

CONSTITUTION  
UCSB GRADUATE STUDENTS ASSOCIATION

We the graduate students of the University of California, Santa Barbara (UCSB), in order to represent the opinions and interests of UCSB graduate students, form a permanent association of graduate students, according to the rules of the University of California.

ARTICLE I. NAME AND MEMBERSHIP

- A. The name of this organization shall be the Graduate Students Association of the University of California, Santa Barbara, hereafter referred to as the GSA.
- B. The GSA derives its authority from the Regents of the University of California through the Chancellor of UCSB, as provided by the Regents of the University of California.
- C. All UCSB Graduate Students, as defined by University and UCSB campus regulations, shall be GSA members.
- D. The GSA shall be the officially authorized student government of UCSB Graduate Students and, as such, shall represent the interests of UCSB Graduate Students.
- E. GSA members who hold official appointed or elected positions in the GSA shall do so on a volunteer basis.

ARTICLE II. GSA ASSEMBLY

- A. The governing body of the GSA shall be the GSA Assembly. The GSA Assembly shall conduct the business of the GSA.
- B. The GSA Assembly shall be made up of Assembly Members selected by the GSA members of Graduate Degree Programs, the GSA President, and all other GSA Officers. The Immediate Past President, if a GSA member, shall be a Member of the GSA Assembly. Each Member of the GSA Assembly shall have one vote, except that the GSA Officer who presides at a GSA Assembly meeting shall not vote except to break a tie.
- C. The GSA members of each Graduate Degree Program, as defined by the UCSB Graduate Division, shall be entitled to select one GSA Assembly Member for every fifty (50) GSA members in that Graduate Degree Program, or fraction thereof, according to the most recent fall census prior to the first GSA Assembly meeting of the academic year.
- D. A Member of the GSA Assembly selected by a Graduate Degree Program shall:
  - 1. Represent the GSA members of the Graduate Degree Program at all GSA Assembly meetings;
  - 2. Inform the GSA members of the Graduate Degree Program of GSA activities;
  - 3. Serve a one-year term.
- E. A quorum to conduct business shall meet both of the following requirements:
  - 1. At least fifteen (15) Members of the GSA Assembly shall be present;
  - 2. At least one-half (1/2) of the total number of Assembly Members shall be present.
- F. GSA Assembly Members must be present at GSA Assembly meetings to cast votes, except in cases, as stated in this Constitution, where the entire GSA Assembly must vote.
- G. The GSA Assembly, by a two-thirds (2/3) vote, may remove a GSA Officer or a GSA Assembly Member selected by a Graduate Degree Program. The GSA members of a Graduate Degree Program may also recall their Assembly Member(s). The GSA Assembly, by a majority vote, may resolve disputes concerning official Graduate Degree Program representation.

- H. The GSA Assembly shall meet at least three times per academic quarter, excluding summer, and the Assembly shall establish a regular time and place for its meetings. The GSA President, or designee, shall be responsible for preparing the agenda for each GSA Assembly meeting.
- I. A special meeting of the GSA Assembly shall be called if a quorum of GSA Assembly Members submit a written request and proposed agenda to the GSA President. The GSA Executive Committee may also call a special meeting. A special meeting shall be held on a weekday and shall be publicized at least three (3) business days in advance.
- J. All GSA members shall have the right to attend GSA Assembly meetings and to address the GSA Assembly.
- K. If a majority of the GSA members of a Graduate Degree Program object to a GSA Assembly decision, the name of the Graduate Degree Program and the nature of the objection shall be recorded along with the GSA Assembly decision.
- L. The GSA Assembly shall have the power to create GSA ad hoc and standing committees. The GSA President shall be an ex-officio member of all GSA committees.

### ARTICLE III. GSA OFFICERS

- A. There shall be a GSA Executive Committee, which shall include all GSA Officers.
- B. The Executive Committee shall be the executive body of the GSA and, as such, shall:
  - 1. Conduct official GSA business, on behalf of the GSA Assembly, between GSA Assembly meetings, as consistent with established GSA policies;
  - 2. Report regularly to the GSA Assembly;
  - 3. Appoint GSA Committee Representatives, subject to confirmation by the GSA Assembly;
  - 4. Make policy recommendations to the GSA Assembly;
  - 5. Administer the assets and liabilities of the GSA and recommend funding allocations to the GSA Assembly;
  - 6. Make all decisions regarding GSA employment procedures and GSA employees.
- C. GSA Officers shall represent and promote GSA opinions and positions to other organizations at UCSB and elsewhere. Officers shall not simultaneously serve as Assembly Members selected by a Graduate Degree Program.
- D. The GSA shall have seven elected Officers who shall serve a one-year term from July 1 through June 30.
  - 1. The President shall be the chief executive officer of the GSA and presiding officer of the GSA Assembly. The President may give presiding responsibilities to other GSA Officers upon agreement of the Executive Committee. The President shall be the official representative and spokesperson for the GSA.
  - 2. The Vice President – Internal Affairs shall be the chief operating officer of the GSA and shall assist the President in the administration of the internal operations of the GSA. The Vice President – Internal Affairs shall also assist the President in representing GSA interests in matters of campus infrastructure and capital planning.
  - 3. The Vice President – Budget and Finance shall be the chief financial officer of the GSA and assist the President in representing GSA interests in the area of campus budget and financial planning. The Vice President – Budget and Finance shall prepare an annual budget, present monthly financial reports to the GSA Assembly, keep financial records, and maintain an inventory of GSA assets.
  - 4. The Vice President – Communications and Records shall be the chief information officer of the GSA and shall serve as public relations officer and archivist. The Vice President – Communications and

Records shall ensure that GSA Assembly meeting minutes are recorded and published and that copies of the GSA Constitution, By-laws, and enacted resolutions are available to all GSA members.

5. The Vice President – Academic Affairs shall assist the President in representing GSA interests in academic affairs and shall serve as the primary liaison with the Academic Senate.
6. The Vice President – Graduate Student Affairs shall assist the President in representing GSA interests in matters of UCSB student affairs.
7. The Vice President – External Affairs shall assist the President in representing UCSB Graduate Student interests beyond the UCSB campus and shall serve as the chief delegate of the GSA in external matters.

#### E. GSA Officer Elections

1. Any GSA member who has a reasonable expectation of being able to carry out the duties of an elected GSA Officer during the entire term of office shall be eligible to serve as an elected GSA Officer.
2. Regular elections for GSA Officers shall be held each year during the spring quarter. The GSA Assembly shall announce the time, place, and manner of regular elections on or before the first day of the spring quarter. All GSA members shall have the right to nominate candidates for office and to vote in regular GSA Officer elections.
3. A special election shall be held to fill any vacancy in an elected GSA Officer position. Vacancies shall be announced within five (5) business days of the vacancy. All special elections shall be publicized at least three (3) business days in advance of the election.
  - a. If the Presidency becomes vacant, the Vice President – Internal Affairs shall become the Acting President. If the Vice President – Internal Affairs is unable to assume the duties of Acting President, then the Vice President – Academic Affairs shall become Acting President. A special election for President shall be held at the next regularly scheduled GSA Assembly meeting that is more than three (3) business days after the announcement of the vacancy.
  - b. If neither the Vice President – Internal Affairs nor the Vice President – Academic Affairs is able to assume the duties of Acting President, then a special meeting of the GSA Assembly shall be called to elect a President.
  - c. If any other elected GSA Officer position becomes vacant, a special election for the position shall take place at the next GSA Assembly meeting that is more than three (3) business days after the announcement of the vacancy, and, if necessary, at each subsequent GSA Assembly meeting until the position is filled. The Executive Committee may appoint a GSA member to serve as an Acting GSA Officer until the position is filled, subject to approval of the GSA Assembly at its next meeting following the appointment.

#### F. Ad hoc and pro tempore Officers

1. The GSA Assembly, by a two-thirds (2/3) vote, may establish ad hoc Officer positions. The term of office for an ad hoc Officer position shall not exceed one (1) academic quarter. The GSA Assembly, by majority vote, may appoint a GSA member to fill an ad hoc Officer position.
2. The GSA Assembly, by a two-thirds (2/3) vote, may grant a leave of absence to an elected GSA Officer. The leave of absence shall not exceed one (1) academic quarter. The GSA Assembly, by majority vote, may appoint a GSA member to serve as a pro tempore Officer during the leave of absence.

### ARTICLE IV. FINANCES

#### A. Mandatory membership and other mandatory fees

1. The GSA may establish mandatory membership fees and other mandatory fees. If levied, fees shall be collected on behalf of the GSA by the Regents of the University of California for transfer to the GSA.

2. The establishment of a mandatory fee, or a subsequent change in a mandatory fee, shall be consistent with University and UCSB campus regulations and shall be:
    - a. Discussed at two (2) GSA Assembly meetings; and
    - b. Approved by:
      - i. Two-thirds (2/3) of the entire GSA Assembly; and
      - ii. A majority of those voting among the GSA members at large, provided that the number of GSA members casting valid votes in favor of the fee exceeds ten percent (10%) of the number of all GSA members. At least twenty percent (20%) of all GSA members must cast valid votes on the ballot on which the fee measure appears in order for the results of the vote on the fee measure to be valid.
  3. All mandatory fee measures must specify the date after which the proposed fee will no longer be assessed. If the proposed fee will continue indefinitely, then the fee measure language must specify that there is no expiration date for the fee.
- B. No part of the net earnings of the GSA shall inure to individual GSA members, with the following exceptions:
1. The GSA Assembly may provide stipends and/or honoraria for GSA Officers, GSA Committee Representatives, and recipients of established GSA awards.
  2. The GSA Assembly may provide compensation to GSA members who are also GSA employees. GSA members shall not simultaneously serve as GSA employees and GSA Assembly Members.
  3. The GSA Assembly may provide funds for events and activities that enhance graduate student life at UCSB.
- C. In the event of the dissolution of the GSA, the assets of the GSA shall be transferred to the UCSB Graduate Division for the purpose of providing financial aid to UCSB Graduate Students.
- D. The GSA may establish or modify voluntary fees, as consistent with University and UCSB campus regulations.

#### ARTICLE V. GSA COMMITTEE REPRESENTATIVES

- A. The GSA shall be the only organization officially authorized to appoint graduate student members to UCSB campus-wide councils, committees, governance boards, and all other UCSB campus-wide, University of California, and external bodies on which UCSB Graduate Students are to be represented. Such graduate student members shall be called GSA Committee Representatives.
- B. Appointment of GSA Committee Representatives
1. Any GSA member may apply and shall be eligible to be appointed to serve as a GSA Committee Representative.
  2. After being appointed by the GSA Executive Committee, GSA Committee Representative appointees may serve immediately, on an interim basis, pending confirmation of the appointment by the GSA Assembly.
  3. A majority vote of the GSA Assembly shall be required to confirm a GSA Committee Representative appointee. The confirmation vote shall occur at the next GSA Assembly meeting following the appointment.
- C. GSA Committee Representatives shall:
1. Attend all meetings of the bodies on which they represent the GSA;
  2. Consult with and report to GSA Officers and the GSA Assembly regularly;
  3. Inform the bodies on which they serve of positions on relevant issues taken by the GSA.

D. The GSA Assembly, by a two-thirds (2/3) vote, may remove a GSA Committee Representative.

#### ARTICLE VI. GRADUATE STUDENT HEALTH INSURANCE PLAN

- A. The UCSB Graduate Students shall have a Graduate Student Health Insurance Plan (GSHIP) available to them.
- B. The GSA shall maintain the GSHIP and negotiate the GSHIP contract each year or as necessary. All GSA members shall have the right to participate in the GSHIP contract negotiation process.
- C. The GSA shall have a standing GSHIP Committee
  - 1. The membership of the GSHIP Committee shall include:
    - a. GSA members, including at least one (1) GSA Officer, who have been appointed by the GSA Executive Committee and confirmed by the GSA Assembly;
    - b. The Director of the UCSB Student Health Service; and
    - c. Other interested non-GSA members upon approval of the GSA Assembly.
  - 2. The GSHIP Committee shall make recommendations and report to the GSA Assembly regarding GSHIP issues.

#### ARTICLE VII. BY-LAWS

- A. The GSA Assembly, by a two-thirds (2/3) vote, may establish, amend, or repeal By-laws implementing the provisions of this Constitution.
- B. Enacted By-laws shall be valid indefinitely.
- C. Any By-law found to conflict with this Constitution shall immediately and thereafter cease to be valid, and it shall be stricken from the By-laws.
- D. All new By-laws shall be published within five (5) business days of enactment.
- E. The Executive Committee, by a two-thirds (2/3) vote of its members, may interpret By-laws and other acts of the GSA Assembly. The GSA Assembly may override any such interpretation by a two-thirds (2/3) vote.

#### ARTICLE VIII. AMENDMENTS

- A. Any GSA member may propose an amendment to this Constitution. To be ratified, an amendment shall be consistent with University and UCSB campus regulations and:
  - 1. Discussed at two (2) GSA Assembly meetings; and
  - 2. Approved by:
    - a. Two-thirds (2/3) of the entire GSA Assembly; and
    - b. A majority of those voting among the GSA members at large, provided that the number of GSA members casting valid votes in favor of the Constitutional amendment exceeds ten percent (10%) of the number of all GSA members. At least twenty percent (20%) of all GSA members must cast valid votes on the ballot on which the Constitutional amendment appears in order for the results of the vote on the Constitutional amendment to be valid.
- B. Upon ratification of an amendment, the amended Constitution supersedes this GSA Constitution.

#### ARTICLE IX. POWERS

- A. The Executive Committee, by a three-quarters ( $3/4$ ) vote of its members, may interpret provisions of this Constitution. The GSA Assembly may override any such interpretation by a two-thirds ( $2/3$ ) vote.
- B. The GSA Assembly may assume any power not reserved by University or UCSB campus regulations or prohibited by this Constitution.
- C. This Constitution, and any By-law, resolution, or other decision taken pursuant to its authority shall be subject to all federal, state, local, University of California, and UCSB campus statutes and regulations.

This Constitution was approved by the UCSB Graduate Students on April 25, 2003