

Henry Adams Society Constitution

9/13/2013

Article I: Purposes

Section 1: The purpose of the Henry Adams Society is to promote graduate student interests in the Harvard History Department. It is the representative body of the graduate students in the History Department.

Section 2: The Henry Adams Society is responsible for promoting communication and social activity among graduate students studying history across the University.

Article II: Membership

Section 1: Membership is open to all persons enrolled as graduate students in the Harvard History Department.

Section 2: Members are eligible to vote in elections, to serve as officers, and to propose, chair, and serve on Ad Hoc Committees

Article III: Structure and Organization

Section 1: Members shall elect up to two representatives from each cohort to the Henry Adams Society Committee.

Section 2: A cohort shall be defined as a group of students who have been enrolled in the History Department's graduate program for the same number of academic years, rounding up from odd semesters, with the exception that all students who have been enrolled for more than five years at the beginning of the academic year shall be counted as a single cohort for the purposes of representation.

Article IV: Responsibilities

Section 1: The Committee shall meet regularly. Meetings shall be open to all Members.

Section 2: The Committee shall be responsible for, amongst other things, organizing regular meetings with the Department administration; communicating regularly with Members, the faculty and the administration; and approving an annual budget.

Section 3: The Committee shall also be responsible for appointing Members to Department committees and all opportunities for graduate student representation.

Section 4: The Committee shall ensure that Members' opinions, concerns and ideas are aired, and if necessary formulated into proposals and/or policies to be brought to the attention of the Department.

Section 5: The Committee shall appoint by majority vote Members to be Representatives of the History Department at meetings of the Graduate Student Council. Appointments of Members as Graduate Student Council Representatives may be for a specific meeting, for an academic term, or other period. Appointments of Representatives to the Graduate Student Council may be revoked by a majority vote of the Committee at any time.

Article V: Officers

Section 1: The Committee, at its first meeting of the year, shall elect two members to serve as co-chairs, and one to serve as treasurer. These three members shall collectively be known as the Executive. The Executive shall serve for one full calendar year, starting in September. The Executive should be resident at Harvard for the duration of their term. Sudden vacancies shall be filled by internal election at the subsequent Committee meeting.

Section 2: The Co-chairs shall facilitate Committee meetings.

Section 3: The Treasurer will be responsible for an accurate record of Henry Adams financial transactions, and shall report to the regular meetings of the Representative Committee, which shall approve or amend the budget.

Section 4: The Executive shall meet regularly with the Department Chair and/or DGS. These meetings should supplement those outlined in Article IV, Section 2 to provide a quick, efficient and consistent means of communication between the Administration and the Committee.

Section 5: The Executive shall provide a semesterly report to the Department Chair. This report shall be approved by the Committee, and disseminated to all Members.

Article VI: Elections

Section 1: Nominations for Representative shall be open for at least one week before elections.

Section 2: Within the first three weeks of the fall term, the Committee shall circulate an electronic ballot form to all Members.

Section 3: All Members will be eligible to vote for two candidates from each cohort.

Section 4: At least one week after ballots have been circulated, the Committee will count votes.

Section 5: The candidates with the highest number of votes in each cohort will be the Representatives for their cohort. In the case of a tie for second place, there shall be a runoff election between the tied candidates.

Article VII: Events

Section 1: While fall and spring term classes are in session, the Society shall hold a weekly social event at a regular time and place.

Section 2: While fall and spring term classes are in session, the Society shall hold a regular academic or co-curricular event.

Article VIII: Removal

In case of neglect of responsibility, absence, or other reason interfering with the effective operation of the Henry Adams Society, an elected member of the Committee or Executive may be removed from his or her office by a majority vote of the Committee. In case of a tied vote, the Executive shall decide the matter.

Article IX: Committees

Section 1. The Committee shall form, by majority vote, Ad Hoc Committees entrusted with carrying out projects, events, research, and other activities of interest to Members

Section 2. Ad Hoc Committees shall have a Chair, approved by majority vote of the Committee, who shall report to the Committee on all the activities and expenses of the Ad Hoc Committee at regular intervals

Section 3. Any Member may propose and chair an Ad Hoc Committee approved by the Committee

Article X: Adoption and Amendment of Constitution

Section 1: This Constitution shall be adopted by a majority vote of at least 30% of History Department graduate students

Section 2: This Constitution may be amended when an Amendment is first approved by two-thirds of the Committee, and subsequently receives the majority vote of at least 30% of Members