

**Constitution of the Anthropology Graduate
Student Association (AGSA)**

*University of Texas at Austin
Department of Anthropology*

Contents

- I. Name**
- II. Mission Statement**
- III. University Compliance**
- IV. Prohibition of Hazing**
- V. Eligibility**
- VI. Title IX**
- VII. Membership Criteria**
- VIII. Structure**
- IX. Elections**
- X. Meetings**
- XI. Finances**

Department of Anthropology
Anthropology Graduate Student Association (AGSA)
Constitution

I. NAME: This organization shall be known as the Anthropology Graduate Student Association (AGSA) of the Department of Anthropology at the University of Texas at Austin. For more information visit our website (<https://liberalarts.utexas.edu/anthropology/graduate/agsa.php>).

II. MISSION STATEMENT: The Anthropology Graduate Student Association shall be the main representative body for graduate students in the Department of Anthropology, and the primary platform for graduate students to communicate and organize around issues that impact their lives throughout their time in the program. The organization allows us to unite and push for specific curriculum and classes as well as access to resources and professional development opportunities. This collective is composed of graduate students from all four subfields (i.e., archaeology, linguistic anthropology, biological anthropology, and sociocultural).

AGSA has made it a core mission to provide graduate students a forum for representation within the Department through organizing the New Directions in Anthropology Conference (NDIA) and has been crucial to building the anthropology student community and organizing on behalf of students over matters of social importance to their experience while in the program and in Austin at large. More recently (starting Fall 2020), AGSA will be working with the Graduate Advisor, Associate Chair, and Graduate Coordinator to create a new liaison committee composed of representatives from each subfield that will allow the Department to be more receptive to graduate students' concerns as they emerge (see Section VIII.2.h. below). Finally, AGSA has encouraged and organized the connection between Graduate Student Mentors and incoming students to guide them through life in the program. A crucial part of this initiative is to create a mentorship group specifically for international students to offer resources and support in navigating language barriers, financial issues, and the expectations of academia in the United States. For more information or to request any guidance, students may contact AGSA representatives at agsa.ut@gmail.com.

III. UNIVERSITY COMPLIANCE

This organization is a recognized student organization at The University of Texas at Austin and shall comply with all campus policies as set forth in the *Institutional Rules on Student Services and Activities and Information on Students' Rights and Responsibilities*.



IV. PROHIBITION OF HAZING

State law and Sec. 14-103(3) of the *Institutional Rules on Student Services and Activities*

and Information on Students' Rights and Responsibilities define hazing as any intentional, knowing or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in or maintaining membership in any organization whose members are or include students at an educational institution.

V. ELIGIBILITY

All graduate students in the Anthropology department are part of the AGSA audience and upon registration for their first semester, anthropology graduate students are immediately included in AGSA emails and notifications (defined in section VII). Active voting members of AGSA are elected yearly as a board (see section VII and VIII).

In accordance with Sec. 6-202(a)(3) of the *Institutional Rules on Student Services and Activities and Information on Students' Rights and Responsibilities*, AGSA may not deny membership on the basis of race, color, religion, national origin, gender, age, disability, citizenship, veteran status, sexual orientation, gender identity, or gender expression.

All AGSA members are responsible of being up to the date with the following policies:

1. Nondiscrimination Policy [HOP 3-3020](#);
2. Consensual Relationships Policy [HOP 3-3050](#);
3. Prohibition of Campus Violence [HOP 8-1010](#);
4. Notice of Non-discrimination on the Basis of Sex/Gender [Spring 2019](#).

VI. TITLE IX

As part of our commitment to providing an educational and working environment free from sexual misconduct, AGSA may restrict membership based on the provisions of Title IX and the revised policy on the Prohibition of Sexual Assault, Interpersonal Violence, Stalking, Sexual Harassment, and Sex Discrimination laid out in [HOP 3-3031](#) of the University of Texas at Austin.

VII. MEMBERSHIP CRITERIA

1. In accordance with Sec. 6-202(a)(2) and Sec. 6-302 of the *Institutional Rules on Student Services and Activities and Information on Students' Rights and Responsibilities*, AGSA limits membership to graduate students affiliated to the Department of Anthropology at the University of Texas at Austin. A graduate student may not be registered in the Department of Anthropology to be a member of AGSA, but they must maintain their affiliation with the Department throughout

their time participating within the association. “Affiliation” is defined as the following:

- a. registered as graduate student in the Department of Anthropology;
 - b. actively registered in courses offered by the Department of Anthropology;
 - c. having one (or more) Anthropology Faculty members serve in their committee;
 - d. be employed in the Department of Anthropology as a Teaching Assistant/Graduate Research Assistant/Other.
2. “Affiliation” is not limited to the aforementioned situations, but the student must demonstrate to have sufficient involvement within the Department of Anthropology so that the decisions and activities on which they partake as an AGSA member are consequential to both, their status as graduate student and the anthropology graduate student body as whole.
 3. “Affiliation status” for graduate students that do not fall within the formal definition must be brought to the AGSA Board for deliberation and voting.

VIII. STRUCTURE: The organization consists of a Board and all of the affiliated anthropology graduate students.

1. Board Functions: Meet monthly to communicate about issues in the department, graduate school and wider UT campus affecting graduate students. Main center of communication between the Anthropology graduate student Anthropology faculty. Acting on behalf of Anthropology graduate students in raising issues and changes needed within the community and department.
2. Officials - New representatives are selected at every academic year.
 - a. Co-Coordiators: two (2) positions from different subfields. They are in charge of organizing board meetings, keeping the schedule of tasks to be carried out throughout the semester, are in charge of the listserv, and maintaining updates to the website, and ensure that AGSA remains enrolled as a student organization each year. Co-Coordiators are responsible for organizing and leading all AGSA General and Board meetings.
 - b. Expanded Budget Council (EBC) Representatives: two (2) positions from different subfields. Representatives are responsible for attending the Department of Anthropology’s EBC monthly meetings and report back to AGSA on issues pertinent to gradient student life. Representatives are also responsible for communicating important information about graduate student issues to the EBC.

- c. Graduate Studies Steering Committee (GSSC) Representatives: two (2) positions from different subfields. Representatives are responsible for attending the Department of Anthropology's GSSC monthly meetings and report back to AGSA on issues pertinent to graduate student life. Representatives are also responsible for communicating important information about graduate student issues to the GSSC.
 - d. Organizers "New Directions in Anthropology Graduate Student Conference (NDIA)": four (4) positions (minimum), from each subfield. Representatives are responsible for fully organizing all the logistics related to organizing the NDIA conference (e.g., budget, inviting speakers, organizing location and schedule as well as publicizing), which occurs every other year.
 - e. Social Chair: One (1) representative from any subfield is responsible for organizing social gatherings for anthropology graduate students.
 - f. Survey Planning Committee: two (2) positions from different subfields. Representatives are responsible for updating the *Anthropology Graduate Student Survey* and the *Climate Survey*, administering the surveys twice a year (i.e., at the beginning and end of the academic year), and producing the reports. Reports are then submitted to the AGSA co-Coordinators to be disseminated to Faculty, Staff and the Graduate Student Body.
 - g. Graduate Student Assembly (GSA) Representative: one (1) position from any subfield. Representative is responsible for attending the larger Graduate Student Assembly's monthly meetings and reports back to AGSA on issues pertinent to decisions and topics discussed. Representatives are also responsible for communicating important information about graduate student issues to the GSA.
 - h. Graduate Liaison Committee: Four (4) positions, one (1) representative per subfield. Representatives are responsible for attending meetings with the Graduate Adviser to communicate graduate student needs per subfield.
3. Affiliated members - all students that qualify for membership and are active in AGSA.
- a. Affiliated members have the responsibility to attend General Meetings and answer all AGSA surveys to the best of their capabilities.
 - b. A member is considered active if they attend at least one (1) General Meeting during the academic year.

IX. ELECTIONS

1. Elections for Board officials will be held at the *General Meeting* at the beginning of every academic year (early September).

2. Voting procedures - Quorum for AGSA board is set to 5 (five). With quorum met, AGSA board members may vote and pass decisions. When decisions require full graduate student body input, surveys are circulated through our listserv.
3. During the first *General Meeting* of the academic year, students volunteer for the position they want to hold.
4. All positions are finalized during the first General Meeting with the approval of all those present during the meeting.
 - a. Any student objecting to another student holding one or any of the positions is responsible for attending the meeting. If they are unable to attend the meeting, then they must inform their concerns to the co-coordinators within 24 hours of the meeting.
5. In the event that no new person volunteers for a position, then the person holding the position currently will be asked to consider extending their term for another academic year or until a new person is able to take up the role.
 - a. On rare occasions, one student may hold two (2) appointments/positions if one position cannot be filled, but in no case are they allowed to hold more than two.
 - b. A student may choose to continue to hold their position for more than one (1) term (i.e., one academic year) given they attend the first General Meeting and it is approved by the Board and student body in attendance.
6. Officers are announced after the first *General Meeting* via email through the listserv by the co-coordinators.
7. Incoming board members will start their responsibilities no later than a week (7 days) after the *General Meeting*.

X. MEETINGS

1. Board meetings take place monthly starting in September (Fall semester) and January (Spring semester). Co-coordinators are responsible for setting up the time, meeting locations (or zoom links), and sending announcements/reminders. The September meeting of each year is organized by outgoing co-coordinators to facilitate transitioning between outgoing and incoming Board members.
2. General meetings (open to all anthropology graduate students) are held once a semester in the first month of the semester, after the initial board meeting. Elections are held at the first General Meeting of the year (in Fall semester).
3. Emergency General and Board meetings may be scheduled whenever needed for issues, changes and events that require extra attention or immediate decision-making from AGSA.

Emergency General and Board meetings may be scheduled whenever needed for issues, changes and events that require extra attention or immediate decision-making from AGSA.

XI. FINANCES

1. AGSA does not require or receive dues from its members or its board committee.
2. Special Purpose Funds: Any funds collected or held by AGSA must be deposited into an Anthropology Department account within 14 day. Report on all funds collected and held along with a detailed spending plan will be reported to AGSA board at least 4 times a year (beginning and end of each semester).
3. Finances are handled through the Anthropology Department financial chair

XII. AMENDMENTS

1. All amendments to the AGSA Constitution will be communicated and voted on by organizing a General Meeting where all Board members and a minimum of 5 students attend. The announcement for the General Meeting will be sent to the anthropology graduate student population through the listserv.
2. Amendments may be proposed by any AGSA member.
3. Any new documents must be uploaded to the documents section of their HornsLink profile within 14 days of approval by board members.