

Suggestions for Component Groups Graduate Student Representative Selection and Participation

Introduction

The Graduate Student Leadership Committee (GSLC) was created to formulate and/or implement initiatives designed to encourage more widespread and meaningful participation of the student membership of SOT. The GSLC is composed of all graduate student representatives from the Regional Chapters (RC), Special Interest Groups (SIG), and Specialty Sections (SS), and is led by the GSLC Executive Board.

Here we suggest methods for selection of graduate student representatives for RC, SIG and SS, terms, responsibilities and activities of the representatives within each group. These guidelines will serve not only to help shape the expectations of groups for their representatives, but also to increase the effectiveness of the GSLC representative position in recruitment, active participation, and retention of the student membership in SOT.

I. Selection of Graduate Student Leadership Committee Representatives

Selection of GSLC representatives and duration of the representative's term on the committee is acknowledged to be at the **sole discretion of the Regional Chapter, Special Interest Group, or Specialty Section**. However, in the absence of established protocols in a given component group, the GSLC Executive Board suggests the following guidelines be applied:

- 1) Current enrollment in a M.S. or Ph.D. program related to toxicology
- 2) Student membership in SOT
- 3) Term of service from May 1-April 30. In the event that a GSLC member graduates before January 1, the Student Representative will resign and the group represented will designate a new representative. If graduation is after January 1, she or he will continue to serve until April 30
- 4) A person may hold only one Student Representative position; this increases leadership opportunities for other students

II. Graduate Student Representative Selection Methods

- 1) Nomination from within and election by the component group's student membership (via e-mail, Web ballot, paper ballot, etc.)
- 2) Nomination and election by the chapter's professional membership and/or student Membership
- 3) Appointment by component group officers/councilors--although this approach is not entirely representative, it may be necessary during times of sudden turnover

- 4) The component group President should forward the name and contact information of the incoming representative to their respective staff liaison at SOT Headquarters

III. Term Limits and Transition Procedures

a. Term limits

Graduate student representatives are required to represent their respective component group for at least one year. Officer terms begin on May 1 of each year.

b. Procedures for incoming and departing GSLC representatives

The respective component group for a departing graduate student representative is encouraged to select incoming GSLC representatives at least one month prior to the national SOT Annual Meeting, or on the schedule previously used by the component group. This time will serve as a transition period during which the departing GSLC representative will bring the incoming representative up-to-date with current GSLC activities and goals. Although not required, the incoming GSLC representative is encouraged to attend the GSLC business meeting with the active (departing) GSLC representative. Incoming GSLC representatives are not permitted to vote. Currently, travel costs for active GSLC representatives are subsidized by \$350 from the component group matched by \$350 from SOT. Incoming GSLC representatives are encouraged to attend the SOT Annual Meeting, although their travel costs are not covered by SOT. Component groups are encouraged to provide travel subsidies for incoming GSLC representatives in addition to the travel support for the current representative.