SENATE BILL F05-04
October 31, 2005

TITLE: Revising the GPSS Attendance Policy

WHEREAS: The current attendance policies contained in Section I.3.i of the Graduate and Professional Student Senate (GPSS) Bylaws are confusing, and

WHEREAS: Senators are currently allowed to miss half of the regular GPSS meetings and still remain a senator, and

WHEREAS: There is currently no definition of what constitutes attendance at a regular GPSS meeting, and

WHEREAS: In order to maintain quorum, it is important for Senators to be present for the duration of a GPSS meeting, be it therefore

ENACTED: That the Graduate and Professional Student Senate (GPSS) Bylaws be amended as outlined in the Appendix, and be it further

ENACTED: That the changes in Section I.3.i.a take effect at the regular November 2005 GPSS meeting, and be it further

ENACTED: That the remaining changes take effect at the regular April 2006 GPSS meeting.

SPONSORS: Hines, Kaeb, Kaniewski, Meyer, Patridge

APPENDIX: Amended GPSS Bylaws

Michelle Bohan, President
Kristen Meyer, Chair of the Senate

PASSED
ARTICLE I. PROCEDURES OF THE SENATE

1. Elections. The Elections Committee shall:
   i. Call for Senator elections no later than two weeks prior to the regular January meeting.
   ii. Calculate the number of representatives allotted to each department according to the rules given in the Constitution and based upon the enrollment of fee-paying graduate and eligible professional students for each department 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 will control its elections, but is subject to review by the Elections Committee in response to complaints.
   v. See that elections are completed and verified no later than two weeks prior to the March regular meeting. An election is considered verified upon receipt of the proper verification form 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 chosen in the order of seniority.
   iii. A quorum shall consist of 50% of the elected Senate unless otherwise stipulated in the Constitution or By-laws. A quorum during the summer sessions shall consist of 35% of the elected Senate.
   iv. No motion may be made, except a motion to adjourn, approve minutes, or modify the agenda unless a quorum is present at the time of the vote.
   v. The agenda for a session of the Senate shall be prepared and distributed no later than one week before the session. The agenda shall enumerate items to be discussed under old and new business. Copies of bills and resolutions to be considered will be appended to the agenda. The 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. Amendments to the agenda

e. Open forum

f. Approval of the minutes
g. Introduction of new bills

h. President's remarks

i. Senate forum

d. Report of the Executive Council

k. Finance Committee report

l. Rules Committee report

m. Elections Committee report

n. University Relations and Legislative Affairs Committee report

o. Communications Committee report

p. Professional Advancement Committee report

q. Graduate GSB Senator report

r. Other committee reports

s. Old Business

t. New business

u. Announcements

v. 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.

3. 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 New Business. 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.

b. Two absences from regular meetings shall warrant notification by the Elections Committee to the Senator in question stating the rules of the attendance and delinquency.

c. Missing three regular meetings without a substitute constitutes resignation. Resignation will be pushed to a fourth absence if a Senator has sent a substitute for at least one of their three prior absences. A substitute should be a graduate or professional student who is able to relay information back to the Senator’s department. The Senator in question and the Senator’s department or program will be notified by the Elections Committee of the resignation and of the need for a special election.

ii. Vacancies resulting from resignation for other causes shall be filled by a special election conducted within the department concerned. Such an election may be administered by the remaining departmental Senators under the supervision of the Elections Committee.

iii. Expulsion of a Senator from the Senate for gross misconduct shall be carried out by a written ballot achieving a two-thirds majority of a 60% quorum of the Senate. A motion to expel may be brought to the floor only if it is in written form.

4. Budget procedure.

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 October Executive Council meeting.

b. The Treasurer will present the reviewed budget to the Senate at the October 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 October Senate meeting. The final budget proposal will be presented to the Senate for approval at the November meeting.

ii. Budget approval
   a. The Senate has three options available for consideration of the budget:
      1. Approval (simple majority).
      2. Rejection.
      3. Referral back to committee with specific concerns.
   b. The budget proposal is not amendable except for friendly amendments.
   c. In the event of Senate rejection, the Finance Committee will prepare a new proposal for submission to the Senate by the December meeting.

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 that position, in which case he or she shall delegate the chair during that election to a member of the Election Committee not running for that position 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, except the offices of President and Vice President, at the regular February meeting of the Senate, and again at the March regular meeting of the Senate. 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 Council will occur in April.

   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. President-Elect. Nominations for the office of President-Elect and Vice President-Elect shall be taken at the January regular meeting and again at the February regular meeting. The President and Vice President of the next Senate (President-Elect and Vice President Elect, respectively) shall be elected at the regular February meeting of the current Senate following standard Executive Council election procedures. The Senators elected to the office of President and Vice President will assume the offices of President-Elect and Vice President-Elect upon adjournment of that meeting.

   v. 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 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 seven members are present. The right to the floor is limited to the seven members of the council, the faculty advisor to the Council, chairpersons of any standing committees, and persons invited by the Council.

i. An executive officer will be allowed one excused absence from 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. Two absences 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. Missing three meetings without an excused absence constitutes a resignation from the executive board position. The Secretary 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 signed by 25% of the Senate. A vote to recall an impeached Executive Council member from office must be approved by two-thirds of a 60% quorum of the Senate.

ARTICLE III. COMMITTEES
1. Standing Committees.
   i. Standing committees may be formed by the Senate to carry out duties assigned to them by the Senate, with powers clearly defined by the Senate.
   ii. The Chairperson of the committee appoints the members. Committee members must be graduate or professional students. Standing Committees, other than those defined by the Constitution, may not have more than ten members nor less than three members.
   iii. Standing Committees, other than those defined by the Constitution, shall be dissolved after two years unless re-formed by the Senate.

ARTICLE IV. APPENDICES
APPENDIX A: THE ARTICLES OF COOPERATION
APPENDIX B: STANDING RULES – Standing Rules will be passed by a simple majority vote at the first meeting after the seating of the new Senate.

The Articles of Cooperation
Between the Iowa State University Government of the Student Body (GSB) and the Graduate and Professional Student Senate (GPSS)

Preamble
GSB and GPSS have a special and unique relationship, supported by decades of history, which is different than the relationship between GSB and any other organization. This document has a primary status in the enumeration of the rights and responsibilities of the two governmental bodies, as well as codifying independent legitimate authority.

GSB is the only student government organization on campus which represents all students: undergraduate, non-traditional, graduate, and professional. Accordingly, GSB allocates student fees in a manner to benefit the student body as a whole, by funding such entities as the Daily, the Committee on Lectures, and Student Legal
Services. GSB is also able to speak to the university administration and outside groups on behalf of the entire student body.

GPSS is the independent government body which handles matters of concern to graduate and professional students that fall outside of the scope of the GSB by-laws. Specifically, GPSS confronts issues of professional and academic advancement common to graduate and professional students, such as the funding of research and travel grants. In addition, GPSS funds graduate and professional student groups which would not be eligible for funding through the GSB student fees allocation process.

Beyond its funding responsibilities, GPSS is charged with the representation of graduate and professional student interests in policy-making decisions, both on and off campus. This representation requires that GSB and GPSS consult one another in the deliberation of issues that may affect the two constituencies differently. It is the responsibility of both institutions to establish and maintain communication with one another on such issues.

As a result of the organization and responsibilities of GPSS, its role is different than both GSB and a constituency council. Its special status within the overall structure of ISU student governance is one that complements, and is independent of, the governance structures of GSB and enhances the overall representation of student interests at ISU. In the interest of both the GSB and the GPSS, the following Articles of Cooperation shall serve as an outline of procedures for communication, funding, and representation.

1. **Inter-Government Communication**
   a. **Executive Officers**
      i. The GSB President shall appoint a Cabinet member to sit as a nonvoting member of the GPSS Executive Council, and the President of GPSS shall appoint an Executive Council member to sit as a nonvoting member of the GSB Cabinet. The designees shall exchange pertinent information regarding actions of shared interest at these meetings.
      ii. The executives of GSB and the executives of GPSS, including, but not limited to, the President and Vice-president of each body, shall meet prior to the first meeting of the fall and spring semesters to review the goals of each body for that semester, and to discuss other items of mutual interest.
      iii. At the first meeting of the spring and fall semester, the GSB and the GPSS Executive Officers shall address each other's legislative body concerning the activities, accomplishments and pertinent legislation of the past and upcoming academic years.
   b. **Minutes, Bills, and Resolutions**
      i. The Secretary of each body shall make available a copy of the approved minutes, bills, resolutions, and other pertinent correspondence to the Secretary of the other body within one week of each meeting upon request.

2. **Funding**
   a. **Student Activity Fees**
      i. The GSB shall receive 60% and the GPSS shall receive 40% of the Student Activity Fees paid by graduate and professional students.
   b. **Sponsored Events**
      i. Jointly funded events shall be sponsored whenever appropriate. All appropriate publicity shall equally display the GSB and the GPSS logos, and the words "funded by GSB and GPSS" shall appear on all appropriate publicity material.

3. **Representation**
   a. The Presidents of GSB and GPSS shall each appoint a voting representative to serve on each other's Finance Committee.
   b. In committees overseeing issues of importance to both GSB and GPSS, representatives of both bodies should be present.

4. **Supremacy**
   a. The Articles of Cooperation shall supersede the bylaws of GSB and GPSS.

5. **Amendments**
   a. Amendments to the Articles of Cooperation shall take effect after 2/3 of seated senators in each legislative body approve the amendments, which must be presented in written bills, the body text of which is the same in both bills.

6. **Ratification**
   a. Ratification of the Articles of Cooperation shall require a 2/3 vote of seated senators of each legislative body and shall take effect immediately upon passage.