



## COGS Executive Board-Parliamentarian

MSU COGS

**APPLICATION**

<b>Position:</b>	<b>COGS Executive Board Parliamentarian</b>
<b>Location:</b>	<b>Chittenden Hall, 466 W. Circle Dr, Room 120</b>
<b>Role Responsibilities:</b>	<b>Responsibilities as listed in COGS Bylaws:</b>
<p><b>6.9 Parliamentarian</b></p> <p><b>6.9.1</b> There shall be a Parliamentarian appointed by the Executive Board and approved by the Full Council.</p> <p><b>6.9.2</b> The Parliamentarian shall be a non-voting member of the Executive Board and the COGS Full Council.</p> <p><b>6.9.3</b> The role of the Parliamentarian shall be restricted to advising on points of order or procedure.</p> <p><b>6.9.4</b> The Parliamentarian shall chair the Constitution and Bylaws Committee.</p> <p><b>6.9.5</b> <i>Subsection deleted.</i></p> <p><b>History:</b> Subsection deleted Oct. 13, 2010. Sec. listed Parliamentarian as temp. chair of FC &amp; EB, which was redundant with other language.</p> <p><b>6.9.6</b> Shall serve as a signatory for oversight of document destruction, as detailed in, and consistent with, the COGS Document Retention and Destruction Policy.</p> <p><b>History:</b> Added Sep. 5, 2012;</p> <p><b>Attendance:</b></p> <p>The Parliamentarian must be available to attend all of the Executive Board Meetings and Full Council Meetings. Council meetings take place once per month on Wednesday evenings from 6:30-8:30 PM.</p> <p><b>Application/Election:</b></p> <ul style="list-style-type: none"> <li>• All Graduate and Professional students who have paid the COGS tax and will be an enrolled student during Fall and Spring of the academic year they wish to serve, will be eligible to apply for this position.</li> <li>• A one page statement of interest as well as resume must also be included with the application to be considered.</li> <li>• Email application to <a href="mailto:office@cogs.msu.edu">office@cogs.msu.edu</a> or send to COGS at 466 W. Circle Dr. Room 120, Chittenden Hall.</li> <li>• The Parliamentarian will be selected by the COGS Executive Board and forwarded to the COGS Full Council for approval.</li> </ul>	
<p><b>ATTACHMENT (1):</b></p> <p><i>Executive Board Application</i></p>	



# Council of Graduate Students Executive Board Parliamentarian Application

First Name:

College:

Last Name:

Department:

Email:

Degree Type:

Address:

Expected Graduation Date:

Phone:

1. Academic Year for which you are applying to serve: \_\_\_\_\_

2. Are you a current COGS Representative?    Yes  / No

3. Statement of interest (One page long; Please attach a separate sheet)

4. Resume (please attach)

Signature: \_\_\_\_\_

Date: