

**BY-LAWS****OBJECTIVES**

**A.** To foster a positive environment for UConn chemistry graduate students to learn, teach, and research.

**B.** To serve as a liaison between chemistry graduate students, the chemistry department administration and faculty, as well as the university.

**GSAC REPRESENTATIVES**

The representatives of GSAC consist of an eight person, graduate student committee that shall be divided among the divisions of the chemistry department as well as a committee of three faculty.

Of the eight graduate students, six are elected by the graduate student majority and two are appointed by the department head. The GSAC strives for equal representation of demographics within the chemistry graduate student population.

The GSAC committee of faculty contains two faculty appointed by the graduate student majority and one by the department head, where one faculty must be on the graduate committee.

Chemistry graduate students that have completed a year within the program are eligible to be divisional representatives of GSAC.

The term of each divisional representative is one year. There shall be no limit to the number of terms a graduate student divisional representative may serve, if elected by the graduate student majority. However, students appointed by the department head may only serve one term, unless elected by the graduate student majority for additional terms. The department head is expected to act in good faith, appointing graduate students that have not previously been appointed and that represent the diverse demographics of the chemistry department.

**ROLES OF REPRESENTATIVES**

The GSAC is a student run organization.

The graduate student GSAC representatives determine the agenda for each meeting. Priority of agenda items will be discussed in the all graduate student GSAC meetings. The selected agenda items shall be brought to the following GSAC representative only meeting to be discussed with the faculty GSAC representatives.

The faculty GSAC representatives serve as advisors to the graduate student GSAC representatives for the selected agenda items, providing faculty insight into each topic and helping to address each passed agenda item with the remaining faculty. Additionally, each GSAC representative only meeting will include a 'Faculty Business' topic on the agenda, allowing for the faculty GSAC representatives to bring forward additional topics.

## **ELECTION OF REPRESENTATIVES**

Six of eight divisional graduate student representatives shall be elected by the chemistry department graduate student majority. In addition, two of three faculty representatives shall be elected by the graduate student majority.

Elections for GSAC will be held annually at the beginning of September and will be overseen by the previous years' graduate student divisional representatives.

Nominations will be held in August, at least two weeks prior to the elections.

The remaining representatives (2 graduate students and 1 faculty) shall be chosen by the department head.

## **GSAC GRADUATE STUDENT ONLY MEETINGS**

These meetings will be open to all graduate students and closed to all faculty.

An open forum style will be used during the meetings, but a representative of the committee must recognize the student before being allowed to speak in order to maintain organization in the meeting.

One graduate student only meeting will be held each month year round. These meetings will be open to the entire graduate student population. The date and agenda of each meeting will be posted in the weekly chemistry department newsletter.

## **GSAC REPRESENTATIVE ONLY MEETINGS**

These meetings will be closed to all besides the faculty and graduate student GSAC representatives.

An open discussion style will be used during the meetings, with a graduate student GSAC representative as chair of the meeting to aid with the flow and timeliness of the meeting. All representatives must be respectful to the speaker and allow for individuals to express their viewpoint/ concerns/ suggestions.

One representative only meeting will be held each month year round. The date and agenda of each meeting will be posted in the weekly chemistry department newsletter.

## **GSAC REPRESENTATIVE AND GRADUATE PROGRAM COMMITTEE MEETINGS**

These meetings will be closed to all besides the faculty and graduate student GSAC representatives as well as the graduate program committee representatives.

An open discussion style will be used during the meetings, with a graduate student GSAC representative as chair of the meeting to aid with the timeliness of the meeting. All representatives must be respectful to the speaker and allow for individuals to express their viewpoint/ concerns/ suggestions.

One meeting between GSAC and the graduate program committee will be held each fall and spring semester.

## **COMMUNICATIONS**

A mailbox will be provided for GSAC in the department mailroom and can serve as an anonymous suggestion box as well as for mail.

Communications will be sent through to [chemistry\\_gsac@uconn.edu](mailto:chemistry_gsac@uconn.edu).

Meeting dates and agenda will be announced in the weekly departmental newsletter.

## **GRADUATE STUDENT HANDBOOK/ DEPARTMENTAL RULE CHANGES APPROVAL**

The GSAC will vote on modifications to the graduate student handbook/ departmental rules. Voting must be administered to all GSAC representatives. If all GSAC representatives are not present at the representative only meeting for a vote, an electronic ballot will be sent out to all the GSAC representatives.

Modifications to the graduate student handbook/ chemistry department rules may move forward to the graduate program committee vote by a two thirds GSAC representative vote (7 representatives, at least one faculty). The graduate program committee will discuss and vote on the modification at the following committee meeting. If passed the modification moves forward to the subsequent faculty meeting. If not passed, GSAC will review the modification based on the graduate program committee discussion.

## **BY-LAWS CHANGE APPROVAL**

The by-laws may be amended by a two thirds vote (7 representatives, at least one faculty) of the GSAC. The GSAC representatives must allow adequate time for the by-laws to be adapted before suggesting changes to the by-laws.

The by-laws should be re-evaluated at the beginning of each GSAC term to ensure the GSAC representatives understand and are willing to uphold the by-laws.