

# Charter of the Student Government of the Graduate Program of International Affairs

## Mission Statement

The GPIA student government shapes the future of the GPIA by representing and advocating for the rights and interests of the GPIA student body. Our goal is to encourage and support more student participation in GPIA related activities. By liaising between faculty, administration and the student body, we work to increase transparency and accountability in administrative decision-making, raise student awareness of policies, procedures and opportunities and bring student interests to the forefront of program development decisions.

## Positions

In order to fulfill our mission, the following positions will be established among the student government representatives. Ideally, two representatives will share responsibilities for each position:

- ?? **Co-Chairs**— Moderates and owns listserv; organizes and holds key to archive; coordinates activities of representatives; owns student government email account; schedules, organizes and chairs student government meetings; signs together with Treasurer responsible for budget. At least one of the co-chairs should be a second semester representative
  
- ?? **Student Representatives** — attend concentration committee meetings; take minutes; solicit and voice student concerns and suggestions to awareness of faculty; report back to student government and student body

- ?? **University Student Senate representative** — attends student senate meetings; brings issues of concern to student body to attention; raises issues of importance to GPIA at student senate meetings; takes minutes; reports back to student government and student body generally; works with student government to devise modes of greater participation of GPIA in student senate
  
- ?? **Faculty representative** — attends faculty meetings as allowed; liaises with director and other faculty as needed; reports back from faculty meetings; solicits and voices student concerns in faculty meetings
  
- ?? **Search committee representative** — Attends hiring committee meetings as they happen; solicits and voices student concerns and input; reports back from these meetings to student body as allowed (dependent upon confidentiality requirements of overseers)
  
- ?? **Treasurer** — Keeps track of budget; organizes requests for funding from third parties and presents them to the student government meeting; signs together with the Presidents responsible for finances; creates and organizes budgetary forms; presents budget to the student government meeting at the last meeting of the semester; makes formal transition of budget with succeeding Treasurer

In addition to these responsibilities, each representative will be expected to take on at least one outside initiative as needed.

In the event that a representative misses one concentration, faculty, student senate or hiring committee meeting or two student government meeting without previous notice and effort to seek for substitution, he or she will be asked to resign.

## **Procedures**

- ?? **Elections** – we will hold elections in order to ensure our credibility and representativeness. At the beginning of each semester, student government will hold an election meeting. Prior to that meeting, students who are interested in becoming involved will send applications to the seated student government. The applications will ensure that each prospective representative meets the scheduling requirements and understands the responsibilities of being a representative. They will also include brief biographies, which will be shared with the student body. During the week that the election meeting will be held, a balloting/comments box will be placed in the GPIA office for those who are unable to attend the meeting but would like to provide input.
- ?? Within the election meeting, qualified volunteers for each position will present themselves and the positions they would like to hold. Representatives will be affirmed by simple majority. If more than two students would like to hold any one post, secret ballot elections will take place.