**Sociology Graduate Student Lyceum - Constitution (Updated April/May 2023)**

ARTICLE I. NAME

1.1 Name. The name of the sociology graduate student association shall be the University of Cincinnati Sociology Graduate Student Lyceum. In this and other documents, the association is also referred to as “The Lyceum.”

ARTICLE II. PURPOSE

2.1 Purpose. The purpose of The Sociology Graduate Student Lyceum is to act as an organization in which graduate students can express ideas, complaints, and achievements with peers while allowing for an open and non-constrained environment. Information to and from the sociological faculty is made available and discussed. The Sociology Graduate Student Lyceum allows the opportunity for graduate students to present research in an informal atmosphere creating additional questions and trains of thought. The Lyceum facilitates graduate student eligibility for GSG (Graduate Student Government) and other awards.

ARTICLE III. MEMBERSHIP

3.1 Membership. There shall be three classes of members: voting, non-voting, and honorary. These members, along with the Executive Board, shall make up the General Body of The Sociology Graduate Student Lyceum.

3.2 Voting Members. Voting membership shall be open to any full or part-time graduate student of the Department of Sociology in the College of Arts and Sciences.

3.3 Non-Voting Members. Non-voting membership shall be open to any student, member of the University faculty, or administrative University staff.

3.4 Honorary Members. Honorary membership shall be open to any person desiring such membership after approval by a majority of the voting members. Honorary members shall have no voting power.

3.5 Membership Composition. There shall be no limit on the size of the membership of this Graduate Student Organization, provided. However, the number of the non-voting and honorary members together shall not exceed the number of voting members.

ARTICLE IV. OFFICERS

4.1 Officer Positions. The Officers of The Sociology Graduate Student Lyceum shall be a President

(and/or Co-Presidents). Vice-President (and/or Vice-Presidents). Secretary (as deemed necessary by The Sociology Graduate Student Lyceum's voting members), Treasurer, and Graduate Student Liaison. The Officers shall serve as the Executive Board for the sociology graduate student association.

4.2 Officer Position Eligibility. Each perspective officer shall a matriculating graduate student who maintains a 2.30 semesterly grade point average and in is good standing with the College of Arts and Sciences. Each elected Officer shall be a voting member of the Lyceum and will maintain a 2.30 semesterly grade point average and be in good standing with the College of Arts and Sciences.

4.3 Officer Terms. All officers serve for a term of one year or until their successors shall be duty elected and qualified. There are no term limits or limits to how many times a voting member can be elected to any Office.

4.4 Officer Duties & Responsibilities. Each Officer’s duties and responsibilities are outlined in The Sociology Graduate Student Lyceum Bylaws. Each elected Officer agrees to uphold the duties and responsibilities of their Office, support the past and existing Lyceum missions, support the Offices of the other elected Officers, and support the members of The Sociology Graduate Student Lyceum. The Officers will support the General Body by facilitating contact between and with faculty and will attend faculty meetings regularly. Officers will maintain proper attendance with the GSG to maintain active status of The Lyceum.

4.5.1 Officer Dismissal. Any officer who, during the term of their ~~her/his~~ office, shall be dismissed/removed from Office once they cease to: 1) Fulfill their duties and obligations per the Constitutional definition of their position, or 2) Fulfill their duties as an active voting member, or 3) Fails to maintain their ~~hers/his~~ status as a matriculating graduate student by maintaining a 2.00 semesterly GPA, in good academic, or 4) Fails to maintain good ~~and~~ disciplinary standing with the Department of Sociology or College of Arts and Sciences.

4.5.2 If an Officer is found to cease to fulfill their responsibilities as outlined in 4.4, 4.5.1, or 4.5.2, the remaining Officers, under the leadership of the President or Vice President, shall hold a quorum vote to remove said Officer. If the President *and* Vice President are subject to simultaneous removal, the remaining Officers shall convene the General Body to vote on removal.

ARTICLE V. MEETINGS

5.1 Meetings. Regular meetings of The Sociology Graduate Student Lyceum shall be held a minimum of three times per semester. The time for such meetings shall be determined by the Executive Board, and when appropriate, with the approval of the voting members.

5.2 Special Meetings. Special meetings of The Sociology Graduate Student Lyceum may be called at any time by the Executive Board upon 48 hours' notice to each member or by a petition of a majority of the membership, submitted 72 hours before the scheduled meeting.

ARTICLE VI. UNIVERSITY ADVISOR

6.1 Lyceum Advisor. The Sociology Graduate Student Lyceum shall have a University Advisor who shall be a full-time member of the College of Arts and Sciences or the Department of Sociology faculty, staff, or administration.

ARTICLE VII. AMENDMENTS

7.1 Motions for Amendments. Amendments to this Constitution may be proposed by any member and shall be voted upon at the next meeting of The Sociology Graduate Student Lyceum following notice of such proposed amendment to the voting members. Such notice shall be given within one week of the time any such amendment is proposed.

7.2 Approval of Amendments. Amendments to this Constitution shall be the affirmative if they are approved by 1) a vote of two-thirds of all voting members and with the approval of the Executive Board, or 2) by convening a Special Meeting (emergency) vote held by the Executive Board and the General Body/voting members, who achieve a majority vote.

ARTICLE VIII. RATIFICATION

8.1 Ratification to Constitution. Ratification by 1) achieving a vote of two-thirds of the charter members of The Sociology Graduate Student Lyceum or 2) by convening a Special Meeting (emergency) vote held by the Executive Board and the General Body/voting members, who achieve a majority vote shall be sufficient to establish this Constitution between said members so ratifying and with the approval of the appropriate governing board.

ARTICLE IX. END OF THE YEAR AWARDS

9.1 Procedure. At least one month prior to the annual “End of the Year Celebration” hosted by the

Department of Sociology, the Lyceum Executive Board shall accept nominations for the “End of the Year Awards.” Each voting member may nominate one person per award. There shall be awards for students and faculty.

9.2 Voting. Once nominations for “End of the Year Awards” close, the Lyceum Executive Board shall hold a vote for each award. In the event that an award voting ends in a tie, a second vote shall be held in an attempt to break the tie. If the tie remains after the second vote, both parties shall receive said award.

9.3 Awards. The Sociology Graduate Student Lyceum End of the Year Awards for students shall be:

"Outstanding Teaching," "Outstanding Research," “Outstanding Activism," "Outstanding Service," and "Model Citizen."

The awards for faculty shall be: "Outstanding Advisor," "Best Constructive Feedback in the Classroom,"

“Best Resource,” and “Faculty member of the Year.”

BY-LAWS OF THE UNIVERSITY OF CINCINNATI THE SOCIOLOGY GRADUATE STUDENT LYCEUM

SECTION 1. STUDENT OFFICERS

1.1 President. The President (and/or Co-Presidents) shall be the Executive Officer(s) of The Sociology

Graduate Student Lyceum and shall preside over all meetings of the The Sociology Graduate Student Lyceum and the Executive Board. The President will advise each member of the Executive Board on their duties, nominate, and advise special committee chairs, and delegate tasks and responsibilities to the Executive Board when needed. The President shall manage Lyceum elections and award processes or delegate election and award duties to another Executive Board Member.

1.2 Vice-President. The Vice-President (and/or Vice-Presidents), in the absence of the President (and/or

Co-Presidents), shall preside over all meetings of The Sociology Graduate Student Lyceum and the Executive Board. The Vice-President (and/or vice- Presidents) shall be the Executive Officer(s) in the absence of the President (and/or Co-Presidents.

In the event that no Secretary is elected to the Executive Board the Vice-President (and/or Vice-Presidents) shall keep the records of the membership and the minutes of the meetings of The Sociology

Graduate Student Lyceum and the Executive Board. They shall make a report at the annual meeting of The Sociology Graduate Student Lyceum and at such time as the President (and/or Co-Presidents) or the Executive Board may direct.

1.3 Treasurer. The Treasurer shall collect and receive all funds paid to The Sociology Graduate Student

Lyceum and shall deposit them in the official depository and shall disburse them on order of The

Sociology Graduate Student Lyceum President. They shall co-sign all checks with the University Advisor in payment of bill. They shall keep the account and books which at all times must be open to inspection by the President (and/or Co-Presidents), Executive Board, and any authorized auditor. They shall make reports at the semesterly meetings of The Sociology Graduate Student Lyceum and at other times as the President (and/or Co-Presidents) or Executive Board may direct. They shall catalogue award and funding opportunities available to the voting members/General Body.

1.4 Secretary. The Secretary shall keep the records of the membership and the minutes of the meetings of The Sociology Graduate Student Lyceum and the Executive Board. They shall make a report at the annual meeting of The Sociology Graduate Student Lyceum and at such time as the Present (and/or Co-Presidents) or the Executive Board may direct.

The Sociology Graduate Student Lyceum may determine that a position of Secretary is not deemed necessary for that voting year, in which the position will be filled by the Vice-President (and/or Vice- Presidents).

(\*This position may not be filled if the voting members of The Sociology Graduate Student Lyceum do not elect a person for this position or deem the position not necessary. The duties of the Secretary would then be fulfilled by the Vice- President (and/or Vice-Presidents)).

1.5 Graduate Student Liaison. The Graduate Student Liaison shall serve as a resource to graduate students within the Department of Sociology and facilitate communication between graduate students, the Lyceum, and faculty. The Student Liaison shall promote and sustain graduate student community through planning social functions and opportunities for professional development. They shall become educated on the resources offered by the university for students and also serve as a point of contact for students who wish to formally bring any issue to the Lyceum’s attention. The Student Liaison shall be responsible for facilitating the entry, integration, and success of all students, with a special emphasis given to the entry, integration, and success of international students.

SECTION 2. ELECTIONS

2.1 Timing. Elections will be held in the month of April.

2.2 Officer Nominations. The voting members of The Sociology Graduate Student Lyceum may each nominate one voting member to each office of the Executive Board. Voting members may also nominate themselves. Voting members may be nominated for and may run for more than one Officer position.

2.~~2~~3 All officers shall be elected by a majority vote of those the voting members casting ballots.

2.34 Officers will assume their duties after receiving transitional training from their predecessor no later than August 1 of their elected term.

SECTION 3. EXECUTIVE BOARD

3.1 Composition. The Executive Board shall be composed of the elected Officers of The Sociology Graduate Student Lyceum.

3.2 Duties. The Executive Board shall determine the policies and the activities of The Sociology Graduate Student Lyceum and have general management of the Graduate Student Association.

3.3 Meetings. The Executive Board shall meet at the call of the President (and/or Co-Presidents) or by request of one of the Executive Board Members per approval of the Executive Officer.

SECTION 4. UNIVERSITY ADVISOR

4.1 Responsibilities. The University Advisor shall advise and consult with The Sociology Graduate Student Lyceum and ensure that the activities of The Sociology Graduate Student Lyceum are consistent with the stated purposes of the Graduate Student Association.

SECTION 5. SPECIAL COMMITTEE

5.1 Special committees may be appointed by the President (and/or Co-Presidents) or, if needed, by the University Advisor, and periods of time as The Sociology Graduate Student Lyceum may authorize.

SECTION 6. MEETINGS

6.1 Location. Meetings shall be held at such places as determined by the President (and/or Co-Presidents) or the majority of the voting members of The Sociology Graduate Student Lyceum.

6.2 Notice. The meetings of The Sociology Graduate Student Lyceum shall be given at least five days' notice of the place and time of the meetings.

6.3 Quorum. At all meetings, a quorum shall be 10 of the voting members of The Sociology Graduate Student Lyceum. A quorum is necessary for the organization to conduct official business.

6.4 Voting. All matters coming before The Sociology Graduate Student Lyceum which require the approval of the membership, and the election of officers. shall be carried by the majority vote of the voting members present, providing that a quorum is present, except for business specified in the Constitution or By-law which requires a specific number. i.e., ratification. etc.

SECTION 7. REVENUE

7.1 Dues. The annual dues shall be decided by The Sociology Graduate Student Lyceum.

7.2 Profit. Revenue from sources other than those defined in this section may be raised as determined by The Sociology Graduate Student Lyceum and the University Advisor, along the approval of the appropriate University Offices.

7.3 The disbursement of said revenue shall be determined by The Sociology Graduate Student Lyceum and in accordance with University policies.

7.4 The Treasurer shall be responsible for the accountability of The Sociology Graduate Student Lyceum monies and shall report to the Organization.

SECTION 8. DISCIPLINE

8.1 Misconduct. Any member charged with conduct not in accord with the purposes of The Sociology

Graduate Student Lyceum, the Graduate School Graduate Student Handbook or code of conduct, the Department of Sociology Graduate Program Committee Graduate Student handbook and code of conduct, and the agreements under Section 11 of these bylaws, and against whom such charged are sustained after due and proper hearing processes before the Executive Board, may be expelled from membership by a two-thirds vote of the entire Executive Board.

8.2 Members charged with misconduct may appeal the Executive Board’s decision to expel the member by appealing the decision to the University Advisor and asking for a new hearing with the University Advisor, Executive Board, and General Body.

8.3 Dismissal. Any member who is dismissed from The Sociology Graduate Student Lyceum will be unable to attend Lyceum sponsored events and ineligible to receive awards from the Graduate Student Government.

8.4 Re-Admission. Any member who is dismissed from The Sociology Graduate Student Lyceum may be considered at their request for re-entry into the Lyceum after one full academic year AND undergoing any necessary diversity, equity, and inclusion, anger management, or other necessary trainings AND if the Executive Board and voting members reach a majority vote of approval.

Section 9. IMPEACHMENT

9.1 Petition to Impeach. Petitions must be submitted to the Executive Board with signatures of 1/3 of all voting members with reason for removal.

9.2 Voting for Impeachment. Executive Board notifies officers and calls for a vote within 14 days of the filing of the petition.

Membership notified at least one week prior to impeachment voting.

9.3 At meeting for removal, the petition's stated grievances shall be made public and the Officer charged shall be allowed to respond to the charges made against them.

9.4 Removal from office shall require two-thirds approval of all voting members.

Section 10. Vacancy of Office

10.1 Officer Vacancy. Executive board shall appoint an interim acting Officer in the case of resignation or removal of any officer

10.2 Filling Vacancy. The President shall call for an election within 14 days after vacancy of any office

10.3 Vacancy Election. The election shall be conducted as stated in bylaws

10.4 Executive Officer. Upon vacancy of the Presidency, the Vice President shall assume the role of EO until a new President is elected.

SECTION 11. RULES OF ORDER

11.1 Robert's Rules of Order Revised shall be the parliamentary authority for all matters of procedure not specifically covered by these by-laws.

SECTION 12. AMENDMENTS OF BY-LAWS

12.1 Amendments to these Bylaws maybe proposed by any member and shall be voted upon at the next meeting of The Sociology Graduate Student Lyceum following notice of such proposed amendment to the voting members, such notice shall be given within one week of the time any such amendment is proposed. \* This Constitution was adapted from the Constitution of the University of Cincinnati College of Nursing and Health Graduate Student Organization (1999).

Section 13. Dissolution

13.1 Dissolving Funds. If the Lyceum ceases to exist at the University of Cincinnati, remaining funds will be reappropriated by the original funding source.

13.2 Transferring Funds. In the case the Lycem dissolves, the general body may vote to transfer funds to another UC GSA whose mission is similar to the Lyceum’s.

SECTION 14. POSITIONS AGAINST DISCRIMINATION AND HAZING

14.1 The Sociology Graduate Student Lyceum agrees to abide by the University’s statements against discrimination and hazing. The Sociology Graduate Student Lyceum will not tolerate discrimination and hazing of any kind. Members accused of such behavior will be referred to the proper disciplinary actions of the department and University.

14.2 Anti-Discrimination Statement:

The University of Cincinnati does not discriminate on the basis of disability, race, color, religion, except for religious qualifications which may be required by organizations whose aims are primarily sectarian, national origin, ancestry, medical condition, genetic information, marital status, parental status (including status as a foster parent), sex, age, sexual orientation, military status (past, present, or future), or gender identity and expression in its programs and activities.

14.3 Anti-Hazing Statement:

Hazing shall be defined as participating in or allowing any act or coercing another, including the victim, to do any act that creates a substantial risk of causing mental or physical harm to any person. A forced or coerced activity shall also be considered hazing when the initiation or administration into, or continued affiliation with, a university organization is directly or indirectly conditional upon performing the activity. In no event shall the willingness of an individual to participate in such an activity serve as defense in cases of hazing.

Actions and activities, which are explicitly prohibited, include, but shall not be limited to the following: a. Any activity that creates a substantial risk of physical or mental harm. b. Paddling, beating, or hitting individuals. c. Wearing anything designed to be degrading or to cause discomfort. d. Depriving individuals of the opportunity to obtain a minimum of six hours of sleep per day, proper and adequate means, or access to means, of maintaining body cleanliness. e. Activities that interfere with an individual’s academic efforts by causing exhaustion or loss of reasonable study time.