

**CHARTER OF THE
GRADUATE AND PROFESSIONAL STUDENT
GOVERNMENT,
UNIVERSITY OF IOWA**

As amended: May 6, 2019

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PREAMBLE:

The graduate and professional students of the University of Iowa, in 2006, organized the Graduate and Professional Student Government [hereinafter “GPSG”], as the student government of the graduate and professional student body. The term “GPSG” within this document refers to the entire body of GPSG, consisting of delegates, president, vice president, officers, chairs, and liaisons, unless otherwise specified. Graduate and Professional Students form a distinct and important segment of the University of Iowa population. It is necessary that the graduate and professional students are brought together to exchange ideas and resources and promote matters of interest to the entire Graduate and Professional Students body. GPSG serves as a conduit of information and advocacy concerning matters relevant to graduate and professional education. GPSG shall be recognized as the official shared governance organization representing the voice of graduate and professional students at the University of Iowa.

MISSION

The mission of GPSG is to unite Graduate and Professional students, identify common causes, facilitate collaboration amongst its constituents, and advocate as the representative voice for Graduate and Professional students.

VISION

The vision of the GPSG is to become an efficient, collaborative government of graduate and professional students. We seek to utilize the strengths of existing graduate and professional student governments through collaborative decision-making in questions of relevance to Graduate and Professional Students. Our vision is for a government that unites the voices of the different member government and increases participation and engagement amongst graduate and professional students.

ARTICLE 1: ESTABLISHMENT OF THE STUDENT GOVERNMENT

This Charter is amended as of May 6, 2019 and shall supercede all previous versions of the GPSG Charter upon an affirmative vote of the delegates. Any amendments must be approved by a majority of voting delegates.

1.A. Constituency

The constituency of GPSG is all persons registered (part-time and full-time) as either a graduate student or a professional student at the University of Iowa in the following colleges: College of Dentistry, Graduate College, College of Law, Carver College of Medicine, College of Pharmacy, Tippie College of Business, and College of Public Health. The classification of graduate and professional students into their respective colleges shall be as determined by the University Registrar. Hereafter in this Charter, the term “Students” shall refer to the collective constituents of GPSG.

1.B. Member Governments

GPSG is comprised of six “member governments” which includes the following colleges and

their respective student governments:

1. College of Dentistry: Iowa American Student Dental Association ["IASDA"];
2. Graduate Colleges: Graduate Student Senate ["GSS"];
3. College of Law: Iowa Student Bar Association ["ISBA"];
4. Carver College of Medicine: Carver College of Medicine Student Government ["CCOMSG"]
5. College of Pharmacy: Student Leadership Council ["SLC"]
6. College of Public Health ["CPHGSA"]

1.C. Delegates to the Council

The seats on GPSG will be constituted in the following manner for a total of 15 seats:

Carver College of Medicine	(2)
College of Dentistry	(2)
College of Law	(2)
College of Pharmacy	(2)
Graduate College	(5)
College of Public Health	(2)

The five Graduate College seats shall be apportioned as described below, at the discretion of the Graduate Student Senate:

- a. Arts and humanities (1)
- b. Social science and education (1)
- c. Natural and life sciences (1)
- d. Physical sciences and engineering (1)
- e. At-large (usually the President of GSS) (1)

1.D. New Member Government

A respective college's student government whose college is not already represented may petition for membership only under the following conditions:

1. The member government is a registered student organization recognized by Center for Student Involvement and Leadership ["CSIL"]
2. The student government has representation from representative departments in their respective college
3. Abide by all bylaws and tenets applicable to current membership before recognition by GPSG
4. Is voted in by a majority of delegates
5. Access to consistent College-based funding.

Appointment to these seats will be carried out by the officially recognized student governments of the respective colleges as outlined above which, hereafter, will be referred to as 'member governments'.

GPSG President and Vice President shall not count against their member governments' delegate count. None of GPSG officers shall have voting privileges except in the case of a tie,

when GPSG President shall cast a tie-breaking vote. Other GPSG liaisons and committee chairs may have voting privileges only if they are voting delegates serving as interim liaisons or committee chairs, as specified in section 2.A., thus, this individual would count against their member governments' delegate count unless restricted by other stipulations in this document. Only voting delegates count toward quorum.

Each member government is encouraged to appoint alternates as it sees fit. In the absence of a voting delegate, this alternate may assume voting privileges for the meeting and count towards quorum. Member governments may appoint any individual from their constituency at any time to serve as an alternate.

A single student in a dual degree program may not simultaneously sit in two of the seats on GPSG. Delegates of GPSG are subject to removal from GPSG only by the member government that appointed them to the position. Hereafter in this charter, the term 'delegate' shall refer to a student that is elected or appointed by their respective member government to a seat in GPSG.

Each delegate is required to be a member of one of our Chaired Committees. The Vice-President will form these committees based on delegate preferences and the committees shall be confirmed by the delegate body. If possible, no more than one professional delegate from the same member government or two delegates representing the graduate college will be members of the same committee.

1.E. Officers

All GPSG Officers positions are elected positions. A GPSG Officer cannot simultaneously hold an officer and a delegate position. The following represent the elected positions available within GPSG.

1.E.1. President

The President of GPSG is responsible for both the operation and procedural aspects of GPSG according to this charter and any other procedural documents approved by GPSG. The President is also responsible for external communication to and from GPSG, for working with GPSG to lay out the calendar for the following year, and for representing the graduate and professional student body to campus administrators, the University President, the Board of Regents, the state of Iowa, the Iowa General Assembly, the Governor, and other relevant external authorities. The President appoints the chairs of any ad hoc committee that may be formed during their tenure subject to the approval of GPSG delegates. The President shall serve as the official means of contact from individuals and organizations outside the member governments of GPSG, and will be identified as the contact for GPSG on the website as well as all other media.

The President is also responsible for the ongoing governmental advocacy efforts of GPSG. At the beginning of the President's term he/she shall plan and implement GPSG's governmental advocacy agenda. The President may also collaborate with his/her undergraduate counterpart(s).

The duties of GPSG President include, but are not limited to representing the council on the following University Committees: Shared Governance Council; Student Activity Fee Committee; and the Hancher-Finkbine Committee as well acting as the main liaison on the Presidential Student Leadership Meetings, the Board Regents, State of Iowa meetings as well as various meetings with the UI Provost and the Student Life Administration.

1.E.2. Vice President

The Vice President of GPSG assists the President in carrying out the internal communication functions of the Graduate and Professional Student Government, for planning and presiding over council meetings, and acting as the main communication between the GPSG delegates and the GPSG executive board. The Vice President will assume GPSG President's duties in the case of their absence. The committee Chairs will report directly to the Vice President.

The duties of GPSG Vice President include but are not limited to representing the council on the following University Committees: Shared Governance Council; Student Activity Fee Committee; as well acting as a liaison on the Presidential Student Leadership Meetings, the State Board Regents meetings as well as various meetings with the UI Provost and the Student Services Administration. GPSG Vice President will also serve as a Co-Chair of the Nominations Committee.

1.E.3. Chief Financial Officer

The CFO will serve as the budget director for GPSG. The CFO will also oversee the operations of the Graduate and Professional Allocations Committee (GPAC) and the Graduate and Professional Grants Committee *via* the GPAC Chair and Grants Director, and report directly to the GPSG President and Delegates. The CFO will oversee the finances related to those two committees, but will not facilitate in the decision making process and will not hold voting rights in the committees. The CFO will conglomerate and distribute Student Organization funding requests and GPSG grant applications to the GPAC Chair and Grants Director, respectively. The CFO will also be responsible for communicating the maximum allowable funds for each budget or grants cycle.

1.E.4 Chief of Staff

Serve as Chief advisor to the President and Vice President. Ensure that the agenda set by the President and Vice President is carried out. Serve as a resource to all Executives in the fulfillment of their respective job duties and responsibilities. Ensure that tasks and projects assigned to the Executive Staff are completed efficiently and in a manner that best represents GPSG. Work with the President to conduct Executive Staff performance evaluations. Meet regularly one-on-one with the Executive Staff to address any needs.

1.E.5. Communications Executive

The GPSG Communications Executive is responsible for recording minutes at GPSG meetings and for distributing those minutes as appropriate. The Communications Executive is also responsible for the organization and distribution of the meeting agenda as outlined in section 2.B.2. The Communications Executive is to receive any legislation to be introduced at meetings of GPSG and to notify the President and Vice President so that the legislation may be included on the agenda. The Communications Executive's duties are limited to internal-GPSG matters and they do not serve as a representative voice on behalf of Graduate and Professional students. The Communications Executive will attend any meetings with University administrators as necessary.

The Communications Executive is also responsible for maintaining and updating GPSG website and email accounts in cooperation with GPSG officers and committee chairs. If GPSG chooses to sponsor or collaborate on programming, the Communications Executive is ultimately responsible for arranging the collaborative efforts and for publicizing the events. The Communications Executive is responsible for publicizing GPSG functions and deadlines. S/he can be designated to speak on behalf of GPSG or otherwise represent GPSG, provided that he/she acts in close collaboration with the President.

1.E.6. GPAC/JFC Chair

The GPAC chair will oversee allocations to student organizations in collaborations with UISG's SABAC Chair. The GPAC Chair cannot be a voting delegate. The GPAC Chair will also co-chair the Joint Finance Committee (JFC) with the UISG SABAC Chair, and will also serve on the Green Initiative Funding (GIF) Committee. The GPAC Chair will be responsible for selecting the GPAC members that will serve on JFC, according to JFC bylaws. The duties of the GPAC Chair shall be outlined in the GPAC Bylaws.

1.E.7. Grants Director

The Grants Director shall oversee the GPSG Grants Program, and shall have general responsibility for ensuring the effective and efficient administration of the program. The Grants Director shall report directly to the CFO who will work in close collaboration with the President and Vice President, and shall, from time to time, provide updates on the functioning of the Grants Program to the Council.

1.F. Chairs

- 1.F.1. The President may appoint, with approval of the delegates, ad-hoc chairs or liaisons as he/she sees fit to meet the executive support needs of the student

government. These ad-hoc chairs or liaisons shall hold office for the term of the President that appointed them.

1.F.2. Diversity, Equity, and Inclusion (DEI) Chair(s)

The DEI Chair(s) shall plan, coordinate, and implement diversity-related initiatives for GPSG. The DEI Chair shall serve as the primary contact between GPSG executives and campus offices related to equal opportunity and diversity. The DEI Chairs shall endeavor to enhance student involvement in diversity-related activities and initiatives.

1.F.3 Health & Safety Chair(s)

The Student Safety Chair(s) is/are responsible for the creation of student safety and initiatives in GPSG, in collaboration with the GPSG President and Vice President and the UISG Student Safety Coalition. At the direction of the President and Vice President, the Student Safety Chair shall plan and implement GPSG's student health and safety agenda.

1.F.4 Sustainability Chair(s)

The Sustainability Chair(s) will work in conjunction with the UISG Director of Sustainability Advocate and the Office of Sustainability to support university sustainability initiatives. The Sustainability Liaison is also responsible for the creation of GPSG related sustainability initiatives throughout the year.

1.F.5 Interprofessional (IP) Chair(s)

The IP chair(s) shall work with the IP committee to plan, coordinate, and implement initiatives that span multiple member government student constituencies. This includes, but is not limited to academic, social, and advocacy events.

1.FE.6 Governmental Relations (GR) Chair

The GR chair shall work with the President to develop an advocacy plan for the year. The advocacy plan shall include priorities for the federal, state, and local level. GPSG shall focus its advocacy efforts to those issues relating to graduate and professional students at the University of Iowa.

1.G. Rights and Powers

1.G.1. GPSG may not in any manner deny or abridge the rights enjoyed by members under the constitutions and laws of the United States and the State of Iowa or under the University Policies and Regulations Affecting Students.

1.G.2. The delegates and officers of GPSG, acting collectively, are the final arbiters of

any actions done in their name.

- 1.G.3. GPSG delegates and officers may debate and take a position on any subject of concern to graduate and professional students.
- 1.G.4. GPSG delegates and officers may formulate and recommend policies to officials, including the University of Iowa Administration, on any subject of concern to graduate and professional students, after careful discussion among council members.
- 1.G.5. GPSG may use any legal means necessary, within the bounds of University codes and regulations, to promote the welfare of Students in regards to any subject of concern to Students, except as limited by Art. 1, Sect. G.6., below.
- 1.G.6. Negotiations in regards to issues that are the subject of collective bargaining for graduate assistants shall be carried out by the collective bargaining agent selected by graduate assistants. GPSG shall not be directly involved in such negotiations.
 1. This restriction shall in no way limit the right of the GPSG to take a position in regards to any issue, including those subject to collective bargaining, as the taking of such position imposes no obligation on either the University of Iowa administration or the collective bargaining agent, and therefore does not infringe upon the rights of either party.
 2. This restriction shall in no way limit the right of GPSG to act in any other way to promote the interests of graduate and professional students, including in regards to those issues that are the subject of collective bargaining.
- 1.G.7. GPSG President, in collaboration with GPSG officers and after confirmation by GPSG delegates, recommend to the University Administration and other University Officials the names of graduate and professional students to serve on those committees of all-student importance as deemed appropriate by GPSG, including graduate and professional student representation on search committees for key personnel at the University.
- 1.G.8. Upon approving bylaws regarding yearly budget and appropriations to constituent organizations:
 1. GPSG budget shall be subject to the applicable University fiscal procedures. Unused annual allocations, beginning in FY19, to member governments shall revert back to GPSG contingency fund to be reallocated by GPSG the following year.
 2. GPSG shall be the sole executor of all monies raised solely by GPSG.
 3. GPAC Bylaws shall govern the criteria for distribution of GPSG funds to student organizations. The GPAC bylaws shall be binding on GPSG, and may be amended by a majority vote of the GPAC committee.
- 1.G.9. The existence of GPSG shall not preclude other means of communication between the graduate and professional students, their respective member

governments, and the University Administration or Faculty.

- 1.G.10. GPSG shall exercise authority in collaboration with the individual graduate and professional member governments
- 1.G.11. Any right, power, or authority previously held by the Graduate and Professional Student Senate (GPSS) under the UISG Constitution, GPSG under the Partnership of the Student Governments of Iowa (PSGI) Constitution, or other documents that is not explicitly stated in this charter, is justly and implicitly transferred to GPSG as it is recognized by all graduate and professional students as its official form of representation.

1.H. Human Rights Clause

In no aspect of its programs shall there be any difference in the treatment of persons on the basis of race, creed, color, religion, national origin, age, sex, pregnancy, disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, gender identity, associational preferences, or any other classification which would deprive the person of consideration as an individual. The organization will guarantee that equal opportunity and equal access to membership, programming, facilities, and benefits shall be open to all persons. Eighty percent (80%) of this organization's membership must be composed of UI students. (last updated June 2018).

ARTICLE 2. PROCEDURES OF THE GRADUATE AND PROFESSIONAL STUDENT GOVERNMENT

2.A. Elections, Nominations, and Voting

2.A.1 Nominations

Officer, Chair, and Liaison nominations shall be submitted to the GPSG President or President's designee starting two weeks prior and concluding one week prior to the Election Meeting. Nominations will be posted on GPSG's website as received by the President or designee during the Nominations period. Candidates may nominate themselves for any position. If a vacancy exists, the current President is responsible for filling vacancies with the advice and consent of the delegates. A student may only be nominated after the nomination deadline if a vacancy exists for one of the officer positions. The President shall receive the nominations for any vacant officer position at any time prior to the meeting in which elections are held. If an individual that was nominated for a position was not elected for said position, they may be nominated for another position not yet voted upon during the Election Meeting.

2.A.2 Election Terms and Eligibility

All GPSG officer, chair, and liaison elections are solicited in March, with an election at the April meeting and including a transition period until the term ends. Other than President and Vice-President, all officer, chair, and liaison positions are open to any graduate or professional students, including Delegates and Alternates, with the exception of the Chief

Financial Officer (GPAC Chair), who cannot be a Delegate. President and Vice-President nominees must have held/currently hold a prior position on GPSG or a Member Government that was elected by a college-wide election.

If an officer or chair steps down mid-term, a special election must be held within four weeks. Another officer shall assume the duties of the vacant position until a replacement is found.

Eligibility for GPSG Presidency and Vice-Presidency shall alternate between graduate and professional students each year and the student classification eligible for GPSG President position shall not also be eligible for the Vice President position. All other positions are equally open to graduate and professional students. If a student group fails to nominate a candidate for GPSG President or Vice President prior to the elections happening during the April meeting, an eligible candidate from another student group may then be nominated and elected as President or Vice President at that meeting. The following years elections would then proceed as if the President or Vice President had been a member of the absent student group.

2.A.3 Election Procedure

Officers, chairs and liaisons shall be elected in the order as they appear within this charter. An eligible nominee may give a maximum three-minute speech prior to the election of the officer. Following the speech, GPSG body may ask the candidate questions that the candidate may answer for a period not to exceed ten minutes. After each candidate has had the opportunity to give a speech and has had the opportunity to answer any questions GPSG body asked that candidate, ballots shall be given out to each voting GPSG member. Each voting member may vote for one candidate. Votes will be tallied by the current GPSG President or designee following each election and the results will be made public prior to proceeding with the election of the next group of officers. If the current GPSG President is a candidate for that position, an officer other than the President shall tally the votes. Timing will be kept by an officer who is not a candidate for the position to be voted upon. If no officer is available to time the election process or tally the votes, the officers may elect a delegate to fulfill that duty. A candidate who runs for multiple officer positions may give one speech and one ask and answer session for each position. A candidate shall not be elected to more than one officer position. Note that proxy votes may be accepted via email to the President in cases of a delegate's absence.

All officers must be elected by a majority vote of the delegates present at the meeting at which the election is held or by email proxy vote. An alternate delegate may only vote if replacing the vote of a full delegate. If no candidate receives a simple majority on the first ballot, all nominees not receiving one of the two highest vote tallies shall be removed, and a second ballot shall be taken with the remaining candidates. On the second ballot, whichever candidate receives a majority of votes shall be declared the winner.

Any vacancy among the elected officers shall be filled at a special election held at the next general meeting of GPSG, and according to procedures as closely in accord with ordinary election procedures as is practical.

2.B. Council Meetings

2.B.1. Locations

The Communications Executive is responsible for securing the location of the meeting and ensuring that delegates are informed of the location at least one week prior to the meeting.

2.B.2. Agenda

The agenda for the meeting shall be collected from delegates and compiled by the Vice President and Communications Executive. The agenda shall include minutes from the previous meeting and shall be submitted to all delegates at least twenty-four hours prior to the meeting by the Communications Executive.

2.B.3. Minutes

The minutes for the meeting shall be recorded by the Communications Executive and included in the agenda for the next meeting. Minutes shall include a record of all votes as well as relevant topics covered in the meeting.

2.B. 4. Decorum

During debate or discussion, the GPSG President shall maintain decorum, and, as necessary, make rulings appropriate for the maintenance of orderly debate. The GPSG President will serve as presiding officer at all meetings. The presiding officer's authority shall be governed by the GPSG Charter, and any special rules of order adopted. The right to the floor at a GPSG meeting shall be limited to GPSG officers, committee chairs, delegates, alternates and invited guests, as recognized by the presiding officer.

2.B.5. Quorum

Quorum in GPSG shall be considered at least eleven voting delegates.

2.C. Legislation

GPSG Legislation may be of three types: Resolutions, Bills, or Amendments to GPSG Charter.

2.C.1 Resolutions

1. Resolutions state the opinion of GPSG on a specific topic or issue related to graduate or professional students.
2. Any delegate of GPSG may submit a resolution for consideration by the membership.
3. In order for a resolution to be considered at a given meeting, it must be submitted to the President and Communications Executive no less than three days before a meeting.
4. Proposed resolutions will be distributed by the Communications Executive to the membership of GPSG with the agenda for that meeting.
5. In matters of sufficient urgency and import as determined by the President,

GPSG may add a resolution to the agenda at any point before the beginning of a meeting.

2.C.2 Bills

1. Bills call for some specific action on behalf of GPSG or some part thereof.
2. Bills may be passed at any meeting of GPSG or by electronic means as outlined above.
3. Any delegate of GPSG may submit a bill for consideration by the membership.
4. In order for a bill to be considered at a given meeting, it must be submitted to the President and Communications Executive.
5. A proposed bill shall be distributed to GPSG membership along with the agenda for the meeting at which it will be considered.
6. When a bill is passed, the appropriate GPSG member(s), committee chair(s), committee member(s), or proxy, will be responsible for assuring that bill is carried out.

2.C.3 Amendments to this Charter

1. Amendments and revisions to this charter may be initiated by officers or delegates to GPSG or by petition of GPSG by fifty graduate and/or professional students.
2. Proposed amendments and revisions to this charter must be submitted to the Communications Executive 7 days prior to the meeting at which they will be introduced.
3. Amendments and revisions to this charter may be introduced at either general meetings, or special meetings called for the purpose of discussing them.

2.D. Voting

All measures pending before GPSG, with the exception of the election of GPSG officers, shall be approved by a $\frac{2}{3}$ majority of eligible delegates. (For instance, if all 15 delegates are present, at least 10 votes are needed to pass legislation.) During the election of GPSG officers, the candidate receiving a simple majority of votes shall be elected.

2.D.1 APPROVED MEANS OF VOTING

A vote by secure, electronic means (e.g. e-mail) is acceptable when the President deems it appropriate; telephonic meetings may also be held. Amendments to this charter may not be approved by electronic means or by proxy. They require the physical presence and respective votes of the delegates. For e-voting, the President will provide at least a 24-hour deadline for response. Eligible delegates are defined by the number of delegates who respond within the given response time-frame. Quorum is reached upon 10 delegate responses.

ARTICLE 3. COMMITTEES

3.A. On Committees

Committees are established by GPSG as its business requires. Committees are empowered to act on behalf of GPSG in certain matters, as described in this section and are subject to the authority of GPSG. GPSG delegates are responsible for appointing interested graduate and professional students (including GPSG members themselves) to committees. In the case that there are more applicants than positions, GPSG will vote on Committee Chairs during the Spring Election meeting.

3.B. Standing Committees

The standing committees of GPSG shall consist of the following: Graduate and Professional Allocations Committee (GPAC), GPSG Grants Committee, and future committees as needed by GPSG and voted on by the delegates. All standing committees are required to make regular reports to GPSG.

3.B.1. Graduate and Professional Allocations Committee (GPAC)

GPSG power to allocate fees is derived from the Board of Regents to the University of Iowa and its duly appointed officers. Distribution of the fees allocated and other GPSG funds shall be vested in the Delegates of the Graduate and Professional Student Government. The GPAC makes recommendations concerning the allocation of student activity fees to GPSG. GPAC is composed of three students from the graduate school, including the head of finances/primary financial contact for GSS, and one student from each of the following member governments, who is the primary point of contact for finances for said member government (ex. Treasurer, Chief of Finances, etc). Dental - IASDA, Pharmacy - SLC, Law - ISBA, Medical - CCOMSG, and College of Public Health - CPHGSA. A delegate may be appointed by a member government to function in place of the primary point of finance in the event that the primary point of finance is unable to make a specific GPAC meeting.

Other procedures and duties for the GPAC are outlined in the GPAC Bylaws. Changes to these Bylaws must be approved by GPSG.

3.B.2. GPSG Grants Committee

The GPSG Grants Committee makes recommendations on the allocation of funds from the GPSG Grants Program. The committee members are charged with reviewing submitted applications, and the Grants Coordinator, in close collaboration with the President, is charged with using said reviews to make recommendations on who should receive GPSG Grant funding. Final funding decisions are made by the delegates. The procedures for application to the GPSG Grant Program and review of applications shall be approved by the GPSG delegates and made publicly available.

3.B.3. Graduate Student Employment Committee (GSEC)

The GSEC, a Presidential Charter Committee, will annually evaluate and recommend to the Dean of the Graduate College and the UI President any changes to graduate student employment benefits. As outlined in the committee charter, the committee will be co-chaired by a graduate student and a faculty member. All students appointed to the committee must be current graduate or professional students who are eligible for benefits under the current UI employment agreement and/or the current COGS contract. The committee shall consist of 9 graduate students, 2 faculty (appointed by faculty senate), and 1 administrator (appointed by the Dean of the Graduate College). Of the 9 graduate student seats, all must be confirmed by the general GPSG body; however, 3 of the 9 seats shall be directly nominated by COGS. It is recommended that students appointed to this committee have some prior knowledge of graduate student benefits and rights. All other graduate student seats shall be open to any eligible student who is nominated after a campus-wide notification. If this committee is not formed in the Summer of 2017, this clause will be null and void.

- 3.B.4. Each chair will preside over the so-named committee. These committees will be made up of 2-4 GPSG delegates as required under 1.C. Each committee may be allocated up to \$500 for organizational expenses, to be replenished annually. Additional funds shall be requested from the entire GPSG delegation at a monthly meeting or by email vote.

3.C. Ad Hoc Committees

Ad Hoc Committees, which includes coordinator positions, shall be formed for specific purposes as the needs of GPSG require. GPSG delegates in conjunction with the officers shall have the power to establish ad hoc committees. An ad hoc committee shall exist until fulfillment of the purpose for which it is established or the expiration of the current GPSG officers' terms, by which time it will be dissolved. An ad hoc committee may become a standing committee upon the passage of an Amendment to this Charter establishing it as such.

ARTICLE 4. FINANCES

4.A. Budget

The officers of GPSG shall maintain a budget for GPSG activities and fiscal priorities.

4.B. Internal Accounts

GPSG officers shall administer the internal accounts of GPSG in collaboration with SOBO, and may make transfers between the accounts that are necessary and proper for the efficient operation of GPSG activities and services. Such maintenance of the internal GPSG accounts shall be made in consultation with the GPSG delegates.

4.B.1 **Deferred Maintenance Fund**

The Deferred Maintenance Fund is a GPSG account in the Student Organization Business Office used to help defray costs related to the maintenance or replacement of student government-owned equipment or facilities used by student organizations. Each year the GPSG CFO, under the permission of the President, shall transfer \$2,000 from the allocations account into the Deferred Maintenance Fund.

4.B.2. **Accessibility Support Fund**

The Accessibility Support Fund is a GPSG account in the Student Organization Business Office used to help defray the costs of student organization events with accessibility related expenses that may strain their budgets. Each year the GPSG CFO, under the permission of the President, shall transfer \$500 from the allocations account into the Accessibility Support Fund.

4.C. Contingency Reserve Accounts

GPSG shall administer a Contingency Account. The following rules and regulations shall apply to this account:

- 4.C.1. Funds from the Contingency Reserve Accounts should not be requested for regularly budgeted items or for items for which a request has been made to GPAC.
- 4.C.2. Requests for use of these funds must follow the appropriate approval process dependent upon the amount of the request:
 1. Requests less than \$1500 can be approved by consent of at least three of the following four GPSG Executives: President, Vice President, Communications Executive, and the CFO (GPAC Chair).
 2. Requests greater than or equal to \$1500 should be written in the form of GPSG legislation and must be approved by GPSG delegates.
- 4.C.3. Requests for use of Contingency Reserve Account funding can be considered throughout the year as the need arises.
- 4.C.4. If money is spent from this account throughout the year, the account should be replenished from reversion funds from the previous year after the June 30 reconciliation of Student Organization Accounts. Other sources of money can be deposited into the Contingency Account as they are available to replenish any expenditure.
- 4.C.6. Balances in the Contingency Reserve Account shall be reviewed at least once per semester and an up to date balance sheet must be made available for this account upon demand.
- 4.C.7. **Dissolution of Student Organizations**

Upon dissolution, state money and mandatory student fees revert back to the granting organization. Group fees should be divided as stated in the Charter and carried out by the dissolving group's members and officers. Group fees should be transferred to the GPSG Contingency Account.

4.C.8. Contingency Account Limits

On an annual basis, contingency account balance shall remain between \$20,000 and \$80,000.

ARTICLE 5. RELATIONSHIPS WITH ENTITIES OUTSIDE GPSG

5.A. Student Governments at the University of Iowa

UISG and GPSG are co-equal student governments at the University of Iowa. UISG represents the undergraduate student body, and GPSG represents the graduate/professional student body. As such, GPSG serves as an integral and irreplaceable component of the University of Iowa's shared governance structure.

5.B. Student Activity Fee Revenue Sharing and Joint Finance Committee

UISG and GPSG shall share revenue from the Student Activity Fee each fiscal year, and from reversions from previous fiscal years' unspent and unallocated Student Activity Funds as well as other miscellaneous sources. The method and mechanism of revenue sharing shall be set out in the Joint Finance Committee Operating Procedures and Policies, which shall be adopted by joint resolution of GPSG and UISG.

The Office of the Vice President for Student Life shall bear ultimate responsibility for management of the Student Activity Fee revenues and reversions. The Student Activity Fee Committee shall have authority to set policy for the expenditures and allocations of Student Activity Fee Revenue, and to make recommendations to university administrators related to changes in the Student Activity Fee rate. Additionally, the following regulations shall apply:

1. Funding priorities
 - a. First Priority: Fixed Costs shall be funded by the SAF as first funding priority, prior to any other category.
 - b. Each year, by March 1, the Vice President for Student Life or designee shall provide relevant financial information (e.g., staffing changes, contract changes, expected changes in salary) to the Student Activity Fee Committee.
 - c. Second Priority: Collaborative Funding Organizations (CFOs) shall be funded by the SAF through the Joint Finance Committee.
 - i. The Joint Finance Committee shall be the group designated to make allocation recommendations to UISG and GPSG about CFO budget requests.
 - d. Third Priority: Remainder of SAF shall be split between the two student governments at the University of Iowa, UISG and GPSG according to the Official Fee Proportion set out in the JFC Operating Procedures and Policies.
 - e. Student organizations may apply to either or both UISG and GPSG, using the procedures established by each government.

5.C. Nominations Committee

GPSG appoints three graduate and professional students to serve on the Nominations Committee along with six members of the UISG Senate. This Committee shall be responsible for advertising, interviewing and appointing students to serve in positions in All-University and Presidential Charter Committees as directed by the Nominations Bylaws and Procedures jointly approved by GPSG and UISG. GPSG Vice President shall serve as one of the co-chairs of the Nominations Committee.