

CONSTITUTION  
JOINT Ph.D. PROGRAM GRADUATE STUDENT ASSOCIATION

**PREAMBLE**

The Joint Ph.D. Program Student Association was established at the initiation of students in the Joint Ph.D. Program in Religious and Theological Studies at the University of Denver - Iliff School of Theology in 1989 to begin to bring students and program administrators together to address student concerns. By vote of the Student Association, this Constitution replaces the prior constitution effective Fall Quarter 1999 and incorporates Amendments approved by vote of the Student Association April 14, 2000.

**ARTICLE I: MEMBERSHIP AND GOVERNANCE OF THE STUDENT ASSOCIATION**

**SECTION 1. CONSTITUENTS OF THE ASSOCIATION**

All students enrolled in the University of Denver-Iliff School of Theology Joint Ph.D. Program are constituents of the Joint Ph.D. Program Graduate Student Association.

**SECTION 2. GOVERNANCE OF THE ASSOCIATION**

The governing organization of the constituents shall be the Joint Ph.D. Program Graduate Student Association, hereinafter referred to as the Association.

**SECTION 3. PURPOSES AND OBJECTIVES OF THE ASSOCIATION**

- a. To provide a forum for academic and programmatic discussions among Ph.D. students.
- b. To help orient new students to the Joint Ph.D. Program.
- c. To promote communications between student and faculty concerning initiatives of the Joint Ph.D. Committee and other concerns.
- d. To promote communications between students and the administration of the Joint Ph.D. Program.
- e. To provide social gatherings for students, faculty, staff of the two institutions and their families.
- f. To promote interdisciplinary scholarly dialogue for students and faculty.
- g. To administer the funds of the Student Association so as to promote and enhance the academic opportunities for students in the Joint Ph.D. Program.

**ARTICLE II: COMPOSITION OF THE ASSOCIATION**

**SECTION 1. MEMBERSHIP**

The voting members of the Association shall be as follows:

- a. One student enrolled in his/her first year in the Program elected by the first- year students to serve a one-year term.
- b. Two representatives to the Joint Ph.D. Committee, one elected while not yet approved for degree candidacy but with at least 24 quarter credit hours completed, and one who has advanced to degree candidacy, to be elected at large to serve staggered two-year terms
- c. One representative to the Iliff Student Senate (with one alternate possible)
- d. One representative who serves as the student liaison to the American Academy of Religion
- e. One representative who serves as the student liaison to the Society of Biblical Literature
- f. At least one representative to the University of Denver Graduate Student Association Council
- g. One representative who serves as the liaison to the Iliff and DU libraries.

- h. At least two at-large members

## SECTION 2. NOMINATIONS AND ELECTIONS

Elections shall be held during the Spring Quarter of each year (except for the representative of the first-year class, who shall be elected during the Fall Quarter) as follows:

- a. The Association shall solicit names of candidates for each open position for the following year by a notice e-mailed to all constituents of the Student Association.
- b. Once interested candidates have been identified, the Association shall notify constituents by e-mail, giving them the opportunity to accept or reject nominations.
- c. The Association shall review ballots if necessary.
- d. Elections shall be by acclamation, unless there is a contested election, in which case, the election shall be by simple majority of all votes cast.
- e. The newly elected members will participate in Council meetings upon election.

## SECTION 3. TERM OF MEMBERSHIP

The terms of membership on the Association shall begin with the Fall Quarter and end with the Summer Quarter. All members serve an initial term of two years with the exception of the First-Year Student Representative (who serves for one year) and those officers who decide to serve as at-large members after their term of office ends. At-large members are not term limited. Officers may serve up to two years in the same office; they are encouraged serve as at-large members of the Association at the end of their term.

## SECTION 4. RECALL, REPLACEMENT, AND VACANCIES

Any member of the Association may be recalled as follows:

- a. A petition stating the reasons for recall, signed by at least twenty-five percent (25%) of the Student Association constituents, shall constitute a recall petition; it is to be submitted to the Association.
- b. Within two weeks of receiving the recall petition, the Council shall submit a ballot for a recall vote to all constituents of the Association. A two-thirds majority of the votes cast shall effect removal from the Association.
- c. Whenever there is a vacancy on the Association, the members shall fill those positions, by soliciting interested parties. Vacancies shall be filled by those who have indicated an interest in serving. A special election will be held if the vacancy occurs prior to the Spring Quarter and shall be filled at the next regular election if one occurs during or after Spring Quarter.

## **ARTICLE III: OFFICERS AND DUTIES OF THE ASSOCIATION**

### SECTION 1. CHAIR

The Chair shall have the following duties:

- a. To preside at all meetings of the Association.
- b. To serve as an ex-officio member of all Association committees.
- c. To appoint members to any committees set up by the Association.
- d. To set the agenda for Association meetings.
- e. To notify members of the Association of meeting times and dates.
- a. To designate a member to record minutes of all meetings of the Association and present them for approval at the next meeting.

## SECTION 2. VICE CHAIR

The Co-Chair shall have the following duties:

- a. To carry out the duties of the Chair in his/her absence.
- b. To coordinate events planned by the Association.
- c. To coordinate plans for new student orientation with the administration.

## SECTION 3. TREASURER

The Treasurer shall have the following duties:

- a. To manage the funds of the Student Association including making expenditures as approved by the Association.
- b. To keep accurate records of all funds and report regularly to the Association

## SECTION 4: REPRESENTATIVE TO THE UNIVERSITY OF DENVER GRADUATE STUDENT ASSOCIATION COUNCIL

The GSAC Representative shall have the following duties:

- a. To attend all GSAC meetings and represent the interests of the students
- b. To provide regular updates to the Association

## SECTION 5: REPRESENTATIVE TO THE ILIFF STUDENT SENATE

The Iliff Student Senate Representative shall have the following duties:

- a. To attend all Iliff Student Senate meetings and represent the interests of the students
- b. To provide regular updates to the Association

## SECTION 6: PRE-CANDIDACY REPRESENTATIVE TO THE JOINT PH.D. COMMITTEE

The Pre-Candidacy Representative shall have the following duties:

- a. To attend all appropriate meetings, represent the interests of the students, and give feedback on proposals and petitions
- b. To provide regular updates to the Association

## SECTION 7: CANDIDACY REPRESENTATIVE TO THE JOINT PH.D. COMMITTEE

The Candidacy Representative shall have the following duties:

- a. To attend all appropriate meetings, represent the interests of the students, and give feedback on proposals and petitions
- b. To provide regular updates to the Association

## SECTION 8: FIRST-YEAR STUDENT REPRESENTATIVE

The First-Year Representative shall have the following duties:

- a. To represent first-year student-needs to the Association
- b. To provide regular updates to the Association and the first-year students

## SECTION 9: STUDENT LIAISONS TO AAR & SBL

The AAR and SBL Liaisons shall have the following duties:

- a. To provide regular updates to the Association on opportunities for students
- b. To represent the Joint Program to their respective professional organizations

## SECTION 10: STUDENT LIAISON TO THE LIBRARY

The Library Liaison shall have the following duties.

- a. To maintain contact with Iliff and DU libraries and represent the interests of the students
- b. To provide regular updates to the Association
- c. To make library information available to students

#### **ARTICLE IV: OPERATIONS OF THE ASSOCIATION**

##### **SECTION 1. RESPONSIBILITIES OF THE ASSOCIATION**

The Association shall have the following responsibilities:

- a. To conduct elections for its own membership.
- b. To hold meetings regularly, at least once a quarter.
- c. To participate in new student orientation at the beginning of each year.
- d. To further the work of the administrative committees to which individual members are elected.

##### **SECTION 2. MEETINGS**

The Association shall meet at least once a quarter except during the Summer Quarter. The dates, times, and locations of meetings shall be determined by the Association. The Director and Coordinators of the Joint Ph.D. Program shall be informed.

The Chair can call special meetings as needed with twenty-four hour notice to all Association members.

The Chair must call a special meeting upon receipt of a petition signed by at least four Association members stating the reason for said meeting.

If there is no Chair elected for a given year, any member of the Association can call a special meeting with twenty-four notice to all Association members.

##### **SECTION 3. QUORUM**

At least fifty percent (50%) of the elected members of the Association must be present to constitute a quorum. Meetings conducted without a quorum shall be limited to discussions and follow-through on actions decided at prior meetings for which a quorum was present.

##### **SECTION 4. COMMITTEES**

The Association may establish ad hoc committees or task forces as the need arises. Committees shall report to the Association. Actions taken by committees are subject to review and approval by the Association.

#### **ARTICLE V: AMENDMENTS**

##### **SECTION 1. AMENDMENTS**

Proposed amendments to this Constitution must be submitted in writing to the Association, which shall distribute them to all constituents of the Student Association (enrolled students in the Joint Ph.D. Program) at least two weeks before a vote is held. Students shall submit votes by e-mail and this Constitution shall be amended by a two-thirds majority of the votes cast.