

## GSGA Chartering Guidelines

- All groups must comply with the SGA basic requirements. These are:
  - Constitution with anti-discriminatory language
  - 10 members with 3 defined positions (President, Treasurer, and additional)
  - Faculty Advisor
- The mission and goals of the organization must be distinct from any other student group already chartered by GSGA. The new group must show benefit/support to graduate students across divisions.
- Process:
  1. Requestor submits for GSGA cross-divisional form on the SGA website.
    - a. Choose Graduate Wide
  2. After submission, GSGA will forward to each participating division
    - a. Example: If your group is cross-listed with Public Health and Theology, then each of those school's divisional councils must approve the charter.
  3. Each participating division goes through their process to acknowledge the group within 14 days
  4. Decision by each division is sent to GSGA. If acknowledged by all participating divisions, GSGA will then vote to acknowledge at the following GSGA general body meeting. If denied by any participating division, the group can appeal directly to GSGA.
  5. The charter request must be approved by majority vote at the monthly GSGA general body meeting. After approval the GSGA Secretary will forward the approval to the SGA Attorney General to begin the Smart Key process, if applicable.
    - a. Prior to the meeting, the GSGA Secretary will contact the group to request the required documents (constitution, roster, and faculty advisor information).
    - b. In order to be approved, at least one member of the group must attend the monthly GSGA meeting to present. Email [emorygsga@gmail.com](mailto:emorygsga@gmail.com) for date and time of next meeting.
- Any groups failing to meet these requirements may have their charter request denied or tabled until the following GSGA general body meeting at the discretion of the GSGA Executive Board.

### Explanation of Cross-Divisional Process

- For cross-divisional clubs comprised entirely of graduate students, charter will be approved by the GSGA who will set its own standards but all participating Divisions must approve first.

Fall 2013

- For cross-divisional clubs comprised entirely of undergraduate students, charter will be approved by the College Council who will set its own standards but all participating divisions must approve first.
- If graduate and undergraduate, charters will be split as graduate club under GSGA and undergrad under College Council (each club can get funding at each level and collaborate if they want to)
- Cross-Divisional Clubs will be funded first by their chartering division (GSGA & CC), second by the divisional councils whose students are members of the club
- SGA AG must be notified of all approved cross-divisional clubs to begin Smart Key process.