

1 **ACT 1819-AU-001**

2 **AN ACT TO MODIFY THE CGS DELEGATE ATTENDANCE POLICY**

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6 Sponsor: Governance Committee

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8 **Section 1:** The purpose of this act is to simplify and clarify the delegate attendance policy outlined in CGS'
9 Standing Rules.

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11 **Section 2:** The section the Standing Rules titled “CGS Delegate Attendance Policy” will be struck and replaced
12 with the following:

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14 **CGS Delegate Attendance Policy**

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16 In order to effectively advocate for graduate students, it is necessary that delegates or their alternates regularly
17 attend delegate meetings. CGS has adopted the following operating procedures for all meetings of the Council of
18 Graduate Students, except those held in summer term:

- 19 1. Delegates or their alternates are expected to attend all CGS delegate meetings. As a matter of professional
20 courtesy, delegates are encouraged to notify the Secretary in the case that absence cannot be avoided.
- 21 2. In the event that neither a delegate nor the delegate’s alternate attend two CGS delegate meetings in a row
22 or three CGS delegate meetings in an academic year, the Secretary will send a reminder letter to the
23 delegate requesting their attendance.
- 24 3. In the event that neither a delegate nor the delegate’s alternate attend three CGS delegate meetings in a row
25 or four CGS delegate meetings in an academic year, the Organization and Elections Committee will take
26 any appropriate steps to remove the delegate, including requesting the delegate’s resignation. Following
27 removal, the Secretary will notify the Chair of the former delegate’s Graduate Studies Committee of the
28 position vacancy.

29 This policy shall also apply during the summer term to those delegates and members of the executive committee
30 who have, at the last meeting of the spring term, indicated continued residency in the Columbus area for summer.

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32 **Section 3:** This act will take effect immediately.

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34 **Appendix - CGS Standing Rules - Delegate Attendance Policy**

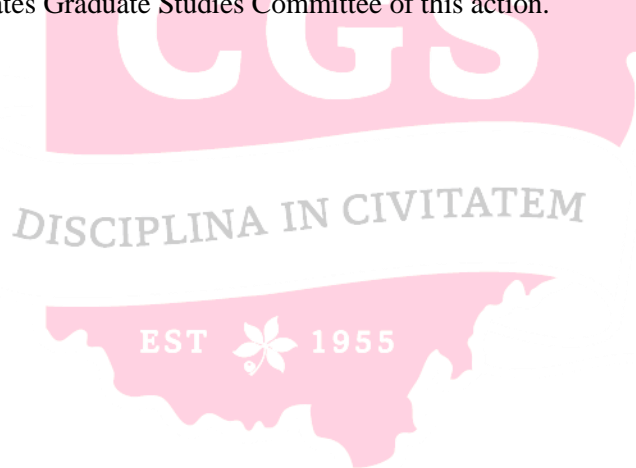
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36 The Council of Graduate Students is the representative body for all graduate students at
37 OSU. One of its strengths is its dedication to inclusiveness and participatory democracy;
38 There are over a hundred and fifty delegates representing almost ten thousand graduate
39 students at OSU, and CGS representation on over a hundred University and Senate
40 committees. Therefore, delegate participation in CGS is crucial to ensuring that graduate
41 student concerns from departments are brought to CGS, and that CGS delegates and
42 representatives share information of concern to each other.

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44 In order to function effectively on behalf of graduate students, CGS needs delegates to
45 attend delegate meetings. This helps delegates bring graduate student concerns to CGS,
46 vote on CGS positions regarding university and CGS policies, and obtain information
47 CGS gathers concerning the university and graduate students.

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49 The Executive Committee of CGS has therefore extensively discussed this Delegate
50 Attendance Policy and ways to make meetings more meaningful for delegates. Over the
51 last year, CGS has changed meeting days, times, conveniences, procedures and content to
52 make meetings easier to attend, more enjoyable, and more interesting for delegates. We
53 have also adopted the following operating procedures to implement the attendance policy.

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1. Delegates are expected to attend all CGS delegate meetings unless they have a reasonable excuse.
2. Reasonable excuses for not attending delegate meetings include classroom obligations such as teaching and attending class or tests, mandatory departmental meetings, obligations to family and work, and other reasons thought to be reasonable by the CGS Secretary. Please discuss other reasons with the Secretary for his or her consideration. This policy is intended to be flexible and reasonable, given the many obligations and demands on graduate students.
3. Delegates who cannot attend a meeting for these reasons should inform the Secretary of their reason, preferably prior to the meeting, through email or phone (614-292-4380).
4. When delegates miss two CGS delegate meetings in a row or three CGS delegate meetings over the course of the academic year due to an unexcused absence or without notifying the Secretary of an excusable reason, the Secretary will send a reminder letter to the delegate requesting their attendance, and a copy of the letter will be sent to the Chair of the delegate's Graduate Studies Committee.
5. When delegates miss three CGS delegate meetings in a row or four CGS delegate meetings over the course of the academic year due to an unexcused absence or without notifying the Secretary of an excusable reason, the Secretary shall take steps to decertify the delegate and send a letter notifying the delegate and the Chair of the delegates Graduate Studies Committee of this action.



Council of Graduate Students
at The Ohio State University