

**Thank you for expressing interest in the 2024 – 2025 Graduate Student Government Elections!**

Please know that positions in GSG will require your attendance and participation at events and meetings throughout the summer, fall, and spring semesters. The positions of President, Vice President, and Treasurer are eligible to receive a stipend as noted in the bylaws. All other positions are voluntary.

**Important note:** International Students holding an F1 or J1 Visa and concurrently engaged in an assistantship or on campus employment for the 2024 – 2025 Academic Year: Please be advised that your allowable work hours must not exceed 20 hours per week according to federal regulations. Any graduate assistantship counts as an on-campus job. Prior to submitting, kindly assess your eligibility for the paid positions of President, Vice President, or Treasurer. Your cooperation and adherence to these guidelines are greatly appreciated. With specific questions, please reach out to the International Center (internatonal@uakron.edu)

**BRIEF OVERVIEW OF THE POSITONS AVALIABLE**

**President ($) –** 20 hours per week

**Vice President ($) –** 15 hours per week

**Treasurer ($) –** 10 hours per week

**College Senator –** 5 hours per week

**POSITIONS AVALIABLE**

**Executive Board:**

President & Vice President

Treasurer

*\*President and Vice President candidates will participate in the election as a team. \**

**Senators:**

College of Arts and Sciences

College of Business

College of Engineering and Polymer Sciences

College of Health and Human Sciences

*\*There shall only be one appointed senator for each college. \**

**ELECTION TIMELINE**

Monday, February 26th, 2024 – Application Opens

Friday, March 8th, 2024, – Application Due by 11:59pm EST

Monday, March 18th, 2024 – Voting Opens

Wednesday, March 20th, 2024 – Voting Closes at 5:00pm EST

**GENERAL ELECTION INORMATION**

Elections for GSG are completed online and all graduate students at UA are encouraged to participate. As a candidate running for office, you will be required to fill out the attached application and email it to gsgpresident@uakron.edu

**All candidates must:**

* Be a full-time or part-time student at The University of Akron and currently enrolled in at least six (6) credit hours.
* Be clear of academic probation or suspension.
* Be clear of disciplinary probation or suspension.
* Be clear of unsatisfied financial obligations to the university.
* Be in good standing as defined by the students' academic college or program.
* Complete all required election materials and return all forms on time.

**Important:**

* President and Vice President candidates will participate in the election as a team, but candidates will need to submit an individual application form to participate in the election.
* Only current graduate students can vote for eligible candidates. One student can vote once for each candidate.

**Campaigning:**

* Campaigning is defined by “any activity promoting the candidacy of any person through any means whatsoever including but not limited to the posting of print materials, the distribution of campaign materials, the dissemination of materials promoting internet website(s), promoting a person's candidacy by either conventional or electronic means to students of the university, and otherwise promoting a person’s candidacy.”
* Campaigning is forbidden prior to the submission and approval of the election application.

**GRADUATE STUDENT GOVERNMENT BALLOT APPLICATION**

Please e-mail your responses to gsgpresident@uakron.edu no later than **Friday, March 8th, 2024, by 11:59pm EST.**

**Name:**

**Running for which position: ￼***President* *Vice President* *College Senator*

**Running mate (applicable only to President/VP):**

**College:**

**Academic program and degree:**

**Student ID #:**

**E-mail:**

**Phone #:**

**Please answer the following questions for inclusion on the online ballot:**

1. Please include a short biography introducing yourself to the graduate student population. Biographies should be no more than 150 words, and should include things such as your year, major, school activities, and why you deserve the position.
2. Why do you want to be a part of Graduate Student Government?
3. What is a quality/strength that you feel you could add to Graduate Student Government?
4. Describe an experience in which you had to work with individuals who held contrary beliefs from you. How was the situation resolved?
5. What is something you believe would improve the experience of graduate students at The University of Akron?
6. Please attach a headshot along with the application.

The Constitution and Bylaws and Leadership Expectations are posted on the GSG website, which you should read in full prior to applying: <http://www.uakron.edu/gsg/>

Key excerpts from the constitution and the bylaws are below. Please pay particular attention to the leadership responsibilities because it is your duty to know the details of the position for which you are running.

All questions can be directed to the current president of GSG, Alexis Currie, via email at gsgpresident@uakron.edu. Failing to follow any bylaw may result in disqualification from the election.

Please sign your name (electronic/print) below:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have read and understand my responsibility to be placed on the ballot for the 2024 - 2025 GSG Election as outlined in the constitution and bylaws and I understand that failure to comply with any of the bylaws may result in disqualification from the election.

Excerpt from THE CONSTITUTION OF

THE GRADUATE STUDENT GOVERNMENT OF THE UNIVERSITY OF AKRON

ARTICLE III. LEADERSHIP

SECTION 1. Executive Positions:

The elected Executive Board of GSG is to be determined by a general election and voted upon by eligible graduate students from the graduate student body; it shall consist of the President, Vice President, and Treasurer. Each executive officer is given a seat on the GSG Central Committee.

SECTION 1.1 President:

The President shall be the principal executive officer and shall supervise and control all of the business and affairs of the Graduate Student Government. The President is responsible for corresponding between the Executive Board, Senators, Representatives, Advisors, Graduate School, and the graduate student body. The President is additionally responsible for the completion of all financial documents which require the President's signature and authorization.

SECTION 1.2 Vice President:

In the absence of the President, the Vice President shall perform the duties of the President and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform such other duties as may be assigned to him by the President when not acting as President.

SECTION 1.3 Treasurer:

The Treasurer shall have charge and custody of and be responsible for all funds and budgets of GSG. The Treasurer is also responsible for maintaining, reviewing, and revising EAF/SAF/PEG processes and policies and shall perform such other duties as may be assigned to him by the President.

SECTION 2. Senators:

There shall be one Senator from each graduate degree-granting college within The University of Akron to represent the interests of the graduate population within the college. The current edition of the Graduate School Bulletin shall serve as a complete listing of eligible colleges. All senators have a seat on the GSG Central Committee.

**Appendix - A**

***Responsibilities of GSG Executive Committee***

(Updated on 2/15/2023)

➢ **GSG Executive Committee Members**:

1. President

2. Vice President

3. Treasurer

**President**

Constitution Description

The President shall be the principal executive officer and shall supervise and control all of the business and affairs of GSG. The President is responsible for corresponding between all constituencies.

• \***Responsibilities:**

* Acts as liaison between GSG and the University of Akron administration
* Sends regular emails via the Graduate School to the graduate students containing information about GSG-related activities
* Manages the GSG President email account
* Provide updates to the University Council, Faculty Senate, Graduate School, Student Trustees, SOuRCe, GSG Central Committee, GSG Advisors, and any others as deemed appropriate about graduate students’ concerns
* Appoints Senators, University Council (Standing Committee) members, and other officers wherever and whenever necessary
* Assists with RSO Manuals revisions
* Selects LIFE Award winners
* Oversees revision of GSG constitution and bylaws
* Organizes events for the good of graduate students
* Contacts sponsors, presenters, and attendants for GSG events
* Serves as Senators’ main contact
* Signs off on new graduate/blended student organizations
* Reserves rooms as needed for events
* Runs GSG Executive Committee meetings
* Attends Faculty Senate/University Council meetings as the voting graduate student representative
* Updates GSG website with contact information of the GSG officers and other details
* Writes Executive Orders when appropriate

• **Reports to**: GSG Executive Committee and GSG Faculty Advisors

• **Required Meetings Attendance:**

Weekly

* GSG Executive Committee

 Monthly

* GSG Central Committee
* University Council
* University Council Executive Committee
* SOuRCe
* Graduate Council
* Faculty Senate
* Group of Five (Go5) with UA President & student leaders
* GSG Advisors
* University Council subcommittee of choice
* VP of Student Affairs
* Others as needed, depending on the time of year (e.g., SpringFest planning meetings, LIFE Awards meetings, Student Trustee applicant interviews, SOuRCe officer training, etc.)

**Vice President**

Constitution Description

In the absence of the President, the Vice President shall perform the duties of the President and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform such other duties as may be assigned to them by the President when not acting as President.

• \***Responsibilities:**

* Schedules GSG Central Committee meetings and sends reminders
* Operates social media accounts (Facebook, Instagram, Twitter, RooConnect, website)
* Reviews and organizes GSG-related documents
* Responds to and initiates email contacts from the assigned email address
* Assists in the appointment of University Council Standing Committee members
* Takes notes at Executive and Central Committee meetings
* Keeps accurate contact information for all GSG members
* Aids with GSG constitution and bylaws revisions and RSO Manuals
* Plays an active role in organizing GSG elections
* Assists with organizing events for graduate students

• **Reports to**: GSG Executive Committee; President when necessary

• **Required Meetings Attendance:**

Weekly

* GSG Executive Committee

Monthly

* GSG Central Committee
* GSG Advisors
* University Council subcommittee of choice
* Any other meeting when President is not available

Semesterly

* SOuRCe student organization training (Fall only)

**Treasurer**

Constitutional Description

The Treasurer shall have charge and custody of and be responsible for all funds and budgets of the GSG. The Treasurer is also responsible for maintaining, reviewing, and revising EAF/SAF/PEG processes and policies and shall perform such other duties as may be assigned to them by the President.

• \***Responsibilities:**

* Oversees GSG budget
* Reviews all PEG, travel, and event applications for approval
* Manages GSG SORF, Visa, and reimbursements
* Assists with GSG constitution, bylaws, and RSO Manuals revisions

• **Reports to:** GSG Executive Committee; President when necessary

• **Required Meetings Attendance**:

Weekly

* Executive Committee

Monthly

* GSG Central Committee
* University Council subcommittee of choice

Semesterly

* SOuRCe student organization training (Fall only)

**Appendix - B**

***Responsibilities of GSG Central Committee***

(Updated on 7/7/2021)

➢ **GSG Central Committee Members**:

1. President

2. Vice President

3. Treasurer

4. Senators

*Since the President, Vice President, and Treasurer are all Executive Committee members, their leadership expectations can be found in* ***Appendix A****.*

**Senators**

Constitutional Description: There shall be one Senator from each graduate degree-granting college within The University of Akron to represent the interests of the graduate population within the college. The current edition of the Graduate School Bulletin shall serve as a complete listing of eligible colleges.

• \***Responsibilities:**

* Contacts the President with any graduate student concerns within your college
* Manages GSG SORF, Visa, and reimbursements
* Votes in Central Committee meetings on matters requiring your approval

• **Reports to:** GSG Central Committee; President when necessary

• **Required Meetings Attendance**:

Monthly

* GSG Central Committee
* University Council subcommittee of choice

*\*It is worth noting that the above responsibilities may change depending on any specific circumstances for better service to graduate students. The changes will be based on discussions among the GSG Executive Committee members and advisors, if necessary.*