



Constitution of the Graduate Student Congress

June 2006, revised May 2021

ARTICLE I. NAME

I.1 Name of the Organization

I.1.1 The name of the organization shall be the "Graduate Student Congress," hereinafter referred to as GSC.

ARTICLE II. PURPOSE, OPERATION, AND STRUCTURE

II.1 Purpose

II.1.1 GSC exists to unify and represent graduate and professional students, as well as postdocs at the University of Kentucky (UK) in matters affecting the quality of post-undergraduate life and work.

II.1.2 GSC exists to facilitate interdisciplinary collaboration and promote professional development for post-undergraduates through seminars, forums, and social functions.

II.2 Operational Guidelines

II.2.1 The GSC shall manage funds allocated to and/or generated by the GSC in manner consistent with the GSC purpose.

II.2.2 The GSC shall operate based on the timing of the UK Academic Calendar.

II.2.3 SSO Discrimination and Harassment Disclosure: In accordance with Administrative Regulation 4:1, Registration and Recognition of Student Organizations, no RSO/SSO will be hindered or discriminated against in the ordering of its internal affairs, selection of its leaders and members, defining of doctrines and principles, and resolving organizational disputes in the furtherance of its mission or in its determination that only persons committed to its mission should conduct such activities. In all other respects, all RSOs and SSOs must comply with the University's non-discrimination policy, Administrative Regulation 6:1, Policy on Discrimination and Harassment.

II.3 Structure

II.3.1 The GSC consists of the Executive Board, Leadership Team Representatives, and General Membership.

II.3.2 Members of the GSC shall also form the committees of the GSC.

ARTICLE III. MEMBERSHIP AND REPRESENTATIVES

III.1 Eligibility

- III.1.1 General Membership of the GSC shall consist of any and all members of the graduate student body, professional student body, and community of postdocs who are in good standing.

[These additions were proposed by the previous administration. This Committee endorses the addition of “who are in good standing,” but not the second sentence. This Committee is not aware of the existence of a GSC Student Code of Conduct.]

- III.1.2 Membership shall not be restricted based on race, ethnicity, country of origin, gender identity, sex, sexual orientation, disability, age, genetic information, religion, creed, veteran status, criminal record, or political affiliation.

III.2 Selection of Representatives

- III.2.1 There shall be an official List of Representative Seats within the GSC. Representative Seats shall approximately correspond to the departments, programs, and other graduate student organizations at UK.

- III.2.2 For the purposes of this Constitution and By-Laws, Graduate Centers shall be considered Graduate Student Organizations.

- III.2.3 A department, program, or graduate/professional student organization may be allotted multiple Representative Seats.

- III.2.4 Representatives of postdocs will be allotted Representative Seats based on the department or program that they or their mentor works for. These seats will be considered distinct from those held by graduate/professional students of the same department or program.

- III.2.5 A Representative is any member Recognized as holding a Representative Seat and shall be afforded all rights and responsibilities that entails.

- III.2.6 Representatives must register with the Chief of Staff and Operations through a process the Chief of Staff and Operations will administrate to be officially Recognized. Upon Recognition, the Representative Seat is officially held and no longer open until that Representative’s term ends or they otherwise resign.

- III.2.7 The term of office for a Representative shall be from their Recognition until the end of the following or current spring semester.

- III.2.8 A member may serve as a Representative any number of times.

III.3 Responsibilities of Representatives

- III.3.1 Each Representative shall attend all GSC General Meetings, and shall review any correspondence from GSC executive board sent before the meetings.

- III.3.2 To remain In Good Standing, a Representative must maintain satisfactory attendance to General Meetings.

- III.3.3 To remain In Good Standing, a Representative shall serve on and remain In Good Standing with at least one committee as described in Article VI.

- III.3.4 Only programs and departments with Representatives In Good Standing for all Representative Seats they have been allotted are eligible for monetary awards from the GSC. When the President or Vice-President is from a program or department with fewer than 20 students that program or department is exempt from this

requirement.

ARTICLE IV. MEETINGS

IV.1 General Meetings

- IV.1.1 General Meetings shall be held no less than once per month during the fall and spring semesters.
- IV.1.2 Any member may attend and join in discussion at General Meetings.
- IV.1.3 Only Representatives, Executive Board, and Leadership Team Members may vote at General Meetings.

IV.2 Committee Meetings

- IV.2.1 Committee Meetings shall be held by each standing committee no less than once a month during the fall and spring semesters, unless there is no relevant business to discuss.
- IV.2.2 Any member may attend, vote, and join discussion at Committee Meetings.

IV.3 Executive Board Meetings

- IV.3.1 Executive Board Meetings shall be held no less than once per month during the fall and spring semesters. There shall be at least one Executive Board Meeting held during the summer semester.
- IV.3.2 Unless otherwise requested by the Executive Board, only Executive Board Members may attend, vote, and join discussion of Executive Meetings.

IV.4 Leadership Team Meetings

- IV.4.1 Leadership Team Meetings shall be held no less than once per month during the fall and spring semesters. There shall be at least one Leadership Team Meeting held during the summer semester.
- IV.4.2 Unless otherwise requested by the Leadership Team, only Leadership Team Members may attend, vote, and join discussion of Leadership Meetings.

ARTICLE V. EXECUTIVE BOARD

V.1 Membership

- V.1.1 The Executive Board shall consist of the President, the Vice-President, the Secretary, the Treasurer, the Chief of Staff and Operations, the Institutional Affairs Officer, the External Affairs Officer, Professional Student Affairs Officer, Postdoc Affairs Officer, and Representatives to the Student Government Association (SGA). The Executive Board may also contain the President Emeritus as a non-voting member.

V.2 Purpose of the Executive Board

- V.2.1 The purpose of the Executive Board is to operate on behalf of the GSC when needed; however, they report to the general GSC body and actions taken by them must be approved by the general GSC body.
- V.2.2 The Executive Board shall set the overall direction of the GSC and lead on achieving the GSC's goals. The Executive Board shall be the party primarily responsible for ensuring that GSC's needs are met and is represented at the larger

university level.

V3 President

V3.1 The President is charged with setting the direction of and leading the GSC. While the President is ultimately accountable to the general GSC body, a large amount of power and discretion is vested into this role to allow them to aggressively pursue the goals of the GSC.

V3.2 The President may not serve as a Representative.

V4 Vice-President

V4.1 The Vice-President is charged with assisting the President in their duties to whatever extent they are requested to do so and are able. When needed and with the President's consent, they are permitted to act with similar authority and power as the President.

V4.2 If the President for whatever reason vacates their seat, the Vice-President shall completely assume all duties and responsibilities of the President until an election for a replacement can occur.

V4.3 The Vice-President may not serve as a Representative.

V5 Secretary

V5.1 The Secretary is charged with organizing documents to maintain institutional memory. The Secretary shall be given powers and responsibilities to ensure record keeping of sufficient quality is done to meet the needs of the GSC.

V6 Treasurer

V6.1 The Treasurer is charged with managing the financial resources of the GSC. The Treasurer shall be given powers and responsibilities to ensure funds are received and distributed to meet the needs of the GSC.

V7 Chief of Staff and Operations

V7.1 The Chief of Staff and Operations is charged with aiding any Committees established with completing their goals. The Chief of Staff and Operations shall be given powers and responsibilities to ensure Committees function to the fullest potential possible.

V7.2 The Chief of Staff and Operations shall be considered the Chair of any Committee with its Chair position or both Co-Chair positions currently open.

V7.3 The Chief of Staff and Operations shall have the ability to start the process of removing an Executive Board member.

V8 Institutional Affairs Officer

V8.1 The Institutional Affairs Officer is charged with overseeing research to identify issues of importance to graduate students, and to produce and distribute a report summing these data.

V8.2 The Institutional Affairs Officer is charged with overseeing all social justice advocacy efforts and ensuring they comply with the ratified Advocacy and Legislative Platform.

V8.3 The Institutional Affairs Officer shall act as liaison between the graduate student population and University of Kentucky administration.

V9 External Affairs Officer

V9.1 The External Affairs officer is charged with identifying and responding to local,

state, and national legislation, policies, and actions relevant to Graduate Students and Higher Education.

V.92 These responses may include but are not limited to drafting official position statements and organizing meetings with university officials and legislators.

V.10 Professional Student Affairs Officer

V.101 The Professional Student Affairs Officer is charged with identifying and pursuing information regarding issues of importance to professional students.

V.102 This office is reserved for professional students only.

V.11 Postdoc Affairs Officer

V.111 The Postdoc Affairs Officer is charged with identifying and pursuing information regarding issues of importance to postdocs.

V.112 This office is reserved for postdocs only.

V.113 The Postdoc Affairs Officer shall recruit or serve as representative for the Society of Postdoctoral Scholars.

V.12 Student Government Association (SGA) Representatives

V.121 Members holding this position must be elected to the SGA.

V.122 Any number of Graduate Students serving as Senators to the SGA may hold this position contingent on the approval of the President.

V.123 All members holding this position are entitled to a full vote at all General Meetings, Executive Board, and Leadership Team Meetings.

V.124 SGA Representatives are charged with representing and advocating the GSC interests to the SGA.

V.13 President Emeritus

V.131 The President Emeritus shall be held by either the immediate past President or Vice-President.

V.132 At the end of a President's term, they automatically assume the role as President Emeritus. If the President has graduated or is otherwise unable to hold this position, the last member serving as Vice-President under that President shall hold this position.

V.133 If for some reason the previous President and Vice-President are unable or unwilling to hold this position; the Executive Board is allowed to function with this role open.

V.134 The President Emeritus serves to maintain institutional memory.

V.135 The President Emeritus is a non-voting, advisory position exempt from Executive Board term limits.

V.14 Selection of Executive Board Members

V.141 Election of the Executive Board Members shall be conducted at the final General Assembly Meeting.

V.142 Executive Board Members are elected for one term starting at the end of the current spring semester and lasting until the end of the following spring semester.

V.143 A member can serve a maximum of two terms as each position on the Executive Board.

V.144 Terms that last less than two academic semesters do not count towards these term

limits.

- V.145 All Representatives and Executive Board Members present at the meeting of an election are eligible to vote in that election.

ARTICLE VI. LEADERSHIP TEAM

VI.1 Membership

VI. 1.1 The Leadership Team shall consist of; 2 Graduate Council Representatives, Director of Membership, Director of Philanthropy, Director of Finance, Awards Committee Chair, Director of Communications, Director of Social Media, Director of Information Technology, Director of National Legislative Advocacy, Director of State Legislative Advocacy, Director of Legislative Advocacy Training, International Research Committee Chair, 2 Institutional Advocacy Co-Chairs, 2 Community Nutritional Co-Advocates, Cultural Sensitivity Advocate, Inclusion and Diversity in STEM Advocate, Sustainability Advocacy, Parent and Family Advocate, Healthcare Advocate, Transportation Advocacy, LGTQ+ Advocate, Disability Advocate, International Student Concerns Committee Chair, 2 Professional Development & Networking Committee Co-Chairs, Professional Student Affairs Committee Chair, and Mental Health and Wellbeing Committee Chair. The Leadership Team also includes all members of the Executive Board.

VI. 2 Purpose of the Leadership Team

VI 2.1 The purpose of the Leadership Team is to operate on behalf of the Executive Board when needed; however, they report to the general body and actions taken by them must be approved by the general body.

VI2.2. The Leadership Team shall give input to help achieve the overall direction of the GSC and lead on achieving the GSC's goals. The Leadership Team shall be the party primarily responsible for ensuring that GSC's keeps active communication with all of the representatives and offices on campus.

VI.2.3 Graduate Council Representatives attend the Graduate Council Meetings on behalf of the GSC and reports back to the Leadership Team. They have voting privileges on the Graduate Council.

VI2.4 Director of Membership contacts graduate and professional departments and programs to recruit new representatives and active members for the GSC. They also record attendance for the general meetings and members' standings.

VI2.5 Director of Philanthropy helps organize the philanthropy campaigns for GSC, works with the Philanthropy Office, and contacts the Graduate School's alumni.

VI2.6 Director of Finances assists the Treasurer in organizing the budget and approving funds.

VI2.7 Awards Committee Chair oversees the coordination the Awards Funding program offered by the GSC.

VI2.8 Director of Communication oversees all communication efforts of this committee and of the GSC and is responsible for ensuring all communications are distributed in a timely manner and prevent duplication of information.

VI2.9 Director of Social Media updates and posts on all of the GSC social media and creates content for events (i.e. flyers).

VI2.10 Director of Information Technology maintains and update the GSC website.

VI2.11 Director of National Legislative Advocacy tracks federal legislation, court rulings, and executive orders that impact graduate and professional students.

VI2.12 Director of State Legislative Advocacy tracks state and local legislation, court rulings, and executive orders that impact graduate professional students.

VI2.13 Director of Legislative Advocacy Training coordinates a training on national and state legislative advocacy efforts.

VI2.14 Institutional Research Committee Chair is in charge of administering and analyzing research designed to obtain a holistic picture of graduate students', professional students', and postdoctoral scholars' needs.

VI2.15 Institutional Advocacy Committee Co-Chairs identify and pursue information regarding issues of importance to graduate and professional students and postdoctoral scholars.

VI2.16 Community Nutritional Co-Advocates advocate for the nutritional needs of graduate and professional students and provide guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.17 Cultural Sensitivity Advocate organizes and implements the Cultural Diversity Month activities and provides guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.18 Inclusion and Diversity in STEM Advocate identifies and pursues information related to issues of inclusion and diversity for graduate and professional students and postdoctoral scholars in STEM fields and provides guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.19 Sustainability Advocate represents the GSC on the Sustainability Council and provides guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.20 Parent and Family Advocate identifies and pursues information relating to issues of importance for graduate and professional students and those with dependents and provides guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.21 Healthcare Advocate identifies and pursues information related to graduate and professional student's and postdoctoral scholars' healthcare needs and provides guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.22 Transportation Advocate represents the GSC on the Transportation Council and provides guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.23 LGBTQ+ Advocate works with the LGBTQ+ Office and promotes their events. This position also helps to connect graduate and professional students to the LGBTQ+ Office's resources and provides guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.24 Disability Advocate works with the Office of Disability Resources Center and helps connects graduate and professional students to the office's resources and provides guidance to the Leadership Team and Executive Board on advocacy issues related to the advocate role.

VI2.29 Institutional Research Committee Chair shall oversee research to identify and gather data on issues of importance to post-undergraduates, including but not limited to funding, mentorship relationships, medical insurances, assistantships, basic needs, and mental and physical health. Institutional Advocacy Committee Co-Chairs identify and pursue information regarding issues of importance to graduate and professional students and postdoctoral scholars.

VI2.39 International Student Concerns Committee Chair and Committee monitors and

addresses issues regarding international graduate and professional students and post-doctoral scholars. This Committee Chair will coordinate with the External Affairs Committee (EAC) chair. Part of this relationship will include attending at least one of the Legislative Action Days organized by the National Association for Graduate and Professional Students (NAGPS) and work with the EAC to advocate for international graduate and professional students' and postdoctoral scholars' needs.

VI2.40 Professional Development & Networking Committee Chairs are in charge of overseeing the development of online resources for professional development and the organization of major annual professional development events. The co-chairs of this committee will provide oversight and support to its members. This committee shall work to improve existing annual professional development events and develop new professional development activities as needed. This committee is responsible for organizing social events occurring throughout the academic year.

VI2.41 Professional Student Affairs Committee Chair and Committee oversee the organization of the events to allow for professional students to voice their concerns and shall make efforts to identify and pursue information regarding issues of importance to professional students.

VI2.42 Mental Health & Wellbeing Committee Chair shall maintain and develop online resources for mental health and wellbeing. This Committee Chair also monitors and addresses the mental health and wellbeing concerns of graduate and professional students and postdoctoral scholars.

VII.1 ARTICLE VII. COMMITTEES Definition of Committees

- VII.1.1 The majority of GSC activity not done by the Executive Board shall be done through the use of committees.
- VII.1.2 Committees shall be established through the use of By-Laws; however, any committee established must be approved by the Chief of Staff before that By-Law will be considered to have been passed.
- VII.1.3 The Awards and Institutional Affairs committees shall be led by a Committee Chair, who shall be the primary individual responsible for a committee completing their duties and responsibilities. The Professional Development & Networking and the Institutional Advocacy Committee shall be led by two Co-Chairs.
- VII.1.4 Committees have the authority to plan, organize, and implement events and projects with the entire GSC body, so long as these events and projects fall within the purview of that committee as specified in this Constitution or in By-Laws.
- VII.1.5 Committees are encouraged, but not required, to draft and submit By-Law Notes summarizing their activities as detailed in Article VII.2.5 to VII.2.6. However, any event or project that has a financial cost, involves a major change to GSC operation, or explicitly required to do so in this Constitution or a By-Law shall be submitted as a regular By-Law.

ARTICLE VIII. CONSTITUTIONAL CHANGES AND LEGISLATIVE PROCESS

VIII.1 Constitutional Changes

- VIII.1.1 Any Representative or officer may propose a change to this Constitution.
- VIII.1.2 Any change of this Constitution must be submitted to the Communication and Documents Committee for approval.
- VIII.1.3 Changes to this Constitution must be submitted to the GSC body one week prior to the General Meeting at which it is to be voted on.

VIII.1.4 Upon their approval, any change of this Constitution shall require approval at a general meeting by a two-thirds majority vote of the Representatives and Executive Board Members present.

VIII.1.5 Any change which receives GSC approval shall become effective immediately after adjournment of the meeting at which it is adopted, unless the motion to amend specified another time at which the amendment shall take effect.

VIII.2 By-Law Process

VIII.2.1 By-Laws are the written recording of all proposals, operating guidelines not specified in this Constitution, and funding requests.

VIII.2.2 Major proposals and requests for funds not specified in the approved budget will undergo the By-Laws process.

VIII.2.3 By-Laws must be submitted to the GSC body one week prior to the General Meeting at which it is to be voted on. The Executive Board may waive this requirement for single pieces of By-Laws as needed by a majority vote of the Executive Board Members.

VIII.2.4 Unless otherwise specified in this Constitution or in passed By-Laws, By-Laws, with the exception of those submitted by the Executive Board, shall pass upon a majority vote of Representatives and Executive Board Members present at the General Meeting. By-Laws submitted by the Executive Board shall pass upon a majority vote of Representatives present at the General Meeting.

VIII.2.5 Actions and projects undertaken or planned by a committee that are agreed to be within the purview of that committee by a majority of the Executive Board Members and are not explicitly required to be submitted as a By-Law by this Constitution or other By-Laws may be submitted as a By-Law Note.

VIII.2.6 By-Law Notes, once submitted to the GSC body, are considered passed and do not require a majority vote to be ratified. However, time at the General Meeting following their submission shall be set aside for the By-Law Note to be discussed.

By-Law Code and Name

Code: 2017.2018.001.CDC
Name: Establishment of By-Laws Format

Reason for By-Law

The introduction of a Constitution and By-Law system will require the production of multiple By-Laws. To facilitate the organization of these By-Laws, rules and formats shall be established and standardized.

By-Law Language

Section I: Sections of a By-Law

- 1: A By-Law shall be divided into three sections; the "By-Law Code and Name", "Reason for By-Law", and the "By-Law Language" sections.
- 2: The By-Law Code shall be the year the current academic year started, followed by the year the current academic year ends, followed by a three digit number indicating which By-Law for an academic year it is; then, if the By-Law is coming from a committee, the three letter code of the committee submitting the By-Law; each of these portions shall be separated by a period.
- 3: The By-Law Name shall be descriptive of the contents of the By-Law
- 4: The "Reason for By-Law" section shall contain a summary as to why this By-Law is necessary and aid in resolving any confusion in how the By-Law language should be interpreted.
- 5: The "By-Law Language" section shall contain a set of clauses detailing how the By-Law shall impact the operation and function of the Graduate Student Congress.

Section II: Formatting of a By-Law

- 1: Ideally, By-Laws should be written in a monospaced font; typically this should be 12 pt Courier New.
- 2: By-laws shall be single spaced with a single blank line between each section.
- 3: By-laws shall have 1 inch margins from all sides.
- 4: Each section shall begin with the title of the section center aligned and underlined.
- 5: The line with the By-Law code contain in bold "Code:" followed by a tab to 1 inch from the page margin and then the By-Law code.

- 6: On the following line shall be in bold "Name:" followed by a tab to 1 inch from the page margin and then the By-Law name.
- 7: The content of the "Reason for By-Law" section shall be justified aligned.
- 8: The "By-Law Language" section shall be a nested list with content and formatting to these specifications:
 - i: There shall be 0.2 inches of space between a levels numbering and the content of that level.
 - ii: Nested levels shall be formatted such that their numerals end where the content of the previous level begin.
 - iii: The "By-Law Language" shall be divided into Sections numbered with capital roman numerals. Sections shall have brief title statements that describe their contents.
 - iv: Sections consist of a series of brief statements numbered.
 - a: If a section statement requires clarification, up to two sub-levels may be used.
 - b: The first shall use lower-case Roman numerals
 - c: The second shall use lower-case letters.
 - v: The final section of a By-Law shall be titled "Duration of this By-Law" and will contain how long the By-Law is to remain in effect.
 - vi: The first section of a By-Law submitted by a committee as a By-Law Note and detailing the status of their projects, events, and actions shall be titled "By-Law Note" with a single statement of "This By-Law is submitted as a special piece of legislation approved by the submitting committee and verified by the Executive Board to fall within the purview of the submitting committee. As such, upon being submitted, it will be considered ratified and not require a majority vote at a General Meeting".
- 9: By-laws may reference supplemental documents and figures that may be formatted in any manner. Ideally, copies of these documents and figures will be included on a new page within the document containing the proposed By-Law. Otherwise, care must be taken that referenced documents and figures are explicitly and clearly specified.
- 10: Prior to being submitted to the full Congress, proposed By-Laws shall be verified that they

conform to the formatting and language criteria laid out in this By-Law. By-Law Notes are exempt from this requirement.

- 11: The best practice will be to always capitalize "By-Law".

Section III: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.



Code: 2017.2018.002.CDC

Name: Selection and Responsibilities of Committee Chairs and Co-Chairs

Reason for By-Law

The Awards and Institutional Research Committees are led by a Committee Chair who, as specified in the Constitution, is responsible for their committee's completion of their required duties. The Professional Development & Networking Committee and the Institutional Advocacy Committee are jointly led by two Committee Co-Chairs who, as specified in the Constitution, are responsible for their committee's completion of their required duties. This By-Law specifies how and when Committee Chairs and Co-Chairs are selected and the powers and duties given to a Committee Chair or Co-Chair to ensure their committee's goals are accomplished.

By-Law Language

Section I: Determining a Committee Chair and Co-Chairs

- 1: Following the General Meeting in March, the committees shall meet to elect the Committee Chairs and/or Co-Chairs for the following year unless the Constitution or By-Laws explicitly state a committee is chaired by a member of the Executive Board.
- 2: At the first general meeting of the fall semester, Representatives and GSC members may begin to sign up to serve on a standing committee. As such, the Executive Board shall ensure this process is facilitated at the first meeting. After this meeting, the committee shall be considered active and will continue to be so until the end of the following spring semester.
- 3: If at any time a committee is active and no longer has a Committee Chair and/or Co-Chair, the committee members shall elect a chair of the committee unless the Constitution or By-Laws explicitly state a committee is chaired by a member of the Executive Board. If a committee cannot decide on a chair, the Chief of Staff and Operations shall appoint one.

Section II: Responsibilities of Committee Chairs

- 1: The following committees will be led by one

Committee Chair: Awards and Institutional Research Committee.

- 2: Committee Chairs shall be solely responsible and able to call for a Committee Meeting of their respective Committee.
- 3: Committee Chairs shall ensure the frequency and format of Committee Meetings are in accordance with this Constitution.
- 4: Committee Chairs shall communicate updates and progress of their Committee no less than once a month to the Chief of Staff and Operations.
- 5: Committee Chairs shall record attendance at each of their Committee Meetings and report that attendance to the Chief of Staff and Operations and Secretary.
- 6: Committee Chairs may restrict voting at Committee Meetings, as necessary, to either of the following subsets of General Members.
 - i: Members that have previously attended that Committee's meetings during the current academic year.
 - ii: Official Representatives of the GSC.
- 7: Committee Chairs shall ensure minutes are recorded at every committee meeting. They shall also prepare and distribute minutes to the committee members and the Chief of Staff and Operations.
- 8: Committee Chairs shall prepare reminders about committee meetings and other major committee events.
- 9: Committee Chairs shall liaise with the GSC Secretary to coordinate the advertisement of any event organized by their committee.
- 10: Committee Chairs from each appropriate committee shall submit to the GSC Secretary a written event summary within two weeks following the completion of an event organized by their committee.
- 11: Committee Chairs from each appropriate committee shall liaise with the GSC Treasurer to manage the GSC funds allocated to their committee.
- 12: Committee Chairs shall submit all committee purchase requests to the GSC Treasurer for approval.
- 13: Committee Chairs shall submit a purchase expense report to the GSC Treasurer within one week of any purchase made on behalf of their committee.
- 14: Committee Chairs shall be authorized to consider a Representative to fail to be In Good Standing with their Committee. The criteria for this

determination is left to the Committee Chair.

- 15: If a Committee Chair determines a Representative to no longer be In Good Standing with their Committee, they shall report that change in status to the Chief of Staff and Operations and Secretary.
- 16: During periods that full committees are inactive including, but not limited to, the summer semester; the Committee Chair shall have the authority to act as the entirety of their committee should a need for that committee arise.
- 17: A Committee Chair that is not sufficiently completing their duties, may be dismissed at the sole discretion of the Chief of Staff and Operations.

Section III: Responsibilities of Committee Co-Chairs

- 1: The Professional Development & Networking and the Institutional Advocacy committees will operate with two Committee Co-Chairs.
- 2: Committee Co-Chairs shall be jointly responsible and able to call for a Committee Meeting of their Committee.
- 3: Committee Co-Chairs shall ensure the frequency and format of Committee Meetings are in accordance with this Constitution.
- 4: Committee Co-Chairs shall communicate updates and progress of their Committee no less than once a month to the Chief of Staff and Operations.
- 5: Committee Co-Chairs shall record attendance at each of their Committee Meetings and report that attendance to the Chief of Staff and Operations and Secretary.
- 6: Committee Co-Chairs may restrict voting at Committee Meetings, as necessary, to either of the following subsets of General Members.
 - i: Members that have previously attended that Committee's meetings during the current academic year.
 - ii: Official Representatives of the GSC.
- 7: One Committee Co-Chair from each appropriate committee shall ensure minutes are recorded at every committee meeting. They shall also prepare and distribute minutes to the committee members and the Chief of Staff and Operations.
- 8: One Committee Co-Chair from each appropriate committee shall prepare reminders about committee meetings and other major committee events.
- 9: One Committee Co-Chair from each appropriate

committee shall liaise with the GSC Secretary to coordinate the advertisement of any event organized by their committee.

- 10: One Committee Co-Chair from each appropriate committee shall submit to the GSC Secretary a written event summary within two weeks following the completion of an event organized by their committee.
- 11: One Committee Co-Chair from each appropriate committee shall liaise with the GSC Treasurer to manage the GSC funds allocated to their committee.
- 12: One Committee Co-Chair from each appropriate committee shall submit all committee purchase requests to the GSC Treasurer for approval.
- 13: One Committee Co-Chair from each appropriate committee shall submit a purchase expense report to the GSC Treasurer within one week of any purchase made on behalf of their committee.
- 14: Committee Co-Chairs shall be authorized to consider a Representative to fail to be In Good Standing with their Committee. The criteria for this determination is left to the Committee Co-Chairs.
- 15: If both Committee Co-Chairs determine a Representative to no longer be In Good Standing with their Committee, they shall report that change in status to the Chief of Staff and Operations and Secretary.
- 16: During periods that full committees are inactive including, but not limited to, the summer semester; the Committee Co-Chairs shall have the authority to act as the entirety of their committee should a need for that committee arise.
- 17: A Committee Co-Chair may call on the Chief of Staff and Operations to assist in the mediation of any dispute between two Committee Co-chairs.

Section IV: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.

By-Law Code and Name

Code: 2017.2018.003.ARC

Name: Establishment of the Appropriations and Revenue Committee

Reason for By-Law

This By-Law creates the Appropriations and Revenue Committee. The purpose of this committee is to draft and manage the budget of GSC and regularly inform the GSC body of any necessary changes to that budget. This committee is also tasked with pursuing and creating methods to increase revenue to the GSC as well as aid in the development of novel methods to utilize GSC funding to meet GSC's goals.

By-Law Language

Section I: Appropriations and Revenue Committee

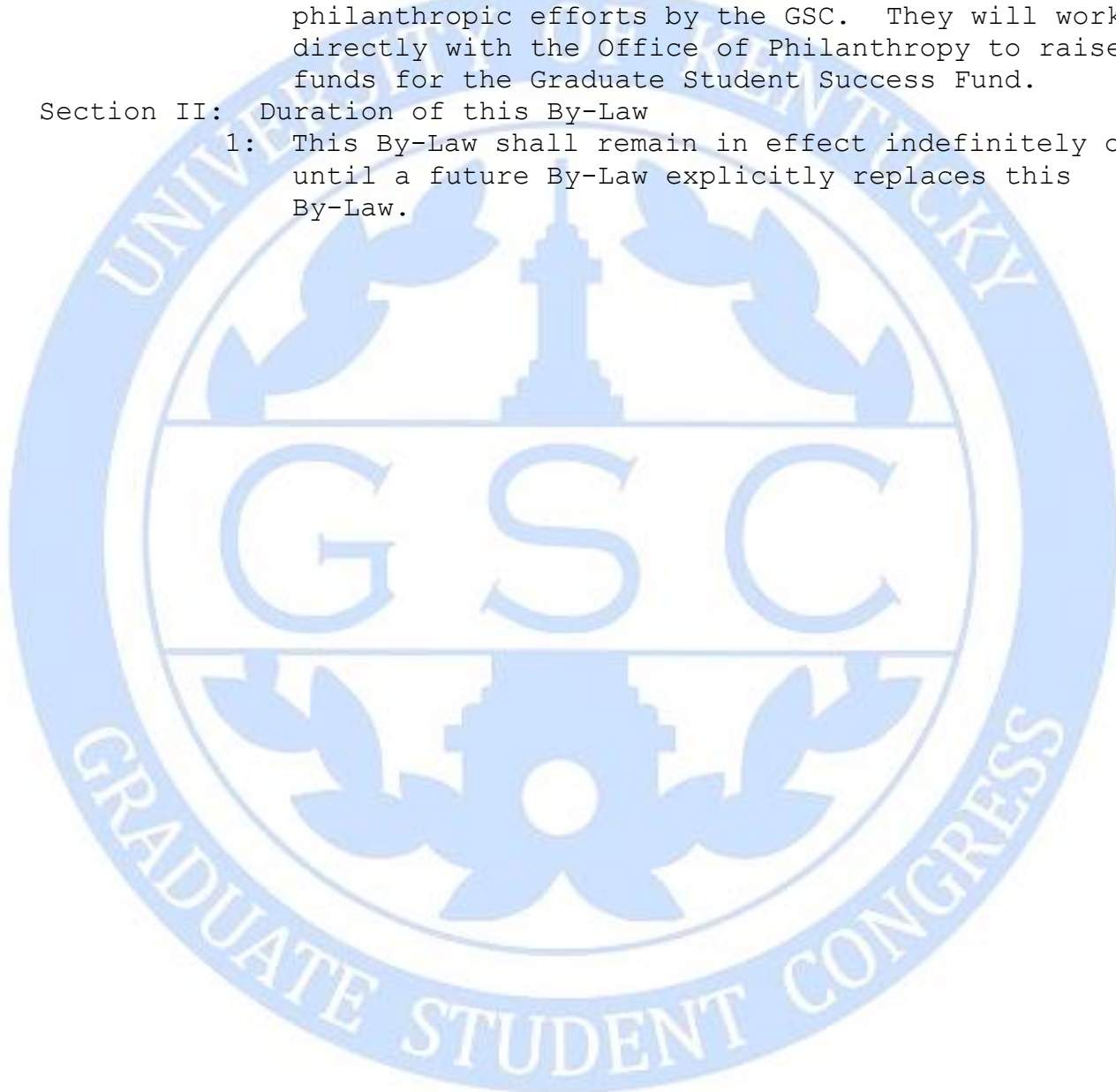
- 1: This By-Law creates a committee known as the "Appropriations and Revenue Committee".
- 2: By-laws submitted by this committee shall be marked with the code "ARC"
- 3: This committee shall be chaired by the Treasurer.
- 4: This committee shall be responsible for creating a budget for the following year. This budget shall be submitted for approval to the GSC by the April meeting as a regular By-Law. Following GSC approval, this budget shall be submitted to appropriate financial governing bodies by their respective deadlines.
- 5: As needed, budgetary changes and revisions should be drafted by the Appropriations and Revenues committee. These changes shall then be to the GSC for approval as regular By-Laws.
- 6: This committee shall work with and create programs and initiatives that will incur an expense or increase revenue. Approval of these programs rests solely on the Treasurer.
- 7: This committee shall manage contracts, credit relationships, and accounts.
- 8: Approval from this committee shall be required for funds to be allocated throughout the year.
- 9: The Director of Finance will assist the Treasurer with expense and accounts management. They will coordinate the budget proposal process by collecting budget requests and hosting an open

budget conference each spring, wherein any graduate/professional student or postdoctoral scholar can propose programs and make budget suggestions. They will coauthor the budget conference report for full congressional approval which will guide fiscal operations for the year it is in effect for.

- 10: The Director of Philanthropy will coordinate all philanthropic efforts by the GSC. They will work directly with the Office of Philanthropy to raise funds for the Graduate Student Success Fund.

Section II: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.



By-Law Code and Name

Code: 2017.2018.004.AWC
Name: Establishment of the Awards Committee

Reason for By-Law

This By-Law creates the Awards Committee. The purpose of this committee is to coordinate the awards offered by GSC. Information concerning these awards including number, amount, submission process, and selection criteria, are determined by this committee. However, this must be approved by the entire GSC body via submission of By-Laws.

By-Law Language

Section I: Awards Committee

- 1: This By-Law creates a committee known as the "Awards Committee".
- 2: By-laws submitted by this committee shall be marked with the code "AWC".
- 3: This committee shall be responsible for distributing awards to individual students and other organizations to recognize merit and satisfy unmet needs.
- 4: This committee shall determine the amount, number, and timing of awards to be distributed. Once determined, this information shall be submitted to the GSC as a regular By-Law.
- 5: The submission process for applicants and criteria used to select winners for all GSC awards shall be determined by this committee. This submission process and criteria shall be submitted to the GSC as a regular By-Law.
- 6: This committee must distribute awards at least once per semester for student travel, student research, and outstanding service to graduate students.
- 7: When additional funding has been allocated to this committee or when an award has no recipient, this committee may establish new awards to use said additional funds. The amount, number, submission process, and selection criteria of these new awards shall be submitted to the GSC as a regular By-Law.

Section II: Duration of this By-Law

1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.



By-Law Code and Name

Code: 2017.2018.009.CDC

**Name: Establishment of the Communications and Documents
Committee**

Reason for By-Law

This By-Law creates the Communication and Documents Committee. The purpose of this committee is to manage the documents of the GSC, namely By-Laws and the Constitution, as well as aid in developing resources for communication with GSC and its members and recruiting new membership into the GSC.

By-Law Language

Section I: Communications and Documents Committee

- 1: This By-Law creates a committee known as the "Communications and Documents Committee".
- 2: By-laws submitted by this committee shall be marked with the code "CDC".
- 3: This committee shall be chaired by the Secretary.
- 4: This committee shall be responsible in aiding the Secretary in organizing and creating documents of importance to the GSC.
- 5: This committee shall develop and manage resources to aid in the communication to the graduate student body including but not limited to contact information for all Representatives, contact information for all Committee members, and contact information for all Graduate Student Organizations (GSOs) having Representatives on the GSC.
- 6: This committee shall disseminate any necessary surveys, announcements, advertisements, and official communication on behalf of the GSC.
- 7: The Director of Communications will oversee all communication efforts of this committee and of the GSC. They will ensure all communications are distributed in a timely manner and prevent duplication of information.
- 8: This committee shall manage and maintain the official email account and all social media accounts, including but not limited to Twitter, Facebook, and Instagram.

- 9: The Assistant Director of Social Media will work with the Director of Communications to maintain a GSC social media presence and respond to communication through social media platforms.
- 10: This committee shall maintain the GSC website, including but not limited to updating important upcoming events and posting meeting minutes following every general meeting.
- 11: The Director of Information Technology will be responsible for the maintenance of the GSC website.
- 12: This committee shall locate and contact unrepresented Departments, Programs, and GSOs to obtain representation within GSC.
- 13: This committee shall manage and propose edits to the Constitution to ensure the functioning of the GSC is reflected within the Constitution.
- 14: All proposed Constitutional changes be they from the Executive Board or General Membership shall be processed and approved by this committee before being presented to the GSC for approval.
- 15: This committee shall aid members in developing any By-Laws relevant to the GSC in order to maintain institutional consistency.
- 16: This committee shall be tasked with developing By-Law standards which shall be submitted to the GSC as a regular By-Law.
- 17: The Communications and Document Committee shall maintain and distribute a template of the By-Law format.
- 18: By-Laws for the GSC must be approved by this committee; however, approval may only be denied for reasons of failure to adhere to the standards for By-Laws existing By-Laws establish. By-Laws may not be denied approval due to the content contained.
- 19: If a By-Laws is denied approval, this committee shall aid the writers of the By-Laws in modifying them to meet the formatting requirements and standards established for the GSC.
- 20: By-Law Notes do not need to be submitted for approval to this committee to be submitted to the general GSC body.
- 21: Because approval from this committee is required for a By-Law to be submitted, this committee is responsible for ensuring By-Laws get submitted to the general GSC body in a timely manner once

approved.

Section II: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.



By-Law Code and Name

Code: 2017.2018.009.CDC

Name: Responsibilities and Duties of the Executive Board

Reason for By-Law

This By-Law outlines the duties of Executive Board both as a group and as individual roles. The goal is to require the Executive Board to foster an environment for the GSC to pursue its goals and objectives while simultaneously seeking to expand the presence and power of the GSC on campus. To this end, the Executive Board and its members are given duties and powers beyond that of Representatives and Members.

By-Law Language

Section I: Responsibilities and Duties of the Entire Executive Board

- 1: Executive Board Members shall attend all General Meetings and Executive Board Meetings.
- 2: Executive Board Members shall receive reports from committees.
- 3: Executive Board Members shall ensure that General Meetings and Executive Meetings abide by the rules and procedures as determined by the GSC.
- 4: The Executive Board Members shall have the authority to act on behalf of the GSC between General Meetings if such action is necessary for the function of the GSC.
- 5: The Executive Board will have the authority to dismiss a Committee's Chair following a majority vote of the board.
- 6: All actions taken on behalf of the GSC by the Executive Board not previously voted on at a General meeting shall be voted on by the Executive Board.
- 7: A majority of Executive Board Members must vote for the action in order for it to occur.
- 8: Any actions taken by the Executive Board shall be submitted at the next General Meeting as a By-Law. However, unlike other By-Laws this shall be voted on solely by the Representatives. A simple majority of Representatives present shall approve any

actions taken by the Executive Board unless otherwise specified in the Constitution or other By-Laws. Executive Board Members do not vote on approving actions the Executive Board took between meetings.

- 9: By-Laws submitted by the Executive Board shall be marked with the code "EXB".
- 10: If the Representatives do not approve of an action taken by the Executive Board between meetings; the actions of the Executive Board shall be reversed as much as is possible.
- 11: If an Executive Board Member is not currently serving as a Representative as well, they shall strive to vote in the interests of the entire GSC and not in the interests of their department, program, or GSO.

Section II: Responsibilities and Duties of all Executive Board Members

- 1: All executive board members shall collectively and actively seek to promote inclusion and equity within the GSC and University of Kentucky communities with the goal of empowering and liberating every voice within the University of Kentucky community.
- 2: All executive board members shall seek to increase their knowledge and understanding about engaging in social justice and advocacy that is in accordance with the Advocacy and Legislative Platform.
- 3: All executive board members shall seek to increase their knowledge and understanding of the many cultures and identity affinities represented within the University of Kentucky community.
- 4: All executive board members shall make every good faith effort to participate in training sessions for GSC Officers organized by the Graduate School's Office of Graduate Student Professional Enhancement.
- 5: All executive board members leading a committee shall ensure minutes are recorded at every committee meeting. They shall also prepare and distribute minutes to the committee members and the Chief of Staff and Operations.
- 6: Committee Chairs shall prepare reminders about committee meetings and other major committee events.

- 7: Committee Chairs shall liaise with the GSC Secretary to coordinate the advertisement of any event organized by their committee.
- 8: All executive board members leading a committee shall submit to the GSC Secretary a written event summary within two weeks following the completion of an event organized by their committee.
- 9: All executive board members leading a committee shall liaise with the GSC Treasurer to manage the GSC funds allocated to their committee.
- 10: All executive board members leading a committee shall submit all committee purchase requests to the GSC Treasurer for approval.
- 11: All executive board members leading a committee shall submit a purchase expense report to the GSC Treasurer within one week of any purchase made on behalf of their committee.

Section III: Responsibilities and Duties of the President

- 1: The President shall ensure that the frequency and format of General Meetings and Executive Board Meetings are in accordance with the Constitution and passed By-Laws.
- 2: The President shall coordinate the activities of the GSC by setting the agenda for and facilitating all General Meetings and Executive Board Meetings.
- 3: The President shall define and implement the mission of the GSC, which is to enhance the academic environment of graduate students, professional students, and postdoctoral scholars and represent their interests in all areas of academic life.
- 4: The President shall liaise with the university officials including but not limited to the University President, University Provost, and Dean of the Graduate School.
- 5: The President shall ensure that graduate student, professional student, and postdoctoral scholar interests are represented at meetings where representation is necessary or requested.
- 6: The President shall serve on hiring boards, as possible.
- 7: The President shall negotiate wages and benefits for graduate students, professional students, and postdoctoral scholars, as possible.
- 8: The President shall help coordinate welcome

activities for graduate and professional students that occur during the first month of the fall semester.

- 9: Once per semester, the President shall prepare the GSC master calendar listing colloquia, meetings, and other events.
- 10: The President shall attend national and regional National Association of Graduate-Professional Students (NAGPS) meetings.

Section IV: Responsibilities and Duties of the Vice President

- 1: The Vice President shall assist the President in completion of their responsibilities as detailed in Section II.4 to Section II.10 in this By-Law.
- 2: The Vice President shall conduct all voting procedures, and maintain or supply voting placards and voting slips for all General Meetings and Executive Board Meetings. The Vice-President is prohibited from voting in any vote that they are conducting.
- 3: The Vice President is charged with overseeing a mentorship program that benefits historically underrepresented and under-supported students looking to attend graduate school. This program should serve undergraduates from (though not limited to) the following groups: those who identify as women, people of color, first generation college students and academics, LGBTQ* students, and international students. Moreover, the goal is also to give graduate students valuable professional development experience through their training and firsthand leadership work in the program. The VP will lead and provide oversight to the program in total, but has the ability to appoint directors to lead programs that fall under this mentorship program.
- 4: The Director of Mentorship will aid the Vice President with overseeing the mentorship program. This director will be appointed by the Vice President and approved by a majority vote of the Executive Board.
- 5: The Vice President shall have oversight of all professional development, networking, and social events, with the assistance of the Professional Development and Networking Committee.

Section V: Responsibilities and Duties of the Secretary

- 1: The Secretary shall ensure minutes are recorded at all General Meetings and Executive Board Meetings.
- 2: The Secretary shall prepare and distribute minutes from General Meetings to members. The Secretary shall prepare and distribute minutes from the Executive Board Meetings to the Executive Board Members.
- 3: The Secretary shall prepare reminders about General Meetings and other major events.

Section VI: Responsibilities and Duties of the Treasurer

- 1: The Treasurer shall manage the GSC funds including but not limited to balancing monthly statements and writing and receiving checks as needed.
- 2: The Treasurer shall report bank balances and any financial activity to the GSC at each General Meeting or when otherwise requested by the President.
- 3: The Treasurer shall coordinate and carry out fundraising activities for the GSC, with the assistance of the Committee on Appropriations and Revenue.
- 4: The Treasurer shall assist with reimbursements when necessary.

Section VII: Responsibilities and Duties of the Chief of Staff and Operations

- 1: The Chief of Staff and Operations shall oversee all congress operations and coordinate congress efforts. They shall work directly with the President to aid in presidential operations.
- 2: The Chief of Staff and Operations shall ensure committees' progress with their activities and coordinate their work to find synergy if possible. They shall be responsible to fill all director positions of each committee.
- 3: The Chief of Staff and Operations shall oversee the first meeting of each fall semester of the committees to coordinate procedures, information, and responsibilities of the committees.
- 4: The Chief of Staff and Operations shall have the authority to form other committees as needed.
- 5: Committees formed that are intended to exist less than an academic semester, it shall be established by being submitted to the GSC as a By-Law Note. If it continues to be active for longer than an academic semester, it will need to be re-authorized

- by being submitted to the GSC as a regular By-Law.
- 6: If a Committee formed by the Chief of Staff and Operations is intended to exist longer than an academic semester, it shall be established by being submitted to the GSC as a regular By-Law.
 - 7: Committees formed by the Chief of Staff and Operations between General Meetings that have not yet had an opportunity to be approved via the By-Law process may operate as though they were approved until the next General Meeting.
 - 8: The Chief of Staff and Operations has the authority to recommend and start the procedures for removal of Executive Board members. A majority vote of representatives, excluding the member in question, is required to remove said member.
 - 9: The Chief of Staff shall liaise with UK's Office of Student Organizations to coordinate GSC activities and maintain the GSC's status as a registered student organization.
 - 10: The Chief of Staff shall be responsible for administering the process by which elected, nominated, or authorized Representatives are registered and recognized.
 - 11: The Chief of Staff shall collect and maintain Representative information including but not limited to contact information and affiliation.
 - 12: The Chief of Staff shall maintain records of Representative attendance and committee standing.
 - 13: The Chief of Staff shall draft and present a List of Representative Seats for the last General Meeting each spring semester. This List shall be submitted as a regular By-Law. Once that meeting is adjourned, that shall become the List of Representative Seats and all Representative Seats shall be considered open.
 - 14: The Chief of Staff shall develop and administer the process by which a Representative becomes Recognized. This process shall be submitted as a regular By-Law.
 - 15: The Director of Membership will oversee all membership efforts and aim to fill all Representative Seats. The Director of Membership shall be exempt from serving on a committee.

Section VIII: Responsibilities and Duties of External Affairs Officer

- 1: The External Affairs Committee shall directly report to the External Affairs Officer.
- 2: The External Affairs Officer is charged with identifying and tracking legislation, policies, and actions taken by government entities that are relevant to the graduate/professional students with the assistance of the External Affairs Committee.
- 3: The External Affairs Officer shall coordinate and attend two Legislative Advocacy trips to D.C. in partnership with NAGPS.
- 4: The External Affairs Officer shall coordinate and attend two Legislative Advocacy trips to Frankfort, KY.
- 5: The External Affairs Officer shall coordinate GSC responses to legislation and political activities in partnership with the President.
- 6: The External Affairs Officer shall develop programming and legislative advocacy strategies as needed.

Section IX: Responsibilities and Duties of Institutional Affairs Officer

- 1: The Institutional Advocacy Committee and the Institutional Research Committee shall directly report to the Institutional Affairs Officer.
- 2: The Institutional Affairs Officer shall oversee all efforts of advocates on issues of important to graduate student social justice. All advocacy efforts must be in line with the ratified Advocacy and Legislative Platform.
- 3: If advocacy efforts do not align with the Advocacy and Legislative Platform, the Institutional Affairs Officer has the ability to dismiss the advocate in question and, as much as possible, reverse all advocacy efforts.
- 4: The Institutional Affairs Officer shall oversee research to identify and gather data on issues of importance to graduate students. A report on these data will be produced to be distributed in efforts to improve graduate student wellbeing.
- 5: The Institutional Affairs Officer shall act as liaison between the graduate student population and University of Kentucky Administration.
- 6: The Institutional Affairs Officer shall assist and advise the President in matters involving long term GSC Strategy

- 7: The Institutional Affairs Officer is charged with overseeing the implementation of a monthly luncheon program intended to stimulate discussion around building an inclusive and welcoming community through the exploration of perspectives and experiences from the myriad cultures and identity affinities represented at UK.

Section X: Responsibilities and Duties of the Professional Student Affairs Officer

- 1: The Professional Student Affairs Officer is charged with identifying and pursuing information regarding issues of importance to professional students.
- 2: This office is reserved for professional students only.
- 3: The Professional Student Affairs Officer will chair the Professional Student Affairs Committee.

Section XI: Responsibilities and Duties of the Postdoc Affairs Officer

- 1: The Postdoc Affairs Officer is charged with identifying and pursuing information regarding issues of importance to professional students.
- 2: This office is reserved for postdocs only.
- 3: The Postdoc Affairs Officer shall recruit or serve as representative for the Society of Postdoctoral Scholars.
- 4: The Postdoc Affairs Officer will act as liaison between the Society of Postdoctoral Scholars and the Graduate Student Congress, with intention of finding opportunities for collaboration and a voice for Postdocs within the University of Kentucky.

Section XII: Responsibilities and Duties of Student Government Association Representatives

- 1: SGA Representatives shall attend all GSC and SGA meetings, and report SGA happenings to the GSC.
- 2: SGA Representatives shall review and understand the budgets of the SGA and GSC.
- 3: When there is a conflict between SGA and GSC positions on particular issues, SGA Representatives shall promote the position that has the best impact on the GSC.

Section XIII: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.

By-Law Code and Name

Code: 2017.2018.010.CDC
Name: Selection of Executive Board Members

Reason for By-Law

This By-Law further outlines the process for the selection of Executive Board Members not otherwise specified in the Constitution. It also allows the Executive Board to remove Executive Board Members that are failing to meet their responsibilities or exhibiting unbecoming conduct.

By-Law Language

Section I: Selection of Executive Board Members

- 1: Nominees for the Executive Board must be enrolled in graduate or professional studies, or be a postdoctoral scholar at UK during the duration of their term and in good academic standing.
- 2: Nominees for President must have been involved with GSC for the six months prior to the election.
- 3: Eligible members may be nominated to the Executive Board by contacting the current President during the two weeks prior to the election or nominated at the meeting the election is to occur. Self-nominations are permitted.
- 4: At the meeting an election is to occur, the nominees must accept their nomination and introduce themselves to the GSC to be considered an eligible candidate. If a nominee wishes to be considered for the Executive Board, but cannot be present they may send the President a letter of intent no later than 24 hours prior to the meeting the election is to occur.
- 5: The Vice-President shall conduct the Executive Board elections, with the exception of the election for Vice-President, which shall be conducted by the President. Executive Board Members conducting an election are not eligible to vote in that election.
- 6: Elections shall be conducted via secret ballot.
- 7: The Vice-President shall appoint two members of the GSC to serve as Tellers in the counting of votes cast in these elections. Any Teller may not themselves be currently nominated for Executive Board.

- 8: In the case of a tie for any office, both candidates will meet with the GSC Faculty Advisor and two staff in the Graduate School for interviews. The GSC advisor and Graduate School staff will decide the winner based upon these interviews.
- 9: In the event of a vacancy on the Executive board, a special election to fill that vacancy shall be conducted at the next regular meeting. At least two weeks' notice to the membership of a vacancy is required. If the vacancy occurs less than two weeks before the next regularly scheduled meeting, the election shall be postponed to the following regularly scheduled meeting. If the election is postponed until a later meeting, the Executive Board may appoint a GSC member to temporarily fill that vacancy until an election can be held. Otherwise, elections will follow the procedures outlined in the Constitution and Section I.1 to Section I.8 of this By-Law. All restrictions for eligibility apply to these special elections.
- 10: In the event that an Executive Board Member fails to perform their duties or show inappropriate conduct including, but not limited to, not being present at meetings, not communicating with other members of the board, or showing disrespectful or uncooperative behavior; the President may call for a vote of the Executive Board to remove that Executive Board Member. A vote by the Executive Board will then be taken and the decision shall pass with a majority vote of Executive Board Members. This is a special action and approval for it is not voted on at the next General Meeting nor is it required to be submitted as a By-Law Note.
- 11: If it is decided to remove an Executive Board Member, the vacancy shall be handled in accordance with Section I.9 of this By-Law.

Section II: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.

By-Law Code and Name

Code: 2017.2018.011.CDC

Name: Establishing Rules of Order for Meetings

Reason for By-Law

This By-Law outlines the rules of order that meetings should generally adhere to. Namely, it defines the GSC ruleset as following Robert's Rules of Order.

By-Law Language

Section I: Calling of and Quorum for General Meetings

- 1: General Meetings may be called by the President, by a simple majority of the Representatives, or by 33.4% of the General Membership.
- 2: General Meetings must be announced to the General Membership at least one week in advance prior to the meeting. An exception can be made for circumstances where immediate action is required. The designation of such circumstances is made by a majority vote of the Executive Board or 51% of the General Membership.
- 3: General Meetings shall be considered to have Quorum if two-thirds of the Executive Board and at least 5 other Representatives are present.
- 4: Votes taken at a General Meeting are only valid if the General Meeting has Quorum.

Section II: Meeting Rules

- 1: GSC Meetings shall be run in accordance with Robert's Rules of Order.
- 2: These rules should be used for all meetings: General, Executive Board, Committee and otherwise.
- 3:

Section III: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.

By-Law Code and Name

Code: 2017.2018.012.CDC

**Name: Details on Selection and Responsibilities of
Representatives**

Reason for By-Law

This By-Law further outlines how Representatives are selected and how their terms are structured. It also details the attendance requirements of a Representative and the process for having an absence waived.

By-Law Language

Section I: Selection of Representatives

- 1: Changes to the List of Representative Seats may be requested to the Chief of Staff and Operations. At the discretion of the Chief of Staff and Operations, these changes may then be submitted at the next General Meeting as a regular By-Law.
- 2: Representatives shall be elected via a democratic process by a relevant Graduate Student Organization (GSO), Professional Student Organization (PSO), or, in the absence of a relevant GSO/PSO, shall be nominated by a Director of Graduate Studies (DGS) for the relevant program. Otherwise, the Executive Board may vote to authorize a member to hold an empty Representative Seat as necessary.
- 3: If there is a dispute regarding the applicability of a GSO, PSO, or DGS to holding a particular Representative Seat, this dispute shall be resolved by a vote of the Executive Board. The solution receiving the plurality of Executive Board Members' votes shall be executed. In the event of a tie, discussion shall be re-opened and another vote shall occur.
- 4: If a Representative is Recognized during the summer semester, their term begins at the beginning of the following fall semester. Otherwise, upon being Recognized as a Representative, their term begins immediately.
- 5: If a Representative Seat is open or vacated, a new representative may be elected, nominated, or

authorized at any point during the year. Elections, nominations, or authorizations are encouraged to occur before the beginning of the fall semester.

- 6: A member may serve simultaneously as both an Executive Board Member and as a Representative. However, they may only cast a single vote at General Meetings, Committee Meetings, and Executive Board Meetings. A member serving as both an Executive Board Member and a Representative shall otherwise be afforded all rights and responsibilities that entails.

Section II: Responsibilities of Representatives

- 1: To remain In Good Standing, a Representative may not have two or more consecutive absences from General Meetings from the time they were first recognized as an official Representative until the end of their term. If a Representative is no longer In Good Standing due to consecutive absences from General Meetings, they may return to being In Good Standing by attending two consecutive General Meetings.
- 2: If a Representative cannot attend a General Meeting, they may send another person from their same program as a proxy. This person must hold the same position (graduate student, professional student, or postdoctoral scholar) as the representative in question. The Chief of Staff and Operations must be notified of this proxy. Except in cases of illness, family emergencies, and similar situations, notification must be done no later than 24 hours prior to that General Meeting.

Section III: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.

By-Law Code and Name

Code: 2017.2018.013.EAC

Name: Establishment of the External Affairs Committee

Reason for By-Law

This By-Law creates the External Affairs Committee. The purpose of this committee is to monitor the local, state, and national governments for legislation and other actions that may impact Graduate Students or higher education in general. To that end, they will be responsible for organizing official GSC responses to these issues. They will also be responsible for ensuring university officials are aware of the position of Graduate Students and the GSC on these issues.

By-Law Language

Section I: External Affairs Committee

- 1: This By-Law creates a committee known as the "External Affairs Committee".
- 2: By-Laws submitted by this committee shall be marked with the code "EAC".
- 3: This committee shall take efforts to identify legislation, policies, and actions taken by local, state, or national government that are relevant to Graduate Students and higher education in general.
- 4: This committee shall draft official position statements on identified issues and send them to relevant persons including but not limited to politicians and media outlets.
- 5: When necessary, this committee shall organize other responses to government legislation, policies, and actions.
- 6: This committee should organize meeting with local, state, and national politicians to advocate for graduate student welfare.
- 7: When needed, this committee shall organize meetings with university officials to discuss Graduate Student positions on government legislation, policy, and actions.
- 8: The Director of National Legislative Advocacy will coordinate all advocacy efforts of the External

Affair Committee on national legislation and policies.

- 9: Director of State Legislative Advocacy will coordinate all advocacy efforts of the External Affair Committee on state legislation and policies. They will aid the External Affairs Officer in planning and implementing State Legislative Action Training and Days.

Section II: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.



By-Law Code and Name

Code: 2017.2018.014.PDN

Name: Merger of Professional Development and Leadership Committee and Networking Committee

Reason for By-Law

This By-Law merges the Professional Development and Leadership Committee and the Networking Committee into a single Professional Development and Networking Committee. Both of these committees were previously tasked with organizing a variety of events for graduate students that all served to increase collaboration across the university and improve graduate skillsets. Therefore, it made sense to condense them into a single committee to pursue those goals; thus, this committee shall inherit the goals from both original committees. This committee is tasked with helping prepare graduate students for their careers after graduation both within and beyond academia, helping develop non-academic skills and resources for graduate students to help ensure their success in graduate school, providing opportunities for graduate students across campus to meet who otherwise may never interact, providing frequent, casual options for GSC members, representatives and Executive Board members to meet and discuss GSC issues outside of formal meetings.

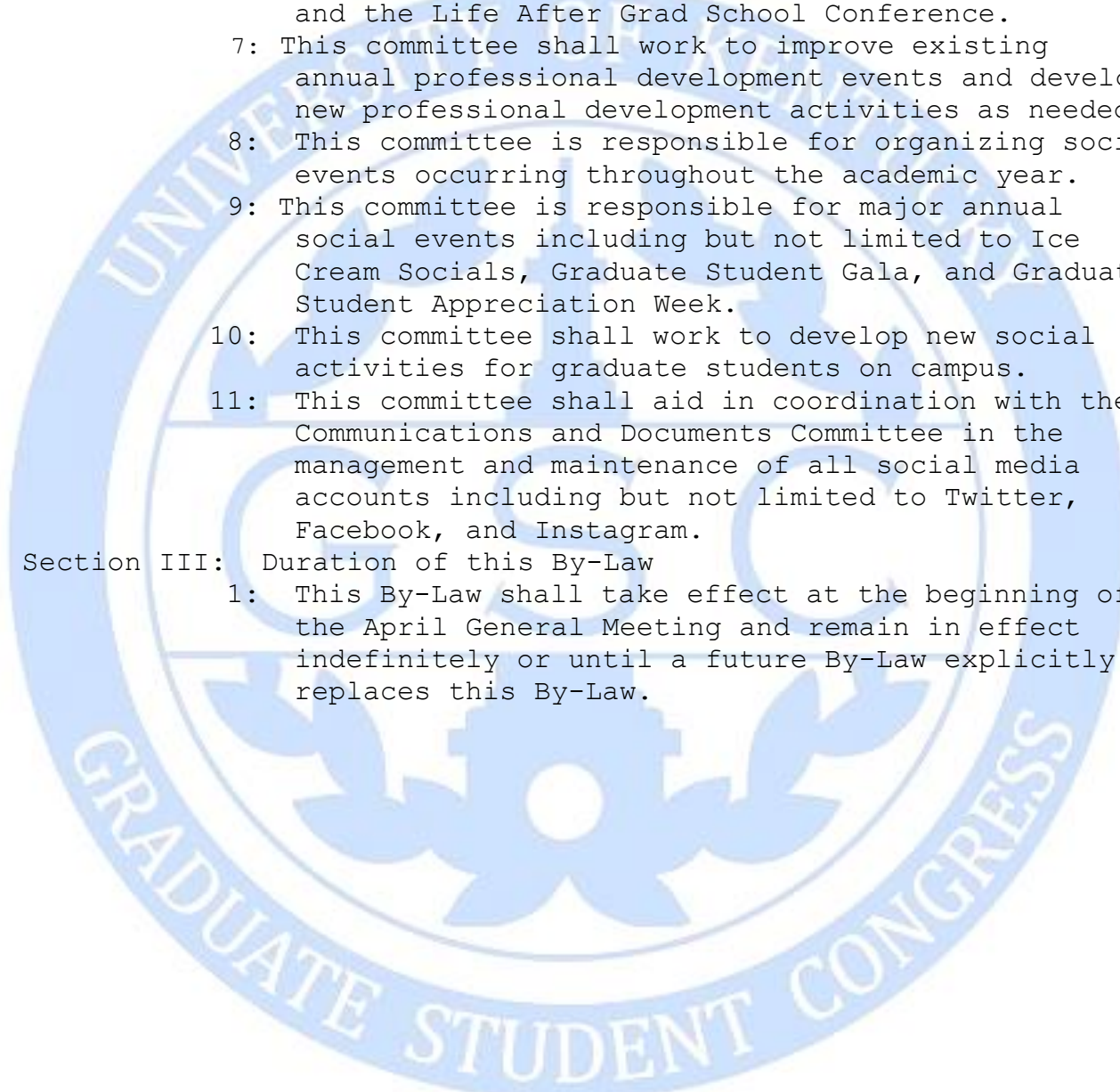
By-Law Language

Section I: Removal of Professional Development and Leadership Committee and Networking Committee

- 1: Upon this By-Law taking effect, both the Professional Development and Leadership Committee and Networking Committees will no longer be official committees of the GSC.
- 2: As such, upon taking effect By-Laws 2017.2018.006.NWC and 2017.2018.007.PDC will be repealed.

Section II: Professional Development and Networking Committee

- 1: This By-Law creates a committee known as the "Professional Development and Networking Committee".
- 2: By-Laws submitted by this committee shall be marked with the code "PDN".
- 3: The co-chairs of this committee will provide oversight and support to its members.

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- 4: This committee will report directly to the Chief of Staff & Operations.
 - 5: This committee shall maintain and develop online resources for professional development.
 - 6: This committee is responsible for organizing the major annual professional development events including but not limited to the Graduate Student Leaders Conference, 3 Minute Thesis competition, and the Life After Grad School Conference.
 - 7: This committee shall work to improve existing annual professional development events and develop new professional development activities as needed.
 - 8: This committee is responsible for organizing social events occurring throughout the academic year.
 - 9: This committee is responsible for major annual social events including but not limited to Ice Cream Socials, Graduate Student Gala, and Graduate Student Appreciation Week.
 - 10: This committee shall work to develop new social activities for graduate students on campus.
 - 11: This committee shall aid in coordination with the Communications and Documents Committee in the management and maintenance of all social media accounts including but not limited to Twitter, Facebook, and Instagram.

Section III: Duration of this By-Law

- 1: This By-Law shall take effect at the beginning of the April General Meeting and remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.

By-Law Code and Name

Code: 2018.2019.001.IAC

Name: Establishment of the Institutional Advocacy Committee

Reason for By-Law

This By-Law creates the Institutional Advocacy Committee. The purpose of this committee is to provide direction to the Graduate Student Congress (GSC) in its operations as much as it overlaps with social justice issues and to determine problems and areas where improvements can be made. When GSC is able to designate who should represent post-undergraduates on panels and administrative groups, pulling from this group should be a priority.

By-Law Language

Section I: Appropriations and Revenue Committee

- 1: This By-Law creates a committee known as the "Institutional Advocacy Committee".
- 2: By-Laws submitted by this committee shall be marked with the code "IAC"
- 3: This committee's efforts must align with the ratified Advocacy and Legislative Platform.
- 4: This committee shall take efforts to identify and pursue information regarding issues of importance to post-undergraduates, including but not limited to medical insurances, assistantships, parking, international student concerns, and social justice advocacy.
- 5: Members of this committee are designated advocates for specific issues of importance to post-undergraduates.
- 6: To this end, the committee may schedule events that allow post-undergraduates to communicate their concerns.
- 7: This committee shall propose solutions and promote post-undergraduates interests in regards to identified issues.
- 8: When possible, members of this committee should be a primary resource to represent post-undergraduates at the university level; in the absence of an Executive Board member filling this duty.
- 9: This committee shall strive to maintain a membership representative of the diverse

backgrounds present in the body of post-undergraduates.

- 10: The co-chairs of this committee will provide oversight and support to its members.
- 11: This committee will directly report to the Institutional Affairs Officer.

Section II: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.



By-Law Code and Name

Code: 2017.2018.002.IRC

Name: Establishment of the Institutional Research Committee

Reason for By-Law

This By-Law creates the Institutional Research Committee. This committee is responsible for the administration of research designed to obtain a holistic picture of UK post-undergraduate students' life and needs. A major means of doing this is through the use of the Graduate, Professional, and Postdoctoral Wellness Survey.

By-Law Language

Section I: Appropriations and Revenue Committee

- 1: This By-Law creates a committee known as the "Institutional Research Committee".
- 2: By-Laws submitted by this committee shall be marked with the code "IRC"
- 3: This committee and its chair shall oversee research to identify and gather data on issues of importance to post-undergraduates, including but not limited to funding, mentorship relationships, medical insurances, assistantships, basic needs, and mental and physical health.
- 4: This committee shall, at least once annually, produce and distribute a Graduate, Professional, and Postdoctoral Wellness Survey to aid in determining issues and areas for improvement in post-undergraduate life.
- 5: This committee is responsible for analyzing and producing a report that will be presented to the general congress. This data will be used to inform congress policy and advocacy efforts.
- 6: This committee shall produce a report that will be distributed to members of the University of Kentucky administration.
- 7: This committee will serve as a consulting body for other units within the congress.
- 8: This committee will directly report to the Internal Affairs Officer.

Section II: Duration of this By-Law

1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.



By-Law Code and Name

Code: 2019.2020.01.ISCC
Name: Establishment of the International Student Concerns Committee

Reason for By-Law

This By-Law creates the International Students Concerns Committee. The purpose of this committee is to monitor and address the concerns of international graduate and professional students and postdocs in the University of Kentucky. This committee will work with other committees in the GSC and organizations around campus to find new alternatives to empower international graduate students.

By-Law Language

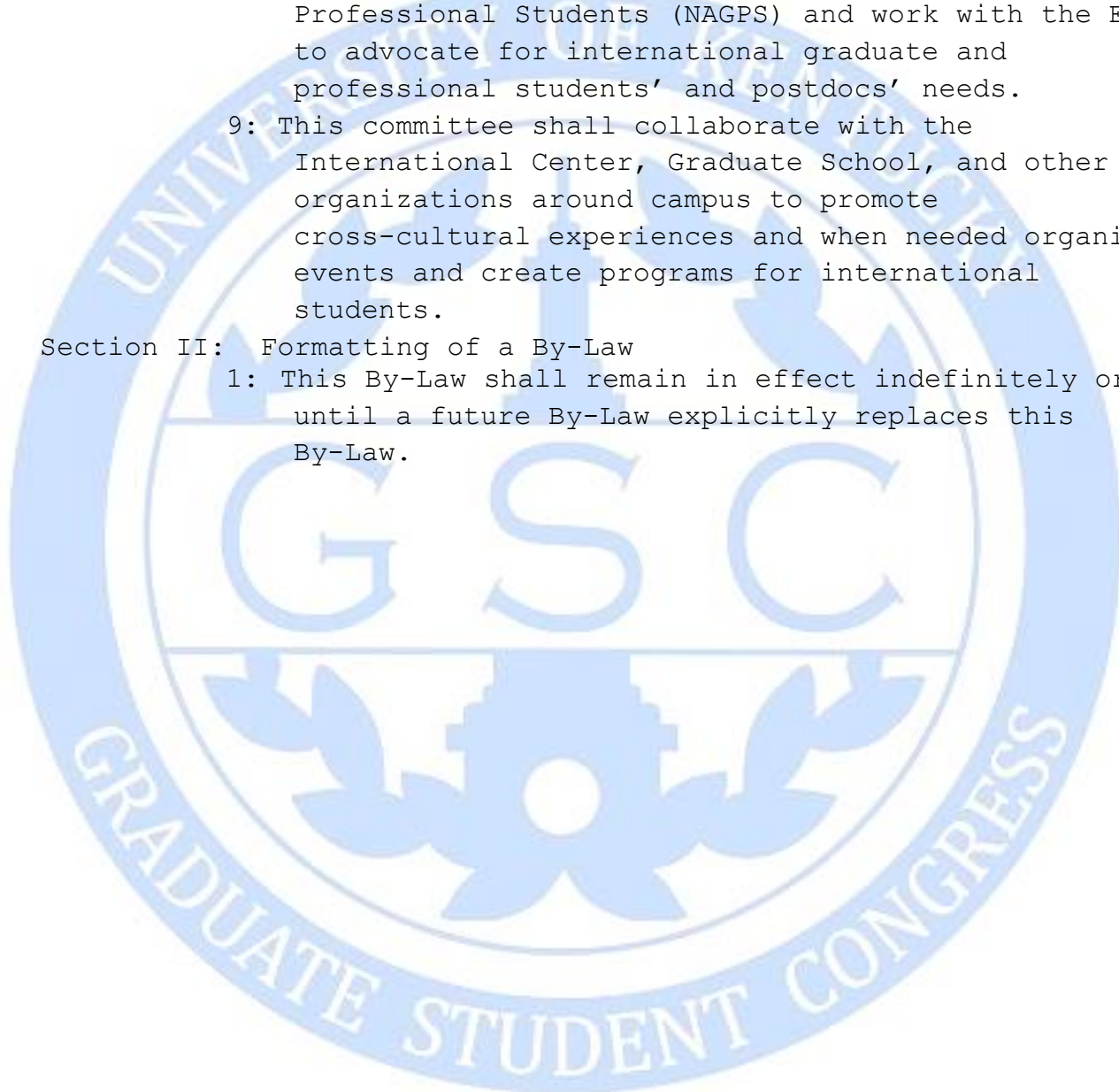
Section I: International Students Concerns Committee

- 1: This By-Law creates a committee known as the "International Students Concerns Committee".
- 2: By-Laws submitted by this committee shall be marked with the code "ISCC".
- 3: This committee shall be formed by at least 50% of international graduate and professional students and postdocs.
- 4: This committee shall listen and address the concerns of international graduate and professional students and postdocs and help them through their time at the University of Kentucky.
- 5: This committee shall educate domestic people about the importance of international graduate and professional students and postdocs to build a more inclusive environment on campus.
- 6: This committee shall monitor issues regarding international graduate and professional students and postdocs at the national and local level and communicate any relevant information for international graduate and professional students and postdocs.

- 7: This committee will directly report to the Chief of Staff and Operations.
- 8: The chair of this committee will coordinate with the External Affairs Committee (EAC) chair. Part of this relationship will include attending at least one of the Legislative Action Days organized by the National Association for Graduate and Professional Students (NAGPS) and work with the EAC to advocate for international graduate and professional students' and postdocs' needs.
- 9: This committee shall collaborate with the International Center, Graduate School, and other organizations around campus to promote cross-cultural experiences and when needed organize events and create programs for international students.

Section II: Formatting of a By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.



By-Law Code and Name

Code: 2020.2021.01.MHWC
Name: Establishment of the Mental Health and Wellbeing
Committee

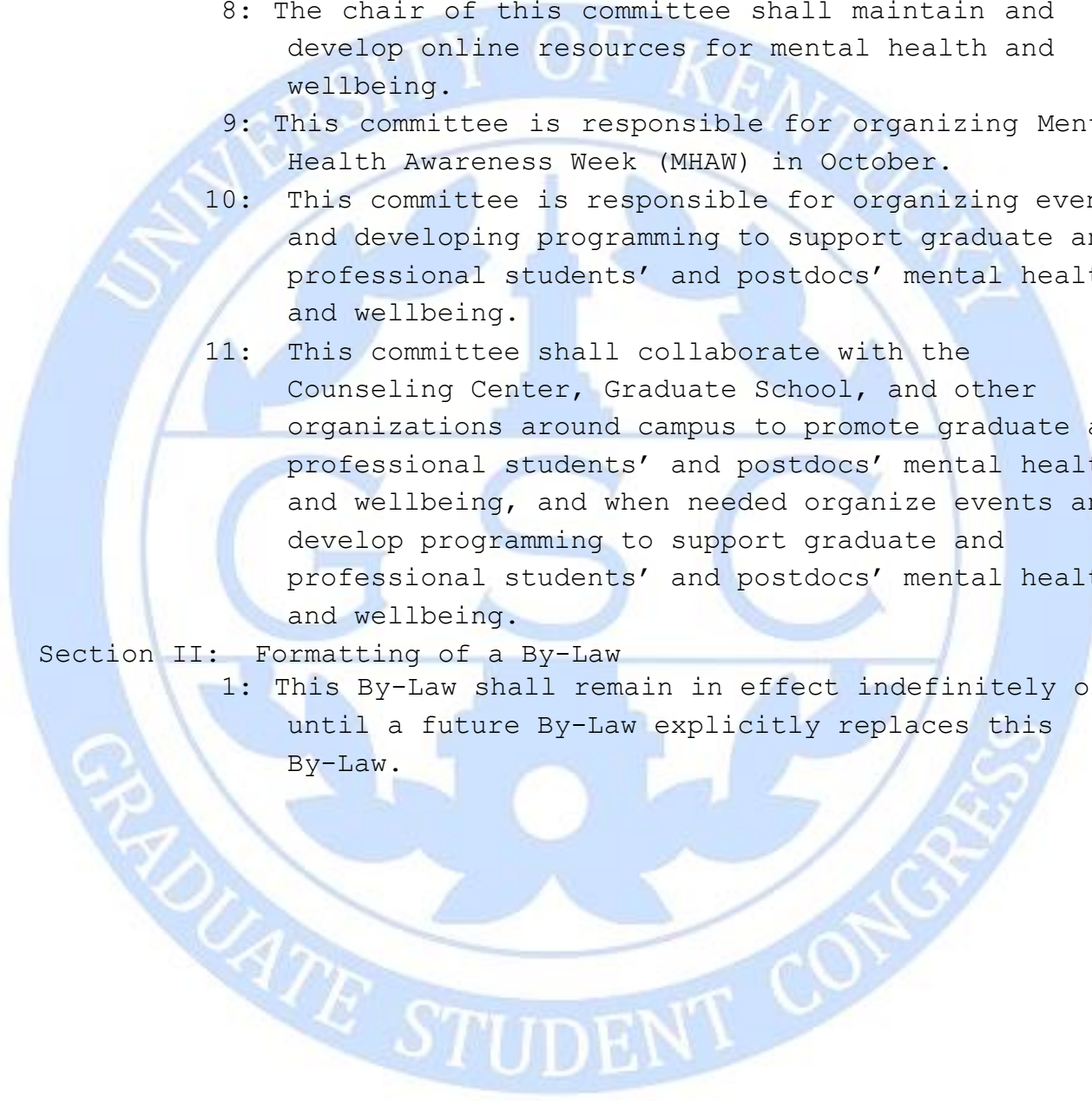
Reason for By-Law

This By-Law creates the Mental Health and Wellbeing Committee. The purpose of this committee is to monitor and address the mental health and wellbeing needs of graduate and professional students and postdocs in the University of Kentucky. This committee will work with other committees in the GSC and organizations around campus (e.g., UK Counseling Center) to find information, organize events, and develop programming related to mental health and wellbeing in graduate school. This committee also oversees the planning and execution of Mental Health Awareness Week (MHAW) in October.

By-Law Language

Section I: Mental Health & Wellbeing Committee

- 1: This By-Law creates a committee known as the "Mental Health and Wellbeing Committee".
- 2: By-Laws submitted by this committee shall be marked with the code "MHWC".
- 3: This committee shall strive to maintain a membership representative of the diverse backgrounds present in the general membership of graduate and professional students and postdocs at the University of Kentucky.
- 4: This committee shall listen to and address the mental health and wellbeing concerns of graduate and professional students and postdocs at the University of Kentucky.
- 5: This committee shall educate university administrators and graduate faculty on the importance of graduate and professional students' and postdocs' mental health and wellbeing on campus.

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- 6: This committee shall monitor issues regarding graduate and professional students' and postdocs' mental health and wellbeing and communicate any relevant information back to the GSC.
 - 7: This committee will directly report to the Chief of Staff and Operations.
 - 8: The chair of this committee shall maintain and develop online resources for mental health and wellbeing.
 - 9: This committee is responsible for organizing Mental Health Awareness Week (MHAW) in October.
 - 10: This committee is responsible for organizing events and developing programming to support graduate and professional students' and postdocs' mental health and wellbeing.
 - 11: This committee shall collaborate with the Counseling Center, Graduate School, and other organizations around campus to promote graduate and professional students' and postdocs' mental health and wellbeing, and when needed organize events and develop programming to support graduate and professional students' and postdocs' mental health and wellbeing.

Section II: Formatting of a By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.

By-Law Code and Name

Code: 2020.2021.002.PfAC

**Name: Establishment of the Professional Student Affairs
Committee**

Reason for By-Law

This By-Law creates the Professional Student Affairs Committee. The purpose of this committee is to monitor the status of professional students at the University of Kentucky and determine problems and areas where improvement can be made. When GSC is able to designate who should represent professional students on panels and administrative groups, pulling from this group should be a priority.

By-Law Language

Section I: Appropriations and Revenue Committee

- 1: This By-Law creates a committee known as the "Professional Student Affairs Committee".
- 2: By-Laws submitted by this committee shall be marked with the code "PfAC"
- 3: This committee shall take efforts to identify and pursue information regarding issues of importance to professional students.
- 4: To this end, the committee may schedule events that allow professional students to communicate their concerns.
- 5: This committee shall propose solutions and promote professional student interests in regards to identified issues.
- 6: When possible, members of this committee should be a primary resource to represent professional students at the university level; in the absence of an Executive Board member filling this duty.
- 7: This committee shall strive to maintain a membership representative of the diverse backgrounds present in the general membership of professional students.
- 8: This committee will be chaired by the Professional Student Affairs Committee Chair, which reports directly to the Professional Student Affairs Officer.

Section II: Duration of this By-Law

- 1: This By-Law shall remain in effect indefinitely or until a future By-Law explicitly replaces this By-Law.

