

Bylaws of
Ecology Graduate Student Association

Article 1: Name and Purpose

Section 1: Name

The name of this organization is the Ecology Graduate Student Association (henceforth EGSA)

Section 2: Purpose

The purpose of the EGSA is to:

1. Serve as a conduit between the Executive Committee of the Graduate Group in Ecology (henceforth GGE) and GGE students.
2. Serve as a conduit between the Graduate Student Association (henceforth GSA) and the GGE.
3. Organize committees that hold events through which the graduate group is able to engage with the community.
4. Provide a platform for GGE students to express concerns or debate issues.

Article 2: Membership

Section 1: Eligibility

All GGE students are members. This includes graduate students living in Davis, Bodega Bay, and elsewhere.

Section 2: Rights of Members

Members are entitled to attend meetings, speak at meetings, serve on EGSA committees, represent the GGE at GSA meetings, vocalize and discuss concerns with student representatives of the GGE Executive Committee.

Article 3: Roles

Section 1: EGSA Co-Chairs

Subsection a – Size and Composition

At any point there must be a minimum of two and a maximum of three EGSA co-chairs. At least one of these co-chairs must be at a minimum second year students in the GGE.

Subsection b – Responsibilities

1. Work with the EGSA treasurer to develop an annual budget for EGSA funds.
2. Organize EGSA meetings, during the fall, winter, and spring academic quarters.
3. Coordinate with committee chairs.
4. Solicit from EGSA members, discuss, and implement new initiatives.
5. Ensure sufficient GGE student representative attendance at GSA meetings to meet the conditions of the GGE's membership in the GSA.
6. Coordinate the provision of snacks at weekly Ecology-Evolution Seminar Series events.

Section 2: Committee Chairs

Subsection a – Responsibilities

1. Plan events that facilitate graduate group academic and/or social development or enable engagement with or education of the public.
2. Coordinate with EGSA Co-Chairs.
3. Issue electronic ballots to EGSA membership as necessary.
4. Ensure transition of institutional knowledge to Co-chairs-elect (see Article 7).

Subsection b – Financial Resources for Committees

Committee chairs must ensure adequate supply of funds for EGSA committee sponsored events either through external or EGSA budgetary resources. Coordinate with EGSA treasurer as needed.

Section 3: Treasurer

The treasurer is responsible for working with EGSA chairs to develop an annual budget, updating the EGSA chairs quarterly on the status of spending and the remaining funds, coordinate with committee chairs on their budgetary needs and spending (including the reimbursement process).

Section 4: Duration of Terms

The term length for all roles is one year. Terms begin at the beginning of the fall quarter and last until the beginning of the following fall quarter. (See Article 7 for additional rules on the transfer of leadership).

Article 4: Committees

Section 1: Academic Development Committee (ADC)

The ADC organizes events that advance the academic development of members. These include but are not limited to research symposia, professional workshops, and panels. The ADC also oversees ongoing efforts related to peer mentorship and GGE student publications (e.g. *Aggie Brickyard*).

Section 2: Charity Committee (CC)

The CC is responsible for coordinating and implementing philanthropic and charitable activities on behalf of the EGSA. In addition, the CC organizes at least one annual charity fundraising event to be held during the winter or spring quarters of the academic year.

Section 3: Public Engagement Committee (PEC)

The PEC provides avenues for members to engage with the broader community about their research. The mission of the PEC is to broaden the impact of the GGE beyond academia, including increased public scientific literacy and improved K-12 science education. In addition, the PEC organizes and coordinates GGE involvement in the yearly UC Davis Picnic Day event.

Section 4: Social Committee (SC)

The SC organizes events that allow members to engage with one another, in order to increase collaboration, happiness, and well-being. The social committee is responsible for organizing events within the GGE and with other graduate groups.

Section 5: Technology and Media Committee (TMC)

The TMC is responsible for maintaining and updating the EGSA website, and GGE social media platforms. These accounts should serve as both a public face for GGE students and a means for members to share information. It is also the TMCs responsibility to ensure consistency between the EGSA and GGE websites and social media platforms.

Section 6: Additional Committees and Subcommittees

Additional committees and subcommittees may be added or removed by hand-vote, requiring a two-thirds majority, at any EGSA meeting.

Article 5: GGE Executive Committee

Section 1: Executive Committee (EC) Student Representatives

Two EGSA members shall represent GGE students in the GGE EC. These two representative will serve as a conduit between the EGSA (students) and the GGE Executive Committee.

Subsection a – EC representative responsibilities

Provide a report at EGSA meetings of past EC meetings, communicate with EGSA co-chairs and members about important decisions before EC meetings, bring student concerns to the Executive Committee, and solicit feedback on potential policy changes from GGE Students.

Subsection b – EC representative selection and term

The student representative serves a 2 year term. EC representative candidates must be nominated, either by oneself or by another EGSA member, when an existing EC

representative is coming to the end of their term. Nomination for the upcoming term occurs at the Spring Quarter EGSA meeting during the prior term. If only one individual is nominated, then EC representative may be ratified by voice vote at the spring quarter meeting. If more than one individual is nominated, then an electronic ballot must be sent out to all members.

Article 6: Meetings

Section 1: Meeting Frequency:

EGSA meetings will be held quarterly. Meeting dates, times, and locations will be announced on the gge-students listserv at least 2 weeks in advance.

Section 2: Attendance

Committee and subcommittee chairs are required to attend, send a surrogate, or communicate an update via email. Representatives from the Diversity Committee and student representative to the GGE EC are also required to attend, send a surrogate, or communicate an update via email. All GGE members are encouraged to attend.

Section 3: Purpose

EGSA meetings provide a forum for open discussion and platform for members to share information.

Section 4: Food

Funding should be allocated from the EGSA budget to provide food for each meeting. Food will be provided using EGSA funds to provide the energy that fuels exciting discussion.

Article 7: Transfer of Leadership

Section 1: EGSA Chairs

Chair candidates must be nominated, either by oneself or by another member of EGSA. Nomination for the upcoming term occurs at the spring quarter EGSA meeting during the term prior to their year of intended service. If only three individuals are nominated, then chairs may be ratified by voice vote at the spring quarter meeting. If more than three individuals are nominated, then an electronic ballot must be sent out to all members.

Subsection a – Training

Spring quarter and the summer period will serve as ‘training period’ in which the EGSA chairs for that term continue to serve but include the incoming chairs in decision making and correspondence.

Section 2: Treasurer

Treasurer candidates must be nominated, either by oneself or by another. Nomination for the upcoming term occurs at the Spring Quarter EGSA meeting during the prior term. If only one individual is nominated, then treasurer may be ratified by voice vote at the spring quarter meeting. If more than one individual is nominated, then an electronic ballot must be sent out to all members by the EGSA Co-Chairs.

Section 3: Committee Chairs

Chairs-in-training are to be recruited from EGSA membership during the fall quarter meeting. Transfer of leadership from committee chair(s) to chair(s)-in-training will occur, at the spring quarter or summer session period. Committee chair(s) will nominate incoming committee chair(s) during the spring EGSA meeting, typically the chair(s)-in-training will be nominated, but this is not required. EGSA members may also self-nominate, or accept the nomination of other EGSA members for particular committee chair roles. In the event that the number of candidates exceeds the number of chair/co-chair roles for a particular committee, candidates will have the opportunity to address the EGSA on their suitability for the role during the spring quarter meeting. Voting in this case will occur by electronic ballot (simple majority) issued by EGSA Co-Chairs. In the event that the number of candidates equals the number of roles the candidates are ratified by voice vote (simple-majority) at the spring quarter meeting.

Subsection a – Committee Hierarchy

Committees may organize their leadership at their discretion.

Article 8: Amending Bylaws

Section 1: Amendment process

Amendments may be proposed by any member. Amendments must be in writing and sent out to all members at least 48 hours before the meeting in which it is to be discussed. After discussion of amendment at an EGSA meeting, EGSA chairs may determine if a proposed amendment may be voted on by hand-vote at the meeting during which it was first discussed, requiring a two-thirds majority, or if it should go to committee for one quarter before voting.

Article 9: Funding

Section 1: Annual Funding for Committees

Committees are required to submit annual budgets to the EGSA co-chairs prior to the Fall meeting each year. Annual budgets should include all items needed for baseline function for the year. The EGSA Treasurer will compile budgets and ensure that enough funds are available in the EGSA fund. These baseline funds will be set aside each year to ensure functioning of EGSA for the academic year.

Section 2: Requests for Additional Funding

If additional funding is required throughout the academic year, committee representatives must submit a Project Fund Application prior to the next meeting, where it may pass with a 2/3 majority vote at the meeting. Project Fund Applications must be disseminated to Ecology students

at least 48 hours before the meeting. If funds are needed before the next EGSA quarterly meeting, the applicant may submit the Project Fund Application to the EGSA co-chairs and Treasurer, who will make an executive decision based on available funds and need.