

Constitution and Bylaws

Graduate Student Organization
Binghamton University

July 1, 2018



Contents

- Constitution** **5**
- I Name** **6**
- II Object and Powers** **6**
 - 1 Object 6
 - 2 Powers 6
- III Members** **6**
 - 1 Qualification 6
 - 2 Discrimination 6
 - 3 Suffrage 6
- IV Officers** **6**
 - 1 Officers and Duties 6
 - 2 Election of Officers 6
 - 3 Appointment of Officers 7
 - 4 Ballot Election; Term of Office; Removal from Office 7
 - 5 Office-Holding Limitations 7
- V Meetings** **7**
 - 1 Regular Meetings 7
 - 2 General Meetings 7
 - 3 Special Meetings 7
 - 4 Quorum 8
- VI Executive Board** **8**
- VII Senate** **8**
 - 1 Membership and Privileges 8
 - 2 Composition of Membership 8
 - 3 Alternate Senators 8
 - 4 Term of Membership 8
 - 5 Meetings 8
 - 6 Conflict of Interest 9
- VIII Committees** **9**
 - 1 Committees and Duties; Composition 9
 - 2 Budget Committee 9
 - 3 Constitution, Bylaws, and Chartering Committee 9
 - 4 Employment and Labor Committee 9
 - 5 Events Committee 9
 - 6 Judicial Committee 9
 - 7 Socio-Cultural and Multicultural Assembly 9
 - 8 Elections Committee 9
 - 9 Treasury Overseeing Committee 10
 - 10 Ad-Hoc Committees 10
- IX Sub-Organizations** **10**
 - 1 Departmental Sub-organizations; Non-departmental Sub-organizations 10
 - 2 Chartering 10
 - 3 Recognition 10

	4	Departmental Sub-organization Privileges	10
	5	Non-departmental Sub-organization Privileges	11
	6	Supervision	11
X		Amending Procedure	11
	1	Constitution	11
	2	Bylaws	11
	3	Implementation	11
XI		Parliamentary Authority	11
XII		Dissolution	12

Bylaws 13

1		Duties of Committees	14
	1	Budget Committee	14
	2	Constitution, Bylaws, and Chartering Committee	14
	3	Employment and Labor Committee	14
	4	Events Committee	14
	5	Judicial Committee	14
	6	Socio-Cultural and Multicultural Assembly	15
	7	Elections Committee	15
	8	Treasury Overseeing Committee	15
2		Duties of Officers	16
	1	Duties of President	16
	2	Duties of Vice President	16
	3	Duties of Graduate Vice President for Multicultural Affairs	16
	4	Duties of Treasurer	17
	5	Duties of Assistant to the President	17
	6	Duties of Office Manager	18
	7	Duties of Judicial Officer	18
3		Elections	19
	1	Election of the Officers	19
	2	Election of Sub-organization Officers	19
	3	Election Guidelines	19
	4	Responsibilities of the GSO Elections Committee Co-Chairs	19
	5	Validation	19
	6	Candidate Orientation	19
	7	Reviewing Candidates' Publicity Materials	20
	8	Publicizing the Elections	20
	9	Organizing Forums	20
	10	Election Format	20
	11	Validation of Elections	20
	12	Accountability	20
	13	Duration of Term	20
	14	Ratification	20
	15	Invalidity	20
	16	GSO Election and Candidate Grievances	21
	17	Referenda	21
	18	"No" Votes	21
	19	Spoiled Ballots	21
	20	Recall	21
	21	Vacancies	22
4		Grievances	23
	1	Composition of the Grievance Committee	23
	2	Responsibilities of the Grievance Committee	23

3	Parties to Grievances	23
4	Subject of Grievances	23
5	Filing Procedures	23
6	Rights of the Parties Involved	23
7	Timeline	23
8	Appeal Process	24
9	Powers of the Grievance Committee	24
5	Binghamton University Council	25
1	Elections	25
2	Quorum	25
3	Elections Procedure	25
4	Letters of Intent	25
5	Grievances	25
6	Removal and Recall	25
7	Recall Voting	26
8	Vacancy	26
6	Official Records and Documents	27
	General	27
	Sunshine Policy	27
7	GSO Officer Stipends & Hours	28
1	Officer Stipends	28
2	Chief Elections Officer Stipend	28
3	Office Manager GSO Stipend	28
4	Proration	28
5	Working Hours	28
6	Transitional Period	28
8	Finances	29
1	Stabilization Fund	29
2	Contingency Fund	29
3	Allocation of Monies	29
4	GSO Budget	29
5	Graduate Student Conference, Travel, and Research Fund	29
6	Conference Allocation and Funding Endowment	29
7	Preschool Fund	29
8	Graduate Enrichment Fund	30
9	Off College Campus Transport Allocation	30
10	Vouchers	31
11	Statement of Underwriting	31
12	Reallocation of Funds	31
13	Departmental Sub-organization Budgets	31
14	Roll-Over	31
15	Roll-Back	32
9	Activity Fee Referendum	33
1	Activity Fee; Amount of Fee	33
2	Referendum	33
10	Tax-Exempt Status	34
11	Socio-Cultural and Multicultural Assembly	35
1	Function of the SCMA	35
2	SCMA Representatives	35
3	Budget	35
4	Approval and Restrictions	35
5	SCMA Budget	36
6	Revoking Procedures	36
7	Quorum and conduct of the assembly	36

8	GVPMA Veto	36
9	Extraordinary sessions of the SCMA	36
10	In Camera Sessions	36
11	Reporting	37
12	Chartering of Non-Departmental Sub-Organizations	37
13	Funding for Non-departmental Sub-organizations	37
14	“One Event” Sub-organizations	37
Appendices		40
A	Acronyms and Terms in GSO Constitution and Bylaws	40

Constitution of the Graduate Student Organization at Binghamton University

Article I Name

The name of this organization shall be the **Graduate Student Organization at Binghamton University**, hereinafter called the GSO.

Article II Object and Powers

SECTION 1. OBJECT. The object of the GSO shall be to further the educational, political, and cultural experiences of graduate students. The GSO shall make recommendations to the appropriate parties on policies affecting graduate students, and shall represent the interests of the graduate body to the Administration. The GSO shall also provide educational, social, and political functions and act as parent body for all approved graduate organizations. The GSO shall empower graduate students and support their participation at the university, school, and departmental levels.

SECTION 2. POWERS. The GSO shall have the authority to speak and act in the name of graduate students and to enact, amend, and repeal bylaws for its internal functioning. The GSO shall have the sole power to collect activity fees from graduate students. The powers of the GSO shall be vested in the graduate student body except where constitutionally delegated to the Senate or officers elected from the graduate student body.

Article III Members

SECTION 1. QUALIFICATION. All graduate students (matriculated and non-matriculated, full-time and part-time) registered at Binghamton University are automatically members of the GSO.

SECTION 2. DISCRIMINATION. No student shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in the GSO or any of its sub-organizations on the basis of race, gender, sexual orientation, disability, creed, age, veteran status, class, national origin or any other form so designated by the University's Affirmative Action/Equal Opportunity Policy.

SECTION 3. SUFFRAGE. All graduate students shall have the right to: vote in general elections and general meetings; seek nomination or election to any position within the GSO provided they comply with the eligibility requirements; apply for and receive employment in any paid work available in the GSO.

Article IV Officers

SECTION 1. OFFICERS AND DUTIES. The officers of GSO shall be a President, a Vice President, and a Graduate Vice President for Multicultural Affairs, who shall be elected from among the graduate students in a general election. The appointed officers of GSO shall be a Treasurer, an Assistant to the President, an Office Manager, and a Judicial Officer. These officers shall perform the duties prescribed by the Bylaws¹ and by the parliamentary authority adopted in this Constitution².

SECTION 2. ELECTION OF OFFICERS. The Chief Elections Officer shall recommend the process by which members may make nominations for elected office. The Senate shall advise and consent to the recommendations of the Chief Elections Officer. The nomination period shall be at least one week long, of which at least five days are days with classes in session.

¹Bylaws, 2

²Constitution, XI

SECTION 3. APPOINTMENT OF OFFICERS. The President shall, with the advice and consent of the Senate, appoint graduate students to fill all executive board appointed positions created or vacated during her or his term of office. If an office remains vacant for more than 31 days, the Senate shall have the power to fill the vacant office provided a majority of the Executive Board consents to the appointment. The post of Treasurer shall be appointed no later than June 30 in order to assume the duties of the position by July 1 before the academic year begins. The application process for appointment shall be defined by the President, and shall be at least one week long, of which at least five days are days with classes in session.

SECTION 4. BALLOT ELECTION; TERM OF OFFICE; REMOVAL FROM OFFICE. A General Election shall be held at least four weeks before the end of the Spring semester. The terms of office shall run from July 1 following the elections through June 30 of the following year. Officers may be removed or recalled from office at the pleasure of the Senate as provided in this Constitution³ and in the Bylaws⁴. Officers may resign by clearly, unequivocally, and unconditionally communicating their intent to resign to the Executive Board. Once an officer is removed or resigns, the seat shall be considered vacant upon announcement to the Senate.

SECTION 5. OFFICE-HOLDING LIMITATIONS. Candidates for office must have been registered for at least one semester before running for that office and must be matriculated. A graduate student may neither run nor be elected for more than one GSO office at a time. This shall not prevent simultaneous service as an officer or senator of GSO and as an officer of one or more sub-organizations, with the exception of the GSO Treasurer who may not be treasurer of any other GSO funded sub-organization while holding the position of GSO Treasurer. No executive officer shall be allowed to hold the same elected position in the GSO for more than two years altogether, and the total terms of service of an executive officer cannot exceed four years. Senators and Sub-organization officers may be re-elected to serve more than one term but may not serve more than four terms.

Article V Meetings

SECTION 1. REGULAR MEETINGS. The Executive Board and Senate shall conduct regular meetings. The schedule of these meetings shall be made available to members. The Executive Board shall nominally meet bi-weekly during the academic year at a time agreed upon by the Executive Board. The Senate shall nominally meet bi-weekly during the academic year at a time recommended by the Executive Board and approved by the Senate.

SECTION 2. GENERAL MEETINGS. General Meetings can be called by graduate students or the Executive Board. These meetings among other things, may rescind an action of the Senate, present amendments to the Constitution, or seek the opinion of the graduate student body on controversial issues. Actions of the Senate may be rescinded by a majority vote of those present at a General Meeting. The President or the Senate shall have the power to call general meetings of the graduate students. The President shall call a general meeting upon receiving the written petition of at least fifty graduate students. Notification, including agenda, shall be posted in each department at least three class days in advance of a general meeting. Any business not on the posted agenda may not be considered at a general meeting.

SECTION 3. SPECIAL MEETINGS. The President shall have the power to call special meetings of either the Senate or Executive Board. She or he shall call special meetings of the Senate on the petition of at least one-third of registered voting Senators. She or he shall call special meetings of the Executive Board on the petition of two officers.

³Constitution XI

⁴Bylaws, 20, 17

SECTION 4. QUORUM. The quorum at regular and special meetings of the Executive Board, Senate and committees shall be a majority its membership. For the purpose of determining the presence of a quorum, the Senate shall be regarded as being composed of only those voting senators registered with the Assistant to the President, not the total potential voting membership. The quorum at general meetings shall be at least fifty percent of the total number of votes cast in the last general election.

Article VI Executive Board

There shall be an Executive Board of the GSO comprised of the President (as chair), the Vice President, and the Graduate Vice President for Multicultural Affairs (who shall all be elected from among the graduate students in a general election); the Treasurer and the Assistant to the President (who shall be appointed by the President); and such other officers as shall be added by provision of the bylaws.

Article VII Senate

SECTION 1. MEMBERSHIP AND PRIVILEGES. There shall be two kinds of Senate membership: voting and non-voting (representatives). Senators shall have privileges of their membership: to vote in a measure; to be entitled to the Basic Rights of a member as provided by the parliamentary authority adopted by this Constitution⁵; to receive in writing from the Assistant to the President announcements of, and an agenda for, any Senate meeting at least 48 hours before the meeting; upon recognition by the Chair, to address the Senate. During Senate meetings, non-voting members of the Senate shall have all the privileges of a senator, except to vote in a measure.

SECTION 2. COMPOSITION OF MEMBERSHIP. The graduate students in each department or school offering a graduate degree shall have the right to elect, by majority vote of its graduate students, one senator for the academic year. The elected senators of the recognized departmental sub-organizations and the appointed senators of non-departmental sub-organizations shall be voting members of the Senate. Non-voting members of the Senate shall include the graduate representatives to the SUNY Graduate Council; GSO Officers (elected and appointed); and such other graduate students as the Senate shall from time to time invite. Graduate students appointed by the GSO to chair ad-hoc or standing committees of the GSO who are not otherwise senators shall have all the privileges of non-voting members of the Senate. In no case may a senator be elected to represent more than one sub-organization.

SECTION 3. ALTERNATE SENATORS. A department or non-departmental sub-organization may elect an alternate senator(s) or representative who may act without written proxy in the absence of their senator(s). Alternate senators or representatives must be registered with the Assistant to the President of the GSO and, where more than one is elected for a particular sub-organization, shall be designated in order of priority by the number of votes cast in their favor.

SECTION 4. TERM OF MEMBERSHIP. Departments shall elect and register senators with the Assistant to the President prior to the second Senate meeting of the Fall semester. Their term of office shall be one academic year. Voting member status shall commence in the Fall semester upon completion of requirements imposed by the Constitution⁶.

SECTION 5. MEETINGS. The President shall chair the Senate and in his or her absence, the Vice President shall act as Chair. The officer chairing the Senate relinquishes his or her right to vote, except to cast a deciding vote in case of a tie. Meetings of the Senate shall be conducted in accordance with the Parliamentary Authority provided in this Constitution⁷ unless the Senate moves to *Suspend the Rules*.

⁵Constitution XI

⁶Constitution IX

⁷Constitution XI

SECTION 6. CONFLICT OF INTEREST. No officer or person receiving remuneration from the GSO shall accept any appointment, position, or remuneration which is in conflict of interest with her or his duties as a member of the Senate. The Senate shall interpret the specific application of this rule.

Article VIII Committees

SECTION 1. COMMITTEES AND DUTIES; COMPOSITION. The GSO shall form committees in order to carry out its object. Unless otherwise specified, their duties and powers are enumerated in the Bylaws⁸. Its chair and confirmed members form its voting body. Committees are either *standing*, *special* or *ad-hoc*. Standing committees exist for the duration of an academic year and hold regular meetings. Special committees exist for a limited duration and hold regular meetings only during that period.

SECTION 2. BUDGET COMMITTEE. There shall be a standing Budget Committee, which is chaired by the Treasurer. It is comprised of at least three additional members who are appointed by the committee chair and confirmed by the Senate.

SECTION 3. CONSTITUTION, BYLAWS, AND CHARTERING COMMITTEE. There shall be a standing Constitution, Bylaws, and Chartering Committee, which is chaired by the Vice President. It is comprised of at least three additional members who are appointed by the committee chair and confirmed by the Senate.

SECTION 4. EMPLOYMENT AND LABOR COMMITTEE. There shall be a standing Employment & Labor Committee, which is chaired by the Vice President. It is comprised of at least three additional members who are appointed by the committee chair and confirmed by the Senate. The GSEU Business Agent shall serve as an *ex officio* member of this committee.

SECTION 5. EVENTS COMMITTEE. There shall be a standing Events Committee, which is chaired by the Assistant to the President. It is comprised of at least four additional members who are appointed by the committee chair and confirmed by the Senate.

SECTION 6. JUDICIAL COMMITTEE. There shall be a standing Judicial Committee, which is chaired by the GSO Judicial Officer. It is comprised of at least six additional members who are appointed by the committee chair and confirmed by the Senate. The membership, duties, and powers of the Grievance Committee are enumerated in the Bylaws⁹.

SECTION 7. SOCIO-CULTURAL AND MULTICULTURAL ASSEMBLY. There shall be a standing Socio-Cultural and Multicultural Assembly (SCMA), which is chaired by the GVPMA. It is comprised of one representative from each chartered socio-cultural sub-organization. Additionally, from these representatives, the GVPMA shall appoint senators to the GSO Senate. There shall be one Senator appointed for every five active SCMA groups, not exceed one-fifth the total number of GSO Senators.

SECTION 8. ELECTIONS COMMITTEE. There shall be a special Elections Committee, which is chaired by the Chief Elections Officer. It is comprised of at least three additional members who have been appointed by the Chair and confirmed by the Senate. The Chief Elections Officer is the sole chair and a non-voting member of the Elections Committee. He or she shall be hired for the duration of one academic year. The Vice President of the GSO shall serve as an *ex officio* member of this committee. The Elections Committee shall be in existence from the determination that an election is required until the Senate ratifies the election, at which time the mandate ends.

⁸Bylaws 1

⁹Bylaws, 4

SECTION 9. TREASURY OVERSEEING COMMITTEE. There shall be a special Treasury Overseeing Committee, which is chaired by the Assistant to the President. It is comprised at least three additional members who have been appointed by the Chair and confirmed by the Senate. The appointed members shall not include any member of the GSO Executive Board, the GSO Chief Elections Officer or the GSO Judicial Officer. Where there is a potential conflict of interest, a member shall recuse. This Committee will not have a quorum unless at least one non-Executive Board member is present at its meetings.

SECTION 10. AD-HOC COMMITTEES. The Senate shall create ad-hoc committees as it deems necessary. The Executive Board may make appointments to such committees subject to confirmation by the Senate. The Senate shall provide a mandate to each ad-hoc committee specifying its duties, powers, and the duration of the mandate.

Article IX Sub-Organizations

SECTION 1. DEPARTMENTAL SUB-ORGANIZATIONS; NON-DEPARTMENTAL SUB-ORGANIZATIONS. Graduate students in any department or school which offers a graduate degree are members of their Departmental Sub-organization. Any group of 25 or more registered graduate students may form an affiliated sub-organization through the SCMA.

SECTION 2. CHARTERING. Upon creation of a new departmental sub-organization, the membership shall publish a Charter. These shall be submitted to the GSO Constitution and Bylaws Committee for markup, then approved by the Sub-organization membership, and finally a record copy shall be filed with the GSO Office. Upon creation of a new non-departmental sub-organization, the membership must submit a chartering request to the GSO Vice President through the CBC Committee.

SECTION 3. RECOGNITION. Annually, each chartered sub-organization shall achieve recognition. For departmental sub-organizations, this shall entail submitting the following by the second regularly scheduled GSO Senate meeting: a list of sub-organization officers to the GSO Office; a preliminary non-binding annual budget to the GSO Budget Committee via the GSO Treasurer; either a certification that the sub-organization Charter filed with the GSO Office is current - or - an updated sub-organization charter was submitted to the GSO Constitution, Bylaws and Chartering Committee via the GSO Vice President. For non-departmental sub-organizations, this shall entail submitting the following by the second regularly-scheduled GSO SCMA meeting: a signed petition of 25 members of the GSO stating their intent to join the sub-organization; a list of sub-organization officers; a preliminary non-binding budget.

SECTION 4. DEPARTMENTAL SUB-ORGANIZATION PRIVILEGES. Recognized sub-organizations shall be entitled to a voting membership in the GSO Senate as specified in this Constitution. Additionally, all recognized sub-organizations shall receive a share of the monies generated by its members through the Activity Fee (as determined in the Bylaws) upon completion of the sub-organization Treasurer financial training. Sub-organizations which are recognized by the deadline shall receive a full share. Sub-organizations which are recognized after this deadline and during the Fall Semester shall receive a half-share plus a pro-ration of a half-share determined by the number of remaining regularly scheduled GSO Senate meetings in the Fall Semester. Sub-organizations which are recognized after this deadline and during the Spring Semester shall receive a pro-ration of a half-share determined by the number of remaining regularly scheduled GSO Senate meetings in the Spring Semester. On the advice of the GSO Budget Committee, the GSO Senate may reclaim a portion of an unrecognized departmental sub-organization's share after the deadline. The total amount of these reclamations shall not exceed the difference between a budgeted full share and the sub-organization's current maximum partial share.

SECTION 5. NON-DEPARTMENTAL SUB-ORGANIZATION PRIVILEGES. Funding for the non-departmental sub-organizations is granted by the SCMA¹⁰. While no single request may exceed 10% of the total SCMA fund, there is no limit to the number of requests that any organization may make. All chartered non-departmental sub-organizations, voting and non-voting, may request funds of the SCMA. Monies may not be spent until the SCMA has recognized the sub-organization. In order for money to be disbursed, the voucher must be approved by the GVPMA, prior to the review by the GSO Treasurer.

SECTION 6. SUPERVISION. The GSO Executive Board shall act in a supervisory capacity for all chartered sub-organizations and shall recommend the revocation of charters or the freezing of the funds or any sub-organization convicted of violating the BU Student Code of Conduct, the SUNY Board of Trustees Guidelines, the GSO Constitution, or the charter of the sub-organization in question. The GSO President shall be an *ex officio* member of each sub-organization in order to perform her or his supervisory tasks. All changes in the constitutions of sub-organizations must be submitted to the GSO CBC Committee.

Article X Amending Procedure

SECTION 1. CONSTITUTION. Constitutional amendments must be submitted to the Vice-President for reading and markup by the CBC. The amendment shall then be reported by the CBC to the Senate for approval. The amendment shall be proposed if approved by a two-thirds vote of the Senate at a regular meeting, provided a quorum of voting members exists. The amendment shall not be voted upon before the regularly scheduled meeting following its report. Proposed Constitutional amendments shall be presented at either a general meeting of graduate students or through a general mailing, and then shall be accepted if they are approved by a majority vote of those voting in a properly advertised general election or a referendum as specified in the Bylaws¹¹. The new Constitution thus created shall bear the date of its latest amendment in its heading.

SECTION 2. BYLAWS. Bylaw changes must be submitted in writing to the Vice President in due time for her or him to review them with the CBC Committee and then to send them to the Assistant to the President for distribution to senators and representatives one Senate meeting in advance of the one at which they will be voted upon. The publishing of an amendment to a bylaw, or notice of intent to rescind or suspend the Bylaws, in full, in the agenda of a regularly called meeting shall constitute sufficient advance notice. Bylaws may be passed, amended, suspended, or rescinded by a two-thirds vote of the Senate or by a majority of all graduate students voting in a referendum. The passage of any change to the Bylaws shall be regarded as the ratification of a new set of Bylaws composed of the standing Bylaws except deletions and new passages as approved. The new Bylaws thus created shall bear the date of its latest change in its heading.

SECTION 3. IMPLEMENTATION. This Constitution shall become effective upon its acceptance as an amendment *in toto* to the Constitution of the Senate in force before its acceptance. The passage of any amendment to the Constitution shall be regarded as the ratification of a new Constitution composed of the standing Constitution excepting deletions and new passages as approved.

Article XI Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the GSO in all cases to which they are applicable and in which they are not inconsistent with this constitution, these bylaws, and any special rules of order the GSO may adopt.

¹⁰Bylaws 1

¹¹Bylaws 3

Article XII
Dissolution

Upon the dissolution of the GSO, the Senate shall first pay or make provision for the payment of all of the liabilities of the GSO. The Senate shall then dispose of all of the assets of the GSO exclusively for charitable and educational purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (7) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United State Internal Revenue Law,) as the Senate shall determine and as approved by a Justice of the Supreme Court. Any of such assets not so disposed of shall be disposed of by the Court having jurisdiction thereof in the County of Broome in the State of New York, exclusively for such purposes or to such organization or organizations as said Court shall determine which are organized and operated exclusively for such purposes.

Bylaws of the Graduate Student Organization at Binghamton University

Bylaw 1 Duties of Committees

SECTION 1. BUDGET COMMITTEE. This committee shall:

- a. Review the GSO budget proposed by the Treasurer.
- b. Review and approve any amendments to the budget in force for the current fiscal year.
- c. Review Graduate Student Conference Travel Reimbursement Fund (GSCTRF), Conference Allocation and Funding Endowment (CAFE), Graduate Enrichment Fund (GEF), and Pre-School Fund applications and award monies to qualifying applicants.
- d. Shall assist the Treasurer in achieving compliance with all financial record-keeping requirements.

SECTION 2. CONSTITUTION, BYLAWS, AND CHARTERING COMMITTEE. This committee shall:

- a. Examine all proposed bylaws and Constitutional amendments, and shall make recommendations about them to the Senate.
- b. Examine all proposed bylaws and Constitutional amendments, and shall make recommendations about them to the Senate.
- c. Periodically review the Constitution and bylaws and shall, if necessary, propose changes.
- d. Make recommendations to the Senate concerning the granting of charters to sub-organizations and the revocation of existing charters.
- e. Review any petition for charter by non-departmental suborganizations and make recommendations to the Senate.

SECTION 3. EMPLOYMENT AND LABOR COMMITTEE. This committee shall:

- a. Encourage communication and collaboration among graduate student employees and campus labor representatives.
- b. Monitor graduate student employment rights and opportunities.
- c. Make a formal report on the state of graduate student employment to the Senate at least once an Academic Year.

SECTION 4. EVENTS COMMITTEE. This committee shall:

- a. Plans, organizes, advertises, and hosts social and professional events for the graduate student community throughout the year.
- b. Maintain a record of these events hosted with a description and participation count.

SECTION 5. JUDICIAL COMMITTEE. This committee shall:

- a. Execute the Grievance Procedure as directed in the Bylaws¹².
- b. Investigate violations of rules or guidance when requested by the Binghamton University administration, the GSO Executive Board, or GSO Senate.

¹²Bylaws 4

SECTION 6. SOCIO-CULTURAL AND MULTICULTURAL ASSEMBLY. This committee shall:

- a. Grant funding to non-departmental sub-organizations.
- b. In conjunction with the Constitution, Bylaws and Chartering Committee, advocate for new non-departmental sub-organizations seeking charter.

SECTION 7. ELECTIONS COMMITTEE. This committee shall:

- a. Set up standards for the validation of elections.
- b. Gather and present to the Senate any challenges to the validity of general or sub-organization elections.
- c. With the advice and consent of the Constitution, Bylaws and Chartering Committee, propose to the Senate bylaws to govern elections provided that these bylaws do not impinge upon suffrage rights as defined in the Constitution¹³.
- d. Propose election procedures to the Senate for approval no later than two weeks prior to the election.
- e. Oversee and validate nominations process.
- f. Provide orientation for candidates on election policies.
- g. Review candidates' publicity materials.
- h. Publicize the elections.
- i. Organize candidate forums.
- j. Prepare electronic voting platforms for referenda and elections.

SECTION 8. TREASURY OVERSEEING COMMITTEE. When directed, this committee shall:

- a. Audit the records of the disbursements of monies, the transferal of money, and the state of all GSO accounts.
- b. Review all transactions which have occurred since its last meeting.
- c. Report to the upon request of the Senate and/or the Executive Board.
- d. Immediately inform the Senate if any irregularities or illegalities are discovered.
- e. Consult with the chief financial officer of Binghamton University for advice or recommendations when conducting audits or investigations.

¹³Constitution III

Bylaw 2 Duties of Officers

The duties of officers shall be the following:

SECTION 1. DUTIES OF PRESIDENT.

- Shall be the chief executive of the GSO.
- Shall act as chair of the Senate.
- Shall nominate, and with the advice and consent of the Senate, appoint graduate students to fill all executive board appointed positions created or vacated during his or her term of office.
- Shall act, or appoint a delegate, as a non-voting liaison with the Faculty Senate.
- Shall serve as a liaison between the graduate students, faculty, and the administration.
- Shall be responsible for all official GSO correspondence.
- Shall be an ex-officio member of all GSO committees.
- Shall be responsible for all insurance matters of the GSO, including liability insurance, workers' compensation, disability insurance and any other necessary insurance approved by the Senate.
- Shall present a report at the end of each semester informing the GSO Senate of his or her accomplishments for the semester.

SECTION 2. DUTIES OF VICE PRESIDENT.

- Shall assume the duties of the President when the President is absent, and in the event of the President being unable to fulfill the duties listed above, the Vice President succeeds to the Presidency for the remainder of her or his term of office.
- Shall be Chair of the Constitution, Bylaws, and Chartering Committee.
- Shall be Chair of the Committee on Employment and Labor.
- May represent the President as a non-voting member of any GSO committee.
- In the event of a Vice President being unable to fulfill the remainder of her or his term of office, the executive committee may appoint, upon the approval of the Senate, an Acting Vice President who will assume all of the duties listed above and be granted all of the privileges accorded to an elected Vice President for the remainder of the term of office.
- Shall present a report at the end of each semester informing the GSO Senate of his or her accomplishments for the semester.
- Shall perform any other duties assigned to the office by the Senate.

SECTION 3. DUTIES OF GRADUATE VICE PRESIDENT FOR MULTICULTURAL AFFAIRS.

- Shall organize and coordinate the Socio-cultural and Multicultural Assembly (SCMA) as a forum for promoting communication and exchange, and organize socio-cultural and multicultural groups within the graduate school and the GSO.
- Shall work with the Multicultural Resources Center to oversee fair and just practices in the Graduate School, and take charge of screening and consulting on issues related to affirmative action.

- Shall collaborate with concerned organizations and individuals within the university community to advocate for improving the representation and protecting the rights and interests of graduate students and faculty of diverse gender identification, sexual orientation, race, culture, religion, ability, socioeconomic class, and from all backgrounds.
- Shall collaborate with the undergraduate VPMA to advocate for democracy and diverse representation at all levels of university life.
- Shall advocate for multiracial and multicultural understanding as well as democracy in our academic community.
- Shall be a member of the Events Committee.
- Shall present a report at the end of each semester informing the GSO Senate of his or her accomplishments for the semester.
- Shall perform any other duties assigned to the office by the Senate.

SECTION 4. DUTIES OF TREASURER.

- Shall keep a permanent record of the funds allocated to and by the GSO and shall meet with the Treasury Overseeing Committee to discuss those allocations at least once a month when classes are in session.
- Shall make a financial report to the Senate at each regular meeting, and shall make a published semester report to the Senate as well as the graduate student body.
- Shall chair the Budget Committee and shall inform at least two officers of each GSO sub-organization of GSO budget requirements by March 15.
- Following guidance in the Bylaws ¹⁴ shall present a budget to the Senate no later than the penultimate Senate meeting. Copies of the budget proposal shall be mailed to senators no later than 72 hours in advance of presentation.
- Shall hold regular office hours and shall make GSO financial accounts available for Graduate Student inspection during those hours and by appointment (as described in the bylaws).
- Shall achieve compliance with all financial record-keeping requirements.
- Shall perform any other duties assigned to the office by agreement of the Executive Board.
- Shall negotiate the OCCT Agreement with the OCCT Executive Board annually.

SECTION 5. DUTIES OF ASSISTANT TO THE PRESIDENT.

- Shall email announcements and agendas for all Senate meetings at least 48 hours before the meeting and inform all graduate students of general meetings in accordance with the Constitution ¹⁵.
- Shall maintain and publish once a month, a list of all registered GSO senators and their attendance at Senate meetings, and notify the Senate if any senator or officer has missed more than three meetings.
- Shall Chair the Events Committee.
- Shall organize events.
- Shall collaborate with the Office Manager on maintaining the organization's social media accounts.
- Shall perform any other duties assigned to the office by agreement of the Executive Board.

¹⁴Bylaws 4, 13

¹⁵Constitution V

SECTION 6. DUTIES OF OFFICE MANAGER.

- Shall manage the GSO office. These tasks shall include placing necessary orders, managing and properly filing documents, attending to guests during office hours, shall place necessary orders and other related tasks.
- Shall compile and email weekly organizational newsletters to all GSO members.
- Shall take the minutes of Senate meetings and distribute them to the Senate members latest by the weekend prior to each scheduled Senate meeting.
- Shall keep records of all official GSO correspondence.
- Shall provide the Constitution, Bylaws, and other official documents accessible to authorized personnel as the need arises.
- Shall maintain the GSO website and social media accounts owned by the GSO, as well as the office email, office phone, office mail box, and other communication channels to the organization.
- Shall offer general office work-related assistance to GSO affiliated faculty, staff, as well as graduate students.
- Shall prepare all paperwork (attendance sheets, agenda, minutes, etc.) required for senate meetings.
- Shall deliver vouchers to the appropriate recipients.
- Shall accept vouchers, GSCTRF, CAFE, preschool fund applications, alcohol reimbursement forms, etc., and providing support for properly completing these forms.
- Shall perform any other duties assigned to the office by agreement of the Executive Board.

SECTION 7. DUTIES OF JUDICIAL OFFICER.

- Shall chair the Judicial Committee.
- Shall oversee the grievance process as provided by the Bylaws¹⁶.

¹⁶Bylaws, 4

Bylaw 3 Elections

SECTION 1. ELECTION OF THE OFFICERS. As stated in the Constitution, the election for the GSO E-board should be held at least 4 weeks before the end of the Spring semester. Elections for the officer shall be conducted by secret ballot over a two day period to be specified by the Senate. The Elections Committee has discretion over the implementation of elections procedures. However, procedures for these will be proposed by the election committee and approved by the Senate two weeks prior to the election.

SECTION 2. ELECTION OF SUB-ORGANIZATION OFFICERS.

Election of Department Senators Elections for Senators shall be held in each department wishing representation on the Senate. These elections shall be valid only if they are conducted in accordance with the election guidelines of this bylaw.

Election of Departmental Sub-organization Officers Elections for Sub-organization officers shall be held in each department wishing access to its percentage of the Activity Fees. These elections shall be valid only if they are conducted in accordance with the election guidelines of this bylaw.

Election of Non-departmental Sub-organization Officers Elections for officers of non-departmental sub-organizations must be held before the organization may have access to monies allocated by the Senate, the right to book the GSO lounge, or to send a representative to the Senate. The election must be open to all registered graduate students listed as members of that sub-organization.

SECTION 3. ELECTION GUIDELINES. To be valid, an election must be open to all registered graduate students in that department or school (departmental sub-organization) or all registered graduate students listed as members (non-departmental sub-organization). Elections may be held electronically, by postal ballot or on-site, as determined by the sub-organization's charter, but the electorate shall have at least one full week when classes are in session to return their ballot. The list of candidates and method of voting must be announced publicly and at least one week in advance of the beginning of the election. Ballots shall be counted by no less than three people, no more than one of which may be a candidate in the election. The Sub-organization shall be responsible for providing the Assistant to the President of the GSO with a list of Senators signed by the President of the organization.

SECTION 4. RESPONSIBILITIES OF THE GSO ELECTIONS COMMITTEE CO-CHAIRS. The Elections Committee shall be co-chaired by the Chief Elections Officer and the Vice President of the GSO. However, the duties of the Vice President in this capacity will be to serve as a consultant to the Chief Elections Officer in terms of guaranteeing adherence to GSO policies and procedures while the Chief Elections Officer will be responsible for fulfilling elections duties as listed below. In the event that any grievances are filed with the GSO in relation to the General Elections, both the Vice President and the Chief Elections Officer will be held accountable.

SECTION 5. VALIDATION. The Chief Elections Officer must obtain a complete voting roster from the Registrar's Office. The roster must be requested no later than one week before the general elections take place. The Chief Elections Officer and the members of the Elections Committee are responsible for reviewing candidate applications and verifying each candidate's eligibility to run as specified in the GSO Constitution. Upon verification and approval of candidates, the list of nominees should be presented to the GSO Senate.

SECTION 6. CANDIDATE ORIENTATION. All GSO Executive Board candidates in the election will be required to attend a GSO Elections Orientation with the Chief Elections Officer and Elections Committee after the candidates submit their applications and before the first "Meet the Candidates" event or forum. At this Orientation, the Elections Committee will explain their review process of the candidates' campaign

or publicity materials and University advertising policies mentioned below by which the candidates must abide. All candidates must also sign an affidavit agreeing to abide by all policies associated with campaign publicity. Candidates may not solicit endorsements from other organizations with any materials other than those approved by the Elections Committee.

SECTION 7. REVIEWING CANDIDATES' PUBLICITY MATERIALS. The Elections Committee is responsible for reviewing all candidates' publicity materials (i.e. flyers, letters, handbills, online notices, etc.). The Elections Committee will explain to each candidate the method for advertising to ensure that they do not discriminate against any candidate and that they adhere to the Binghamton University Student Handbook for advertising¹⁷. The Elections Committee must approve only candidate publicity materials which do not discriminate against any candidate and which adhere to the Binghamton University Student Handbook policies as stated in the above website.

SECTION 8. PUBLICIZING THE ELECTIONS. The Chief Elections Officer is responsible for overseeing such activities as the dissemination of information about candidates and referenda items, including but not limited to the GSO list server, GSO newsletter and fliers.

SECTION 9. ORGANIZING FORUMS. The Chief Elections Officer is responsible for presenting all candidates to the graduate student body at large in the form of a properly advertised Elections Forum. Candidates can use this Forum as an opportunity to discuss their platforms.

SECTION 10. ELECTION FORMAT. The Chief Elections Officer and the Elections Committee are responsible for setting up the voting online (i.e. Blackboard) for graduate students on both candidates and referenda items before the elections take place.

SECTION 11. VALIDATION OF ELECTIONS. The Chief Elections Officer, along with members of the Elections Committee, shall oversee the voting process, the counting of ballots and presenting a report to the Senate for ratification.

SECTION 12. ACCOUNTABILITY. The Chief Elections Officer and the Vice President shall be accountable to the GSO and will be required to present reports on the progress of the Elections to the Senate on a regular basis during the spring semester.

SECTION 13. DURATION OF TERM. The post of Chief Elections Officer ceases if and when the Senate ratifies the results of the elections, unless a grievance concerning the elections is filed with the GSO.

SECTION 14. RATIFICATION. The Elections Committee shall submit the results of an election or referenda to the GSO Senate for ratification. The Senate must either ratify or invalidate the election or referenda if at least half of the *margin of victory* can be determined to be *invalid*.

SECTION 15. INVALIDITY. Votes are considered *invalid* if one of the following scenarios took place during the elections:

- Casting an elector's vote without her or his knowledge about it.
- Deliberately misleading an elector so as to cause her or him to cast a vote against their intentions.
- Misrepresenting election results by falsifying vote counts.
- Financial compensation for the voters in exchange for voting for a specific alternative (*vote buying*).
- Other fraudulent voting practices not listed above.

¹⁷<http://www.binghamton.edu/student-handbook/other-university-policies/advertising-on-campus.html>

If there is evidence of these scenarios such that the invalid votes meet or exceed the *margin of victory*, the Chief Elections Officer shall present such evidence to the Senate at the first Senate meeting after the elections. *Margin of victory* shall be determined to be the difference between the number of votes cast for the victorious candidate or position, and the actual number of votes required for victory.

SECTION 16. GSO ELECTION AND CANDIDATE GRIEVANCES. If the Elections Committee finds any candidate not acting in accordance with the above Election By-Laws, the Elections Committee must file a grievance against the candidate or candidates who are violating the GSO Election By-Laws. In the case of a grievance being filed, the elections will be postponed until the GSO Grievance Committee makes a decision. If the Grievance Committee finds that the candidates have violated the above Election By-Laws, such candidates will be penalized proportionate to their offense. Penalties are decided by the Grievance Committee and may include disqualification from candidacy. In the case that GSO candidates have any grievances with each other or with the elections, they must file a grievance with the Grievance Committee. In the instance that a grievance concerning the elections is filed with the Grievance Committee which leads to the invalidation or investigation of the elections, the Senate shall have the power to exercise its right to suspend the standing order and to take any action it deems necessary to preserve the democratic process and integrity of the student body. In such instances, the GSO Senate has the right to receive and act on any relevant motions to dismiss the Chief Elections Officer for any misconduct providing that such a motion is supported by two-thirds of the Senate.

SECTION 17. REFERENDA. The Vice President shall arrange for a referendum vote to be held within one month upon either:

- The receipt of a petition containing a number of graduate student signatures greater than fifty percent of the total number of votes cast in the last general election of all officers.
- A two-thirds vote of the Senate.

A measure referred to the electorate shall pass if it receives a majority of votes cast. The result of a referendum shall be binding for a period of one year unless otherwise specified in the referred measure. This sunset provision refers only to student-generated referenda as specified above, and not to referenda imposed by the Board of Trustees or the University.

SECTION 18. “NO” VOTES. In all GSO or GSO-run elections and referenda, the electorate shall be presented with the option of voting against all proposals or candidates. In the event that “no” receives more votes than any candidate, no one will have been elected to the office in question, and it shall be considered vacant.

SECTION 19. SPOILED BALLOTS. A blank, spoiled, or incorrectly marked ballot shall be considered an abstention and shall count toward the total votes or ballots cast.

SECTION 20. RECALL.

Question A recall vote shall be taken by presenting to the electorate the question: *Shall (name), the (office), of the (GSO or suborganization) be removed from office?* If the recall receives a majority of the votes cast in the election, then the seat is declared vacant. A motion to remove a senator or officer shall be treated as a by-law, except that it shall not be recorded as a permanent by-law. An officer or senator shall have the full privileges of office until he or she is actually removed from office.

Recall of Officers A recall vote shall be arranged by the Vice President within one month of either:

- Receipt of a petition containing a number of graduate student signatures totaling greater than fifty percent of the total number of votes cast in the last general election of all officers.

- Receipt of a petition containing a number of graduate student signatures totaling greater than fifty percent of the total number of votes cast in the last general election of all officers.
- A two-thirds vote of the Senate.

Recall of Senators The Vice President, upon receipt of a petition calling for the recall of a senator signed by 25 percent of the constituency involved, shall arrange for the constituency to hold a recall vote within two weeks of receipt of the petition. If the recall receives a majority of the votes cast in the election, then, the seat is declared vacant.

Recall of Sub-organization Officers The Vice President, upon receipt of a petition calling for the recall of a Sub-organization Officer signed by 25 percent of the constituency involved, shall arrange for the constituency to hold a recall vote within two weeks of receipt of the petition. If the recall receives a majority of the votes cast in the election, then, the seat is declared vacant.

Recall by Absences More than three unexcused absences in one semester from regularly scheduled senate meetings by a senator or officer, shall result in her or his office being declared vacant by a motion of the Senate.

Limitations No officer or senator shall be subjected to recall more than once in a semester or during the summer.

SECTION 21. VACANCIES. Vacancies shall be filled by a special election following the procedures of these bylaws ¹⁸

¹⁸Bylaws, 1, 2

Bylaw 4 Grievances

The GSO Grievance Committee has the power to hear and resolve conflicts within the GSO.

SECTION 1. COMPOSITION OF THE GRIEVANCE COMMITTEE. The Judicial Officer, who is an overseer of the committee, shall be appointed by the GSO President at the start of his/her term and confirmed by the Senate. The Judicial Officer is a non-voting member of the Grievance Committee, who should not influence the decisions of the voting members, and shall serve in this position for one year. The Judicial Officer is responsible for selecting members from the grievance committee to serve as a jury at the time a grievance is filed. The jury shall be comprised of a membership of at least three graduate students who are found not to have conflict of interest regarding the grievance under consideration.

SECTION 2. RESPONSIBILITIES OF THE GRIEVANCE COMMITTEE. The Grievance Committee, with a membership of at least three graduate students who are impartial, will hear grievances and settle them by issuing a decision. Specifically, the committee makes decisions on issues of Constitutional interpretation, violations of the Constitution and By-Laws, or disputes regarding the conduct of parties who are subject to GSO grievances as specified in Section 3.

SECTION 3. PARTIES TO GRIEVANCES. Grievances may be filed by complainants: Graduate students (including but not restricted to senators, executive body and employees of the GSO); all currently registered students of SUNY Binghamton and students registered at the time. Grievances can be filed against: Members of the GSO executive board, staff, senators, or the GSO body as a whole, or any elected or appointed official of a GSO sub-organization.

SECTION 4. SUBJECT OF GRIEVANCES. Grievances may be filed against parties specified above regarding conduct during GSO meetings and gatherings, or conduct associated with carrying out GSO business (e.g. meetings with administration, official communications, etc.).

SECTION 5. FILING PROCEDURES. The grievance must be filed within six weeks of the incident (with provisions for extenuating circumstances). Written notification of the grievance must be filed using the provided form. Any affidavits or other supporting documents may be submitted at the time of filing or until the date of the hearing. This committee shall have the power to verify the validity of all documents submitted.

SECTION 6. RIGHTS OF THE PARTIES INVOLVED. Respondents shall be notified by the committee within two weeks of filing. The accused has the right to submit any affidavits or other supporting evidence to the committee for review. Both parties shall be asked to approve the (voting) committee members to ensure that there is no conflict of interest. With just cause, either party may challenge the composition of the committee. The party making the challenge is responsible for demonstrating that their challenge is based on a conflict of interest on the part of the proposed committee member. All challenges are subject to the final decision of the Judicial Officer.

SECTION 7. TIMELINE. A grievance shall be acted upon by the committee within one (1) month of filing. If the committee does not act upon the grievance within one month, the Senate has the power to choose a new Judicial Officer for the committee. All parties shall receive a written judicial decision within two (2) months of filing. A dated copy of this decision will be kept on file in the GSO office. This decision shall be binding unless overturned by appeal. The accused shall have the right to file one appeal of this decision.

SECTION 8. APPEAL PROCESS. The accused or accusers may file an appeal within one (1) month of the date the decision is filed. The appeal jury will be comprised of three (3) new voting members, chosen by the Judicial Officer and approved by both parties according to the same procedures specified for choosing committee members specified above. The appeal committee shall abide by the same rules and decide with the same power as the grievance committee.

SECTION 9. POWERS OF THE GRIEVANCE COMMITTEE. Resolutions by the grievance committee shall include but not be limited to:

- public sanction of an individual;
- banning an individual from GSO meetings for a length of time specified by the committee;
- suspending an individual from carrying out their duties and privileges related to the GSO for a length of time specified by the committee.

Bylaw 5
Binghamton University Council

**Election, Removal and Recall of the Student Member of the Binghamton University Council
(hereinafter referred to as the BU Council Representative)**

SECTION 1. ELECTIONS. Three representatives from the Student Association Elections Committee shall join two representatives from the Graduate Student Organization Elections Committee to form a committee to oversee the joint election of the BU Council Representative. This committee must elect a chair and a vice-chair at its first meeting. These chairs will serve for the remainder of the academic year. The chair shall abstain from all votes, except those in which he or she must vote to break a tie. The vice-chair will act as chair in the absence of the chair.

SECTION 2. QUORUM. At least two (2) of members of the Student Association Elections Committee and one (1) member of the GSO Elections committee, one of which must be the chair or vice-chair, must be present in order for a meeting of this committee to take place. The Executive Vice President of the Student Association and the Elections Chair of the GSO shall be ex officio members of this committee.

SECTION 3. ELECTIONS PROCEDURE. The joint committee shall determine its own procedures for the election, but must conform to all general elections regulations as outlined in this constitution and its bylaws¹⁹; as described by University wide policies; and in conjunction with the GSO's general elections regulations. BU Council elections shall be held at the same time as Student Association Executive Board and Graduate Student Executive Board elections. Both graduate and undergraduate students shall vote in BU Council elections.

SECTION 4. LETTERS OF INTENT. Letters of intent must be solicited from both graduate and undergraduate students. Letters of intent should be directed to the attention of the chair or vice-chair of the committee.

SECTION 5. GRIEVANCES. If there are grievances against the election, they shall be addressed to the joint committee. Any decision of the joint committee is final.

SECTION 6. REMOVAL AND RECALL. The BU Council Representative can be removed for various reasons including, but not limited to the grounds stated below. The BU Council Representative shall not:

- a. Have more than four (4) unexcused absences from Student Assembly meetings.
- b. Have more than four (4) unexcused absences from Graduate Student Organization meetings.
- c. Have more than one (1) unexcused absence from Binghamton University Council meetings.

The Student Association Judicial Board or the GSO Executive Board may hear any grievance against the BU Council Representative. Should the Judicial Board or GSO Executive Board convict, the BU Council seat shall be considered vacant unless there is objection from the GSO Senate or the Student Assembly or this action is in conflict with guidelines promulgated by the state university trustees.

The Student Assembly and GSO Senate must vote on the removal of the BU Council Representative at their respective meetings immediately following the conviction. A vote of two-thirds (2/3) of the Student Assembly and the GSO shall remove the BU Council Representative.

¹⁹Bylaws 3

SECTION 7. RECALL VOTING. A recall vote can be requested by two thirds (2/3) vote of either the Student Assembly or the GSO Senate should any attempt to remove the BU Council Representative fail. Any recall election shall be run by a joint elections committee as defined in these bylaws ²⁰. If the recall vote is in the affirmative, then the BU Council seat shall be considered vacant unless this action is in conflict with guidelines promulgated by the state university trustees. Any outcome of the referendum vote is binding.

SECTION 8. VACANCY. If the BU Council Student Representative seat is vacated through resignation or removal, a special election must be held within twenty-one (21) class days as defined by these bylaws ²¹.

²⁰Bylaws 3

²¹Bylaws 3

Bylaw 6 Official Records and Documents

General

Copies of the Constitution, Code of By-laws, and the Budget are available on the GSO website to graduate students and the general public²².

Sunshine Policy

All records and files of the GSO shall be open and shall be public to any graduate student. The only exception to this rule shall be those records and files required by law to be confidential.

²²<https://gsobinghamton.org/gso-constitution-and-other-documents/>

Bylaw 7
GSO Officer Stipends & Hours

SECTION 1. OFFICER STIPENDS. Stipends of the GSO Officers are awarded for a term from July 1 to June 30:

- President and Vice President are set at \$11,000;
- Graduate Vice-President for Multicultural Affairs is set at \$10,000;
- Treasurer is set at \$13,000 plus student health insurance reimbursement;
- Assistant to the President is set at \$10,000;

SECTION 2. CHIEF ELECTIONS OFFICER STIPEND. The stipend for the Chief Elections Officer is set at \$500 for the spring term and \$500 for the fall term as needed, from the commencement of the election process to the date the Senate ratifies the election results.

SECTION 3. OFFICE MANAGER GSO STIPEND.

- a. The stipend of the GSO Office Manager is set at \$13,000 for an academic year.
- b. When an Office Manager commits to working the entire academic year, the GSO will reimburse the Office Manager for the cost of student health insurance or an external provider (granted that the external provider does not exceed the current university rates).
- c. The GSO will pay for either the domestic student health plan or the international plan depending on the circumstances of the student hired, or an external health plan as stipulated above.

SECTION 4. PRORATION. Whenever an officer, Chief Elections Officer, or Office Manager of the GSO does not serve a full term of office, the salary for that office shall be paid on a pro rata basis.

SECTION 5. WORKING HOURS.

- a. The President, Vice President, Assistant to the President, and the GVPMA shall be required to work 7-10 hours per week (5 of those hours shall be advertised as office hours).
- b. The Treasurer shall be required to work 20 hours per week (5 of those hours shall be advertised as office hours).
- c. The Office Manager shall be required to work 20 hours per week but is only required to work when classes are in session.

SECTION 6. TRANSITIONAL PERIOD.

- a. The outgoing Executive Board shall consecrate at least one week during the month of May to train the E-Board Elect to ease the transition of new officers.
- b. The new Treasurer needs to assume responsibilities no later than July 1st.

Bylaw 8 Finances

SECTION 1. STABILIZATION FUND. The GSO shall maintain a Stabilization fund of an amount to sustain one year of expenditures under a voluntary activity fee as determined in the Bylaws.²³ This fund shall be used by the GSO Executive Board to prevent fiscal crisis within the GSO. The money shall be invested either through the University or independently, and all interest collected shall be paid into the GSO Contingency Fund. Deletions of the fund shall be replaced within one calendar year.

SECTION 2. CONTINGENCY FUND. There shall be a Contingency Fund maintained to provide the GSO with access to funds that may be allocated at the discretion of the GSO Senate in a manner consistent, with the Regulations of the Board of Trustees, the Constitution of the GSO and the Bylaws of the GSO. GSO funds not accruing from activity fees including (but not limited to) rollover from the previous fiscal year and interest from the stabilization fund shall be held in the Fund Balance. Money held in the Fund Balance may be accessed during the fiscal year by means of an amendment to the budget for that year.

SECTION 3. ALLOCATION OF MONIES. No monies may be allocated by the Senate without written notice to each senator, in advance. The publishing of the motion to allocate, in full, in the agenda of a regularly called meeting shall constitute sufficient advance notice.

SECTION 4. GSO BUDGET. The GSO budget shall be submitted for ratification to the Senate, by the GSO Treasurer so as to leave at least two regularly scheduled meetings available for ratification. Before presentation on the Senate floor, the Treasurer's proposed budget must have won majority acceptance by the Budget Committee. Copies of either budget must be made available to senators and representatives at least seventy-two hours in advance of the meeting at which they will be discussed. Any amendments to the current year's budget may be submitted to the Senate by the Treasurer only after having won majority acceptance by the Budget Committee.

SECTION 5. GRADUATE STUDENT CONFERENCE, TRAVEL, AND RESEARCH FUND. A minimum of five percent of the monies generated from Activity Fee collection must be transferred to the Graduate Student Conference, Travel, and Research Fund (GSCTRF). The exact percentage will be determined by the Senate during budget allocation. The money held in the GSCTRF shall be used in partial reimbursement of graduate student travel to present papers at professional conferences or conduct research. Methods of disbursement and conditions of award of GSCTRF monies shall be defined in the application. Forms and paperwork essential to reimbursement will be available on the GSO website²⁴. Any balance remaining at the end of the year shall rollover to the service accounts of the GSO.

SECTION 6. CONFERENCE ALLOCATION AND FUNDING ENDOWMENT. There shall be a Conference Allocation and Funding Endowment (CAFE) for the purpose of supporting and funding conferences sponsored by the Graduate Community. The amount of the allocation for this fund, will be determined by the treasurer based on past conference fund requests. Individual requests for funds shall not exceed \$1000 per year. Forms and paperwork essential to these requests will be available on the GSO website²⁵. All paperwork will be submitted to the Treasurer for review, and, upon satisfactory completion of the request process, will then be presented to the Budget Committee for final approval. Requests for funding over \$400 also need to be passed by the Senate.

SECTION 7. PRESCHOOL FUND. The treasurer may determine the amount allocated for the Preschool Fund as part of the process for creating the GSO budget for the coming academic year. This fund may be divided into two equal amounts, one for the Fall Semester, one for the Spring Semester. These monies will be available to defray the expenses of enrolled graduate students with dependent children of preschool age.

²³Bylaws 9

²⁴<https://gsobinghamton.org/forms/>

²⁵<https://gsobinghamton.org/forms/>

The amount of individual awards will be determined by the number of eligible children whose parents or guardians have applied and been approved, with no individual (per child) award to exceed \$300 per year. There is no carry-over from semester to semester. It is the responsibility of the parent to make sure the application process is satisfactorily completed on time each semester. Forms and paperwork essential for reimbursement will be available on the GSO website²⁶. Eligibility and reimbursement will be considered on an individual basis, and will adhere to the following procedural guidelines:

- a. At least one parent or legal guardian of preschool aged child(ren) must be a currently enrolled graduate student at Binghamton University.
- b. Eligible children must be aged 0-5 years. To be eligible for Fall reimbursement, the child must have been born before the commencement of scheduled classes for that semester, and may not have celebrated their sixth birthday before December 31st of that calendar year. To be eligible for Spring reimbursement, the child must have been born before the commencement of scheduled classes for that semester, and may not have celebrated their sixth birthday before June 30th of that calendar year.
- c. At the start of each semester, the GSO treasurer must announce to the graduate community the program and appropriate deadlines for applications and the submission of receipts and other valid expense statements.
- d. Applications must be made available on the GSO website and in the GSO office. Applicants must complete the required paperwork and submit it to the GSO Office Manager on or before the announced deadline.
- e. Individual awards shall be determined by dividing the number of enrolled children by the total amount of that semester's fund, with no single award to exceed three hundred dollars. There is no limit to the number of children an eligible graduate student may enroll, as long as these children meet the age requirements, and the requirements of dependency. The three hundred dollar limit applies to each child, and not to multiple children of the same household (for example: an eligible graduate student with three children of appropriate age may receive up to nine hundred dollars of reimbursement from the preschool fund).
- f. Parents must submit to the GSO Office manager receipts for child-related expenses that reach or exceed the maximum award for that semester. Receipts that do not reach the amount of that semester's award will be reimbursed only to the amount they represent. Receipts must be submitted on or before the deadline announced by the treasurer. It is strongly recommended that the GSO Treasurer make this clear in the announcement at the outset of the semester, so that parents in the program may have time to collect the appropriate receipts.
- g. Reimbursement of valid child care related expenses: Daycare is reimbursable with proper invoice or receipts from the accredited daycare centers.

SECTION 8. GRADUATE ENRICHMENT FUND. A portion of the monies generated from Activity Fee collection may be transferred to a Graduate Enrichment Fund (GEF). The exact percentage will be determined by the Senate during budget allocation. The money held in the GEF shall be used in partial reimbursement of graduate student enrollment in coursework that is solely for personal enrichment. Methods of disbursement and conditions of award of GEF monies shall be defined in the application. Forms and paperwork essential to these requests will be available on the GSO website²⁷. Any remaining balance at the end of the fiscal year shall be rolled back at the discretion of the Treasurer into other service accounts.

SECTION 9. OFF COLLEGE CAMPUS TRANSPORT ALLOCATION. The GSO may allocate a portion of Student Activity Fees to OCCT. This fee shall be determined each semester by a joint recommendation of the President, Treasurer, and OCCT, pending ratification by a simple majority of the Senate. In order to disburse funds, the GSO must draft, sign, and fulfill all obligations of, an agreement annually with the OCCT Board of Directors.

²⁶<https://gsobinghamton.org/forms/>

²⁷<https://gsobinghamton.org/forms/>

SECTION 10. VOUCHERS.

- a. Any two Executive Board members shall jointly have the power to sign vouchers and checks in lieu of the Treasurer of the GSO.
- b. Salary vouchers for the Executive Board and Office Manager shall be submitted biweekly and shall be submitted within one (1) week of payout.

SECTION 11. STATEMENT OF UNDERWRITING. Advertisements for sub-organization events, funded in full or in part by GSO funds, must clearly state that student activity fee funds contributed to covering the costs of the events. Such advertising must include a statement of underwriting: “*Funded by (insert sub-organization name), a subsidiary of the GSO, using Student Activity Fee Funds.*”

SECTION 12. REALLOCATION OF FUNDS. Sub-organizations shall have the power to reallocate a portion of their budget to other sub-organizations subject to the approval of the GSO Treasurer.

SECTION 13. DEPARTMENTAL SUB-ORGANIZATION BUDGETS. It is recommended, but not required, that the treasurer together with the treasurer-elect determine the anticipated operating costs of the Graduate Student Organization for the coming year, as well as the anticipated outlays for non-departmental GSO functions including CAFE and SCMA funds.

Once these figures have been fixed, the remaining funds shall be divided among the departmental sub-organizations according to the following formula:

- a. Said funds will be divided by the most current figures of anticipated graduate enrollment for the coming year. The resulting number will represent the per-capita expenditure required of the GSO to departmental sub-organizations. (For example: if the remaining funds total \$100,000, and the most recent anticipated graduate enrollment figure is 1,000 students, the per-capita expenditure will be \$100).
- b. Funds will be distributed to each departmental sub-organization by multiplying the per-capita expenditure by the anticipated number of graduate students enrolled in each department for the coming academic year. (For example: if a department has an anticipated 20 graduate students for the next school year, and the per-capita expenditure is set at \$100, then that department will receive a \$2000 budget for the coming school year).
- c. Enrollment figures (both overall and departmental) will be acquired from the Office of Institutional Research and Assessment and should be the most recent and accurate available by the deadline for presentation of the budget to the GSO Senate.
- d. The GSO Senate shall be required to ratify the budget for the subsequent academic year no later than May 1st, and the treasurer is required to submit the preliminary budget to the Senate at least one scheduled Senate meeting prior to that date. The proposed budget must also be published on the GSO website no later than five days prior to submission to the Senate.
- e. To avoid discrepancies and shortfalls, funds distributed to departmental sub-organizations shall be rounded down to the nearest ten dollar amount (i.e., an award of \$1017.63 will be adjusted to \$1010.00). Any excess that might occur from this process will be divided equally between the CAFE and GSCTRF funds.

SECTION 14. ROLL-OVER.

- a. All monies raised independently by sub-organizations in fundraising events and unspent at the end of the financial year shall rollover into that sub-organization’s account for the following year.
- b. All unspent GSO fund monies shall not roll over and shall revert to the general fund.
- c. Exceptions to this provision shall be determined by the GSO E-Board and include only organizations that produce journals that must spend a portion of their monies at the conclusion of the academic year.

SECTION 15. ROLL-BACK.

- a. No sub-organization shall expend more than 30% of its total allocation after the third Senate meeting of the Spring semester without prior approval from the GSO Treasurer. Requests for such approval must be submitted in writing to the GSO Treasurer.
- b. After the third senate meeting, all monies in excess of 30% of the total allocation not approved for retention by the GSO Treasurer shall be frozen from sub-organization accounts.
- c. Requests for restoration of sub-organization funds must be made to the Senate.
- d. Such requests must be presented at the fourth Senate meeting of the Spring semester. Any roll-backs not restored by the Senate will be transferred at the discretion of the GSO Treasurer to the GSCTRF, CAFE, SCMA, Preschool Fund, or Event Fund after the fourth Senate meeting of the Spring semester.

Bylaw 9
Activity Fee Referendum

SECTION 1. ACTIVITY FEE; AMOUNT OF FEE. The amount of the activity fee levied by the GSO shall be set in these by-laws. **The amount of the activity fee per semester is \$7.25 per credit hour or \$65.00 total, whichever is less.**

SECTION 2. REFERENDUM. A referendum on the activity fee for the Graduate Student Organization must be held every 2 years in accordance with the SUNY Board of Trustees' policies²⁸ and presented to the graduate student body for voting as in the sample statement and referendum.

SAMPLE STATEMENT AND REFERENDUM.

The Activity Fee for the Graduate Student Organization at Binghamton University must be voted on every 2 years in accordance with policies determined by the SUNY Board of Trustees. The question is outlined for the GSO by the SUNY Board of Trustees. The question asks whether the fee should be voluntary or mandatory.

Below is a statement on the significance of voting for either response:

Voluntary means that the student government (GSO) is responsible for collecting the Activity Fee from individual students who elect to pay said fee themselves. A vote for voluntary fees means that the GSO will run on an austerity budget with contingency funds to pay for GSO Executive Board salaries, operational expenses, and the OCC Transport, but NOT conferences (CAFÉ), travel reimbursement (GSCTRF), coffee hours and other social events sponsored by the GSO, the university preschool fund, departmental graduate student organizations, and multicultural organizations (SCMA).

Mandatory means that the university administration collects the fee from each student when the student registers each semester with the outcome being that funds are allocated to: GSO Executive Board salaries, operational expenses, the OCC Transport, conferences (CAFÉ), travel reimbursement (GSCTRF), coffee hours and other social events sponsored by the GSO, the university preschool fund, departmental graduate student organizations, and multicultural organizations (SCMA).

Definitions of voluntary and mandatory come from SUNY Board of Trustees Policy titled "Student Activity Fees – Mandatory," Document Number: 3901, Effective Date: September 28, 2004, and the policy applies to state-operated campuses.

State University of New York
REFERENDUM OF STUDENT ACTIVITY FEES

Pursuant to Resolutions 71-90 and 02-65 of the Board of Trustees be it enacted: (Vote for A or B by placing a mark in the box adjoining the letter)

- A That the student activity fee be **MANDATORY** for all students.
 B That the student activity fee be **VOLUNTARY** for all students.

²⁸https://www.suny.edu/sunypp/documents.cfm?doc_id=358

Bylaw 10
Tax-Exempt Status

Notwithstanding any other provisions of these articles, the organization is organized exclusively for one or more of the purposes as specified in Section 501(c) (3) of the internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under IRC 501(c) (3) or corresponding provisions of any subsequent tax laws.

No part of the net earnings of the organization shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for services rendered to or for the organization), and no member, trustee, officer of the organization or any private individual shall be entitled to share in the distribution of any of the organization's assets on dissolution of the organization. No substantial part of the activities of the organization shall be carrying on propaganda, or otherwise attempting to influence legislation except as otherwise provided by IRC 501(c)(3), or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of or in opposition to any candidates for public office.

In the event of dissolution, all of the remaining assets and property of the organization shall after payment of necessary expenses thereof be distributed to such organizations, as shall qualify under section 501 (c) (3) subsequent Federal tax laws, or to the Federal government or State or local government for a public purpose, subject to the approval of a Justice of the Supreme Court of the State of New York.

In any taxable year in which the corporation is a private foundation as described in IRC 501(c)(3), the organization shall distribute its income for said period at such time and manner as not to subject it to tax under IRC 4942, and the organization shall not (a) engage in any act of self-dealing as defined in IRC 4941 (b), retain any excess business holdings as defined in IRC 4943 (c), (b) make any investments in such a manner as to subject the organization to tax under IRC 4944, or (c) make any taxable expenditures as defined in IRC 4945 (d) or corresponding provisions of any subsequent Federal tax laws. Amended May 2007.

Bylaw 11 Socio-Cultural and Multicultural Assembly

SECTION 1. FUNCTION OF THE SCMA. The Socio-Cultural Multicultural Assembly (SCMA) shall serve as the governing body for all non-departmental chartered sub-organizations. As such, it shall be comprised of one (1) voting representative from each sub-organization, with the Graduate Vice President of Multicultural Affairs (GVPMA) serving as presiding officer. The assembly shall have the authority to distribute funds from the SCMA GVPMA budget. The primary function of the SCMA is to approve and allocate funds requested of it for social and cultural events and to oversee the activities using these funds. No funds may be allocated from the GVPMA budget without a vote of legitimate sub-organizations as defined below in Section 2.

SECTION 2. SCMA REPRESENTATIVES. Each voting sub-organization has one (1) vote in the assembly. All chartered sub-organizations are required to send a representative to the regularly scheduled meetings of the assembly. To be recognized as a legitimate representative, an individual must be identified as such on an Officer Form filed by the group with the VPMA. Such a legitimate representative may designate a proxy for a specific meeting by contacting the VPMA in advance of that meeting.

SECTION 3. BUDGET. The SCMA budget shall be divided evenly between two lines: the allocation budget and the operating budget.

Allocation Budget The allocation budget shall be divided into a number of equal shares equal to the number of chartered returning SCMA groups by the chartering and recognition deadline as specified in the Constitution²⁹. Each returning group shall receive a budget equal to one full share of the allocation budget.

Operating Budget The operating budget shall be available for the following three purposes:

- Distribution to all returning SCMA groups for additional funds beyond the minimum they receive from the allocation budget.
- Distribution to the new SCMA groups. Each new group shall receive from the operating budget an allocated amount equal to 70% of one full share of the allocation budget, as divided above.
- An amount equal to two shares of the allocation budget, as divided above, shall be reserved from the operating budget for new groups charting in the spring semester. All the new groups chartering in the spring semester should complete their chartering process by the fourth week of the semester, after which time, the remainder of the reserved fund shall return to the general SCMA fund for redistribution. The full amount of the reserved fund shall be divided evenly amongst all the new groups chartering in the spring, provided the amount of each new group receives does not exceed one half share of the allocation budget, as divided above. If no new group is chartered in the spring, this shall return to the operating budget.

SECTION 4. APPROVAL AND RESTRICTIONS. In submitting their proposed budgets at the beginning of the fall semester, SCMA groups must divide their anticipated expenses between their allotment and any additional funds they wish to request from the operating budget. Any request for funding from the operating budget shall be approved or rejected, in part or in full, by the SCMA. No funds may be allocated from the SCMA operating budget without a vote of legitimate sub-organizations as defined in the Bylaws. Individual event funding must abide by the GSO Constitution³⁰ and Bylaws³¹.

²⁹Constitution, IX

³⁰Constitution, IX - Non-departmental Sub-organization Privileges

³¹Bylaws, 8 - Statement of Underwriting

SECTION 5. SCMA BUDGET. The GVPMA is responsible for the administration of the SCMA budget, subject to oversight by the GSO Treasurer. All approved expenditures will be reimbursed upon the submission of an itemized receipt or purchase order. It is the responsibility of the GVPMA to ensure that such reimbursements proceed in a timely manner.

SECTION 6. REVOKING PROCEDURES.

Revocation of Representation If a group fails to send a designated representative to any one (1) scheduled SCMA meeting, the VPMA or any voting representative may request the assembly at a subsequent meeting to vote on revoking the voting membership of this organization for the duration of the academic year. If a group fails to send a designated representative to three (3) scheduled SCMA meetings in the same academic year, the group's voting rights are revoked automatically, without a vote. If a voting sub-organization loses voting privileges, they will no longer be counted for the purposes of determining quorum. Voting sub-organizations who have their voting rights thus revoked may still attend the assembly sessions in a non-voting capacity, and retain the right to make requests of SCMA funds.

Reinstatement of Representation Should a group lose its voting privileges, upon attending two consecutive SCMA meetings, the revoked group can petition SCMA for reinstatement of their voting rights. This reinstatement is subject to a majority vote of the SCMA. Voting rights will be automatically restored at the beginning of each new academic year.

Revoking Funds After missing one (1) scheduled SCMA meeting (without contacting the GVPMA or attempting to send a designated representative), the SCMA may vote to revoke all funds for that group. Groups can request that they be reinstated upon attending the next meeting for partial or full funding. Should a group not spend all of the funds allocated to them for the fall, those funds are automatically returned to the SCMA budget for the spring semester. For groups who spend none of their fall funds, all of their spring funds are also returned to the SCMA budget for the spring. Groups whose events fall after the eighth week of the semester must indicate to the GVPMA in writing that their event falls later in the semester, and provide a planning update at the penultimate meeting of the semester.

Reinstating Funds Groups whose funds are revoked in this way can appeal to have their funds reinstated by a majority vote of the SCMA.

SECTION 7. QUORUM AND CONDUCT OF THE ASSEMBLY. Quorum will be determined as one half of the voting members of the SCMA. All SCMA decisions shall be determined by a majority vote.

SECTION 8. GVPMA VETO. The GVPMA, as the only officer of the assembly elected by the entire graduate community, may exercise veto power on any action taken by the SCMA. The SCMA must report any use of veto power at next GSO Senate meeting, at which time any graduate student has the right to request a motion to override it by a majority vote of the Senate.

SECTION 9. EXTRAORDINARY SESSIONS OF THE SCMA. The GVPMA has the right to call an extraordinary or emergency session. This is not subject to the vote of the assembly, though such a session must be announced no later than three days prior to the proposed session. Any three (3) representatives of separate SCMA sub-organizations with voting privileges may petition the GVPMA to call an extraordinary or emergency session of the SCMA. Such a petition cannot be denied by the GVPMA. Any extraordinary session of the SCMA must be announced no later than three days prior to the proposed date of said session.

SECTION 10. IN CAMERA SESSIONS. It is the right of any voting member to request that a session be held in camera (closed to all but sub-organizational representatives and the presiding officer). The assembly may vote to approve or deny such a request. The GVPMA's veto authority does not extend to such requests.

SECTION 11. REPORTING. The GVPMA is required to report on the proceedings of the SCMA at each subsequent meeting of the Graduate Student Senate.

SECTION 12. CHARTERING OF NON-DEPARTMENTAL SUB-ORGANIZATIONS.

Existing SCMA Sub-Organizations All existing non-departmental sub-organizations will be required to renew their charters with the Constitutional-Bylaws-and Chartering Committee. All renewing groups must complete their renewed charter by the first session of the SCMA. For any given semester, new groups must complete their chartering process by the fourth week of that semester, and should conform to the guidelines as already specified in the GSO Constitution and By-Laws. Any non-departmental sub-organizations that fail to meet this requirement will have their charters revoked and must reapply for charter in the following academic year. Only those sub-organizations that have successfully renewed their charters in this manner will have voting privileges in the SCMA, and will be counted for the purpose of determining quorum for assembly sessions. To exercise voting privileges in the assembly, chartered sub-organizations must submit to the GVPMA a list of the sub-organization's officers, which must include (but is not necessarily limited to) the following offices: President and Treasurer. This must be done prior to a representative of the sub-organization being "seated" in the assembly. No individual may fill multiple roles within the executive structure of any sub-organization, nor can one member of an SCMA group represent more than one SCMA group at a meeting. All registered officers of non-departmental sub-organizations may serve as proxy for their assembly representative in case of absence or incapacitation.

New Non-departmental Sub-Organizations The graduate community is encouraged to organize and coordinate through the creation of socio-cultural and multicultural sub-organizations. To do so, the proposed sub-organization must submit a chartering request to the GSO Vice President (in their role as chair of the Constitution, By-Laws, and Chartering Committee). This proposal must include a mission statement for the proposed sub-organization; an assessment of the needs said organization will meet within the graduate community; an outline of anticipated activities of said organization; and a list of officers. The CBC Committee will review the merits of the application and, after consultation with the GVPMA, will either approve or deny the charter.

SECTION 13. FUNDING FOR NON-DEPARTMENTAL SUB-ORGANIZATIONS. Non-departmental sub-organizations will not receive budgetary outlays directly from the GSO. Monies previously distributed to such sub-organizations will be added to the existing SCMA fund, and the final figure for this fund determined by the Treasurer and approved by the GSO Senate. All requests for funds must be made through the SCMA, and are subject to approval by the said body, except other sub-org GSO funds, for which the groups should apply directly through GSO as and if needed. While no single request may exceed 10% of the total SCMA fund, there is no limit to the number of requests that any organization may make. All chartered non-departmental sub-organizations, voting and non-voting, may request funds of the SCMA. To receive funds for any given semester, the returning organization must be chartered by the fourth week of that semester. It is expected that non-departmental sub-organizations will not rely solely upon the SCMA fund for their funding needs, and will seek outside sources to supplement those funds awarded them by the SCMA.

SECTION 14. "ONE EVENT" SUB-ORGANIZATIONS. Non-departmental sub-organizations that in the past have existed for the sole purpose of organizing a yearly conference or event will not be chartered as sub-organizations within the SCMA structure. These groups are encouraged to seek funding, either through the Conference Allocation and Funding Endowment (CAFE) or through the sponsorship of chartered SCMA sub-organizations.

The address and related contact information of the Binghamton University Graduate Student Organization (GSO) can be found on the GSO website: <http://gso.binghamton.edu/>



Appendices

SECTION A. ACRONYMS AND TERMS IN GSO CONSTITUTION AND BYLAWS.

BU Binghamton University

CAFE Conference Allocation and Funding Endowment

CBC Constitution, Bylaws, and Chartering (Committee)

GEF Graduate Enrichment Fund

GSCTRF Graduate Student Conference, Travel, and Research Fund

GSEU Graduate Student Employees Union

GSO Graduate Student Organization

GVPMA Graduate Vice President for Multicultural Affairs

OCCT Off Campus College Transport

SCMA Socio-Cultural and Multicultural Assembly

SUNY State University of New York