



IOWA STATE UNIVERSITY

Graduate & Professional Student Senate

GRADUATE AND PROFESSIONAL STUDENT SENATE Meeting Agenda

Monday, September 29th, 2014; 7:00 PM
Memorial Union South Ballroom

- I. Call to Order 7:00 PM
 - i. Roll Call
 - ii. Statement of a Quorum by the Vice-President
 - iii. Approval of Meeting Notes
 - iv. Amendments to the agenda
- II. Introduction of New Bills and Resolutions
 - i. SB-F14-06 - Updates to the Professional Advancement Grant (PAG) Policies and Procedures
 - ii. SB-F14-07 - GPSS FY15 Budget Modification to Implement New PAF Policies
 - iii. SO-F14-03 - An Order to Ensure Awareness of New PAG Policies
 - iv. SO-F14-04 - Nominating Graduate Students to the GSB Senate
 - v. SO-F14-08 - GPSS Peer Teaching and GPSS Peer Research Award Deadline
- III. Open Forum
 - i. Dr. Thomas Hill, Senior Vice President for Student Affairs
 - ii. Laura Doering, Registrar
- IV. Senate Forum
 - i. Senator Anna Prisacari, HCI
 - ii. Finance committee
- V. Remarks and Reports
 - i. Report of the President – President Arko Mukherjee
 - ii. Report of the Vice President and Rules Committee – Vice-President Zachary Zenko
 - iii. Report of the Treasurer and Finance Committee – Treasurer Timothy Rakitan
 - iv. Report of the CIO and Elections Committee – CIO Sneha Singh
 - v. Report of the URLA Chair and URLA Committee – URLA Chair Ruchir Goswami
 - vi. Report of the PAF Chair and the PAF Committee – PAF Chair Cory Kleinheksel
 - vii. Report of the GSB-Senator at Large
- VI. Unfinished Business
 - i. SB-F14-03 - Approval of the Professional Advancement Grant (PAG) Policies and Procedures
- VII. New Business



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- i. SB-F14-06 - Updates to the Professional Advancement Grant (PAG) Policies and Procedures
 - ii. SB-F14-07 - GPSS FY15 Budget Modification to Implement New PAF Policies
 - iii. SO-F14-03 - An Order to Ensure Awareness of New PAG Policies
 - iv. SO-F14-04 - Nominating Graduate Students to the GSB Senate
 - v. SO-F14-08 - GPSS Peer Teaching and GPSS Peer Research Award Deadline
 - vi. Elections -- Senator-at-Large positions
- VIII. Announcements
- IX. Adjournment



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GRADUATE AND PROFESSIONAL STUDENT SENATE

Meeting Notes

Monday August 25th, 2014;

7:00 PM

South Ballroom, Memorial Union

- X. Call to Order 7:05 PM
 - i. Roll Call – 75% MET
 - ii. Statement of a Quorum by the Vice-President
 - iii. Approval of Meeting Notes - approved
 - iv. Amendments to the agenda –
 - i. Substitute Senator Lois adds Mahdi Ramezani to Senate Forum
 - 1. Yes - 79%
 - 2. No - 8%
 - 3. Abstain - 13%
 - 4. PASSED

- XI. Open Forum
 - i. Dr. Jim Davis, CIO, Iowa State University
 - i. Central IT group has 200 staff members, and a lot of students
 - ii. 150 personals across various departments.
 - iii. Computational Advisory Committee: 8.5 million dollars at disposals. GPSS should get more involved.
 - iv. Instead of annual call for proposals we now have <http://www.techstarter.iastate.edu/>
 - v. Summer Projects: wireless network: partial funding through student tech fees and ISU: 4 million \$. Used to be great, but video streaming overloaded it. Upgraded it. Did a lot of wiring in the buildings to upgrade. Still in progress. Residences halls done, 4800 access points in Residence Halls. Upgraded the campus network, is now 10 times faster than it was during the beginning of summer.
 - vi. ISU is its own service provider.
 - vii. Most of the paper work is made online. Trying to get the paper work replaced with online procedures.
 - viii. Improving information data protection.
 - ix. New classroom technology next year.
 - x. Increasing data storage for research.
 - xi. Purchased Zoom for video conferencing.
 - xii. Consolidating licenses for softwares.



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- xiii. New High performance computing cluster in September
 - xiv. Q&A:
 - 1. How is student's fees spent and when were they last time revised: Everything is available online. Money is distributed between Colleges and Library. Engineering and a few others charge extra and that money stays with them. Committee allocates certain amount of dollars for printing. It's an issue which gets discussed every year.
 - ii. Prof. Thomas Brumm, Associate Professor in Agricultural and Biosystems Engineering, Co-founder National Association of Graduate-Professional Students (NAGPS), past President of GPSS.
 - i. Was a grad student in 80s at ISU
 - ii. Was treasurer and president of GPSS for 2 years
 - iii. Worked in industry for 10 years, and came back in 2000 to ISU
 - iv. NAGPS Formation:
 - 1. Went to Ohio State University for a TA workshop with Assistant Dean. Met a lot of counterparts from other universities.
 - 2. NAGPS started as a result of informal meeting with other grad students.
 - 3. NAGPS started because we all had common interest. Share same problem, and hence wanted to form a common platform to work out our solutions.
 - 4. First National Meeting at Washington State, then Penn State then Miami.
 - 5. NAGPS started various services for graduate students.
 - v. There is a lot of value in staying connected with others. What we think are our unique problem has been already faced by others, and therefore getting help is easier.
 - vi. A lot of value in communicating. Grad students face similar problems everywhere, easier to find solutions together.
- XII. Senate Forum
- i. Mr. Ramadani:
 - i. Want to talk about last year's PAG changes.
 - ii. Changed it to monthly allocation instead of per semester
 - iii. Today's bill would redo what was previously done, without implementing last year's changes.
 - iv. The new proposed system has monthly allocation, but has the provisions for roll-over, which we did not want to include in the changes that we proposed in the bill last semester.



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v. Q&A:

1. Please explain rollover. Answer: You get multiple chances to apply for the same conference.

XIII. Remarks and Reports

i. Report of the President – President Arko Mukherjee

- i. Thank you and welcome to a new session
- ii. Senate and execs should work together.
- iii. Senators should take initiatives and write legislature, identify the faults and fix the system.
- iv. New graduate orientation 4th Sep.
- v. Fall socials 5th Sep.
- vi. Please go back to your dept., and ensure that everyone in your dept. knows you, so that your constituents would be able to provide feedback. Hold office hours. Reach out. Strive to serve your constituents better.
- vii. Grad College approved graduate student career
- viii. Graduate Career Services: Graduate College approved a “graduate career services director” position to help graduate students with non-academic job search. The search for someone suitable for this position will begin soon. The position will be responsible for:
 - ix. Helping students with job search.
 - x. Establishing industry contacts and relationship building.
 - xi. Coordinate with the career services offices from other colleges so as to organize career fairs that help graduate students.
 - xii. Help students interested in a career in entrepreneurship.
- xiii. ISSO agreed to form a “International Student Advisory Board”, a new University committee having representation from GSB, GPSS etc. The committee will advise ISSO on issues regarding International students. GPSS execs are also thinking of creating a GPSS standing committee for issues concerning international students. The GPSS committee can represent GPSS in the University board. If you are interested in becoming a part of this initiative, please let me know. We can brainstorm on how to best help international graduate students.
- xiv. Research conference:
 1. Working with the Lectures committee to get an eminent external keynote speaker for the conference.
 2. The provost approved \$600 for the conference.
 3. The exec committee is also working on getting some external funding.



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4. Please come forward and help us organize this conference. The position for co-chair is currently empty.
 - xv. Dr. Hill graciously funded us \$2000 to organize socials.
 - xvi. ISU daily agreed to assign someone to cover our meetings.
 - xvii. Please attend the Graduate Orientation on 4th September. Help us organize it and make sure incoming graduate students from your Department / Program attends it.
 - xviii. Fall Social is on 5th September. Please help to spread the news. Flyer is attached. Please print the flyer and post it in your Departmental notice board.
 - xix. Vice President Sarah Nusser kindly agreed to give a talk on “Ways to succeed as a graduate / professional student”. GPSS will provide free food etc. It is scheduled September 17th, 5:30 PM. Location to be announced.
 - xx. A new exec position called “Events Chair”? Come prepared to discuss in September meeting.
 - xxi. How can GPSS help spouses of Graduate and Professional students? If you are interested in this issue, please let me know.
 - xxii. Q&A:
 1. Same student fee? Answer: Only increase in Cyride. Increased operating cost. They are going deep into their reserves. Cyride’s federal grant is drying up. Federal grant was used to buy new buses. Student fees was used only for operations. No money to buy buses in future.
-
- ii. Report of the Vice President and Rules Committee – Vice-President Zachary Zenko
 - i. New Senator handbook online.
 - ii. Dr. Hill graciously funded us \$2000.00 to organize socials.
 - iii. Graduate orientation will be on Thursday, September 4th from 5:30 to 7:30 PM at the Iowa State Alumni Center.
 - iv. Fall Social will be on Friday, September 5th from 5:30 to 7:30 PM at the Hickory Shelter at Brookside Park.
 - v. Senators are encouraged to join the Rules Committee, which helps to ensure that bills are constitutionally sound and can move to the senate floor.
 - vi. Q&A:
 1. Open forum is open to discussion? Answer: If related to bills, the bills should be discussed during bills discussion to avoid replication.



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2. Q&A: How many students registered for Orientation: Answer: 200

- iii. Report of the Treasurer and Finance Committee – Treasurer Timothy Rakitan
 - i. **Finance Committee Membership** – First FC meeting is Tuesday, September 3rd at 6pm in Room 3538 of the Memorial Union. We'll cover time commitments, responsibilities and processes. If you're interested in joining the FC, stop in!
 - ii. **On-Line Allocations Applications** – The Regular Allocations application is now on-line!
 - iii. **Regular Allocations** – The Regular Allocations cycle begins in September. Spread the word: deadline for Regulars is 5pm Friday, September 26th. Applications can be submitted on paper or on-line.
 - iv. **Fiscal Impacts of bills and resolutions**
 1. *GPSS Constitution* – N/A
 2. *Senator-at-Large* – N/A
 3. *PAG Reform* – Re-allocates PAG funding between months of the year, meaning no net fiscal impact.
 4. *Support for Dawkins Lecture* - \$1,500 proposed support, can come out of Specials Allocations (\$1,500 available) and/or budgeted surplus from FY2014 (\$5,219 available). Benefits of GPSS support include putting our name on the sponsorship list for the lecture; continuing a relationship with the University Lectures Committee, which may benefit us in soliciting help in contacting speakers for GPSS events. Costs include the dollar amount of support.
 5. *NAGPS Membership* - \$500 up front for yearly membership. Main benefits include augmenting GPSS's ability to participate in policy discussions at the national level and participate in lobby efforts for issues affecting graduate students. Relevant side-benefits include discounts on Hertz Car Rental; 5% discount on GEICO auto insurance policies; discounted rates on international travel insurance and short-term travel/health insurance. Costs include the \$500 yearly membership fee; time commitment by our chosen representatives to



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the NAGPS committees and events and possible associated travel expenditures.

- iv. Report of the CIO and Elections Committee – CIO Sneha Singh
 - i. PAG is now online. Many thanks to Cory for the hard work!
 - ii. Please like us on Facebook and Follow us on Twitter:
 - 1. <https://www.facebook.com/GPSS.ISU>
 - 2. <https://twitter.com/ISUGPSS>
 - 3. We will post all updates on these links.
 - iii. Please consider joining the Elections and the Operations committee.
 - iv. If your clicker doesn't work, please let me know so that I can fix it.

- v. Report of the URLA Chair and URLA Committee – URLA Chair Ruchir Goswami
 - i. Representation from graduate students is required in 6 university committees. GPSS is also looking for 2 at-large senators.
 - ii.

Committee	website
CELT Advisory Board	http://www.committees.iastate.edu/comm-info.php?id=94
Graduate Council: Arts & Humanities	http://www.committees.iastate.edu/comm-info.php?id=97
Graduate Council: Social Sciences & Education	http://www.committees.iastate.edu/comm-info.php?id=97
GSB Senator at-large:1	No Website: Serve on both GPSS and GSB senates in a <u>liason</u> capacity
GSB Senator at-large:2	
Keep Iowa State Beautiful Committee	http://www.committees.iastate.edu/comm-info.php?id=129
Students and Scholars Health	
Insurance Review Committee	http://www.committees.iastate.edu/comm-info.php?id=87
University Affairs Committee	http://www.gsb.iastate.edu/wordpress/?page_id=357
 - iii. Dr. Sarah Nusser, Vice President for Research would be giving a talk on “Ways to succeed as a graduate / professional student” on Sep 17th, 2014 as part of the GPSS Professional Development Series.
 - iv. The department of Human Development and Family Studies would start offering a B.S. in Early Childcare, Education and Programming (ECP) which is expected to start in Jan, 2015.
 - v. Graduate and Professional Student Research Conference, GPSRC- 2015 would be held on Thursday 2nd April, 2015 at Memorial Union.
 - vi. Q&A:
 - 1. Senator Prisacari: Revise GSB Senator-at-Large to avoid killer time commitment for grad students on GSB?



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2. Response: Arko – GSB in conversation to change Senator-at-Large requirements and allow GPSS rep to GSB to serve “light-duty” committee.
- vi. Report of the PAF Chair and the PAF Committee – PAF Chair Cory Kleinheksel
- i. It has been an exciting summer for PAG.
 1. Congratulations to the ISU team for being the first US team to win 15th annual Data Mining Cup. We are proud to fund (partly) this amazing group of graduate students.
(<http://www.news.iastate.edu/news/2014/07/10/data-miners>)
 - ii. GPSS transitioned to an electronic PAG application to better serve students (<https://www-gpss.sws.iastate.edu/students/pag/>). We expect the overall application experience to improve with faster service times and fewer errors
 - iii. Beginning Fall 2014, the electronic process also will allow students to view the status of their application online. There will be a 'queued', 'Approved', and 'Denied' status with additional explanation accompanying the 'queued' status.
 - iv. For those familiar with the paper process, there will be a few changes when moving to the electronic process. The biggest change will be no submitting paper copies of abstract acceptance / registration confirmation. Instead
 1. Additional detailed information from the abstract acceptance / registration confirmation will be submitted with the application that wasn't required previously, AND
 2. Each student will be responsible for retaining proof of abstract acceptance / registration confirmation for one (1) year following the last day of their conference.
 - v. GPSS may select applications for auditing within one (1) year following the conference travel. In the case of an audit, students will be required to provide all documents and information required in hardcopy, i.e. the same procedure used previously for ALL PAG applications.
 - vi. Please visit <https://www-gpss.sws.iastate.edu/students/pag/>
 - vii. PAG applications for Fall 2014 (professional conferences, meetings or workshops occurring between August 25, 2014 – January 11, 2015) are currently being accepted.
 - viii. PAG applications for Spring 2015 (professional conferences, meetings or workshops occurring between January 12, 2015 – May 17, 2015) are NOT being accepted at this point. Applications will be accepted from December 15, 2014. Any applications received before this date will not be considered for funding.
 - ix. The PAG committee members worked incredibly hard this summer. There was much progress made towards reworking the PAG system this past spring and these wonderful women and men on the PAG committee, really took it to the finish line this summer. They looked at the current system and where the system was going with the incremental bills passed so far and then used historical and survey data to make informed amendments to the policies and procedures. Lastly Senator feedback was solicited and all feedback received was addressed, which lead to additional positive changes in our final bill up for a vote tonight.



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- x. PAG committee oversees several student awards. Please see (<https://www-gpss.sws.iastate.edu/students/pag/awards.php>) for more information. Updates and more information will be coming the fall. Stay tuned.
 - xi. PAG committee is always looking for new voices and is a wonderful place to start getting involved in GPSS. If you are interested in joining, please email gpsspag@iastate.edu
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- vii. Report of the GSB-Senator at Large
 - i. None
- XIV. Unfinished Business
- i. None
- XV. New Business
- i. Senate Bill F14-01: Ratification of the Constitution
 - i. Motion to consider the bill read. FAILS.
 - ii. Sen. Priscari reads the bill.
 - iii. Call to question
 - iv. Voting:
 - 1. Yes: 89
 - 2. No: 0
 - 3. Abstain: 11
 - ii. Senate Bill F14-02: Nominating Graduate Students to the GSB Senate
 - i. Sen Darvishi reads the bill.
 - ii. Sen. Agrawal: friendly amendment. Include 3 open seats instead of 1.
 - iii. Vote:
 - 1. Yes: 75
 - 2. No: 5
 - 3. Abstain: 20
 - iv. PASSED.
 - iii. Senate Bill F14-03: Approval of the Professional Advancement Grant (PAG) Policies and Procedures
 - i. Sen Jaramillo Cherrez reads the bill.
 - ii. Applauds the previous PAG committee for their work.
 - iii. This is built on the previous work, as an improvement by the current PAG Committee.
 - iv. Improvements over the bill passed last semester:
 - 1. Keep the monthly allocation.
 - 2. Change: Apply as per the month of allocation.



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3. Change: Avoid Lottery. Designed priority. Cannot be allocate more than once in a fiscal year. Preference to first timers. If enough funding, then priority to those who got PAG before.
4. Change: Summer semester: You need to
5. Change: If denied, apply again for a different conference in the same fiscal year.
6. Friendly amendment: remove Helmich as a sponsor.
7. Discussion:
 - a. Lottery in PAG is easier to get.
 - b. Clarifications about the differences in the current bill and spring bills.
 - c. This gives chance to apply again if you get denied.
 - d. New bill is complicated.
 - e. New bill streamlines the applications by month of traveling, fairer.
 - f. Combine the month of travel with lottery???
 - g. Table the bill or postponing?
 - h. Motion to postpone definitely: Objection by Lois. Senator Mantia Perez: Join committee.
 - i. Rampant disinformation about the PAG System, postpone it.
 - j. Postpone:
 - i. Yes: 89
 - ii. No: 11
 - iii. Abstain:0
8. Recommendation by senators to PAG committee to prepare documents to send to constituents for active feedback.
- iv. Senate Bill F14-04: Co-Sponsor University Committee on Lectures Initiative
 - i. Read by Sen Agrawal.
 - ii. Discussion:
 1. 10% of the Physics graduate students are interested.
 2. Substitute Senator Lois: Richard Dawkins is evil.
 - iii. Amendment to reduce the amount to 800\$.
 - iv. Vote on amendment:
 1. Yes: 36
 2. No:43
 3. Abstain: 20
 - v. Amendment FAILS.
 - vi. Call to question.
 - vii. Vote:



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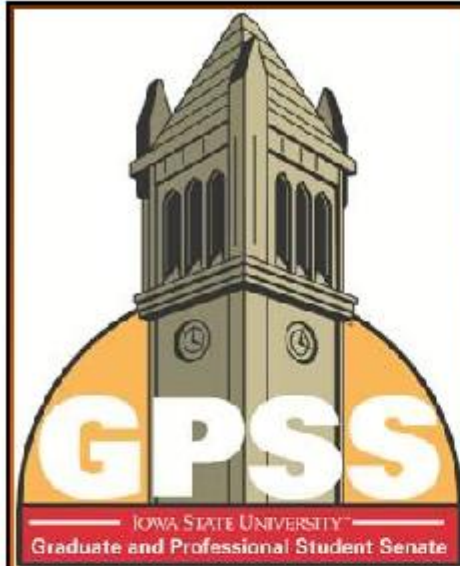
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1. Yes: 67
 2. No: 20
 3. Abstain: 13
- viii. PASSED
- v. Senate Bill F14-05: Making Graduate and Professional Student Senate (GPSS) a regular member of **National Association of Graduate-Professional Students (NAGPS)**
- i. Sen. Chung read the bill.
 - ii. Discussion:
 1. Opposition to bill: argument, it's a political organization.
 2. Benefit in being a part of a bigger organization.
 3. Senator Priscari: we got a lot of good ideas from these guys last year which helped us in improving our services. Eg. cost of bringing in speaker goes down.
 - iii. Vote:
 1. Yes: 49
 2. No: 36
 3. Abstain: 16
 - iv. FAILED
- XVI. Announcements
- i. None
- XVII. Adjournment @ 9:40 PM
- XVIII. X. Voting Record
- a. <http://www.gpss.iastate.edu/senate/meetings/14-15/August/Vote/Question.html>
 - b. <http://www.gpss.iastate.edu/senate/meetings/14-15/August/Vote/Participant.html>



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GPSS Annual Fall Social

Sponsored by
the Division of
Student Affairs

September 5th, 2014

5:30 - 7:30 PM

Brookside Park, Hickory Shelter
1325 6th Street, Ames, Iowa
On Green Bus Line

Food. Fun. Friends. Family. Free!

**Please bring your own outdoor sports equipment and
games and feel free to invite friends and family!**



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SENATE BILL F14-03

SENATE MEETING August 25, 2014

- TITLE:** Approval of the Professional Advancement Grant (PAG) Policies and Procedures
- WHEREAS:** The PAG system supports travel for many students each year as they attend conferences, and
- WHEREAS:** Establishing simple and fair policies will benefit all parties interacting with the system, be it therefore
- ENACTED:** That the attached document shall amend and become the official governing document for the policies and procedures of the PAG system beginning January 1, 2015

Sponsors:

GPSS PAG Committee (alphabetical order)
order)

ANDERSON, A.
DARVISHI, A.
HERSHBERGER, M.
HSU, C.
JARAMILLO CHERREZ, N.
MANTILLA PEREZ, B.
MONFORT-NELSON, E.
SPENCER, M.

Additional Senator Sponsors (alphabetical
order)

CHUNG, Y.

Arko Provo Mukherjee, President

Zachary M. Zenko, Chair of the Senate



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Professional Advancement Grants (PAGs) Policies and Procedures

1. [Purpose](#)
2. [Amount of Support](#)
3. [Application](#)
4. [Travel Month Budgeting](#)
5. [Awarding PAGs by Priorities](#)
6. [Student Eligibility](#)
7. [Travel Eligibility](#)
8. [Travel Reimbursement](#)
9. [Travel Cancellation](#)

1. Purpose

Professional Advancement Grants (PAGs) are provided to graduate and professional students by the Graduate and Professional Student Senate (GPSS) to help defray expenses related to professional meeting and conference travel.

2. Amount of Support

The amount of a PAG award shall be \$200.

3. Application

- a. Application forms and instructions are the responsibility of the PAG chair and shall be posted on the GPSS website (<https://www-gpss.sws.iastate.edu/students/pag/>).
- b. Documentation of the current registration is required at the time of application ([Section 6. Student Eligibility](#)).
- c. The deadline for an application is two weeks prior to the travel date
- d. An individual may apply at any time prior to the application deadline and it is in their best interest to apply as soon as possible, PAG funds are very limited and often run out quickly.
- e. Incomplete or late applications will not be considered for funding.



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4. Travel Month Budgeting

- a. The PAG budget shall be divided into months.
- b. The GPSS Senators will vote on the budget allocated to each month during the regular annual budgeting cycle
 - i. The PAG committee will provide data as input to this process to inform and guide the budgeting process in selecting appropriate funding levels for each month
- c. The month in which a conference occurs shall be determined by the last day on which the conference occurs regardless of when travel begins or ends, this is referred to as an applicant's **'travel month'**.
- d. Money in a given month will be allocated according to the priorities in [Section 5. Awarding PAGs by Priorities](#).

5. Awarding PAGs by Priorities

- a. Each PAG application from an eligible student ([Section 6. Student Eligibility](#)) for eligible travel ([Section 7. Travel Eligibility](#)) will be given a priority based on the number of PAG awards they have received during their entire ISU career.
 - i. Has never received a PAG award -> Priority 0 "Highest Priority"
 - ii. Has received one PAG award -> Priority 1
 - iii. Has received two PAG awards -> Priority 2
 - iv. Has received 'n' PAG awards -> Priority 'n'
 - v. I.e. the fewer PAG awards received, the higher the priority in the system
- b. Priority 0 applications are processed and immediately awarded a PAG if funds remain in their travel month ([Section 4. Travel Month Budgeting](#))
 - i. If funds for their travel month have been depleted, Priority 0 applications will be queued for later processing in the order that they are received with other unfunded Priority 0 applications.
- c. Priority 1, 2, etc. applications are queued for later processing with their like priority 1, 2, etc. applications in the order that they are received.
- d. In the event that not all funds for a travel month are 'spent' by the **15th day** of the prior month, then the remaining funds will be considered 'unspent'
- e. 'Unspent' funds will be allocated as follows:
 - i. All queued applications, regardless of priority, with travel dates occurring in the past will be removed from their respective queues and denied funding without any further processing.



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- ii. Queued applications with Priority 0 will be processed and funded first
- iii. Queued applications with Priority 1 will be processed and funded next, followed by Priority 2 applications, etc.
- iv. If 'unspent' funds remain at the end of their allocated month and all queued applications have been processed, funds will be rolled over to the next month.

6. Student Eligibility

- a. In order to receive a PAG award, the applicant must be a graduate or professional student at Iowa State University (ISU).
 - i. The applicant must be registered during the semester of application to receive funding for the travel.
 - 1. If the application is submitted during the summer, then the applicant must be registered for either of the two summer sessions or the previous spring semester to receive funding for the travel.
 - ii. The applicant must be registered during the semester of travel to receive funding for the travel.
 - 1. If the travel occurs during the summer, then the applicant must be registered for either of the two summer sessions or the previous spring semester to receive funding for the travel.
 - iii. The applicant must not graduate prior to travel occurring
- b. Students are only eligible for one PAG award per fiscal year (July 1 - June 30)
 - i. After receiving the first award, all other applications for PAG awards that same fiscal year will be denied without any further processing.
- c. Students may apply more than once per fiscal year, but the applications must be for different conferences.
 - i. For example, if a student is denied a PAG award for a conference, they remain eligible to apply for a *different* conference that same fiscal year.

7. Travel Eligibility

- a. Applicants may receive travel funding to attend a professional meeting as a presenter or as a non-presenter.
- b. Applicants may receive travel funding to attend a professional workshop that provides experiences not available at ISU.
- c. Applicants will not receive funding for required academic activities.
- d. Travel is not eligible until proper confirmation documentation is available to provide to GPSS



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- i. Presenters must have an abstract acceptance confirmation (email or letter) to be considered for a PAG award.
 1. GPSS may request that you submit proof of acceptance in hardcopy, it is your responsibility to retain the confirmation for one (1) year following your conference.
 2. The letter/email containing the confirmation must be addressed to the student and should include the following information:
 - a. The name of the conference or workshop,
 - b. Date(s) of the conference and/or presentation,
 - c. Names of all authors,
 - d. Title of presentation,
 - e. Name, title, and affiliation of the person that sent the confirmation, and
 - f. Contact information for the person that sent the confirmation
- ii. Non-presenters must have a registration confirmation (email or letter) to be considered for a PAG award.
 1. GPSS may request that you submit proof of registration in hardcopy, it is your responsibility to retain the confirmation for one (1) year following your conference.
 2. The letter/email containing the registration confirmation must be addressed to the student and should include the following information:
 - a. The name of the conference or workshop,
 - b. Date(s) of the conference or workshop,
 - c. Name, title, and affiliation of the conference chairperson, and
 - d. Contact information for the chairperson

8. Travel Reimbursement

- a. The applicant should contact his or her department for information on the reimbursement process.
- b. Documentation of registration is required for reimbursement ([Section 6. Student Eligibility](#))
- c. Dispersal of funds will conform to ISU policies.
- d. Reimbursements must be completed within **1 month** from the last date of travel.
- e. Reimbursements will only be approved for actual expenses incurred.



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- f. All lodging receipts and all receipts for items \$75 or greater must be retained in the traveler's academic department. The Graduate College will not be responsible for the retention of traveler's receipts.
- g. It is the applicant's responsibility to approve travel reimbursement through AccessPlus prior to the 1-month deadline.

9. Travel Cancellation

- a. If a student is funded to attend a conference and does not attend, the student must notify the GPSS PAG Chair in writing (email <gpsspag@iastate.edu> is preferred) to cancel their PAG for that conference no later than 2 weeks after the conference.
- b. Students who do not follow the procedure to cancel will not qualify for an additional PAG within the same fiscal year.
- c. Funds awarded for travel to one conference cannot be transferred to a different conference.



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SENATE BILL F14-06 **SENATE MEETING September 29, 2014**

- TITLE:** Updates to the Professional Advancement Grant (PAG) Policies and Procedures
- WHEREAS:** The PAG system supports travel for many students each year as they attend conferences, and
- WHEREAS:** Updates to the PAG system's policies and procedures for the purpose of clarification and correctness have been identified, be it therefore
- ENACTED:** That the attached document shall amend and become the official governing document for the policies and procedures of the PAG system beginning January 1, 2015

Sponsors:

ANDERSON, A.
DUCHIMAZA HEREDIA, J.
HERSHBERGER, M.
HSU, C.
MANTILLA PEREZ, B.
SPENCER, M.

Arko Provo Mukherjee, President

Zack Zenko, Chair of the Senate



Professional Advancement Grants Policies and Procedures

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I. Purpose

Professional Advancement Grants (PAG) are provided to graduate and professional students by the Graduate and Professional Student Senate (GPSS) to help defray expenses related to professional meeting and conference travel.

II. Monthly Cycle

- a) PAGs shall be awarded on a monthly cycle.
- b) The applications for a given month are due at 5:00 pm on the 15th day of the preceding month.
- c) The total amount of funds budgeted for PAG awards for the fiscal year shall be divided equally among the twelve months.
- d) The month in which a conference occurs shall be determined by the last day on which the conference occurs regardless of when travel begins or ends, this is referred to as an applicant’s **‘travel month’**.
- e) If in a given month there is unspent money, the extra money will be distributed to the immediately preceding month.



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III. Awarding PAG Awards by Lottery

- a) After the 15th and before the 22th of each month, the PAG committee shall determine which applications to fund by conducting a lottery. This lottery shall be conducted using RANDOM.ORG. The PAG chair and at least 1 additional member of the PAG committee or executive board must be present. (Instructions on how to use RANDOM.ORG can be found in the appendix.)
- b) Each PAG application shall receive a priority number for the lottery. Anyone who has not previously received a PAG will have priority 1. Anyone who has previously received at least one PAG will have priority 2. Anyone who has already received a PAG during the current fiscal year shall be ineligible for a second PAG in the same fiscal year.
- c) If the available funds for the month are insufficient to fund every application with priority 1, then an equal chance drawing shall be conducted among the applications that have priority 1 to determine which are funded. If the available funds are sufficient to fund all of the priority 1 applications but not all of the priority 2 applications, then an equal chance drawing shall be conducted among the applications with priority 2.

IV. Student Eligibility

- a) In order to receive PAG award, the applicant must be a graduate or professional student at Iowa State University (ISU).
 1. The applicant must be registered for the Fall Semester to receive funding for a trip which occurs in August through December.
 2. The applicant must be registered for the Spring Semester to receive funding for a trip which occurs in January through May.
 3. The applicant must be registered for either of the 2 Summer Sessions or the previous Spring semester to receive funding for a trip which occurs during June or July.
 4. The applicant must not graduate prior to travel occurring
- b) Students are only eligible for one PAG award per fiscal year (July 1 – June 30)



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- c) Students may apply more than once, but the applications must be for different conferences.
 - 1. For example, if a student is denied a PAG award for a conference, they remain eligible to apply for a *different* conference that same fiscal year.

V. Travel Eligibility

- a) Applicants may receive travel funding to attend a professional meeting as a presenter or as a non-presenter.
- b) Applicants may receive travel funding to attend a professional workshop that provides experiences not available at ISU.
- c) Applicants will not receive funding for required academic activities.
- d) Travel is not eligible until proper confirmation documentation is available to provide to GPSS
 - 1. Presenters must have an abstract acceptance confirmation (email or letter) to be considered for a PAG award.
 - a. The letter/email containing the confirmation must be addressed to the student and should include the following information:
 - 1. The name of the conference or workshop,
 - 2. Date(s) of the conference and/or presentation,
 - 3. Name, title, and affiliation of the person that sent the confirmation, and
 - 4. Contact information for the person that sent the confirmation
 - b. GPSS may request that an applicant submit proof of acceptance in hardcopy, it is the applicant's responsibility to retain the confirmation for one (1) year following the conference.
 - 2. Non-presenters must have a registration confirmation (email or letter) to be considered for a PAG award.



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- a. The letter/email containing the registration confirmation must be addressed to the student and should include the following information:
 1. The name of the conference or workshop,
 2. Date(s) of the conference or workshop,
 3. Name, title, and affiliation of the conference chairperson, and
 4. Contact information for the chairperson
- b. GPSS may request that an applicant submit proof of registration in hardcopy, it is the applicant's responsibility to retain the confirmation for one (1) year following the conference.

VI. Amount of Support

The amount of a PAG award shall be \$200.

VII. Application

- a) Application forms and instructions are the responsibility of the PAG chair and are posted on the GPSS website (<https://www-gpss.sws.iastate.edu/students/pag/>).
- b) Documentation of registration is required at the time of application (Section "Student Eligibility").
- c) Incomplete or late applications will not be considered for funding.
- d) The deadline for an application is the 15th of the month prior to the month of the conference.
- e) An individual may apply at any time prior to the deadline in d) and be entered into that month's lottery; however, an individual may only apply once for a given conference.

As an example, if one has a conference in December, the PAG application must be submitted before November 15th. If the applicant knows about the conference in October, he may apply before October 15th and be entered into the October drawing.



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VIII. Travel Reimbursement

- a) The applicant should contact his or her department for information on the reimbursement process.
- b) Documentation of registration is required for reimbursement (Section “Student Eligibility”).
- c) Dispersal of funds will conform to ISU policies.
- d) Reimbursements must be completed within 1 month from the last date of travel.
- e) Reimbursements will only be approved for actual expenses incurred.
- f) All lodging receipts and all receipts for items \$75 or greater must be retained in the traveler's academic department. The Graduate College will not be responsible for the retention of traveler's receipts.
- g) It is the applicant’s responsibility to approve travel reimbursement through AccessPlus prior to the 1-month deadline.

IX. Travel Cancellation

- a) If a student is funded to attend a conference and does not attend, the student must notify the GPSS PAG Chair in writing (email <gpsspag@iastate.edu> is preferred) to cancel their PAG for that conference no later than 2 weeks after the conference.
- b) Students who do not follow the procedure to cancel will not qualify for an additional PAG within the same fiscal year.
- c) Funds awarded for travel to one conference cannot be transferred to a different conference.



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X. Appendix

First number the PAG applications in the lottery from 1 to m . From the RANDOM.ORG homepage, click on Random Integer Set Generator. In the box for the number of unique random integers, type the number of available PAG awards. In the boxes for the range of values, type 1 and the number of applications (m). Then click "Get Sets." The numbers in the set are the numbers of PAG applications that get funded.



RANDOM.ORG

Search RANDOM.ORG

Google™ Custom Search

Search

True Random Number Service

Do you own an iPhone, iPad or iPod Touch? [Check out our new app!](#) Android version coming soon.

Random Integer Set Generator

This form allows you to generate random sets of integers. The randomness comes from atmospheric noise, which for many purposes is better than the pseudo-random number algorithms typically used in computer programs.

Step 1: The Sets

Generate set(s) with unique random integer(s) in each.

Number of available PAGs goes here

Each integer should have a value between and (both inclusive; limits $\pm 1,000,000,000$).

The total number of integers must be no greater than 10,000.

Number of applications goes here

Step 2: Display Options

Each set will be printed on a separate line. You can choose from the following extra options:

- Number the sets sequentially
- Use commas to separate the set members
- Sort the members of each set in ascending order

You can select the order in which the sets are printed:

- Print the sets in the order they were generated
- Order the sets by the values that occur in them (in this case, you should also consider sorting the members of each set)
- Print the sets in random order

Step 3: Go!

Be patient! It may take a little while to generate your sets...

Follow @RandomOrg

Like 169k

+1 9.9k



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SENATE BILL F14-07 SENATE MEETING September 29th, 2014

TITLE: GPSS FY15 Budget Modification to Implement New PAF Policies

WHEREAS: GPSS FY15 budget (SB S14-04) was adopted prior to the passing of the New PAF Policies, and

WHEREAS: GPSS FY15 budget allocated PAG money based on semesters as follows, and

PAG	July 1, 2014 – June 30, 2015	\$96,400
Summer II 2014	July 1, 2014 – August 24, 2014	\$11,400
Fall 2014	August 25, 2014 – January 11, 2015	\$36,800
Spring 2015	January 12, 2015 – May 17, 2015	\$36,800
Summer I 2015	May 18, 2015 – June 30, 2015	\$11,400

WHEREAS: New PAF Policies (SB S14-05, later amended SB S14-12), section II.a. reads, “PAF shall be awarded on a monthly cycle,” and section II.c. reads, “The total amount of funds budgeted for PAF for the fiscal year shall be divided equally among the twelve months,” and

WHEREAS: New PAF Policies effective date is January, 1, 2015 (SB S14-13), be it therefore

ENACTED: GPSS FY15 budget allocation for PAG be modified as follows, and

PAG	July 1, 2014 – June 30, 2015	\$96,400
Summer II 2014	July 1, 2014 – August 24, 2014	\$11,400
Fall 2014	August 25, 2014 – December 31, 2014	\$36,800
January	January 2015	\$8,033.33
February	February 2015	\$8,033.33
March	March 2015	\$8,033.33
April	April 2015	\$8,033.33
May	May 2015	\$8,033.33
June	June 2015	\$8,033.33

WHEREAS: PAF awards are \$200 each, leaving unusable amounts in each month as per current allocation, be it



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ENACTED: That \$33.33 from each month from January through June PAG/PAF line items be reallocated to the Speaker/Programming line item, and be it

ENACTED: That all PAG/PAF funds budgeted in a given fiscal year be spent only on PAG/PAF awards funding travel expenses during that same fiscal year unless extenuating circumstances occur, and also be it

ENACTED: That any unspent or unawarded PAG funds at the end of a given fiscal year shall be noted and accounted as part of the PAG allocation in the following year.

Sponsors:

Abhishek Chakraborty

Ardhendu Tripathy

Armando Figueroa

Chan-Ching Hsu

Flora Liu

Misty Spencer

Arko Provo Mukherjee, President

Zack Zenko, Chair of the Senate



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SENATE ORDER F14-03 SENATE MEETING September 29, 2014

- TITLE:** An Order to Ensure Awareness of New PAG Policies
- WHEREAS:** After discussing since August 2013, GPSS passed new PAG policies and regulations on March 31, 2014, and
- WHEREAS:** On April 21, 2014 GPSS again passed the new regulations (this time with 97% of the vote), and
- WHEREAS:** The effective date of the new regulations was postponed to January 1, 2015 in order to give GPSS adequate time to disseminate information about the new policies and prepare for the implementation of the new system, and
- WHEREAS:** The new policies were again discussed at the August senate meeting, and
- WHEREAS:** On September 29, 2014 GPSS passed the new regulations for the **third time**, and
- WHEREAS:** Students will soon begin planning for conferences in January, and
- WHEREAS:** There has not been adequate communication to the student body about the new PAG policies, be it therefore
- ORDERED:** That the PAG committee begin preparing educational materials for the transition to the new system, be it further
- ORDERED:** That the PAG committee inform department contacts of the new PAG procedures before the October senate meeting, be it further
- ORDERED:** That the PAG chair report to the Senate at the October meeting the specific plans for the transition to the new system, including any new application forms that will be used.



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Sponsors:

Nowak K.

Barbour S.

Arko Provo Mukherjee, President

Zack Zenko, Chair of the Senate



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SENATE ORDER F14-04 SENATE MEETING SEPTEMBER 29, 2014

TITLE: Nominating Graduate Students to the GSB Senate

WHEREAS: There are two open seats on the Government of the Student Body (GSB) Senate, and

WHEREAS: GSB law states that open GSB Senate seats after the general election can be filled by students nominated by the appropriate council (the Graduate and Professional Student Senate for the Graduate College), and

WHEREAS: Muhammed Walugembe, Emily Waring, and Irvin Pinto meet the requirements to hold the position and have expressed interest in filling the open seats, be it therefore

ORDERED: That the Graduate and Professional Student Senate nominate the aforementioned individuals to be Government of the Student Body Senators for the Graduate College, and be it further

ORDERED: That two of the aforementioned nominees will be elected by special election.

Sponsors:
Figueroa A.

Arko Provo Mukherjee, President

Zack Zenko, Chair of the Senate



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SENATE BILL F14-08 SENATE MEETING September 29th, 2014

TITLE: GPSS Peer Teaching and GPSS Peer Research Award Deadline

WHEREAS: The GPSS Leadership Award has a set deadline of March 1st, and

WHEREAS: The deadline for the GPSS Peer Teaching and GPSS Peer Research Awards has shifted in previous years, be it therefore

ENACTED: Nominations for the GPSS Peer Teaching and GPSS Peer Research Awards must be submitted by email to the PAG Chair of the Graduate and Professional Student Senate by March 1st.

Sponsors:

Hershberger M.

Hsu C.-C.

Mantilla-Perez M.

Anderson A.

Duchimaza-Heredia J.

Spencer M.

Arko Provo Mukherjee, President

Zack Zenko, Chair of the Senate