GRADUATE AND PROFESSIONAL STUDENT SENATE
Meeting Agenda

Monday, April 21, 2014; 7:00 PM
1652 Gilman Hall

I. Call to order 7:00 P.M.
   i. Roll Call
   ii. Statement of Quorum by Speaker
   iii. Approval of the Minutes
   iv. Amendments to the Agenda

II. Introduction of new bills and resolutions
   i. Senate Bill S14-09: Amending the GPSS Standing Rules
   ii. Senate Bill S14-10: Amending the GPSS By-laws
   iii. Senate Bill S14-11: GPSS Leadership Award, Eligibility and Review Criteria
   iv. Senate Bill S14-12: Modifying the PAF Policies and Procedures

III. Open Forum
   i. Provost Jonathan Wickert
   ii. Erin Zimmerman: Findings of the cross-disciplinary collaboration network session

IV. Senate Forum
   i. None

V. Remarks and Reports
   i. Report of the President - President Prisacari
   ii. Report of the Vice President and Rules Committee - Vice President Tlach
   iii. Report of the CIO and Election Committee - CIO Mukherjee
      a. Nominations for GPSS Executive Board positions: Treasurer, URLA Chair, PAF Chair
   iv. Report of the Treasurer and Finance Committee - Treasurer Helms
   v. Report of the URLA Chair - URLA Chair Kleinheksel
   vi. Report of the PAG Chair - PAG Chair Diddi
   vii. Graduate and GSB Senator Report

VI. Old Business
   i. Senate Bill S14-06: Amending the GPSS Constitution (2nd read)

VII. New Business
   i. Senate Bill S14-09: Amending the GPSS Standing Rules
   ii. Senate Bill S14-10: Amending the GPSS By-laws
   iii. Senate Bill S14-11: GPSS Leadership Award, Eligibility and Review Criteria
   iv. Senate Bill S14-12: Modifying the PAF Policies and Procedures
vi. Executive Elections
   a. Treasurer
   b. URLA Chair
   c. PAF Chair
VIII. Announcements
IX. Adjournment
IOWA STATE UNIVERSITY
Graduate & Professional Student Senate

Meeting Notes
Monday, March 31, 2013
7:00 PM
South Ballroom, Memorial Union

I. Call to order 7:10 P.M.
   a. Roll Call – 55.84 % MET
   b. Statement of Quorum by Speaker
   c. Approval of the Minutes
      i. APPROVED
   d. Amendments to the Agenda:
      i. Senator Lois: Add SB-S14-05 to Old Business
         ii. APPROVED

II. Introduction of new bills and resolutions
   a. Senate Bill S14-06 – Amending the GPSS Constitution
   b. Senate Bill S14-07 – Amending the GPSS By-laws
   c. Senate Bill S14-08 – Spring 2014 Graduate and Professional Student Senate (GPSS)
      Allocations

III. Open Forum
   a. President Steven Leath
      i. “Thank you” for your hard work, especially to the leaders.
      ii. The state of ISU is good
         1. Higher enrollment (both undergraduate and graduate)
         2. Grad Students increased by ~100
         3. International Students >22% of student body – pleased with interest
            in ISU across the world and many disciplines.
         4. Promised to hire new faculty (+200 in 3 years)
         5. So far, have hired 140, with 100 advertised openings
         6. Not just in one specific area, across the University
         7. Hope to take pressure off of faculty, reduce student to faculty ratio
         8. Only University to cut administration and hire faculty
         9. Tough year last year with funding
        10. This year, on track to have the second largest quantity of grant
            funding in school history.
        11. Governor plans to increase budget by 4%
12. Private fundraising
13. Part of the reason legislature is increasing funding is a commitment
on our part to help reduce our costs – raised $75 million toward
$150 million goal for scholarship funds.

iii. Regents task force
1. Iowa State only receives 36% of proposed funding, when 40% stated
by state legislature. Proposed to increase to levels stated by
legislature – would be the single largest increase in University
funding.

iv. Wants to increase efficiency: Any money found through increasing
efficiency stays on campus.

v. Athletics: Student Athletes are graduating, have better GPA than student
body

vi. Housing
1. Rapid undergraduate expansion has caused a housing shortage
2. Frederickson Court – 700 new beds
3. Permission to add 700 new beds at Buchannan
4. Breckinridge Apts – 800 at old middle school
5. Opus – new apartments across from Lake Laverne
6. The shortage is there, but the community is catching up.

vii. Dining – complaints of overcrowded facilities
1. Efficiency improvement – new modern facility is coming
2. Hub is looking to be expanded
3. Global Café in Curtis

viii. Wireless Technology - complaints
1. Proud of University response – upgrading wireless hardware (100 to
900 Mbps)
2. Wireless capacity will increase by 2000% in near future.

ix. Funding for Graduate Students
1. Number of Assistantships: 3000 positions funded, now up to
3,600. Hope to increase substantially in next few years.
2. Stipends - Next year $1,700 a month (minimums)

x. City Council – GSB having a City Council representative, Graduate students
do not have one.
Graduate & Professional Student Senate

1. Suggests invitation of mayor, city council member to our meetings
2. Can always elect graduate student to city council.

xi. Summary
1. Things are good!
2. Biggest challenge is to meet needs of students in attendance
3. Nobody expected this kind of growth, but it’s a good place to be in.

b. Discussion:
i. Wellness Director – what has happened on this front?
   New HR head has recently hired a new Wellness Director.

ii. What faculty unions, student unions etc. have been involved in the
    efficiency review?
   Nobody as of yet, regents have assured me that this process will be open and
   efficient. There will be plenty of review once this information comes out.

iii. CIO Mukherjee - super computer/big data - our super computer has fallen
     out of the top tier of big data hardware. Are there any plans to improve
     this?
    Have hired new person to address needs of big data. Plans will be
    developed once she takes her position.

iv. Iowa State Center – construction.
    Approached by Ames to renovate conference center – agreed to put 19
    million dollars if Ames did the same. There are no plans by us to enlarge
    Scheman currently. That said, it’s tired – looking to renovating that space.

v. Senator Rakitan – Housing breakdown?
   The two new facilities (Fredrickson and Buchanan) have accommodated
   about half of need.

vi. Campustown project – plethora of bars and tattoo parlors, dearth of
    everything else. Alumni (Dave Kingland) helped organize partners, a new
    dorm will be constructed in this area, everything west of Jeff’s Pizza will be
    brought down. First floor of each facility will be retail. University had to
    agree to take much of that space to make this work. Will help congestion on
    central, main campus. 18 months, area will look very different.

vii. Senator Hollis – BBQ joint is gone?
    I didn’t say that, but yes it is.

viii. Senator Anderson – ethnic foods, any talk of expansion?
    Don’t know

ix. President Prisacari – Thanks President Leath and his office for listening and
    their aid throughout the year.

IV. Senate Forum
a. Senator Rakitan
i. Update on GPSS/GSB Joint Fee Committee
ii. Student Activity Fee – Largest Income for GPSS
iii. Currently the split is 50/50 of all SAF derived from Graduate Students
iv. Categorized spending as overhead or discretionary
v. Overhead – yearly fixed costs
vi. GSB Overhead affects all students
vii. Discretionary – Allocations, etc.,

V. Remarks and Reports
a. Report of the President – President Prisacari
i. MU Student Advisory Committee – need 3 students who will be here in the summer
ii. Graduate Student Climate Survey – please fill it out
iii. Tomorrow’s seminar - 166 people have registered, 94 are grad/prof. students.
iv. GSB 2014 elections, student participation by numbers:
   1. 2012 – 12 grad/prof. students
   2. 2013 – 22 grad/prof. students
   3. 2014 – 34 grad/prof. students
   4. 2014: 9 write-ins. At this time, we have 2 GSB Senators at Large.
   5. 2014: 3076 total student participation
v. GPSS Conference – 236 people have registered so far
vi. Health insurance:
   1. Post-docs are moving from student to employee health plans
   2. Students will see a slight increase in health insurance
vii. GPSS February Panel
   1. Thank you everyone for attending and helping us to promote the event. We had about 85 students in attendance.
   2. Next events:
      a. GPSS Conference
      b. Financial Clinic (lunch will be provided)
viii. GPSS Conference
   1. 185 student submissions! We only anticipated up to 100.
   2. We need more help on the day of the conference. Please consider coming and helping us for 1h. Contact Vy to sign-up for 1h: vynguyen@iastate.edu
ix. Senator Elections
   1. Please remind your departments/programs to elect 2014-2015 senators by April 21st.
2. Invite 2014-2015 senators to our next and last Senate meeting on Monday, April 21st.

x. Childcare
1. ISU offers childcare at three locations. The capacity of all three locations is 232.
2. There is currently a waiting list of about 450 children for childcare now. However, some of the requests may be duplicated as parents may sign up at all three locations at once.
3. To meet the demand, there is a conversation taking place this month to possibly open a new location at the Research Park.
4. University Human Resources is considering to initiate a support group for all parents. Parents will be contacted soon.

xi. Fall 2014 Student Enrollment
1. ISU projects enrollment to continue grow
2. In February 2014, the Board of Regents granted permission to plan construction of a new residence hall and a dining renovation in Friley Hall.

xii. 2014-2015 Graduate College Emerging Leader Academy
1. Nominations are due April 15th, 2014.
2. More information can be found: [http://www.grad-college.iastate.edu/current/professional_development/writing_seminars/leaders_academy.php](http://www.grad-college.iastate.edu/current/professional_development/writing_seminars/leaders_academy.php)

xiii. ISU recently hired a Wellness Awareness coordinator. She will start on April 15th. This person will be responsible to investigate and promote ISU healthy living.

xiv. Public Form
1. President Leath encourages everyone to attend this forum. Topic of discussion: how ISU can better serve its students, faculty, and staff by maximizing its resources, improving efficiencies, and containing rising costs?
2. Tuesday, April 1st, 10am, in the Howe Hall auditorium.

xv. Purchase of parking permits
1. Any grad student that qualifies as a 1/2C or above pay base may go online to purchase a commuter-parking permit for lots 29, 68 and 119 on Wednesday, July 16, 2014 at 9am.
2. In town commuters can purchase a commuter permit beginning August 5, 2014.

xvi. Change in parking fees
1. Illegal parking changed from $30 to $40
2. Parking without an appropriate permit in a reserved lot or space changed from $25 to $30
3. Additional changes in campus parking rates
4. Additional changes in MU Parking rates
5. Additional revenue will be used for renovations and maintenance

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<th>Proposed FY 2015</th>
<th>Proposed Increase</th>
<th>Percent Increase</th>
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| Specialized Fee Basis        |                |                  |                   |                  |
| Illegal Exit                 | $50.00         | $65.00           | $15.00            | 30.0%            |
| Lost Ticket Fee              | 30.00          | 30.00            | 0.00              | 0.0%             |
| Delinquent Payment           | 10.00          | 10.00            | 0.00              | 0.0%             |
| Lost Permit Replacement      | 10.00          | 10.00            | 0.00              | 0.0%             |

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<th>Permit Type</th>
<th>Actual FY 2014</th>
<th>Proposed FY 2015</th>
<th>Proposed Increase</th>
<th>Percent Increase</th>
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Commuter parking at the Iowa State Center and the CyRide Orange Route shuttle remain free.
b. Report of the Vice President and Rules Committee – Vice President Tlach
   i. Graduate/Professional Student Social at Perfect Games: Friday April 4th
      2014 7:00-9:00 PM.
   ii. Review of Constitution / By-laws is done
   iii. Review of Standing Rules will take place in April

c. Report of the CIO and Election Committee - CIO Mukherjee
   i. URLA Chair Kleinheksel resigned as Treasurer Elect and nominated himself
      for PAF Chair
   ii. Senator Rakitan resigned as URLA Chair and nominated himself for
      Treasurer
   iii. April meeting to elect Treasurer, URLA Chair and PAF Chair
   iv. Please nominate yourself / others.
   v. Results of the Poll for Career Fair attached. 87% students supported the idea.
   vi. GSB has supported us by passing Resolution supporting a Graduate and
      Professional Career Fair.

d. Report of the Treasurer and Finance Committee - Treasurer Helms
   i. Allocations: The Allocations deadline has passed and the bill is up for
      passage and will be presented during the March meeting. Overall the
      participation was excellent! We received 39 applications total, bringing our
      total Allocations requests to 50 on the year (10 more total than last year).
      Finance Committee met and made their recommendation. Requests totaled
      >$27,000, but once the guidelines were applied, Finance Committee found
      $18,722 of allowable funding. Total funding provided to student
      organizations for FY2014 will be $25,331.15 assuming passage of the
      Spring Allocations Bill.
   ii. Several organizations were “denied” funding, or their funding was reduced
      for the following reasons:
      1. Organizations were requesting funds for social events with no
         academic component, which are not deemed fundable by current
         allocations guidelines.
      2. Funding requested would otherwise be covered by PAGs.
      3. Several organizations retained GPSS funding from prior years. These
         organizations are asked to spend their current funding down on items
         approved either by the Finance Committee or the GPSS Treasurer.
   iii. Allocation Revisions: Due to the extraordinary quantity of applications
      received, Finance Committee and the Treasurer have yet to meet with the
      express purpose of revising the guidelines. Several ideas have been put forth
and are up for consideration. Please let me, or a member of the Finance Committee know if you have certain changes you would like to see made.

iv. GPSS/GSB Student Fees ratio discussion: This committee has come to a conclusion regarding the current GPSS/GSB Student Fee ratio split. Senator Rakitan will discuss this during Open Forum of the March meeting.

v. Finances/Budget – No updates.

vi. Please email me if you have any questions/concerns (GPSSTreasurer@iastate.edu)

e. Report of the URLA Chair - URLA Chair Kleinheksel

i. Financial Counselling Clinic Lunch Seminar
   Oak Room, ISU Memorial Union
   Wednesday, April 16th @ 12:00pm
   Primary seminar topic: "Comparing job offers"
   Secondary topics: "purchasing homes/mortgage loans", "investing/retirement plans" "private and federal student loan repayment"
   "tax planning (incoming taxes, tax deductions and credits)"
   Free lunch will be provided sponsored by GPSS at 11:30 AM.
   Please RSVP (http://goo.gl/dNFhvm) so that we can estimate head count!

ii. BFAC Meeting:
   1. Committee members had prioritized University Budget items, starting with public safety spending (dispatch, officers), Risk Management staffing, space scheduling/management (hire an extra planner), EH&S safety training for students (as requested by departments), and custodial/grounds staff as the highest priority.
   2. Of issues most immediately relevant to the grad student population, child care support (for on-campus childcare provision) was listed in 3rd priority (of 4 tiers, 1=high, 4=low); also, the campus may be looking at expanding onto the block defined by Sheldon Ave, N Hyland Ave and West St., but no timeline was given.
   3. The Regents are currently discussing inter-university cash transfers, with ISU likely on the receiving end (this from VP Madden). No word on new State funding for the colleges yet.

iii. VEISHEA sought input on how to best connect and market to graduate students.

f. Report of the PAG Chair - PAG Chair Diddi

i. PAG funds still available for approximately 40 applications.
   ii. Please encourage constituents to email if they have not yet received PAG funds.
iii. Peer teaching and research award applications received.

g. Report of the GSB Senator-at Large
   i. None

VI. Old Business
   a. SB-S14-05
      i. Bill Read by Senator Lois
      ii. Allow apply any time
      iii. Change $200 to $150
      iv. Simpler and good for Vet Med
      v. Discussion:
         1. A person with priority 2 can receive in one month and a priority 1
            not in another
         2. Apply only once?
         3. What if I only have a specific conference of interest?
         4. Keep it similar to current method of only once and not increase
            random drawing benefit
         5. When should someone apply? Early or later? Which is better?
         6. Suggesting to apply as soon as possible
         7. But what about peaks that would result in Priority 2 receiving and
            Priority 1 not
         8. Can we know when others apply? I want to apply during the lowest
            application month
         9. Think about from our constituent shoes, how can we make this so
            they can understand why #2 got it when another month #1 did not
      10. Concerns (email)
          a. Conferences bunch up by month
          b. Need to be registered during the summer
             i. Fall comes from fall fees, spring same, so summer
                should be
             ii. What about the work they did during the fall / spring
                that is being presented during the summer
             iii. PAG chairs in the past denied such applications in the
                  past
      11. Are there peaks in the Application?
          a. No pattern, peak months August, October, March
      12. Amendment to allow spring enrollment and not graduated receive
          PAG in summer
13. VOTE on Amendment:
   a. YES : 96%
   b. NO : 2%
   c. ABSTAIN : 2%
   d. PASSED

14. PAF name is disliked

15. Suggestion to send back to committee rather than pass a bill that we don’t fully agree
   a. There has been enough time to talk to constituents

16. Call to Question - Objected

17. VOTE on Call to Question:
   a. YES : 65%
   b. NO : 31%
   c. ABSTAIN : 4%
   d. PASSED

18. VOTE
   a. YES : 64%
   b. NO : 36%
   c. ABSTAIN : 0%
   d. PASSED

VII. New Business

a. Senate Bill S14-06 – Amending the GPSS Constitution
   i. Bill Read
   ii. Each GSB Graduate Senator will have 1 vote in the Senate
   iii. Treasurer higher seniority than CIO
   iv. Only seated senators need attend summer sessions
   v. Changing Exec duties
   vi. Broaden who can be an exec
   vii. Empower committee chairs
   viii. Add new standing committees
   ix. Amendment to make URLA Chair Co-Chair of GPSRC
   x. VOTE on Amendment:
      1. YES : 85%
      2. NO : 9%
      3. ABSTAIN : 6%
      4. PASSED
   xi. VOTE:
b. Senate Bill S14-07 – Amending the GPSS By-Laws
   i. Bill Read
   ii. Vice President Tlach points out to the change in process of dealing Budget
       bills where the Senate can now make simple amendments.
   iii. Senator Hollis: What does simple amendment mean?
   iv. Senator Zenko: left open as currently debate will be limited to 10 minutes
       and call to question. The rationale for this it gave power back to the senate,
       provides a simple tool to senate to make that simple fix. It has the ability to
       still get the bill back to the committee.
   v. Senator Hollis: if the finance committee feels that the amendment is simple
      then the changes can be approved and can get passed.
   vi. 4 minutes to technically decide if we want to extend the debate
   vii. What constitutes simple, can you give examples?
   viii. If not simple, the finance committee members can make a motion that this
       amendment is not simple and will go back to the committee
   ix. CIO Mukherjee – 2/3 of Senate has to agree
   x. Senator Lois: This amendment is being discussed for more than 4 minutes,
      its motion to strike through line c
   xi. VOTE:
       1. YES : 58%
       2. NO : 42%
       3. ABSTAIN : 0%
       4. PASSED
   xii. What is the “primarily” mean in context of allocations and student groups?
   xiii. Senator Santos: Student group leaders can get member list for ISU Website.
   xiv. Motion to amend By-laws so that general allocations is available to student
       groups that “primarily” consist of graduate students
   xv. VOTE:
       1. YES : 90%
       2. NO : 2%
       3. ABSTAIN : 8%
       4. PASSED
   xvi. Senator Jaramillo: PAG to PAF friendly amendments
xvii. Call to question

xviii. VOTE:
1. YES : 100%
2. NO : 0%
3. ABSTAIN : 0%
4. PASSED

c. Senate Bill S14-08 – Spring 2014 Graduate and Professional Student Senate (GPSS)

Allocations
i. Read by Senator Ramezani

ii. Motion to move the excess money to PAF at the discretion of the PAF Chair

iii. Senator Zenko : I recommend to move excess to Wakonse

iv. Senator Anderson – there was a lot of disagreement regarding Wakonse. I propose to allocate $2,500 to Wakonse and the remaining of surplus to go to PAF.

v. Senator Lois – amendment to sponsor 10 students

vi. President Prisacari – there is an additional cost associated with Wakonse candidates. CELT covers lunches and transportation for all participants.

vii. PAG Chair Diddi – we are discussing the cost of CELT. We first need to consult CELT if it can accommodate more students.

viii. VOTE on Amendment to send 10 students to Wakonse Vote
1. YES : 35%
2. NO : 65%
3. ABSTAIN : 0%
4. FAILED

ix. VOTE on Amendment to allocate additional $2500 to Wakonse Vote
1. YES : 70%
2. NO : 30%
3. ABSTAIN : 0%
4. PASSED

x. VOTE on final amended version of the bill
1. YES : 82%
2. NO : 18%
3. ABSTAIN : 0%
4. PASSED

xi. VOTE
1. YES : 96%

i. President
   1. Candidate: CIO Mukherjee
      Keep GPSS Holistic – not partial to few things – the more ways we can reach out to students, the better we can serve them. Help whoever is interested in technical aspects of GPSS (clickers, etc.) along. Encourage General Allocations funding. Career Fair – want to encourage organization to arrange for it. Need to create ISSO accountability.

ii. Vice-President
   1. Candidate: Senator Zenko
      Senator for 2 years, have been involved in every facet of GPSS with exception of Finance Committee. Has helped lead the GPSSRC. Interested in position last year, was nominated for President by current President Prisacari, felt like VP was a better fit. Will work well with President Elect.

   2. Candidate: Senator Lois
      I want to chair senate meeting, I can make meetings run smoother, faster and overall, better. Is knowledgeable about parliamentary procedure. Has had influence over current meeting structure.

3. Questions:
   a. To Senator Zenko: What do you mean by good job of Vice-President?
      Already clarified
   b. PAF Chair Diddi to Senator Lois – In your speech, you said you’d like to efficiently run the meetings. What else would you want to accomplish?
      That is ultimately the goal. I had to volunteer for my
Senator’s position due to reputation of GPSS meetings, a lot of this falls to the chair.

c. Senator Ramezani to Senator Lois - What have you done in your role as a Senator?
PAF Bill (authored), served on all the major standing committees this year.

4. Discussion:
   a. Senator Helmich – Supports senator Lois due to goals and delegated responsibilities of the VP.
   b. PAG Chair Diddi - Supports senator Zenko due to involvement with GPSS RC and past volunteering.
   c. Senator Hollis – Lois is very well versed in parliamentary procedure.
   d. Senator Rakitan – Knows Lois from serving on several committees, knows Lois has been polarizing figure, but he is very capable and also very capable of compromise and holding tongue.
   e. CIO Mukherjee - CIO – Vote who is the better character in terms of relationship ability with administration. Both candidates are qualified.
   f. President Prisacari – need someone who can help show a unified front.
   g. Senator Santos to CIO Mukherjee – Who do you prefer to work with?
      No preference. But Senator Zenko will be better with administration relationship building.

5. VOTE :
   a. Senator Zenko : 69%
   b. Senator Lois : 31%
   c. Abstain : 0%

6. Senator Zenko is Vice-President Elect

iii. CIO

1. Candidate : Senator Singh
   Technical Background – have been working with Arko to help bring PAG online.
2. Senator Ramezani nominated URLA Chair Kleinheksel – declines.
3. Questions: Senator Zenko – When can we expect PAG online
   Expect by Fall

4. VOTE
   a. YES: 93%
   b. NO: 7%
   c. ABSTAIN: 0%

5. Senator Singh is CIO Elect

iv. Treasurer

1. Candidate: CIO Mukherjee nominates URLA Chair Kleinheksel
   Role requires good knowledge of Finances, as well as guiding Senate
   Discussion, etc

2. Candidate: Senator Rakitan
   Service on Finance Committee, was an integral part of the budget
   proposal, part of BFAC committee, Joint Fee committee resolution
   was largely guided by my input. Will not hold opinion, or agenda,
   but will help guide senate as to how to make things happen

3. Discussion:
   a. CIO Mukherjee: Nominated URLA Chair Kleinheksel as
      technical help is needed to port finance forms online.
   b. Senator Ramezani – Senator Rakitan has had significant
      experience on the committee this year.

4. VOTE
   a. Senator Rakitan: 50%
   b. URLA Chair Kleinheksel: 50%
   c. ABSTAIN: 0%
   d. Senator Goswami – motion to reconsider

5. VOTE on motion
   a. YES: 81%
   b. No: 19%
   c. ABSTAIN: 0%
   d. PASSED

6. Revote
   a. Senator Rakitan: 49%
   b. URLA Chair Kleinheksel: 49%
   c. ABSTAIN: 2%

7. URLA Chair Kleinheksel is Treasurer Elect by tie-break by CIO
   Mukherjee
v. URLA Chair
   1. Vice-President Tlach nominates Senator Rakitan – declines.
   2. Senator Zenko nominates Senator Pritchard – declines
   3. Senator Rakitan volunteers
   4. Candidate: Senator Rakitan
   5. VOTE:
      a. YES: 96%
      b. NO: 2%
      c. ABSTAIN: 2%
   6. Senator Rakitan is URLA Chair Elect

vi. PAF Chair
   1. CIO Mukherjee nominates Senator Lois – declines
   2. Senator Ramezani – declines
   3. Senator Jaramillo nominates Senator Mantilla Perez – declines
   4. Vice President Tlach nominates Senator White – declines
   5. Mantilla Perez – nominates President Prisacari – declines
   6. PAF Chair elections to be held in April.

VIII. Announcements
IX. Adjournment @ 12:10 am
X. Voting Record
   b. http://www.gpss.iastate.edu/senate/meetings/13-14/March/Vote/Participant.html
SENATE BILL S14-06

SENATE MEETING March 31, 2014

TITLE: Amending the GPSS Constitution

WHEREAS: The rules committee is charged with reviewing the Graduate and Professional Student Senate (GPSS) Constitution each year, and

WHEREAS: The current Constitution in place for GPSS does not accurately represent the proceedings of the Senate, and

WHEREAS: The duties of the Executive Council could be more clearly defined, and

WHEREAS: New GPSS activities and responsibilities require the creation of new committees, be it therefore

ENACTED: The GPSS Constitution be amended as attached.

Sponsors:
Lois, B. Rakitan, T. White, A. Hollis, C. Zenko, Z.

Anna Prisacari, President
Brian Tlach, Chair of the Senate
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 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

X. 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.

XI. 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.

XII. 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.
ii. Senators-at-large. The following positions carry the status of Senator-at-large. Status as a Senator-at-large shall not count against a departmental quota (ARTICLE 1, section 1, representation), and is not subject to departmental election procedures as otherwise defined in the By-laws or the Standing Rules.
   a. Officers of the Senate. The Officers of the Senate shall represent the Senate as a whole and shall not carry a vote.
   b. Vice-President. The Vice-President shall represent the Senate as a whole. The Vice-President shall only vote in the occurrence of a tie.
   c. Graduate GSB Senators. They shall represent the graduate student body as a whole. They shall also act as a liaison between GSB and GPSS to facilitate efficient and productive legislation by the two bodies and to strengthen representation of student concerns to administration. GSB Senators who represent the Graduate College shall be elected to GSB by the graduate student body or, in the case of a vacancy or special circumstances, appointed to GSB by GPSS as defined in the GSB Constitution and By-laws. Each graduate GSB senator will have one vote in the Senate.

XIII. Terms. Members of the Senate are elected by graduate or professional students for one year terms that begin in August or January and may be re-elected for as long as they continue to be in good standing with the Graduate College or College of Veterinary Medicine.

XIV. Officers. The officers of the Senate are the President, Vice-President, Treasurer, Chief Information Officer, University Relations and Legislative Affairs Chair, and Professional Advancement Fund Chair. Henceforth, this order shall be known as the order of seniority.

XV. Sessions. A scheduled meeting of the seated Senate
   i. The Graduate and Professional Student Senate meets once per month during the fall and spring semesters, except in the months of December and May. Summer sessions may be held at the discretion of the Executive Council for seated Senators who are present at Iowa State University.
   ii. The Vice-President shall call additional sessions as directed by the Senate or a written petition of 30% of the Senate.

XVI. Powers and Duties.
i. The Senate may discuss and take a position on any subject of concern to the graduate and professional student body. The Senate may discuss and make policies within its jurisdiction. The Senate may also allocate funds by Senate Bill or through an approved budget. Allocation of funds shall never exceed the actual funds possessed by the Senate.

ii. Issues must be referred to a vote of the graduate and professional student body upon receipt of a petition of two percent (2%) of the graduate and professional student body (as determined by the Office of the Registrar), or may be referred by the Senate. The vote shall be through a process approved by the Senate and the voting process shall be open for not less than one regular class day (9am to 5pm).

iii. The Senate may call general meetings of the graduate and professional student body.

iv. The Senate is the judge of its membership.

v. The existence of the Senate shall not preclude other means of communication between the graduate or professional student and the University.

ARTICLE II. THE EXECUTIVE COUNCIL

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

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

   i. President:
      a. Preside over the GPSS Executive Council meetings.
      b. Set agenda for GPSS Executive Council meetings.
      c. Preside over any general meetings of the graduate and professional student body.
      d. Supervise normal internal operations of the Senate.
      e. Attend annual President’s training in compliance with Student Organization regulations.
      f. Coordinate and direct the activities of the operating committees as defined in article III.
      g. Assume risk management officer responsibilities for acts of the organizations or events produced by the organization.

      1. The role of risk management officer is [a] to recommend risk management policies or procedures to the GPSS, [b] to submit documentation to ISU’s risk management office and [c] to ensure that risk management procedures are implemented at all the organization’s events.
h. Shall be seated on the Special Student Fee and Tuition Committee and the Memorial Union Board of Directors.

i. Such other responsibilities as authorized by the Senate. Authorization may be reviewed by the Senate as necessary.

ii. Vice-President:
   a. Assume the responsibility of the President in the case of the President’s absence.
   b. Preside over sessions of the Senate or designate the chair with the approval of the Senate.
   c. Conduct the Senate sessions according to the rules of procedure set by the Rules Committee.
   d. Determine whether or not a quorum is present.
   e. Chair the Rules Committee.
   f. Reserve monthly meeting venue through university’s room reservation request.
   g. Invite and schedule Open Forum speakers for Senate meetings.
   h. Set the agenda including speakers, bills, reports of the Executive Council, and announcements for the GPSS meetings and send to Senators at least seven days prior to the Senate meeting.
   i. Organize fall graduate orientation, fall social, and spring social.

iii. Treasurer:
   a. Collect, keep a record of, and arrange for the safekeeping of such monies as the Senate may obtain.
   b. Disburse such monies as the Senate approves through a Senate Bill unless other procedures are outlined in the By-laws or Senate Bill.
   c. Report to the Senate for approval at all regular sessions, all income and expenses and maintain records of all transactions.
   d. Maintain financial records for inspection at any time by members of the Senate.
   e. Attend annual Treasurer’s training in compliance with Student Organization regulations.
   f. Chair the Finance Committee.
   g. Shall be seated on the Special Student Fee and Tuition Committee.

iv. Chief Information Officer:
   a. Record and file records of activities of the Senate and its agencies.
   b. Keep a record of attendance at Senate sessions.
   c. Handle and maintain a record of all Senate correspondence.
   d. Conduct roll call votes.
   e. Maintain the GPSS webpage and email listservs.
   f. Be responsible for preparing and developing presentation for GPSS meetings and for accurate display during the GPSS meetings.
   g. Have a functional knowledge of GPSS rules and proceedings.
   h. Chair the Elections Committee.

v. URLA Chair:
   a. Coordinate graduate and professional student body representation on university committees, collects feedback from those committees as well as legislative affairs.
   b. Organize professional development activities or speaker/programming.
   c. Record meeting notes during GPSS meetings.
d. Shall be seated on the Provost Budget Advisory Committee and Faculty Senate

vi. PAF Chair:
   a. Review and allocate professional advancement funds according to guidelines set by the Senate GPSS awards and scholarships.
   b. Review nominations for all student awards in accordance with the guidelines of the Senate.
   c. Review all nominations for Margaret Ellen White Faculty award and forward top nominations to the Graduate College.

3. The duties and responsibilities of the officers shall be limited and defined by Article II, Section 3 to maintain division of power. Responsibilities may be temporarily modified at the discretion and consent of the Executive Council.

4. Terms. The term of office for Executive Council members shall expire upon the adjournment of the April session.

5. Eligibility. The Executive Council members are elected by the Senate.

i. All current or previous members of the Senate are eligible to serve as Executive Council members. In the occurrence that no previous or current Senators are willing to serve in a vacant Executive Council position(s), the Senate may nominate a graduate or professional student(s) providing they meet the requirements to serve on the Executive Council. All nominees who have not served or are not currently serving on GPSS must be approved by a simple majority vote of the Senate.

ii. Members of the Executive Council or nominees to be elected to the Executive Council must meet and maintain the following requirements throughout their term:

   a. Have a minimum cumulative grade point average (GPA) of 3.00 and meet that minimum cumulative GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.
   b. Be in good standing with the University and enrolled: at least half-time (six or more credit hours), unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement during their term of office.
iii. The Senate may recall, if necessary, any of the members of the Executive Council by a two-thirds vote of elected Senators. Election of a new Executive Council member shall proceed through special election procedures.

6. Meetings. The President shall call meetings of the Executive Council at the request of any member of the Council or as is necessary. These meetings will be advertised appropriately before the Council meeting. Each member of the Executive Council shall have one vote.

7. Powers and Duties.

i. The Executive Council represents the Senate while the Senate is not in session.

ii. The Executive Council is responsible directly to the Senate for all its activities and decisions.

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

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

ARTICLE III. COMMITTEES

I. Permanent Standing Committees.

A. Membership. Permanent standing committees consist of Senators who volunteer at either the August or January Senate meetings. Any additional members that request to become part of the committee outside of these times must be approved by the chair of the committee. Committee members may be removed at the discretion of the chair due to lack of participation.

B. Terms. The term of the members of the permanent standing committees shall expire upon adjournment of the April Senate Meeting.

C. Finance Committee. The Finance Committee prepares the budget and makes recommendations for allocations of the funds of the Graduate and Professional Student Senate. The Treasurer serves as the Chair for the Finance Committee. In addition, the Finance Committee will compose bills of guidelines for regular and special allocations during the spring semester to be used for the following year.
D. Rules Committee. The Rules Committee prescribes all general and special rules of procedure necessary for the orderly consideration of Senate business. All questions of a procedural or legal nature are directed to the Rules Committee. The Vice President serves as the Chair of the Rules Committee.

E. Elections Committee. The Elections Committee is responsible for ensuring that all Senate positions are filled. All questions regarding GPSS membership are directed to the Elections Committee. The Chief Information Officer is the Chair of the Elections Committee, which:
1. Supervises elections of Senators and Executive Council members.
2. Supervises special elections needed to fill vacancies.
3. Maintains a record of attendance at all Senate sessions and notifies Senators as well as their departments or professional programs of their nonattendance.

F. University Relations and Legislative Affairs Committee. Questions regarding public and university policy on graduate and professional students shall be referred to this committee. The University Relations and Legislative Affairs chair is the chair of this committee, which:
1. Advocates graduate and professional student concerns to local, state, and federal officials.
2. Monitors governmental actions affecting graduate and professional students.
3. Coordinates Senate actions to influence public policy on graduate and professional student concerns.
4. Recruits graduate and professional students to serve on University Committees.
5. Serves as an investigative committee for the Senate when the occasion arises.
6. Works closely with the Senators-at-large to GSB on issues that concern both Senates.
7. Serves as a liaison to the GPSS regarding Board of Regents activities.

G. Professional Advancement Fund Committee. The Professional Advancement Fund Chair is the chair of this committee and will work with a representative from the Graduate College for travel awards, and form a committee to review PGSS awards and scholarships.

H. Operations and Marketing Committee. The Chief Information Officer is the chair of this committee, which:
1. Makes policy decisions on website design and content.
2. Updates GPSS website and social media accounts.
3. Designs all publicity materials for GPSS.
4. Advises GPSS on processes to streamline and simplify Senate activities.
I. Graduate and Professional Student Research Conference (GPSRC) Committee. The Senate shall appoint the Chair of the committee. This committee is in charge of all planning and executing of the GPSRC. The URLA Chair will at least be the co-chair of this committee.

II. Other Committees. The Senate may establish such other standing or ad hoc committees as its business requires.

III. Committee Chairpersons. All committees shall have a chairperson. If a committee does not have a chairperson, the President of the Graduate and Professional Student Senate or the Senate shall appoint one.

ARTICLE IV. ADVISER

1. The duties of the Adviser(s) shall include:
   A. Be available to provide advice to Senators and Executive Council members.
   B. Act as a liaison with the University Administration and in any other situation where a non-student spokesperson is needed.
   C. Maintain confidentiality on any information given or when advice is sought, except in the occasion of law or University policy violations.
   D. Attend annual Advisor’s training in compliance with Student Organization regulations.
   E. Sign all expenditures made by the organization.

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

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

ARTICLE V. SUPREMACY OF RULES

1. The following shall be the order of supremacy of rules and policies of the Graduate and Professional Student Senate:
   i. Constitution
   ii. Articles of Cooperation
iii. By-laws

iv. Acts of the Senate as passed through Senate Bill

2. All acts and rules of the Senate shall be in accordance with applicable federal, state, and local laws as well as Iowa State University rules and regulations.

ARTICLE VI. FINANCES

1. All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

2. No dues shall be required for membership as a Senator.

ARTICLE VII. BY-LAWS, AMENDMENTS, AND RATIFICATION

a. By-laws. A set of By-laws shall be written and maintained to specify the rules for elections and rules of procedure for the Senate and the Executive Council. Amendments to the By-Laws shall require approval from two-thirds of all Senators present, where those two-thirds are also a majority of all Senators currently elected and verified.

b. Amendments. Amendments to the Constitution may be initiated by the Senate, or by a petition to the Senate of at least one hundred (100) combined graduate and professional students. An amendment must be approved at two Senate sessions that are at least two weeks apart. At each Senate session, approval must be by two-thirds of all Senators present, where those two-thirds are also a majority of all Senators currently elected and verified.

c. Ratification. This Constitution shall be ratified upon approval of three-fourths of the Senate.

If the Constitution or By-Laws are amended, the Chief Information Officer shall send an updated copy of both to the Student Activities Center within ten days of the amendment.
SENATE BILL S14-09

SENATE MEETING March 31, 2014

TITLE: Amending the GPSS Standing Rules

WHEREAS: The current language “The vote given by each Senator must be recorded” may be unclear to some, and

WHEREAS: The word “majority” means more than half, and

WHEREAS: Further modification of the current Standing Rules would improve the efficiency of the Senate meetings, be it therefore

ENACTED: That items 11 c) and 14 c) in the Graduate and Professional Student Senate (GPSS) Standing Rules be amended to read “If a vote is taken by clicker system or roll call, the results of the vote indicating how each Senator voted shall be part of the meeting notes for that Senate meeting”, be it further

ENACTED: That anywhere the phrase “two-thirds majority” appears, the word “majority” be stricken and the word “vote” be inserted, be it further

ENACTED: That an additional clause 15c) be inserted to read “Open Forum shall be limited to 45 minutes and Senate Forum limited to 30 minutes”, be it further.

ENACTED: The GPSS Standing Rules be amended as attached.

Sponsors:

White, A.  Lois, B  Rakitan, T.  Zenko, Z.  Hollis, C.

________________________________________  ________________________________
Anna Prisacari, President  Brian Tlach, Chair of the Senate
The following rules are guidelines for the Senate. They may be revised, suspended, or discontinued by the approval of the appropriate motion by a simple majority of Senators voting at the meeting of the Senate.

1) These rules shall be reviewed by the Executive Council, under the direction of the Vice President, and the Rules Committee at least once each year and shall be presented for adoption, with any revisions made, to the Senate no later than the first meeting after the seating of the new Senate.

2) The Senate shall meet on the last Monday of each month at 7:00 PM, unless otherwise arranged.

3) The Chair of the Senate takes roll call of all Senators at the start of the Senate session. The CIO records the attendance of all present Senators.

4) Senators who miss the roll call must announce to the Senate and CIO their presence before they are allowed to vote on any measure.

5) All seated Senators, including the author of the bill are eligible to vote on Senate bills, orders, and resolutions during the Senate session as long as they have registered their attendance with the CIO.

6) The Chair of the Senate shall strive to follow the guidelines for assigning the floor to speakers as stated in Robert’s Rules of Order, so as to provide balance and order to the debate.

7) The Chair shall recognize the first request from the floor. The right to the Senate floor is open to all persons attending the Senate session. Each speaker's right to the floor shall not exceed five minutes for each issue at the meeting, except for committee reports.
8) The Senate may not take final action on a bill or resolution until a sponsor presents the final version to all Senators present at the meeting.

9) Procedure for the submission of bills, orders and resolutions to the Senate:

   a) All bills, orders, and resolutions to be proposed must be submitted to the Vice President ten (10) calendar days before the regular Senate meeting.

   b) The Vice President and the Rules Committee will review the proposed bills, orders, and resolutions and provide feedback to the sponsors.

      i. The chairperson of the Rules Committee can state an opinion of the Rules Committee during their committee report. This opinion from the committee on any legislation will be reported back to the Senate as being favorable, unfavorable, or no-bias. This decision by the Rules Committee must be supported by the current constitution and/or By-laws.

      ii. If the proposed legislation is of a financial nature the Rules Committee shall forward the bill to the Finance Committee. The Finance Committee’s opinion will be reported to the Senate by its chair person. The opinion of the Finance Committee will be reported as favorable, unfavorable, or no-bias. This decision by the Finance Committee must be supported by the current Constitution and/or By-laws.

   c) If there is an urgent situation and these deadlines cannot be met, legislation can still be brought before the Senate provided the following:
i. The sponsor is able to show legitimate urgency, and the Senate votes to allow an addition to the agenda. A majority vote from the Senate is needed.

ii. The sponsor provides copies of the legislation to the CIO for distribution to each Senator and Executive Council officer.

10) Introduction of new legislation:

a) A sponsor of a bill, order, or resolution must read the document aloud at the Senate meeting. Once the document is read, the author can present any pertinent information about the proposed legislation to the Senate.

b) Once the proposed legislation has been introduced, the Senate is able to debate the proposed legislation in question.

11) Debate following a motion will be limited to a maximum of thirty (30) minutes, with each speaker allotted a maximum of five (5) minutes speaking time.

a) The question may be called during debate and requires a second. At that time a vote to call the question must be taken. A two-thirds vote is required to call the question. If two-thirds approval is not met, then debate continues.

b) To end debate the Senate must either:

   i. Vote on the issue.
   ii. Vote to postpone the debate until a specified time (or indefinitely).
   iii. Vote to send the issue to committee for further study.
   iv. Vote to table according to Robert’s Rules of Order.
c) If a vote is taken by clicker system or roll call, the results of the vote indicating how each Senator voted shall be part of the meeting notes for that Senate meeting.

d) If the bill, order, or resolution is passed, the sponsor has the responsibility to ensure that the action mandated by the legislation occurs.

12) General discussion of a particular subject can be held by passing a Motion to Discuss.

a) No action aside from debate is possible under this motion, but it is appropriate to make a motion calling for action after debate under the Motion to Discuss has ended.

b) Any Senator may make a Motion to Discuss during the Senate Forum or the Committee reports.

c) The Motion to Discuss is non-debatable, requires a second, has the rank of a main motion, and is passed by a simple majority of the Senators present at the meeting of the Senate.

d) Discussion will be limited to a maximum of forty-five (45) minutes, with each speaker allotted a maximum of five (5) minutes speaking time.

e) The Chair will remind Senators of the maximum speaking and discussion time after the Motion to Discuss has been passed.

f) The discussion period ends:
i. When forty-five (45) minutes have elapsed, unless a motion is made to extend the time limit of debate for an allotted period of time, which requires a second and a **two-thirds vote** of present Senators.

ii. When a motion is made to end the debate. This motion requires a second and a **two-thirds vote** to pass. If **two-thirds vote** is not met, then debate continues.

13) Two (2) types of amendments can be made to a bill, order, or resolution:

a) Friendly Amendments (minor changes which do not change the original intent of the bill or resolution): spelling errors, punctuation, word usage, and short clarification. The Chair will call for anyone opposed to the amendment. If no one is opposed, it passes by silent consent.

b) Other Amendments (major changes which might change the original intent of the proposed legislation): striking portions of the document, large additions, or long clarifications.

14) These amendments must be communicated to the Chair and accurately displayed by the CIO for the Senate.

a) After the amendment is made, there will be a total of four (4) minutes of debate on the amendment. The proponent of the amendment will be given two (2) minutes to explain and support the amendment. There will be two (2) minutes for rebuttal of the amendment. These four (4) minutes of debate count against the total thirty (30) minutes allowed for debate for the given bill/resolution.
b) Major amendments are passed by a simple majority vote.

c) If a vote is taken by clicker system or roll call, the results of the vote indicating how each Senator voted shall be part of the meeting notes for that Senate meeting.

15) Open Forum will be limited to 45 minutes and Senate Forum limited to 30 minutes. Time limits on either forum are enforced at the discretion of the Chair. A motion to extend either forum may be approved by a 2/3 vote of the Senate.
SENATE BILL S14-10

SENATE MEETING April 21, 2014

TITLE: Amending the GPSS By-laws

WHEREAS: The current By-laws do not provide a mechanism to resolve conflict of interest in the executive council elections, be it therefore

ENACTED: The GPSS By-Laws amended as attached.

Sponsors:

Zenko, Z. Hollis, C. Rakitan, T. White, A. Goswami, R. Lois, B.

Anna Prisacari, President

Brian Tlach, Chair of the Senate
1. Elections. The Chief Information Officer shall:

i. Call for Senator elections by the respective department, interdepartmental, and professional program by February 1 for Senators to be elected for the following term. Senators elected by the April Senate are invited to the April meeting to allow for a transition period for new incoming Senators.

ii. Calculate the number of representatives allotted to each department according to the rules given in the Constitution and based upon the enrollment of graduate and eligible professional students for each department, interdepartmental, and professional program given by the University Registrar for the immediately previous fall semester. Any information used in this calculation must be made available to any interested parties upon request.

iii. Be responsible for disseminating information of the number of Senators and time of election to all graduate and eligible professional students.

iv. Investigate all complaints concerning elections which were registered by the last day of March. Each department, interdepartmental, or professional program will be responsible for their own elections, but is subject to review by the Elections Committee in response to complaints.
v. Verify the proper election of Senators as they are received. An election is considered verified upon receipt of the proper verification in the Graduate and Professional Student Senate Office.

vi. Be notified of any special elections held by departments.

2. Meeting rules

i. Unless otherwise specified, meetings of the Senate shall operate in compliance with the GPSS Constitution, the GPSS By-laws, Robert’s Rules of Order, and the GPSS Standing Rules.

ii. In the event of the Vice-President’s absence the presiding officer for the Senate session will be appointed by the President (or officer with the highest seniority) and is subject to a majority vote of the Senators in attendance.

iii. A quorum shall consist of a majority of elected and verified Senators unless otherwise stipulated in the Constitution or By-laws. A quorum during the summer sessions shall consist of 35% of the elected and verified Senators.

iv. No motion may be made nor a vote be binding unless a quorum is present with the exceptions of the motions to adjourn, fix a time to which to adjourn, recess, or modify the agenda.

v. The proposed agenda for a session of the Senate shall be prepared and distributed no later than one week before the session. This agenda shall enumerate items to be discussed under Unfinished and New Business. Copies of bills, resolutions, and orders to be considered along with the previous meeting’s notes will be appended to the agenda.
This agenda may be amended at the beginning of the meeting by a majority vote of the Senate.

vi. The order of business shall be:

a. Call to Order
b. Roll Call
c. Statement of a Quorum by the Vice-President
d. Approval of Meeting Notes
e. Amendments to the agenda
f. Open Forum
g. Senate Forum
h. Introduction of New Bills
i. President’s Remarks
j. Rules Committee report
k. Finance Committee report
l. Elections Committee report
m. University Relations and Legislative Affairs Committee report
n. Professional Advancement Committee report
o. Graduate GSB Senator report
p. Unfinished Business
q. New Business
r. Announcements
s. Adjournment
vii. The Open Forum and the Senate Forum shall follow normal Graduate and
   Professional Student Senate procedures with discussion directed from the chair, who
   will recognize each request from the Senate floor.


   i. Budget development.

   a. The Finance Committee shall be responsible for preparing a preliminary budget
      proposal. This proposal shall be submitted to the Executive Council for review
      and comment no later than the January Executive Council meeting.

   b. The Treasurer will present the reviewed budget to the Senate at the January meeting.

      A discussion period will then follow with the Senate sitting as a committee of the
      whole, with the time for this discussion limited to fifteen minutes. Acting
      informally as a committee of the whole, the Senate can make suggestions to the
      finance committee for the final budget proposal.

   c. The budget proposal will be sent to the Finance Committee for consideration
      of suggestions from the January Senate meeting. The final budget proposal
      will be presented to the Senate for approval at the February meeting.

   ii. Budget approval

   a. The Senate has three options available for consideration of the budget:

      1. Approval of original or amended budget proposal (simple majority).

      2. Rejection.

      3. Referral back to the finance committee with specific concerns.

   b. Friendly amendments to the budget are allowed.

   c. In the event of Senate rejection, the Finance Committee will prepare a new
      proposal for submission to the Senate by the March meeting.
iii. Budget Maintenance. Once a budget is approved for a given fiscal year, the
Executive Council may approve any expenditures that are in accordance with that
budget unless otherwise mandated.

4. Allocations

i. Requirements for organizations requiring funds.
   a. The Organization shall be recognized by the Student Activities Center, including
      probationary status, as determined by the SORB, or recognized by an ACT of the
      Senate as providing service available to the University community.
   b. Social, religious, and political groups are not funded by GPSS.
   c. Products purchased through GPSS funds are considered property of GPSS and
      need to be returned upon request of the Senate.

ii. Regular Allocations
   a. Organizations that primarily benefit graduate and/or professional students qualify
      to apply for regular allocations.
   b. Qualified organizations may only received funding through regular allocations
      once per academic year.
   c. Requests for funding student conference attendance should be applied through a
      Professional Advanced Fund (PAF) and will not be considered through regular
      allocations.

iii. Special Allocations
a. The primary beneficiaries of funding requested through special allocations must 
be graduate and/or professional students.

b. Funding requests that are eligible for regular allocations, but are not submitted by 
the deadline should not be accepted for special allocations funding.

c. It is the responsibility of the recipient receiving GPSS funding to communicate to 
the Treasurer on how the money was spend and the treasure will report back to 
the Senate.

5. Delinquency, Resignation and Removal of Senators

i. Senators are required to attend all Senate meetings.

   a. Attendance is required from the beginning of Statement of Quorum through the 
end of adjournment. If a Senator is not present during this entire time, he or she may be 
counted absent unless prior arrangements have been made with the chair of the 
meeting. If a Senator must leave the meeting early, the Senator must notify the CIO 
and provide a reason before leaving the room.

   b. Two absences, without a substitute, from regular meetings shall warrant notification 
by the Elections Committee to the Senator in question, stating the rules of 
attendance and delinquency.

   c. Missing three regular meetings without a substitute during the entire academic year 
constitutes resignation.

   d. A substitute should be a graduate or professional student in the same department, 
interdepartmental, or professional program who is able to relay information back to 
the Senator’s program.
ii. Removal of a Senator from the Senate for misconduct or nonfeasance shall be carried out by a roll call vote requiring a two-thirds vote for approval. A resolution for removal may be brought to the floor only if it is in written form.

ARTICLE II. THE EXECUTIVE COUNCIL

1. Elections

i. Election Procedures. The Chairperson of the Elections Committee shall chair any election unless he or she is running for elected to any Executive Council position for the upcoming academic year, in which case he or she shall delegate the chair during that election to a member of the Elections Committee not running for elected to any position on the new Executive Council or to an appropriate GPSS member. Nominations for each position shall be closed immediately preceding the elections for that position by a majority vote of the Senate. Executive Council members shall be elected by a majority. A run-off election will be held between the persons receiving the two highest vote totals should a majority fail to be reached on the initial vote.

ii. General Election. The Elections Committee shall call for nominations for the Executive Council positions, at the regular February meeting of the Senate, and again at the March regular meeting of the Senate. The Executive Council members will be elected at the March regular meeting of the Senate. A transfer of information between the old Executive Council and the new Executive Council will occur from the close of the March meeting through the close of the April Senate meeting.

iii. Term of Office. The terms of the retiring Executive Council members shall expire at the adjournment of the April meeting; and concurrently, the President-Elect and Vice President-Elect will assume the offices of President and Vice-President, respectively, and other incoming Executive Council members will assume their respective positions.
iv. Vacancies. Vacancies resulting from impeachment, resignation, or other causes shall be filled by a special election conducted by the Elections Committee.

2. Meeting Rules. The Executive Council shall meet at least two weeks prior to the regular Senate meeting. The Presiding Officer at Executive Council meetings shall be the President of the Senate. In the event of the President’s absence, the Presiding Officer will be chosen in the order of seniority. The Council cannot conduct business unless four of the six members are present.


i. An Executive Officer will be allowed two excused absences from regular Executive Council or Senate meetings due to professional or personal conflicts providing they secure another officer to relay any committee reports and additional communication at Executive Council meetings or regular meetings of the Senate.

ii. One absence from either GPSS Executive Council or regular Senate meetings that are not excused shall warrant notification by the Elections Committee stating the rules of attendance and delinquency.

iii. Missing two meetings without an excused absence constitutes a resignation from the executive board position. The Chief Information Officer will advise the election committee of the need for a special election to fill the position left vacant.

iii. Executive Council members may be impeached by a written presentation of charges, in the form of a senate order, sponsored by a minimum of 25% of the seated Senate. A vote to recall an impeached Executive Council member from office must be approved by two-thirds of a 60% quorum Senate.
ARTICLE III. COMMITTEES

1. Ad hoc committees may be formed by the Senate to carry out duties assigned to them by the Senate. The powers of the committee will be clearly defined by the Senate.

2. The Chairperson of the committee appoints the members. Committee members must be graduate or professional students. Committees, other than those defined by the Constitution, may not have less than three members.

3. Committees, other than those defined by the Constitution, shall be dissolved after two years unless re-formed by the Senate.

ARTICLE IV. ACCESS TO INFORMATION

The Senate and all of its organized bodies, through its officers, shall follow the rules and regulations outlined in the Iowa Open Meetings Open Records Act.
SENATE BILL S14-10

SENATE MEETING April 21, 2014

TITLE: GPSS Leadership Award, Eligibility and Review Criteria

WHEREAS: There are several graduate/professional students involved in leadership activities on ISU campus that are beyond their academic requirements, and

WHEREAS: Outcomes of leadership activities of these students have a positive impact on the experience of graduate/professional student at Iowa State, and

WHEREAS: There are currently no awards that recognize Iowa State graduate/professional student leaders for exemplary leadership benefiting graduate/professional students and whose influence and achievements have made a significant impact on university life and beyond, and

WHEREAS: Recognizing involvement and impact of Iowa State graduate/professional student leaders will provide a distinct advantage to Iowa State graduates when seeking employment upon completion of their program, be it therefore

ENACTED: That the Graduate and Professional Student Senate (GPSS) institutes the “GPSS Leadership Award” to recognize the contribution of graduate/professional students to Iowa State student community, be it further

ENACTED: That the attached document provides purpose, guidelines, and review criteria for “GPSS Leadership Awards”

Sponsors:

Goswami R.  Zenko Z.  Lawana V.  Hollis C.  Ghalachyan A.  Anderson A.  Mantilla M.

Anna Prisacari, President  Brian Tlach, Chair of the Senate
GPSS Leadership Award

Purpose of the award
The purpose of this award is to recognize ISU graduate/professional student leaders for exemplary leadership benefiting graduate/professional students and whose influence and achievements have made a significant impact on university life and beyond. Such leadership includes, but is not limited to:

Enhancing graduate/professional student life, graduate/professional development, and program; mentoring ISU students; serving as a student officer of a graduate/professional student organization; serving on university committee, etc.

Eligibility
To be eligible for nomination, student must meet the following criteria:

• Be a current ISU graduate or professional student in good academic standing
• Demonstrate excellence in leadership that exemplifies “going above and beyond” for at least two semesters

Nomination
Students cannot self-nominate. Nominations may be submitted by an ISU graduate or professional student, faculty, staff, adviser, or student group. Previous winners are not eligible. Nominations should include the following:

• A completed nomination form
• A narrative statement that clearly identifies and provides supporting evidence for outstanding qualities of the nominee relevant to the purpose of the award.

As nominations are received, nominees will be contacted by the GPSS PAF Chair and asked to submit their CVs.
IOWA STATE UNIVERSITY
Graduate & Professional Student Senate

**Deadline**
Nominations must be submitted by email to the PAF Chair of the Graduate and Professional Student Senate by March 1st.

**Selection Process**
The Awards Review Committee, chaired by the GPSS PAF Chair will review final applications and will select the recipients. Winners will be notified by the end of March and recognized at the Graduate and Professional Student Research Conference.

**Award**
The award recipients will receive a certificate of achievement signed by the ISU President and the GPSS President and an honor cord to be worn at graduation. If the student is graduating in a future semester, it will be the student’s responsibility to keep the honor cord and wear it during his or her graduation ceremony. In addition, a citation will be listed by their name in the ISU Commencement Program. The award will also be noted on the student’s transcript.

**Total number of awards in a fiscal year**
20
NOMINATION FORM

GPSS Leadership Award

Submit nomination via email attachment to gpsspag@iastate.edu
(Subject line: GPSS Leadership Award)

Nominee’s Information

Name:
College:
Home Department:
Major:
Email:

Nominator’s Information

Name:
Nominator’s relationship to student:
☐ Faculty
☐ Staff
☐ Advisor
☐ Student Organization/Group
1  ☐ Colleague

2  ☐ Other

4  Brief statement (please type 300 words or less):

5  Describe the nominee including his/her leadership activities or abilities and why s/he deserves this award.
SENATE BILL S14-12

SENATE MEETING April 21st, 2014

TITLE: Modifying the PAF Policies and Procedures

WHEREAS: The amount of the PAG/PAF has been $200 since the 1980’s, and

WHEREAS: The amount was changed in committee as part of a larger reform without sufficient discussion in the senate, and

WHEREAS: The current method of unused PAF distribution has the potential to earmark current Graduate and Professional Student Senate (GPSS) funds for future fiscal years, and

WHEREAS: If there is a shortage in the number of PAF applications needed to use up the PAF allocation for that month there will likely be an increase in number of PAF applications in the next month, be it therefore

ENACTED: The Professional Advancement Funds Policies and Procedures Section VI and all relevant sections be amended so the amount of the PAF is $200, be it further

ENACTED: The Professional Advancement Funds Policies and Procedures Section II. e) be amended so all unused PAF funds for a month are rolled over into the immediately proceeding month, be it further

ENACTED: The GPSS Professional Advancement Funds Policies and Procedures be amended as attached.

Sponsors:

Hershberger, M.

Anna Prisacari, President       Brian Tlach, Chair of the Senate
I. Purpose

Professional Advancement Funds (PAF) are provided to graduate and professional students by the Graduate and Professional Student Senate (GPSS) to help defray expenses related to professional meetings and conferences.

II. Monthly Cycle

- PAF shall be awarded on a monthly cycle.

- The applications for a given month are due at 5:00 pm on the 15th day of the preceding month.

- The total amount of funds budgeted for PAF for the fiscal year shall be divided equally among the twelve months.

- The month in which a conference occurs shall be determined by the first day on which the conference occurs regardless of when travel takes place.

- If in a given month there is unspent money, all of the extra money will be added to the immediately proceeding month.
III. Awarding PAFs by Lottery

a) After the 15th and before the 22nd of each month, the PAF committee shall determine which applications to fund by conducting a lottery. This lottery shall be conducted using RANDOM.ORG. The PAF chair and at least 1 additional member of the PAF committee or executive board must be present. (Instructions on how to use RANDOM.ORG can be found in the appendix.)

b) Each PAF 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 PAF 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 PAF, the applicant must be a graduate or professional student at Iowa State University (ISU).

i. The applicant must be registered for the Fall Semester to receive funding for a trip which occurs in August through December.

ii. The applicant must be registered for the Spring Semester to receive funding for a trip which occurs in January through May.

iii. 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 as long as the application does not graduate in Summer.
b) Students are only eligible for one PAF per fiscal year; however, students may apply more than once, but the applications must be for different conferences.

For example, if a student is denied a PAF for a conference, she can apply again for a different conference.

V. Trip Eligibility

a) Applicants may receive funding to attend a professional meeting as both a presenter and non-presenter.

b) Applicants may receive funding to attend a professional workshop that provides experience not available at ISU.

c) Applicants will not receive funding for required academic activities.

VI. Amount of Support

The amount of a PAF award shall be $200.

VII. Application

a) Application forms and instructions are the responsibility of the PAF chair and are posted on the GPSS website.
b) Documentation of registration is required at the time of application.

3  c) Incomplete or late applications will not be considered for funding.

5  d) The deadline for an application is the 15th of the month prior to the month of the conference.

7  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.

10  As an example, if one has a conference in December, the PAF 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.

14  VIII. Reimbursement

16  a) The applicant should contact his or her department for information on the reimbursement process.

19  b) Documentation of registration is required for reimbursement.

21  c) Dispersal of funds will conform to ISU policies.

23  d) Reimbursements must be completed within 1 month from the last date of travel.

25  e) Reimbursements will only be approved for actual expenses incurred.

27  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. Cancellation

a) If a student is funded to attend a conference and does not attend, the student must notify the Graduate College in writing to cancel their PAF 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 PAF within the same fiscal year.

c) Funds awarded for travel to one conference cannot be transferred to a different conference.

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 PAF 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 PAF applications that get funded.
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 1 set(s) with 5 unique random integer(s) in each.
Each integer should have a value between 1 and 20 (both inclusive; limits ±1,000,000,000).
The total number of integers must be no greater than 10,000.

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...
SENATE BILL S14-13

SENATE MEETING April 21, 2014

TITLE: New PAF Policies Effective January 1, 2015

WHEREAS: A paramount first step in the implementation of new PAF policies is the education of the graduate student body regarding these policies, and

WHEREAS: The amount of time necessary to ensure a seamless process of transition is not certain, and

WHEREAS: As the body responsible for implementing and stewarding new PAF policies, it is GPSS’s responsibility to undertake the effective communication of these policies to the graduate and professional student community on campus, and

WHEREAS: Clarity in promulgating the new PAF policies is crucial to ensuring the fairness of their impact on graduate and professional students, and

WHEREAS: The original start date of July 1 retroactively affects Summer Session II PAF applicants who have already submitted their applications under prior policies, and

WHEREAS: An effective date of January 1, 2015 allows the PAF Chair and PAF Committee time to develop educational materials, educate the Senate, update the website, update the PAF form and allow students sufficient time to understand the changes and plan accordingly, and

WHEREAS: An effective date of January 1, 2015 falls at a natural coincidence of the start of a PAF period and the Spring Semester of 2015, be it therefore

ENACTED: That the new PAF policies shall go into effect on January 1, 2015

Sponsors: Zenko, Z Rakitan, T Ghalachyan, A Lawana, V Mantilla-Perez, B. Gillette, M.

Anna Prisacari, President Brian Tlach, Chair of the Senate