

THE CONSTITUTION OF THE INTERSCHOOL GOVERNING BOARD

(Revised and Ratified March 20th, 2017)

PREAMBLE:

The Interschool Governing Board (IGB) was initiated by the Student Affairs Committee (SAC) of the Columbia University Senate in direct response to the expressed needs of graduate student groups whose composition and mission do not fall under the immediate jurisdiction of current governing boards or individual school councils. In an effort to foster strong academic and personal relations, this Constitution has been drafted to address the specific recognition and funding needs of graduate interschool student groups.

INTERSCHOOL GOVERNING BOARD MISSION STATEMENT:

The mission of the IGB is to represent and serve the needs of Columbia University's student organizations, whose membership consists of multiple graduate schools or at least one graduate and undergraduate schools, and who do not fall under the immediate jurisdiction of other governing boards or school councils. IGB is dedicated to supporting such student organizations in their efforts to bridge gaps between various academic disciplines at Columbia by creating a dynamic sense of community that facilitates multi-disciplinary programming and dialogue.

DEFINITIONS:

1. Student groups in the process of applying for and/or waiting for IGB recognition and funding shall be referred to as or "groups." Upon recognition, "groups" will henceforth be recognized as "clubs."
2. "Student media credentials" shall refer to media credentials available to only student media outlets and/or student freelance journalists for them to report on alleged Rules of University Conduct violation proceedings. Persons issued Student Media Credentials are entitled to a presumption that the holder is acting in their role as a journalist and, therefore, are not in violation of the Rules of University Conduct.
3. "Student media outlets" shall refer to any media organizations composed of entirely by Columbia University students.
4. "Student freelance journalists" shall refer to Columbia University students who either write articles/blogs/ etc. for no organization or who do so for an organization composed of and/ or managed by people who are not Columbia University students.

Article I — STATEMENT OF PURPOSE:

1. IGB shall oversee the allocation and distribution of interdisciplinary student Club activities funds.
2. IGB recognizes the obligation to:
 - a. Foster dialogue and communication among Columbia's individual schools,
 - b. Work toward meeting the needs of students with common interests not organized into formal groups, and,
 - c. Provide an opportunity for graduate schools to collaborate and combine skill sets in order to cultivate accelerated academic and social environments.
3. In order to strengthen Columbia's academic community the IGB shall provide a network for otherwise distinct and separate schools to unify, as well as promote collaboration between graduate and undergraduate schools expressing similar goals and projects.

Article II — IGB COMPOSITION AND DELEGATE SELECTION:

1. The composition of IGB will consist of one graduate and one undergraduate administrator serving in an advisory and non-voting roll, a member from SAC, and a Student General Body composed of at least 1 student delegate from each of the schools in the Columbia University System (Barnard – BUS – CC – GS – GSAPP – GSAS – LAW – PH – P&S – SEAS Undergraduate – SEAS Graduate – SIPA – SoA – SoD – SoJ – SoN – SPS – SSW – TC – UTS – JTS)
 - a. The number of student delegates from each school will be determined by a combination of student population per school, how many years the students are typically in school, and whether they are a graduate/ professional school (Graduate/ professional schools are given a higher weight). Weighting factors are at the discretion of the IGB Chair with the consent of the IGB Executive Board.
 - b. The number of student delegates as of the Spring 2017 semester will comprise of 1 student delegate from each school, except for CC, SEAS Graduate, and GSAS. CC will be allocated 2 student delegates, SEAS Graduate and GSAS will each be allocated 3 student delegates. A re-evaluation of the composition of the board will occur annually in the Spring semester.
2. Delegate Selection.
 - a. Student General Body. Will be nominated by their respective schools' student body under the direction of the administrative advisors and elected student Senator. Selections for the new term of office will be held in the academic spring semester, if possible.
 - b. Administrative Advisors. Will serve on a voluntary basis. Positions will be made up of a graduate administrator and an administrator from the Office of Undergraduate Student Life, both appointed by SAC. Persons to serve as administrative advisors will serve as non-voting advisors to the IGB.¹
 - c. Student Affairs Committee Chair. The elected senators comprising SAC will appoint one of the members elected to its own Executive Committee to sit on the IGB Executive Board. This member will serve as a liaison between the IGB and SAC in order to promote continuity and legitimacy within IGB and increase access to administrators.
3. Terms of Office: Students
 - a. Duration: Student delegates shall hold their positions for a minimum of 1 academic year. Participating students enrolled in programs extending beyond 1 academic year are encouraged to serve a 2-year term to promote continuity.
 - b. Each school is responsible for conducting appointments and selecting delegate terms that best suits their program, but the process must be consistent and reported to IGB.
4. Terms of Office: Administrative Advisors
 - a. Duration: Administrators shall hold their positions indefinitely until revisited by SAC. SAC will revisit the administrative appointments if the administration feels their office is no longer capable of advising IGB or a position is created within a separate office deemed more appropriate for housing IGB.
5. Terms of Office: SAC Executive Member
 - a. Duration: The SAC Executive advisor shall hold his/her position for at least 1 academic year until the new Executive Board is elected at the end of the Spring semester.

Article III — IGB STRUCTURE AND RESPONSIBILITIES:

1. All IGB Delegates:
 - a. Are considered in good standing if s/he has fulfilled all of the duties of an IGB delegate outlined below:

¹Administrators, herein, refer to the positions from different schools, not the individual persons themselves.

1. All delegates should strive to attend every IGB meeting. A delegate must have attended at least two of the past four IGB meetings, including the present meeting at which voting is taking place.
 2. Each delegate shall serve on one IGB committee and should strive to attend all meetings of the committee on which one serves.
 3. Provide support and positive collaboration between IGB student clubs.
 4. Actively monitor clubs and delegates and report instances that warrant review of club or delegate legitimacy.
- b. Only delegates in good standing receive voting privileges.
 - c. Good standing may be granted to any delegate by a 2/3 majority vote of the IGB body in good standing.
2. IGB Executive Board:
- a. Elections: A Chair, Vice-Chair, Secretary, Treasurer, and Communications Chair shall be elected from among the student delegates before Thanksgiving in the Fall Semester. Their term begins on the first day of classes in the Spring semester.
 - b. Eligible Candidates: IGB delegates that have served for at least one full semester are eligible to run for a position on the IGB Executive Board.
 - c. Eligible Voters: All IGB delegates in good standing.
 - d. Chair and Vice-Chair: The Chair shall officially call each meeting of the IGB, preside over such meetings, and serve as the primary spokesperson to Columbia University. The Vice-Chair shall preside over meetings in the absence of the Chair and is responsible for updating clubs of their recognition status.
 - e. Secretary: Shall take minutes of general IGB meetings and post them on the IGB website and make them available as soon as possible to all IGB delegates in electronic form and the Columbia community at large.
 - f. Treasurer: Responsible for maintaining the total funds available for allocation to student Clubs. The Treasurer will keep other IGB delegates informed of detailed information regarding these funds and is responsible for updating clubs of their funding allocation.
 - g. Communications Chair: Responsible for: (1) updating the IGB website, including but not limited to IGB personnel directory, organization directory, co-sponsorships, events, governing documents, policies, calendars, and club recognition and funding request forms (2) brand usage, control and standardization, and (3) co-branding IGB on advertisements for events and co-sponsorship to which IGB funding has been allocated.
 - h. A representative from SAC's Executive Board will be elected and appointed by SAC's general body as a voting member of the IGB Executive Board. This member will sit on the Executive Board in a largely advisory role to assist with running elections, filling General Body and Executive Board seats, and ensuring continuity throughout terms.
 - i. In the event that a board vacancy occurs, any other sitting IGB member in good standing is eligible to run in a special election. Special elections are to occur at the next IGB meeting at least seven days after the vacancy is announced.

Article IV — EXPULSION OF IGB DELEGATES:

1. All elected or appointed delegates of IGB may be expelled for failing to fulfill the responsibilities set forth in Article III of the IGB Constitution.
2. Any IGB delegate in good standing may propose expulsion of another delegate directly to the acting IGB Chair. The proposing delegate must provide a list of reasons warranting expulsion. In the event that the Chair is to be expelled or has a conflict of interest, the proposal shall be directed to the SAC Chair. The origin of the proposal is to remain anonymous.

3. The IGB/ SAC Chair shall notify the delegate in question at least one week before the vote for expulsion takes place. The Chair must provide the delegate in question with the list of reasons warranting their expulsion (Article IV, Section 2).
4. Expulsion of a delegate may be voted on at a regular meeting of the IGB or at a special meeting. The delegate in question must be given the opportunity to address the list of reasons warranting their expulsion. The proposal for the expulsion must be ratified by 2/3 majority vote of current delegates in good standing.
 - a. All vacancies must be filled by students attending the same school as the expelled delegate.
 - b. Vacant positions may be filled by nominations from current IGB delegates or the school that the delegate was from, after which special elections will be held during which current delegates vote on the nominees.
 - c. Vacant positions may also be filled by appointment from the Chair. These appointments are subject to approval by a 2/3 majority vote by the IGB.
 - d. Vacancies by administrative advisors shall be filled by notifying SAC so that that body may find another advisor.
5. In the event that the Chair is expelled, the Vice-Chair shall become the acting Chair until the next regular meeting of the IGB, at which time a majority vote shall be necessary for his/her continuation as Chair or nominations can be sought from the entire IGB body.

Article V — IGB CLUB RECOGNITION CRITERIA:

1. Student groups applying for IGB recognition after January 2016 are subject to the recognition criteria outlined in this Constitution. Student clubs recognized by IGB preceding January 2016 are excluded from Article V, Section 2, Clause A of the current IGB Constitution. This exception is granted due to actions of prior leadership that have since been deemed unconstitutional following the dissolution of IGB in December 2015. These student clubs should not suffer as a result of updated changes to the IGB Constitution in January 2016. In the event that one of the clubs preceding January 2016 is discontinued under IGB, the student group is subject to the full criteria as outlined in this Constitution if they re-apply for recognition.
2. To be a Recognized Student Club by IGB, a group must:
 - a. Have a membership consisting of at least one-half (1/2) of the students from the Columbia University graduate and professional schools (includes EVERY SCHOOL/AFFILIATE except Barnard, Columbia College, General Studies, Undergraduate SEAS);
 - b. Have a membership consisting of students spanning multiple schools, where not more than one-half (1/2) of the students are from the same school/college;
 - c. Not have a membership consisting of at least one-half (1/2) of the students from the sum of the following schools: (a) Barnard College, (b) Teachers College, (c) Jewish Theological Seminary, (d) Union Theological Seminary, (e) School of Public Health, (f) College of Physicians and Surgeons, (g) College of Dental Medicine, (h) School of Nursing;
 - d. Not duplicate the function and/or stated purpose of any other IGB club, governing body, or student group on campus.
 - e. Have a membership minimum of at least 10 student degree-candidates as members when applying for recognition.
 - f. Provide the IGB any information requested with regards to resources and uses of funding.
 - g. Assume financial responsibility from club funds for damage caused by the club to any utilized space or equipment.
 - h. Accept the constitution, bylaws, and decisions made by IGB and attend necessary training.
 - i. Be open to all members of the Columbia community regardless of race, ethnicity, national origin, religion, sexual orientation, gender, veteran's status, or physical ability.
 - j. Accept all rules mandated by University policy and local, state, and federal law.

- k. Criteria (a) and (b) are suspended for clubs that do not qualify to be recognized under the jurisdiction of any other Columbia University board, council, or any other entity that can provide monetary funds and/or group space.
3. A student group's space allocation, membership privileges, and/ or recognition may be terminated immediately by the IGB if that group:
 - a. As its main purpose actively engages in 1) lobbying for legislation pending in any governmental body or 2) campaigning of any person running for public office.
 - b. Has any outstanding financial obligation to IGB or other University body, unless a plan is agreed and adhered to for settlement of the obligation.
 - c. Engages in, sponsors, or threatens physical violence or destruction of property.
 - d. Knowingly covers or obscures the activities or objectives of another group or persons for the use of the University's name or facilities.
 - e. Intentionally misleads or misrepresents its intentions to IGB.
 - f. Has been inactive and/or dormant for 2 consecutive academic semesters.
 - g. Fails to fulfill its membership responsibilities as outlined above.

Article VI — STUDENT MEDIA CREDENTIALS

1. By a simple-majority vote of IGB delegates in good standing, the IGB will decide whether or not to grant student media outlets and/ or student freelance journalists student media credentials.
2. Student Media Outlets' Applications:
 - a. A student media outlet may apply for a Student Media Credential, valid until May 31 following the end of that academic year during which the application was submitted.
 - b. Credential requests for editorial staff of a University-recognized news media outlet must be submitted by the Director / Editor-in-Chief of the news outlet.
 - c. All requests for credentials should be included in the ONE application.
 - d. The Editor-in-Chief should submit the request as the "Contact" with all editorial staff they assign as Editorial Staff.
 - e. Student media outlets must adhere to all of the procedures stipulated in their application, found herein:
http://senate.columbia.edu/information/Application_MediaCredential_MediaOutlet_ExtendedDeadline.pdf.
3. Student Freelance Journalists' Applications:
 - a. A student freelance journalist may apply for a Student Media Credential, valid until May 31 following the end of that academic year during which the application was submitted.
 - b. Student freelance journalists must adhere to all of the procedures stipulated in their application, found herein:
http://senate.columbia.edu/information/Application_MediaCredential_Freelance_ExtendedDeadline.pdf.
4. Timeline of Applications for Student Media Outlets and Student Freelance Journalists:
 - a. Fall Semester: Applications in the Fall Semester may be submitted until midnight on October 9th and until midnight November 30th
 - b. Spring Semester: Applications in the Spring Semester may be submitted until midnight January 30th and until midnight April 30th
 - c. Applications will not be accepted at any other time.

Article VII — OTHER POWERS

1. One-half of the IGB members, in conjunction, may call the IGB to meet.
2. Emergency Powers:
 - a. During the academic year, the IGB Executive Board may assume any powers and/or

duties pertinent to IGB business not herein designated for a specific party. By a 2/3 majority vote of the IGB at the next IGB meeting, the use of such powers and/or duties can be re-directed and/or such powers and/or duties can be re-designated.

b. During the summer recess, the IGB Executive Board may assume any powers and/or duties pertinent to IGB business not herein designated for a specific party.

Article VIII — AMENDING THE CONSTITUTION:

1. The most recent version of this constitution shall govern the IGB, a continuing body, whose actions are valid unless subsequently repealed or modified.
2. The preamble, mission statement, and Article I may only be amended with a simple majority of SAC approval.
3. Amendments to the constitution may be proposed by any delegate of the IGB in good standing.
4. Ratification of Amendments require a 2/3 majority of all IGB delegates in good standing.
5. Amendments to the constitution must be noted in the meeting minutes and must appear in an updated version of the constitution on the IGB website, noting when the amendment took place.
6. Amendments shall take effect immediately upon their ratification.