

Geology GSA “GGSA” By-Laws

ARTICLE I: Name of the Organization

Section 1: The name of this organization will be known as the Geology Graduate Student Association (hereinafter referred to as the “GGSA”).

ARTICLE II: Mission and Purpose

Section 1: The purpose of the GGSA shall be to foster a welcoming environment for all graduate students, instigate intelligent discussion on geologic and related earth and planetary sciences, and to promote enthusiasm for the outdoors and the environment.

Section 2: The GGSA shall abide by all SUNY and University at Buffalo policies and procedures.

ARTICLE III: Qualifications of Membership

Section 1: Membership in the GGSA shall be open to any full or part time graduate student enrolled at the University at Buffalo whose interest lies in the realm of geological and related sciences.

Section 2: Active membership shall be determined by continued enrollment at the University at Buffalo.

Section 3: Membership in the GGSA shall be open to all students without regard to race, color, religion, ancestry, national origin, marital status, sexual orientation, gender, age, disability, veteran status, or any other classification protected by law. All members at all times will be treated with dignity and respect.

Section 4: Only graduate students who are fee paying members of the University at Buffalo Graduate Student Association Inc. shall be eligible voting members of the GGSA.

ARTICLE IV: Officers

Section 1: The officers shall consist of a President, Vice President, Treasurer, and Secretary. All officers must be qualified to be members of the GGSA.

Section 2: The President shall be the chief executive of the GGSA, maintain operating procedures, serve as liaison for the club with the University at Buffalo administration, call and preside over meetings, take care that these by-laws and the policies and procedures at the University at Buffalo are faithfully executed.

Section 3: The Vice President shall assist the President with all administrative duties and assume those duties in the President's absence.

Section 4: The Treasurer shall receive and distribute the GGSA funds upon the authorization of the President, in accordance with the SUNY Mandatory Student Activity Fee and financial rules and regulations of the University at Buffalo, prepare the annual budget, sign requisitions for the club and organize funds.

Section 5: The Secretary shall keep accurate and detailed records of all meetings and affairs, responsible for all correspondence with the GGSA members, coordinate preparation and distribution of handouts, flyers, and publications.

Section 6: The elected officers will form the Executive Committee.

Section 7: All elected officers must be in good academic standing at the University at Buffalo (GPA > 3.0).

ARTICLE V: Board of Directors Members

Section 1: Board Members and Alternate Board Members must also be elected along with the officers to represent the group at the GSA's monthly Board of Directors meetings, fulfil their duties and legal responsibilities as members of the Board, and share updates on GSA business at GGSA meetings.

Section 2: Board members must complete the online Board training offered by GSA in order to familiarize themselves with their duties and legal responsibilities as members of the Board.

ARTICLE VI: Elections

Section 1: All club elections will be held online via UBLinked in order to comply with GSA policy. Outgoing officers will work with the Office of Student Engagement to facilitate this process.

Section 2: The President, Vice President, Treasurer, Secretary, and Board of Directors Members shall be elected by the members of the GGSA to serve a one-year term. Annual elections shall be held within the first two weeks of the Fall semester. The officers shall be elected online via UBLinked. The term of office for all officers shall begin from the election date and end on the date of the next annual election.

Section 3: Nominations of candidates for officer positions shall be via self-nomination. Nominees for officer positions must be GGSA members in good standing.

Section 4: In case of a tie vote for any position, a run-off special election will be held.

Section 5: Vacancies occurring in any elected office shall be filled via special elections with members given a week notice.

ARTICLE VII: Removal of Officers and Board of Directors Members

Section 1: Any officer may be removed from office for failure to perform his/her duties. This can include failure to carry out the responsibilities of that office, or for any action that violates the mission of the GGSA.

Section 2: Any officer found to have neglected their duties may be censured by the GGSA by simple majority vote of GGSA members. A censured officer may be removed from office by a two-thirds vote of GGSA members.

ARTICLE VI: Meeting

Section 1: Regular meeting shall be held bi-weekly. Meetings will be called by the President or Secretary.

Section 2: Quorum shall consist of one more general GGSA member present than elected officers, or where elected officers abstain from voting such that the general body of the GGSA may vote to overrule the Executive Committee. Quorum is needed for official votes to take place.

ARTICLE VII: Amendments

Section 1: Amendments to these by-laws shall be adopted by two-thirds vote of members present at the meeting at which the amendment is read.

Date of By-Laws Creation: 8/27/2015

Latest Revision Date: 2/4/2021