



# GSA E-Board Election Packet

Welcome to the Graduate Student Association (GSA), a student government organization. Each year, six elected e-board members run GSA, organize events for graduate students at NJIT to promote research, outdoor activities, cultural activities, shows, seminars, and much more.

This packet contains information about the Graduate Student Association, a description of the role of “E-Board” and nomination forms for office.

## **Positions Available**

- President
- Vice President – Administration
- Vice President – Public Relations
- Treasurer
- Secretary
- Technology Officer



# Frequently Asked Questions

## **What is GSA?**

The Graduate Student Association at NJIT is a student government organization that represents the graduate students' interests at departmental, University and National levels. As members of the National Association for Graduate and Professional Students (NAGPS), GSA can motivate change in the university as well as in Washington DC.

## **What does GSA do for the students?**

In addition to acting as a student government, the GSA also sponsors various organizations and events on and off campus. GSA currently funds twelve clubs, exclusively for graduate students. In addition, the GSA sponsors and organizes various social and academic events including research day, Thesis/Dissertation writing workshop, and various trips throughout the year. The GSA also funds other campus initiatives such as The Vector and The Nucleus, the school newspaper and yearbook respectively. Most importantly, GSA prides itself on funding individual graduate students who represent NJIT at conferences across the nation and the world.

## **What types of offices can I hold at GSA?**

Each year, the GSA elects fifteen department representatives, fifteen alternate representatives, club representative, member emeritus and six executive board officers.

## **What does GSA E-Board do?**

The Representatives play a crucial role as the primary contact for students in their department. Students bring problems and concerns about a program to the Representative as well as seek advice on academic issues. It is the responsibility of the Representative to then take these concerns to the Department Chairs and/or to the GSA for further deliberation. Representatives also serve as GSA's most active members, serving on various GSA and University committees that make decisions and recommendations.

## **If elected, what will be expected of me as an E-Board member?**

GSA E-Board members run the GSA. This includes managing budget, serving on committees including awards committee, organizing events, seminars, trips, research day, and many more. E-Board organizes bi-weekly general assembly meeting to discuss functioning of GSA. E-Board also works closely with department representatives to GSA to address students' issues and concerns throughout their term at the GSA office. Each E-Board member is also expected to become voting members of two committees and hold a minimum of one office hour per week.

## **I don't think I can be a good E-Board member because I am a new student.**

Since the tenure of most full-time graduate students at NJIT is two years or less, most GSA executives are new students and do an outstanding job! As a new student, you have great potential to connect to your batch well and at the same time get to know more students and work closely with representatives from different departments.

## **Will participating in GSA because negatively affect my schoolwork?**

Between coursework, research, and careers, graduate student life can become very overwhelming. Time management is a key skill graduates must have to be successful. GSA e-board should expect to spend, on average, 5-10 hours per week on GSA business including office hours, committee meetings, and GSA meetings and other tasks that might arise throughout the year. If that is manageable in your schedule, GSA is a perfect opportunity to serve your fellow students while further developing indispensable management and leadership skills.

## **What do I get for serving on GSA?**

GSA does not offer monetary compensation to any representatives or officers. However, the fulfilling sentiment of serving your fellow student is unlike any other. Each semester GSA does



award a single e-board the title of “Executive Member of the Year” which comes with a plaque along with a generous gift certificate and our thanks.

**Are there any other advantages?**

Of course! E-Board members work closely with university administration, campus center officials, key administrators, and many important members of NJIT community. You will not only be recognized, but also respected for your interest and efforts towards NJIT graduate community. Strong relationships such as these can be priceless to your career at NJIT.

**What will be my term in office?**

All E-Board members are elected for a term of one year (May - Apr) and may not serve more than two terms in the same office.

**I am interested in becoming an E-Board member! What do I do?**

Fill out the nomination form and submit it in a sealed envelope marked “GSA – Supervisor of Elections” to the Campus Center Front Desk. Your name will be added to the ballot after verification.

**Where can I go for help?**

For more information or guidance about becoming a Representative, send an email to [gsa@njit.edu](mailto:gsa@njit.edu).



# Nomination for Office

**Directions: This document shall serve as an official nomination for a GSA E-Board Position. Any NJIT graduate student may nominate another student. Students may also nominate themselves. This form requires a second by at least one other graduate student. Fill out the form below and submit it in a sealed envelope labeled "GSA – Supervisor of Elections" to the GSA Office.**

This is to nominate \_\_\_\_\_ (Name of  
Nominee), UCID: \_\_\_\_\_ for the position of

## GSA President

**Nomination by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

**Nomination Seconded by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

I, \_\_\_\_\_ (Name of Nominee), do hereby accept this nomination.

(Signature of Nominee)



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This is to nominate \_\_\_\_\_ (Name of  
Nominee), UCID: \_\_\_\_\_ for the position of

## GSA Vice – President (Admin)

**Nomination by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

**Nomination Seconded by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

I, \_\_\_\_\_ (Name of Nominee), do hereby accept this nomination.

(Signature of Nominee)



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This is to nominate \_\_\_\_\_ (Name of  
Nominee), UCID: \_\_\_\_\_ for the position of

## GSA Vice – President (P.R.)

**Nomination by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

**Nomination Seconded by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

I, \_\_\_\_\_ (Name of Nominee), do hereby accept this nomination.

(Signature of Nominee)



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This is to nominate \_\_\_\_\_ (Name of  
Nominee), UCID: \_\_\_\_\_ for the position of

## GSA Secretary

**Nomination by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

**Nomination Seconded by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

I, \_\_\_\_\_ (Name of Nominee), do hereby accept this nomination.

(Signature of Nominee)



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This is to nominate \_\_\_\_\_ (Name of  
Nominee), UCID: \_\_\_\_\_ for the position of

## GSA Treasurer

**Nomination by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

**Nomination Seconded by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

I, \_\_\_\_\_ (Name of Nominee), do hereby accept this nomination.

(Signature of Nominee)





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This is to nominate \_\_\_\_\_ (Name of  
Nominee), UCID: \_\_\_\_\_ for the position of

## GSA Technology Officer

**Nomination by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

**Nomination Seconded by:**

Name: \_\_\_\_\_

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

UCID: \_\_\_\_\_

I, \_\_\_\_\_ (Name of Nominee), do hereby accept this nomination.

(Signature of Nominee)