

1 **Graduate Professional Student Association Bylaws**

2 **Preamble**

3 We, the graduate and professional students of the Associated Students of Arizona State
4 University (ASASU), in order to provide adequate representation and support of our
5 constituency, hereby establish these Bylaws, subject to the ASASU Constitution. The Graduate
6 and Professional Student Association (GPSA) exists to advocate for and provide support and
7 services for the graduate and professional student community of Arizona State University-~~Tempe~~
8 ~~Campus~~. We are mandated to advocate on behalf of graduate and professional students at local,
9 state, and national levels, provide a forum for open dialogue between the graduate and
10 professional student body and the university, aid in student organization and involvement, and to
11 administer services, resources, and benefits for the larger graduate body.

12 **TITLE I – EXECUTIVE COMMITTEE**

13 Article 1. General Provisions

- 14 A. The Members of the Executive Committee shall be the President, the Vice-President
15 of Internal Affairs, the Vice-President of External Affairs, and the Vice-President of
16 Professional Development. The Assembly President shall be an ex-officio member of
17 the Executive Committee. All hired directors shall be ex-officio members of the
18 Executive Committee.
- 19 B. Newly elected members of the Executive Committee will begin their term of office at
20 noon on the Monday following the May graduation ceremony.

- 21 C. The Impeachment and removal of an Executive Committee member may be initiated
22 by a written presentation of charges signed by 25% of the Assembly Members present
23 and approved by a two-thirds (2/3) majority vote of all Assembly Members~~present.~~¹
- 24 D. Vacancies. Vacancies resulting from resignation or other causes shall be filled in
25 accordance with the ASASU Constitution, TITLE III.
- 26 E. ²GPSA Executive Accountability Policy. If a GPSA elected and/or salaried member
27 violates the ASASU Constitution, GPSA bylaws, or other governing documents or
28 policy papers, the GPSA Assembly may initiate a censure of that member as such:
- 29 a. Any Assembly Member may introduce a bill for censure.
- 30 b. The bill shall state the nature of the violation.
- 31 c. A two-thirds (2/3) vote of the present Assembly is required for passage of the
32 bill.
- 33 d. Upon passage of the bill, the censure shall be officially recorded in the
34 meeting minutes.
- 35 e. The said party shall rectify the situation within a reasonable time period
36 determined by the assembly, ~~at the time of discussion of the second bill of~~
37 ~~censure~~ which may be no later than the next assembly meeting.
- 38 f. In the case that the violation is not rectified, any Assembly Member may
39 introduce a second bill of censure.
- 40 g. Should the second bill of censure be passed by a two-thirds (2/3) majority
41 vote of the present Assembly, the salary of the individual under censure shall
42 be suspended pending satisfactory resolution of the violation.

¹ ~~GPSA Bill #50, 5th Legislative Session~~

² ~~GPSA Bill 46, Fourth Legislative Session 2/9/2007~~

43 h. Should the violation not be resolved within a reasonable time period
44 determined by the assembly ~~at the time of discussion of the second bill of~~
45 ~~ensure~~, the assembly shall initiate impeachment proceedings against the
46 violating member.

47 F. ³Members of the Executive Committee must attend all Assembly meetings (including
48 special sessions) for the purpose of presenting their Executive Committee Reports in
49 person to the assembly, and to be available to answer questions at appropriate times
50 throughout the meeting.

51 a. Executive Officers will be allowed one (1) absence per semester due to
52 personal conflict by calling or otherwise notifying the Assembly President
53 prior to the meeting the Executive Officer will miss.

54 i. Personal conflicts shall be defined as any conflict not directly related
55 to the performing of GPSA business.

56 ii. Any absence beyond those allowed above begins the impeachment
57 process.

58 G. ⁴Executive officers are required to present their Executive Committee Reports in
59 person at all Assembly Meetings.

60 a. Should an executive officer miss an Assembly Meeting for any reason, even if
61 his or her absence is excused, he or she must still submit his or her Executive
62 Committee report to the Assembly President in advance so that it may be
63 presented *en absentia* .

³~~GPSA Bill 59, Fourth Legislative Session, 3/2/2007~~

⁴~~GPSA Bill 61, Fourth Legislative Session, 3/2/2007~~

64 | b. Should an executive officer not submit their ~~Report~~report as required, censure
65 | proceedings shall be initiated against that Officer during the meeting at which
66 | his or her Report was not presented.

67 | Article 2. Duties of the Officers:

68 | A. Duties of the President of the GPSA Assembly shall be:

- 69 | a. To prepare the agenda and schedule meetings for the Assembly.
- 70 | b. To preside over all meetings of the Assembly.
- 71 | c. To appoint a Chair Pro Tem to preside in the Assembly President's absence as
72 | specified in these Bylaws.
- 73 | d. To serve as liaison between the Assembly and the GPSA Executive
74 | Committee.
- 75 | e. To appoint members of the Assembly to GPSA standing and ad-hoc
76 | committees.
- 77 | f. To create ad-hoc Assembly committees and appoint members as necessary.
- 78 | g. To serve as representative to the USG Senate and Academic Senate in the
79 | event of the President's absence as specified in these Bylaws.
- 80 | h. To fill vacant Assembly seats in accordance with the ASASU Constitution,
81 | Title III Article 3.
- 82 | i. To serve as the chair of the Assembly Operations Committee.
- 83 | j. To review all financial transactions of the GPSA in accordance with GPSA
84 | guidelines.
- 85 | k. To provide monthly reports on all GPSA-related activities to the Assembly.

86 1. To make available to the succeeding Assembly President all documents and
87 information relevant to execution of the office.

88 B. Duties of the GPSA President shall be:

89 a. To supervise the routine operations of the GPSA and GPSA activities with the
90 ASASU Business Office.

91 b. To oversee communications with University Administration, the ASU
92 Foundation, the USG, and the ~~Division of Graduate Studies~~Graduate College.

93 c. To oversee the activities of the Vice-Presidents of the GPSA.

94 d. To serve as an ex-officio member on any GPSA committee as necessary.

95 e. To prepare the agenda and preside over all meetings of the Executive
96 Committee and ensure minutes of meetings are provided to the Assembly.

97 f. To appoint GPSA members to University Boards & Committees.

98 g. To authorize all expenditures of the GPSA in accordance with GPSA policy.

99 h. To convene ad-hoc fact finding committees as necessary.

100 i. To represent the interests of graduate and professional students to University
101 Administration, the Arizona Board of Regents (ABOR), and the Arizona
102 Students' Association (ASA), and to provide reports of these activities to the
103 Assembly and GPSA members.

104 j. To meet monthly with the Director of ~~MU Programs and Activities~~Student
105 Engagement, ~~Deputy Vice-President for University Student Initiatives~~, and the
106 Vice-President for University Student Initiatives, and provide reports to the
107 Assembly as necessary.

108 k. To serve as liaison between graduate and professional students and GPSA.

- 109 l. To oversee grievances of graduate and professional students and be aware of
110 the agencies or individuals in the campus community who can assist students
111 with problems.
- 112 m. To hire and oversee the activities of the Executive Director of Communication
113 & Campus Relations and the Director of Information Technology.
- 114 n. To serve on the ASASU Leadership Council and provide a report of activities
115 to Executive ~~officers~~Officers and the Assembly.
- 116 ~~n.o.~~To serve on the ASU Council of Presidents and provide a report of activities
117 to Executive Officers and the Assembly, as necessary.
- 118 ~~p.p.~~ To provide monthly reports on all GPSA-related activities to the Assembly.
- 119 ~~p.q.~~ To make available to the succeeding President all documents and information
120 relevant to execution of the office.
- 121 ~~p.r.~~ To ensure that the minutes of each executive committee meeting are made
122 available on the GPSA website within 2 weeks of ~~last meeting~~the approval of
123 the minutes.⁵

124 C. Duties of the Vice President of External Affairs shall be:

- 125 a. To serve as representative to ASA and to report on these activities to the
126 Assembly and Executive ~~officers~~Officers.
- 127 b. To attend meetings of ABOR as a representative for the GPSA and to report
128 relevant items to the Assembly and Executive ~~officers~~Officers.
- 129 c. To represent the interests of graduate and professional students to state, local
130 and federal governing bodies, to monitor legislative affairs and to report to

⁵ ~~GPSA Bill 62, Fourth Legislative Session, 3/02/2007~~

- 131 Assembly and GPSA members issues relevant to graduate and professional
132 students.
- 133 d. To chair the External Affairs committee, prepare schedules and agendas and
134 maintain committee meeting minutes.
- 135 e. To manage the budget for the office of the Vice President of External Affairs
136 in accordance with GPSA policies.
- 137 f. To hire and oversee the Director of Graduate Student Advocacy.
- 138 g. To serve on the Executive Committee.
- 139 h. To serve as co-chair of the Joint Advocacy Committee with the USG Vice
140 President of Policy and report committee activities to the Assembly.
- 141 i. To serve on the ASASU Leadership Council.
- 142 j. To provide monthly reports on all GPSA-related activities to the Assembly.
- 143 k. To make available to the succeeding Vice President of External Affairs all
144 documents and information relevant to execution of the office.

145 D. Duties of the Vice President of Internal Affairs shall be:

- 146 | a. To serve as GPSA liaison to the Associate Dean of the ~~Division of Graduate~~
147 | ~~Studies~~Graduate College and the Office of the Vice President of Research and
148 | Economic Affairs (OVPREA).
- 149 | b. To hire and oversee the Director of Graduate Research and the Director of
150 | Events and Awards.
- 151 | ~~c.~~ c. To serve as liaison among graduate and professional students and GPSA.
- 152 | ~~e.d.~~ d. To serve on the Executive Committee.
- 153 | ~~d.e.~~ e. To oversee the Teaching Excellence Awards program.

154 | ~~e.f.~~ To oversee the Research Grant Awards program.

155 | ~~f.g.~~ To oversee the Conference Travel Awards program.

156 | ~~g.h.~~ To oversee planning of Graduate Appreciation Week activities.

157 | ~~h.i.~~ To oversee planning of social events relevant to the social, emotional and
158 | intellectual well-being of GPSA members.

159 | ~~i.j.~~ To oversee administration and moderation of the GPSA electronic listservs
160 | and online web presence.

161 | ~~j.k.~~ To oversee coordination of GPSA representation at beginning of semester new
162 | graduate and professional student orientations.

163 | ~~k.l.~~ To coordinate compilation and revision of the Assembly Orientation manual
164 | with the Assembly President.

165 | ~~l.m.~~ To chair the Internal Affairs Committee, prepare schedules and agendas
166 | and maintain meeting minutes.

167 | ~~m.n.~~ To provide monthly reports on all GPSA-related activities to the
168 | Assembly.

169 | ~~n.o.~~ To oversee the budget of the office of the Vice President of Internal Affairs in
170 | accordance with GPSA policy.

171 | ~~o.p.~~ To make available to the succeeding Vice President of Internal Affairs all
172 | documents and information relevant to execution of the office.

173 | E. Duties of the Vice President of Professional Development shall be:

174 | a. To facilitate communication and interaction among graduate and professional
175 | students for the purposes of professional development.

176 | b. To oversee the Professional Development Travel Awards program.

- 177 c. To foster relationships between the GPSA, graduate and professional students
178 of ASU and related programs and associations in the Phoenix Metro area.
179 d. To serve on the Executive Committee.
180 e. To oversee the budget of the office of the Vice President of Professional
181 Development in accordance with GPSA policy.
182 f. To serve as the chair of the Professional Development Committee, prepare
183 schedules and agendas and maintain meeting minutes.
184 g. To provide monthly reports on all GPSA-related activities to the Assembly.
185 h. To make available to the succeeding Vice President of Professional
186 Development all documents and information relevant to execution of the
187 office.

188 **TITLE II – THE ASSEMBLY**

189 Article 1 Scope and Duties

- 190 A. The Assembly shall consist of Assembly Members as defined in the ASASU
191 Constitution.
192 B. The Assembly shall have authority over all legislative matters of the association,
193 subject to a veto by the GPSA President within seven (7) days, which may be
194 overridden by a two-thirds (2/3) vote of the Assembly.
195 C. The Assembly shall set an annual budget for the Association that must be approved
196 by a two-thirds (2/3) majority of the Assembly no later than thirty (30) days after the
197 Executive Committee has formally received the GPSA annual budget from the

198 University provided this date is no earlier than the first regular GPSA meeting of the
199 fall semester.⁶

200 D. The Assembly shall have full fiscal authority over the annual GPSA Budget.

201 E. The Assembly has authorizing ability to distribute funds from the Assembly Accounts
202 to Graduate Student Organizations registered with the Student Organization Resource
203 Center (SORC).

204 F. The Assembly members shall serve as the official liaison ~~between the Assembly and~~
205 ~~GPSA members~~ to ASU graduate and professional students.

206 Article 2. Appointment of GPSA Assembly Members⁷

207 A. Assembly Members shall be elected in an annual campus-wide election under the
208 auspices of the appointed Elections Department, and as further defined within these
209 Bylaws.

210 B. The graduate and professional students in each Graduate Program will control the
211 appointment of department representatives for their own graduate program.

212 C. Graduate and Professional Students may recommend students to fill vacant Assembly
213 seats. The President of the Assembly may, by appointment, fill a vacancy with a
214 graduate or professional student from the appropriate graduate program of which the
215 seat is vacant, subject to a two-thirds (2/3) confirmation vote of the Assembly
216 members present and voting.

217 D. The Assembly President shall keep a current list of Assembly Members which shall
218 be made publicly available. In addition, the Assembly President will provide sign-in

⁶ ~~Assembly Bill #47, 5th Legislative Session~~

⁷ ~~As amended by GPSA Bill #42, 5th Legislative Session~~

219 sheets at each meeting for Assembly Members, department representatives, and other
220 attendees.

221 E. Any graduate program that wishes representation on the Assembly may send a
222 department representative.

223 F. One department representative per department will have speaking rights during an
224 Assembly meeting. In the event that more than one representative arrives at any
225 particular Assembly meeting to speak on behalf of a department, said representatives
226 must negotiate amongst themselves as to who will hold speaking rights at that
227 meeting. ~~If such a negotiation cannot be reached, that department sacrifices all~~
228 ~~speaking rights and neither representative shall be recognized at the meeting.~~

229 G. The voting membership of the Assembly consists solely of the Assembly Members.

230 Article 3. Assembly Meeting Rules

231 A. Unless otherwise specified, meetings of the GPSA shall operate in compliance with
232 Robert's Rules of Order. The rules may be suspended upon approval of the
233 appropriate motion by a two-thirds (2/3) vote of the Assembly Members present.

234 B. Quorum shall be defined as 50% of the ~~seated~~ elected or appointed-Assembly
235 Members.

236 C. The Assembly President shall serve as Chair of the Assembly.

237 D. The Assembly President shall appoint a Chair pro-tem to preside in the event of the
238 Assembly President's absence by July 1st.⁸

239 E. Each speaker's right to the floor, including persons yielded to, shall not exceed three
240 (3) minutes per speaking term, inclusive of Reports. The only exception to this limit
241 is for outside reports (such as representatives from USG, ~~DGS~~ Graduate College, and

⁸ ~~GPSA Bill #53, 5th Legislative Session~~

242 the Academic Senate), whose reports shall be limited to ten (10) minutes. The
243 original speaker may yield the right to speak to another speaker; ~~but yield of the floor~~
244 ~~must be made to the Chair~~⁹.

245 F. During Graduate Student Forum, any individual wishing to present to the Assembly
246 may have the floor for three (3) minutes which may be extended ~~to an additional~~ five
247 (5) minutes at the discretion of the Chair.

248 G. Debate on any agenda item or sub points shall be limited to a maximum of fifteen
249 (15) minutes. This limit is inclusive of any amendments or other action taken
250 regarding an agenda item.¹⁰ At the end of the debate, the Assembly Members must
251 either:

- 252 a. Vote on the issue.
- 253 b. Vote to table the debate.
- 254 c. Vote to send the issue to committee for further study.
- 255 d. Vote to extend the time limit of debate for one (1) ten (10) minute period;
256 ~~after which time only the first three (3) options are available.~~

257 H. The agenda and reports for an Assembly meeting shall be prepared and distributed
258 before the meeting by the Assembly President. The agenda shall enumerate items to
259 be discussed under new and old business. The agenda, resolutions, and executive
260 reports to be considered will be made public no less than three (3) days prior to the
261 meeting of the Assembly.

262 I. The order of business shall be:

- 263 a. Call to order

⁹ ~~GPSA Bill 73, Fourth Legislative Session, 04/06/2007~~

¹⁰ ~~GPSA Bill 49, 5th Legislative Session~~

- 264 b. Approval of the minutes
- 265 c. Amendments to the agenda
- 266 d. Executive Reports
- 267 e. Committee Reports
- 268 f. Academic Senate Report
- 269 | g. ~~Division of Graduate Studies~~Graduate College Report
- 270 | h. Undergraduate Student Government Report
- 271 | i. Arizona Students' Association Report
- 272 | j. Old business
- 273 k. New business
- 274 l. Graduate Student Forum
- 275 m. Announcements
- 276 n. Adjournment

277 Article 4. Procedure for Amending the Bylaws and Presenting Resolutions.

- 278 A. Submit a written copy of the amendment or resolution to the President of the
- 279 Assembly by 5:00pm seven (7) business days prior to the Assembly meeting at which
- 280 | the amendment or resolution will be discussed.⁺⁺
- 281 B. The author(s) of the amendment or resolution must be present at the general meeting
- 282 when the amendment or resolution is presented. The Assembly Member sponsor of a
- 283 funding bill is considered the author of that bill.

284 Article 5. Delinquency, Resignation, and Removal of Assembly Members

- 285 A. The Assembly President shall maintain a record of attendance at GPSA meetings and
- 286 notify any Assembly Member should they become delinquent.

++ GPSA Bill 42, Sixth Legislative Session, 1/30/09

- 287 B. Assembly Members will be allowed one (1) excused absence per semester due to
288 personal conflict by calling or otherwise notifying the Assembly President prior to the
289 meeting the Assembly Member will miss.
- 290 a. Personal conflicts shall be defined as any conflict not directly related to the
291 performing of GPSA business.¹²
- 292 C. Unexcused absence at one (1) regular meeting of the Assembly per semester
293 constitutes a delinquency. Unexcused absences at two (2) regular meetings of the
294 GPSA per semester constitutes a resignation.
- 295 D. Substitution of a proxy for the Assembly Member will preserve the Assembly
296 Member's attendance record and will not be considered an absence.
- 297 E. The President of the Assembly will notify the Assembly Member in cases of
298 resignation due to non-attendance.
- 299 F. In extenuating circumstances, an Assembly Member may appeal a resignation due to
300 absence. The Assembly Member must inform the President of the Assembly of
301 his/her wish to appeal. The President of the Assembly will schedule the Assembly
302 Member's petition for the next meeting of the Assembly where two-thirds (2/3) of
303 Assembly Member present must vote to rescind the resignation.
- 304 G. A vote to expel an Assembly Member, other than for absence, must be initiated by a
305 written bill signed by 25% of the seated Assembly and approved by a two-thirds (2/3)
306 majority of all seated Assembly. The President of the Assembly will schedule the
307 Assembly Member's bill for expulsion for the next meeting of the Assembly.

308 Article 6. Assembly Members

¹² GPSA Bill 59, Fourth Legislative Session, 3/02/2007

- 309 A. The Assembly shall meet at least once a month during the academic year. Meetings of
310 the Assembly shall be held at a publicly announced time and place.
- 311 B. Special Sessions may be called by the Assembly President, Assembly President Pro
312 Tempore, or by a two-thirds (2/3) majority of the Assembly.
- 313 C. Minutes of Assembly meetings shall be made available on the GPSA website within
314 fourteen (14) days of the meeting. The minutes shall reflect the names of the
315 assembly members (or proxies) voting for, against, or abstaining from voting on each
316 bill, proposition or other matter that is voted upon during the meeting. Responsibility
317 for the keeping of these minutes shall lie with the Assembly Operations Committee.¹³

TITLE III – ELECTIONS

319 Article 1: Elections Procedures and Deadlines for Executive Officers

- 320 A. Elections shall be held by ASASU Elections Department no later than Spring
321 Semester.
- 322 B. Information Sessions
- 323 a. The ASASU Elections Director must hold two (2) information sessions for
324 GPSA no later than one (1) week prior to the Nominations meeting.
- 325 b. The Assembly President is required to send all forms and descriptions of
326 positions to the ASASU Elections Director by the end of the first week of
327 Spring Semester.
- 328 c. Individuals interested in an executive office should attend an informational
329 meeting.
- 330 d. In the event that an individual interested in running for an executive office
331 cannot attend an informational meeting, that individual must get the

¹³ GPSA Bill 62, Fourth Legislative Session, 3/02/2007

332 information packet from the Elections Department prior to the nominations
333 meeting.

334 C. Nominations Procedure

335 a. Individuals must complete the appropriate forms from the Elections
336 department, as well as submit a Curriculum Vita or Resume, all of which shall
337 be made public by the Elections Department three (3) business days before the
338 nominations meeting.

339 b. Individuals must attend a full Assembly meeting prior to submitting any
340 official elections paperwork.¹⁴

341 c. Individuals must present their statement of purpose and candidacy platform at
342 the nominations meeting.

343 i. Candidates shall have their names recorded by the ASASU Elections
344 Director to be placed on the Ballot, pursuant to confirmation by the
345 Elections Department that conditions for eligibility, as outlined in the
346 ASASU Constitution, are met.

347 d. The nominations meeting shall take place before the end of February.

348 D. In the event of unforeseen or extenuating circumstances, GPSA elections procedures
349 may be modified at any time, provided such changes do not conflict with the ASASU
350 Constitution, by the GPSA Assembly Leadership on behalf of the Assembly.

351 a. These modifications must be presented in writing to the elections department
352 and must be signed or otherwise verifiably endorsed by the Assembly
353 President, the Assembly President *Pro Tempore*, and the Chair of the
354 Assembly's Government Operations Committee.

¹⁴ GPSA Bill 70, Fourth Legislative Session, 04/06/2007

355 b. These modifications must be presented to the full Assembly for ratification at
356 the next regularly scheduled Assembly Meeting. If the modifications fail the
357 ratification process, they shall be considered null and void from that point
358 onward, and the Assembly Leadership shall not re-present the modification in
359 question to the elections department without Assembly consent.¹⁵

360 Article 2. Elections Procedures and Deadlines for Assembly Members

361 A. Potential Assembly Members shall be nominated during the nomination meeting.

362 a. Election Procedures for the Election Nominations Meeting.

363 i. All candidates must be members of the GPSA at the time of election.

364 ii. Potential candidates may be nominated verbally by any GPSA

365 member, including self, during this meeting or nominations may be

366 submitted in writing to the Elections Director.

367 iii. A potential candidate accepting nomination must file an Intent to Run

368 form within seven (7) days of the nominations meeting in order to be

369 considered for placement on the ballot. The form must be submitted to

370 the Elections Director.

371 iv. Candidates shall have their names recorded by the ASASU Elections

372 Director to be placed on the Ballot, pursuant to confirmation by the

373 Elections Department that conditions for eligibility, as outlined in the

374 ASASU Constitution, are met.

375 B. Campaign Spending and Limitations

376 a. Campaign costs for any candidate running for any GPSA position may not

377 exceed three-hundred (300) dollars.

¹⁵ ~~GPSA Bill 71, Fourth Legislative Session, 04/06/2007~~

- 378 b. Receipts must be kept by the candidate and are subject to review should a
379 complaint be filed.
- 380 c. University policies and regulations, as well as City of Tempe and State of
381 Arizona laws, concerning posters and signage are enforceable for the purpose
382 of these elections.

383 C. Campaign Complaints and Resolution Procedures:

- 384 a. Any GPSA member, including but not limited to, nominees, potential
385 candidates, candidates, Assembly Members, and Executive Committee
386 members or the Elections Director may file a written complaint for violations
387 against these GPSA Bylaws regarding elections.
- 388 b. All campaign complaints must be submitted in writing to the Assembly, the
389 Executive Committee, and the Elections Director within fourteen (14) days of
390 polling site closure.
- 391 c. Actions taken by the ASASU Elections Department that do not comply with
392 this title shall be subject to review by the GPSA Conference Committee, and
393 the Assembly shall have authority to take action on items resulting from such
394 dispute.
- 395 d. Should a complaint be ruled upon by the ASASU Supreme Court, that ruling
396 shall be final and binding.

397 | Article 3. Discipline List¹⁶

- 398 A. The number of Assembly Members for each graduate program shall be no less than one
399 but no more than four. The number of Assembly Members representing each graduate
400 program shall be determined by the number of graduate students enrolled in that graduate

| ¹⁶GPSA Bill #41, Fifth Legislative Session

401 | program, based upon the annual Fall Semester Arizona State University official census
402 | count of enrollment.

- 403 | a. 1 – 499 graduate students: One Assembly Member
- 404 | b. 500 – 999 graduate students: Two Assembly Members
- 405 | c. 1000 - 1499 graduate students: Three Assembly Members
- 406 | d. 1500 or more graduate students: Four Assembly Members

407 | ~~No Assembly Member shall simultaneously hold an Executive Office.~~

408 | B. Seat allotment and eligibility will be delineated as follows.

409 | ~~e.a.~~ Assembly Members may serve only for a graduate program in which they are
410 | enrolled or for ~~the a~~ Graduate Students at Large seats.

411 | b. The Assembly President is charged with the task of obtaining the fall enrollment
412 | report from the Office of Institutional Analysis ~~Office~~, reallocating seats in
413 | consultation with the Assembly Operations Committee, and presenting a
414 | reallocation report to the Assembly no later than the ~~2nd regular Assembly~~
415 | ~~Meeting after which the fall enrollment report has been released~~ January meeting
416 | of the Assembly.

417 | c. The reallocation report shall include representative seat allocation totals for all
418 | graduate colleges or programs across the University.

419 | d. The Assembly will ratify the reallocation report that specifically indicates the
420 | number of seat assignments for each graduate program. This report must be
421 | approved by the Assembly with a two-thirds (2/3) majority vote.

422 ~~f.e. If the Assembly fails to ratify the reallocation report, the previous year's seat~~
423 ~~assignments will remain active for the following year.~~¹⁷

424 ~~**a. College of Design**~~

- 425 ~~i. Any student registered in the College of Design, leading to a graduate degree.~~
426 ~~ii. The number of seats allocated to the College of Design will be determined by~~
427 ~~the previous fall's enrollment report.~~

428 ~~**b. Katherine K. Herberger College of the Arts**~~

- 429 ~~a. Any student registered in the Katherine K. Herberger College of Fine Arts, under~~
430 ~~any program leading to a graduate degree.~~
431 ~~b. The number of seats allocated to the Katherine K. Herberger College of Fine Arts~~
432 ~~will be determined by the previous fall's enrollment report.~~

433 ~~**c. W. P. Carey School of Business**~~

- 434 ~~a. Any student registered in the W.P. Carey School of Business, under any program~~
435 ~~leading to a graduate degree.~~
436 ~~b. The number of seats allocated to the W. P. Carey School of Business will be~~
437 ~~determined by the previous fall's enrollment report.~~

438 ~~**d. Mary Lou Fulton College of Education**~~

- 439 ~~a. Any student registered in the Mary Lou Fulton College of Education, under any~~
440 ~~program leading to a graduate degree.~~
441 ~~b. The number of seats allocated to the Mary Lou Fulton College of Education will~~
442 ~~be determined by the previous fall's enrollment report.~~

443 ~~**e. Ira A. Fulton School of Engineering**~~

¹⁷GPSA Bill #52, 5th Legislative Session

444 a. ~~Any student registered in the Ira A. Fulton School of Engineering, under any~~
445 ~~program leading to a graduate degree.~~

446 b. ~~The number of seats allocated to the Ira A. Fulton School of Engineering will be~~
447 ~~determined by the previous fall's enrollment report.~~

448 **~~f. Sandra Day O'Connor College of Law~~**

449 a. ~~Any student registered in the College of Law, under any program leading to a~~
450 ~~graduate degree.~~

451 b. ~~The number of seats allocated to the Sandra Day O'Connor College of Law will~~
452 ~~be determined by the previous fall's enrollment report.~~

453 **~~g. College of Liberal Arts and Sciences—Humanities~~**

454 a. ~~Any student registered for College of Liberal Arts and Sciences Humanities~~
455 ~~graduate program (English, Film and Media Studies, History, Languages and~~
456 ~~Literatures, Philosophy, Religious Studies) leading to a graduate degree.~~

457 b. ~~The number of seats allocated to the College of Liberal Arts and Sciences~~
458 ~~Humanities Division will be determined by the previous fall's enrollment report.~~

459 **~~h. College of Liberal Arts and Sciences—Natural Science and Mathematics~~**

460 a. ~~Any student registered for any College of Liberal Arts and Sciences graduate~~
461 ~~Natural Sciences and Mathematics programs (Department of Chemistry and~~
462 ~~Biochemistry, School of Earth and Space Exploration, Department of~~
463 ~~Kinesiology, School of Life Sciences, School of Materials, Department of~~
464 ~~Mathematics and Statistics, Department of Physics, Department of Psychology,~~
465 ~~Department of Speech and Hearing Science) leading to a graduate degree.~~

466 ~~b.—The number of seats allocated to the College of Liberal Arts and Sciences, Natural~~
467 ~~Sciences and Mathematics division will be determined by the previous fall’s~~
468 ~~enrollment report.~~

469 ~~**i.—College of Liberal Arts and Sciences—Social Sciences**~~

470 ~~a.—Any student registered for any College of Liberal Arts and Sciences graduate~~
471 ~~Social Sciences programs (Hugh Downs School of Human Communication,~~
472 ~~School of Geographical Sciences, School of Human Evolution and Social Change,~~
473 ~~School of Justice and Social Inquiry, Department of Political Science, School of~~
474 ~~Social and Family Dynamics) leading to a graduate degree.~~

475 ~~b.—The number of seats allocated to the College of Liberal Arts and Sciences, Social~~
476 ~~Sciences division will be determined by the previous fall’s enrollment report.~~

477 ~~**j.—School of Sustainability**~~

478 ~~a.—Any student registered in the School of Sustainability leading to a graduate~~
479 ~~degree.~~

480 ~~b.—The number of seats allocated to the School of Sustainability will be determined~~
481 ~~by the previous fall’s enrollment report.~~

482 ~~**k.—Graduate Students at Large**~~

483 ~~a.—Any student registered for 1 or more credit hours in any graduate program at ASU~~
484 ~~as degree or non-degree seeking.~~

485 ~~b.—Five (5) Graduate Students at Large seats are available.~~

486

487 **TITLE IV – COMMITTEES**

488 Article 1. Committees.

- 489 A. The GPSA shall have five working committees – the Internal Affairs Committee, the
490 External Affairs Committee, the Government Operations Committee, the Assembly
491 Operations Committee, the Professional Development Committee and any ad-hoc
492 committees deemed necessary.
- 493 B. Ad-Hoc committees may be created by the Assembly President, GPSA President or
494 by a two-thirds (2/3) vote of the Assembly.
- 495 C. The Assembly President shall have power to appoint members of the Assembly to
496 Committees created by the President of the GPSA.

497 Article 2. Internal Affairs Committee.

- 498 A. The Internal Affairs Committee supports the initiatives of the Vice-President of
499 Internal Affairs and her/his staff.
- 500 B. The Internal Affairs Committee may not pass legislation or take an official position
501 on any issue.
- 502 C. The Internal Affairs Committee shall have oversight of the following programs:
- 503 a. Conference Travel Grant program.
- 504 b. Graduate Research Grant program.
- 505 c. Teaching Excellence Awards program.
- 506 ~~e.d.~~ JumpStart program
- 507 ~~d.e.~~ Communications.
- 508 i. GPSA electronic listserv policy.
- 509 ii. GPSA on-line presence.
- 510 ~~e.f.~~ GPSA Internal Affairs Events Programming and Graduate Appreciation Week
511 activities.

512 | ~~f.g.~~ Beginning of semester new graduate/professional student orientations.

513 | D. The Vice-President of Internal Affairs shall chair the Internal Affairs Committee.

514 | The Director of Events and Awards and the Director of Graduate Research shall serve
515 | on the Internal Affairs Committee.

516 | E. The Assembly President shall appoint no ~~less-fewer~~ than four (4) ~~and no more than~~
517 | ~~six (6)~~ Assembly Members to serve on the Internal Affairs Committee.

518 | Article 3. External Affairs Committee.

519 | A. The External Affairs Committee supports the initiatives of the Vice-President of
520 | External Affairs and her/his staff.

521 | B. The External Affairs Committee may not pass legislation, distribute funds, or take an
522 | official position on any issue without the approval of the Assembly.

523 | C. The External Affairs Committee shall have responsibility for advocating for graduate
524 | and professional students at national, state, and local levels.

525 | D. The External Affairs Committee is responsible for providing up to three (3) members
526 | to the Joint Advocacy Council, as specified in the Constitution.

527 | E. The Vice-President of External Affairs shall chair the External Affairs Committee.
528 | The Director of Graduate Student Advocacy shall serve on the External Affairs
529 | Committee.

530 | F. The Assembly President shall appoint no ~~fewerless~~ than four (4) ~~and no more than six~~
531 | ~~(6)~~ Assembly Members to serve on the External Affairs Committee.

532 | Article 4. Professional Development Committee

533 | A. The Professional Development Committee supports the initiatives of the Vice-
534 | President of Professional Development and her/his staff.

- 535 B. The Professional Development Committee may not pass legislation or take an official
536 position on any issue without the approval of the Assembly.
- 537 C. The Professional Development Committee shall have oversight of the Professional
538 Development Travel Grant program.
- 539 D. The Vice-President of Professional Development shall preside over the Professional
540 Development Committee.
- 541 E. The Assembly President shall appoint no ~~less-fewer~~ than four (4) ~~and no more than~~
542 ~~six (6)~~ Assembly Members to serve on the Professional Development Committee.
- 543

544 Article 5. Assembly Operations Committee

- 545 A. The Assembly Operations Committee is charged with
- 546 a. Organizing and running an orientation for new GPSA members each
547 Assembly session per the New Assembly Orientation Policy Paper.
- 548 b. Maintaining and distributing all Graduate Student Organization (GSO)
549 information.
- 550 c. Assisting GSO with the creation of GSO funding bills.
- 551 d. Maintaining and interpreting the funding policy.
- 552 e. Collaborating with the Vice-President of Internal Affairs in the maintenance
553 of the Assembly Manual.
- 554 f. Monitoring the yearly Policy Directive.

555 B. The Assembly Operations Committee may not pass legislation or distribute funds by
556 committee decision exceeding the amount of ~~two-hundredfifteen-hundred~~ (21500)¹⁸
557 dollars.

558 C. The Assembly President will serve as the chair to this committee.

559 D. The Assembly President is charged with appointing no less ~~than-fewer three-four~~ (34)
560 ~~and no more than five~~ (5) members of GPSA to serve on the Assembly Operation
561 Committee. Of these members at least two (2) must be Assembly Members.

562 Article 6. Government Operations Committee

563 A. The Government Operations Committee is charged with interpreting the language of the
564 ASASU Constitution and GPSA Bylaws, as well as providing language to clarify or
565 create continuity between the ASASU Constitution and GPSA Bylaws.

566 B. The Government Operations Committee will identify and report violations of the ASASU
567 Constitution and GPSA Bylaws to the Assembly.

568 C. The Government Operations Committee may not pass legislation or distribute funds.

569 D. A chairperson elected by the committee will preside over the Government Operations
570 Committee.

571 E. The Assembly President will appoint no ~~less-fewer~~ than ~~five-four~~ (45) ~~and no more than~~
572 ~~eight~~ (8) Assembly Members to serve on the Government Operations Committee.

573 **TITLE V – FUNDING & SPECIAL INITIATIVES**

574 Article 1. Assembly Funding Guidelines.

575 A. Purpose of Funding

576 a. GPSA seeks to support events that benefit graduate and professional students.

577 b. To support a variety of graduate activities and organizations.

¹⁸ ~~GPSA Bill #16, Fifth Legislative Session~~

- 578 B. Eligibility for Funding
- 579 a. Any graduate organization or group currently registered with the SORC may
- 580 apply for funding.
- 581 b. These guidelines are limited to funds allocated to the Assembly.
- 582 c. For requests over \$250.00 applicants must demonstrate that they have actively
- 583 sought ~~alternate funding~~matching funds.
- 584 d. GPSA will not consider funding activities that support referenda or candidates
- 585 for elected office.
- 586 e. GPSA will not retroactively fund any event.
- 587 f. All funded events must comply with ASU policiesy.
- 588 g. A funding application must be completed as per guidelines established by the
- 589 GPSA Assembly President.
- 590 h. In recognition of GPSA support, all advertising, brochures, or pamphlets
- 591 produced for the event must acknowledge GPSA support. To ensure
- 592 compliance copies of the materials must be handed in to the Assembly
- 593 President with the funding pack.¹⁹ Violation will result in full or partial
- 594 reduction of funding in accordance with GPSA policy.
- 595 i. All GPSA supported events must be posted on the “gradstu” listserv; and must
- 596 supply an announcement at least 3 days prior to the event.²⁰
- 597 C. Granting of requests does not itself guarantee payment: payment may be withheld if
- 598 any of these guidelines or any additional stipulation is intentionally violated as
- 599 subject to Assembly Operations review.

¹⁹ ~~GPSA Bill #31, Fifth Legislative Session~~

²⁰ ~~GPSA Bill #31, Fifth Legislative Session~~

- 600 D. Application and submission of requests
- 601 a. All funding requests are to be completed and submitted to the GPSA office
- 602 | ten (10)²¹ days prior to the next GPSA Assembly meeting. Incomplete
- 603 | requests will not be considered.
- 604 | b. Applicants should use the online request form. The required form which will
- 605 | be made available from the office of the Assembly President.
- 606 c. The Assembly Operations Committee will review the funding requests prior to
- 607 | the meeting.
- 608 d. Once funds allocated for funding requests are depleted, no more requests will
- 609 | be granted.
- 610 | e. For requests over ~~two~~fifteen-hundred dollars (~~\$200~~1500.00)²² the organization
- 611 | seeking funding must send a representative to the Assembly meeting wherein
- 612 | the request is to be considered. If a representative is not present at the meeting
- 613 | of consideration, the request will be dismissed.
- 614 f. An application is approved for full, partial, or no funding after passage by
- 615 | 51%majority vote of the Assembly.
- 616 | g. Funding bills must be sponsored by an Assembly Member.²³ The bill's
- 617 | sponsor must be copied when submitting the bill electronically to the
- 618 | Assembly President.²⁴
- 619 | h. For requests fifteen-hundred dollars and below, the Assembly Operations
- 620 | Committee will make a decision on the bill during their committee meeting. A

²¹ GPSA Bill #31, Fifth Legislative Session

²² GPSA Bill #16, Fifth Legislative Session

²³ GPSA Bill #31, Fifth Legislative Session

²⁴ GPSA Bill #31, Fifth Legislative Session

621 representative from the organization seeking funding must attend the
622 committee meeting to answer any questions. An application for funding
623 requests at or below \$1500.00 is approved for full, partial, or no funding after
624 passage by majority vote of the committee.

625 g.i. The Assembly Operations Committee will report to the full Assembly their
626 funding decisions at the next regular assembly meeting.

627 E. Requirements for Disbursements

- 628 a. The Assembly President shall approve all disbursements by verifying that they
629 meet all funding criteria in accordance with GPSA policy.
- 630 b. The GPSA shall withhold ~~disbursal~~-disbursement of funds until the group has
631 met all funding conditions.
- 632 c. Signature authority shall lie with the GPSA President with a secondary
633 signature of the Assembly President.

634 **TITLE VI- GENERAL PROVISIONS**

635 Article 1. Spring Special Session.

636 A. A Spring Special Session of the Assembly shall be conducted prior to the end of the
637 Spring Semester to conduct the following items of business:

- 638 a. Appointment of Assembly Members to the Assembly to fill any vacant
639 positions, as follows:
- 640 i. Any current member of the GPSA interested in being appointed to an
641 Assembly seat must attend the spring special session.
- 642 ii. If an equal or lesser number of qualified candidates are interested in
643 appointment to an Assembly seat for their discipline than are available

644 at the start of the Spring Special Session, the outgoing Assembly
645 President may appoint those individuals to fill said seats.

646 iii. If the number of interested persons exceeds the number of available
647 seats (but at least one seat is available), the following protocol shall be
648 followed:

- 649 1. Each interested party shall make a statement regarding their
650 interest and relevant qualifications for the position.
- 651 2. The present Assembly shall then elect the new Assembly
652 Member(s) from the eligible candidates by means of a vote
653 where the candidate(s) receiving the highest number of votes
654 are elected.
- 655 3. The outgoing Assembly President may veto the election of any
656 individual Assembly Member(s), and this veto may be
657 overridden by a 2/3 vote of the present Assembly.

658 iv. In all cases, new appointed Assembly Members shall begin their terms
659 of office immediately²⁵.

660 b. Election of the Assembly President.

- 661 i. The Assembly President shall be elected from the present Assembly by
662 a simple majority.
- 663 ii. Only those who have been elected or appointed to serve as Assembly
664 members for the upcoming academic year may vote in this election.

²⁵ ~~GPSA Bill 69, Fourth Legislative Session, 04/06/2007~~

665 iii. All Assembly members who have served at least one full academic
666 semester as an Assembly Member are eligible for election to Assembly
667 President.

668 iv. In the event that no qualified Assembly Members are nominated or
669 self-nominated for the position of Assembly President, sub-item iii
670 above shall be waived.²⁶

671 ~~e. Appoint three (3) members of GPSA to serve on the Joint Advocacy~~
672 ~~Committee as outlined in the ASASU Constitution.~~

673 ~~d.c.~~ Appoint six (6) members of the GPSA to serve on the Conference Committee
674 of the ASASU.

675 ~~e.d.~~ Nominate two (2) Supreme Court Justices to serve in even numbered years in
676 accordance with the ASASU Constitution.

677 ~~f.e.~~ Make any additional appointments as necessary.

678 ~~g.f.~~ Determine the date and time of the Assembly Orientation to be held in the
679 following fall semester before the first session of the Assembly. Details for
680 the running of this orientation are in the policy paper titled “New Assembly
681 Orientation Policy.”

682 ~~h.g.~~ The newly elected Assembly President will begin the term of office at noon
683 on the Monday following the May graduation ceremony. The outgoing
684 Assembly President shall continue to preside until this time.

685 B. All members of the Association seeking appointment must be nominated. Following
686 the nomination, individuals shall be given the opportunity to speak during the
687 Graduate Student Forum.

²⁶ ~~GPSA Bill 69, Fourth Legislative Session, 04/06/2007~~

- 688 | C. Appointment to any position requires a simple majority of the seated Assembly²⁷.
- 689 | D. Quorum requirements shall not be in effect during the Spring Special Session²⁸.

690 | Article 2. GPSA Policies and Procedures.

691 | GPSA Policies may be adopted upon a two-thirds (2/3) vote of the Assembly.

692 | Article 3. Referenda and Initiatives

693 | A. Referendum

694 | a. Upon passage of a two-thirds (2/3) vote of the Assembly, a referendum
695 | proposal may be referred to all members of the GPSA for a vote.

696 | b. A ~~51%~~ majority vote by all voting GPSA members is required for passage of
697 | the referendum proposal.

698 | c. A referendum vote must be scheduled no later than one (1) month after
699 | passage of the referendum item by the Assembly unless a specific date is
700 | stated in the referendum language.

701 | B. Initiative

702 | a. Any member of the GPSA may petition for an initiative to be placed before
703 | the graduate and professional student body in either a special election or as
704 | part of the regular election cycle.

705 | b. Such a petition must be signed by no less than twenty-five percent (25%) of
706 | the total voter turn-out for the first election of the previous Spring Semester.

707 | c. Such a petition shall be presented to the ASASU Elections Department for the
708 | purpose of placing the initiative before a student vote. The Elections

709 | Department must receive the petition in question no less than four (4) weeks

²⁷ ~~GPSA Bill 69, Fourth Legislative Session, 04/06/2007~~

²⁸ ~~GPSA Bill 69, Fourth Legislative Session, 04/06/2007~~

710 in advance of a previously scheduled election or no less than four (4) weeks in
711 advance of the end of a semester in which there is no regularly scheduled
712 election. Such a petition may define whether the initiative shall be placed
713 before the graduate student body during the Fall or Spring Semester, assuming
714 above deadlines are met.

715 d. A simple majority of voting GPSA members is required for the passage of an
716 initiative.

717 Article 4. University Boards & Committees.

718 A. The GPSA has the authority to nominate graduate student representatives to
719 University Boards and Committees which are relevant to graduate and professional
720 student concerns, including but not limited to, committees discussing issues of tuition,
721 fees, and quality of life. The GPSA will have the responsibility for supervising
722 publicity, interviewing, and recommending candidates for University committee
723 appointments.

724 B. Representatives should attend the meetings of their committees. Any representative
725 who cannot attend a meeting should inform the chairperson or other officer of the
726 committee, and should, if possible, appoint a substitute representative for that
727 meeting.

728 C. GPSA Representatives on University Boards and Committees shall be appointed by
729 the GPSA President.

730 D. GPSA Representatives on University Boards and Committees are responsible to
731 submit reports at the GPSA Assembly meetings as requested.

732

733 Article 5. The Leadership Council

734 A. The Leadership Council is defined in the ASASU Constitution as facilitating
735 communication and support for GPSA, USG and the University Administration.

736 Appointed Membership of the Leadership Council follows:

- 737 a. The President of GPSA and the Vice-President of External Affairs will attend
738 meetings of the Leadership Council as representatives of graduate and
739 professional students.
- 740 b. In the event that the GPSA President cannot attend a Leadership Council meeting,
741 the proxy will be the Assembly President.
- 742 c. The Vice-President of External Affairs shall appoint one (1) proxy from the
743 executive members of GPSA in the event that he/she cannot attend.

744 B. Responsibilities of the Leadership Council

- 745 a. The Leadership Council must meet regularly as defined in the Constitution.
- 746 b. The responsibilities of the Leadership Council are outlined in the Constitution.

747 Article 6. GPSA Directors

748 A. GPSA shall hire the following directors: Executive Director of Communication &
749 Campus Relations, Director of Information Technology, Director of Graduate
750 Research, Director of Events and Awards, and the Director of Graduate Student
751 Advocacy. The Assembly President Pro-Tempore shall be considered a GPSA
752 Director for the purposes of this section.

753 B. GPSA Director Job Descriptions.

- 754 a. Executive Director of Communication & Campus Relations
- 755 i. Shall report directly to the GPSA President.

- 756 ii. Shall effectively act as chief-of-staff for the GPSA Executive
757 Committee.
- 758 iii. Shall work with each of the GPSA Executive Officers and the
759 Assembly President.
- 760 iv. Shall be responsible for coordinating GPSA's public communication
761 strategies.
- 762 v. Shall coordinate and manage the beginning of the year campus
763 orientation program.
- 764 vi. Shall work with the Graduate College staff on the once-per-semester
765 graduate student newsletter.
- 766 vii. Will handle all media requests, requests for interviews, public relation
767 requests and press releases. When necessary, will direct interview
768 requests to the appropriate GPSA officer or Assembly Member.
- 769 viii. Shall act as liaison for students at all ASU locations.
- 770 ix. Shall work with the Vice President of Internal Affairs in moderating
771 the GPSA listservs.
- 772 x. Shall handle all promotional items for the Association.
- 773 xi. Shall serve as an ex-officio member of the Executive Committee
- 774 xii. Shall perform all other duties as deemed necessary by the GPSA
775 Executive Committee or the GPSA President.

776 b. Director of Information Technology

- 777 i. Shall report directly to the GPSA President.
- 778 ii. Shall serve as an ex-officio member of the Executive Committee.

- 779 iii. Shall work closely with the Executive Director of Communication &
780 Campus Relations to ensure that GPSA's electronic presence is strong.
- 781 iv. Shall attend all Assembly Meetings for the purposes of managing
782 GPSA's technology.
- 783 v. Shall maintain and regularly update the GPSA Website.
- 784 vi. Shall maintain and regularly update the GPSA new media sites.
- 785 vii. Shall assist in and consult with all mediated marketing campaigns of
786 GPSA.
- 787 viii. Shall perform all other duties as deemed necessary by the GPSA
788 Executive Committee or the GPSA President.

789 c. Director of Graduate Research

- 790 i. Shall report to the Vice President of Internal Affairs.
- 791 ii. Shall serve as an ex-officio member of the Executive Committee.
- 792 iii. Shall be a voting member of the Internal Affairs Committee.
- 793 iv. Shall be responsible for managing the GPSA Conference Travel
794 Awards Program including reviewing monthly submissions and
795 notifying applicants of their application status.
- 796 v. Shall be responsible for managing the Graduate Research Support
797 Program in conjunction with the Graduate College including
798 coordinating applicant information sessions, managing reviewers, and
799 coordinating the grant award reception.
- 800 vi. Shall be responsible for managing the GPSA JumpStart grant program.

801 vii. Shall coordinate his/her activities with the Internal Affairs Committee
802 and provide reports, as needed.

803 viii. Shall perform all other duties as deemed necessary by the GPSA
804 Executive Committee or the Vice President of Internal Affairs.

805 d. Director of Events and Awards

806 i. Shall report directly to the Vice President of Internal Affairs.

807 ii. Shall be an ex-officio member of the Executive Committee.

808 iii. Shall be a voting member of the Internal Affairs Committee.

809 iv. Shall coordinate and organize three (3) to four (4) interdisciplinary
810 socials across the University per year.

811 v. Shall work with members of all ASU locations to ensure that GPSA
812 has representation at campus events.

813 vi. Shall organize the annual Graduate Student Appreciation Week and
814 Picnic in conjunction with the Graduate College.

815 vii. Shall assist in the coordination of GPSA receptions and award
816 ceremonies, with the exception of the year-end awards ceremony.

817 viii. Shall manage the GPSA Teaching Excellence Awards Program
818 including announcing the application period, reviewing applications,
819 assigning judges, updating applicants on their status, and hosting the
820 annual Teaching Excellence Award Program reception.

821 ix. Shall coordinate his/her activities with the Internal Affairs Committee
822 and provide reports, as needed.

823 x. Shall perform all other duties as deemed necessary by the Executive
824 Committee or the Vice President of Internal Affairs.

825 e. Director of Graduate Student Advocacy

826 i. Shall report directly to the Vice President of External Affairs.

827 ii. Shall be an ex-officio member of the Executive Committee.

828 iii. Shall be a voting member of the External Affairs Committee.

829 iv. Shall assist the Vice President of External Affairs in monitoring
830 national, state, and local legislation that may impact graduate students.

831 v. Shall serve as a liaison with national, state, and local legislators and
832 their staff conveying issues and concerns of GPSA.

833 vi. Shall participate in lobbying efforts from GPSA and the Arizona
834 Students' Association.

835 vii. Shall collaborate with the Arizona Students' Association, The United
836 States Student Association, and the National Association of Graduate
837 and Professional Students.

838 viii. Shall coordinate his/her activities with the External Affairs Committee
839 and provide reports, as needed.

840 ix. Shall perform all other duties as deemed necessary by the Executive
841 Committee or the Vice President of External Affairs.

842 f. Assembly President Pro-Tempore

843 i. Shall report directly to the Assembly President.

844 ii. Shall serve as an ex-officio member of the Executive Committee.

- 845 iii. Shall serve in the role of Assembly President, when the Assembly
846 President is absent or unable to perform his/her duties.
- 847 iv. Shall be responsible for coordinating and managing the Graduate
848 Student Organization event funding program.
- 849 v. Shall be the liaison between GSO leadership and GPSA.
- 850 vi. Shall work with the GPSA President to coordinate an annual ASU
851 Graduate Student Leadership Summit.
- 852 vii. Shall serve as a voting member of the Assembly Operations
853 Committee and provide reports, as needed.
- 854 i.viii. Shall perform all other duties as deemed necessary by the GPSA
855 Assembly or the Assembly President.