

CONSTITUTION OF THE  
GRADUATE ENGINEERING & SCIENCE STUDENTS ASSOCIATION (GESSA)  
OF ARIZONA STATE UNIVERSITY

TITLE I  
MEMBERSHIP AND ESTABLISHMENT

**Preamble:**

We, the engineering and science graduate students of Arizona State University hereby form the **Graduate Engineering & Science Students Association** (GESSA), and establish this Constitution. GESSA exists to establish connections and foster relationships amongst graduate students, university administration, organizations & clubs in university, school advisors, alumni, external organizations and industries and advocate for graduate engineering and science students' academic and non- academic concerns.

**Article 1 – Establishment**

Graduate Engineering & Science Students Association (GESSA) is hereby established under this Constitution.

**Article 2 – Membership**

Any graduate students under Ira A. Fulton Schools of Engineering are entitled to be a member when he/ she registers himself/ herself with the official GESSA site. Any student outside Ira A. Fulton Schools of Engineering can become a member with the written approval from any of the executive members. GESSA events are open to all undergraduate and graduate students from all colleges in ASU. GESSA Executive positions are only open to graduate students under Ira A. Fulton College of Engineering.

**Article 3 - Rights of Membership**

- Right to run in elections for executive positions and other positions as described by this constitution.
- The right to active engagement and advocacy.

TITLE II  
GRADUATE ENGINEERING & SCIENCE STUDENTS ASSOCIATION

**Article 1 - Executive Positions**

Section 1. Executive team of GESSA

President, Vice President Events, Vice President Communications, Vice President Technology, Treasurer and Secretary form the executive team together.

Section 2. Term of Office:

The Executive Officers shall hold the position for 12 months. Elected members in fall will convene their responsibilities from the first week after elections.

Section 3. Roles and responsibilities

President:

1. To supervise the routine operations of GESSA activities including but not limited to maintaining solvent financial status, ensuring compliance with ASU rules on food and funding.
2. To meet at least bi-weekly with the Vice Presidents, Treasurer and Secretary.
3. To create programs and events in view of the mission of the organization.
4. To oversee grievances of graduate and professional students and be aware of the agencies or individuals in the campus community who can assist students with such grievances.
5. To convene ad-hoc committees and appoint members as necessary.
6. To authorize all expenditures of the GESSA in accordance with university policy.
7. To make available to the succeeding President all documents and information relevant to execution of the office.

Vice President Events:

1. To meet bi-weekly with the event leads and appointed positions by Events Vice President.
2. To assign event leads and volunteers their tasks for events.
3. To supervise event registrations and advertisements through offline and online means.
4. To appoint event leads and event volunteers through a transparent and fair application process.
5. To make available to the succeeding Vice President all documents and information relevant to execution of the office.

Vice President Communications:

1. To facilitate communication and interaction among graduate and professional students for the purposes of professional development.
2. To reserve rooms with respect for all events on the request of event leads.
3. To meet monthly with volunteers and member positions appointed by VP of Communications.
4. To keep record of new members and train them to include in the organization goals.
5. To make available to the succeeding Vice President Communications all documents and information relevant to execution of the office.

#### Vice President Technology:

1. To meet monthly with coordinators of website, newsletter and registration systems.
2. To oversee weekly disbursement of social media and newsletter to advisors.
3. Maintain records and programs data including but not limited to tutoring slides and recordings, flyers, logo designs, t-shirt designs.
4. To appoint volunteer positions for through a transparent and fair application process.
5. To make available to the succeeding Vice President Technology all documents and information relevant to execution of the office.

#### Treasurer:

1. To take care of financial activities of the association and maintain its solvency.
2. Maintain ledger of the association with President and Advisor
3. Oversee funding requests and approvals.
4. Oversee expenditure in programs and events and ensure their conformity to university policies.
5. To make available to the succeeding Treasurer all the information relevant to execution of the office.

#### Secretary:

1. To oversee planning of social events relevant to the social, emotional and intellectual well-being of members through professional and social development programs.
2. Maintaining constitution, bylaws (if any) and minutes of meeting of various executive meetings and committees.
3. Appoint Professional development event leads positions through a transparent and fair application process.
4. Make available any forms or documents required by members to use facilities provided by GESSA or ASU.
5. Make available to the succeeding Secretary all documents and information relevant to execution of the office.

#### Section 4. Recall of Officers

A petition for recall of any Executive Officer shall require the signatures and student identification numbers of at least 50% of the registered volunteer team with no less than 5 members.

#### Section 5. Academic Standing

Executive Officers or Assembly Members may serve only if registered for at least one (1) semester hour of graduate or professional academic credit at Arizona State University in the current regular semester.

## TITLE III ELECTIONS

### **Article 1 – Elections Department**

The Elections Department shall exercise independent authority over GESSA elections, referenda and initiatives.

### **Article 2 – Elections Procedures**

A. Elections shall be held in April every year for all executive positions established under this Constitution. Advisor with Election Commissioner (if appointed) will decide dates in April & October for elections.

B. All candidates should be part of a registered volunteer team at least one month before the elections for being eligible for nomination. Self- nominations would be allowed.

C. Any eligible candidate is eligible to apply for multiple positions. If a candidate wins two positions, he/ she can choose either of the positions. The other position would then trickle down to second best voted candidate.

D. Elections shall be by secret ballot through electronic or non- electronic means

E. Candidates can vote for themselves.

F. Any member will not have access to voting data, except the information about winners. No voting member can be part of election commission.

## TITLE IV GENERAL PROVISIONS

### **Article 1 - Supremacy Clause**

This Constitution supersedes all other GESSA Constitutions, legislative and executive documents, including but not limited to Bylaws.

### **Article 2 – Amendment**

Proposals to amend this constitution shall originate by a vote of two-thirds (2/3) of present Executive members. Detailed notice of the amendment shall be made public by sufficiently accessible communication channels. If this proposal does not receive written protest from 50% (with minimum of 5 members) to advisors within 7 days of decision being made public, this constitution shall be declared amended.