



Graduate and Professional Student Assembly

APPENDIX A: THE GPSA BYLINE ALLOCATION PROCEDURES

Adopted April 23, 2012; Amended April 27, 2026

I. Criteria for Setting and Allocating the Student Activity Fee and Delegation of Authority

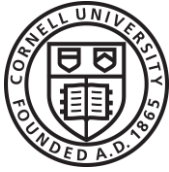
A. Pursuant to a letter dated March 1, 1999, the President of the University has delegated responsibility for the setting and allocation of the Student Activity Fee to the Student Assembly (SA) and the Graduate & Professional Student Assembly (GPSA) within the following guidelines:

1. The SA and the GPSA shall each amend their respective charters to include the criteria for the setting and allocation of the Student Activity Fee, including the guidelines set forth herein and which criteria shall be reviewed by and meet the approval of the President of the University.
2. The Student Activity Fee for undergraduate students and for graduate and professional students shall be set every two years for a period of two years by the SA and the GPSA, respectively.
3. The amount of the Student Activity Fee shall be determined by the last day of classes in the fall semester of the fee-setting year by the SA and the GPSA, after substantive input and active participation in the fee-setting process by their constituencies. In the event the SA or the GPSA is unable to meet this deadline, the applicable Student Activity Fee will default to the amount and allocation currently in effect during the fee-setting year.
4. In general, in order to be considered for funding from the monies collected through the Student Activity Fee, an organization must meet the following criteria: Register as a student or university organization with the Student Activities Office.
 - a) Register as a student or university organization with the Student Activities Office
 - b) Allow students equal access to the services being provided by the organization or participation in the organization's activities



Graduate and Professional Student Assembly

- 33 c) Operate primarily for students by students with funds disbursed
34 through a university operating account
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- 36 d) Have an advisor to assist with oversight of the university operating
37 account.
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- 39 e) Funding from the monies collected through the Student Activities
40 Fee may be provided directly to an organization, which applies for
41 and receives “byline” funding status, outside of the established
42 Student Assembly Finance Commission or Graduate and
43 Professional Student Assembly Finance Commission processes. In
44 addition to the general criteria set out above, an organization
45 wishing to receive by-line funding must demonstrate:
46 (1) Its activities are of direct and primary benefit to the entire
47 Cornell community represented by the respective assembly;
48 and
49 (2) It has a demonstrated budgetary need equivalent to at least
50 50 cents per student per year.
- 51 5. The SA and the GPSA may also elect to provide by-line funding for other
52 programs and services, that are not registered organizations (e.g., Students
53 Helping Students, club insurance) but whose organizational structure and
54 programs and services are consistent with the criteria outlined above for
55 by-line funded organizations. Such funding would require the approval of
56 the respective assembly and the President of the University.
- 57 6. The SA and the GPSA will ensure that an appropriate balance is
58 maintained between funds allocated to by-line funded organizations and
59 the Student Assembly Finance Commission or Graduate and Professional
60 Student Assembly Finance Commission, respectively. The SA and GPSA
61 shall allocate no less than 35% of their respective Student Activity Fees to
62 the applicable Finance Commission for disbursement among non-by-line
63 funded organizations.
- 64 7. Neither a check-off option nor an option to pay an amount in addition to
65 the established Student Activity Fee for specific programs or services will
66 be allowed for purposes of exempting a student from paying the amount of
67 the Student Activity Fee, due to the funding instability inherent in
68 administering such a system. Exceptions may be considered if
69 recommended and approved by the respective assembly and approved by
the President of the University.



Graduate and Professional Student Assembly

70 8. These guidelines and the procedures established in accordance therewith
71 shall be reviewed by the SA and the GPSA and a representative of the
72 President of the University at least every four years in a non-fee-setting
73 year.
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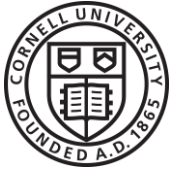
II. Oversight and Administration

76 A. The Graduate and Professional Student Assembly (GPSA) Executive Committee
77 and Appropriations Committee shall jointly coordinate the byline funding
78 allocation process.

1. Responsibilities of the Appropriations Committee

- 80 a) Disseminate information regarding the Graduate and Professional
81 Student Activity Fee (GPSAF), including eligibility requirements
82 and application procedures, as outlined in Appendix B.
- 83 b) Collaborate with the Office of the Assemblies and the Vice
84 President of Finance in the Student Assembly (SA) to develop and
85 update application materials.
- 86 c) Ensure applicant compliance with eligibility and procedural
87 requirements, including the GPSA and GPSAFC.
- 88 d) Provide guidance and deadlines to all applicant organizations, with
89 additional support for first-time applicants.
- 90 e) Publicly announce GPSAF hearings via email to the graduate and
91 professional student community.
- 92 f) Conduct public hearings (with optional executive sessions) on all
93 applications.
- 94 g) Deliberate and draft allocation recommendations for submission to
95 the GPSA.
- 96 h) The Chair of the Appropriations Committee shall present redacted
97 applications and funding recommendations to the GPSA. Upon
98 Assembly vote, executive session may be convened to review
99 confidential content.

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Graduate and Professional Student Assembly

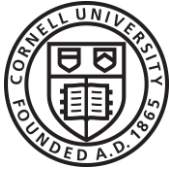
- 101 2. Responsibilities of the Executive Committee
102 a) The GPSA General Meeting Agenda shall prioritize presentations
103 by byline-funded organizations upon request and facilitate voting
104 on funding recommendations.
105 b) The GPSA President shall oversee the discussion and voting
106 procedure for the approval of the initial recommendation during
107 the regular GPSA meetings through Robert's Rules of Order
108 Procedure.
109 c) In the event the initial recommendation is not approved, the
110 organization shall have the opportunity to revise its request, and
111 the Appropriations Committee shall reconsider its recommendation
112 before the next regular GPSA meeting.
113 d) At the next regular GPSA meeting, the Chair of the Appropriations
114 Committee or their designee shall present the revised
115 recommendation to the GPSA voting membership.

116 III. Voting

- 117 A. Following votes on individual organizations, a comprehensive GPSAF resolution
118 is submitted to the Assembly.
119 B. The GPSAF allocation requires a two-thirds vote of the seated voting members
120 for passage.
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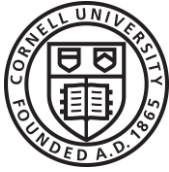
122 IV. Implementation

- 123 A. After the GPSAF allocation is approved, it will automatically be rounded up to
124 the nearest whole number. The difference between the GPSAF and the new,
125 rounded figure will be allocated to GPSAFC.
126 B. To maintain compliance with the minimum GPSAFC allocation (35%), funding
127 may be incrementally increased until the requirement is satisfied.
128 C. No byline funded group, except the GPSAFC, through adjustments to meet 35%,
129 can ever receive a higher amount of funding than requested in the application for
130 byline funding.
131 D. Once funded during any GPSAF funding cycle, a byline funded organization is
132 obliged to follow the guidelines for byline funded organizations, as prescribed in
133 the Eligibility Criteria and Obligations for Byline Funded Organizations. Should
134 they fail to do so, they may be fined some or all of their allocation or be removed
135 from the activity fee entirely.
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Graduate and Professional Student Assembly

- 138 V. **Timeline**
- 139 A. Application deadlines are determined each Fall of non-fee-setting years by
- 140 majority vote of the Appropriations Committee.
- 141 B. Currently funded byline organizations may be asked to present operational
- 142 updates to the GPSA or the Appropriations Committee during the Fall of non-fee-
- 143 setting years.
- 144 C. The Chair of the Appropriations Committee will distribute application materials
- 145 to Committee members within one week of the final deadline.
- 146 D. Public hearings are held for all organizations per Appendix B.
- 147 E. The Appropriations Committee shall present its initial recommendations, along
- 148 with summary report and justification for each organization, no later than the fifth
- 149 regular GPSA meeting of the Fall semester.
- 150 F. The allocation process must be finalized by the last day of classes of the Fall
- 151 semester.
- 152 1. If the deadline is not met, the GPSAF reverts to the existing amount and
- 153 distribution.
- 154 a) Non-applicant organizations from the previous cycle will have
- 155 their funding reallocated to GPSAFC.
- 156 G. Applicants will be notified of their approved allocation before the Spring semester
- 157 begins.
- 158 H. The final approved GPSAF resolution must be submitted to the University
- 159 President by January 1.
- 160
- 161 VI. **Amendments**
- 162 A. This document may be amended according to Article VIII §D of the GPSA
- 163 Charter.
- 164 B. All changes must be reflected in the GPSA Eligibility Criteria and Obligations,
- 165 GPSAFC Guidelines, GPSA Bylaws, and GPSA Charter.
- 166 1. It is recommended to amend the Charter first and then the other documents
- 167 in sequence.



Graduate and Professional Student Assembly

APPENDIX B: THE GPSA ELIGIBILITY CRITERIA AND OBLIGATIONS FOR BYLINE FUNDED ORGANIZATIONS

Adopted May 7, 2018; Amended April 27, 2026

I. Preamble

- A. The Graduate and Professional Student Activity Fee (GPSAF) exists to support student-led organizations that provide services and programming for the benefit of the entire graduate and professional student community. Organizations receiving funding directly from the GPSAF are called byline-funded organizations. This Appendix outlines the eligibility criteria and responsibilities for organizations seeking or receiving byline funding.

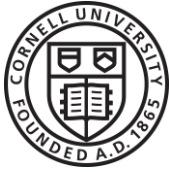
II. Eligibility Requirements

A. Core Criteria

1. To be eligible for byline funding, an organization must:
 - a) Directly and primarily serve and benefit the entire graduate and professional student community at Cornell.
 - b) Provide equitable access to all students.
 - c) Request no less than \$0.50 per student per year in funding.

B. Additional Criteria

1. To be eligible for byline funding, an organization must abide by all other obligations as outlined in Appendix A, Section 1. This includes:
 - a) Registering with the Student Leadership, Engagement and Campus Activities Office,
 - b) Have a Cornell operating account with internally-controlled funds,
 - c) Have a Cornell-employed advisor with oversight of Cornell funds,
 - d) Help advertise and organize at least one informational forum regarding their request for GPSAF funding.



Graduate and Professional Student Assembly

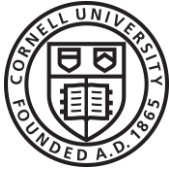
- 199 2. If an independent organization, they must also:
200 (1) Provide evidence of engaging with more than 5% of the
201 graduate and professional student community on campus.,
202 (2) Have received funding from GPSAFC for at least the 4
203 semesters preceding their application.
204 b) If a University organization:
205 (1) Provide evidence of engaging with more than 5% of the
206 graduate and professional student community on campus.
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III. Compliance

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209 A. All applicants must participate in the procedures and hearings outlined in this
210 Appendix.
211 1. Failure to do so will result in the risk of forfeiture of funding.
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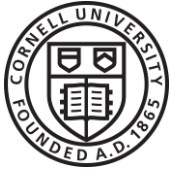
IV. Application

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214 1. Each organization seeking byline funding must apply by the deadlines set
215 forth by the Appropriations Committee.
216 B. Contents
217 1. With its initial application, the organization must submit:
218 a) Registered Organization Name
219 b) New or returning applicant status
220 c) Status regarding the Undergraduate Student Activity Fee
221 d) Status regarding the Graduate and Professional Student Activity
222 Fee
223 e) How the organization fulfills the eligibility criteria
224 f) Leadership information, including names and emails for
225 (1) President
226 (2) Treasurer
227 (3) Faculty/Staff Advisor
228 g) Number of Members
229 h) Use of currently allocated GPSA funds
230 i) How funds are used for the betterment of the graduate community
231 (1) Itemized (or proposed) budget sheet
232 j) Information on all sources of funds and financial statements for the
233 previous three years
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Graduate and Professional Student Assembly

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2. In addition to the initial application requirements, the application shall also include:
 - a) All edit requests made by the appropriations committee rectified from the initial application
 - b) Updated funding request
 - c) Mission, constitution, charter, and bylaws
 - d) Financial documentation (last four fiscal years, current year budget/spending, proposed two-year budget, etc.)
 - e) Group profile (all officers, membership, meeting, programming, and event history, etc.)
- C. Appropriations Committee Recommendation and Approval
1. The application will be reviewed by the Appropriations Committee and, upon approval of the Appropriations Committee, will be presented to the General GPSA body through resolution. Upon majority approval, the new bylines will be ratified.
 - a) If the GPSA declines to appoint a representative to a byline funded organization's advisory board at any given point during the funding cycle, the organization in question shall make a reasonable effort to keep GPSA informed about any significant changes to its organizational and functional structure, so as to ensure beneficial collaboration between GPSA and byline funded organizations.
- V. Public Hearings**
- A. The Appropriations Committee will review the organization's application at one of its meetings.
 - B. All organizations meeting any of the following criteria will be required to present their request at an Appropriations Committee meeting, which will be scheduled at least one week in advance by the Chair:
 1. Any new organization requesting funding,
 2. Any organization requesting an increase in funding,
 3. Any organization whose application the Appropriations Committee feels needs further explanation,
 4. Any organization who wishes to present its case, at the discretion of the Appropriations Chair.
 - C. Closed-door meetings to discuss financial or other confidential information that is not permitted to be shared with the public will occur, as needed.
 - D. The open-door meetings should be no less than 30 minutes for each organization.



Graduate and Professional Student Assembly

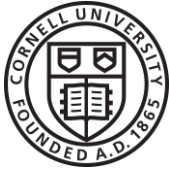
- 272 E. The time spent on any particular organization's application or presentation may
273 be restricted at the discretion of the Appropriations Committee Chair.
274 F. Members of the committee may send follow-up questions to the organization after
275 each hearing, to which organizations must respond within 1 week.
276

VI. Timeline

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278 A. In the Spring semester of non-fee-setting years, the leaders of any organization
279 may meet with members of the Appropriations Committee to discuss the
280 application process or to overcome past issues.
281 1. The application for GPSAF will be due during the Fall semester of fee-
282 setting years.
283 B. The Appropriations Committee will present its recommendations in resolution no
284 later than the third to last regular GPSA meeting of the fall semester.
285 C. The Appropriations Committee will reconsider recommendations if they fail to
286 achieve majority support by the GPSA membership.
287 D. The Appropriations Committee will present its revised recommendations to the
288 GPSA membership for a vote at the next GPSA meeting.
289 1. The GPSAF allocation requires a two-thirds vote of the seated voting
290 members for passage.
291 E. The resolution must list final allocations of byline funding and must be approved
292 by the last day of classes in the fall semester of the fee-setting year.
293 F. The Appropriations Committee will inform applying organizations of the
294 allocation they received before the start of the Spring semester of the fee-setting
295 year.
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VII. Post-Approval Obligations

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298 A. In the spring semester following the setting of the Activity Fee, the
299 Appropriations Committee shall develop specific operational guidelines in
300 coordination with each funded organization.
301 1. Guidelines require two-thirds approval by the GPSA and are appended to
302 this Appendix.
303 B. Every byline cycle, the Appropriations Committee will update this appendix in
304 the form of a resolution to the GPSA during the spring semester.
305 1. This update shall take place after the GPSAF is approved and shall replace
306 the previous appendix in its entirety.
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Graduate and Professional Student Assembly

309 **VIII. Obligations**

310 A. General Obligations

- 311 1. All events (concerts, lectures, films, etc.) funded by GPSAF allocations,
312 and for which admission is charged:
- 313 a) Cornell students shall receive a reasonable discount to reflect their
314 prior contribution via GPSAF
 - 315 b) Cornell students shall be given the first opportunity to purchase
316 tickets. At least the first day of ticket sales must be exclusively for
317 Cornell students.
- 318 2. Regarding publicity, each organization shall include the following (or
319 similar) statement on all fliers, posters, promotions, programs, and
320 literature: “Funded in part by the Graduate and Professional Student
321 Activity Fee.”
- 322 a) Each organization shall include electronic copies of publicity
323 documents for events in the current funding cycle.
 - 324 b) At a minimum, organizations will advertise their events on
325 Campus Groups.
 - 326 c) Organizations must also take additional reasonable steps to ensure
327 Graduate/Professional students are aware of their events.

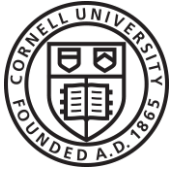
328 B. Additional GPSA-specific Obligations

- 329 1. The GPSA shall provide each organization, as well as the Dean of
330 Students and the Dean of the Graduate School, a current copy of the
331 obligations and guidelines and of the GPSA Charter each year.
- 332 2. Each organization shall be notified of any GPSA meeting in which
333 legislation concerning or affecting GPSAF recipients is pending.
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335 **IX. Additional Obligations for Specific Byline Organizations**

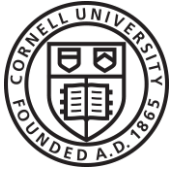
336 A. Big Red Barn (BRB)

- 337 1. All obligations listed in Appendix B, Section VIII.A
- 338 2. The Big Red Barn shall continue to provide 500 program/events per year,
339 which include:
- 340 a) TGIF
 - 341 b) Summer TGIF
 - 342 c) Orientation events for incoming students
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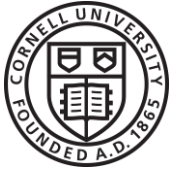
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3. The Big Red Barn will also provide monthly programming developed in collaboration with the Barn's student fellows. These programs will span a range of focus areas, including Sustainability, Art, Wellness, Family, Culture, Social, Career, Purchasing, and Trivia, as well as additional and seasonal events as deemed appropriate.
 4. The Big Red Barn shall maintain the program in the following respects:
 - a) Support local artists by prioritizing programming that highlights and uplifts creative work within the community.
 - b) Promote sustainability by ensuring that events held at the Barn incorporate environmentally responsible practices.
 - c) Provide programming support to external graduate student organizations interested in hosting events at the Barn, helping them plan and execute successful gatherings.
 - d) Maintain strong communication with the GPSA to ensure that all programming remains aligned with the needs and interests of graduate and professional students.
 - e) Include transparent financial information in all future funding requests, detailing the Graduate School's financial support for the Big Red Barn.
 5. All Big Red Barn-organized events shall continue to offer free soft drinks.
- B. Cornell Cinema
1. All obligations listed in Appendix B, Section VIII.A
 2. Cornell Cinema shall not increase graduate/professional student ticket prices without formally requesting and receiving the express approval of the GPSA.
 3. Cornell Cinema shall make a reasonable effort to maintain the range and quality of programming it currently provides, considering limitations that may be imposed by venue availability and alterations in funding from other sources, including ticket sales.
 4. Cornell Cinema shall seek to diversify its funding sources in order to avoid relying on GPSA support.
 5. Cornell Cinema should seek to provide graduate students with more equitable ticket pricing, recognizing their comparatively greater financial contribution to Cornell Cinema relative to other students.



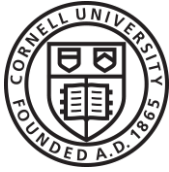
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6. Cornell Cinema shall make a reasonable effort to keep GPSA informed about any significant changes to its organizational and functional structure to ensure collaboration between GPSA and Cornell Cinema can remain most beneficial for both parties involved. Cornell Cinema shall keep collecting information on how many graduate and professional students attend Cornell Cinema events and present this information to the GPSA.
 - a) This provision may be suspended by a $\frac{2}{3}$ majority of the seated GPSA Appropriations Committee membership upon notice to the Voting Membership of the GPSA, in accordance with previous communications between the GPSA and Cornell Cinema.
- C. Cornell Concert Commission (CCC)
1. All obligations listed in Appendix B, Section VIII.A
 2. The Cornell Concert Commission shall continue to offer discounted tickets for all ticketed events.
 3. The Concert Commission shall seek to produce two shows at Bailey Hall or a similarly sized venue each academic year.
 4. The Concert Commission shall seek to produce two shows at Barton Hall or a similarly sized venue each academic year.
 5. The Cornell Concert Commission shall seek to produce one free show every year on the Arts Quad.
 6. Each year, the Cornell Concert Commission shall co-sponsor a minimum of three on-campus music events with other Cornell University groups.
 7. The Cornell Concert Commission shall allocate at least 35% of tickets for sale exclusively to graduate/professional students on the first day of sales. Any tickets not sold to graduate/professional students at the end of the day may be returned to the general student pool. If all allocated graduate/professional student tickets are sold, graduate/professional students may still purchase discounted tickets from the general student pool.
 8. The Cornell Concert Commission shall track the number of tickets sold to graduate/professional students and report these numbers back to the GPSA upon request.
 9. The Cornell Concert Commission shall offer identical pricing to graduate/professional and undergraduate students.



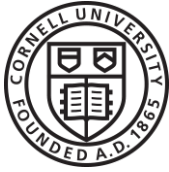
Graduate and Professional Student Assembly

- 414 10. The Cornell Concert Commission shall follow the following advertising
415 guidelines: CCC shall notify graduate/professional students at least 14
416 calendar days prior to tickets going on sale, at a minimum of
417 a) the act/show
418 b) the date and time of the act
419 c) The price of tickets
420 d) How to purchase tickets.
- 421 11. The Cornell Concert Commission shall consider the unique tastes of
422 graduate/professional students in their act selection and shall host at least
423 one show a year where an act is specifically chosen for their appeal to
424 graduate/professional students.
- 425 D. Cornell University Department of Athletics & Physical Education
- 426 1. All obligations listed in Appendix B, Section VIII.A
- 427 2. The Dept. of Athletics and Physical Education shall continue to provide
428 graduate and professional students with opportunities for physical and
429 outdoor education, recreational services, and intercollegiate athletic
430 competition, including, but not limited to, participation in Cornell Outdoor
431 Education (COE), the intramural sports program, and access to the Cornell
432 Fitness Centers.
- 433 3. The Dept. of Athletics and Physical Education shall continue to maintain
434 and distribute, in their current form, the Big Red Sports Pass and
435 discounted men's ice hockey season tickets to graduate and professional
436 students at publicly specified times and locations.
- 437 4. The Department of Athletics and Physical Education shall monitor the
438 attendance of graduate and professional students at athletic events to better
439 facilitate future GPSA appropriations decisions.
- 440 5. At least once per semester, an email will be sent to all students advertising
441 information about graduate/professional student event/ticket sign-up and
442 purchase options, including, but not limited to, the Big Red Sports Pass
443 and hockey season tickets.
- 444 E. Cornell University Emergency Medical Service (CUEMS)
- 445 1. All obligations listed in Appendix B, Section VIII.A
- 446 2. Cornell EMS shall continue to provide exemplary emergency response
447 and basic life support for the graduate and professional students of the
448 Cornell community, using updated equipment and emergency response
449 vehicles.



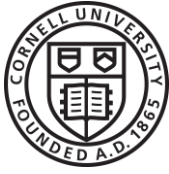
Graduate and Professional Student Assembly

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3. Cornell EMS shall continue to offer and provide cardiopulmonary resuscitation (CPR) and automated external defibrillation (AED) instruction, along with First Aid classes for training of EMS members and interested graduate and professional students.
 4. Cornell EMS shall continue to provide emergency response support for special events on the Cornell campus.
 5. Cornell EMS shall provide extensive training to all squad members, including basic emergency medical technicians (EMT-B), critical care technicians (AEMT-CC), and paramedics (AEMT-P).
 6. Cornell EMS shall continue to stand by at graduate and professional student events free of charge.
- F. Cornell University Programming Board (CUPB)
1. All obligations listed in Appendix B, Section VIII.A
 2. The Program Board shall fund at least one lecture per year with an honorarium of at least \$10,000. At the speaker's request, any honorarium paid may go to charity.
 3. The Program Board can subsidize expenses for no more than one elected or appointed public official per year, regardless of cost. At the speaker's request, any honorarium paid may go to charity.
 4. The Program Board shall seek to give all Cornell students at least one event free of charge.
 5. The Program Board shall offer students reduced ticket prices and the opportunity to purchase the best seats available at performance venues one full day before being sold to the public.
 6. The Program Board shall designate at least 5% of its budget for co-sponsorships to alleviate costs for other Cornell organizations.
 7. The Program Board shall allocate at least 35% of tickets for sale exclusively to graduate/professional students on the first day of ticket sales.
 - a) Any tickets not sold to graduate/professional students at the end of the day may be returned to the general pool of tickets.
 - b) If all allocated graduate/professional student tickets are sold, graduate/professional students may still purchase tickets from the general student pool.
 8. The Program Board shall track the number of tickets sold to graduate/professional students and report these numbers back to the GPSA upon request.



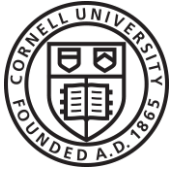
Graduate and Professional Student Assembly

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9. The Program Board shall offer identical pricing for graduate/professional and undergraduate student tickets.
 10. The Program Board shall make efforts to advertise the upcoming events to the graduate/professional students within a reasonable period before tickets go on sale. The Program Board shall notify Graduate/Professional students at least 14 calendar days prior to tickets going on sale of at minimum:
 - a) The act/show
 - b) The date and time of the act
 - c) The price of tickets
 - d) How to purchase tickets.
- G. Graduate and Professional Student Assembly
1. All obligations listed in Section VIII.A.
 2. No more than 20% of the GPSA budget may be utilized for travel by Executive Committee and Voting Members. Exceptions may be approved by a majority vote of the seated membership of the GPSA Appropriations Committee.
 - a) Travel includes lodging, transportation, meals, and registration fees.
 3. The GPSA shall, at least once per byline cycle, distribute a survey to all professional and graduate students to solicit feedback on their satisfaction and knowledge of the GPSA's actions.
 - a) The anonymized data from this survey shall be collected and the GPSA Executive Committee members shall present this data some time after the survey's completion.
 - b) The survey data shall also be made available to all members of the GPSA.
 - c) The survey should contain the following questions:
 - (1) What student group are you in? (graduate/professional/dual degree)
 - (2) Have you heard of the Graduate and Professional Student Assembly (GPSA)? (yes/no)
 - (3) Have you heard of the Graduate and Professional Student Assembly Finance Commission (GPSAFC)? (yes/no)
 - (4) Do you know what the Graduate and Professional Student Activity Fee is? (yes/no)



Graduate and Professional Student Assembly

- 523 (5) Do you know what the Graduate and Professional Student
524 Activity Fee is used for? (yes/no)
525 (6) Have you ever participated in GPSA committees or served
526 as field representative to the GPSA? (yes/no)
527 (7) Do you know who your field's representative to the GPSA
528 is? (yes/no)
529 (8) How can the GPSA improve itself to better serve
530 graduate/professional students? (500 character limit)
531 (9) Do you feel that the GPSA is addressing issues of concern
532 to you (yes/no)
533 (a) If (yes/no) what issues do you think the GPSA has
534 addressed (well/poorly)? (short response)
535 (10) Demographic questions (optional) for example (as an
536 illustrative, not constraining list) : gender, ethnicity/race,
537 citizenship status, nationality, sexuality, age range,
538 married/single, parental status, religion, disability (physical,
539 mental) status, funding source, political viewpoint.
540 d) Survey questions may be modified, or new questions added in
541 subsequent byline cycles.
- 542 4. The GPSA is authorized to provide a financial incentive to the GPSA
543 Executive Board members with three separate payments extended during
544 the summer, fall, and spring semesters.
545 a) Each of these payments are \$500, totaling \$1500 per GPSA
546 Executive Committee member, per academic year.
547 b) At the start of each new GPSA session, the Executive Committee
548 financial incentive will be approved as a budget line item and is
549 able to be amended by a majority vote of the assembly.
- 550 H. Graduate and Professional Student Programming Board
551 1. All obligations listed in Appendix B, Section VIII.A
552 2. The GPS Programming Board shall continue to plan quality events for the
553 graduate/professional student community.
554 3. The GPS Programming Board shall seek to co-sponsor at least two events
555 per semester.
556 4. The GPS Programming Board shall seek to maximize the number of
557 tickets sold to graduate and professional students for the Grad Student
558 Gala event.



Graduate and Professional Student Assembly

- 559 5. The GPS Programming Board shall continue to make additional efforts to
560 reach out to professional schools to advertise and co-sponsor events.
561 I. International Graduate and Professional Student Organization (IGPS)
562 1. All obligations listed in Appendix B, Section VIII.A
563 2. The IGPS shall focus on its mission of providing advocacy for
564 international students, ensuring it focuses on the unique and distinct needs
565 of international graduate/professional students.
566 3. The IGPS shall seek to hold at least four events per semester, with more
567 than 500 graduate and professional students participating per semester.
568 4. The IGPS shall track graduate and professional student attendance and
569 feedback for events.
570 5. The IGPS shall track the utilization of funds from the graduate and
571 professional student activity fee and shall report on their utilization to the
572 GPSA Appropriations Committee in all subsequent byline applications.
573

574 X. Enforcement and Violations

575 A. Sanctions for Noncompliance

- 576 1. Violations of these obligations will be reviewed by the Appropriations
577 Committee. After a notification provided to the GPSA during the
578 Appropriations Committee Update at a regular meeting or via email, the
579 Appropriations Committee may levy penalties or sanctions to
580 organizations found in violation of these guidelines. The GPSA expressly
581 reserves the right to revoke Activity Fee funding.
582 a) Major and Minor penalties are deemed as such after investigation
583 by the GPSA Appropriations Committee and consultation with the
584 GPSA.
585 2. Penalties include:
586 a) First violation: Educational notice with required corrective action.
587 (1) A communication explaining the violation to an
588 organization's leadership, addressing any confusion in the
589 requirements, and, pending the severity of the violation,
590 steps to ensure future adherence.
591 b) Minor subsequent violations: Fines up to \$750 or 5% of annual
592 byline funding.
593 c) Major violations: Fines up to the full byline allocation.
594 d) All fines are redirected to the GPSAFC for general student group
595 funding.



Graduate and Professional Student Assembly

- 596 B. Appeals Process
597 1. Sanctioned organizations may submit an appeal with additional
598 information to the Appropriations Committee within 14 days.
599 2. The Committee may modify the sanction by a two-thirds vote.
600 3. If declined, organizations may request an administrative review by the
601 GPSA general membership.
602 a) The GPSA may overturn or amend the sanction by a $\frac{2}{3}$ majority
603 vote.
604

605 XI. Amendments

- 606 A. This document may be amended according to Article VIII §D of the GPSA
607 Charter.
608 B. All changes must be reflected in the GPSA Eligibility Criteria and Obligations,
609 GPSAFC Guidelines, GPSA Bylaws, and GPSA Charter.
610 1. It is recommended to amend the Charter first and then the other documents
611 in sequence.