

RGS Student Council Constitution

The Student Council is a body of elected graduate students representing the interests of the student body in the RGS Master of Arts in Islamic Studies program. It aims to address the concerns, interests, and opinions of RGS students by acting as a conduit between students, faculty, staff, and administration.

Additionally, the Student Council advocates for enhancing academic policies, campus life, community relations, diversity awareness, event publicity, and social welfare. It supports student activities and organizations by allocating funding from the Student Activities Budget.

Preamble

We, the RGS Student Council members, establish this Constitution to form a representative, equitable, and effective organization that advocates for the interests and welfare of all graduate students at Respect Graduate School.

Article I: Name

This organization's name shall be the RGS Student Council, hereafter referred to as the Council.

Article II: Purpose

The purpose of the Council shall be to:

- Represent the interests and concerns of the graduate student body to the faculty, administration, and external organizations.

- Foster a sense of community among graduate students through academic, social, and cultural events.

- Provide a forum for the discussion of issues affecting graduate students.

- Support the professional and personal development of graduate students.

Article III: Membership

Eligibility: All enrolled graduate students at RGS are considered members of the graduate student body and are eligible to participate in Council activities and elections.

Council Members: The Council shall consist of elected or appointed representatives from each department/program and executive officers, including a President, Vice President, Secretary, Treasurer, and any other positions deemed necessary.

Article IV: Elections

Election of Officers: The graduate student body shall elect executive officers annually in April. When running for the position, each candidate will prepare an introductory and promotional video about why they should be elected, and the student body will elect their student council via anonymous voting.

Departmental Representatives: Each department/program shall select its representative(s) according to their procedures.

Election Procedures: The Council will establish and publish clear procedures, including nomination processes, campaigning guidelines, and voting methods.

Article V: Officers and Duties

President: The President serves as the primary representative and leader of the student council. Their responsibilities include presiding over council meetings, setting agendas, and ensuring that discussions are productive and inclusive. The President is tasked with representing the student body at official functions and meetings with school administration. They are responsible for the overall strategic direction of the council, leading initiatives, and overseeing the execution of council activities. The President also plays a key role in mediating conflicts within the council and ensuring that all officers fulfill their duties.

Vice President: The Vice President assists the President in their duties and stands in for them in their absence. This role involves supporting the President in managing the council's activities and stepping in to lead when necessary. The Vice President often takes on specific projects or areas of focus, such as coordinating committees or working groups within the council. They may also plan and execute events, lead initiatives, and facilitate communication between council members. The Vice President plays a crucial role in ensuring the continuity and efficiency of the council's operations.

Secretary: The Secretary is responsible for the administrative and organizational tasks of the student council. This includes taking and maintaining accurate minutes of all council meetings, managing council correspondence, and keeping records current. The Secretary informs all members about meeting times, agendas, and other important communications. Additionally, they are responsible for organizing

and archiving council documents, including bylaws, minutes, and reports, ensuring they are accessible for reference and review.

Treasurer: The Treasurer manages the student council's finances, including budgeting, tracking expenditures, and reporting on the financial status to the council. They are responsible for ensuring that all financial transactions are conducted transparently and accountable. The Treasurer works closely with other council members to prepare and monitor budgets for events and projects, collect dues or fees if applicable, and ensure that council activities are financially viable. They also prepare financial reports for council meetings and may be involved in fundraising activities or grant writing to support council initiatives.

Public Relations Office (PRO): The PR Officer is responsible for managing the council's image and communications. This includes overseeing social media channels, creating newsletters, and being the point of contact for press inquiries. The PRO promotes council events and initiatives to the student body and the community, ensuring positive and consistent messaging.

Events Coordinator: The Events Coordinator oversees planning, organizing, and executing all council events. This role involves coordinating with other council members, school administration, and external vendors as necessary. The Events Coordinator must ensure that events align with the council's goals and are executed within budget. They also oversee the recruitment and management of volunteers for events.

Community Service Officer: The Community Service Officer develops and manages the council's community service projects and initiatives. This officer identifies opportunities for community engagement, coordinates with external organizations, and mobilizes student volunteers. Their goal is to foster a spirit of service within the student body and positively impact the community.

Academic Affairs Officer: The Academic Affairs Officer liaises between the student body and the faculty/administration on academic issues. They gather student feedback on courses, teachers, and academic policies and work with school officials to address concerns and suggestions. This role is crucial for ensuring that the academic environment meets students' needs and expectations.

Other Officers: Additional officers shall have duties as defined by the Council.

Article VI: Meetings

Regular Meetings: The Council shall hold regular meetings at least once per semester during the academic year.

Special Meetings: Special meetings may be called by the President or upon request by a majority of Council members.

Quorum: A quorum for conducting business shall consist of a majority of the Council members.

Article VII: Committees

The Council may establish committees to focus on specific areas of interest or concern. Each committee shall operate under the guidance of a Council member.

Article VIII: Amendments

This Constitution may be amended by a two-thirds majority vote of the Council members present at a meeting where a quorum is achieved, provided that notice of the proposed amendment has been given at least one month prior to the vote.

Article IX: Ratification

This Constitution shall be ratified upon approval by a two-thirds majority of votes cast by the graduate student body and will take effect immediately upon ratification.