

AGRICULTURAL AND CONSUMER ECONOMICS GRADUATE STUDENTS ORGANIZATION
at the University of Illinois, Urbana-Champaign

Constitution

Article I

(Name)

The name of this organization shall be the “Agricultural and Consumer Economics Graduate Students Organization”, referred to as the ACE-GSO hereafter.

Article II

(Mission Statement)

The ACE-GSO shall support its members in their graduate studies and professional development in the Department of Agricultural and Consumer Economics at the University of Illinois, Urbana-Champaign.

Article III

(Status)

The ACE-GSO shall be registered as a student organization (RSO) with the University of Illinois at Urbana-Champaign (UIUC) every year and shall follow the rules established for registered student organizations (RSOs).

Article IV

(Eligibility and Membership)

Section 1. To be eligible for membership in the ACE-GSO, one must be a graduate student registered in the Department of Agricultural and Consumer Economics at UIUC, in accordance with the guidelines established by the RSO Office.

Section 2. Membership in the ACE-GSO must be renewed each academic semester. Continuing members shall renew it within the first four weeks of instruction.

Section 3. Membership is considered valid only after payment of membership dues to the ACE-GSO for the current semester. Membership dues shall be determined by the elected officers cited in Article V, upon approval of the ACE-GSO body present at a scheduled general meeting, in accordance with Article VII.

Section 4. Membership shall be terminated if the member fails to comply with Article IV, Sections 2 and 3, or if he/she voluntarily acts against the best interests of the ACE-GSO. The elected officers shall meet to study the legitimacy of the member's motives and take the final decision whether to terminate the membership. The concerned member shall be notified by the President and may be present during the officer meeting. Termination shall be approved by two-third of the present officers. In the case of membership termination, no refund of membership dues will be made.

Article V
(Officers)

There shall be four elected officers for one-year terms:

- I. President,
- II. Vice-President,
- III. Secretary, and
- IV. Treasurer.

Article VI
(Elections of Officers)

Section 1. Nominations for the above officers shall be taken at the first general meeting in February. Written nominations may also be submitted to the outgoing Vice-President during the week after this meeting. One can nominate oneself.

Section 2. All students enrolled in the Department of Agricultural and Consumer Economics shall be eligible for nomination.

Section 3. The Vice-President shall notify nominees of their nominations. Nominees must then confirm their candidacy for the office(s) to the Vice-President no later than two days prior to the scheduled elections. Candidates for office shall be ACE-GSO members.

Section 4. There shall be at least one candidate per office. Outgoing officers can be candidates.

Section 5. Elections by written ballot shall be held during the second week after the week of the above meeting.

Section 6. Officers are elected on a simple majority basis. Voting rules for elections shall follow Article VII.

Article VII
(Voting Rules)

Section 1. When a vote is called, only ACE-GSO members shall be eligible to vote.

Section 2. Each member's voice counts for one vote. In case of equality of votes between alternatives, the current President shall cast the tie-break.

Article VIII
(Duties of Officers)

Section 1. Duties of the President shall include:

- a. Calling and presiding over all general meetings.
- b. Appointing and coordinating committees.
- c. Acting as a liaison to the Agricultural and Consumer Economics Department Head.
- d. Coordinating orientation of new or prospective graduate students
- e. Attending to various matters as shall arise

Section 2. Duties of the Vice-President shall include:

- a. Appointing Room Monitors.
- b. Coordinating desk assignments in collaboration with the Room Monitors.
- c. Communicating the complete list of desk assignments to the ACE Department for administrative purposes.
- d. Assisting in the execution of the duties of the President.
- e. Presiding over meetings in the President's absence.

Section 3. Duties of the Secretary shall include:

- a. Keep an accurate record of students enrolled in the Department of ACE, and an accurate list of current members.
- b. Keeping an accurate record of all general meetings and committee meetings in collaboration with committee chairs.
- c. Maintaining the photography board on the third floor of Mumford Hall and graduate students bulletin board on the fourth floor.
- d. Maintaining proper archives of all ACE-GSO activities and documents to track the organization history, and facilitate tasks of future officers and committee members.

Section 4. Duties of the treasurer shall include:

- a. Supervising and keeping an accurate record of receipt and disbursement of funds within the organization.
- b. Communicating the budget to members once per semester.
- c. Collecting the membership dues and the Quantum fees.
- d. Paying back the Quantum fees collected to the ACE Department social committee.

Article IX
(Committees)

Section 1. The President shall appoint standing committees by September 30. Terms shall be for one year.

Section 2. Two ACE-GSO students (one master student and one doctoral student) shall be appointed to the following faculty-students departmental committees:

- a. Graduate Programs
- b. Grievance
- c. Courses and Curricula,

with one reporting meeting minutes to the ACE-GSO secretary.

Section 3. At least two ACE-GSO students shall be appointed to the following ACE-GSO committees:

a. Career Service

The Career Service Committee is dedicated to raise the awareness of the ACE department, particularly through its graduate students, among potential employers, from both public and private sectors. This committee also coordinates the students' participation to AAEEA activities.

b. Computer Resources

The Computer Resources Committee plays a role in the maintenance and development of the departmental computer lab. It provides monitoring and decision-support to the computer support team.

c. Desk Assignments

This committee is made up of the Vice-President and Room Monitors from each graduate students office. It assigns desk space to all ACE graduate students following a set of guidelines outlined in article XI, section 2.

d. Intramural Sports

The Intramural Committee arranges sports events that tie ACE graduate students competing against other campus teams. The ACE-GSO can sponsor ACE teams that participate in campus tournaments.

e. Social

The Social Committee arranges social events throughout the year as opportunities for students and faculty to network. The ACE-GSO organizes the weekly Brown Bottle Seminar, a.k.a. B.B.S. The committee also organizes an annual Multi-Cultural Night and several cook-outs around the year, in collaboration with the ACE Department.

f. Outstanding Faculty and Staff Awards

The OFASA Committee polls the graduate students to choose an outstanding faculty person and an outstanding staff person for the academic year. The Committee convenes early in the spring semester and completes its duties by the end of April by presenting the recipients with their awards at the last faculty meeting of the Spring semester.

g. Quantum

The Quantum committee participates in enhancement and management of the Quantum room, in coordination with the Department of ACE and its policies.

h. Web Site

The ACE-GSO Web site committee is responsible for designing and maintaining the ACE-GSO Web pages. It collaborates with the ACE Web site committee to ensure consistency, respect of ACE policies, etc. between the departmental and students sites. It also provides support for students who are interested in learning Web pages editors and setting up their own pages. The ACE-GSO Web site is a professional development and promotion tool for ACE-GSO members, as well as a communication tool for ACE-GSO activities.

Section 4. The President appoints a chairperson per committee. Committee chairs report to the President and provide minutes of the committee meetings to the ACE-GSO secretary on a regular basis.

Section 5. The committees should act in the best interests of the ACE-GSO, its members, and the Department of ACE. The committees shall consult ACE-GSO students regularly. Actions of committees should reflect the opinion of ACE-GSO members.

Article X
(Room Monitors)

Section 1. The Vice-President shall appoint one Room Monitor per graduate students office.

Section 2. Room Monitors shall monitor and uphold the rules in each graduate students office. Their duties and responsibilities shall include:

- a. Having authority over desk, shelving, and cabinet assignments within their offices.
- b. Assessing if a student is using his/her desk, shelving, and cabinet space to its full potential. If not, should notify the Vice-President before assigning a new student to the desk following guidelines in Article XI.
- c. Serving as a liaison to the Vice-President.
- d. Reporting malfunctions of any equipment in the graduate students offices, such as drawers, typewriter, lights, phone, refrigerator, air conditioner, etc.
- e. Maintaining and updating desk assignment sheets and announcements bulletins within their offices.
- f. Notifying the Vice-President of upcoming vacant desks and desk reassignments within their offices.
- g. Room Monitors are responsible for delivering the mail on a schedule decided by the desk assignments committee defined below.
- h. Failure to do these duties may result in removal by the Vice-President.

Article XI
(Desk Assignments)

The Vice-President and the Room Monitors shall constitute the Desk Assignment Committee. This committee assigns desks to all registered graduate students in the Department of ACE, based on the following guidelines:

Section 1. All graduate students currently enrolled in the Department of ACE should be given access to desk space.

Section 2. Priority for own desks will be given to the following students in order they appear:

- a. Ph.D. candidates
- b. Ph.D. post pre-lim students
- c. Room Monitors

Section 3. Priority for two to a desk will be given to the following students in the order they appear:

- a. Ph.D. students
- b. M.S. students who have completed their coursework

Section 4. Students with desks who have not been enrolled in the Department, on leave, or with a different (adequate) desk space elsewhere on campus have the lowest priority for desk assignments.

Section 5. A waiting list is in place for post pre-lim students wanting access to Room 326. Once pre-lims are passed the students sign up for that room on a first come-first entered basis. The Room Monitor for 326 shall maintain that list.

Section 6. Disputes and within-room desk changes should be handled by room monitors. Disputes can be appealed to the Vice-President.

Section 7. Major reassignments, especially room changes, will be conducted in the fall upon the arrival of new students. The Room Monitors and the Vice-President will handle the assignments.

Section 8. All complaints and appeals concerning desk assignments or how these guidelines are interpreted or implemented by Room Monitors should be formally made (i.e., in writing to the Vice-President). Further action shall be decided by the elected officers.

Article XI

(Amendments and Revisions)

Amendments and revisions to this constitution shall require a majority of all graduate students attending a scheduled general meeting, following voting rules in Article VII. A majority is defined as one greater than half and will only be valid if at least fifteen (15) graduate students members are present.

Drafted and approved January 1984
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