

# CONSTITUTION OF MASTERS OF INTERNATIONAL RELATIONS (MIR)

## **ARTICLE I: Organization Description**

### SECTION I: Name Origin

The name has a two-fold meaning, firstly it is an acronym for the type of students we represent: Master's of International Relations (M.I.R). Secondly, the direct translation of "mir" in the Russian language means peace and world. More specifically, this word refers to a village or community with the idea that all members of a community must work together cooperatively, and coincidentally, Mir was the name of the last Soviet/Russian space station, a cosmic outpost that served as a laboratory of international cooperation.

As graduate students in international relations, our immediate goal is to earn Master's degrees in International Relations. Additionally, our hope for the future is to work to make our world--our global community--more peaceful. Thus the acronym MIR captures our intention to earn our degrees, to master our academic discipline, and to bring our knowledge and skills together to find solutions to the difficult issues that face our planet.

### SECTION II: Purpose of Organization

The purposes and goals of MIR are:

1. To provide orientation, guidance, and support to new and continuing graduate students in the IR program while enrolled at SFSU.
2. To enhance the knowledge of IR program graduate students.
3. To aid IR program graduate students communicating with the Department.
4. To assist the IR program in maintaining a high quality graduate IR program website through feedback and technical support.
5. To establish a long-term support network to share information and opportunities between members after graduation.

### SECTION III: Organization Guidelines

This organization shall not affiliate with local, state, or national organizations that require its affiliates to support specific positions within the areas of economic, political, or social issues.

This organization shall adhere to the financial requirements of the Associated Students of San Francisco State University.

## **ARTICLE II: Membership**

### SECTION I: Membership Qualifications

All graduate students in International Relations are eligible for membership in MIR, provided they acquiesce to the following guidelines:

- 1) Be enrolled in SFSU or SFSU affiliate courses,

- 2) Maintain good standing within the university,
- 3) Conduct oneself in a professional manner to represent department and the university.

## SECTION II: Membership Guidelines

Membership shall not be denied on the basis of gender, race, creed, religion, sexual orientation, national origin, or national citizenship.

No student will have their membership revoked UNLESS there are violations to the guidelines outlined above and/or violations to university student guidelines, caused by, but not limited to, offensive or disruptive activities.

Revocation of membership shall be reviewed by the officers of the organization and advisor while providing an opportunity to the member under review to present his/her case regarding revocation of membership.

## **ARTICLE III: Officers**

### SECTION I: Executive Committee

There shall be an Executive Committee, consisting of:

- a) President
- b) Co-President
- c) Director of Finance
- d) Director of Communications
- e) Events Coordinator
- f) IR Undergraduate Representative (optional)
- g) Political Science Representative (optional)
- h) Faculty Advisor, a nonvoting member.

### SECTION II: Executive Committee Selection

- a) The outgoing President and Faculty Advisor shall appoint the new President during the spring semester of a school year.
- b) The Co-President shall be an incoming 1<sup>st</sup> year Masters student.
- c) The Co-President, Director of Finance, Events Coordinator, and Director of Communications shall be voted into office by a simple majority.
- d) The Undergraduate and Political Science Representative will be appointed by the Executive Committee.

### SECTION III: Executive Committee Responsibilities

The Executive Committee shall review all drafts of meeting minutes and shall unanimously consent to their publication by the Director of Communications.

The Executive Committee shall ratify all reciprocal representation agreements with other student organizations.

All Officers shall meet the eligibility requirements as defined by the Office of Student Programs/Leadership Development (OSPLD).

## SECTION IV: Officer's Duties

### **President**

- a) Shall be the chief executive of MIR
- b) Shall serve as the official point of contact between MIR and the Department of International Relations.
- c) Shall direct and coordinate the activities of the Executive Committee.
- d) Shall preside over meetings of the Executive Committee and of the membership of MIR.
- e) Shall co-sign checks.
- f) Shall delegate specific roles and responsibilities of the office of President to other elected Officers from time to time as may be needed.
- g) Shall appoint, with the advice and consent of the Executive Committee, an Acting Director to serve during the absence or unavailability the Co-President.
- h) If requested by the newly elected president, the outgoing president may act as an ad-hoc advisor once the official term of the elected president commences.

### **Co-President**

- a) Shall take on all responsibilities of the President in his/her absence.
- b) Shall organize and advertise social, and academic events for MIR.
- c) Serve as liaison with IR department professors to inform them of events relevant to class subject matter.
- d) May appoint, with the advice and consent of the Executive Committee, a Deputy Director to discharge the powers and duties of this office in his or her absence.

### **Director of Finance**

- a) Shall maintain the records of financial transactions of MIR
- b) Shall regularly advise the membership of its financial status
- c) Shall co-sign checks.
- d) Shall seek on and off campus funding sources for MIR events and/or administrative needs.
- e) May appoint, with the advice and consent of the Executive Committee, a Deputy Director to discharge the powers and duties of this office in his or her absence.

### **Director of Communication**

- a) Shall record and maintain minutes of meetings of the Executive Committee and of the membership of MIR. The DoC shall circulate a draft of the minutes of each meeting to the Executive Committee for review and comment, and shall circulate a final draft for approval. Once approved the DoC shall publish the minutes.
- b) Shall supervise the MIR online presence, including but not limited to, the website, email, list-serve, and facebook page.
- c) Shall disseminate International Relations event, scholarship, internship and employment opportunities to all members. The Director of Communication will play a valuable role in ensuring that the IR website for graduate students is current, comprehensive, and technically strong.
- d) Collect and maintain contact addresses, telephone numbers and email addresses of membership.

- e) Create, collect and maintain surveys, questionnaires or any other communication materials sent out to the members.
- f) May appoint, with the advice and consent of the Executive Committee, a Deputy Director to discharge the powers and duties of this office in his or her absence.

#### **IR Undergraduate and Political Science Representative**

- a) Shall attend all Executive meetings.
- b) Work with their perspective student organizations for partnerships of common subject matter events while not compromising the primary mission of MIR.
- c) May appoint, with the advice and consent of the Executive Committee, a Deputy Director to discharge the powers and duties of this office in his or her absence.

#### **Faculty Advisor**

- a) Shall advise the Executive Committee on all pertinent decisions
- b) Shall be a liaison between the Executive Committee and the IR faculty

### **ARTICLE IV: Rules of Order**

#### SECTION 1: Meetings

Executive meetings shall be held at minimum two times per semester. The President shall call additional meetings as needed.

A quorum is considered to exist when a number of members are present equal to one-half plus one of the number of members who were present at the best attended meeting held during the previous year.

All meetings shall be conducted according to accepted Parliamentary Rules of Procedure. All motions need receive only a simple majority of those voting to carry.

### **ARTICLE VIII: Amendment of Constitution**

#### SECTION 1: Student Group Rules

This Constitution shall be amended on the basis of a simple majority vote all members by one of the following means:

At a duly called MIR meeting. Said meeting may be supplemented by a duly called online poll should membership presence at the meeting where a constitutional amendment request is submitted, is below 60% of membership; or in a duly called online poll.

#### SECTION 2: University Rules

The revised Constitution shall be sent to the OSPLD for approval, and shall not come into force until the Executive Committee has received such approval.