or written ballot to each member in the Association within two weeks following the meeting. A three-quarters vote of the membership is required to adopt the proposed amendment, provided at least 2.5% voted.

VII. SUPERSESSION

This constitution supersedes all previous constitutions.