

Physiology and Pharmacology Graduate Students' Council Constitution

Title

All full- and part-time graduate students enrolled in the M.Sc. and Ph.D. graduate programs of the Department of Physiology and Pharmacology (herein referred to as the "Department") at The University of Western Ontario will be officially represented by elected representatives of Department, Faculty, and University committees collectively known as the Department of Physiology and Pharmacology Graduate Students' Council (herein referred to as the "Council").

Objectives

1. Open communication
2. Provide structure for replacing graduate student representatives by election.
3. Consolidate graduate student opinions on departmental matters.
4. Provide a place for students to voice concerns to peers and assist in finding solutions.

Represented Committees

1. Departmental Committee
2. Graduate Studies Committee
3. Schulich Committee
4. Society of Graduate Students
5. Social Committee
6. St. Joseph's Hospital Off Campus Representative
7. Victoria Research Laboratories Off Campus Representative
8. Robarts Research Institute Off Campus Representative
9. Health and Safety Committee
10. Research Committee
11. Outreach Committee
12. Appointments Committee
13. Sports Representative

Elections

1. The Council representatives for the committee positions outline above are to be elected by the graduate student body to hold a term of two years, or until the representative's graduation, whichever comes first.
2. Candidates may self-nominate or be nominated by a fellow graduate student within the Department of Physiology & Pharmacology.
3. Elections of Committee representatives are to be completed by anonymous ballot at a general council meeting, open to all students in the department, one month prior to the position becoming vacant.
4. Election dates, representatives, and length of terms will be recorded by the Council and disseminated to the graduate student community.
5. The Council is to be governed by an Executive Committee consisting of a Chair, Vice Chair, and Secretary to be elected by the Council from amongst its members. No individual may hold more than one position on the Executive Committee at any given time.

Terms of Office

1. The Council is to be governed by the Chair of the Council to be elected from amongst its representatives. Candidates for the position of Chair must serve on the Council for at least one year prior to running for election. The Chair will hold a term of two years, or until the representative's graduation, whichever comes first. The position of Chair may be held for a maximum of two terms.
2. The Chair is to be assisted by the Vice Chair of the Council to act on behalf to the Chair in his or her absence. The Vice Chair is to be elected from amongst its representatives. The Vice Chair will hold a term of two years,

or until the representative's graduation, whichever comes first. The position of Vice Chair may be held for a maximum of two terms.

3. The Council is to be assisted by the Secretary of the Council to be elected from amongst its representatives. The Secretary will hold a term of two years, or until the representative's graduation, whichever comes first. The position of Secretary may be held for a maximum of two terms.
4. If any member of the Council is found to be in dereliction of his or her duties by any member of the graduate student body the continued representation of that Council member will be decided by a vote of the Council.

Roles of Membership

1. Council Representatives: The responsibilities of the Council Representatives will be as follows: truthfully represent the interests of graduate students within the Department through participation on committees at Departmental, Faculty, and University levels of government, communicate developments and issues from their respective committees to the Council as they pertain to the graduate student body within the Department.
2. Chair: The responsibilities of the Chair will be as follows: fulfil the roles of a Council Representative as per Article VI.1, formulate communication to graduate student body, provide opinions and suggestions to the Department on behalf of the Council, and provide perspective and leadership to aid in decisions made by the Council.
3. Vice Chair: The responsibilities of the Vice Chair will be as follows: fulfil the roles of a Council Representative as per Article VI.1, formulate communication to graduate student body, assist in communication to the Department on behalf of the Council, and act on behalf to the Chair in his or her absence.
4. Secretary: The responsibilities of Secretary will be as follows: fulfil the roles of a Council Representative as per Article VI.1, record minutes of Council meetings as per Articles VII-VIII, formulate communication to graduate student body in a timely and efficient manner, and assist in communication to the Department on behalf of the Council.

Assembly

1. The Council is to hold regular bimonthly meetings during which a single representative from each of the Committees listed above will provide the Council with a brief report on Committee developments as they pertain to the graduate student body.
2. Special meetings of the Council may be called to consider items of business requiring the attention of the Council prior to any regular bimonthly meeting, by any member of the Executive Committee, or by petition of any ten members of the graduate student body.
3. Written memorandums are to be compiled and disseminated to the Council by the Secretary of the Council. The records and documents of Council meetings will be recorded by the Secretary and disseminated to Council members in writing within one week of meeting.

Records

1. Records and documents of the Council shall be open to inspection by any member of the graduate student body, subject to Institute policy.
2. Publication of personal photos the Department website will be at the discretion of each Council member.
3. The Department will be notified in writing of updated Council membership within one week of completed elections.

Ratification

This Constitution has been ratified by a majority vote of the Council on August 26, 2010. Amended April 15, 2014