

Resolution 6: **Regarding the Charter and Bylaws of the Graduate & Professional Student Assembly**

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Presentation Agenda

I. Membership Changes

GPSA Charter

- Article II – Authority
- Article IV – Membership

2. Procedural Changes

GPSA Bylaws

- Item 4 – Procedures

3. Committee Changes

GPSA Charter

- Article V – Officers
- Article VI – Committees

GPSA Bylaws

- Item 3 – Committees

15 minutes

10 minutes

15 minutes

Questions and comments are appreciated.

You may submit written comments to Tom Balcerski at the e-mail:

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GPSA Charter Review Timeline

- October 4 – Announcement of Charter Review Timeline at GPSA Discussion Meeting # 2
- November 8 – Meeting 1 of the Committee, 5:30 to 7:00 pm – Big Red Barn
- December 6 – Meeting 2 of the Committee, 5:30 to 7:00 pm, Big Red Barn
- January 31 – Meeting 3 of the Committee, 5:30 to 7:00 pm, Big Red Barn
- **February 21 Business Meeting – Resolution Circulated to Voting Members**
- March 7 Discussion Meeting – Resolution Discussed by Voting Members with Field Representatives
- March 14 Business Meeting – Resolution debated by Voting Members
- April 4 Discussion & April 18 Business Meetings – New Voting Members/Officers elected in accordance with new charter



GPSA Charter and Bylaw Changes

GPSA Charter

- Articles I, **II**, III – Establishment, **Authority**, Responsibility
- Article IV – Membership**
- Article V – Officers**
- Article VI – Committees**
- ~~Article VII – Procedures~~
- Article **VII** – Establishment of Bylaws and Procedures
- Article **VIII** – Graduate and Professional Student Activity Fee
- Article **IX** – Protection
- Article **X** – Amendments

GPSA Bylaws

- Item 1 and 2 – Establishment and Definitions
- Item 3 – Committees**
- Item 4 – Procedures**
- Item 5 – Suspension

**Look for
New!**



Part 1:

Membership Changes



Charter Article II—Authority

Section 2.04 University Calendar

- a. The Provost **is requested** to consult with the GPSA in the formulation of the University calendar.

Section 2.07 Committees

- a. The GPSA may appoint graduate and professional students to serve on **committees of the GPSA** and **other Assemblies** which have designated seats for graduate and professional student representatives.
- b. The GPSA may nominate graduate and professional students to serve on other university committees.

Section 2.08 Delegate members to the University Assembly

- a. The **GPSA** will elect graduate or professional students to serve as delegate members of the University Assembly **as described in the Bylaws**.

New!



Charter Article IV—Membership

Section 4.01 Graduate and Professional Student Rights

- a. All graduate and professional students shall have the following rights to:
 - i. Contribute to a rich academic and social community that benefits all graduate and professional students;
 - ii. Regularly attend GPSA meetings and remain informed about issues brought before the GPSA;
 - iii. Apply to and, if selected, serve on committees of the GPSA, other Assemblies, or the University;
 - iv. Engage in discussion and, where appropriate, bring before the GPSA issues or concerns affecting graduate or professional students at the University;
 - v. Bring before the GPSA resolutions concerning issues affecting graduate and professional students at Cornell University.
- b. Graduate and Professional Students shall have additional rights commensurate with their membership within the GPSA.

New!

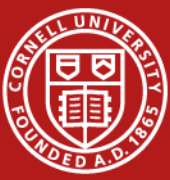


Charter Article IV—Membership

Section 4.02. Overview of GPSA Membership

- a. Membership in the GPSA shall be open to all matriculated graduate and professional students of the University.
- b. Members from demographic backgrounds reflecting the diverse nature of the university are especially encouraged to participate.
- c. Membership shall consist of
 - i. Representatives selected from each graduate field and professional school (hereafter referred to as GPSA Field representatives);
 - ii. GPSA Voting members.

New!



Charter Article IV—Membership

Section 4.03 GPSA Field Representatives

- a. Field representatives shall have the following responsibilities:
 - i. Provide updates to constituents regarding GPSA events and initiatives, and solicit feedback where appropriate;
 - a. Such communication will include information forwarded over the GPSA listserv, as well as any other information deemed appropriate by the representatives for dissemination to constituents.
 - b. Members are encouraged to use existing communications channels within their fields or professional school or (if none exist) create a dedicated listserv.
 - ii. Elect and empower the GPSA Voting Members as described in Section 4.05;
 - iii. Elect GPSA Officers and standing committee chairs;

New!



Charter Article IV—Membership

Section 4.03 GPSA Field Representatives

- b. The composition of Field representatives shall be:
 - i. One representative elected in the fall from each graduate field (two from fields with over 100 students);
 - ii. Three representatives elected by each professional school;
 - iii. The students in each individual field/professional school may prescribe their own election procedures. If not filled through election, a representative may be appointed by the field's Director of Graduate Studies (DGS) or Dean of a professional school, subject to the approval of the students. For fields without a DGS, the graduate field representative (GFR) will serve in place of a DGS.
- c. Field representatives may be removed by obtaining signatures from 51% of the matriculated students in the field/professional school.
- d. Vacant seats remain open until a Field representative is selected by election or appointment.
- e. Field representative seats are not transferable.
- f. Field representatives may serve as many one-year terms as they like, but they must be elected or appointed annually.



Charter Article IV—Membership

Section 4.04 GPSA Voting Members

- a. Voting members shall have the following responsibilities:
 - i. Remain sufficiently informed about issues brought before the GPSA to cast informed votes on resolutions, formation of committees, and other matters;
 - ii. Elect GPSA Voting Members;
 - iii. Elect GPSA Officers and standing committee chairs.
- b. There shall be nineteen (19) Voting members, composed as follows:
 - i. Two (2) graduate students enrolled in Master's degree programs.
 - ii. Fourteen (14) from the divisions of the Graduate School as follows: three (3) from Humanities, three (3) from Biological Sciences, four (4) from Physical Sciences, and four (4) from Social Sciences.
 - iii. Three (3) professional students, one each from the Samuel Curtis Johnson School of Business, Cornell Law School, and College of Veterinary Medicine.
- c. Voting members do not count as Field representatives from their respective graduate fields or professional schools.

New!



Charter Article IV—Membership

Section 4.05 Election of Voting Members

- a. Voting members from the Areas defined by the Graduate School:
 - i. The 14 Voting members who represent the divisions of the Graduate School will be elected at the second to last GPSA meeting of the academic year.
 - ii. At this meeting, field representatives and Voting members shall form caucuses by Area to elect new Voting members from constituent fields.
 - a. In the Physical Sciences, at least one seat shall be from an engineering field and at least one seat shall be from a non-engineering field.
 - b. If no person is elected pursuant to the above procedure, the seat is thrown open as “at-large,” and a member may be elected from among the entire GPSA membership. The seat shall revert to its original Area designation at the next regular election.
- b. The professional schools shall select one Voting member each by whatever means they choose.

New!



Charter Article IV—Membership

Section 4.05 Election of Voting Members

c. Master's Degree Specific Members

- i. The two (2) Voting members who represent graduate students enrolled in Master's degree programs will be elected by GPSA members at the first regularly scheduled meeting of the fall semester.

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- iv. If, by the **second regularly scheduled** meeting, no eligible candidate from an engineering field has been nominated for the engineering seat, the seat shall be opened to any student enrolled in any Master's degree program administered by the Graduate School.

New!



Charter Article IV—Membership

Section 4.06 Filling Vacant Seats

- a. If one of the seats representing an Area of the Graduate School becomes vacant during the term of office, that seat is thrown open as “at-large,” and a member may be elected from among the entire GPSA membership.
- b. A special election shall be held at the first GPSA meeting following the announcement of the vacancy.
- c. Professional school seats vacated during the term of office shall be filled according to procedures outlined by the respective professional schools.
- d. Both Field representatives and Voting members shall elect at-large members.

New!



Part 2:

Procedural Changes



Bylaws Item IV—Procedures

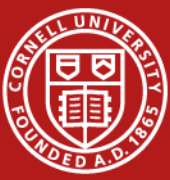
Section 4.02 Meeting Schedule

- a. Meetings shall be scheduled throughout the academic year, totaling seven (7) meetings per semester.
- b. Meetings defined in Section 4.02.a shall be referred to as “regularly scheduled meetings”.
- c. The GPSA will adopt a schedule of regularly scheduled meetings at the last meeting of the academic year.

Section 4.03 Regularly Scheduled meetings

- a. Regularly scheduled meetings are open to all constituents and to the public.
- b. The GPSA Executive Committee shall determine appropriate discussion and business items.
- c. The presiding officer shall only vote on resolutions or subsidiary motions when the vote will affect the result. Examples include when a tie exists (for actions requiring majority approval) and when actions requiring two-thirds approval fall one vote short.

New!



Bylaws Item IV—Procedures

Section 4.06 Area Summits

- a. For each Area of the Graduate School, at least one Area Summit shall be scheduled each academic year by the Voting members of that area.
- b. The Voting members will compile an agenda of discussion topics, focusing on issues pertaining specifically to the area.
- c. The exact date is to be determined at the Voting members' discretion. Voting members must notify Field representatives sufficiently in advance of the time and location of the summit.
- d. GPSA members from other Areas may be invited at the discretion of the Voting members of that Area.

New!



Bylaws Item IV—Procedures

Section 4.09 Quorum

- a. A quorum of GPSA Voting members is required before business items may be voted on at regularly scheduled meetings.
- b. A quorum of the Voting members shall consist of a majority of the seated, Voting members of the GPSA.
- c. The election of new members may always proceed without quorum at regularly scheduled meetings.

Section 4.10 Absences

- a. Voting members
 - i. Must notify the Executive Vice-President in advance of any absence.
 - ii. Absences will be determined to be excused or unexcused by two-thirds majority vote of the Executive committee.
 - iii. Will be unseated if they have more than two unexcused absences from GPSA meetings during the academic year. Unseated members do not count as part of the total vote when calculating either majority or two-thirds votes.
 - iv. May be reseated by a two-thirds vote of the Executive committee.

New!



Bylaws Item IV—Procedures

Section 4.11 Removal

a. Voting Members

- i. An unseated member may be removed from the GPSA Voting members following a vote by two-thirds of the Executive Committee.

b. Committee Chairs and University Assembly Representatives

- i. A GPSA standing committee chair, ad hoc committee chair, or University Assembly representative may be removed from their position by a two-thirds vote of the Voting members, but may retain their seat as a Voting member.

c. GPSA Officers

- i. GPSA officers may be removed from office by a two-thirds vote of the Voting members, but may retain their Voting membership.

New!



Part 3:

Committee Changes



Charter Article V—Officers

Section 5.02 Officer Elections

- a. Officers of the GPSA will be elected at the last regularly scheduled meeting of the academic year.
- b. All GPSA members shall be eligible to elect the officers of the GPSA.
- c. The order of election shall proceed as follows: President, Executive Vice President, Vice President for Operations, and Counsel to the Assembly.
- d. To be elected to office, a nominee shall be subject to a majority approval of the GPSA members.

New!



Charter Article V—Officers

Section 5.03 Officer Responsibilities

a. President

- i. It shall be the responsibility of the President of the GPSA to:
 - a. Assure the smooth and effective operation and maintenance of the GPSA,
 - b. Delegate responsibilities as needed to accomplish the duties of the office and the goals set forth in the this Charter and associated Bylaws,
 - c. Chair, or appoint a delegate chair to, all meetings of the GPSA,
 - d. Transmit notice of the actions and recommendations of the GPSA
 - e. Serve as spokesperson of the GPSA, corresponds with the President of the University, enumerating actions taken by the GPSA, and submit semi-annual year-end report to the University President.

New!



Charter Article V—Officers

Section 5.03 Officer Responsibilities

b. Executive Vice President

- i. It shall be the responsibility of the Executive Vice President of the GPSA to:
 - a. **Assist the President as needed;**
 - b. Recruit graduate and professional students **reflecting the diverse nature of the university** to serve on the GPSA,
 - c. **Maintain an accurate list of members,**
 - d. **Maintain attendance records at regular and special meetings,**
 - e. **Distribute the agenda and meeting materials for regular and special meetings,**
 - f. **Chair the Executive Committee of the GPSA,**
 - g. Chair **meetings** of the GPSA in the absence of the President.

New!

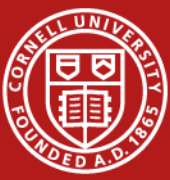


Charter Article V—Officers

Section 5.04 Replacement of Officers

- a. In the case that an officer resigns or is unable to perform the duties of the office, the following general procedures shall be used to find a replacement:
 - i. Nominees to fill officer positions during the academic year shall be subject to a majority approval of the GPSA members.
 - ii. Elections will be held at regularly scheduled business meetings.
 - iii. Should it become necessary to hold an officer election before the next regularly scheduled meeting, the presiding officer must receive approval from at least two-thirds of GPSA members.

New!



Charter Article V—Officers

Section 5.04 Replacement of Officers

- b) The following specific procedures for the replacement of GPSA officers shall be used:
- i. President
 - a. The Executive Vice President shall assume the duties of the office.
 - b. If the Executive Vice President declines the position, the GPSA members will elect a new President from among the Voting members.
 - ii. Executive Vice President
 - a. The Vice President for Operations shall assume the position of Executive Vice President.
 - b. If the Vice President for Operations declines the position, the GPSA members will elect a new Executive Vice President from among the Voting members.
 - iii. Vice President for Operations
 - a. The GPSA members will elect a new Vice President for Operations from among the Voting members.

New!



Charter Article VI—Committees

Section 6.02 Standing Committees

- a. The standing committees of the GPSA shall be **the Executive Committee, Operations and Staffing Committee, Elections Committee, Appropriations Committee, , and Graduate and Professional Student Assembly Finance Commission (GPSAFC) and other committees as described in the GPSA Bylaws.**
- b. The standing committees of the GPSA allow for focused, detailed work on issues of concern to the graduate and professional student body.
- c. **The standing committees can appoint sub-committees which reports only to the standing committee. Membership of the sub-committee must consist of members of the standing committee.**
- d. A Voting member of the GPSA shall serve as Chair of each standing committee whenever possible, but **other GPSA members** may serve as needed.

New!



Bylaws Item 3—Standing Committees

Section 3.01 – Executive Committee

d. Duties

- ii. Speak for the GPSA on issues that must be addressed before the next regularly scheduled meeting.
 - 1. All decisions of the Executive Committee shall be subject to the approval of a majority vote of the seated Voting members.
- iii. Establish agendas for the meetings of the GPSA.
- iv. Make appointments to University committees, liaison positions, and all other external committees that become vacant prematurely.
- v. Conduct an orientation meeting with all the chairs of the GPSA's standing committees at the beginning of each academic year.

New!



Bylaws Item 3—Standing Committees

Section 3.02 – Operations and Staffing Committee

d. Duties

- iii. In coordination with the entire body of the GPSA and interested individuals, ensure that the practices of the GPSA at its meetings and campus activities are environmentally sustainable.
- iv. In addition to advertising committee vacancies, reviewing applications, and acting as a liaison between committee representatives and the GPSA, the Committee also determines committee size and prepares relevant documents and application materials for the appointment process.

New!



Bylaws Item 3—Standing Committees

Section 3.09 University Assembly Representation

- a. The President of the GPSA shall serve as a member of the University Assembly.
- b. The Voting members of the GPSA will elect two representatives from the graduate population professional students to serve as members of the University Assembly.
 - i. These delegates shall be considered ex officio (non-voting) members of the GPSA.
 - ii. These delegates are required to report on University Assembly activities at meetings at the request of the Executive Committee.

New!



Bylaws Item 3—Standing Committees

Section 3.05 Communications Committee

a. Purpose

- ii. To ensure that the GPSA is representative of the diversity within the Cornell graduate and professional community, the committee is also charged with reaching out to student organizations that promote diversity in the Cornell community and encourage their participation in the GPSA.

d. Duties

- v. The Chairperson will work closely with the Executive Committee, the Executive Vice President, and the Graduate School to coordinate the involvement of the GPSA in the new student orientation.
- vi. To promote diversity within the GPSA, the committee will form a diversity focus group. This focus group will communicate with student organizations that promote diversity on campus to encourage participation of their members in the GPSA as field representatives, Voting members and committee representatives. The focus group will report back to the entire Communications committee.

New!



Bylaws Item 3—Standing Committees

Section 3.07 Student Advocacy Committee

d. Duties

- v. To work on issues of mental health and general well-being, the committee will form a mental wellness focus group. This focus group will hold regularly scheduled meetings with administrators from Gannett, the Dean of Students, Empathy, Assistance & Referral Service (EARS) and the Graduate school to discuss issues of mental health and wellness in the graduate and professional community. The focus group will report back to the entire Student Advocacy committee.

Section 3.08 Graduate and Professional Student Programming Board (GPSPB)

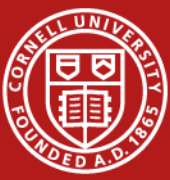
New!



Bylaws Item 3—Standing Committees

Section 3.10 Committee Designees

- a. The Operations and Staffing Committee will appoint graduate and professional students to University committees, GPSA committees and liaison positions, hereafter referred to as committee designees.
- b. Committee designees may serve as many one-year terms as they like, but must be appointed annually.
- c. All committee designees must be matriculated graduate and professional students of Cornell University.
- d. Exceptions to this rule may be made by a majority vote of the voting members at the request of the Vice President for Operations.



Bylaws Item 3—Standing Committees

Section 3.12 GPSA Ad-Hoc Committees

a. Purpose

- i. The GPSA may form an ad-hoc committee when a need cannot be fulfilled through these channels, or when the GPSA feels additional consideration is required
- ii. To increase efficiency and decrease duplication, every effort will be made to address perceived needs of graduate and professional school students through existing University Committees and other appropriate bodies first.

b. Chairperson

- i. The Committee shall have a chairperson, elected by the members of the ad-hoc committee.
- ii. The chairperson shall schedule and chair the meetings of the committee.
- iii. The chairperson is responsible for providing committee updates to the GPSA.

New!



Bylaws Item 3—Standing Committees

Section 3.12 GPSA Ad-Hoc Committees

c. Membership

- i. Any graduate or professional student is eligible to apply to become a member of the committee. Applicants will be reviewed and staffed by the GPSA Operations & Staffing committee.
- ii. Shall consist of at least three members approved by the GPSA Operations & Staffing Committee.
- iii. Shall have at least one GPSA Voting member.
- iv. Addition committee membership may be recommended by the GPSA Operations and Staffing Committee.

d. Meetings

- i. The Committee will meet as necessary during the academic year. All committee members are expected to attend these meetings unless informed otherwise.
- ii. All Committee meetings shall be open to the graduate and professional student community. When a consensus cannot be reached, actions shall be determined by a majority vote of all committee members present.
- iii. Minutes shall be taken at meetings and, upon request, shall be presented to the GPSA.
- iv. Formation, Termination, and Re-Establishment



Bylaws Item 3—Standing Committees

Section 3.12 GPSA Ad-Hoc Committees

- e. Formation of an ad hoc committee is to be presented as a resolution.
 - i. The ad-hoc committee will be dissolved when either the work of the committee has been completed or at the end of the academic year, whichever comes first.
 - ii. An ad-hoc committee can be re-established by a resolution to continue its function in the next academic year by the GPSA.

New!



Cornell University
Graduate and Professional Student Assembly

Thank you!