



**Franklin University
Doctoral Student Association (DSA)**

ARTICLE I

This student-led organization will be named as Doctoral Student Association (DSA).

ARTICLE II

MISSION & GOALS

Mission Statement

The mission of DSA is to promote professional growth and development of all doctoral students at Franklin University.

The goals of DSA is to encourage the exchange of research ideas and to support all doctoral students to go through their doctoral journey at Franklin University. Also, DSA will serve as a career connection. To do so, DSA will organize regular online meetings, build its infrastructure, connect with faculty, and provide peer knowledge to its members. It will build the possibility to network with our career office, build community connections, and build networking between students.

ARTICLE III

Membership shall be open to all Franklin University Doctoral Students and Doctoral Candidates.

ARTICLE IV

Finance:

The Doctoral Studies will also provide financial support to meet the needs of the DSA.

The fiscal year of this organization shall be August 1 through July 31.

ARTICLE V

Faculty Sponsor

DSA will have one doctoral faculty sponsor (FS) to be appointed by the Dean of Doctoral Studies.

- A. FS will serve as a liaison between DSA and all doctoral faculty members.
- B. FS will guide the research topics and discussions generated by DSA.

Officers and Elections

Officers. The elected officers of this organization shall be President, Vice President, Secretary/Treasurer.

Qualifications for Office.

- A. Only currently enrolled active members are eligible to hold office.
- B. Officers must maintain a minimum GPA of 3.5.

Elections.

A. The officers of this organization shall be elected annually at a general meeting of the active membership. The elections are to be gathered via Survey Monkey/Google Forms/Microsoft Forms and announced at the annual August meeting. Notification and Link to the election ballot will be sent via Franklin Email System.

B. A majority vote shall be required for elections. If no candidate for an office receives a majority vote on the third vote, the candidate receiving the lowest number of votes for that vote shall be dropped from the fourth vote. If necessary, the candidate receiving the lowest number of votes for that vote shall be dropped from each subsequent vote until one candidate receives a majority of the votes.

Term of Office. Officers shall be elected for one year with the option of renewal for an addition two consecutive term (years).

Vacancy in Office. A vacancy in any office, other than that of President, shall be filled by appointment by the President with the approval of the Executive Committee. Should the office of President become vacant, the Vice-President shall automatically become President.

ARTICLE VI

Duties of Officers

The President shall:

- A. Serve as Chairman of the Executive Committee,
- B. Perform duties for the promotion and development of the organization.
- C. Hold regular meetings of the organization
- D. Help in organizing events

The Vice-President shall:

- A. Assist the President in the promotion and development of the organization,
- B. Assist in planning organization meetings, and
- C. Serve in the absence of the President.

The Secretary/Treasurer shall:

- A. Keep an accurate record of all minutes and share those minutes with the other officers and all the members.

- B. Send email notifications as needed with the direction of the president and/or vice president.
- C. Keep an accurate record of expenses and disbursements, and
- D. Present an annual financial report to membership.

These officers shall serve on the Executive Committee, perform the duties prescribed in these Bylaws, and perform such other duties as are directed by the organization Advisors not inconsistent with these Bylaws or other rules adopted.

ARTICLE VII

Executive Committee

The Elected Officers of this organization, along with the Appointed Committee Chairs shall constitute the Executive Committee.

Duties. The Executive Committee shall:

- A. Adopt policies of operation for the organization,
- B. Approve committee appointments and the creation of new committees by the President
- C. Approve appointments by the President to fill vacancies in office,
- D. Review all proposed amendments to the Bylaws,
- E. Present to the general membership, with recommendations, proposed amendments to the bylaws, and
- F. Perform such other duties as are prescribed by these Bylaws.

Meetings. Meetings shall be called by the President, or upon the written request of three voting members of the Executive Committee.

Quorum. The quorum for all business meetings shall be a majority of the members of the Executive Committee.

ARTICLE VIII

Working Committees

- Discussion Board Committee
- Zoom Meetings Committee
- Articles and Resources Committee
- Communication Committee