Morgridge College of Education Student Association (COESA)

Article I. Name and Mission

Section 1. The name of this organization shall be the College of Education Student Association (COESA).

Section 2. The mission of this organization is to embrace the growth of international education at the University of Denver and the greater education community and facilitate the development of best practices around issues related to the internationalization of education, including study abroad, global leadership development, international student support services, international research collaboration and partnerships, and globalizing the curriculum.

Section 3. In conjunction with its mission, COESA shall:

A. Facilitate the development of best practices around issues related to the internationalization of education, including study abroad, global leadership development, international student support services, international research collaboration and partnerships, and globalizing the curriculum.
B. Provide students studying in the College of Education (COE) an opportunity to engage in collegial and social relationships with faculty, peers, and experts in the field.
C. Encourage and promote professional, intellectual, and social interaction between students, faculty, staff, and administration in the College of Education.
D. Enhance communication on international education issues within the College of Education between students, faculty, staff, and administration.
E. Support student research.
F. Promote community within the College of Education.

Article II. Membership

Section 1. There shall be two types of membership:
A. Voting members: Students enrolled in the College of Education at the University of Denver are voting members and may hold office.
B. Non-voting members: Alumni, faculty, staff, administration, and friends of COESA are non-voting members and may not hold office.

Article III. Administration

Section 1. COESA shall be comprised of officers and program representatives:

A. Officers
   1. President
   2. Vice President
Article IV. Powers and Duties

Section 1. General Powers
COESA shall have the powers necessary to carry out the mission of COESA in accordance with this constitution. All COESA officers and program representatives shall have the powers and duties commensurate with the nature of their respective positions.

Section 2. Association Funds
COESA shall have control and supervision of all COESA funds. COESA Executive Board shall have decision-making authority over the distribution and use of said funds.

Section 3. Responsibilities of COESA
Responsibilities shall be the following:

A. Respond to issues concerning students in the College of Education at the University of Denver
B. Act on behalf of College of Education students on college-wide issues via collaborative efforts
C. Maintain a point of contact with the College of Education student community at the University of Denver

Section 4. Responsibilities of COESA Officers
A. President shall:
   1. Represent COESA within the College of Education and the University of Denver or provide representation.
   2. Respond to issues concerning students within the College of Education.
   3. Inform and consult with the Dean, College of Education.
   4. Act as liaison between COE students and the faculty, staff, and administration within the College of Education.
   5. Administer all COESA meetings, provide leadership to COESA Executive Board, and enforce policies established by Morgridge International Education Network.
   6. Establish committees and appoint chairs, subject to the approval of the Executive Board.
   7. Prepare and distribute agendas prior to each meeting.

B. Vice President shall:
   1. Temporarily take the place of the President of COESA in the event that the President is absent.
   2. Coordinate with all committee chairpersons.
3. Inform COESA President of all committee proceedings.

C. Treasurer shall:

1. Prepare and present a proposed yearly budget and quarterly financial reports to the Executive Board, indicating the current status and balance of COESA account.
2. Approve all expenditures in conjunction with the Executive Board.
3. Disburse funds approved by the Executive Board. Verify that all requests for monies shall be in the proper form, presented to COESA in a timely manner, and paid to students in a timely manner.
4. Maintain accurate records of all expenditures and income.
5. Coordinate with the College of Education financial director.

D. Secretary shall:

1. Maintain the records of the organization.
2. Record and maintain the minutes of all meetings.
3. Distribute copies of previous minutes to COESA Executive Board and members present at COESA meetings.
4. Keep a record of attendance at COESA meetings.

E. Communications Officer shall:

1. Create and administer a quarterly COESA newsletter.
2. Maintain COESA portfolio site.
3. Update information for COESA on the DU website.

Section 5. Responsibilities of Program Representatives

Program representatives to COESA shall:

1. Attend all COESA meetings.
2. Act as a liaison between their program and COESA Executive Board.
3. Serve as members of a COESA committee, as needed.

Section 6.

The officers of COESA shall be elected by a majority vote of the voting membership for a one-year term to commence in June and to run for one calendar year.

Section 7.

Should the President(s) be unable to fill out the term of office, the Vice President will assume presidency.

Section 8.

If any other vacancies occur, the Executive Board will select a replacement.

Section 9.

Officers and program representatives shall be expected to attend Executive Board and assigned committee meetings, functions, and COESA activities. The Executive Board will
consider actions for a board member with excessive absences only after giving notice to said board member.

Article V. Meetings
Section 1.
During the academic year, COESA must hold at least one Executive Board meeting per quarter for the purpose of receiving, distributing, and accounting for funds from GSAC.

Section 2.
The President may call other general or special meetings for purposes related to the general management of the association.

Section 3.
The President, or in the case of a committee meeting the committee chair, may at his or her discretion cancel or postpone meetings due to inclement weather or extenuating circumstances.

Article VI. Amendments
Section 1.
Any voting member may request a change to the Constitution by presentation to the Executive Board.

Section 2.
After review by the Executive Board, a proposed constitution change may be forwarded to the voting membership for consideration.

Section 3.
An amendment forwarded to the voting membership for consideration shall be considered ratified upon receipt of a two-thirds majority vote of the voting membership.

Section 4.
Adoption of any amendment to COESA bylaws shall require a majority vote from COESA Executive Board.