



Cornell University
Graduate and Professional
Student Assembly

Cornell University Graduate and Professional Student Assembly

Agenda of the September 23rd, 2019 Meeting

5:30 PM – 7:00 PM

Bache Auditorium, Malott Hall

- I. Call to Order
- II. Roll Call (5 Minutes)
- III. Presentations (40 Minutes)
 - a. Terri Boslett, Veronica Aguirre, and Johnathan Hart, CampusGroups
 - b. Victoria Kasonde, Vice President of Operations
 - i. GPSA Onboarding Documents
 - ii. FAQ Quick Sheet
- IV. Division Breakout (10 Minutes)
- V. Elections (10 Minutes)
- VI. Committee Updates (10 Minutes)
 - a. Executive Committee
 - b. Operations
 - c. Communications
 - d. Appropriations
 - e. Finance
 - f. Student Advocacy
 - g. Diversity and International Students
 - h. Programming
 - i. Faculty Awards

j. General Committee

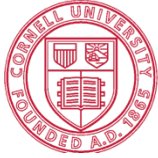
k. Graduate School

VII. New Business (10 Minutes)

a. Introduction to Resolution 1: *Resolution Approving the GPSA Internal Budget for the 2019-2020 Term*

VIII. Open Forum (5 Minutes)

IX. Adjournment



Cornell University
Graduate and Professional
Student Assembly

Cornell University Graduate and Professional Student Assembly

Minutes of the September 9th, 2019

Meeting 5:30 PM – 7:00 PM
Bache Auditorium, Malott Hall

I. Call to Order

- a. 5:31pm A. Barrientos-Gomez calls meeting to order.

II. Roll Call

- a. Present: A. Cirillo, A. Cohn, C. Duell, K. Esannason, R. Harrison, A. Johnson, M. Kalaji, V. Kasonde, M. Keefe, K. Laurent, N. London, L. Louis, A. Sontag, P. Vinhage, D. Wang, A. Woods, Doga Yucalan, J. Bogdanowicz, L. Kenney, A. Loiben, J. Pea, L. Smith, A. Barrientos-Gomez
- b. Absent: None

III. Approval of the Minutes

- a. Minutes from May 6, 2019
 - i. Motion to Approve
 - ii. Seconded
 - iii. Approved

IV. Presentation

- a. Jen Forbes, Director of the Big Red Barn Graduate and Professional Student Center

- i. J. Forbes: Updates, we have new picnic tables. This summer we introduced new events and food including yoga, sangria, ice cream, and fun contests. We also have a new sustainability project including a new green team, swap don't shop, fellowship, and big green barn. Updates will be in the newsletter. We have Music Mondays with piano concerts at noon, and if you would like to perform email Jen. Follow us on social media (Facebook and Instagram), we have contest and giveaways. Cornell dining update we will have Bubly and curry bowls. Watch for our fall plant sale, art shows, pumpkin carving, knitting group, international TGIF, and beer week. Come get involved we have potions available, sign up/attend events, and we are looking for a focus group to help us create guidelines for Barn use.
- ii. A representative: Do you have a website with all the event information?
- iii. J. Forbes: The best way to find out about our events is through the listserv or social media, since events happen so quickly.

V. Division Breakout

- a. Introductions

VI. Committee Introductions: Each committee was introduced. Those with questions or who are interested in joining a committee can contact the head of each committee or refer to the assembly website:

https://assembly.cornell.edu/committees?field_assembly_name_target_id=9

- a. Executive Committee
- b. Operations

- c. Communications
- d. Appropriations
- e. Finance
- f. Student Advocacy
- g. Diversity and International Students
- h. Programming
- i. Faculty Awards
- j. General Committee
- k. Graduate School
- l. GPCI

VII. New Business

- a. Approval of 2019-2020 Meeting Schedule
 - i. Tentative Schedule
 - 1. Motion to approve
 - 2. Seconded
 - 3. Approved

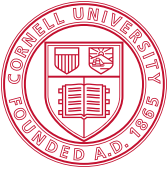
VIII. Open Forum

The meeting was adjourned at 6:31pm.

Respectfully submitted,

Ashlynn Lee

Clerk of the Assembly



Cornell University
Graduate and Professional
Student Assembly

GPSA Resolution 1:

Resolution Approving the GPSA Internal Budget for the
2019-2020 Term

Sponsored by: James Bogdanowicz, on behalf of the GPSA Appropriations Committee.

WHEREAS, The GPSA Bylaws require that the Appropriations Committee recommend and internal budget in the form of a resolution (3.05(D)(vii)); and

WHEREAS, The total recommended budget for the 2019-2020 fiscal year shall be a total of \$37,250.00; and

WHEREAS, The Administrative budget shall be \$7,000.00, the Executive budget shall be \$350.00, the Communications budget shall be \$900.00, the Operations and Staffing budget shall be \$500.00, the Appropriations budget shall be \$1,000.00; and, the Finance Commission budget shall be \$1,000.00, the Student Advocacy budget shall be \$1,500.00, the Ivy Summit budget shall be \$1,000.00, the NAGPS budget shall be \$1,000.00, the Faculty Awards budget shall be \$500.00, the Diversity Committee budget shall be \$2,000.00, and the travel budget shall be \$500.00; and

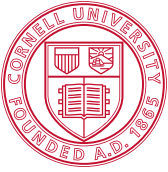
WHEREAS, The contribution to Anabel's Grocery shall be \$20,000.00; and

WHEREAS, The GPSA decided in 2015 to financially support the subsidized student-run and operated Anabel's Grocery¹ 10 through an annual contribution of \$20,000 for a maximum of four years (totaling \$80,000)² 11 in exchange for the ability of graduate and professional students to shop¹² 12 at the store; and

WHEREAS, This short-term contribution was decided at that time to come through the GPSA directly as a line item in the internal budget; and

WHEREAS, The chairs of the GPSA Finance Commission and chair of the GPSA Appropriations Committee met with the executive team of Anabel's Grocery in spring 2017 to formalize this relationship; and

WHEREAS, This discussion resulted in the formal agreement among all parties that 50% of the GPSA's contribution to Anabel's Grocery would be used for capital depreciation, and the remaining 50% be added to the subsidy fund; and



Cornell University
Graduate and Professional
Student Assembly

WHEREAS, The subsidy fund is an account used by Anabel's Grocery to subsidize the cost of food items to customers with demonstrated financial need; and

WHEREAS, The next \$20,000.00 contribution of the GPSA was agreed upon to come in the Fall of 2019; and

BE IT THEREFORE RESOLVED, The current and remaining contributions of the original \$80,000 decided on by the GPSA to Anabel's Grocery will be designated as line items in the GPSA internal budget;

BE IT FURTHER RESOLVED, That the Appropriations Committee will continue to stay in communication with Anabel's leadership to evaluate their finances and progress towards sustainability once funding ceases;

BE IT FURTHER RESOLVED, That the GPSA adopts these recommended allocations for the budgets as proposed in this resolution;

Respectfully Submitted,

James Bogdanowicz, GPSA Appropriations Chair
September 23, 2019

FAQ Quick Sheet

WHO: are we?

A graduate and Professional Student Assembly for all graduate and professional students at the university. In other words, student government.

WHAT: do we do?

Improve the experiences of graduate and professional students, as the pertain to non-academic matters, allocate the Graduate Student Activity Fee, and represent graduate and professional student matters.

WHEN: do we meet?

Usually we meet on Monday evening's at 5:30 PM in Bache Auditorium in Malott Hall.

WHERE: do we meet?

Bache Auditorium. However, meeting locations for general body meetings are subject to change. The GPSA will give advance notice in such case.

HOW: do we serve?

Through taking action, writing, legislation, and engaging in discourse with students, faculty, administration, and members outside the university community as needed.

WHY: do we exist?

The GPSA was established by the President of the University to both serve the graduate and professional student community and communicate information.

How do I get funding?

By following the procedures and steps outlined by the GPSA Finance Commision located at: <https://assembly.cornell.edu/sites/default/files/gpsafc-guidelines-2017.pdf>

Am I eligible for funding?

Generally the *bare minimum* requirements are that you:

1. Register with the Campus Activities Office (CAO).
2. Have your organizations president and treasures sign the GPSAFC statement on ethical conduct.
3. Have your tresurer sign a statement noting they are familiar with the GPSAFC rules, regulations, and provisions.
4. Have a full-time advisor that is faculty or staff. Graduate students do not count.
5. Have 40% graduate or professional student membership.
6. The president or treasurer must be a registered graduate student at Cornell University for the academic year
7. Be open to all graduate and professional students
8. Be subject to additional requirements dependent on the mission and program. Visit: <https://assembly.cornell.edu/sites/default/files/gpsafc-guidelines-2017.pdf> for more information

FAQ Quick Sheet

Do I have to show up to meetings?

If you would like to receive funding, maintain voting rights, and other privileges, attendance is mandatory. Attendance is also open to all graduate and professional students.

What happens if I voluntarily or involuntarily miss meetings?

In the event you have exhausted the amount of excused or unexcused absences per semester for the specific position you hold, the GPSA Charter and Bylaws allow for funding withdrawal or for members to be unseated. Please reference the documents mentioned above for details.

Can my funding be withdrawn?

Yes.

Am I eligible to host an event?

Graduate and professional students who adhere to GPSA policies and the university policies are eligible to propose an event. Approval on an event is dependent on your program and university policies for individuals and organizations. Please reference: <https://ccengagement.cornell.edu/campus-activities/event-planning> for additional and detailed information.

How do I host an event?

The size and attendees will dictate factors such as security and liability. Visit <https://ccengagement.cornell.edu/campus-activities/event-planning> for more information. Also speak with your program faculty and staff.

Does the GPSA host events?

Yes! The GPSA hosts several events throughout the year such as Grad Ball, departmental mixers, and other activities which the GPSA Programming Board coordinates.

What's the GPSA budget?

Can I run for office?

Yes! GPSA members are encouraged to run for office. Elections occur the last two meetings of the academic year; and a list of available positions will be circulated in advance.

What are Roberts Rules?

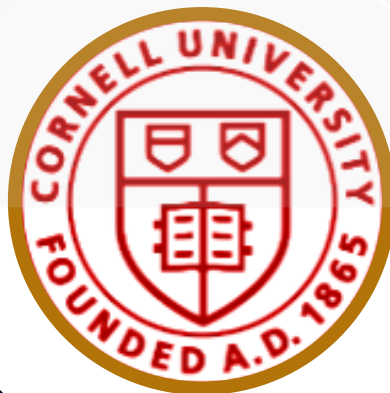
An official parliamentary procedure used in meetings to establish order.

What is the Graduate Student Activity Fee?

The Graduate Student Activity Fee is university wide fee billed to all students for the purposes of financing programming and graduate student organizations across the university.

THE OFFICIAL ONBOARDING GUIDEBOOK

*Of The
Graduate and Professional
Student Assembly*
Fall 2019



"Any person, any study"

PURPOSE

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

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A NOTE ON STUDENT SELF GOVERNANCE

Welcome to the Graduate and Professional Student Assembly (GPSA)! On behalf of the GPSA community, we thank and congratulate you for your involvement. As members of the assembly, we work to improve the experiences of graduate and professional students at the university through both action and discourse.

As members, you will discover and uncover, the various concerns, questions, and obstacles that are of most value and significance to the graduate and professional student community and the university at-large. Therefore, we are delegated a tremendous opportunity to bring innovative and novel ideas to fruition to improve the experiences of students long after our time in the GPSA.

In addition to serving your communities, we hope that during your time in the GPSA you will engage in meaningful experiences, and develop robust relationships of a lifetime. We sincerely thank you for your time, dedication, and service, and wish you well this upcoming year!

Sincerely,

The GPSA Executive Members:

President, Andy L. Barrientos - Gómez
Executive Vice President, Alexa R. Cohn
Vice President for Operations, Victoria J. Kasonde
Counsel, Alex Loiben

MEMBERSHIP

Executive Leadership



President - Andy L. Barrientos-Gómez is a Fourth-Year PhD Student in Romance Studies. He is the former Executive Vice President.



Executive Vice President - Alexa R. Cohn is a Third-Year PhD Student in Microbiology. Alexa is the former Vice President of Communications.



Vice President of Internal Operations - Victoria J. Kasonde is a Second-Year MPA student. She is a field representative and voting member.



Counsel - Alex Loiben is a Fifth - Year PhD Student in Biomedical Engineering and the former Vice President of Operations.

You?

Vice President of Communications - Vacant

MEMBERSHIP

COMMITTEE CHAIRS

Executive Committee - Executive Vice President, Alexa Cohn

Operations and Staffing Committee - Vice President for Operations, Victoria Kasonde

Elections Committee - Vacant

Appropriations Committee - James Bogdanowicz

Communications Committee - Vice President of Communications,

Finance Commission - Eszter Otott-Kovacs

Student Advocacy Committee - Vacant

Programming Board - Kasey Laurent

Faculty Teaching, Advising, and Mentorship Award Committee - Vacant

Diversity and International Students Committee - Kavya Krishnan and Eugene Law

General Committee - Rebecca Harrison

AD-HOC COMMITTEE CHAIRS

GPCI - Executive Vice President, Alexa Cohn

GRADUATE STUDENT TRUSTEE

Student-Elected Trustee - Manisha Munasinghe

DIVISION LEADERS

Arts and Humanities - Rebecca Harrison

Life Sciences - Leo Louis

Social Sciences - Michael Daly

Physical Sciences - Doga Yucalan

FIELD REPRESENTATIVES

ASSEMBLY REPRESENTATIVE DELEGATES

Student Assembly - Vacant
Student Assembly - Vacant
Student Assembly - Vacant
Student Assembly - Vacant
Employee Assembly - Vacant
Faculty Senate - Vacant
University Assembly - Vacant

VOTING MEMBERS

Masters at- Large Voting member - Vacant
Masters of Public Administration - Victoria Kasonde
Humanities Voting Member - Andy Barrientos Gómez
Humanities Voting Member - Rebecca Harrison
Humanities Voting Member - Paul Vinhage
Life Sciences - Arielle Johnson
Life Sciences - Leo Louis
Life Sciences - Madeleine Keefe
Physical Sciences - Kasey Laurent
Physical Sciences - Doga Yucalan
Physical Sciences - Nathan London
Physical Sciences - Cody Duell
Social Sciences - Michael Daly
Social Sciences - Vacant
Social Sciences - Vacant
Social Sciences - Vacant
Johnson School of Business - Vacant
Johnson School of Business - Vacant
Johnson School of Business - Vacant
Johnson School of Business - Vacant
Law - Vacant
Law - Vacant
Law - Vacant
College of Veterinary Medicine - Kristen Esannason
College of Veterinary Medicine - Abby Woods

LEADERSHIP DESCRIPTIONS - Exec.

PRESIDENT

The duties of the President are to: assure the smooth and effective operation and maintenance of the GPSA, delegate responsibilities as needed to accomplish the duties of the office and the goals set forth in the charter and bylaws, and chair, or appoint a delegate chair to all meetings of the GPSA. The President also transmits notice of the actions and recommendations of the GPSA, serves as the spokesperson of the GPSA, corresponds with the President of the University, enumerates actions taken by the GPSA, and submits the semi-annual year-end report to the University President.

EXECUTIVE VICE PRESIDENT

The duties of the Executive Vice President are to: assist the President as needed, recruit graduate and professional students reflecting the diverse nature and perspectives of the University, maintain an accurate list of members, maintain attendance records at all GPSA meetings, distribute the agenda and meeting materials for all GPSA meetings, chair the Executive Committee, and chair meetings of the GPSA in the absence of the President.

VICE PRESIDENT OF OPERATIONS

The duties of the Vice President for Operations are to chair the Operations and Staffing Committee, maintain accurate lists of committee appointees, maintain communication with committee appointees and chairs, coordinate committee reporting procedures, review and update the GPSA Charter and Bylaws, and chair meetings of the GPSA in the absence of both the President and Executive Vice President.

VICE PRESIDENT FOR COMMUNICATIONS

The duties of the Vice President for Communications is to chair the Communications Committee oversee and manage the timely and accurate communication between the Executive Committee, the GPSA, the Graduate and Professional Student Community, and Cornell University, and to chair meetings in the absence of the President, Executive Vice President, and Vice President for Operations

COUNSEL

The Counsel to the Assembly helps maintain continuity of the GPSA agenda between administrations, keeps track of GPSA history and precedents, serves as a non-voting, ex-officio member of the Executive Committee and the Operations and Staffing Committee, at the discretion of these committees. The Counsel to the Assembly is not mandated to perform any tasks other than advising the GPSA and the Executives unless the Counsel wishes to.

LEADERSHIP DESCRIPTIONS - Members

DELGATE REPRESENTATIVES

The following assemblies representative assemblies at Cornell University are: Employee Assembly, Student Assembly, University Assembly, and the Faculty Senate. The GPSA interfaces with the Student and Employee Assemblies and Faculty Senate by sending one representative to each group as an ex-officio, non-voting delegate.

For the University Assembly the President of the GPSA shall serve as a member of the University Assembly. The members of the GPSA will elect representatives to the University Assembly. However, the number and composition must be in accordance with the University Assembly Charter. If they are not already GPSA Voting Members or Field Representatives, these delegates are considered ex officio members of the GPSA. These delegates are required to report on University Assembly activities at meetings at the request of the Executive Committee.

FIELD REPRESENTATIVES

Field representatives serve on behalf of their respective communities, and graduate and professional programs. Field representatives have the following responsibilities: they provide updates to constituents regarding GPSA events and initiatives, and solicit feedback appropriate. Their communication includes information forwarded over the GPSA electronic mailing list, as well as any other information deemed appropriate by the representatives for dissemination to constituents. Members are encouraged to use existing communications channels within their fields or professional school or create a dedicated electronic mailing list.

VOTING MEMBERS

Voting members have direct influence into the legislation proposed and brought forth on the GPSA floor, and serve as the voting body for such. Voting members should remain sufficiently informed about issues brought before the GPSA to cast informed votes on resolutions, formation of committees, elect GPSA Voting members, GPSA Officers, standing committee chairs, and other matters.

There are several voting members, whom represent the following communities: Two graduate students at-large, enrolled in Master's degree programs. Fourteen from the divisions of the Graduate School as follows: three from Humanities, three from Biological Sciences, four from Physical Sciences, and four from Social Sciences. Three professional students, one each from the Samuel Curtis Johnson School of Business, Cornell Law School, and College of Veterinary Medicine. It is important to note that voting members do not count as Field representatives from their respective graduate fields or professional schools.

Registered students from Divisions defined by the Graduate School are eligible to run for Voting member positions: The 14 Voting members who represent the divisions of the Graduate School will be elected at the second to last GPSA meeting of the current GPSA term. At this meeting, field representatives and Voting members shall form caucuses by Division to elect new Voting members from constituent field.

DIVISION CHIEFS

Division Chiefs are elected by division members the second to last meeting of the spring semester. Division Chiefs are responsible for steering division breakout meetings, and guiding the relevant discussions and tasks of the day.

COMMITTEE CHAIRS

Committee Chairs oversee and facilitate projects within their given committee, Chairs work with and report to the Vice President of Operations which contains all Committee Chairs.

EXTERNAL LEADERSHIP

CONSTITUENT-ELECTED TRUSTEES

Board of Trustee's - Who are they?

According to the Board of Trustee Official Statement;

"Pursuant to the university bylaws, the Board of Trustees is vested with "supreme control" over the university, including all of its colleges and other units. Trustees have a fiduciary responsibility to the university as a whole. Among other responsibilities, the board elects the president, adopts an annual plan of financial operation, and establishes degrees to be awarded. Through the bylaws, day-to-day responsibility for administration of the university is delegated by the trustees to the president. The Board of Trustees consists of 64 voting members. In addition to board-elected trustees, Cornell students, employees, faculty, and alumni elect individuals to serve on the board with full voting privileges. Four ex-officio members -- the president of the university, the governor of the state of New York, the speaker of the state assembly, and the president of the state senate -- also have voting privileges."

Constituent-Elected Trustee's

Cornell University one of the few institutions in the country that allows for student, faculty, and employee involvement and participation in its affairs. The Board has five directly elected constituents from the university community: one undergraduate student-elected trustee, one graduate or professional student-elected-trustee, two faculty-elected trustee's, and one employee elected-trustee. All five elected trustee's are voting members. Undergraduate and graduate and professional student trustee's serve a two-year term, whereas, employee and faculty-elected trustee's serve for four year terms.

The duties of the constituent-elected trustees include communicating relevant information, concerns, projects, changes, policy changes, and announcements to and from the constituencies they represent. The Graduate Student-Elected Trustee is Manisha Munasinghe, who will complete the final year of her two-year term in the 2019-2020 school year.



**Manisha Ashvini
Munasinghe**

*Student-Elected Trustee
(Graduate)*

mam737@cornell.edu

COMITTEE DESCRIPTIONS

EXECUTIVE COMMITTEE

Membership Process: Comprised of the GPSA Officers

Time Commitment: Variable

Duties: The Executive Committee is responsible for the day-to-day operations of the GPSA. The committee ensures the smooth operation of the GPSA in coordination with the 30 standing committee chairs. The committee represents the GPSA in University matters, and speaks for the GPSA on issues that must be addressed before the next regularly scheduled meeting. All decisions of the Executive Committee must be subject to the approval of a majority vote of the 40 seated Voting Members.

OPERATIONS AND STAFFING COMMITTEE

Membership Process: All standing committee chairs and GPSA delegates to the University Assembly are required to serve on the Operations and Staffing Committee. The Executive Vice-President and Counsel to the GPSA shall serve as ex-officio members.

Time Commitment: Variable

Duties: The Operations and Staffing Committee is charged with appointing graduate and professional students to committees staffed by the GPSA, and with maintaining and updating the GPSA Charter, GPSA Bylaws, and relevant documents. The Committee works closely with the Office of Assemblies to communicate the appointment process to graduate and professional students, makes committee appointments, updates appointment lists, communicates appointments to relevant chairs and representatives, and any other relevant tasks.

COMMUNICATIONS COMMITTEE

Membership Process: The Committee shall consist of the Division Chiefs for each of the caucuses. Additional members may be appointed by the GPSA Operations and Staffing Committee.

Time Commitment: TBD

Duties: The Communications Committee is charged with maintaining a strong communication link between the GPSA and all graduate fields, professional schools, and the Cornell community. The Committee will maintain the GPSAINFO listserv and is in charge of the creation of the GPSAINFO newsletter. Distribution will be coordinated by the Committee in cooperation with the Graduate School to reach all students registered through the Graduate School, and with the Johnson Graduate School of Management, the Cornell Law School, and the College of Veterinary Medicine to reach the registered professional students.

APPROPRIATIONS COMMITTEE

Membership Process: Members are appointed by the Operations & Staffing Committee

Time Commitment: TBD

Duties: The Appropriations Committee works with all aspects of the Graduate and Professional Student (GPS) Activity Fee, including review of the GPSA Byline Allocation Procedures, the GPSA Eligibility Criteria and Obligations for Byline Funded Organizations, the GPSAFC Funding Guidelines, and the GPSA Internal Budget. The committee reviews the policies and procedures for setting the GPS Activity Fee. In the Fall of fee-setting years, the committee makes a recommendation to the GPSA regarding the amount and distribution of the GPS Activity Fee. In the Fall of non-fee-setting years, the committee coordinates with the Student Assembly to determine deadlines for the preliminary byline applications (April and September).

FINANCE COMMISSION

Membership Process: Only 6-10 members, appointed by the Operations & Staffing Committee (called Finance Commissioners).

Time Commitment: TBD

Duties: The GPSA Finance Commission (GPSAFC) is charged with allocating funds to registered graduate and professional student organizations on the Ithaca and Geneva campuses of Cornell University. The Commission is responsible for distributing funds to student groups according to the rules as set forth in the GPSAFC Funding Guidelines. Finance commissioners have exclusive voting privileges for allocating funds according to the rules set forth in the GPSAFC Funding Guidelines.

STUDENT ADVOCACY COMMITTEE COMMITTEE

Membership Process: 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.

Time Commitment: TBD

Duties: Duties The GPSA Student Advocacy Committee works on issues of diversity, finances, stipend levels, mental and physical health, accessibility, child care and the general well-being of all graduate and professional students. The committee works in consultation with other relevant student and University committees and interested parties. The committee works with the Programming Board to plan two town-halls.

ELECTIONS COMMITTEE

Membership Process: Exec members, however the chair may recruit other members of the GPSA.

Time Commitment: TBD

Duties: The Elections Committee is responsible for overseeing the election of the GPSA Voting Members, officers, and committee chairs. The Executive Committee shall serve as the Elections Committee unless the ability of the Executive Committee to impartially conduct the elections is called into question by a one third vote of the seated Voting Members. The committee decides the procedural rules for elections, is responsible for gathering and leading the caucuses for the Life Sciences, Physical Sciences, Social Sciences and Humanities. In addition, they are responsible for running the caucuses by asking for nominations, soliciting statements from nominees, moderating question and answer sessions, and counting ballots. The committee also announces the newly elected persons to the GPSA.

PROGRAMMING BOARD

Membership Process: 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.

Time Commitment: TBD

Duties: Duties The Graduate and Professional Student Programming Board (GPSPB) organizes events for graduate and professional students sponsored by the GPSA, such as receptions, speakers, socials, Grad Ball, Grads' Nights Out, and other events that may arise as stated in the GPSA Charter. The GPSPB's primary purpose is to plan, seek funding for, and carry out the annual Grad Ball.

FACULTY TEACHING, ADVISING, and MENTORSHIP AWARD COMMITTEE

Membership Process: 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

Time Commitment: TBD

Duties: Articulate and disseminate selection criteria for the Award(s). Establish a process for soliciting nominations and/or applications for the annual Award(s). Select award recipient(s) before the end of April. Seek funding for and host an Award Ceremony to celebrate and recognize the Award recipient(s) each academic year before the end of spring semester.

DIVERSITY AND INTERNATIONAL STUDENTS COMMITTEE

Membership Process: 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.

Time Commitment: TBD

Duties: Communicate with groups engaged with diversity and international student issues in order to involve and engage diverse students with the work of the GPSA. Provide a forum to discuss diversity and inclusion within the graduate and professional student community. Host an annual meeting for groups representing diversity and international students. Engage Cornell administration in issues affecting diversity and international students. Bring before the GPSA resolutions on issues related to diversity and international students. Present to the GPSA annually during the second to last meeting of the GPSA term on its work supporting international students, Students of Color, gender equality, LGBTQI students, and related issues.

AD-HOC COMMITTEE DESCRIPTIONS

GPCI

Membership Process: Open to all graduate and professional students

Time Commitment: TBD

Duties: The Graduate and Professional Community Initiative is a five-year strategic plan to enhance and improve the experiences of all students in the universities graduate and professional student community. You may access the document and learn more by visiting the website:

<https://gradschool.cornell.edu/policies/gpci-graduate-and-professional-community-initiative/>



PROCEDURES

MEETINGS

Regular meetings are scheduled for 5:30 PM in Malott Hall in Bache Auditorium on Mondays with the exceptional change in time or location as needed. All Bi-weekly meetings are open to all constituents and the public.

Terms of Office

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

AGENDA

Agendas for meetings will be sent to all members at least 24 hours in advance. Agendas are compiled by the President and Executive Committee.

ROBERTS RULES

The GPSA will use Robert's Rules of Order as the basis for determining procedures for formal debate and legislative action. As stated in Robert's Rules of Order, basic motions require the approval of the majority of cast votes to take effect; abstentions are not considered cast votes. The GPSA is not constrained to use parliamentary procedure for all discussions.

DIVISION BREAKOUT

Division Summits

For each Division of the Graduate School and jointly for the Professional Schools, at least one Division Summit is scheduled each GPSA term by the Division Chiefs. The Voting Members will compile an agenda of discussion topics, focusing on issues pertaining specifically to the Division. The exact date is to be determined at the Voting Members' discretion. Voting Members must notify Field Representatives sufficiently in advance of the time and location of the summit. GPSA members from other Divisions may be invited at the discretion of the Voting Members of the Divisions sponsoring the summit.

Division Breakouts

Each regularly scheduled meeting will consist of a division breakout. The Division breakout sessions will be led by the division leaders to discuss relevant topics in the context of their division.

OPEN QUORUM

A quorum of GPSA Voting Members is required before business items may be voted on at regularly scheduled meetings. A quorum of the Voting Members shall consist of a majority of the Voting Members of the GPSA.



PROCEDURES

ATTENDANCE

Absences

For voting members, in the event you are absent you must notify the Executive Vice President in advance or as soon as possible. The Bylaws state that absences will be determined to be excused or unexcused by a two-thirds majority vote by the Executive Committee. A voting member may be unseated by a simple majority of the entire Executive Committee if they have more than two absences from GPSA meetings during the current GPSA Term. Unseated Members do not count as part of the total vote when calculating quorum, majority votes or two-thirds votes.

REMOVAL

Voting Members

An unseated member may be removed from the GPSA Voting Members following a vote by two-thirds of the Executive Committee. The Executive Committee may not vote to remove an unseated Voting Member until one regularly scheduled GPSA meeting has elapsed since the Voting Member was informed that they were unseated.

Field Representatives

Must notify the Executive Vice-President in advance of any absence. A Field Representative who will miss a meeting may send an alternate from their field, who will satisfy their attendance requirement for that meeting. Absences will be determined to be excused or unexcused, and alternates approved, by two-thirds majority vote of the Executive Committee.

Committee Chairs and University Reps

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

GPSA Officers (Exec)

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

GENERAL ETIQUETTE

Members are expected to adhere to conventional standards of professionalism, respect, and courtesy when the general body is in session.

KEY ADMINISTRATORS



President, Martha E. Pollack



Vice President for Student and Campus life, Ryan T. Lombardi

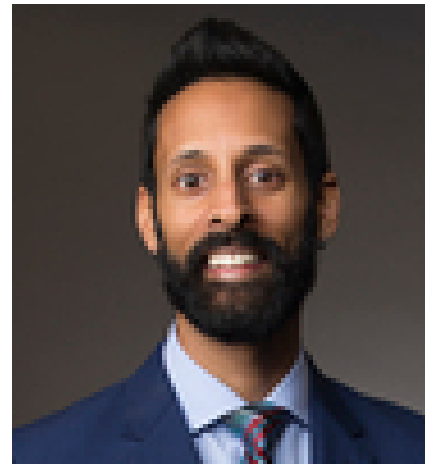


Provost, Michael I. Kotlikoff



Dean of the Graduate School, Barbara A. Knuth

Their roles have significant influence or interaction with the GPSA and impact decisions and operations of the body.



Dean of Students, Vijay Pendakur



Assistant Dean for Graduate Student Life, Janna S. Lamey



Manager of the Big Red Barn, Jennifer Forbes



Associate Dean for Academic and Student Affairs, Jan Allen

KEY ADMINISTRATION

President, Martha E. Pollack

"Martha E. Pollack is the fourteenth president of Cornell University and professor of computer science, information science, and linguistics. She took office on April 17, 2017." The Office of the President Continues, "President Pollack is committed to building upon Cornell's academic distinction and unique strengths, while also sustaining and enhancing its culture of "educational verve" by investing in new, evidence-based approaches to teaching and learning. She sees Cornell's founding commitment to diversity and equity as central to its identity and its success, and has engaged the entire university in the work of building an open, inclusive community whose members communicate effectively across difference. In her leadership of Cornell's many units and campuses, she works to cultivate productive and meaningful synergies across disciplines and geographies, realizing a vision of "One Cornell" that capitalizes on the complementary strengths of our urban and rural identities. " - Office of the President

Vice President for Student and Campus life, Ryan T. Lombardi

"Dr. Ryan Lombardi serves as the Vice President for Student and Campus Life at Cornell University. The Division of Student and Campus Life provides a broad array of programs and services designed to support students and the campus community, including Athletics and Physical Education, Dean of Students Office, Campus & Community Engagement, Gannett Health Services, Campus Life Enterprise Services, the Public Service Center and Cornell Career Services. The Division is comprised of over 1,200 full-time staff and has an annual operating budget of over \$260 million. " - Student and Campus Life

Provost, Michael I. Kotlikoff

"Michael I. Kotlikoff, professor of molecular physiology, became the 16th provost of Cornell University on August 1, 2015. As the university's chief academic officer, chief budgeting officer, and first deputy officer to the president, he works to enhance the university's excellence in teaching, scholarship, and outreach." - Office of the Provost

Dean of the Graduate School, Barbara A. Knuth

The College of Agriculture and Life Sciences Notes, "As Professor of Natural Resource Policy and Management and Associate Director of the Center for Conservation Social Sciences in the Department of Natural Resources, Barbara Knuth's current research examines risk perception, communication and management focused on fisheries affected by chemical contaminants; ecosystem-based management approaches for Great Lakes and marine systems; and factors influencing human stewardship and use of natural resources, particularly fish and wildlife. As Dean of the Graduate School, she oversees graduate education at Cornell.

KEY ADMINISTRATION

Dean of Students, Vijay Pendakur

"Before coming to Cornell, Dr. Vijay Pendakur served as Associate Vice President for Student Affairs at California State University – Fullerton (CSUF), where he led a large portfolio of units including the Career Center, Student Health Services, Counseling and Psychological Services, the Veterans Resource Center, Disability Student Services, EOP, the University Learning Center, Athletic Academic Advising, and more." - Student and Campus Life

Associate Dean for Academic and Student Affairs, Jan Allen

"At the Graduate School, Allen will provide vision, direction and coordination for academic and student life programs, initiatives and policies. She will work with students on academic progress and relationships with their faculty committees and fields as well as provide oversight of the graduate student grievance process. In addition to serving as the point person on academic integrity matters and the graduate curriculum registration processes, Allen will oversee the Graduate School's Office of Student Life and be the liaison with other offices on campus related to student academic programs." - Cornell Chronicle

Assistant Dean for Graduate Student Life, Janna S. Lamey

Serves as Assistant Dean of Graduate Student Life in the Office of Graduate Student Life whose mission, "is committed to the importance of student health and well-being as a foundation for academic and life success. In recognition that health and academic performance are intimately linked, the Office of Student Life at the Graduate School is a source of support and advocacy for Cornell graduate and professional students. The Office of Student Life serves as a coordinating hub of services that facilitate the student life experience at Cornell. In collaboration with partners at Cornell and beyond, the Office of Student Life promotes a culture that supports healthy and holistic student experiences." - Office of Graduate Student Life

Manager of the Big Red Barn, Jen Forbes

Serves as Manager of the Big Red Barn which is located in central campus as a space for graduate and professional students to socialize and relax. They host more than 200 events per year, and offer drinks, meals, and events for individuals and student organizations.

BUDGET

BUDGET 101

The Finance Commission and the Appropriations committee work in unison to ensure the timely and effective allocation and distribution of funds to maintain operational status of both the GPSA and external graduate and professional student organizations. These instances are financed through the Graduate Student Activity Fee. All funds are allocated in accordance with the GPSA Charter, Bylaws, University policies, and GPSAFC Guidelines

GRADUATE STUDENT ACTIVITY FEE

The Graduate Student Activity Fee is a university-wide fee billed to all students for the purposes of financing programming and graduate student organizations across the university. The office of Assemblies notes, "To receive funding, organizations and their programs must be primarily student-determined, and directed, membership and participation should reasonably enable any interested student to compete and/or join and must be seen to provide a valuable service to the Cornell community." In addition, organizations must register with the Campus Activities Office (CAO).

During the fall semester of odd-numbered years, through the authority delegated by the President of the University and the Board of Trustees, the GPSA is charged with recommending the amount and the allocation of the Graduate and

Professional Student Activity Fee, subject to the approval of the President of the University.

Neither an opt-out option nor an option to pay extra is allowed to exempt a student from paying the Student Activity Fee. Exceptions may be considered if recommended and approved by the GPSA, and approved by the President of the University. These procedures shall be reviewed by the Student Assembly, the GPSA, and a representative of the President of the University, at least every four years in a non-fee-setting year.

FUNDING TIERS

Student organizations are categorized into specific funding tiers, which dictate the upper limit of funds each organization is eligible to receive per academic year. Each year, the GPSAFC in consultation with the GPSA and the GPSA Appropriations Committee may re-evaluate these funding brackets as deemed necessary. Changes to funding brackets may be made yearly at the GPSAFC's discretion, and do not require formal amendment of these Guidelines. Funding brackets must be made available to organizations in the fall semester of each year.

Tier assignment will be considered at the beginning of the new academic year, either by the GPSAFC or a special committee led by the chair of the GPSAFC. An organization may move up or down a maximum of one Tier per academic year.

BUDGET

Tiers Breakdown

Tier 1: \$500 USD cap

-Includes first-time applicants.

Tier 2: \$1500 USD cap

Tier 3: \$2500 USD cap

-Groups in this tier must send at least one member to attend at least 50% of the GPSA meetings during the academic year.

Tier 4: \$3500 USD cap

-Groups in this tier must demonstrate a history of funding utilization greater than 90% and have a large membership base (registered through the electronic community platform used by student organizations, as determined and announced by the GPSAFC each year). In addition to Tier 3 requirements, groups must send at least one member to serve on the GPSAFC, either as Commissioners or volunteers. Groups must apply annually to remain in Tier 4

SUBMITTING A BUDGET

Should you or any peer have questions on eligibility criteria to attain funding. These are the exact criteria needed as listed on the Office of Assemblies, GPSAFC Archive Website. Detailed information can be found at:

https://assembly.cornell.edu/sites/default/files/gpsafc_guidelines_2019.pdf.

For the most current and update funding guidelines and process for graduate student organizations.

REIMBURSEMENT

For reimbursement. organizations and individual in those organizations must submit an original, itemized receipt that includes the name of the member to be reimbursed within one month of the expense being incurred.

Special Circumstances

Organizations should spend allocated funds for the purposes specified in the budget request and are encouraged to reschedule events whenever possible. If an event cannot be held as originally planned. Organizations should submit a short explanation along with their reimbursement request if one or more of the following minor event details have changed: Date/time, On-campus location, Speaker, or any other exceptional circumstances outside of the organizations control.

ANNUAL BUDGET

Summer Budget

The annual Summer Budget is currently being set by the Office of Assemblies. Information coming soon.

Academic Budget

The annual Academic School Year Budget is currently being set by the Office of Assemblies. Information coming soon.



ELECTIONS

OFFICER ELECTIONS

Officers of the GPSA will be elected at the last regularly scheduled meeting of the current GPSA term. All GPSA members are eligible to elect the officers of the GPSA. The order of election shall proceed as follows: President, Executive Vice President, Vice President for Operations, Vice President for Communications, and Counsel to the Assembly. To be elected to office, nominees are subject to a majority approval of the GPSA members.

REPLACEMENT OFFICERS

In the case that an officer resigns or is unable to perform the duties of the office, an election will be held at regularly scheduled meetings under the following specific procedures: for the replacement of President, the Executive Vice President shall assume the position of President. If the Executive Vice President declines the position, the GPSA members will elect a new President among the voting members. For the Executive Vice President, the Vice President for Operations assumes the position of Executive Vice President. If the Vice President for Operations declines the position, the GPSA members will elect a new Executive Vice President among the voting members. For Vice President for Communications, the Vice President for Operations assumes the position of the Vice President for Communications.

In the event that the Vice President for Communications declines the position, the GPSA members will elect a new Vice President for Operations among the voting members.”

COMMITTEE CHAIRS

With the exception of the Finance Commission and Executive Committee, all enrolled graduate students in good standing are eligible to apply for a committee membership. Committee chairs are then selected by the individual committees themselves, or appointed by a member of the Executive Committee, Operations and Staffing Committee, or through a process outlined in the Charter and Bylaws.

DIVISION CHIEFS

Shall be elected by their Division members by a simple majority.



ELECTIONS

FIELD REPRESENTATIVES

One representative is elected in the fall from each graduate field. Fields with over 100 students elect two. There are three representatives elected by each professional school; the Cornell NYC Tech campus in New York, NY and one elected representative from the New York State Agricultural Experiment Station in Geneva, NY (regardless of whether their field or professional school is already represented by a field representative); The students in each individual field/professional school may prescribe their own election procedures. If not filled through election, a representative may be appointed by the field's Director of Graduate Studies (DGS) or the Dean of a professional school, subject to the approval of the students. Field representatives may be removed by obtaining signatures from 51% of matriculated students in the designated graduate field or professional school. Vacant seats remain open until a Field representative is selected by election or appointment. Field representative seats are not transferable, but they may serve as many one-year terms as they like. However, they must be elected or appointed annually.

VOTING REPRESENTATIVES

Registered students from Divisions defined by the Graduate School are eligible to run for voting member positions. The 14 Voting members who represent the divisions of the Graduate School will be elected at the second to last GPSA meeting of the current GPSA term. At this meeting, field representatives and voting members form caucuses by Division to elect new voting members from constituent fields. In the Physical Sciences, at least one seat shall be from an engineering field and at least one seat shall be from a non-engineering field. If no person is elected, the seat is thrown open as "at-large," and a member may be elected from among the entire GPSA membership.

The professional schools select voting member(s) by whatever means they choose.



COMMUNICATIONS

SOCIAL MEDIA

You May use social media platforms such as Twitter, Instagram, and Facebook to promote events for the GPSA. Promoting and sharing events is encouraged. However, members may not use the name of the GPSA to promote any personal matters, stances, objectives without prior permission.

Public social media advertising and communications should only be in a professional capacity. Otherwise, the content GPSA officers, voting members, representatives, delegates, and all others do not reflect the views of the GPSA.

MISUSE OF POSITION

Members should not use their title, authority, access to resources, or any other affairs associated with their public office for private gain, whether that be themselves, a friend, family, relatives, acquaintances, or a third party through any means such as peer pressure, coercion, threat, or any other illegal avenues or means that are not spelled out in the Cornell University policies, the GPSA Charters, and GPSA Bylaws.

PRESS

In the event members are contacted by the press they do not have the authority to speak on behalf of the GPSA or Cornell University, unless this duty is granted to them in the GPSA Charter and GPSA bylaws, or university policies.

EMAIL

The GPSA uses Cornell University email and list-serves as it's official channel of communication. Executive officers use slack and Cornell email as a form of communication. Other leadership in the GPSA (i.e. such as Committee Chairs, Delegates, Field Representatives etc.) are welcome to decide the most effective means of communication for their duties.

PERSONAL INFORMATION

Members are not to disclose any personal information accessed or gained through their role in GPSA, without explicit permission from the person or party in question.

FOIL

Foil stands for Freedom of Information Law. Generally speaking, as a university student, your emails are NOT subject to being FOIL'd. However, Cornell University is required to report and track expenditures to the State of New York in the event your organization or program receives funding from them. Therefore, if they argument is made that you or your organization is receiving or spending state funds, then the chance exist. However statutory and contract colleges are not subject to FOIL solely for their classification.

COMMUNICATIONS

EVENTS

GPSA events are open to any and all graduate students. However, events held at the BRB are subject to additional requirements. You may read more at:

<https://gradschool.cornell.edu/student-experience/big-red-barn/reserving-the-brb/>

In the event you or your organization would like to hold an event, please see the Campus Activities page located at:

<https://ccengagement.cornell.edu/campus-activities/event-planning/event-registration-form>.

The website gives explicit instructions and details on whether prospective events will require an Events Request Form, security, financial payment, and other event planning and management questions like alcohol policies and liability.

SUMMITTS

Ivy+ Summit

The Ivy + Summit is an annual gathering of leadership from all Ivy League, graduate student government leadership organizations in addition to MIT and the University of Chicago to discuss matters specific to their graduate school and graduate students at large. More information may be found by visiting:

<https://cornell.app.box.com/s/86iaodni14f9dozjlihfd96axejlj7q>

Division Summit

For each Division of the Graduate School and jointly for the Professional Schools, at least one Division Summit is scheduled each GPSA term by the Division Chiefs. The Voting Members will compile an agenda of discussion topics, focusing on issues pertaining specifically to the Division. The exact date is to be determined at the Voting Members' discretion. Voting Members must notify Field Representatives sufficiently in advance of the time and location of the summit. GPSA members from other Divisions may be invited at the discretion of the Voting Members of the Divisions sponsoring the summit.



EXPECTATIONS

ATTENDANCE

Members are expected to attend all regularly scheduled meetings in addition to any committee commitments. Voting Members must attend all meetings and seek a replacement in the event are absent to ensure the voting threshold is met.

COMMITTMENTS

One of the most frequently asked question is: how much of a time commitment is the GPSA? The answer is you decide! The GPSA membership has duties and tasks that range from very minimal to heavy involvement. We recommend you choose a task you are interested in learning about, have experiences in, or find enjoyable, then reach out to the appropriate chair or Vice President of Operations to learn more. When choosing how you will serve everyone from novice beginners to seasoned experts are welcome.

POLICY DOCUMENTS

CHARTER

The GPSA Charter serves as the backbone and "constitution" of the GPSA. The document provides explicit details on everything mentioned in this guide. You may find it at:

https://assembly.cornell.edu/sites/default/files/gpsa-charter-master-20150914_0.pdf

BYLAWS

The GPSA Bylaws serve as an additive to the charter and contain amendments developed over the years. The document also explicitly details roles and committee's in the GPSA. You may find the document at:

https://assembly.cornell.edu/sites/default/files/gpsa-charter-master-20150914_0.pdf

RESOLUTIONS

In the event one would like to see a new policy they may propose a resolution to amend the GPSA Bylaws. Upon signing of a petition by 100 Cornell graduate and professional students, any Graduate and Professional Student may present a resolution to the GPSA for consideration. Within two regularly scheduled meetings after the presentation of the petition, the GPSA Voting members will discuss and vote on the resolution. The form and wording of the resolution, as voted upon by the GPSA, must be identical in form and wording to that of the petition. Any GPSA members may present a resolution to the GPSA for consideration. For votes on resolutions, a majority and super-majority shall be determined based on total number of seated members regardless of the number of members present. You may find an example of a resolution from the spring 2019 school semester here:

<https://cornell.app.box.com/s/f4ebymyj2yqwrqir81izlka5znlbkr3b>

AMENDMENTS

The amendments of Articles in the Charter which appear under the headings, Authority, Responsibility, membership, and Charter and Bylaws Amendment," require the approval of the President of the University. All other sections may be amended by the GPSA.

GPCI

The Complete 2013 Graduate and Professional Community Initiative referenced earlier can be found at:

<https://gradschool.cornell.edu/wp-content/uploads/2018/05/Graduate-and-Professional-Community-Initiative-2013-GPCI-Funding.pdf>

FAQ Quick Sheet

WHO: are we?

A graduate and Professional Student Assembly for all graduate and professional students at the university. In other words, student government.

WHAT: do we do?

Improve the experiences of graduate and professional students, as the pertain to non-academic matters, allocate the Graduate Student Activity Fee, and represent graduate and professional student matters.

WHEN: do we meet?

Usually we meet on Monday evening's at 5:30 PM in Bache Auditorium in Malott Hall.

WHERE: do we meet?

Bache Auditorium. However, meeting locations for general body meetings are subject to change. The GPSA will give advance notice in such case.

HOW: do we serve?

Through taking action, writing, legislation, and engaging in discourse with students, faculty, administration, and members outside the university community as needed.

WHY: do we exist?

The GPSA was established by the President of the University to both serve the graduate and professional student community and communicate information.

How do I get funding?

By following the procedures and steps outlined by the GPSA Finance Commision located at: <https://assembly.cornell.edu/sites/default/files/gpsafc-guidelines-2017.pdf>

Am I eligible for funding?

Generally the *bare minimum* requirements are that you:

1. Register with the Campus Activities Office (CAO).
2. Have your organizations president and treasures sign the GPSAFC statement on ethical conduct.
3. Have your tresurer sign a statement noting they are familiar with the GPSAFC rules, regulations, and provisions.
4. Have a full-time advisor that is faculty or staff. Graduate students do not count.
5. Have 40% graduate or professional student membership.
6. The president or treasurer must be a registered graduate student at Cornell University for the academic year
7. Be open to all graduate and professional students
8. Be subject to additional requirements dependent on the mission and program. Visit: <https://assembly.cornell.edu/sites/default/files/gpsafc-guidelines-2017.pdf> for more information

FAQ Quick Sheet

Do I have to show up to meetings?

If you would like to receive funding, maintain voting rights, and other privileges, attendance is mandatory. Attendance is also open to all graduate and professional students.

What happens if I voluntarily or involuntarily miss meetings?

In the event you have exhausted the amount of excused or unexcused absences per semester for the specific position you hold, the GPSA Charter and Bylaws allow for funding withdrawal or for members to be unseated. Please reference the documents mentioned above for details.

Can my funding be withdrawn?

Yes.

Am I eligible to host an event?

Graduate and professional students who adhere to GPSA policies and the university policies are eligible to propose an event. Approval on an event is dependent on your program and university policies for individuals and organizations. Please reference: <https://ccengagement.cornell.edu/campus-activities/event-planning> for additional and detailed information.

How do I host an event?

The size and attendees will dictate factors such as security and liability. Visit <https://ccengagement.cornell.edu/campus-activities/event-planning> for more information. Also speak with your program faculty and staff.

Does the GPSA host events?

Yes! The GPSA hosts several events throughout the year such as Grad Ball, departmental mixers, and other activities which the GPSA Programming Board coordinates.

What's the GPSA budget?

Can I run for office?

Yes! GPSA members are encouraged to run for office. Elections occur the last two meetings of the academic year; and a list of available positions will be circulated in advance.

What are Roberts Rules?

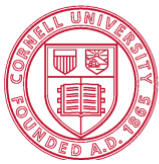
An official parliamentary procedure used in meetings to establish order.

What is the Graduate Student Activity Fee?

The Graduate Student Activity Fee is university wide fee billed to all students for the purposes of financing programming and graduate student organizations across the university.

Appendix of Sources

- **The Graduate and Professional Student Charter**
-https://assembly.cornell.edu/sites/default/files/gpsa-charter-master-20150914_0.pdf
- **The Graduate and Professional Student Bylaws**
- <https://assembly.cornell.edu/sites/default/files/r1gpsabylawsattachment.pdf>
- **The Graduate and Professional Student Finance Commission Guidelines**
-<https://assembly.cornell.edu/sites/default/files/gpsafc-guidelines-2017.pdf>
-https://assembly.cornell.edu/sites/default/files/2019-04-08_gpsa_resolution_4_fc_guidelines.pdf
- **The Office of the Assemblies Website**
-<https://assembly.cornell.edu/>
- Cornell University Campus Activities Website**
- <https://ccengagement.cornell.edu/campus-activities/student-organizations>
- Cornell University Office of the Provost**
-<https://provost.cornell.edu/about/>
- Student and Campus Life**
-<https://scl.cornell.edu/about-us/meet-leadership/ryan-lombardi>
-<https://scl.cornell.edu/about-us/meet-leadership/vijay-pendakur>
- College of Agriculture and Life Science, Department of Natural Resources**
-<https://dnr.cals.cornell.edu/people/barbara-knuth/>



GPSA Election Positions Vacancies

Fall 2019

1. Vice President for Communications (VP Comm)

- I. Committee Description
 - i. The Communications Committee is charged with maintaining a strong communication link between the GPSA and all graduate fields, professional schools, and the Cornell community
- II. Duties
 - i. Chairs the Communications Committee
 - 1. Meets up to once a month
 - ii. Oversees and manages communication between the Executive Committee, the GPSA, the grad/professional community, and administration
 - iii. Chairs general meetings in the absence of the President, EVP, and VP Ops
 - iv. Serves on Executive Committee
- III. Time Commitment
 - i. 5-20 hours per week

2. Chair of the Student Advocacy Committee (SAC)

- I. Committee Description
 - i. The GPSA Student Advocacy Committee works on issues of diversity, finances, stipend levels, mental and physical health, accessibility, child care and the general well-being of all graduate and professional students. The Student Advocacy Committee works in consultation with other relevant student and University committees and interested parties.
- II. Duties
 - i. Organizes and chairs SAC meetings
 - 1. Meets at least once a month
 - ii. Oversees SAC actions and operating budget
 - iii. Serves on the Operations and Staffing Committee
 - iv. Sponsor and draft GPSA resolutions promoting ideas and solutions for issues that affect graduate and professional students
 - v. Plans at least one town hall meeting to solicit ideas from the community
 - vi. Serves as point of contact with relevant administrators
- III. Time Commitment
 - i. 5-10 hours per week

3. Chair of the Faculty Teaching, Advising, and Mentorship Award Committee (Faculty Awards)

- I. Committee Description
 - i. The Faculty Awards Committee solicits nominations for and administers one or more annual awards to recognize faculty who exhibit excellence in the teaching, advising, and mentorship of graduate and professional students.

- II. Duties
 - i. Organizes and chairs Faculty Awards meetings
 - 1. At least three meetings in the Spring
 - ii. Oversees Faculty Awards actions and operation budget
 - iii. Serves on the Operations and Staffing Committee
 - iv. Organizes the nominating process for awards
 - v. Organizes the nomination review process
 - vi. Organizes and plans the award ceremony
 - vii. Serves as point of contact with relevant administrators
- III. Time Commitment
 - i. Minimal work in the Fall
 - ii. 3-10 hours per week in the Spring during the nomination and award process
 - iii.

4. University Assembly (UA) Delegate

- I. Committee Description
 - i. The UA examines matters which involve the interests or the welfare of a substantial segment of the University community and makes recommendations to the appropriate officers or decision-making bodies of the University.
- II. Duties
 - i. Represents the interests of the GPSA on the University Assembly
 - 1. Meets every other week on Tuesdays, 4:30-6
 - ii. Serves on at least one UA committee (meets 1-2 times a month)
 - 1. Codes and Judicial Committee (CJC)
 - a. Amends the Campus Code of Conduct
 - 2. Campus Welfare Committee (CWC)
 - a. Addresses issues and policies related to diversity and inclusion, family support, health services, or similar topics
 - 3. Campus Infrastructure Committee (CIC)
 - a. Addresses issues and policies related to environmental sustainability, transportation, information technology, renovations, or similar topics
 - iii. Brings relevant issues back to the GPSA for discussion
- III. Time Commitment
 - i. 3-5 hours per week

5. Voting Members (MILR, Masters at-Large, Master of Engineering)

- I. Remain sufficiently informed about issues brought before the GPSA to cast informed votes on resolutions, formation of committees, and other matters;
- II. Elect GPSA voting members
- III. Elect GPSA officers and standing committee chairs.
- IV. Be an active member of the re-structuring of the Graduate and Professional Community Initiative (GPCI) document this academic year.
- V. Attend two GPSA general body per month.