IOWA STATE UNIVERSITY

Graduate & Professional Student Senate

GRADUATE AND PROFESSIONAL STUDENT SENATE
Meeting Agenda

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

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

IOWA STATE UNIVERSITY

Graduate & Professional Student Senate

Meeting Notes
Monday, April 22, 2013
7:00 PM
West Lagomarcino Hall 0142

X. Call to order 7:00 P.M.
   a. Roll Call – 60% MET
   b. Statement of Quorum by Speaker
   c. Approval of the Minutes – MET (adopted by UC)
   d. Amendments to the Agenda - NONE

XI. Open Forum
   a. Mechanical Engineering Graduate Student Organization (MEGSO)
      i. Purpose: obtain better communication among graduate students; promote communication between faculty and graduate students; enhance the quality of graduate education in Mechanical Engineering at ISU
      ii. Special allocation proposal to GPSS
         1. Funding requested included: laptop ($600); clickers ($60); printouts ($200) – these items helped organization to organize and share organization's material, meeting notes, and to record student presentations for later evaluation. Printing money has been returned to GPSS
         2. MEGSO events: monthly learning communities, student seminar presentations, Dr. Wickert's workshop, industry tours, monthly socials, apparel sales, book drive
         3. Results: Increased student participation and membership involvement; interaction with major professors and colleagues
   b. Curriculum and Instruction Graduate Student Organization (CIGSO)
      i. Name of student organization may change due to merging CI and ELPS; currently there are 2 groups
      ii. CIGSO caters to both undergraduate and graduate students; we make sure that our events are inclusive as many of our students are off-campus
      iii. Use of GPSS allocation: food and beverages for fall and winter socials; which helped to welcome new students and helped returning students to find their niche; and marketing materials. Next year we are working on bringing speakers, host brown bag lunch; set up a website; invest time and money into social media

iv. New updates: Lago building is going through a massive renovation this year

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

1. Grow graduate student population by 2,000 to accomplish research objectives
2. Funding concerns: grant funds are not available this time so private fundraising is encouraged; we would like to raise $150 million in 5 years

ix. Athletics: academic side of athletics is good; average GPA of athletes is above average GPA
x. Interdisciplinary projects: $4.5 million was allocated to push big ideas out
xi. Q&A:

1. Q: What do you expect from us, how can we help you to not lower the quality of academics?
   A: First push is to increase faculty by 200; we look for input from you – what is more important to you (e.g., lab, classroom space, stipend). The best you can do is do well when you graduate and represent well ISU in your new community
2. Q: What is the plan for career development and training?
   A: more members in academy; do retreats/workshops; but we are open to hear your recommendations
3. Q: ICN meetings are not being provided here in Ames. Would be possible to set up an ICN remote meeting site in the ISU campus so we can participate and provide feedback?
   A: Regents meeting is May 2nd, let me see how we can have a site set up on campus
4. Q: is there a way to get faculty participating in grant writing? International students will especially benefit from these additional opportunities.
   A: Let me see what I can do, fundraising will help to offer more opportunities for international students
5. Q: I am all about recruitment. By adding 2000 more graduate students, how we can make sure that students who come here, stay here? What are some retention efforts from your administration?
   A: Recruit more and graduate more; diversity inclusiveness is still unknown; one of our alums has agreed to investigate our diversity inclusiveness and help us determine where we can put money to improve it. By summer we'll have his full report that we'll help us to see better full picture
6. Q: Where do you see 200 faculty and 2000 students?

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

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

XII. Senate Forum
- a. Senator Zhang
  - i. We are hosting 2013 workshop for energy, transportation, and water infrastructure. This event offers an opportunity for collaboration and network; posters are welcomed; top 3 will receive the awards
  - ii. Event website: https://www.igert.windenergy.iastate.edu/events/etwi-psp/
- b. Clicker Demonstration

XIII. Introduction of new bills and resolutions
- a. Senate Bill S13 - 13 Executive Council Scholarship Revision
- b. Senate Resolution S13 – 14 Promotion of Graduate Involvement and Leadership
- c. Senate Resolution S13 – 15 Providing Affordable Health Insurance for Family Members
- d. Senate Bill S13 – 16 Transfer of FY2014 Summer PAG Funds to Surplus Account

XIV. Remarks and Reports
- a. Report of the President - President Kleinheksel
  - i. Arrival of Child/Sickday Policy become effective this summer
  - ii. Large socials this year
  - iii. The largest senate size in the last few years
  - iv. GPSS/GSB change of ratio
  - v. Increase of minimum student stipend - $300 increase over the next 3 years
  - vi. Budget numbers waiting on action from Iowa Legislature
- b. Report of the Vice President and Rules Committee - Vice President De León
  - i. 16 bills presented to Rules Committee this semester; all very much in the spirit of Constitution
  - ii. Ad-hoc committee presented 3 bills on Constitution amendment

iii. Spring social was a success; thank you for attending and inviting your constituents

c. Report of the Treasurer and Finance Committee - Treasurer Peters
   i. Senate Bill S13 – 16 was found favorable

d. Report of the CIO and Election Committee - CIO Prisacari
   i. Graduate Conference:
      1. Graduate Research Conference survey: https://atrial.qualtrics.com/SE/?SID=SV_bsFaaSBPpKsCFN3
   ii. IT committee – help GPSS to build a new website; no technical/programming skills are required. If interested, contact CIO at gppscio@iastate.edu
   iii. GSB/GPSS committee – we are forming a committee made of GSB and GPSS to investigate the ratio. If interested, contact GPSS at gpsspresident @iastate.edu

e. Report of the URLA Chair - URLA Chair Tlach
   i. Board of Regents:
      1. Parking fees will increase $10 across the board for automobile permits, $3.00 for motorcycles (fall/spring)
      2. Recent renovations/improvements:
         a. Paved lot north of physical plant (250 additional spaces for commuters/staff)
         b. East gate renovation on Osborn drive
         c. Schilletter Village mill and overlay nearly 50% complete (multi-year)
   ii. Provost Budget Advisory Committee:
      1. Budget and Enrollment Estimates being finalized
         a. Enrollment ≈32,000 for fall 2013
   iii. For graduate students: awarding 20 Presidential Scholarships at $40,000/yr
   iv. SSHIP Committee
      1. Expect 4% increase in AETNA premiums
         a. Caused by increased taxes from healthcare reform
         b. Lower than average expected increase of 5.9%
      2. Currently taking bids for new healthcare providers (2 year process)
      3. Passive versus active enrollment:
         a. Active: Enroll self and family members every year and currently used
         b. Passive: Enroll self and family members once

c. Passive decreases exceptions to add family after deadline
d. Passive would require the active removal of family or self

v. Special Student and Tuition Activity Fee Committee (SSFTC):
1. Several groups requesting their own special fee instead of allocations through (GSB)
a. Debating decreasing or removing mandatory athletic fee
b. Currently accounts for nearly $1 million in revenue
c. Athletic Dept. has not provided clear operating budget or expenses (requested)
2. Cyride requesting fee increase to fund operations
3. GSB Pres/Finance Director and GPSS Pres/Treasurer will attend meetings over summer

vi. CELT Advisory Committee:
1. Elected new vice-chair Dr. Jay Newell
2. Debate on the Scholarship of teaching and learning and how it is viewed
3. Dr. Ralph Napolitano was hired as Associate Director for Online Education

vii. Graduate Council
1. Non-major graduate credits: Limit non-major credit to no more than 7 and no more than 3 from 300-level courses
2. Coursework only Masters: reduce committee requirement from 3 to 1 (major professor)
a. Only if no creative component required
b. Leave it up to programs to decide

f. Report of the PAG Chair - PAG Chair Stoehr
i. Revising website
ii. Summer session I funding has been depleted
iii. Summer session II - approval process begins June 1
iv. Peer research and teaching awards were presented and awarded

g. Graduate and GSB Senator Report [NONE]

XV. Old Business

a. Senate Bill S13 – 06 Amending the Constitution: Inclusion of Compulsory Statements and Correction of Syntax Errors (Yellow)
i. Consider as read vote:

1. Yes: 56
2. No: 2
3. Abstain: 0
4. PASSED

ii. Vote on the bill:

1. Yes: 60
2. No: 0
3. Abstain:1
4. PASSED

b. Senate Bill S13 – 07 Amending the Constitution: Redefining the Officers of the Senate (Gray)

i. Consider as read vote:

1. Yes: 59
2. No: 0
3. Abstain: 2
4. PASSED

ii. Senator Kress-Israel: could you please remind us the details of this bill?

1. Vice President De León: executive role description and eligibility

iii. Vote on the bill:

1. Yes: 57
2. No: 0
3. Abstain:2
4. PASSED

c. Senate Bill S13 – 08 Amending the Constitution: Redefining Senator Roles and the Graduate Student to Senator Ratio (Green)

i. Consider as read (UC)

ii. Senator Anderson: clarification on representation

1. Vice President De León: ratio change from 50 to 100 students per senator

iii. Vote on the bill:

1. Yes: 60
2. No:1
3. Abstain:1
4. PASSED

XVI. New Business

a. Senate Bill S13 - 13 Executive Council Scholarship Revision

i. Senator Kress-Israel: why does treasurer get more money?

1. Treasurer Peters: time commitment for treasurer is more (e.g., GSB, Finance Committee, regular and special allocations). If we look just at the time commitment, then this raises question whether CIO should get more money this year due to his heavier load

2. President Kleinheksel – new execs did not know about the compensation; we might be self-serving.
3. Vote on the bill:
    a. Yes: 57
    b. No: 0
    c. Abstain: 2
    d. PASSED

b. Senate Resolution S13 – 14 Promotion of Graduate Involvement and Leadership
    i. We are very busy, graduate/professional students may not have time for this commitment
        1. As GPSS Senators, we are already in leadership positions. If we can find time for this, so as others.
    ii. Leadership is part of stepping up
    iii. This may cause problem for parents/online students
        1. Some programs are already accommodating online students by opening leadership positions particularly to serve/represent online students
    iv. People who do mandatory service may harm rather than contribute
    v. The intent is to increase discussion among advisers and students; asking faculty to encourage students to be more active
    vi. Some benefits may not be too obvious to grad students
    vii. Is there a better way to convey the idea?
    viii. Suggestion: change the wording (omit the word "mandatory")
        1. Vote on the amendment (UC)
        2. Vote on the resolution:
            a. Yes: 24
            b. No: 27
            c. Abstain: 9
            d. FAILED

c. Senate Resolution S13 – 15 Providing Affordable Health Insurance for Family Members
    i. President Kleinheksel: family members are important, but this should not be the top priority in reviewing the bids
    ii. Vote on the resolution:
        1. UC
        2. PASSED

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

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

d. BILL IS TABLED (KILLED)

XVII. Announcements

i. President Kleinheksel: thank you everyone for your service and have a good summer.

XVIII. Adjournment @ 10:51pm

IOWA STATE UNIVERSITY

Graduate & Professional Student Senate

SENATE BILL F13-01

SENATE MEETING AUGUST 26, 2013

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

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

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

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

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

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

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

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

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

Sponsors:

Lawana, V.

Nguyen, V.

Anna A. Prisacari, President	Brian Tlach, Chair of the Senate

IOWA STATE UNIVERSITY

Graduate & Professional Student Senate

SENATE BILL F13-02

SENATE MEETING AUGUST 26, 2013

TITLE: Ratifying the Constitution

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

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

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

Sponsors:

Zenko, Z.

Saleem, H.

_____ _____

Anna A. Prisacari, President Brian Tlach, Chair of the Senate

IOWA STATE UNIVERSITY

GRADUATE AND PROFESSIONAL STUDENT SENATE

CONSTITUTION

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

ARTICLE I. THE GRADUATE AND PROFESSIONAL STUDENT SENATE

1. Representation. Each graduate department, interdepartmental and professional program may elect one Senator for each fraction of one-hundred (100) graduate or professional students enrolled with a maximum of four (4) Senators per department, where enrollment in a department, interdepartmental and professional program major is defined in http://www.registrar.iastate.edu/enrollment/statsmajor

2. Eligibility. Any student enrolled at least halftime (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) in a graduate department, interdepartmental, or professional program at Iowa State University may be elected as a Senator. Each graduate/professional program may create more restrictive rules for electing Senators if they choose. Iowa State University and the GPSS do not discriminate on the basis of race, color, age, ethnicity, religion, national origin, pregnancy, sexual orientation, gender identity, genetic information, sex, marital status, disability, or status as a U.S. veteran.

3. Definitions

    i. Senators. A Senator is an elected representative registered in good standing with the Graduate College or any of the professional colleges within the University. Each Senator will have one vote in the Senate.

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

iii. Session. A scheduled meeting of the seated Senate

4. 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.

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

6. Sessions.

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 Senators who are in place and 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

7. 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. Preside over any general meetings of the graduate and professional student body.
      c. Supervise normal internal operations of the Senate.
      d. Attend annual President's training in compliance with Student Organization regulations.
      e. Coordinate and direct the activities of the operating committees as defined in article III.
      f. 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 al all the organization's events.

g. 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.

iii. 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. Have a functional knowledge of GPSS rules and proceedings.
   g. Chair the Elections Committee.

iv. 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 Bylaws 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.

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. Plan speaker/programming for graduate and professional student body

vi. PAG Chair:
   a. Review and allocate professional advancement grants according to guidelines set by the senate GPSS awards and scholarships.

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

4. Eligibility. The Executive Council members are elected by and from the Senate.

   i. All members of the current Senate are eligible to serve as Executive Council members.

   ii. Members of the Executive Council or nominees to be elected to the Executive Council must meet the following requirements:

      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.
      c. Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b)

   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.

5. 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.

6. 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

1. Permanent Standing Committees.

i. 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:
   a. Compose a bill of guidelines for regular and special allocations during the spring semester to be used for the following year.
   b. Notify the senate of any changes to the guidelines due to current circumstances.

ii. 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.

iii. 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:
   a. Supervises elections of Senators and Executive Council members.
   b. Supervises special elections needed to fill vacancies.
   c. Maintains a record of attendance at all Senate sessions and notifies Senators as well as their departments or professional programs of their nonattendance.

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

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

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

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

3. Committee Chairpersons. All committees including University Relations and Legislative Affairs and Professional Advancement Grant, 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:
   i. Be available to provide advice to Senators and Executive Council members.
   ii. Act as a liaison with the University Administration and in any other situation where a non-student spokesperson is needed.
   iii. Maintain confidentiality on any information given or when advice is sought, except in the occasion of law or University policy violations.
   iv. Attend annual Advisor's training in compliance with Student Organization regulations.
   v. 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

1. 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.

2. 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.

3. 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.