

Bylaws

Cornell University

Graduate and Professional Student Assembly

as amended on April 10, 2023

ARTICLE I: ESTABLISHMENT AND AUTHORITY

Section 1.01: Establishment

- A. The Graduate and Professional Student Assembly Bylaws are established in accordance with the Graduate and Professional Student Assembly Charter Article VII.

Section 1.02: Authority

- A. The Graduate and Professional Student Assembly Bylaws are granted authority in accordance with the Graduate and Professional Student Assembly Charter Article VII.

ARTICLE II: DEFINITIONS

Section 2.01: GPSA Bylaws Document Definitions

- A. The Graduate and Professional Student Assembly is hereafter referred to as the GPSA.
B. The Graduate and Professional Student Assembly Charter hereafter is referred to as the GPSA Charter.
i. The GPSA Charter may also be referenced by citing the appropriate article, section, and subsection number.
C. The Graduate and Professional Student Assembly Bylaws hereafter are referred to as the GPSA Bylaws.
i. The GPSA Bylaws may be referenced by citing the appropriate item, section, and subsection number.

ARTICLE III: GPSA STANDING COMMITTEES

Section 3.01: Responsibilities for All Committees

- ~~A. Submit a budget request outlining and justifying all planned expenditures to the Appropriations Committee Chair two weeks prior to the second GPSA meeting, and shall submit an update on the status of their budget by the end of February. All Committees will meet at least once a month or as needed as determined by the committee chair. All committee meetings shall be open to the graduate and professional student community unless otherwise stated.~~
- B. Membership
- i. Voting membership is determined by appointments made by the Operations Committee and approved by the Executive Committee unless otherwise stated.
- ii. Members shall serve until the end of the current GPSA term in which they are appointed, unless they are subject to removal.
- iii. Termination of a committee member is at the discretion of the Chair when a committee member is absent

39 for more than two scheduled committee meetings. A replacement may be sought after consultation with
40 the Operations and Staffing Committee.

41 C. Committee Chair

42 i. Unless otherwise stated, each Committee Chair shall be elected by a simple majority vote of the GPSA.

43 ii. All committee chairs are responsible for the following items:

44 a. Managing meeting minutes and submitting completed minutes to the Office of the Assemblies

45 b. Submitting committee meeting attendance to the Vice President of Operations

46 c. Maintaining a Committee budget in coordination with the Vice President of Finance

47 d. Providing updates to the GPSA on the business of the Committee

48 e. Setting the Committee meeting schedule at the beginning of each academic term

49 D. Meetings

50 i. Committe chairs are responsible for the scheduling of meetings. A simple majority vote of the Committee
51 may add or remove meetings without the consent of the chair.

52 ii. When a consensus cannot be reached, actions shall be determined by a majority vote of all committee
53 members present.

54 iii. Minutes shall be taken at meetings and, upon review by the Committee Chair, shall be submitted to the
55 Office of Assemblies for posting.

56 iv. Submit a budget request outlining and justifying all planned expenditures to the Appropriations
57 Committee Chair two weeks prior to the second GPSA meeting, and shall submit an update on the status
58 of their budget by the end of February.

61 **Section 3.02: Executive Committee**

63 A. Purpose

64 i. The Executive Committee shall be responsible for the day-to-day operations of the GPSA.

65 ii. The Executive Committee shall ensure the smooth operation of the GPSA in coordination with the
66 standing committee chairs.

67 B. Chairperson

68 i. The Executive Vice-President of the GPSA is the chairperson of the Executive Committee.

69 C. Membership

70 i. The Executive Committee shall be composed of the officers of the GPSA, ~~of which there shall be at least~~
71 ~~four, including the chair of each standing committee listed under Section 3.~~

72 D. Duties

73 i. Represent or delegate representation of the GPSA in all University matters.

74 ii. Speak for the GPSA on issues that must be addressed before the next regularly scheduled meeting.

75 iii. Establish agendas for the meetings of the GPSA.

76 iv. Make appointments to University committees, liaison positions, and all other external committees that
77 become vacant prematurely.

78 v. Conduct an orientation meeting with all the chairs of the GPSA's standing committees at the beginning of
79 the current GPSA term.

80 vi. ~~Work closely~~ Coordinate with the Office of Assemblies to manage logistical tasks related to GPSA
81 business, including but not limited to booking rooms, contracting equipment, ~~follow through with other~~
82 ~~issues related to meeting logistics, and any other relevant tasks.~~ maintaining current online resources and
83 emailing lists

84 vii. Provide executive updates at GPSA meetings.

85 ~~viii. Maintain open communication with GPSA members and the Office of Assemblies staff regarding~~
86 ~~meetings and other information relevant to the GPSA.~~

87 ~~ix.~~ viii. Receive and review documents to be sent to GPSA members or other members of the Cornell
88 University community.

89 ~~x.~~ ix. Function as the Elections Committee during the current GPSA term.

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- 90 ~~xi. Respond to e-mails addressed to GPSA email addresses.~~
91 ~~xii. Assist the Office of Assemblies staff in maintaining a functional and up-to-date website and listservs.~~
92 ~~xiii. Take on any additional responsibilities for the proper functioning of the GPSA.~~
93 ~~xiv. Present an update from the GPSA at the~~ Represent or assign GPSA representation to March Board of
94 Trustees Meeting and the annual Ivy Summit.
95 ~~xv. x. Select and coordinate representatives to attend the Ivy Summit.~~
96 ~~xvi. xi. Complete the required registration process to ensure the GPSA~~ maintains good standing with all
97 relevant University offices including but not limited to the Student Activities Office (SAO). ~~is recognized~~
98 ~~as a student organization with the Student Activities Office (SAO).~~
99 ~~xvii. xii. Distribute the semi-annual report of the GPSA to the members.~~

E. Meetings

- 100
101 i. The Executive Committee shall meet prior to each GPSA meetings.
102 ~~ii. When consensus cannot be reached, simple majority votes shall be exercised.~~
103 ~~iii. The members may call additional meetings as deemed necessary for the proper functioning of the GPSA.~~
104 ~~iv. ii. The Executive Committee meets regularly with deans of the Graduate School, deans of the~~
105 Professional schools, University administrators, and executives of other assemblies. Executive committee
106 meetings are closed to the public by default and exempt from Section 3.01.A. A simple majority vote is
107 required to open a meeting to members of the public, subject to veto from the Executive Committee chair.
108

Section 3.03: Operations and Staffing Committee

A. Purpose

- 112 i. The Operations and Staffing Committee is charged with appointing graduate and professional students to
113 committees staffed by the GPSA, and with maintaining and updating the GPSA Charter, GPSA Bylaws,
114 and relevant documents.

B. Chairperson

- 116 i. The chairperson for the Operations and Staffing Committee is the Vice President for Operations.

C. Membership

- 118 ~~i. All standing committee chairs and GPSA delegates to the University Assembly are required to serve on~~
119 ~~the Operations and Staffing Committee.~~
120 ~~ii. i. The President and Counsel to the GPSA shall serve as ex-officio members.~~
121 ~~iii. ii. The graduate and professional student University Assembly representatives shall be considered~~
122 ~~voting members for all appointments to University Assembly committees.~~

D. Duties

- 124 i. ~~Work closely with the~~ Coordinate with the Office of Assemblies to communicate and officiate GPSA
125 internal and external the appointment processes ~~es to graduate and professional students~~, make committee
126 appointments, update appointment lists, communicate appointments to relevant chairs and representatives,
127 manage vacancies, and any other relevant tasks.
128 ii. In coordination with the entire body of the GPSA and interested individuals, ensure that the practices of
129 the GPSA at its meetings and campus activities are environmentally sustainable.
130 ~~iii. In addition to advertising committee vacancies, reviewing applications, and acting as a liaison between~~
131 ~~committee representatives and the GPSA, the Committee also determines committee size and prepares~~
132 ~~relevant documents and application materials for the appointment process.~~
133 ~~iv. iii. The Vice President for Operations shall present the process for committee appointments at the~~
134 ~~first meeting in the fall semester.~~
135 a. External committee appointments shall be completed by the following meeting and presented to the
136 GPSA at that meeting. Any remaining vacancies will be staffed on a rolling basis by the Executive
137 Committee
138 b. The appointments shall be subject to the review of the Executive Committee. In the case of premature
139 vacancy, the Executive Committee may staff these external appointments by majority vote.
140 ~~v. iv. The Chairperson is charged with requesting revisions to the GPSA Bylaws from standing~~

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- 141 committee chairs.
- 142 ~~vi. The revisions are to be incorporated into the GPSA Bylaws.~~
- 143 ~~vii. The revised GPSA Bylaws are to be presented as a resolution at the second meeting of the current GPSA~~
- 144 ~~term for approval.~~
- 145 v. The Chairperson shall serve as an administrator of the appropriate governing documents and Robert's
- 146 Rules of Parliamentary Procedure during meetings.
- 147 ~~vi. The Chairperson shall manage the list of all external committee positions to be filled by the GPSA.~~
- 148 ~~a. Additional or temporary committees will be kept in the records of the Vice-President of Operations,~~
- 149 ~~to be added to the Bylaws as necessary~~
- 150 ~~viii.vii.~~
- 151 ~~E. Meetings~~
- 152 ~~i. All Committee meetings shall be open to the graduate and professional student community.~~
- 153 ~~ii. When a consensus cannot be reached, actions shall be determined by a majority vote of all Committee~~
- 154 ~~members present.~~
- 155 ~~iii. Minutes shall be taken at meetings, and upon review by the Committee Chair, shall be submitted to the~~
- 156 ~~Office of Assemblies for posting.~~
- 157 ~~F.E. GPSA Standing Committee Appointments~~
- 158 i. By the end of September, the Committee shall set the size of and appoint members to the Appropriations
- 159 Committee, Communications Committee, Graduate and Professional Student Assembly Finance
- 160 Commission, Graduate and Professional Student Programming Board, Faculty Awards Committee,
- 161 Diversity and International Students Committee, and Student Advocacy Committee. ~~These appointments~~
- 162 ~~shall be subject to the approval of the Executive Committee.~~
- 163 ii. After initial committee appointments are made, vacancies may be filled by members appointed by the
- 164 Executive Committee or appointed by committee chairs to their own committee.
- 165 a. Any members appointed by committee chairs are non-voting members until the appointments are
- 166 approved by the Executive Committee.
- 167 ~~G.F. GPSA External Committee Appointments~~
- 168 i. The Operations and Staffing Committee shall appoint the following:
- 169 ~~a. Eight graduate or professional students (two from Biological Sciences, Social Sciences, Humanities~~
- 170 ~~and Physical Sciences of which one from each division will be appointed annually for a two-year~~
- 171 ~~term) to the Academic Integrity Hearing Board,~~
- 172 ~~b.a. One graduate or professional student to the Trustee Nominating Committee~~ Committee for Campus-
- 173 Constituency-Elected Trustees,
- 174 ~~e.b. One liaison officer (a current member of the GPSA) each to the Faculty Senate, the Employee~~
- 175 ~~Assembly and the Student Assembly as ex-officio, non-voting members,~~
- 176 ~~d.c. One graduate or professional student to each of the following Faculty Senate committees,~~
- 177 1. Academic Freedom and Professional Status of the Faculty,
- 178 2. Advisory Committee on Athletics and Physical Education,
- 179 3. Educational Policy Committee,
- 180 4. ROTC-University Relations Committee,
- 181 5. University Faculty Library Board,
- 182 ~~6. University Lectures Committee,~~
- 183 ~~e.d. One graduate or professional student to each of the following Student Assembly committees,~~
- 184 1. Dining Services Committee,
- 185 2. ~~Inclusion and Diversity Initiatives Committee~~ Student Health Advisory Committee,
- 186 ~~f. Two graduate or professional students to the Gorge Safety Committee,~~
- 187 ~~g. One graduate or professional student to the Learning Technologies Governance Committee,~~
- 188 ~~h. One graduate or professional student to the President's Sustainable Campus Advisory Committee,~~
- 189 ~~i.e. One graduate or professional student to the Public Safety Advisory Committee,~~
- 190 ~~j.f. Two graduate or professional students to the Student Insurance Health Plan Advisory Committee~~
- 191 Student Health Benefits Advisory Committee,
- 192 ~~k.g. One graduate or professional student to the Student Library Advisory Council,~~

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- 193 ~~l.h. Three~~ One graduate or professional students to the Coalition on Mental Health University Council on
194 Mental Health and Welfare,
195 ~~m. One graduate or professional student to the University Diversity Council,~~
196 ~~n. One graduate or professional student to the University Neighborhood Council,~~
197 ~~o.i. Two representatives to the Family Life Advisory with one position reserved for a graduate or~~
198 ~~professional student with a child or children and the other reserved for the partner of a graduate~~
199 ~~student,~~
200 ~~p.i. Two graduate or professional students to the Campus Planning Committee,~~
201 ~~q.k. Two graduate or professional students to the Transportation Hearing and Appeals Board,~~
202 ~~r. One graduate or professional student to the Council on Hazing Prevention,~~
203 ~~s. Two graduate or professional students to the President's Council on Alcohol and Other Drugs,~~
204 ~~t. One graduate or professional student to the Orientation Planning Committee,~~
205 ~~u.l. Liaisons to the byline organizations funded by the Graduate and Professional Student Activity Fee;~~
206 ~~1. Two graduate or professional students to the Cornell Cinema Student Advisory Board,~~
207 ~~2. Three graduate or professional students to the Big Red Barn Advisory Board,~~
208 ~~3. Two graduate or professional students as liaison to the Cornell University Programming Board,~~
209 ~~4. Two graduate or professional students as liaison to the Cornell University Emergency Medical~~
210 ~~Service,~~
211 ~~5. Two graduate or professional students as liaison to the International Students Union,~~
212 ~~6. Two graduate or professional students as liaison to the Physical Education Department,~~
213 ~~v.m. One current GPSA member to each of the following University Assembly committees,~~
214 ~~1. Campus Infrastructure Committee on Infrastructure, Technology, and the Environment,~~
215 ~~2. Campus Welfare Committee,~~
216 ~~3. Campus Codes and Judicial Committee.~~
217 ~~3.ii. These positions will be reviewed every two years by the Vice President of Operations in conjunction with~~
218 ~~the Office of Assemblies to ensure that the committees listed here are still in operation.~~
219 ~~ii. As requests for representatives come from other external committees, these positions will be staffed as~~
220 ~~necessary.~~
221 ~~a. Additional or temporary committees will be kept in the records of the Vice President of Operations,~~
222 ~~to be added to the Bylaws as necessary~~
223 ~~iii. General Committee of the Graduate School~~
224 ~~a. Following the election of the GPSA officers each year, but preceding the election of the standing~~
225 ~~committee chairs, a representative for the General Committee of the Graduate School shall be elected.~~
226 ~~b. The elected representative shall serve a two-year term so that there are at any time no more than two~~
227 ~~elected representatives from the GPSA.~~
228 ~~c. Should either of these seats become vacant before the end of their term, the Vice President for~~
229 ~~Operations may appoint an interim representative until an election can be held for a new~~
230 ~~representative to complete the term.~~
231 ~~d. An interim representative to the General Committee, appointed by the Vice President for Operations~~
232 ~~is subject the approval of the Executive Committee.~~
233 ~~e. These seats are not transferable.~~
234 H.G. University Assembly Committee appointments
235 i. The Operations and Staffing Committee, in cooperation with the graduate and professional student
236 representatives of the University Assembly, shall appoint graduate and professional student
237 representatives and liaisons to all committees under the jurisdiction of the University Assembly.
238 I.H. Faculty Senate Committee Appointments
239 i. The Operations and Staffing Committee shall appoint graduate and professional student representatives to
240 the relevant committees under the jurisdiction of the Faculty Senate.

241
242 **Section 3.04: GPSA Elections Committee**
243

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- 244 A. Purpose
245 i. The Elections Committee shall be responsible for overseeing the election of the GPSA Voting Members,
246 officers, and committee chairs.
- 247 B. Constitution
248 i. The Executive Committee shall serve as the Elections Committee. Members of the Executive Committee
249 that are running in any given election are to recuse themselves. If this excludes the entire Executive
250 Committee the Executive Committee will choose a GPSA member to chair this effort who shall be
251 approved by a majority vote of GPSA voting members. ~~unless the ability of the Executive Committee to~~
252 ~~impartially conduct the elections is called into question by a one third vote of the seated Voting Members.~~
253 ~~Immediately following such a vote, the Voting Members and Field Representatives shall elect a~~
254 ~~Chairperson for the Elections Committee.~~
- 255 C. Membership
256 i. Chairperson may recruit other Voting Members of the GPSA as members of the Elections Committee.
- 257 D. Duties
258 i. Decide on the procedural rules for elections.
259 ~~ii. Be responsible for gathering and leading the caucuses for the Biological Sciences, Physical Sciences,~~
260 ~~Social Sciences and Humanities.~~
261 ~~iii. Be responsible for running the caucuses by asking for nominations, soliciting statements from nominees,~~
262 ~~moderating question and answer sessions, and counting ballots.~~
263 ~~iv.~~ ii. Announce the newly elected persons to the GPSA.
- 264 E. Meetings
265 i. The Elections Committee shall meet prior to the second to last regularly scheduled GPSA meeting of the
266 current GPSA term.
267 ii. All meetings of the Elections Committee shall be open to the graduate and professional student
268 community.
- 269 F. Election of the Officers
270 i. The sitting President of the GPSA shall temporarily act as the Chairperson during the elections of the
271 officers of the GPSA until a new President is elected, after which the new President shall preside over the
272 election of officers and community chairs.

273
274 **Section 3.05: Appropriations Committee**

- 275
276 A. Purpose
277 i. The Appropriations Committee shall concern itself with all aspects of the Graduate and Professional
278 Student (GPS) Activity Fee, including review of the GPSA Byline Allocation Procedures, the GPSA
279 Eligibility Criteria and Obligations for Byline Funded Organizations, the GPSAFC Funding Guidelines,
280 and the GPSA Internal Budget.
- 281 B. Chairperson
282 i. The Committee shall ~~have a chairperson elected by the GPSA.~~ be chaired by the Vice President of
283 Finance.
- 284 C. Membership
285 ~~i. The Committee shall consist of members appointed by the GPSA Operations and Staffing Committee.~~
286 ~~ii. Members shall attend the meetings of the Committee.~~
287 ~~iii. Members shall serve until the end of the current GPSA term in which they are appointed, unless they are~~
288 ~~subject to removal.~~
289 ~~iv. Termination of a committee member is at the discretion of the Chair when a committee member is absent~~
290 ~~for more than two scheduled committee meetings. A replacement may be sought after consultation with~~
291 ~~the Operations and Staffing Committee.~~
292 v.i. At the discretion of the Chair, new applications received during the fall semester of fee-setting years may
293 be placed on hold until the following semester.
- 294 D. Duties

- 295 i. The Chairperson shall be responsible for the operations of the Committee: The Chairperson shall oversee
296 the Committee's actions and operating budget, as well as schedule and run the meetings of the
297 Committee.
- 298 ii. The Chair of the Appropriations Committee will serve on the GPSA Finance Commission.
- 299 iii. The Committee shall review, maintain and adhere to the GPSA Byline Allocation Procedures and GPSA
300 Eligibility Criteria and Obligations for Byline Funded Organizations.
- 301 iv. The Committee shall review the policies and procedures for setting the GPS Activity Fee.
- 302 a. In the Fall of fee-setting years:
- 303 1. The Committee shall make a recommendation to the GPSA regarding the amount and distribution
304 of the GPS Activity Fee.
- 305 b. In the Fall of non-fee-setting years:
- 306 1. The Committee shall coordinate with the Student Assembly to determine deadlines for the
307 preliminary byline applications in April and the final byline applications in September.
- 308 2. The Committee shall work with the Vice President of Operations to ensure liaison positions for
309 each by-line funded organization are filled before the end of the Fall semester.
- 310 3. The Chair will arrange time at GPSA meetings for by-line funded organizations to speak and
311 provide an update to their operations.
- 312 v. The Committee shall maintain the GPSAFC Funding Guidelines. If deemed necessary, it shall make
313 suggestions for changes to the GPSA.
- 314 vi. The Committee shall oversee the internal funds of the GPSA and work with the Office of Assemblies to
315 ensure adherence to the budget. The Committee shall provide budget updates to the Executive Committee,
316 as requested.
- 317 vii. The Chairperson shall collect budget proposals from all standing committee chairs two weeks prior to the
318 second regularly scheduled GPSA meeting. The Chairperson shall then propose the GPSA Internal
319 Budget based on the collected budget proposals, which shall be presented as a resolution at the second
320 regularly scheduled meeting in the Fall semester.
- 321 viii. At the end of their term, the Chairperson shall transfer access to historical documents and chairperson-
322 specific information to the new Chairperson.
- 323 E. Meetings
- 324 i. The Committee shall hold meetings, as necessary, subject to the minimum requirements of Item 3.05.e.v.
- 325 ii. Meetings of the Committee shall generally be open to the graduate and professional student community.
326 However, the Chairperson, in consultation with the Committee, may decide to close parts of the meetings
327 in order protect sensitive information from being made public.
- 328 iii. The Committee is encouraged to consider town hall style meetings late in the Spring semester of non-
329 funding years to provide information about the GPS Activity Fee and gather relevant input from the
330 graduate and professional student body, in particular, with regard to the appeal of the applying byline
331 funded organizations.
- 332 iv. Minutes shall be taken, and upon review by the Chairperson, shall be submitted to the Office of
333 Assemblies for posting on the Committee's website, along with meeting agendas.
- 334 v. The minimum number of meetings to fulfill the Committee's mission is:
- 335 a. In non-GPSA Activity Fee setting years:
- 336 1. One meeting before winter break to explain the application process for byline funded groups to
337 the members of the Committee,
- 338 2. One meeting in the spring semester with the GPSAFC to discuss the GPSAFC Funding
339 Guidelines.
- 340 b. In GPSA Activity Fee setting years:
- 341 1. One meeting as soon as the Committee is staffed to review the GPSA Activity Fee process, as
342 described in the GPSA Byline Allocation Procedures and GPSA Eligibility Criteria and
343 Obligations for Byline Funded Organizations, and Article IX of the GPSA Charter,
- 344 2. One meeting, as stipulated in the GPSA Byline Allocation Procedures, to discuss the byline
345 applications and the amounts of funding to be recommended,
- 346 3. One meeting to which applying byline organizations are invited and may state their cause if the

- 347 Committee recommends an allocation lower than the requested amount,
348 4. One meeting to reconsider the recommended funding amount if such reconsideration is requested
349 by the GPSA after a meeting.
- 350 F. Coordination with the Office of Assemblies
- 351 i. The Committee shall rely on the Office of the Assemblies to:
- 352 a. Help with the administrative aspects of coordinating with byline funded organizations,
353 b. Provide organizations applying for byline funding with information,
354 c. Provide institutional memory,
355 d. Provide the Appropriations Committee Chairperson at least read-only access to the financial system
356 that tracks the GPSA Internal Budget.
357 e. Provide the current balance of any GPSA rollover funds upon request.
- 358 G. GPSA Internal Budget
- 359 i. The GPSA Internal Budget will be based upon budget proposals submitted by the standing committee
360 chairs.
- 361 ii. Standing committee chairs shall present a budget proposal to the Appropriations Committee Chairperson
362 two weeks prior to the second regularly scheduled GPSA meeting of the Fall Semester.
- 363 iii. Standing committee budgets may include line items for operational and food expenses. The food line item
364 is specifically for food provided at committee meetings for committee members.
- 365 iv. The Appropriations Committee Chairperson will execute the process of setting the GPSA Internal Budget
366 pursuant to Item 3.05.d.vii.
- 367 v. Upon approval of the GPSA Internal Budget by the GPSA, the Appropriations Committee Chairperson
368 will operate in conjunction with the Office of Assemblies to establish enforcement guidelines for
369 committee spending.
- 370 H. Ethical Responsibility
- 371 i. The GPSA Activity Fee is set by the GPSA and paid by every graduate and professional student, and thus
372 is not only set apart from other fees and tuition by the way it is determined, but also by its source. The
373 Chairperson, the Committee, and the GPSA have a responsibility in ensuring that the money is well spent,
374 and supporting organizations providing valuable services and events to the graduate and professional
375 student community.

376 Section 3.06: Communications Committee

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- 378
- 379 A. Purpose
- 380 i. The Communications Committee is charged with maintaining a strong communication link between the
381 GPSA and all graduate fields, professional schools, and the Cornell community.
- 382 B. Chairperson
- 383 i. The Vice President for Communications shall serve as the chairperson of the Communications
384 Committee.
- 385 C. Membership
- 386 i. The Committee shall consist of the Division Chiefs for each of the caucuses. Additional members may be
387 appointed by the GPSA Operations and Staffing Committee.
- 388 ii. Termination of a committee member is at the discretion of the Chair when a committee member is absent
389 for more than two scheduled committee meetings.
- 390 D. Duties
- 391 ~~i. The Chairperson shall be responsible for the operations of the Committee. The Chairperson shall oversee~~
392 ~~the Committee's actions and operating budget, as well as schedule and run the meetings of the~~
393 ~~Committee.~~
- 394 ~~ii. The Chairperson is charged with contacting all appropriate administrative offices so that they and the~~
395 ~~Committee are in regular contact throughout the year.~~
- 396 ~~iii. The Committee will maintain the GPSA INFO listserv and is in charge of the creation of the GPSA INFO~~
397 ~~newsletter. Distribution will be coordinated by the Committee in cooperation with the Graduate School to~~

398 reach all students registered through the Graduate School, and with the Johnson Graduate School of
399 Management, the Cornell Law School, and the College of Veterinary Medicine to reach the registered
400 professional students.

401 ~~iv.~~ii. _____ The Chairperson will work closely with the Executive Committee, the Executive Vice President,
402 and the Graduate School to coordinate the involvement of the GPSA in the new student orientation.

403 ~~v.~~iii. _____ The committee will designate one committee member to contact all GPSA committees and focus
404 groups throughout the year to assist them in publicizing meetings and committee-related events. These
405 events will be announced in the GPSA ~~INFO~~, any GPSA web sites, and the Graduate School Calendar.

406 ~~vi.~~ ~~Division Chiefs~~

407 ~~a.~~ ~~Each division caucus will elect from amongst themselves a Division Chief.~~

408 ~~b.~~ ~~A Chief will be a Voting Member that is not a member of the Executive Committee.~~

409 ~~c.~~ ~~If a Division Chief is elected to a position on the Executive Committee or the position is otherwise~~
410 ~~vacated, then a new Division Chief will be elected by the division caucus as soon as arrangements can~~
411 ~~be reasonably made.~~

412 ~~d.~~ ~~The Vice President for Communications may appoint interim Chiefs as necessary. These~~
413 ~~appointments are subject to the approval of the Executive Committee.~~

414 ~~e.~~ ~~Each Division Chief is a member of the Communications Committee.~~

415 ~~f.~~ ~~Each Division Chief is the primary person responsible for transmitting information between the~~
416 ~~GPSA and the Field Representatives, Field Organizations, Deans, students, and other members of~~
417 ~~their respective division.~~

418 ~~g.~~ ~~Each Division Chief is encouraged to make themselves known to, and meet periodically with the~~
419 ~~Field Representatives, Field Organizations, and other members whom they are responsible to.~~

420 ~~h.~~ ~~Division Chiefs are to assist the Vice President for Communications in any other way as needed.~~

421 ~~i.~~ ~~Division Chiefs can be removed from their position by a majority vote of their division caucus.~~

422 ~~E.~~ ~~Meetings~~

423 ~~i.~~ ~~The Committee will meet at least once a month. All committee meetings shall be open to the graduate and~~
424 ~~professional student community.~~

425 ~~ii.~~ ~~When a consensus cannot be reached, actions shall be determined by a majority vote of all committee~~
426 ~~members present.~~

427 ~~iii.~~ ~~Minutes shall be taken at meetings and, upon review by the Committee Chair, shall be submitted to the~~
428 ~~Office of Assemblies for posting.~~

429

430 **Section 3.07: GPSA Finance Commission**

431

432 A. Purpose

433 i. The GPSA Finance Commission (GPSAFC) is charged with allocating funds to registered graduate and
434 professional student organizations on the Ithaca and Geneva campuses of Cornell University.

435 B. Chairperson

436 i. The Commission shall have a chairperson, elected by the GPSA.

437 C. Vice-Chairperson

438 i. Upon consultation of GPSAFC commissioners, the chairperson shall appoint a vice-chairperson.

439 D. Membership

440 i. The Commission shall consist of at least six and no more than fifteen members, hereafter referred to as
441 finance commissioners, appointed by the GPSA Operations and Staffing Committee.

442 ii. When possible, the finance commissioners should represent each of the professional schools and each of
443 the Divisions of the Graduate School.

444 iii. Finance commissioners have exclusive voting privileges for allocating funds according to the rules set
445 forth in the GPSAFC Funding Guidelines.

446 iv. Finance commissioners shall attend the meetings of the Commission.

447 v. If a finance commissioner is absent from two or more consecutive meetings of the Commission, without
448 providing prior notice to the Chairperson, the Chairperson may ask the GPSA Operations and Staffing

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- 449 Committee to replace that commissioner.
450 vi. Finance commissioners shall serve until the end of current GPSA term in which they are appointed,
451 unless they are subject to removal as stated in Item 3.07.c.v.
- 452 E. Duties
- 453 i. The Commission is responsible for distributing funds to student groups according to the rules as set forth
454 in the GPSAFC Funding Guidelines.
- 455 ii. The Chairperson is responsible for the operations of the Commission: The Chairperson oversees the
456 Commission's actions and operating budget, and assists the Vice-Chair in scheduling and running the
457 meetings of the Commission.
- 458 iii. The Chairperson, in cooperation with the Office of the Assemblies staff, sets the schedule for the annual
459 budget application process.
- 460 iv. The Chairperson may appoint a Vice-Chair with the consent of the GPSAFC, and the Chair can delegate
461 any of the Chairperson's responsibilities to the Vice-Chair. The Vice-Chair shall be responsible to the
462 Chairperson, and the Chairperson can terminate the Vice-Chair's duties at any time.
- 463 v. The Vice-Chair shall stand in for the Chair when the position is temporarily vacant.
- 464 vi. The Vice-Chair shall schedule and run the meetings of the Commission, including assigning budget
465 reviews to commissioners and taking attendance.
- 466 vii. The Vice-Chair will assist the Chair in writing policy changes and resolutions to the GPSA Bylaws and
467 GPSAFC Funding Guidelines.
- 468 viii. The Chairperson shall submit a budget request outlining and justifying all planned expenditures internal
469 to the Commission to the Appropriations Committee Chairperson two weeks prior to the second GPSA
470 meeting.
- 471 ix. The Chairperson may additionally delegate specific duties to other GPSAFC members, as necessary.
472 These duties may include, but are not limited to: preparing materials for meetings, keeping the minutes,
473 making updates to the GPSAFC website, and reviewing the GPSAFC Funding Guidelines and suggesting
474 beneficial changes to the Chairperson of the GPSA Appropriations Committee.
- 475 x. The Chairperson shall submit a written update to the Appropriations Committee Chairperson on the status
476 of the internal budget by the end of February.
- 477 F. Meetings
- 478 i. The Commission shall meet at least three times each semester to deliberate on matters set forth in the
479 GPSAFC Funding Guidelines.
- 480 ii. The GPSAFC Chairperson also has the responsibility of organizing one meeting during the latter part of
481 the spring semester, prior to the annual budget request deadline, where student organizations may come to
482 learn about the regulations and procedures of the Commission.
- 483 iii. The Chairperson shall notify the Office of the Assemblies of the Commission's meeting times and
484 locations.
- 485 iv. Meetings shall be open to the public. However, the Chairperson or any of the commissioners may call for
486 a vote to be taken by secret ballot.
- 487 v. Any representative of a student organization wishing to present his or her organization's case at a meeting
488 must notify the Chairperson at least three days in advance of the meeting.
- 489 ~~vi. When the GPSAFC cannot reach a consensus, a simple majority vote will suffice for decision making~~
490 ~~within the Commission.~~
- 491 ~~vii. Minutes shall be taken at meetings and, upon review by the Chairperson, shall be submitted to the Office~~
492 ~~of Assemblies for posting.~~
- 493 G. Deadlines for Funding Applications
- 494 i. The deadline for current-year budget applications shall be in late April, with the specific date set by the
495 Commission each year.
- 496 ii. The last date to submit proposals for advanced, standard summer funding shall be in late May. This
497 funding shall cover any events during the months of June-August.
- 498 iii. An emergency, rolling summer funding budget shall also be available for student organizations. Funding
499 requests may be submitted starting in mid-May and ending July 31st.
- 500 iv. These requests will be reviewed by the GPSA Finance Commission during the period of May-August per

- 501 Commissioner availability but at a minimum of two predetermined dates.
502 v. The funds from the emergency, rolling budget may only be used for events during the summer term.
503 H. Unallocated Funds
504 i. If funds remain for allocation in the current-year budget, those funds will remain in the Commission's
505 account for allocations in future GPSA terms.
506

507 Section 3.08: Student Advocacy Committee

508

509 A. Purpose

- 510 i. The GPSA Student Advocacy Committee works on issues of diversity, ~~finances, stipend levels,~~ mental
511 and physical health, accessibility, ~~child care~~ and the general well-being of all graduate and professional
512 students ~~related to matters of the academic environment~~. The Student Advocacy Committee works in
513 consultation with other relevant student and University committees and interested parties.

514 B. Chairperson

- 515 i. The Committee shall have a chairperson, elected by the GPSA.

516 ~~C. Members~~

- 517 ~~i. Any graduate or professional student is eligible to apply to become a member of the Committee.
518 Applicants will be reviewed and staffed by the Operations and Staffing Committee.
519 ii. Termination of a committee member is at the discretion of the Chairperson when a committee member is
520 absent for more than half of the scheduled committee meetings.~~

521 ~~D.C. Duties~~

- 522 ~~i. The Committee is required to update the Graduate and Professional Student Resource List posted on the
523 Student Advocacy Committee Website at least once each GPSA term.
524 ii. In order to be more fully aware of the issues faced by the graduate and professional student community,
525 the Committee will hold an open town hall meeting, at least one per year. Funding will come from the
526 Committee budget. The meeting will have two goals: To provide a brief overview of current and past
527 Committee activities and to gather information and anecdotes on current problems facing the community.
528 Following these town hall meetings, the Committee will report their results to the GPSA and any relevant
529 Cornell administrators.
530 iii. The Chairperson shall be responsible for the operations of the Committee: The Chairperson shall oversee
531 the Committee's actions and operating budget, as well as schedule and run the meetings of the
532 Committee.
533 iv. The Chairperson is charged with contacting all appropriate administrative offices so that they and the
534 committee are in regular contact throughout the year.~~

535 ~~E. Meetings~~

- 536 ~~i. The Committee will meet once per month during the months of September, October, November,
537 December, February, March, and April, and additionally as necessary. All committee members are
538 expected to attend these meetings unless informed otherwise.
539 ii. All Committee meetings shall be open to the graduate and professional student community. When a
540 consensus cannot be reached, actions shall be determined by a majority vote of all committee members
541 present.
542 iii. Minutes shall be taken at meetings and, upon review by the Chairperson, shall be submitted to the Office
543 of Assemblies for posting.
544 iv. All meeting agendas and minutes shall be posted to the Committee's website.
545 v. It is the responsibility of the Committee to post and advertise any advocacy related material on its website
546 and ensure that the website is kept current.~~

548 Section 3.09: Graduate and Professional Student Programming Board

549

550 A. Purpose

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- 551 i. The Graduate and Professional Student Programming Board (GPSPB) organizes events for graduate and
552 professional students sponsored by the GPSA, ~~such as receptions, speakers, socials, Grad Ball, Grads’~~
553 ~~Nights Out and other events that may arise as stated in Article 6.04.h of the GPSA Charter.~~
- 554 B. Chairperson
- 555 i. The Board shall have a chairperson, elected by the GPSA, as described in Article 6.02 of the GPSA
556 Charter.
- 557 C. Membership
- 558 ~~i. Any graduate or professional student is eligible to apply to become a member of the Committee.~~
559 ~~Applicants will be reviewed and staffed by the Operations and Staffing Committee.~~
- 560 ~~ii. One member of the Committee will serve on the Slope Day Steering Committee.~~
- 561 ~~iii. Termination of a committee member is at the discretion of the Chairperson when a committee member is~~
562 ~~absent for more than half of the scheduled committee meetings.~~
- 563 D. Duties
- 564 i. The GPSPB’s primary purpose is to plan, seek funding for, and carry out the annual Grad Ball.
- 565 ii. The Chair shall submit a budget request outlining and justifying all planned expenditures internal to the
566 Programming Board to the Appropriations Chair by two weeks prior to the second regularly scheduled
567 GPSA meeting.
- 568 ~~iii. At the fourth regularly scheduled meeting of the fall semester and first regularly scheduled meeting of the~~
569 ~~spring semester, the Chair shall propose a schedule of events for the upcoming term.~~
- 570 ~~iv.iii.~~ The Programming Board shall work closely with the Office of Assemblies to contract
571 entertainment, book rooms, and other issues as necessary.
- 572 ~~v.iv.~~ The Programming Board shall work with the Student Advocacy Committee to plan town hall
573 event(s).
- 574 ~~vi.v.~~ The Chairperson shall be responsible for the operations of the Programming Board: The
575 Chairperson shall oversee the Programming Board’s actions and operating budget, as well as schedule
576 and run the meetings of the Committee.
- 577 ~~vii.vi.~~ The Chairperson is charged with contacting all appropriate administrative offices so that they and
578 the Programming Board are in regular contact throughout the year.
- 579 ~~E. Meetings~~
- 580 ~~i. The Programming Board will meet at least once every six weeks during the current GPSA term. The~~
581 ~~Chair will schedule additional meetings as necessary. All committee members are expected to attend~~
582 ~~these meetings unless informed otherwise.~~
- 583 ~~ii. All Programming Board meetings shall be open to the graduate and professional student community.~~
- 584 ~~iii. When a consensus cannot be reached, actions shall be determined by a majority vote of all committee~~
585 ~~members present.~~
- 586 ~~iv. Minutes shall be taken at meetings and, upon review by the Programming Board Chair, shall be submitted~~
587 ~~to the Office of Assemblies for posting.~~

588

589 **Section 3.10: Faculty Teaching, Advising, Teaching, and Mentorship Award**
590 **Committee**

- 591
- 592 A. Purpose
- 593 i. The primary purpose of the Faculty Teaching, Advising, Teaching, and Mentorship Award Committee
594 (“Award CommitteeFATMAC”) is to solicit nominations for and administer one or more annual Awards
595 to recognize faculty who exhibit excellence in the teaching, advising, and mentorship of graduate and
596 professional students.
- 597 B. Chairperson
- 598 i. The Award Committee shall have a chairperson, elected by the GPSA, as described in Article 6.02 of the
599 GPSA Charter.
- 600 ~~C. Membership~~
- 601 ~~i. Any graduate or professional student is eligible to apply to become a member of the Committee.~~

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~~Applicants will be reviewed and staffed by the Operations and Staffing Committee as specified in Section 3.03.f.~~

~~ii. Termination of a committee member is at the discretion of the Chairperson when a committee member is absent for more than half of the scheduled committee meetings.~~

D.C. Duties

- i. Articulate and disseminate selection criteria for the Award(s).
- ii. Establish a process for soliciting nominations and/or applications for the annual Award(s).
- iii. Select Award recipient(s) before the end of the last day of classes in the Spring semester.
- iv. Seek funding for and host an Award Ceremony to celebrate and recognize the Award recipient(s) each academic year before the end of May.
- v. Coordinate with the GPSA Communications Committee to publicize both the solicitation of nominations and the administration of the Award(s), once selections have been made.
- ~~vi. The Chairperson shall submit a budget request outlining and justifying all planned expenditures internal to the Award Committee to the Appropriations Chair by two weeks prior to the second regularly scheduled GPSA meeting. The budget shall include funds to publicize both the solicitation of nominations and the administration of the Award(s).~~
- ~~vii. The Chairperson shall be responsible for the operations of the Award Committee: The Chairperson shall oversee the Award Committee's actions and operating budget, as well as schedule and run the meetings of the Committee.~~

E.D. Meetings

- i. The Award Committee will meet at least once per year during the current GPSA term to select Award recipient(s). The Chair will schedule additional meetings as necessary.
- ~~ii. 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 review by the Award Committee Chairperson, shall be submitted to the Office of Assemblies for posting. Respect will be paid to the privacy of nominators and nominated faculty members.~~

Section 3.11: Diversity & International Students Committee

A. Purpose

- i. The primary purpose of the Diversity & International Students Committee ("Diversity Committee") is to promote diversity and inclusion in all its forms within the GPSA membership and within the broader graduate and professional student community at Cornell University.

B. Chairperson

- i. The Diversity Committee shall have a chairperson, elected by the GPSA, as described in Article 6.02 of the GPSA Charter.

~~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 Operations and Staffing Committee as specified in Section 3.03(f).~~
- ~~ii. Termination of a committee member is at the discretion of the Chairperson when a committee member is absent for more than half of the scheduled committee meetings.~~

D.C. Duties

- i. Communicate with groups engaged with diversity and international student issues in order to involve and engage diverse students with the work of the GPSA.
- ii. Provide a forum to discuss diversity and inclusion within the graduate and professional student community.
- iii. Host an annual meeting for groups representing diversity and international students.
- iv. Engage Cornell administration in issues affecting diversity and international students.
- v. Bring before the GPSA resolutions on issues related to diversity and international students.

- 653 vi. Present to the GPSA annually during the second to last meeting of the GPSA term on its work supporting
654 international students, Students of Color, gender equality, LGBTQIA2S+ students, students with
655 disabilities, and related issues.

656

657 **Section 3.12: University Assembly Representation**

658

- 659 A. The President of the GPSA shall serve as a member of the University Assembly.
660 B. The members of the GPSA will elect representatives to the University Assembly, the number and composition
661 of which shall be in accordance with the University Assembly Charter.
662 i. If they are not already GPSA Voting Members or Field Representatives, these delegates shall be
663 considered ex officio members of the GPSA.
664 ii. These delegates are required to report on University Assembly activities at meetings at the request of the
665 Executive Committee.

666

667 **Section 3.13: Committee Delegates**

668

- 669 A. The Operations and Staffing Committee will appoint graduate and professional students to University
670 committees which it staffs, GPSA committees and liaison positions, hereafter referred to as committee
671 designees.
672 B. Committee designees may serve as many one-year terms as they like, but must be appointed annually.
673 C. All committee designees must be matriculated graduate or professional students of Cornell University.
674 D. Exceptions to this rule may be made by a majority vote of the seated Voting Members at the request of the
675 Vice President for Operations.

676

677 **Section 3.14: Committee and Committee Designee Reporting**

678

- 679 A. To ensure accountability and responsibility to the student body, each standing committee shall present a
680 written report to the GPSA at least once a semester in addition to oral reports at meetings.
681 B. To ensure accountability and responsibility to the student body, each ad hoc committee shall present a written
682 report to the GPSA at least once a semester.
683 C. Prior to meetings of the GPSA, committee designees shall submit to the GPSA Vice President for Operations
684 a report to be shared with the GPSA.
685 i. Reports shall include, but are not limited to, notification of whether the committee has met the
686 committee's agenda and a short summary of the meeting.
687 ii. The Executive Committee may remove committee designees for failing to submit a report for two
688 consecutive meetings and shall appoint a new designee accordingly.

689

690 **Section 3.15: GPSA Ad-Hoc Committees**

691

- 692 A. Purpose
693 i. The GPSA may form an ad-hoc committee when a need cannot be fulfilled through existing standing
694 committees or through committees in the other Assemblies or in the University, or when the GPSA feels
695 additional consideration is required.
696 ii. To increase efficiency and decrease duplication, every effort will be made to address perceived needs of
697 graduate and professional school students through existing University Committees and other appropriate
698 bodies first.
699 B. Chairperson
700 i. The Committee shall have a chairperson, elected by the members of the ad-hoc committee.
701 ii. The chairperson shall schedule and chair the meetings of the committee.

- 702 iii. The chairperson is responsible for providing committee updates to the GPSA.
703 C. Membership
704 i. Any graduate or professional student is eligible to apply to become a member of the committee.
705 Applicants will be reviewed and staffed by the GPSA Operations & Staffing committee.
706 ii. Shall consist of at least three members approved by the GPSA Operations & Staffing Committee.
707 iii. Shall have at least one GPSA Voting Member.
708 iv. Additional committee membership may be recommended by the GPSA Operations and Staffing
709 Committee.
710 D. Meetings
711 i. The Committee will meet as necessary during the current GPSA term. All committee members are
712 expected to attend these meetings unless informed otherwise.
713 ii. All Committee meetings shall be open to the graduate and professional student community. When a
714 consensus cannot be reached, actions shall be determined by a majority vote of all committee members
715 present.
716 iii. Minutes shall be taken at meetings and, upon request, shall be presented to the GPSA.
717 E. Formation, Termination, and Re-Establishment
718 i. Formation of an ad hoc committee is to be presented as a motion.
719 ii. The ad-hoc committee will be dissolved when either the work of the committee has been completed or at
720 the end of the term of office, whichever comes first.
721 iii. An ad-hoc committee can be re-established by a resolution to continue its function in the next GPSA term
722 by the GPSA.

723 724 **Section 3.16: Internal Budget**

- 725
726 A. GPSA Committees will track their own expenses.
727 B. GPSA Committees will not commit to actions that could incur expenses that exceed the total amount
728 budgeted for their operations without first obtaining the approval of the GPSA Appropriations Committee
729 Chairperson.
730 C. In the event that a GPSA Committee overruns their budgeted allocation, the Committee committing the
731 overrun will collaborate with the Appropriations Committee to draft a resolution revising the GPSA Internal
732 Budget so the expenses may be accounted.
733 D. All queries regarding the GPSA Internal Budget and the current state of GPSA funds are to be directed to the
734 Appropriations Committee Chairperson (Item 3.05.b).
735 E. Any Current GPSA voting member, or field representative can propose a resolution to use funds from the
736 GPSA reserve account. This resolution must be approved by a majority vote of present voting members and
737 field representatives.
738 i. A limit of how much can be approved by members present and anything above the limit requires a two-
739 thirds majority vote of the entire GPSA, both voting and non-voting members. This limit is \$3000.
740 ii. Resolutions can only be passed when reserves are at least 10% of annual funding received.

741 742 **ARTICLE IV: PROCEDURES**

743 744 **Section 4.01: Term of Office**

- 745
746 A. The term of office of the GPSA shall be from June 1 to May 31, except for the positions of Appropriations
747 Committee Chair and Finance Commission Chair, which will be from January 1 to December 31.

748 749 **Section 4.02: Meeting Schedule**

- 751 A. Meetings shall be scheduled throughout the GPSA term, totaling seven (7) meetings per semester.
752 B. Meetings defined in Section 4.02.a shall be referred to as “regularly scheduled meetings”.
753 C. The GPSA will adopt a schedule of regularly scheduled meetings for the next ~~year~~ ~~term~~ at the last meeting of
754 the current GPSA ~~term~~ ~~year~~.

755

756 **Section 4.03: Regularly Scheduled Meetings**

757

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

763

764 **Section 4.04: Agendas and Resolutions**

765

- 766 A. Agendas
767 i. Agenda items will be compiled by the GPSA President in consultation with the Executive Committee.
768 ii. Agendas must be sent to the members at least 24 hours prior to the meeting.
769 B. Resolutions
770 i. Upon signing of a petition by 100 Cornell graduate and professional students, any Graduate and
771 Professional Student may present a resolution to the GPSA for consideration.
772 a. Within two regularly scheduled meetings after the presentation of the petition, the GPSA Voting
773 Members will discuss and vote on the resolution.
774 b. The form and wording of the resolution, as voted upon by the GPSA, shall be identical in form and
775 wording to that of the petition.
776 ii. Any GPSA member may present a resolution to the GPSA for consideration.
777 iii. Procedure
778 a. The primary sponsoring GPSA member explains the purpose of the resolution to the Assembly.
779 b. The sponsor answers questions directly pertaining to the resolution. The sponsor may defer to other
780 people in attendance for answering questions.
781 c. For votes on resolutions, majority and two-thirds majority vote shall be determined based on total
782 number of Voting Members participating in the vote, with the following exceptions:
783 1. Motions to amend or rescind a previously adopted motion shall require either (1) prior notice and
784 a two-thirds majority of those participating in the vote, or (2) a majority of the entire Voting
785 Membership without prior notice.
786 2. Amendments to the Bylaws and the Charter shall adhere to majority requirements stated in the
787 Charter §10.01
788 d. If the Assembly adopts a resolution, the President must convey the resolution to the President of the
789 University ~~by the end of the semester~~ ~~within two weeks following the meeting~~ in which the resolution
790 is adopted. The wording of the resolution must be identical to that of the adopted resolution. If the
791 President is unwilling or unable to perform this responsibility, the Officer of highest precedence shall
792 have the responsibility to do so. If no Officer is willing or able to perform this responsibility, the
793 sponsor ~~of~~ the resolution shall have the responsibility to do so.

794

795 **Section 4.05: Additional Meetings**

796

- 797 A. Additional meetings may be scheduled at least ~~one~~ ~~two~~ ~~weeks~~ in advance by the Executive Committee, with
798 ~~written~~ approval from at least two-thirds of the seated Voting Members.
799 B. Only one additional meeting may be called per semester.

800

801 **Section 4.06: Division Summits**

- 802
- 803 ~~A. For each Division of the Graduate School and jointly for the Professional Schools, at least one Division~~
804 ~~Summit shall be scheduled each GPSA term by the Division Chiefs for the Division.~~
- 805 ~~B. The Voting Members will compile an agenda of discussion topics, focusing on issues pertaining specifically~~
806 ~~to the Division.~~
- 807 ~~C. The exact date is to be determined at the Voting Members' discretion. Voting Members must notify Field~~
808 ~~Representatives sufficiently in advance of the time and location of the summit.~~
- 809 ~~D. GPSA members from other Divisions may be invited at the discretion of the Voting Members of the Divisions~~
810 ~~sponsoring the summit.~~

811

812 **Section 4.07: Executive Session**

- 813
- 814 A. Meetings may be closed for special executive session when deemed necessary to protect the rights of
815 members of the Cornell community by majority vote of the Voting Members present.
- 816 B. Field Representatives may be excluded from these sessions in addition to constituents and the public.
- 817 C. No binding actions will take place while in executive session.

818

819 **Section 4.08: Parliamentary Procedure**

- 820
- 821 A. The GPSA will use Robert's Rules of Order (latest edition) as the basis for determining procedures for formal
822 debate and legislative action.
- 823 i. As stated in Robert's Rules of Order, basic motions require the approval of the majority of cast votes to
824 take effect; abstentions are not considered cast votes.
- 825 B. The GPSA is not constrained to use parliamentary procedure for all discussions.

826

827 **Section 4.09: Quorum**

- 828
- 829 A. A quorum of GPSA Voting Members is required before business items may be voted on at regularly
830 scheduled meetings.
- 831 B. A quorum of the Voting Members shall consist of a majority of the seated Voting Members of the GPSA.

832

833 **Section 4.10: Absences**

- 834
- 835 A. Voting members
- 836 i. Must notify the ~~Executive Vice President~~ Vice President of Operations in advance of any absence.
- 837 ii. ~~Absences will be determined to be excused or unexcused by two-thirds majority vote of the Executive~~
838 ~~Committee.~~
- 839 iii. May be unseated by a simple majority of the Executive Committee if they have more than two absences
840 from GPSA meetings during the current GPSA term. Unseated members do not count as part of the total
841 vote when calculating quorum, majority votes, or two-thirds votes.

842

843 **Section 4.11: Removal**

- 844
- 845 A. Voting members
- 846 i. An unseated member may be removed from the GPSA Voting Members following a vote by two-thirds of
847 the Executive Committee.
- 848 ii. The Executive Committee may not vote to remove an unseated Voting Member until one regularly

849 scheduled GPSA meeting has elapsed since the Voting Member was informed that they were unseated.

850 ~~B.~~ Field Representatives

851 ~~i.~~ Must notify the Executive Vice President in advance of any absence.

852 ~~a.~~ A Field Representative who will miss a meeting may send an alternate from their field, who will
853 satisfy their attendance requirement for that meeting.

854 ~~ii.~~ Absences will be determined to be excused or unexcused, and alternates approved, by two-thirds majority
855 vote of the Executive Committee.

856 ~~C.~~ B. Committee Chairs and University Assembly Representatives

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

860 ~~D.~~ C. GPSA Officers

861 i. GPSA officers may be removed from office by a two-thirds vote of the seated Voting Members but may
862 retain their Voting Membership.

863

864 **ARTICLE V: GPSA Election Rules**

865

866 **Section 5.01: Voter Eligibility**

867

868 A. To vote in any GPSA election, a person must be a registered student in a graduate or professional degree
869 program.

870

871 **Section 5.02: Definitions**

872

873 A. The following words throughout the Election Rules are defined as such:

874 i. Classroom: is any space in which a professor, teaching assistant, or any other instructor holds prescribed
875 class times. "Classroom" includes in person, hybrid, and online courses.

876 ii. Cyber Bullying: is the act of bullying in any online space. These election rules follow the same definition
877 of bullying as outlined in the Student Code of Conduct and applicable university policies or governmental
878 laws.

879 iii. Individual or self-promoting publicity: is any outreach events, office hours, postings, or public facing
880 events, whether in-person or virtual, in which interaction with, or promotion of, the candidate is a
881 substantial reason for the act.

882 iv. ~~Social Media:~~ is any online service that allows users to share, create, or post content for social
883 networking purposes. Social media services include, but are not limited to: Instagram, Snapchat, TikTok,
884 LinkedIn, Twitter, Facebook, Tumblr, Reddit, MySpace, Pinterest, YouTube, and CampusGroups.
885 However, email, GroupMe, WhatsApp, Signal, SMS texting, and private messaging features on other
886 applications are not social media.

887

888 **Section 5.03: Compliance with University Policies and Student Code of Conduct**

889

890 A. Candidates and supporters acting on their behalf must be aware of and comply with all applicable policies and
891 provisions of the Student Code of Conduct, including but not limited to:

892 i. Use of Cornell Name, Logo & Artwork policy

893 ii. Event Registration policies

894 iii. Facilities Reservation policies

895 iv. University Postering and Chalking policies

896 v. Intimidation tactics and cyberbullying activities are strictly prohibited

897 B. A violation of any University policy is a violation of these rules and therefore grounds for a challenge if it

898 compromises the fairness of the election. It is the candidate's responsibility to read the referenced documents
899 and be familiar with the rules and regulations established within them. The Elections Committee may also
900 refer any reported violations to the Office of Student Conduct and Community Standards (OSCCS) or any
901 other appropriate office, which may impose disciplinary remedies and penalties according to its own rules and
902 procedures.

903

904 **Section 5.04: Electronic Communications**

905

- 906 A. Candidates and supporters acting on their behalf:
- 907 i. Cannot receive campaign support through a Cornell Administered list-serv.
 - 908 ii. Must comply with Cornell University IT policies

909

910 **Section 5.05: Campaign Finance**

911

- 912 A. Candidates or supporters acting on their behalf must submit all receipts and/or proof of fair market value with
913 the signed expense report to the Office of the Assemblies by the last regularly scheduled GPSA meeting.
914 Candidates who do not submit receipts and/or proof of fair market value will be presumed to have spent \$0 on
915 their campaign.
- 916 i. Candidates and supporters acting on their behalf may not exceed the limit for out-of-pocket expenses and
917 fair market value of donations of materials, professional services, and/or money.
 - 918 ii. Fair market value is the value at which something is to be obtained normally if documentation of its dollar
919 value is not provided. If there is a supporting receipt for goods used in a candidate's campaign, then the
920 value of that good is the dollar value on the supporting receipt as long as the transaction was conducted at
921 arm's length.
 - 922 iii. For donated materials, professional services, or other goods for which no official receipt is provided,
923 candidates must seek the most plausible assessment of the fair market value of the goods. Professional
924 services will be defined as any work for which the given individual/donor is typically compensated.
925 Volunteer time donated by full-time students, who are not professionals (have received payment for
926 service) in the area of their volunteer effort, will not be considered professional services.
 - 927 iv. Paid advertisements and related costs on social networking sites or other websites must also be accounted
928 for at fair market value.
 - 929 v. Candidates may use any platforms at their disposal, granted they are free. If these platforms require
930 purchasing, candidates are required to report this in their expense report form.

931

932 **Section 5.06: Endorsements**

933

- 934 A. All registered student organizations receiving funds from the GPSA are encouraged to endorse candidates. If
935 an organization chooses to endorse a candidate, it is expected to abide by the guidelines below.
- 936 i. Student Activities Funding Commission (SAFC) funded and Student Activity Fee (SAF) byline funded
937 organizations may endorse candidates. All groups must act in a way that is fair and balanced when
938 deciding on the endorsement of candidates.
 - 939 ii. The Elections Committee may recommend that the GPSAFC impose fines on or revoke allocated funds
940 from organizations failing to comply.
 - 941 iii. If a member of the Elections Committee sits on the Executive Board or governing body of an
942 organization, that organization is prohibited from endorsing candidates
 - 943 iv. All registered graduate and professional students are encouraged to individually endorse candidates.

944

945 **Section 5.07: Campaign Ethics**

946

- 947 A. Candidates and supporters acting on their behalf:
948 i. May not, at any time before, during or after the elections, harass, threaten, or coerce others.
949 ii. May not provide anything of material value to a member of the Cornell community to further themselves
950 in the election or to promote their candidacy.
951 iii. May not compel any person to endorse their candidacy, assist their campaign, or act as supporter as an
952 explicit or implicit condition for initiation to, admission into, affiliation with, or continued membership in
953 a group or organization.
954

955 **ARTICLE VI: SUSPENSION OF THE GPSA BYLAWS**

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957 A. A GPSA Voting Member may make a motion to suspend an Article of the GPSA Bylaws for the duration of a
958 meeting.
959 B. The Article of the GPSA Bylaws is suspended with two-thirds of the seated Voting Members in favor.
960 C. Article V, in its entirety, may not be suspended.