



IOWA STATE UNIVERSITY

Graduate & Professional Student Senate

GRADUATE AND PROFESSIONAL STUDENT SENATE

Meeting Agenda

Monday, August 26, 2013; 7:00 PM
South Ballroom, MU

- I. Call to order 7:00 P.M.
 - a. Roll Call
 - b. Statement of Quorum by Speaker
 - c. Approval of the Minutes
 - d. Amendments to the Agenda
- II. Introduction of new bills and resolutions
 - a. Senate Bill F13-01 – Special Allocation for Graduate and Professional Students Research Conference (GPSRC) 2014
- III. Open Forum
 - a. Forum by President Anna Prisacari
- IV. Senate Forum
 - a. Peer Research and Teaching Award presentation
- V. Remarks and Reports
 - a. Report of the President - President Prisacari
 - b. Report of the Vice President and Rules Committee - Vice President Tlach
 - c. Report of the Treasurer and Finance Committee - Treasurer Helms
 - d. Report of the CIO and Election Committee - CIO Mukherjee
 - e. Report of the URLA Chair - URLA Chair Huffman
 - f. Report of the PAG Chair - PAG Chair Diddi
 - g. Graduate and GSB Senator Report
- VI. Old Business
 - a. Senate Bill F13-02 - Amending the Constitution (2nd & final read)
- VII. New Business
- VIII. Announcements
 - a. Grad Orientation - https://sws.grad-college.iastate.edu/forms/new_grad_orientation/
 - b. Fall Social - <https://www.facebook.com/events/234059810075609/>
- IX. Adjournment



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Graduate & Professional Student Senate

Meeting Notes

Monday, April 22, 2013

7:00 PM

West Lagomarcino Hall 0142

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7 X. Call to order 7:00 P.M.

- 8 a. Roll Call – 60% MET
9 b. Statement of Quorum by Speaker
10 c. Approval of the Minutes – MET (adopted by UC)
11 d. Amendments to the Agenda - NONE

12 XI. Open Forum

13 a. Mechanical Engineering Graduate Student Organization (MEGSO)

- 14 i. Purpose: obtain better communication among graduate students; promote
15 communication between faculty and graduate students; enhance the quality
16 of graduate education in Mechanical Engineering at ISU
17 ii. Special allocation proposal to GPSS
18 1. Funding requested included: laptop (\$600); clickers (\$60); printouts
19 (\$200) – these items helped organization to organize and share
20 organization’s material, meeting notes, and to record student
21 presentations for later evaluation. Printing money has been returned
22 to GPSS
23 2. MEGSO events: monthly learning communities, student seminar
24 presentations, Dr. Wickert’s workshop, industry tours, monthly
25 socials, apparel sales, book drive
26 3. Results: Increased student participation and membership
27 involvement; interaction with major professors and colleagues

28 b. Curriculum and Instruction Graduate Student Organization (CIGSO)

- 29 i. Name of student organization may change due to merging CI and ELPS;
30 currently there are 2 groups
31 ii. CIGSO caters to both undergraduate and graduate students; we make sure
32 that our events are inclusive as many of our students are off-campus
33 iii. Use of GPSS allocation: food and beverages for fall and winter socials;
34 which helped to welcome new students and helped returning students to find
35 their niche; and marketing materials. Next year we are working on bringing
36 speakers, host brown bag lunch; set up a website; invest time and money
37 into social media



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- 1 iv. New updates: Lago building is going through a massive renovation this year
- 2 c. Steven Leath, University President
- 3 i. We frequently engage with student senates for student output/feedback
- 4 1. Increasing graduate stipends was a priority this year
- 5 2. Student fees
- 6 3. Institutional Excellence Subcommittee:
- 7 a. Issues addressed:
- 8 i. What is graduate student life like? (health insurance,
- 9 classes, labs, etc.)
- 10 ii. how to improve ISU for graduate students
- 11 iii. increase PhD degrees awarded,
- 12 iv. incentivize faculty to take more students
- 13 v. What we need to do for grants (i.e., assist in writing
- 14 process; employ grant writers to take off burden from
- 15 faculty, etc.)
- 16 vi. Faculty representation - recognize alums
- 17 vii. How to raise the reputation of graduate programs in
- 18 humanities
- 19 ii. We have big budget decisions coming up (e.g., housing)
- 20 iii. Issues of the year: Harkin Institute and NCAA
- 21 iv. Student Enrollment:
- 22 1. Undergraduate student body continues to grow
- 23 2. Faculty body remains constant; if student body continues to grow,
- 24 we will need to increase our faculty body by 10% or 200 faculty over
- 25 the next 2-3 years
- 26 3. Legacy Apartments have been leased to meet housing demand
- 27 4. Concerns: do we want to keep doing it or force seniors live off
- 28 campus if enrollment numbers continue to grow
- 29 v. Campus beautification – some investments in our campus include
- 30 construction, new food court in Curtis, expansion of Frederickson Court
- 31 (+700 beds);
- 32 vi. Administration updates:
- 33 1. Mechanical engineering – new Dean of Engineering
- 34 2. Business of School – new Dean will be chosen soon
- 35 vii. Budget: budget for this and next year is expected to be larger
- 36 viii. Graduate Body:



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- 1 1. Grow graduate student population by 2,000 to accomplish research
2 objectives
3 2. Funding concerns: grant funds are not available this time so private
4 fundraising is encouraged; we would like to raise \$150 million in 5
5 years
6 ix. Athletics: academic side of athletics is good; average GPA of athletes is
7 above average GPA
8 x. Interdisciplinary projects: \$4.5 million was allocated to push big ideas out
9 xi. Q&A:
10 1. Q: What do you expect from us, how can we help you to not lower
11 the quality of academics?
12 A: First push is to increase faculty by 200; we look for input from
13 you – what is more important to you (e.g., lab, classroom space,
14 stipend). The best you can do is do well when you graduate and
15 represent well ISU in your new community
16 2. Q: What is the plan for career development and training?
17 A: more members in academy; do retreats/workshops; but we are
18 open to hear your recommendations
19 3. Q: ICN meetings are not being provided here in Ames. Would be
20 possible to set up an ICN remote meeting site in the ISU campus so
21 we can participate and provide feedback?
22 A: Regents meeting is May 2nd, let me see how we can have a site set
23 up on campus
24 4. Q: is there a way to get faculty participating in grant writing?
25 International students will especially benefit from these additional
26 opportunities.
27 A: Let me see what I can do, fundraising will help to offer more
28 opportunities for international students
29 5. Q: I am all about recruitment. By adding 2000 more graduate
30 students, how we can make sure that students who come here, stay
31 here? What are some retention efforts from your administration?
32 A: Recruit more and graduate more; diversity inclusiveness is still
33 unknown; one of our alums has agreed to investigate our diversity
34 inclusiveness and help us determine where we can put money to
35 improve it. By summer we'll have his full report that we'll help us to
36 see better full picture
37 6. Q: Where do you see 200 faculty and 2000 students?



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1 A: I see them in areas of research with the most potential, areas that
2 have more undergraduate students to help faculty who teach big
3 classes; we also consider feedback from deans

4 7. Q: What is your vision of ISU success? Where you see Arts and
5 Humanities?

6 A: #1 product is our students, not research, Arts and Humanities has
7 a large number of undergraduate and Master's students; employers
8 such as John Deere and Boeing state that our students lack
9 knowledge in humanities. As we form our agenda, we need to
10 consider the needs of society and community whether it through
11 research or projects. We see a big need to

12 XII. Senate Forum

13 a. Senator Zhang

14 i. We are hosting 2013 workshop for energy, transportation, and water
15 infrastructure. This event offers an opportunity for collaboration and
16 network; posters are welcomed; top 3 will receive the awards

17 ii. Event website: <https://www.igert.windenergy.iastate.edu/events/etwi-ppsp/>

18 b. Clicker Demonstration

19 XIII. Introduction of new bills and resolutions

20 a. Senate Bill S13 - 13 Executive Council Scholarship Revision

21 b. Senate Resolution S13 – 14 Promotion of Graduate Involvement and Leadership

22 c. Senate Resolution S13 – 15 Providing Affordable Health Insurance for Family
23 Members

24 d. Senate Bill S13 – 16 Transfer of FY2014 Summer PAG Funds to Surplus Account

25 XIV. Remarks and Reports

26 a. Report of the President - President Kleinheksel

27 i. Arrival of Child/Sickday Policy become effective this summer

28 ii. Large socials this year

29 iii. The largest senate size in the last few years

30 iv. GPSS/GSB change of ratio

31 v. Increase of minimum student stipend - \$300 increase over the next 3 years

32 vi. Budget numbers waiting on action from Iowa Legislature

33 b. Report of the Vice President and Rules Committee - Vice President De León

34 i. 16 bills presented to Rules Committee this semester; all very much in the
35 spirit of Constitution

36 ii. Ad-hoc committee presented 3 bills on Constitution amendment



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- 1 iii. Spring social was a success; thank you for attending and inviting your
- 2 constituents
- 3 c. Report of the Treasurer and Finance Committee - Treasurer Peters
- 4 i. Senate Bill S13 – 16 was found favorable
- 5 d. Report of the CIO and Election Committee - CIO Prisacari
- 6 i. Graduate Conference:
- 7 1. Graduate Research Conference survey:
- 8 https://atrial.qualtrics.com/SE/?SID=SV_bsFaaSBPpKsCFN3
- 9 ii. IT committee – help GPSS to build a new website; no
- 10 technical/programming skills are required. If interested, contact CIO at
- 11 gppscio@iastate.edu
- 12 iii. GSB/GPSS committee – we are forming a committee made of GSB and
- 13 GPSS to investigate the ratio. If interested, contact GPSS at
- 14 gppspresident @iastate.edu
- 15 e. Report of the URLA Chair - URLA Chair Tlach
- 16 i. Board of Regents:
- 17 1. Parking fees will increase \$10 across the board for automobile
- 18 permits, \$3.00 for motorcycles (fall/spring)
- 19 2. Recent renovations/improvements:
- 20 a. Paved lot north of physical plant (250 additional spaces for
- 21 commuters/staff)
- 22 b. East gate renovation on Osborn drive
- 23 c. Schilleter Village mill and overlay nearly 50% complete
- 24 (multi-year)
- 25 ii. Provost Budget Advisory Committee:
- 26 1. Budget and Enrollment Estimates being finalized
- 27 a. Enrollment \approx 32,000 for fall 2013
- 28 iii. For graduate students: awarding 20 Presidential Scholarships at \$40,000/yr
- 29 iv. SSHIP Committee
- 30 1. Expect 4% increase in AETNA premiums
- 31 a. Caused by increased taxes from healthcare reform
- 32 b. Lower than average expected increase of 5.9%
- 33 2. Currently taking bids for new healthcare providers (2 year process)
- 34 3. Passive versus active enrollment:
- 35 a. Active: Enroll self and family members every year and
- 36 currently used
- 37 b. Passive: Enroll self and family members once



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- 1 c. Passive decreases exceptions to add family after deadline
- 2 d. Passive would require the active removal of family or self
- 3 v. Special Student and Tuition Activity Fee Committee (SSFTC):
- 4 1. Several groups requesting their own special fee instead of allocations
- 5 through (GSB)
- 6 a. Debating decreasing or removing mandatory athletic fee
- 7 b. Currently accounts for nearly \$1 million in revenue
- 8 c. Athletic Dept. has not provided clear operating budget or
- 9 expenses (requested)
- 10 2. Cyride requesting fee increase to fund operations
- 11 3. GSB Pres/Finance Director and GPSS Pres/Treasurer will attend
- 12 meetings over summer
- 13
- 14 vi. CELT Advisory Committee:
- 15 1. Elected new vice-chair Dr. Jay Newell
- 16 2. Debate on the Scholarship of teaching and learning and how it is
- 17 viewed
- 18 3. Dr. Ralph Napolitano was hired as Associate Director for Online
- 19 Education
- 20 vii. Graduate Council
- 21 1. Non-major graduate credits: Limit non-major credit to no more than
- 22 7 and no more than 3 from 300-level courses
- 23 2. Coursework only Masters: reduce committee requirement from 3 to 1
- 24 (major professor)
- 25 a. Only if no creative component required
- 26 b. Leave it up to programs to decide
- 27 f. Report of the PAG Chair - PAG Chair Stoehr
- 28 i. Revising website
- 29 ii. Summer session I funding has been depleted
- 30 iii. Summer session II - approval process begins June 1
- 31 iv. Peer research and teaching awards were presented and awarded
- 32 g. Graduate and GSB Senator Report [NONE]
- 33 XV. Old Business
- 34 a. Senate Bill S13 – 06 Amending the Constitution: Inclusion of Compulsory
- 35 Statements and Correction of Syntax Errors (Yellow)
- 36 i. Consider as read vote:



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- 1 1. Yes: 56
2 2. No: 2
3 3. Abstain: 0
4 4. PASSED
5 ii. Vote on the bill:
6 1. Yes: 60
7 2. No: 0
8 3. Abstain: 1
9 4. PASSED
10 b. Senate Bill S13 – 07 Amending the Constitution: Redefining the Officers of the
11 Senate (Gray)
12 i. Consider as read vote:
13 1. Yes: 59
14 2. No: 0
15 3. Abstain: 2
16 4. PASSED
17 ii. Senator Kress-Israel: could you please remind us the details of this bill?
18 1. Vice President De León: executive role description and eligibility
19 iii. Vote on the bill:
20 1. Yes: 57
21 2. No: 0
22 3. Abstain: 2
23 4. PASSED
24 c. Senate Bill S13 – 08 Amending the Constitution: Redefining Senator Roles and the
25 Graduate Student to Senator Ratio (Green)
26 i. Consider as read (UC)
27 ii. Senator Anderson: clarification on representation
28 1. Vice President De León: ratio change from 50 to 100 students per
29 senator
30 iii. Vote on the bill:
31 1. Yes: 60
32 2. No: 1
33 3. Abstain: 1
34 4. PASSED
35 XVI. New Business
36 a. Senate Bill S13 - 13 Executive Council Scholarship Revision
37 i. Senator Kress-Israel: why does treasurer get more money?
38 1. Treasurer Peters: time commitment for treasurer is more (e.g., GSB,
39 Finance Committee, regular and special allocations). If we look just
40 at the time commitment, then this raises question whether CIO
41 should get more money this year due to his heavier load



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- 1 2. President Kleinheksel – new execs did not know about the
- 2 compensation; we might be self-serving.
- 3 3. Vote on the bill:
- 4 a. Yes: 57
- 5 b. No: 0
- 6 c. Abstain: 2
- 7 d. PASSED
- 8 b. Senate Resolution S13 – 14 Promotion of Graduate Involvement and Leadership
- 9 i. We are very busy, graduate/professional students may not have time for this
- 10 commitment
- 11 1. As GPSS Senators, we are already in leadership positions. If we can
- 12 find time for this, so as others.
- 13 ii. Leadership is part of stepping up
- 14 iii. This may cause problem for parents/online students
- 15 1. Some programs are already accommodating online students by
- 16 opening leadership positions particularly to serve/represent online
- 17 students
- 18 iv. People who do mandatory service may harm rather than contribute
- 19 v. The intent is to increase discussion among advisers and students; asking
- 20 faculty to encourage students to be more active
- 21 vi. Some benefits may not be too obvious to grad students
- 22 vii. Is there a better way to convey the idea?
- 23 viii. Suggestion: change the wording (omit the word “mandatory”)
- 24 1. Vote on the amendment (UC)
- 25 2. Vote on the resolution:
- 26 a. Yes: 24
- 27 b. No: 27
- 28 c. Abstain: 9
- 29 d. FAILED
- 30 c. Senate Resolution S13 – 15 Providing Affordable Health Insurance for Family
- 31 Members
- 32 i. President Kleinheksel: family members are important, but this should not be
- 33 the top priority in reviewing the bids
- 34 ii. Vote on the resolution:
- 35 1. UC
- 36 2. PASSED
- 37 d. Senate Bill S13 – 16 Transfer of FY2014 Summer PAG Funds to Surplus Account



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- 1 i. PAG money offers opportunities for national network; we are taking these
- 2 opportunities away
- 3 ii. PAG Chair Stoehr: I do support the graduate research, but I think \$2,000
- 4 should be enough and more opportunities outside GPSS could be explored
- 5 iii. Why PAG?
- 6 1. More money was allocated to PAG due to GPSS/GSB ratio change.
- 7 After this change we still leave PAG with more money than last year
- 8 iv. What is expected cost of this conference?
- 9 1. University of Iowa: \$5200 for awards, total cost ~\$10,000-12,000
- 10 v. GPSS needs to first approach administration and then decide how much
- 11 GPSS should put in
- 12 1. Vote on amendment (reduce allocated amount from \$5,000 to
- 13 \$2,000):
- 14 a. Yes: 40
- 15 b. No: 9
- 16 c. Abstain: 10
- 17 d. PASSES
- 18 2. Why PAG? Did we ever not run out of PAG?
- 19 3. How frequently our regular and special allocations get exhausted?
- 20 a. Our special allocations in spring are usually higher; still we
- 21 always run out of money
- 22 4. Can we add language that money returns to PAG if additional funds
- 23 are later secured?
- 24 a. President Kleinheksel: the bill is written in a way that money
- 25 is going to surplus account; there are a lot of possibilities that
- 26 must be considered first; there is a lot of support among
- 27 administration; not giving money would provide incentives to
- 28 the committee to work harder and seek funding from other
- 29 sources first.
- 30 5. Can we table this bill and discuss this at another time?
- 31 a. President Kleinheksel: This bill asks Summer PAG money.
- 32 Senate does not meet again until August. By tabling this bill,
- 33 you are going to kill it.
- 34 6. Vote on tabling the bill:
- 35 a. Yes: 45
- 36 b. No: 12
- 37 c. Abstain: 2



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- d. BILL IS TABLED (KILLED)
- XVII. Announcements
- i. President Kleinheksel: thank you everyone for your service and have a good summer.
- XVIII. Adjournment @ 10:51pm



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SENATE BILL F13-01

SENATE MEETING AUGUST 26, 2013

TITLE: Special Allocation for Graduate and Professional Students Research Conference (GPSRC) 2014

WHEREAS: The Graduate and Professional Students Research Conference (GPSRC) has received funding from five colleges, totaling \$5,000, and

WHEREAS: The estimated total cost of the GPSRC will be approximately \$16,000, and

WHEREAS: Graduate and Professional students will be the major beneficiary of the event, and

WHEREAS: The lack of current funding for GPSRC hinders the scheduling of the conference, and

WHEREAS: The Graduate and Professional Student Senate has available funds in surplus, be it therefore

WHEREAS: The University Relations/Legislative Affairs chair has funds available for Speaker/Programing,

ENACTED: The Graduate and Professional Student Senate allocates \$3,500 towards GPRSC from the surplus account, be it further

ENACTED: The \$1000 allocated for Speaker/Programming be designated for the GPRSC 2014.

Sponsors:

Lawana, V.

Nguyen, V.



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6 Anna A. Prisacari, President

Brian Tlach, Chair of the Senate

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SENATE BILL F13-02

SENATE MEETING AUGUST 26, 2013

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TITLE: Ratifying the Constitution

WHEREAS: The Constitution was amended by the previous Graduate and Professional Student Senate and,

WHEREAS: The Constitution must be ratified by the approval of three-fourths of this Senate, be it therefore,

ENACTED: The Graduate and Professional Student Senate Constitution be ratified as attached.

Sponsors:

Zenko, Z.

Saleem, H.

Anna A. Prisacari, President

Brian Tlach, Chair of the Senate



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GRADUATE AND PROFESSIONAL STUDENT SENATE

CONSTITUTION

The Graduate and Professional Student Senate of Iowa State University is an elected body through which graduate and professional students express their concern for the welfare of graduate and professional students at the University, develop and disseminate ideas for the improvement of graduate and professional education, and contribute to the formation of relevant University policy. The Graduate and Professional Student Senate (GPSS) is the representative, deliberative, and administrative organization of the graduate and professional student body of Iowa State University, and is a duly constituted independent collegiate organization within the University.

ARTICLE I. THE GRADUATE AND PROFESSIONAL STUDENT SENATE

1. Representation. Each graduate department, interdepartmental and professional program may elect one Senator for each fraction of one-hundred (100) graduate or professional students enrolled with a maximum of four (4) Senators per department, where enrollment in a department, interdepartmental and professional program major is defined in <http://www.registrar.iastate.edu/enrollment/statsmajor>
2. Eligibility. Any student enrolled at least halftime (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) in a graduate department, interdepartmental, or professional program at Iowa State University may be elected as a Senator. Each graduate/professional program may create more restrictive rules for electing Senators if they choose. Iowa State University and the GPSS do not discriminate on the basis of race, color, age, ethnicity, religion, national origin, pregnancy, sexual orientation, gender identity, genetic information, sex, marital status, disability, or status as a U.S. veteran.
3. Definitions
 - i. Senators. A Senator is an elected representative registered in good standing with the Graduate College or any of the professional colleges within the University. Each Senator will have one vote in the Senate.



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- 1 ii. Senators-at-large. The following positions carry the status of Senator-at-large. Status as a
2 Senator-at-large shall not count against a departmental quota (ARTICLE 1, section 1,
3 representation), and is not subject to departmental election procedures as otherwise defined in
4 the By-laws or the Standing Rules.
- 5 a. Officers of the Senate. The Officers of the Senate shall represent the Senate as a whole and
6 shall not carry a vote.
- 7 b. Vice-President. The Vice-President shall represent the Senate as a whole. The Vice-President
8 shall only vote in the occurrence of a tie.
- 9 c. Graduate GSB Senators. They shall represent the graduate student body as a whole. They shall
10 also act as a liaison between GSB and GPSS to facilitate efficient and productive legislation by
11 the two bodies and to strengthen representation of student concerns to administration. GSB
12 Senators who represent the Graduate College shall be elected to GSB by the graduate student
13 body or, in the case of a vacancy or special circumstances, appointed to GSB by GPSS as
14 defined in the GSB Constitution and By-Laws
- 15 iii. Session. A scheduled meeting of the seated Senate
- 16
- 17 4. Terms. Members of the Senate are elected by graduate or professional students for one year terms
18 that begin in August or January and may be re-elected for as long as they continue to be in good
19 standing with the Graduate College or College of Veterinary Medicine.
- 20
- 21 5. Officers. The officers of the Senate are the President, Vice-President, Chief Information Officer,
22 Treasurer, University Reations and Legislative Affairs Chair, and Professional Advancement Grant
23 Chair. Henceforth, this order shall be known as the order of seniority.
- 24
- 25
- 26 6. Sessions.
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- 28 i. The Graduate and Professional Student Senate meets once per month during the fall and spring
29 semesters, except in the months of December and May. Summer sessions may be held at the
30 discretion of the Executive Council for Senators who are in place and present at Iowa State
31 University.
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- 33 ii. The Vice-President shall call additional sessions as directed by the Senate or a written petition of 30% of the
34 Senate
- 35
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1 7. Powers and Duties.
2

- 3 i. The Senate may discuss and take a position on any subject of concern to the graduate and
4 professional student body. The Senate may discuss and make policies within its jurisdiction. The
5 Senate may also allocate funds by Senate Bill or through an approved budget. Allocation of funds
6 shall never exceed the actual funds possessed by the Senate.
7 ii. Issues must be referred to a vote of the graduate and professional student body upon receipt of a
8 petition of two percent (2%) of the graduate and professional student body (as determined by the
9 Office of the Registrar), or may be referred by the Senate. The vote shall be through a process
10 approved by the Senate and the voting process shall be open for not less than one regular class
11 day (9am to 5pm).
12
13 iii. The Senate may call general meetings of the graduate and professional student body.
14
15 iv. The Senate is the judge of its membership.
16
17 v. The existence of the Senate shall not preclude other means of communication between the
18 graduate or professional student and the University.
19

20 ARTICLE II. THE EXECUTIVE COUNCIL
21

22 1. Membership. The Executive Council consists of the Senate officers.
23

24 2. The duties and responsibilities of the officers shall be defined and be limited to:
25

26 i. President:

- 27 a. Preside over the GPSS Executive Council meetings.
28 b. Preside over any general meetings of the graduate and professional student body.
29 c. Supervise normal internal operations of the Senate.
30 d. Attend annual President's training in compliance with Student Organization regulations.
31 e. Coordinate and direct the activities of the operating committees as defined in article III.
32 f. Assume risk management officer responsibilities for acts of the organizations or events
33 produced by the organization.
34 1. The role of risk management officer is [a] to recommend risk management policies or
35 procedures to the GPSS, [b] to submit documentation to ISU's risk management office and



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- 1 [c] to ensure that risk management procedures are implemented at all the organization's
- 2 events.
- 3 g. Such other responsibilities as authorized by the Senate. Authorization may be reviewed by the
- 4 Senate as necessary.
- 5
- 6 ii. Vice-President:
- 7 a. Assume the responsibility of the President in the case of the President's absence.
- 8 b. Preside over Sessions of the Senate or designate the chair with the approval of the Senate.
- 9 c. Conduct the Senate Sessions according to the rules of procedure set by the Rules Committee.
- 10 d. Determine whether or not a quorum is present.
- 11 e. Chair the Rules Committee.
- 12 f. Reserve monthly meeting venue through university's room reservation request.
- 13
- 14 iii. Chief Information Officer:
- 15 a. Record and file records of activities of the Senate and its agencies.
- 16 b. Keep a record of attendance at Senate Sessions.
- 17 c. Handle and maintain a record of all Senate correspondence.
- 18 d. Conduct roll call votes.
- 19 e. Maintain the GPSS webpage and email listservs.
- 20 f. Have a functional knowledge of GPSS rules and proceedings.
- 21 g. Chair the Elections Committee.
- 22
- 23 iv. Treasurer:
- 24 a. Collect, keep a record of, and arrange for the safekeeping of such monies as the Senate may obtain.
- 25 b. Disburse such monies as the Senate approves through a Senate Bill unless other procedures are outlined
- 26 in the Bylaws or Senate Bill.
- 27 c. Report to the Senate for approval at all regular sessions, all income and expenses and maintain records of
- 28 all transactions.
- 29 d. Maintain financial records for inspection at any time by members of the Senate.
- 30 e. Attend annual Treasurer's training in compliance with Student Organization regulations.
- 31 f. Chair the Finance Committee.
- 32
- 33 v. URLA Chair:
- 34 a. Coordinate graduate and professional student body representation on university committees, collects
- 35 feedback from those committees as well as legislative affairs.
- 36 b. Plan speaker/programming for graduate and professional student body
- 37
- 38 vi. PAG Chair:
- 39 a. Review and allocate professional advancement grants according to guidelines set by the senate GPSS
- 40 awards and scholarships.
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- 1 3. Terms. The term of office for Executive Council members shall expire upon the adjournment of the
2 April session.
3
- 4 4. Eligibility. The Executive Council members are elected by and from the Senate.
5
 - 6 i. All members of the current Senate are eligible to serve as Executive Council members.
7
 - 8 ii. Members of the Executive Council or nominees to be elected to the Executive Council must meet
9 the following requirements:
10
 - 11 a. Have a minimum cumulative grade point average (GPA) of 3.00 and meet that minimum
12 cumulative GPA in the semester immediately prior to the election/appointment, the semester
13 of election/appointment and semesters during the term of office. In order for this provision
14 to be met, at least six hours (half-time credits) must have been taken for the semester under
15 consideration.
 - 16 b. Be in good standing with the University and enrolled: at least half-time (six or more credit
17 hours), unless fewer credits are required in the final stages of their degree as defined by the
18 Continuous Registration Requirement during their term of office.
 - 19 c. Be ineligible to hold an office should the student fail to maintain the requirements as
20 prescribed in (a) and (b)
21
 - 22 iii. The Senate may recall, if necessary, any of the members of the Executive Council by a two-thirds
23 vote of elected senators. Election of a new Executive Council member shall proceed through
24 special election procedures.
25
- 26 5. Meetings. The President shall call meetings of the Executive Council at the request of any member of
27 the Council or as is necessary. These meetings will be advertised appropriately before the Council
28 meeting. Each member of the Executive Council shall have one vote.
29
- 30 6. Powers and Duties.
31
 - 32 i. The Executive Council represents the Senate while the Senate is not in session.
33
 - 34 ii. The Executive Council is responsible directly to the Senate for all its activities and decisions.
35



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1 iii. The Executive Council may act on behalf of the Senate only on issues requiring action prior to the
2 next Senate session and a quorum for a special Senate session cannot be attained.
3

4 iv. The Executive Council must report all its activities, actions and decisions to the Senate at the next
5 Senate session.
6

7 ARTICLE III. COMMITTEES

8

9 1. Permanent Standing Committees.
10

11 i. Finance Committee. The Finance Committee prepares the budget and makes recommendations
12 for allocations of the funds of the Graduate and Professional Student Senate. The Treasurer
13 serves as the Chair for the Finance Committee. In addition, the Finance Committee will:
14 a. Compose a bill of guidelines for regular and special allocations during the spring semester to
15 be used for the following year.

16 b. Notify the senate of any changes to the guidelines due to current circumstances.
17

18 ii. Rules Committee. The Rules Committee prescribes all general and special rules of procedure
19 necessary for the orderly consideration of Senate business. All questions of a procedural or legal
20 nature are directed to the Rules Committee. The Vice President serves as the Chair of the Rules
21 Committee.
22

23 iii. Elections Committee. The Elections Committee is responsible for ensuring that all Senate
24 positions are filled. All questions regarding GPSS membership are directed to the Elections
25 Committee. The Chief Information Officer is the Chair of the Elections Committee, which:
26 a. Supervises elections of Senators and Executive Council members.
27 b. Supervises special elections needed to fill vacancies.
28 c. Maintains a record of attendance at all Senate sessions and notifies Senators as well as their
29 departments or professional programs of their nonattendance.
30

31 iv. University Relations and Legislative Affairs Committee. Questions regarding public and university
32 policy on graduate and professional students shall be referred to this committee. The duties of
33 this committee include
34 a. Advocating graduate and professional student concerns to local, state, and federal officials.



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- 1 b. Monitoring governmental actions affecting graduate and professional students.
- 2 c. Coordinating Senate actions to influence public policy on graduate and professional student
- 3 concerns.
- 4 d. Recruit graduate and professional students to serve on University Committees.
- 5 e. Serving as an investigative committee for the Senate when the occasion arises.
- 6 f. Work closely with the Senators-at-large to GSB on issues that concern both Senates.
- 7 g. Serve as a liaison to the GPSS regarding Board of Regents activities.

8

9

- 10 v. Professional Advancement Grant Committee. The Professional Advancement Grant Chair will
- 11 work with a representative from the Graduate College for travel awards, and form a committee to
- 12 review PGSS awards and scholarships.

- 14 2. Other Committees. The Senate may establish such other standing or ad hoc committees as its
- 15 business requires.

- 17 3. Committee Chairpersons. All committees including University Relations and Legislative Affairs and
- 18 Professional Advancement Grant, Committees shall have a chairperson. If a committee does not have
- 19 a chairperson, the President of the Graduate and Professional Student Senate or the Senate shall
- 20 appoint one.

21

22 ARTICLE IV. ADVISER

- 24 1. The duties of the Adviser(s) shall include:
 - 25 i. Be available to provide advice to Senators and Executive Council members.
 - 26 ii. Act as a liaison with the University Administration and in any other situation where a non-student
 - 27 spokesperson is needed.
 - 28 iii. Maintain confidentiality on any information given or when advice is sought, except in the occasion
 - 29 of law or University policy violations.
 - 30 iv. Attend annual Advisor’s training in compliance with Student Organization regulations.
 - 31 v. Sign all expenditures made by the organization.

- 33 2. Selection. The Adviser shall be selected through consultation between the President of the Senate, the
- 34 Office of the Senior-Vice President for Student Affairs and the Office of the Senior-Vice President and
- 35 Provost. A majority vote of the Senate shall be required to confirm the appointment of the Adviser.

36



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- 1 3. Term. The term of the Adviser shall be ongoing until resignation or removal by a two-thirds vote of the
2 Senate. Selection of a new advisor shall proceed through procedures outlined in Article IV, paragraph
3 2.
4

5 ARTICLE V. SUPREMACY OF RULES

6

- 7 1. The following shall be the order of supremacy of rules and policies of the Graduate and Professional
8 Student Senate:
9 i. Constitution
10 ii. Articles of Cooperation
11 iii. By-laws
12 iv. Acts of the Senate as passed through Senate Bill
13
- 14 2. All acts and rules of the Senate shall be in accordance with applicable federal, state, and local laws as
15 well as Iowa State University rules and regulations.
16

17 ARTICLE VI. FINANCES

18

- 19 1. All monies belonging to this organization shall be deposited and disbursed through a bank account
20 established for this organization at the Campus Organizations Accounting Office and/or approved
21 institution/office (must receive authorization via Campus Organizations Accounting Office). All funds
22 must be deposited within 48 hours after collection. The Adviser to this organization must approve
23 and sign each expenditure before payment.
24
- 25 2. No dues shall be required for membership as a Senator.

26

27 ARTICLE VII. BY-LAWS, AMENDMENTS, AND RATIFICATION

28

- 29 1. By-Laws. A set of By-Laws shall be written and maintained to specify the rules for elections and rules
30 of procedure for the Senate and the Executive Council. Amendments to the By-Laws shall require



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- 1 approval from two-thirds of all Senators present, where those two-thirds are also a majority of all
2 Senators currently elected and verified.
3
- 4 2. Amendments. Amendments to the Constitution may be initiated by the Senate, or by a petition to the Senate of at
5 least one hundred (100) combined graduate and professional students. An amendment must be approved at two
6 senate sessions that are at least two weeks apart. At each senate session, approval must be by two-thirds of all
7 Senators present, where those two-thirds are also a majority of all Senators currently elected and verified.
8
- 9 3. Ratification. This Constitution shall be ratified upon approval of three-fourths of the Senate.
10
- 11 If the Constitution or By-Laws are amended, the Chief Information Officer shall send an updated copy of
12 both to the Student Activities Center within ten days of the amendment.

13