

10. Officers

The Officers of the Association shall be a President, Past-President, Vice-President and Secretary/Treasurer.

10.1. Eligibility

The President, Past-President and Vice-President shall be Deans of Graduate Studies, as defined under Section 4; Deans, Associate/Assistant/Vice-Deans shall be eligible for the office of Secretary/Treasurer.

10.2. Election

The Officers shall be elected by the members of the Association at the AGM. (See 8.3.7) The Officers shall be elected as individuals and not as institutional representatives.

10.3. Term

The term of office shall be one (1) year in the case of the President, the Past-President, and the Vice-President and two (2) years, renewable for one (1) additional year, in the case of the Secretary/Treasurer. The Vice-President normally succeeds to the Presidency and the President becomes Past-President. The term of office for all Officers shall commence on the first day of January following their election.

10.4. Vacancies

An individual who ceases to be a Dean or Associate/Assistant/Vice-Dean is ineligible to continue as an Officer of the Association beyond the next AGM. His or her successor as Dean does not succeed to the Officer position in CAGS. If the President is unable or ineligible to commence or complete a term of office, the Vice-President shall assume the position for the term or remainder thereof. Should the Vice-President be unable or ineligible to assume the Presidency, the Board shall conduct an election, with the Past-President continuing to function as President until an election can be held (by mail). If the Past-President, the Vice-President or the Secretary/Treasurer is unable or ineligible to commence or complete a term of office, the Board of the Association shall appoint an interim replacement for the term, or the remainder thereof.

10.5. Removal

Officers shall be subject to removal by resolution at the AGM or at any special general meeting.

10.6. Duties

The President shall be the Chief Executive Officer of the Association. The President shall chair any meeting of the members, Board and the Executive Committee see that all their resolutions are carried out, and oversee the management of the affairs of the Association.

The Past-President shall be the Chair of the Nominating Committee.

The Vice-President shall, in the absence or disability of the President, perform the duties and exercise the powers of the President.

The Secretary/Treasurer shall have the custody of the funds of the Association and shall keep full and accurate accounts of all assets, liabilities, receipts and disbursements of the Association. He shall render to the President and Directors at the regular meetings of the Board, or whenever they may require it, an accounting of all the transactions and a statement of the financial position of the Association. He or she is responsible for giving notice of all meetings of the members, the Board and the Executive Committee; and recording minutes of all proceedings. He or she shall be the custodian of the seal of the Association.