
Constitution for the PhD Council

Columbia IEOR PhD Program

Article I: Name and Purpose

Section 1. Name

The name of this organization shall be the **Columbia IEOR PhD Council**, hereafter referred to as “PhD Council,” “Council,” or the “organization.”

Section 2. Purpose

The purpose of the PhD Council is to:

- **Advocate for the interests of the PhD students** within the Columbia IEOR PhD program, ensuring their academic, professional, and personal needs are represented within the department, university, and broader academic community.
- **Foster a strong and inclusive community** among current PhD students, alumni, and faculty within the Columbia IEOR program, encouraging collaboration, mentorship, and a supportive academic and social environment.
- **Organize activities and programming** that benefit PhD students, including academic development, career preparation, social events, and wellness initiatives.
- **Support students before, during, and after the program**, ensuring that their interests and well-being are prioritized throughout their academic journey and as they transition into the next stages of their careers.

Article II: Membership

Section 1. Eligibility

All PhD students enrolled in the Columbia IEOR program who are in good standing are eligible for consideration for membership.

Section 2. Joining Process

Eligible PhD students may apply for Council membership during the recruitment periods, which take place at the end of each fall and spring semester. Membership applications must be submitted to the Council in writing. Membership shall be granted upon approval by a majority vote of the Council, conducted at the end of the recruitment period.

Section 3. Council Terms

Council terms shall begin on January 1 for members approved in the fall semester and June 1

for those approved in the spring semester. All terms shall conclude on May 31 unless renewed as specified in Section 4.

Section 4. Term Renewal

At the end of each spring semester, all Council members shall participate in a self-review process to determine whether they will continue serving. Those who choose to renew must submit their decision in writing to the Council. The terms of members who do not renew shall end on May 31.

Section 5. Rights and Responsibilities

- **All members** have the right to:
 - Lead initiatives, present updates, and request resources to support their projects.
 - Vote on the Council's key decisions and participate in developing Council activities.
 - Attend and participate in all Council meetings and events.
 - Vote on general issues brought before the Council.
 - Vote on prospective members and executive board members.
- **All members** are responsible for:
 - Upholding the mission of the PhD Council and actively contributing to its goals.
 - Respecting the values of collaboration, professionalism, and inclusivity within the Council.
 - Regularly attending council meetings during the academic year.

Section 6. Termination of Membership

Membership in the PhD Council is terminated under any of the following conditions:

- End of term unless the member chooses to renew their term as specified in Section 4.
- Graduation or official withdrawal from the PhD program.
- Voluntary resignation submitted to the Council in writing.
- Expulsion by a two-thirds majority vote of the Council. Grounds for expulsion may include behavior inconsistent with the Council's mission, loss of good standing with the department, or other circumstances deemed appropriate by the Council.

Article III: Executive Board

Section 1. Officer Positions

The officers of the PhD Council shall be composed of members of the Council and be called the Executive Board. The permanent officer positions shall be:

- **President:** Oversees the operations of the Council, represents the Council to the department and university administration, and chairs Council meetings.

- **Vice President:** Assists the President and assumes the President's duties in their absence. Focuses on organizing events and initiatives.
- **Secretary:** Keeps records of Council meetings, sends communications to members, and maintains the Council's documents.
- **Treasurer:** Manages the Council's budget, fundraising efforts, and financial reporting.

Section 2. Eligibility

Any Council member who does not intend to graduate during the upcoming officer term is eligible for election as an officer. No Council member may serve in more than one officer role simultaneously.

Section 3. Election of the Executive Board

Executive Board members shall be elected annually by a majority vote of the PhD Council before June 1.

Section 4. Term of Office

Each officer shall serve a one-year term, beginning on June 1 and ending on May 31 of the following year.

Section 5. Responsibilities

The Executive Board will:

- Meet regularly outside of general Council meetings to discuss ongoing initiatives, plan Council activities, and address any operational matters needing attention.
- Work closely with Council members to ensure initiatives are progressing and that resources are available to support their efforts.
- Facilitate communication and coordination within the Council, ensuring all members are informed and aligned with the Council's goals.
- Meet regularly with academic and administrative heads of the department to represent Council interests and garner support.
- Assign titles and corresponding responsibilities to other Council members when necessary.

Section 6. Decision-Making Powers

The Executive Board has the power to make decisions for the structure and operations of the Council. Any Executive Board decision may be overruled by a majority vote of all Council members.

Section 7. Removal and Vacancies

Officers may be removed from office either by submitting a written resignation or by a two-thirds majority vote of all Council members. In the event of an officer vacancy, a special election shall be held to fill the position.

Article IV: Meetings

Section 1. Purpose of Meetings

The PhD Council shall hold regular meetings during the academic year. These meetings will serve as a platform for Council members to discuss and vote on Council matters.

Section 2. Quorum

A quorum shall be defined as the presence of at least two thirds of the Council members.

Section 3. Voting

Any vote must take place in a quorum.

Article IV: Amendments**Section 1. Proposal of Amendments**

Amendments to this constitution may be proposed by any member of the PhD Council. Proposed amendments must be submitted in writing and discussed during a regular Council meeting.

Section 2. Ratification

Amendments to the constitution will be ratified by a two-thirds majority vote of the Council members present during the quorum at which the vote is held. A quorum shall be defined as the presence of at least two-thirds of the Council members to make decisions and vote.

Section 3. Adoption of Amendments

Amendments shall take effect immediately upon adoption unless otherwise specified in the amendment.
