

Standing Rules Cornell University Graduate & Professional Student Assembly

1 Preamble

2 The purpose of the Graduate and Professional Student Assembly is to ensure a direct focus for the
3 continued involvement of graduate and professional school students in the governance of non-
4 academic affairs and in the life of the University, as well as to foster an increased sense of community
5 among all constituencies through shared responsibilities.

6 These Standing Rules shall serve as guidelines for the GPSA's administrative procedures and shall
7 supplement the assembly's charter, bylaws, and established rules of order. Furthermore, these rules
8 shall embody the conventions of effective leadership and aide the efficiency of a functioning assembly.

9 All Graduate & Professional Student Assembly members shall adhere to these Standing Rules.

10 These Standing Rules shall be utilized with the following prefaces:

11 *Rule 1:* In the event of a conflict, the Charter and Bylaws shall supersede the Standing Rules.

12 *Rule 2:* The Standing Rules shall take effect upon their approval by a majority vote of the assembly.
13 Thereafter, the Standing Rules may be amended during any regular meeting by a majority vote of the
14 assembly. Upon adoption, the Standing Rules shall remain in effect until amended or rescinded.

15 *Rule 3:* Rules applicable only within the context of a single meeting may be suspended by a two-thirds
16 vote of members. Rules that have any application outside a meeting context, however, may not be
17 suspended.

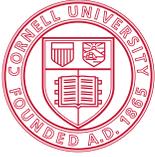
18 Section 1: Meetings

19 Article 1.1: Term of Session

- 20 A. Each meeting shall comprise a single session of business.
21 B. Regular meetings are held on every first and third Mondays of the month, from 5:30 – 7 PM,
22 while the university remains in session.
23 C. Regular meetings shall take place in Mallott Hall, unless unforeseen circumstances require the
24 Executive Committee to schedule another temporary time or location with the consultation
25 of the Office of the Assemblies.
26 D. The President may call *special meetings*, which may only consider business that is expressly
27 outlined in the special meeting agenda. Attendance at such meetings is mandatory, provided
28 that the special meeting is announced at least 72 hours in advance of the call to order.

29 Article 1.2: Authorization of Electronic Meetings

- 30 A. Upon a two-thirds vote of members, the GPSA may choose to conduct certain meetings
31 electronically.
32 B. The GPSA will conduct certain meetings electronically if applicable laws prohibit gatherings
33 equal to or greater than the requirements for quorum.



Cornell University
Graduate and Professional
Student Assembly

34 **Section 2: Ethical Standards**

35 Ethical conduct is expected of all members at all times. The following rules of conduct shall constitute
36 the GPSA's common ethical standards and expectations, which all members shall strive to uphold.

37 **Article 2.1: Attendance**

- 38 A. Attendance is required of all regularly scheduled meetings for all voting members.
39 B. Attendance will be taken verbally at the designated Roll Call of each meeting, when each
40 member present will answer with "here" or "present." The Chair will verify "excused" (chair
41 was notified member is unable to attend the meeting) or "Not excused" (member is not
42 present and no notification was sent to chair).

43 **Article 2.2: Agendas**

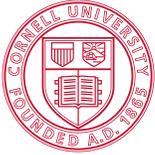
- 44 A. All newly submitted resolutions shall be included under New Business, the order of which the
45 President shall determine.
46 B. Any resolution that is not introduced before the adjournment of the meeting shall be added
47 to Unfinished Business of the following meeting. The Unfinished Business section shall take
48 place before New Business, unless a motion is adopted to change the order of business.
49 C. All members have the right to introduce new business in the course of a regular meeting, even
50 if that business is not included on the agenda. However, special meetings shall be limited to
51 the business explicitly stated on the agenda (See §1.1.D).
52 D. Resolutions may be introduced by either individual members or committee chairpersons on
53 behalf of the committee. If a resolution is introduced on behalf of a committee, the resolution
54 should be adopted by a majority of committee members, or as required by the adopted
55 parliamentary authority.
56 E. All agendas must be approved by the President and distributed by the Executive Vice
57 President no later than 24 hours before the meeting is called to order.

58 **Article 2.3: Ethics of Debate and Moderation**

- 59 A. Although votes are limited to members, no member of the public may be excluded from
60 participation in discussion.
61 B. No person may be privileged in or excluded from discussion on the basis of their race,
62 ethnicity, religion, national origin, sexual orientation, gender, age, physical disability, or veteran
63 status.
64 C. When multiple people raise their hands seeking the floor to speak, the Chair shall, to the best
65 of their ability, acknowledge persons such that both sides of the question are fairly represented.
66 The Chair may not force the conclusion of debate, as long as there are persons remaining who
67 wish to speak, provided that the motion for the previous question has not been adopted, and
68 provided that the assembly has not moved to limit debate.

69 **Article 2.4: Voting**

- 70 A. For all votes on motions, the default method of voting shall be a *raise of hands*, unless an
71 appropriate motion is made to change the method of voting.
72 B. For all elections, the default method of voting shall be a *ballot*, unless an appropriate motion
73 is made to change the method of voting.



Cornell University Graduate and Professional Student Assembly

- 74 C. Every member shall have the right of abstention. Thus, during any vote, the Chair may not
75 require that those abstaining identify themselves.
- 76 D. All votes on motions must take place while a meeting is in session. Votes may not be held on
77 electronic platforms (e.g., email), except as required during officially authorized meetings
78 (Article 1.2), as all votes must take place in an environment in which members may raise points
79 of order without obstruction or delay.

80 **Article 2.5: Presentations and Reports**

- 81 A. The President may invite individuals to present to the GPSA, who shall be identified on the
82 agenda. The agenda shall state the amount of time allocated for the presentation, and the Chair
83 shall ensure that these limitations are enforced. Upon request, the President shall privilege the
84 presentations of byline-funded organizations.
- 85 B. Following any presentation or report, members have the right to discuss the content (Q&A),
86 provided that the discussion does not exceed the time allocated on the agenda. The Chair shall
87 moderate discussion in accordance with the ethical standards of debate.
- 88 C. Committee chairpersons may present official committee reports as presentations to the GPSA,
89 provided that those reports are approved by the majority of committee members. These
90 reports may propose resolutions or amendments, which the assembly may move to consider
91 immediately following the presentation.
- 92 D. Committee members have the right to present a minority report as a presentation to the GPSA,
93 in which a minority of committee members dissent from the conclusions of the committee
94 report. The GPSA should first receive the committee report followed by the minority report.
95 Then, the GPSA may consider the committee report's recommendations. Similarly, the
96 minority report may present recommendations, provided that they relate to the committee
97 report's recommendations (e.g., rejecting, amending, or postponing it; but not introducing a
98 different set of recommendations). Regardless of any minority report, members may always
99 speak in opposition to the committee report when it is considered.