

Philosophy Graduate Student Association Constitution
(Ratified on December 06, 2018)

1. Name

1.1. The name of this organization is "The Philosophy Graduate Students Association," hereafter referred to as the "PGSA."

2. Purposes and Responsibilities

2.1. The purposes of the Association are:

- (1) To give philosophy graduate students a forum through which they may express their needs and their opinions.
- (2) Serve as an advocate for philosophy graduate students on issues and concerns affecting the life of philosophy graduate students in the University of Western Ontario's Philosophy Department.
- (3) Serve as representatives of philosophy graduate students to the department.
- (4) Organize events and activities for philosophy graduate students.

3. Powers and Jurisdictions

3.1. Authority: The jurisdiction and powers assumed by the PGSA in this Constitution and any amendments thereto arise from autonomous self-governing authority and do not require the approval of any authority other than that of the Association itself.

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4.1. Membership is defined as the graduate students enrolled in the philosophy department at the University of Western Ontario (including students on official university leave).

4.2. The Following rights and privileges attach to membership:

- (1) right to attend and speak, at the discretion of the Chair, at meetings;
- (2) access to all minutes of Association meetings;
- (3) the right to run for the office of President and any other Executive Officer or committee position;
- (4) right to vote in the PGSA's elections;
- (5)

5.3.1. President

5.3.1.1. It is strongly recommended that there be two presidents.

5.3.1.2. It is strongly recommended that there be representation of more than one gender.

5.3.1.3. The responsibilities of the President(s) include:

- (1) Serve as treasurer for the PGSA.
- (2) Serve as a representative to the Graduate Philosophy Affairs Committee (GPAC).
- (3) Attend departmental meetings as a student representative.
- (4) Organize PGSA elections for subsequent year.
- (5) Call and chair PGSA meetings. The chair of the session is not a voting attendee of the meeting.

5.3.1.4. Where there is one President, a second Graduate Philosophy Affairs Committee (GPAC) representative must be elected (see 5.3.11).

5.3.2. Graduate Philosophy Affairs Committee (GPAC) Representatives

5.3.2.1. There must be two GPAC representatives.

5.3.2.2. The PGSA President(s) will serve as GPAC representatives.

Where there is one President, one GPAC representative will be elected separately.

5.3.2.3. The responsibilities of the GPAC representatives include:

- (1) Attend GPAC meetings.
- (2) Voice concerns of graduate students to the department/faculty representatives.

5.3.3. Secretary

5.3.3.1. There must be one Secretary and one Alternate Secretary

5.3.3.2. The responsibilities of the Secretary include:

- (1) Attend all PGSA meetings and take minutes.
- (2) Submit minutes to the President(s) for approval and distribution.
- (3) In the event of both Presidents being unable to fulfill their duties, the Secretary is responsible for organizing a new election.

5.3.3.3. The responsibility of the Alternate Secretary is to perform the duties of the Secretary should he or she be unable to attend a meeting.

5.3.4. Committee for Inclusivity in Philosophy (CIP)

5.3.4.1. There shall be at least four and up to five CIP members.

- (1) Two committee members will act as co-chairs of the committee
- (2) To be eligible for the position of co-chair an individual must have actively participated in at least two semesters of the CIP reading group in the preceding school year.
- (3) In the case that an individual does not meet the criteria for a co-chair position due to extenuating circumstances but still wishes to run for a position, eligibility will be to the discretion of the outgoing co-chairs.
- (4) Two positions will be open for graduate students to act as representatives to the department Climate Committee.

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5.3.5. Social and Wellness Committee

5.3.5.1. There may be between three and six members.

5.3.5.2. It is strongly recommended that there be representation of more than one gender.

5.3.5.3. The responsibilities include:

(1) Having diverse social and wellness events for increased accessibility and inclusiveness.

It is recommended that there be a good balance between both wellness and social events.

(2) Communicating with the graduate community to ensure that their needs and wants are well-reflected in the organized events.

(3) Promoting wellness awareness by the dissemination of mental health resources.

(4) For wellness initiatives, you may apply for SOGS' [Graduate Student Wellness Fund](#).

5.3.6. Welcoming Committee

5.3.6.1. There may be between three and six members of the Welcoming Committee.

5.3.6.2. It is strongly recommended that there be representation of more than one gender.

5.3.6.3. It is strongly recommended that one member of the Welcoming Committee be an international student.

5.3.6.4. It is strongly encouraged that at least one member of the Welcoming Committee be an incoming student.

5.3.6.5. The responsibilities of the Welcoming Committee include:

(1) Serve as the first point of contact for new students.

(2) Solicit graduate student volunteers for hosting new students.

(3) Introduce prospective students to hosts via email.

(4) Being present and available at the Open House in the Winter Term as student representatives.

(5) Acquiring a list of incoming students from the Graduate Chair and sending an introductory email.

(6) Introducing new students to the department at the beginning of the fall term.

(7) Running the Mentor Program:

a) Soliciting graduate student volunteers for mentorship

b) Assigning mentors to new graduate students

c) Introducing new graduate students to their mentors

5.3.7

- (5) If there is any reasonable doubt about the appropriateness of the content of the abstract received, the Colloquium Organizers are to forward the abstract to the Co-Presidents. The Co-Presidents must meet with the speaker, then make a decision and/or consult with PGSA and CIP representatives or Equity and Human Rights Services where relevant.

5.3.10. Mailing List Manager

5.3.10.1. There may be One Mailing List Manager.

5.3.10.2. The responsibilities of the Mailing List Manager include:

- (1) Updating the phil-gsa@uwo.ca mailing list to include all incoming graduate students and exclude all graduated students.

5.3.11. Webmasters

5.3.7.1. There may be up to three Webmasters.

5.3.7.2. The responsibilities of the Webmaster(s) include:

- (1) Maintaining the PGSA's internet presence.

5.4. Ad Hoc Committees

5.4.1. Committees can be created on an ad hoc basis to address any issues the PGSA judges to be relevant.

5.4.2. The motion to create a committee must be proposed and passed in the same manner as all other collective decisions.

6. Finances

6.1. All decisions regarding the use of PGSA funds must be decided upon with a vote (see Section 9).

7. Meetings

7.1. The PGSA shall meet at least once per semester at the purview of the President(s).

7.2. The President(s) shall chair PGSA meetings (see Section 5.3.1.3).

7.3. All members of the PGSA may attend and participate fully (including voting privileges) in PGSA meetings (see Section 4.2).

7.4. Quorum to conduct business at the meetings requires the presence of ten percent of members, except when voting on amendments to the Constitution (see Section 10).

7.5. Non-members of the PGSA invited by the President(s) may attend meetings but shall not have voting privileges.

7.6. The President(s) shall post a call for new business to be added to the meeting agenda at least one week prior to the meeting. Members who have new business should respond to the call within forty-eight hours of it being sent. An agenda for the meeting shall be distributed to the members by the president(s) at least twh.-4(en) the

- 9.6. PGSA members who attend meetings via video conference or other real time remote communication service will be counted as ‘present’ members of the meeting for voting purposes. Remote participants may vote verbally or via text entry. Members who attend meetings under the procedures of this section do not qualify for the Intent to Vote procedure outlined in section 9.4.

10. Amendments to the Constitution

- 10.1. Proposals for amendments to the Constitution shall be submitted in writing to the President(s) of the PGSA.
- 10.2. Discussions of the proposals may occur at the meeting for the term, or the President(s) may call a special meeting of the PGSA to discuss proposals. Proposals may be amended at the meeting in which they are discussed.
- 10.3. Any proposal that involves the creation of a new committee must include the proposed structure of the new committee (including who shall chair the committee, the composition of the committee, how members are to be selected for the committee, the duties of the committee), the purpose of the new committee, and any relevant background material supporting the creation of the new committee. Any proposal that involves the creation of a new position must include the proposed purpose of the position, the duties of the position, how a member shall be selected to fill the office, and any relevant background material supporting the creation of the new position.
- 10.4. Proposals for amendments to the Constitution may be voted upon at the same meeting in which they are discussed. Voting procedures follow the guidelines stipulated in section 9, with the exception that ratification of an amendment requires a positive vote from twenty percent of the members in good standing.
- 10.5. Amendments to the Constitution become effective upon the adjournment of the meeting in which a successful proposal was approved, unless otherwise specified in the proposal.