

# **Public Administration and Management Doctoral Student Association**

## **CONSTITUTION**

### **ARTICLE I-NAME**

The name of this organization shall be: Public Administration and Management Doctoral Student Association.

The organization is a student organization at the University of North Texas.

### **ARTICLE II – OBJECTIVES**

The objectives of the organization shall be:

- a. To promote interest in the field of Public Administration and Management.
- b. To enhance social capital and provide fellowship among students and faculty.
- c. To facilitate retention of qualified students through collaboration and networking.
- d. To provide a forum for the presentation of innovative ideas to benefit the University Community.

### **ARTICLE III – MEMBERSHIP**

1. Any student at the University of North Texas is eligible to be an active member and may hold office.

### **ARTICLE IV – OFFICERS**

1. Election of Officers.
  - a. The officers of this organization are president, vice president, secretary, and treasurer.
  - b. Officers will be elected by majority vote of the active membership in attendance of the meeting, given that the meeting was publicized to the membership at least one week in advance.
  - c. Election of officers will take place annually, during the PADM Doctoral Student Association meeting following the last Colloquium of February.
  - d. Newly elected officers will assume office March 1<sup>st</sup> and serve for a period of twelve months (through the close of February of the subsequent year). Officers will also serve as ex post advisors for at least one semester immediately following their term of office.
2. Recall of Officers
  - a. Officers are subject to recall for malfeasance in office.
  - b. Recall procedures will be initiated at the request of five active members.
  - c. A hearing will be conducted at a regular meeting for the presentation of evidence from all concerned parties.
  - d. A majority of those active members voting in a recall at the end of the hearing is necessary to remove any office.

### **ARTICLE V – VOTING**

1. This constitution and by-laws may be amended by a 2/3-majority vote of those voting, a quorum being present.
2. Voting on amendments must be conducted after a minimum notice of 2 weeks.

### **ARTICLE VI – NOT-FOR-PROFIT STATEMENT**

This is a not-for-profit organization.

### **ARTICLE VII – STATEMENT OF NON-DISCRIMINATION**

This organization shall not discriminate on the basis of age, color, ethnicity, gender, national origin, disability or handicap, race, religion, sexual orientation, Vietnam Era veteran status. This policy will include, but is not limited to, recruiting, membership, organization activities or opportunities to hold office.

### **ARTICLE VIII – FINANCIAL OBLIGATIONS**

A majority of voting members of this organization may determine reasonable dues and fees assessed to each member at the beginning of each semester.

A specific member or members, designated by this organization shall be responsible for payment in full of all debts accumulated by the organization not covered by funds on deposit.

### **ARTICLE IX – STATEMENT OF NON-HAZING**

This organization will not engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

### **ARTICLE X – STATEMENT OF COMPLIANCE WITH CAMPUS REGULATIONS**

This organization shall comply with all University and campus policies and regulations and local, state, and federal laws.

## **BYLAWS**

### **I. Cabinet**

#### **A. President**

1. Coordinates all activities of the organization.
2. Liaison to University community.
3. Official representative of organization.
4. Calls regular and special meetings.
5. Presides at meetings.
6. Prepares agenda for meetings.
7. Liaison to Eagle's Nest Inter-Organizational Council

#### **B. Vice President**

1. Assumes duties of president, when necessary.
2. Assists president in coordination activities.

#### **C. Secretary**

1. Maintains accurate and current information of the organization and membership.
2. Assists president and vice-president to coordinate activities.
3. Keeps accurate minutes of each meeting and forwards copies to officers.
4. Keeps attendance records for meetings.

#### **D. Treasurer**

1. Maintains accurate and current account of all organizational funds.
2. Responsible for dispensing of funds in accordance with goals and programs established by organization.

### **II. Meetings**

Meetings will be open to all organization active and associate members, faculty, and the Student Activities and Organizations representatives. A notice of at least one week will be given prior to all meetings. The meetings are to be organized and controlled by officers and active members.