

**THE CONSTITUTION OF
THE ANTHROPOLOGY GRADUATE STUDENT ASSOCIATION
(ANTHRO GRADS)
CALIFORNIA STATE UNIVERSITY, LONG BEACH (CSULB)**

Article I. Name of Organization:

This association shall be known as **The Anthropology Graduate Student Association**, also known as **Anthro Grads**.

Article II. Statement of Purpose:

Section 1. The Anthropology Graduate Student Association of California State University Long Beach, also known as **Anthro Grads**, is a non-profit academic student association operating exclusively for the following several purposes:

Section 1a. To promote the existence and welfare of a graduate student community in the Department of Anthropology at California State University Long Beach.

Section 1b. To foster leadership opportunities and professional development in the field of anthropology.

Section 1c. To organize social and academic events that provide for social gathering, academic stimulation, and stress relief amongst its members.

Article III. Membership:

Section 1. The Anthropology Graduate Student Association freely gives membership to those who met the following criteria and expressly prohibits discrimination by any component part of the association or by any person acting on behalf of the association on the basis of race, national origin, gender, religion, handicap, ethnicity, color, age, veteran status, citizenship, gender identity, sexual orientation or marital status. Moreover, it is a policy of this association to foster a spirit of mutual understanding and respect among all people, cultures, and creeds.

Section 2. Regular membership is limited to CSULB students. All regular members must be an accepted graduate student in the Department of Anthropology at CSULB, in good academic standing with the University, and maintain a 3.0 GPA.

Section 3. Each member has equal rights and privileges.

Section 4. Faculty and staff at CSULB are eligible to be non-voting members.

Section 5. To maintain CSULB recognition, a minimum of five (5) matriculated CSULB students (who are currently enrolled in at least one class) need to be regular members.

Article IV. Officers:

Section 1. The elected officers of the Executive Board shall be the President, Vice President, Secretary, and Treasurer.

Section 2. The offices of President and Secretary must be filled by a member who has completed at least 12 hours of graduate course work in the Department Anthropology at California State University Long Beach.

Section 3. If candidates for President and Secretary cannot be found that meet the criteria of Article IV section 2, then the general body can vote to allow other willing members to run for these positions, with a simple majority vote (50% plus one).

Article V. Meetings:

Section 1. General meetings of the membership shall be held at least once a month during the academic year.

Section 2. Officially recognized special or emergency meetings may be called by the President or any two executive board members. The general

membership body must be given 48 hour advance notice, which excludes holidays, of said meeting.

Article VI. Executive Board:

Section 1 The elected officers: President, Vice President, Secretary and Treasurer, shall constitute the executive board of the organization, and each shall have one vote. The advisor(s) shall be ex-officio, non-voting members.

Section 2 The Executive Board shall meet no less than once a month during the academic year. Meetings of the Executive Board shall be open to any member.

Section 3 All association disbursements and acquisitions must be approved upon by the general body, by a vote of a two-thirds majority. In the event of an emergency or extenuating circumstance where a quorum cannot nor is not reached, approval by the President and the Treasurer is needed for disbursements or acquisitions of \$50.00 dollars or less.

Section 4 The Executive Board shall serve as a planning committee.

Article VII Method to Amend the Constitution:

Section 1. Proposed constitutional amendments made by a member shall be presented to the organization, in writing, one meeting before it may be voted upon.

Section 2. Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.

Section 3. Approval by the University is needed to change the constitution.

Article VIII. Succession of officers:

Section 1. In the event of permanent incapacitation, resignation, or removal from office, the line of temporary succession shall be as follows:
President, Vice President, Secretary, and Treasurer.

Section 2. Upon the vacancy of any office, a new candidate will be elected at the next regular meeting or at a special meeting.

Article IX. Statement of affiliation with national or other off-campus organizations:

Section 1. NONE

Article X. Hazing Prohibition:

Section 48900 of the Education Code

SEC. 4. Section 245.6 is added to the Penal Code, to read:

245.6. (a) It shall be unlawful to engage in hazing, as defined in this section.

(b) "Hazing" means any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university, or other educational institution in this state. The term "hazing" does not include customary athletic events or school-sanctioned events.

(c) A violation of this section that does not result in serious bodily injury is a misdemeanor, punishable by a fine of not less than one hundred dollars (\$100), nor more than five thousand dollars (\$5,000), or imprisonment in the county jail for not more than one year, or both.

(d) Any person who personally engages in hazing that results in death or serious bodily injury as defined in paragraph (4) of subdivision (f) of Section 243 of the Penal Code, is guilty of either a misdemeanor or a felony, and shall be punished by imprisonment in county jail not exceeding one year, or by imprisonment in the state prison.

(e) The person against whom the hazing is directed may commence a civil action for injury or damages. The action may be brought against any participants in the hazing, or any organization to which the student is seeking

membership whose agents, directors, trustees, managers, or officers authorized, requested, commanded, participated in, or ratified the hazing.

(f) Prosecution under this section shall not prohibit prosecution under any other provision of law.

SEC. 5. This act shall be known and may be cited as "Matt's Law" in memory of Matthew William Carrington, who died on February 2, 2005, as a result of hazing.

BYLAWS OF THE ANTHROPOLOGY GRADUATE STUDENT ASSOCIATION

(ANTHRO GRADS)

CALIFORNIA STATE UNIVERSITY, LONG BEACH (CSULB)

Bylaw I.

Membership:

Section 1. There shall be two types of membership in The Anthropology Graduate Student Association: regular and honorary.

Section 2. Any graduate student of CSULB's Department of Anthropology, who is currently registered in at least one class at the University at the time of request, can ask for membership into this organization. Each person requesting membership must formally declare their request by filling out a membership form, paying dues (if any), and by submitting these items to the current secretary of the organization. Once these items are received and recorded, regular membership will be given.

Section 3. Any member of the CSULB faculty and staff who has provided substantial and outstanding service to the organization may be conferred with honorary membership by receiving a majority two-thirds vote of the organization. Honorary members are ex-officio.

Section 4. Up to a maximum of 20 percent of the members of a student organization may be individuals who are not CSULB students,

e.g., community members, students at other colleges. Only active student members enrolled at CSULB may vote on issues that come before the association.

Section 5. Any member may be suspended or expelled from the organization for conduct contrary to the constitution of the organization, of the University, or for conduct that impairs the rights of any member to enjoy the benefits of the organization and rights of membership. Any offense must be submitted in writing by a member, or may be submitted in person during an executive board meeting. After the offense has been submitted to the organization, the offending member shall have the right to a hearing before the organization at a regular meeting and may be suspended or expelled only upon the affirmative vote of three-fourths of the voting members present. The offending member has the right to appeal an adverse decision at a regular meeting, and such offending members shall be reinstated only if the suspension or expulsion is overturned by a three-fourths vote of voting members present.

Bylaw II.

Dues:

Each member of regular status is required to pay dues (if any) each academic semester that they are active in the association unless a personal petition is submitted and granted by a three-

fourths majority vote of the executive body. The due amount shall be voted upon by a two-thirds vote of the membership.

Bylaw III.

Officers:

Section 1. The President shall preside over all meetings of the organization. He/She shall be the official spokesperson of the organization, representing policies, views, and opinions of the organization in its relations with the campus, the student body, and community at large. He/She shall be the member *ex officio* of any and all committees of the association, and sign any and all checks, contracts, or other matters of business regarding the association. It is also a duty of the President to meet a minimum of twice a semester with the association's current advisor to report on the current status and projects of the association, and to head the transition process of the President-Elect, if they are not re-elected to the position, at the end of their term.

Section 2. The Vice President shall preside at the organization meetings in the absence of the President. He/She shall help the President to facilitate the association's purposes and goals through the co-ordination of events, meetings, and projects. He/She also heads the efforts for recruitment and retention of members, and performs all legal duties assigned to him/her by the President.

He/She shall notify all members of the organization of upcoming meetings. It is also a duty to aid in the transition process of the Vice President-Elect, if they are not re-elected to the position, at the end of their term.

Section 3. The Secretary shall take minutes at all meetings of the organization, keep minutes on file and make copies available to all organization members. He/She shall be responsible for all organization correspondence and shall keep copies thereof on file in a secure location. He/She shall also act as historian (unless this position has been created in the organization) and shall maintain all records of the organization. The Secretary is also responsible for co-signing any and all contracts, or other matters of business regarding the association (excluding those regarding monies). The Secretary shall also maintain a record of the current membership, which shall include but is not limited to: name, address, email, phone number, degree concentration, and expected graduation date. It is also a duty to aid in the transition process of the Secretary-Elect, if they are not re-elected to the position, at the end of their term.

Section 4. The Treasurer shall handle all financial affairs and budgeting of the organization, including the maintenance of all necessary accounting records. Said records shall be maintained in accordance with generally accepted accounting principles. He/She shall maintain bank accounts in the organization's name (if any), requiring signatures of both the Treasurer and President for authorized disbursements. All disbursements in excess of \$50 must be voted upon in a general body meeting, and approved for by a majority two-thirds vote of the membership present. Approval by the President and the Treasurer is needed for disbursements or acquisitions of \$50.00 dollars or less. The Treasurer shall submit a financial plan for the organization every semester, and make recommendations dealing with financial policies, concerns, and growth. The Treasurer shall lead and all fund raising efforts. It is also a duty to aid in the transition process of the Treasurer-Elect, if they are not re-elected to the position, at the end of their term.

Section 5. In the event that an elected officer is unable to fulfill his/her term of office, there shall be an election to fill the vacancy at the next regular meeting or at a special meeting. Any eligible member, including those already holding office, may be nominated for a vacant office. However, an executive officer may hold only one position at a time. These elections will

adhere to the same procedures and guidelines of standard elections.

Section 6. Petition by one-third of the total number of members shall be cause for a recall election. A recall petition must be submitted in writing to a general body, special, or executive board meeting by a regular member of good standing. The petition must also provide written reason for a recall election. After the petition has been submitted to the organization, the offending officer (if there is any) has 48 hours before they must submit to a hearing. A recall election shall be held at the next regular business meeting after the presentation of the recall petition and shall be conducted as a special election. Recall will require a favorable vote of three-fourths of the total voting members present.

Section 7. To be eligible for the offices of President and Secretary, a member must have completed at least 12 hours of graduate course work in the Department Anthropology at California State University Long Beach. To maintain eligibility for all the offices in the organization, a candidate for office must carry a minimum of three (3) graduate units of regular university credit per semester at CSULB. All student representatives must be matriculated at the university, maintaining a minimum overall, on-campus cumulative 3.0 grade point average (GPA) at all

times, and a 3.0 GPA in every semester while in office, and in the semester prior to running for office, and not be on probation of any kind.

Section 8. A full term shall be considered to be two consecutive semesters, and those members elected in the middle of a term to fill a vacant position, will continue the term of the previous position holder. There shall be no term limits.

Bylaw IV.

Advisors:

Section 1. There shall be at least one advisor from the faculty or professional staff elected by the organization with a majority two-thirds vote of the entire membership.

Section 2. The advisors shall serve a term of two years and will be elected at the same time as the officers of the organization. In the event of incapacitation, resignation, or a conflict of purpose, the association shall have the right to vote to the change advisor(s) at any time with a three-fourths majority vote of the entire membership, signed confirmation of the willingness of another staff or faculty member to fill the role of advisor until the next term election, and by providing CSULB's Student Life and Development notification and filling out appropriate paperwork within 1 week of the vote.

Section 3. The advisor(s) shall be ex-officio, non-voting member(s).

Bylaw V. Committees:

Section 1. The President shall have the authority to create committees to further the purposes of the organization.

Bylaw VI. Quorum:

Section 1. The percentage of members that constitutes a quorum shall be fifty percent plus one.

Section 2. In voting, a majority shall consist of more than fifty percent of those voting.

Section 3. There must be a quorum in order for any official election to occur.

Bylaw VII. Elections:

Section 1. Elections for President and Secretary shall be held once every Spring Semester. Elections for Vice-President and Treasurer shall be held once every Fall semester. Dates of elections are to be established by the organization.

Section 2. At least one week's notice shall be provided for any meeting at which a regular election is to be held.

Section 3. Elections shall be by secret ballot. All elections shall be conducted by the President and Secretary. When the office of President is up for vote, the Vice President shall conduct the

vote. Each candidate is permitted but not required to give a 5 min speech to advocate for their election into the position for which they are running. Each member counts as one vote in elections, and must write the name of their choice for candidate on an individual ballot. Each member must use a different ballot per vote. Each position is voted upon separately in the following order: President, Vice-President, Secretary, and then Treasurer. Ballots are collected and counted by the current Secretary (collected by the Treasurer if the Secretary is up for re-election) after there is a call to vote for each individual position. All votes are to be collected and counted on the campus of California State University Long Beach, and within one hour of the original call to vote. No ballots shall be seen by any other member than those designated to collect them, and shall be destroyed by the Secretary within one hour of the original vote.

Section 4. A simple majority of members (50% plus one) of the organization shall constitute a quorum for an election.

Section 5. A majority of all votes cast in the election shall be necessary to elect. If no candidate receives a majority, a run-off election shall be held between the two candidates receiving the largest number of votes.

Section 6. Proxy votes are permissible for any current member who is not able to attend an election or vote. A proxy vote shall consist of a written, signed and dated statement given to a named and present member of full standing, which declares the absent member's permission for the named member to vote on their behalf. Any member holding a proxy shall declare it to the general body before the vote. The Secretary shall collect and store all proxy permissions for record.

Bylaw VIII. Method to Amend the Bylaws:

Section 1. Proposed bylaw amendments made by a member shall be presented to the organization, in writing, one meeting before it may be voted upon.

Section 2. Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.

Section 3. Approval by the University is needed to change the bylaws.

Bylaw IX. Parliamentary Authority:

Source of authority shall be Robert's Rules of Order, newly revised 10th Edition.