We, the graduate students of the History Department of Washington University in Saint Louis, do hereby recognize in this Constitution the organizing principles of our representative body, the Graduate History Association (GHA). In doing so, we also formally acknowledge the existence and procedures of the GHA, which has in fact been active since Fall 2005.

I. Organization
   A. General Membership
      1. All full- and part-time graduate students enrolled in the Department of History at Washington University are members of the GHA.
      2. The GHA does not discriminate on the basis of race, color, creed, sex, sexual orientation, marital status, personal appearance, age, national origin, political affiliation, physical or mental disability, or on the basis of rights secured by the First Amendment of the US Constitution.

   B. Leadership
      1. The GHA is led by an elected executive committee, comprised of One (1) Chair, Two (2) At-Large Representatives, One (1) Teaching Assistant Liaison (TAL) and One (1) First-Year Representative. The Graduate Student Senate (GSS) Representative is a nonvoting member of the executive committee.
      2. The GHA shall also elect one member to serve on the department’s colloquium committee and one member to attend department faculty meetings, as fitting with department policy. One member of the GHA shall be appointed by the chair of the department to serve on each search committee constituted by the department.

   C. Meetings
      1. Meetings of the GHA are open to all active History graduate students. The executive committee shall set the meeting schedule. There will be at least two meetings per semester, one at the beginning and one at the end; extraordinary meetings may be called according to GHA procedure. The Chair shall preside over all meetings and determine the rules of procedure. The Secretary shall announce the date and time of the upcoming meeting no less than one week before the date. A tentative agenda shall be distributed no later than one day prior to the meeting. Meetings will follow a “town hall” format, thereby allowing students to openly voice their views on agenda items. The Secretary shall keep minutes and distribute those, along with any updates on actions taken pursuant to the meeting no more than seven days after the meeting.
      2. Any GHA member may petition the executive committee in writing for an extraordinary meeting with the support of two other GHA members. The petition must provide valid agenda items. After approval by the executive committee, a meeting will be arranged within two weeks and handled according to the procedure in section I. C. 1.
      3. Any actions performed by the executive committee shall be reported to the GHA.

II. Officers
   A. Responsibilities
1. The Chair shall preside over GHA meetings and shall serve as primary liaison between the GHA and both the departmental administration and the graduate school. The Chair shall also serve as Treasurer.

2. The Secretary, selected from the standing GHA executive committee, shall make a record of GHA meetings and distribute the pertinent information to graduate members. The Secretary will also be responsible for maintaining the archive of meeting notes for the GHA.

3. The At-Large Representatives shall represent the whole graduate community and serve to facilitate the work of the organization.

4. The First-Year Representative shall be elected every fall from the cohort of new incoming graduate students.

5. A Teaching Assistant Liaison (TAL) shall be elected by GHA members at the time of general elections and is to act as a representative on behalf of graduate student concerns regarding the history department, specifically as regards our labor as TAs. The TAL will be tasked with facilitating actions to address concerns of the graduate community, coordinating with GHA members and the Director of Graduate Studies when appropriate. The TAL must have at least two semesters of experience as a Teaching Assistant to be eligible.

6. The GSS Representative shall have the right to attend all executive committee meetings as a nonvoting member.

B. Tenure of Office
   Each term of office is for one year, but there are no term limits for officers of the GHA. The term of office ends on 30 June.

III. Elections
   A. Timing
      The GHA shall hold annual elections of new officers each spring. The exact date shall be determined by the executive committee.

   B. Voting
      1. All GHA votes will be of two types: 1) Position Elections- Any vote to fill a constitutional leadership position. The number of candidates for any position cannot be limited; 2) Policy- Any vote phrased as a proposition that can be affirmed or negated and shall include but not be limited to proposals, statements of opinion, or constitutional amendments.

      2. All GHA votes require the approval of a plurality of members voting to carry. A quorum shall consist of one-half plus one of the present GHA membership voting.

      3. To call a policy vote a member must submit to the GHA executive committee a copy of the proposition, supported by three GHA members. The proposition will come before the executive committee and be brought to the GHA in a forum for discussion for one week immediately thereafter. When discussion time has elapsed, all members will be allowed to vote on the proposition during the ensuing two weeks.

      4. In positions elections, candidates may run for more than one position and will serve in the highest one to which s/he is elected, with Chair highest, followed by TAL, then At-Large/First-Year Representative. A single
election for all GHA executive committee positions shall henceforth satisfy the functions of the position elections.

5. All individual votes are to be kept confidential; however, the results of all votes, including the numerical breakdown, will be public.

C. **Removal** Any officer of the GHA in violation of the purpose of the organization may be removed from office by the following process: Written request by at least three members of the organization, written notification to the officer of the request, asking the officer to be present at the next meeting and prepared to speak. A 2/3 majority vote is necessary to remove the officer. Voting shall be held in the same manner as elections for officers, by secret ballot.

D. **Resignation** Any vacancies in the GHA executive committee will be filled in a timely fashion by the voting procedures listed in Section III, B. The executive committee will circulate a call for candidates and time line for the election process.

E. **Administration**
Prior to the election, each candidate for office shall prepare a statement of vision and intent, to be distributed to the electorate by the Secretary. The Secretary shall also distribute ballots, and tally and publish the results of the election.

IV. **Ratification and Emendation**

A. **Ratification**
This Constitution shall be ratified by a two-thirds majority of the GHA members voting.

B. **Emendation**
This Constitution may be amended by a two-thirds majority of a GHA general referendum.

Enacted 10 December 2009.