



Resolution No. 1617-14

A Resolution to Amend the GPC Constitution and Bylaws to Address Inconsistencies

BE IT ENACTED BY THE GENERAL ASSEMBLY HERE GATHERED THAT:

WHEREAS, GPC's Constitution and Bylaws are often revisited by the GPC Officers and General Assembly to account for organizational changes and to codify our mission; and

WHEREAS, dating back to 2011, there have been several amendments to the GPC Constitution and Bylaws that were not incorporated into updated version of the governing documents; and

WHEREAS, this omission has led to small inconsistencies in the governing documents; and

WHEREAS, the proposed revisions will rectify this oversight in the GPC governing documents to allow for a cohesiveness and clarity; and

WHEREAS, the GPC governing documents are included below in their entirety in order to clearly demonstrate the incorporated material, as well as small formatting changes; be it

RESOLVED, by majority vote of the General Assembly here gathered, that the Graduate Professional Council Constitution and Bylaws shall be amended to reflect the following changes, which shall be valid at the November 2016 General Assembly meeting:

SUBMITTED,

Ms. Rachel E. Bauer
President

Mr. Ben Vega
General Assembly Representative from the Medical School

Mr. Jesse Wyatt
General Assembly Representative from Chemistry



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Mr. Chris Austin

General Assembly Representative from Learning, Teaching and Curriculum

Mr. Blake Willoughby

At-Large Representative from Theatre



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CONSTITUTION OF THE GRADUATE PROFESSIONAL COUNCIL UNIVERSITY OF MISSOURI

Established 1983

~~Revised April 6, 2016~~

Revised November 1, 2016

The graduate and professional students of the University of Missouri-Columbia, recognizing the common interests, needs, goals, and perspectives of graduate and professional students, do hereby establish the Graduate Professional Council (GPC). The Council is designed to be a federation of the four existing graduate and professional student associations and all other recognized graduate and professional associations. Its purpose is to unite the graduate-professional students of this campus so that their interests can be best represented to the campus and the University Administration. Its goals are to promote academic achievement, to provide user-friendly services, and to facilitate career development.

Nondiscrimination Clause:

The Graduate Professional Council prohibits any constitutional, ritualistic, or selective restriction that shall deny membership, participation, or any other appropriate form of inclusion to any graduate or professional student for any reason, including those specifically cited pursuant to state and federal law in the M-Book.

Investiture of Power Clause:

Any authority not explicitly installed by writ in the governing documents of the Graduate Professional Council, which includes the Constitution, Bylaws, and Resolutions, aside



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from that power, which is absolutely necessary to attain goals or tasks explicitly assigned in said documents, is to be understood as lying with the General Assembly.

ARTICLE I - MEMBERSHIP

1.1 All students enrolled in the Graduate School, School of Medicine, School of Law, College of Veterinary Medicine, Post Baccalaureate Program, and Post Doctorate Program shall be members of GPC.

ARTICLE II - STRUCTURE

2.1 The Governing body of GPC shall be the General Assembly.

ARTICLE III - GENERAL ASSEMBLY

3.1 Members of the GPC General Assembly shall be chosen from each of the graduate school departments and professional schools. There shall be one representative for each one hundred students or fraction thereof (e.g., 101 students registered within a particular school receives two representatives). Each departmental shall be entitled to at least one representative.

3.1.1 The GPC Secretary shall contact each department or school at the University of Missouri to encourage them to select GPC representatives. Selected persons to be representatives must be registered with the GPC Secretary as soon as possible.

3.1.2 Election of GPC Representatives:
Each representative will be responsible to hold elections or be appointed by their respective departments. Representatives shall serve two academic semesters. If a representative can only serve during the first term, a new representative will be appointed or elected within the first month of the new semester.



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3.1.3 Post-Baccalaureate and Post-Doctorate Representatives:

Post-Baccalaureate and/or Post-Doctorate Students shall be entitled to one representative in the General Assembly for every 100, or fraction thereof, Post Baccalaureate and/or Post-Doctorate Students enrolled during the first week of the Fall Semester. Persons desiring to represent Post-Baccalaureate and/or Post-Doctorate Students also must be classified as one during their term of office. These persons shall submit their name to the Secretary who shall present them to the General Assembly at the next meeting of that body. The GPC General Assembly shall select the representatives for the positions from among the applicants. The availability of these positions must be advertised, or otherwise made known to the Post-Baccalaureate and/or Post-Doctorate Students at the university, prior the General Assembly's selection of persons to fill these positions.

3.1.4 At-Large Representatives:

For every 500 graduate, professional, post-baccalaureate, and post-doctorate students enrolled during the first week of the Fall Semester, there shall be one Representative-At-Large position. Each graduate/professional department or school shall not have more than one At-Large Representative. If there is a greater number of interested persons than available positions, each interested person must give his/her name to the Secretary to be placed on a ballot prior to an election. The election is to be held at the second meeting of the General Assembly. Prior to this election, the availability of these positions shall be advertised or otherwise made known to the graduate and professional student body at the university. Once on the ballot, each candidate will be given the opportunity to speak before the General Assembly votes. Any At-Large Representatives must be enrolled as a graduate, professional, post- baccalaureate, or post-doctorate student. Once the At-Large position of a representative is vacated for whatever reason, the position will be lost. Proxies are not permitted for At-Large Representatives.

3.2 When any member of the General Assembly is elected to an executive office, the Secretary shall notify the representative's constituent department or professional school. The department or professional school will select a new representative in the manner it deems proper.

3.2.1 In the event that any General Assembly member withdraws or is removed, for such cause as the General Assembly deems proper, the



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Secretary shall notify the representative's constituent department or professional school. The department or professional school shall select a new representative in the manner it deems proper.

- 3.3 The functions of the General Assembly are to:
- 1) Elect the Executive Officers;
 - 2) Elect ad hoc Committee Chairs with Presidential and Vice-Presidential confirmation;
 - 3) Approve the annual budget and approve the allocation of miscellaneous funding and programming expenditures;
 - 4) Make resolutions;
 - 5) Propose amendments to this constitution;
 - 6) Establish and amend the By-Laws;
 - 7) Create its own procedural rules;
 - 8) Serve as a forum for graduate-professional student interaction; and
 - 9) Take any other reasonable action it deems necessary to fulfill the stated purposes of GPC.
- 3.4 The function of the GPC Committees shall be to: serve the stated purpose of the particular committee in order to meet the needs of graduate, professional, post- baccalaureate, and post-doctorate students.
- 3.5 The General Assembly shall meet at least once a month during the fall and winter semesters. A majority vote of either the Executive Officers or the General Assembly shall be necessary to call a special meeting. A majority vote of either the Executive Officers or the General Assembly can vote not to hold a meeting under special circumstances (e.g., three meetings in one month or a scheduling conflict with finals).
- 3.6 Quorum shall be one-third of the total number of General Assembly members registered with the Secretary and shall be necessary to transact all business except that fewer members may adjourn a meeting. Note in accordance with Robert's Rules of Order, quorum must be called at a given meeting in order to affect business that may come before GPC.
- 3.7 A simple majority of those members present shall be sufficient to pass any resolution. A vote of two-thirds of those members present shall be necessary to pass a resolution authorizing an expenditure in excess of four



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percent of the annual budget or to amend the Constitution and By-Laws.

ARTICLE IV - EXECUTIVE OFFICERS

- 4.1 The Executive Officers shall be voting members of the General Assembly, excepting the conducting officer who shall vote only in the event of a tie. However, the conducting officer is eligible to vote in Officer Elections but will not act as a tie-breaker.
- 4.2 Election of Officers - The Executive officers shall be elected at the April General Assembly meeting of the spring semester, and shall serve for a term of one year, which shall run from the day of May GPC General Assembly meeting until the day before the May GPC General Assembly meeting of the following year. The Borda count will be used to elect officers. See By-Laws section 3.9 for details.
- 4.2.1 The period of time between the April election and the May General Assembly meeting shall be used for training and transition between the newly elected GPC executive officers and the outgoing GPC executive officers.
- 4.2.3 In the event any Executive Officer withdraws or is removed, an election shall be held at the next General Assembly meeting, unless special circumstances dictate otherwise.
- 4.3 The Executives Officers shall be:
- 1) President;
 - 2) Vice President;
 - 3) Treasurer;
 - 4) Secretary;
 - 5) Director of Programming;
 - 6) Director of Communication;
 - 7) Director of National Affairs;
 - 8) Director of State Affairs
- 4.3.1 The Executive Board shall be:
- 1) Composed of all Executive Officers and Ex-Officio member;



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- 2) Required to attend all Executive Board meetings, except Ex-Officio member;
and
- 3) Able to vote at all Executive Board meetings.

Their duties shall be outlined in the By-Laws.

4.4. Succession of Officers - In the event of the absence of the President, the Vice President shall assume the duties of the President and so forth. In the event of the absence of the Vice President, Treasurer or Secretary, the President shall appoint a member to fulfill the duties of the vacant office for that particular meeting.

4.5 Removal of Officers - The Executive Officers shall be subject to removal by the General Assembly. Procedure for impeachment shall require that a written statement of reason(s) for removal shall be distributed to all representatives of the General Assembly. The statement shall be read at a regular meeting of the General Assembly. It will take a three-fourths vote to terminate that person's position. Impeachment may also be had by submission of a petition, stating the reasons for removal and the signatures of twenty percent of representatives of GPC, as certified by the Secretary to the General Assembly. In the event that the Secretary is named in the impeachment, the highest non-named officer shall verify the signatures. No vote may be taken on the issue of removal until the next regularly scheduled meeting of the General Assembly after the impeachment is introduced.

ARTICLE V - GPC ADVISOR

5.1 Selection of Faculty/Staff Advisor – The function of the Faculty/Staff Advisor shall be to serve as both counsel and a liaison to the Executive Board and General Assembly in matters dealing with University policy, function of the organization and issues affecting graduate professional students.

The Executive Officers shall select a Faculty/Staff Advisor and present that selection to the General Assembly at the next scheduled meeting. Once approved by the General Assembly, the advisor will serve for an indefinite term.

In the event that the advisor no longer wishes to serve the organization in



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this capacity, the Executive Board will meet within 30 days to select a new advisor.

The Faculty/Staff Advisor is subject to removal by the General Assembly. Procedure for removal shall parallel the steps necessary for removal of any Graduate Professional Council Officer as outlined in Article IV Section 4.5 of the Constitution.

ARTICLE VI - INITIATIVE AND REFERENDUM

6.1 Referendum- A referendum is the principle or practice of referring measures proposed or passed by a legislative body to the vote of the electorate for approval or rejection.

6.2 Referendum- Passage of a referendum, requesting to add or increase a student fee(s), shall require a three-fifths majority of the student body voting on the referendum. All other referendums shall require a simple majority for approval as outlined in the MSA/GPC Articles of Cooperation.

6.3 Resolution(s)/Constitutional Amendment(s) presented by Graduate or Professional General Assembly Representative(s)- The GPC General Assembly Representative may initiate a resolution or constitutional amendment by presenting petitions bearing the issue to be voted upon as it shall appear on the

ballot and the signatures of ten percent of the membership is verified by the Secretary to the Executive Officers. The Executive Officers must call a general election within thirty days of its receipt of a valid petition. Approval of any Resolution(s) shall require a simple majority vote by those members present in the General Assembly. Passage of any Constitutional Amendment(s) shall require a two-thirds vote by those members present in the General Assembly.

6.4 Resolution(s)/Constitutional Amendment(s) presented by the GPC Executive Board- the Executive Board of the GPC may initiate a resolution or constitutional amendment by presenting to the General Assembly one week prior to being



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presented to the General Assembly for approval. Approval of any Resolution(s) shall require a simple majority vote by those members present in the General Assembly. Passage of any Constitutional Amendment(s) shall require a two-thirds vote by those members present in the General Assembly.

ARTICLE VII - AMENDMENT

- 7.1 This Constitution may be amended by the membership. The constitution shall be rewritten to reflect any amendment.
- 7.2 The Constitution may be amended under the provisions of Article VI.
- 7.3 The General Assembly may amend the constitution by two-thirds vote, provided that notice of the proposed amendment was distributed to the membership at least seven days before the meeting.

ARTICLE VIII - RATIFICATION

- 8.1 This constitution shall become effective when ratified by a majority of those voting in each of the four graduate and professional student divisional councils.



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**BYLAWS
OF THE
GRADUATE PROFESSIONAL
COUNCIL**

REVISED: ~~February 3, 2015~~ November 1, 2016

SECTION I: GENERAL ASSEMBLY

REPRESENTATIVES

1.1 Duties of Representatives:

Each representative is required to attend each monthly GPC general assembly meeting, which is determined by signatures on the attendance logs, and to serve on at least one external committee (Faculty/Student, GPC/ MSA Campus Programming, or specially appointed) and be involved with at least one internal standing committee during his/her term. Any assembly member who is not able to attend a monthly meeting may send a proxy in his/her place who shall sign in on the attendance form in his/her place.

1.2 Definition of "Proxy":

A proxy must satisfy the following requirements: (i) be a current graduate or professional student within the same represented area as the absent General Assembly Representative, (ii) who is not a current Representative or a current Executive Officer, and (iii) who is not currently serving as a proxy for another absent Representative.

1.3 Commitment to Committees:

All assembly members are encouraged to be involved with an external/internal committee by the October General Assembly meeting.



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- 1.4 Proxy Voting:
A General Assembly Representative may give his/her power to vote in his/her place to a proxy. Any such proxy shall act and vote with the full privileges and responsibilities of the Assembly member s/he is representing, provided the proxy has registered with the GPC Secretary before the meeting in question.
- 1.5 Proxy Eligibility to Vote during Executive Officer Elections:
Proxies are eligible to vote during Executive Officer elections only if s/he (1) has previously served as a proxy for a General Assembly meeting during the same academic year in which the election takes place or (2) is serving as a proxy for a General Assembly member who has attended every previous meeting of the academic year in which the election takes place. At-large representatives may not have proxies vote in Executive Officer elections.
- 1.6 Definition of "Good Standing" for Representatives:
Good standing for a Representative shall be defined as follows: (i) attending, or having a proxy attend, the majority of General Assembly meetings each semester, and (ii) attending and actively participating in the majority of committee meetings per semester OR adequately fulfilling the committee responsibilities in a manner approved by the committee chair. "Good standing" for Represented Areas (departments, divisions, colleges, schools, etc.) is defined below in Section 5.2.
- 1.7 Removal from Office:
Representatives who do not satisfy the requirements for "good standing" may be immediately brought up for removal. Representatives brought up for removal may request a review by the Executive Officers, who will determine the validity of any excuses for failing to fulfill the requirements of "good standing".

**SECTION II: APPOINTED REPRESENTATIVES TO
CAMPUS COMMITTEES AND TASK FORCES**

- 2.1 Graduate Professional Council openings on campus, student-faculty, and internal committees/task forces shall be filled by an Executive Officer appointment. Current Graduate Professional Council representatives or at-large representatives in good standing (defined in section ~~4.5~~ 1.6) will



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be given priority in the appointment process. When a sufficient number of representatives in good standing are not available to fill all external committees, graduate and professional students who are not representatives may be appointed to fill these positions. All non-GPC assembly member representatives will be held to the same guidelines as GPC representatives.

- 2.2 Student-Faculty appointments are subject to the approval of the Chancellor and/ or other University of Missouri officials.
- 2.3 The person appointed will represent the GPC on the respective campus, student- faculty, or internal committee/task force and will be required to attend the meetings of the campus, student-faculty or internal committee/task force and submit a monthly written report or summary of such meeting(s). When necessary, due to a particular issue, this person will attend GPC meetings to give reports and/or answer questions.
- 2.4 Any committee or task force member who is negligent in performing his/her duties or has mishandled his/her responsibilities may be removed. Negligent is defined as not attending scheduled committee meetings, not attending General Assembly meetings to provide feedback, or not providing minutes of committee proceedings to the current GPC Vice President.
- 2.5 To remove a representative or non-representative from such a campus student-faculty or internal committee/task force, a voting representative of the GPC must present a written statement explaining the reason(s) for removal to the Executive Officers one week prior to their meeting. Both parties will be invited to appear at the Executive Officers meeting. Removal requires a simple majority vote of the Executive Officers.

SECTION III: RESOLUTIONS AND REFERENDA

- 3.1 A resolution is a formal written statement that precisely expresses the opinions and viewpoints of the Graduate Professional Council which represents the interest of the whole graduate and professional student body at the University of Missouri.
 - 1) Resolutions shall follow the Resolution template found on the GPC Website.
 - 2) Resolutions can be introduced through:



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- A. GPC Executive Officer(s) Board
- B. GPC Departmental or At-Large General Assembly Representative 1. Introduction requires 10% or 5 signatures, whichever is less, from assembly members. Signatures can be obtained through digital means or in person at the meeting at which the resolution is to be considered. Obtaining signatures shall be a condition on consideration of the resolution but not as a condition for getting a resolution on the agenda. In case that sufficient signatures are not obtained in a manner verifiable by the Chair of the Assembly prior to commencement of the meeting at which the resolution is intended to be considered, then consideration of the resolution will be struck from the agenda

- 3.2 Resolutions must be reviewed by the Executive Officers prior to being presented to the General Assembly.
- 3.3 Resolutions must be delivered to the General Assembly one week prior to being presented to the General Assembly for debate, amendment, and consideration of approval.
- 3.4 Approval of a resolution requires a simple majority vote by those members and/or proxies present in the General Assembly. Referendums will require a simple majority for passage, except for referendums that request to add or increase a student fee(s), which shall require a three-fifths majority of the student body voting on the referendum.
- 3.5 A referendum is for the purpose of presenting measures proposed or passed by a legislative body to the electorate for approval or rejection.
- 3.6 An emergency meeting of the Executive Officers may be called in order to expeditiously address resolutions requiring immediate attention.

SECTION IV: DUTIES AND ELECTION OF EXECUTIVE OFFICERS

- 4.1 All Executive Officers must be a graduate, professional, post-baccalaureate,



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or post-doctorate student. They must be available as needed to fulfill their responsibilities throughout the calendar year. Executive Officers can seek re-election in the same or different position, as long as they remain in good standing as a graduate, professional, post-baccalaureate, or post-doctorate student.

4.2 The duties of the President shall be to:

- 1) Assess GPC mission, platform and manage the organizational vision;
- 2) Serve as the liaison for all media statements pertaining to the Graduate Professional Council;
- 3) Chair Executive Officer and Executive Board meetings unless otherwise delegated;
- 4) Manage day-to-day operations of GPC office (e.g., ordering supplies, correspondence, etc.);
- 5) Call special meetings of Executive Officers;
- 6) Oversee external operations of GPC;
- 7) Serve as an official envoy from GPC to:
 - Deans of Professional Schools,
 - Graduate School,
 - Vice Chancellor for Student Affairs,
 - Chancellor,
 - Provost,
 - University of Missouri System President,
 - Missouri Students Association (MSA),
 - Students Organizations Allocations Committee (SOAC),
 - Associated Students of the University of Missouri (ASUM),
 - Organization Resource Group (ORG),
 - Undergraduate Divisional Councils,
 - Board of Curators,
 - State Legislators, and
 - National Association of Graduate Professional Students (NAGPS);
- 8) Meet with student leaders of the various professional and graduate schools as necessary or at least once per semester;
- 9) Serve as representative to the University of Missouri Intercampus Student Council (ISC);
- 10) Chair the Graduate and Professional Leadership Council (GLPC) held quarterly throughout the year;
- 11) Chair the Constitution and Bylaws Committee; **and**
- 12) Emcee and organize the inauguration of the new GPC officers.



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Emcee the Gold Chalk Awards, and the Research and Creative Activities Forum, unless otherwise delegated;

13) Complete other duties as mutually agreed upon with the Executive Officers; and,

~~13.~~ 14) Serve as Ex-Officio member of the GPC Executive Board with the following conditions:

A. Non-voting, advisory position

B. Attendance at board meetings is encouraged, not required

C. Position lasts one year following term as GPC President

1. In case the President is re-elected, the position shall remain unfilled.

4.3 The duties of the Vice President shall be to:

1) Serve as Chair for all General Assembly meetings, unless otherwise delegated;

2) Prepare the agendas for Executive Officer, Executive Board, and General Assembly meetings;

3) Oversee internal operations of GPC and its officers;

4) Assist the President in day-to-day operations;

5) Serve as an official envoy of GPC when delegated by the President;

6) Serve as a liaison and member of the Division of Student Services (DSS) for the Missouri Students Association;

7) Serve as another representative to the University of Missouri Intercampus Student Council (ISC);

8) Initiate and monitor internal standing issue committees (e.g., Minority Affairs);

9) Appoint internal ad hoc committees as needed (e.g., Katrina Victims Support Committee);

10) Appoint representatives to external bodies: Faculty Council (one observer) Graduate Faculty Senate (one observer) Campus student-faculty committees (via the Chancellor) Student Health Services Advisory Council (six voting) MSA Student Activities Board and Committees (all voting) Student Organizations Allocations Committee (two voting) Joint Elections Board, and Alumni Board;

11) Appoint representatives to external ad hoc committees as needed (e.g., Quadrangle Task Force);

12) Organize and set the calendar for GPC events;

13) Organize the Gold Chalk Awards banquet and ceremony; and

14) Organize the Rollins Society Induction with the assistance of Rollins Society members; and,



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15) Complete other duties as mutually agreed upon the Executive Officers.

4.4 The duties of the Treasurer shall be to:

- 1) Provide a current fiscal report at regular meeting of the Executive Board at least once per month or as requested;
- 2) Keep records of all eligible funding requests (e.g., travel or organizational) and the status of requests (e.g., pending, approved, denied);
- 3) Send formal letters or e-mails to persons requesting funds, which report the GPC funding decision and if appropriate, note the conditions that would make the request acceptable;
- 4) Maintain and distribute funding request forms and funding guidelines;
- 5) Publicize the availability of GPC funds via monthly General Assembly meetings;
- 6) Assist preparation of paperwork to allow payment of bills (i.e. Pro-card receipt forms, Vouchers, Purchase Orders, etc.);
- 7) Chair the Finance Committee;
- 8) Serve as Vice Chair of the Student Fee Review Committee (SFRC);
- ~~10)~~ 9) Comply with the following timeline for the next fiscal year budget:
 - (A) January: Discuss financial needs with Executive Board members for next year.
 - (B) February: Build budget.
 - (C) March: Present budget for Assembly approval.
 - (D) April: Send approved budget to Student Organizations, Governments and Activities (SOGA);
- ~~11)~~ 10) Serve as Sergeant-at-Arms for General Assembly meetings, which includes maintaining order during the meetings; and,
- ~~12)~~ 11) Complete other duties as mutually agreed upon with the Executive Officers.

4.5 The duties of the Secretary shall be to:

- 1) Distribute contact information (names, addresses, and phone numbers of Officers, General Assembly Representatives, and Representatives to external bodies) to the General Assembly;
- 2) Record minutes of all meetings of the General Assembly;
- 3) Organize/supervise monthly General Assembly mailings (e.g.,



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minutes, agendas and other supplementary materials) to GPC representatives and officers;

- 4) Serve as Membership Chair, seeking representatives to fill vacancies on the General Assembly;
- 5) Serve as the historian for the GPC by creating and maintaining all historical records and files;
- 6) Monitor attendance and voting, unless doing so would constitute a conflict of interest;
- 7) Verify the signatures on all petitions, unless doing so would constitute a conflict of interest;
- 8) Reserve rooms and make other arrangements (e.g., refreshments, overhead projector) for General Assembly meetings;
- 9) Prepare an information packet to be distributed to all General Assembly representatives at the first meeting of the year or the first meeting the representatives attend; ~~and~~
- 10) Chair the GPC ~~State-Student~~ Affairs Committee; ~~and~~,
- 11) Complete other duties as mutually agreed upon with the Executive Officers.

4.6 The Duties of the Director of Programming shall be to:

- 1) Plan and supervise two to three programmatically-diverse GPC-specific events per semester;
- 2) Create flyers/materials through the Student Design Center advertising upcoming events a minimum of four weeks prior to event;
- 3) Serve as liaison and member of the Division of Student Activities (DSA) of the Missouri Students Association;
- 4) Chair and coordinate the Research and Creative Activities Forum and schedule the date and location of the RCAF for the year following his/ her elected term;
- 5) Collaborate with other officers on special programs and events sponsored by GPC throughout the year, contributing programming expertise and programming support;
- 6) Work with the Treasurer and the GPC Advisor to create and maintain a budget for the programming and publicity of GPC events; ~~and~~;
- 7) Work with the support of a committee and provide direction and leadership to the committee; ~~and~~,
- 8) Complete other duties as mutually agreed upon with the Executive Officers.



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- 4.7 The duties of the Director of Communication shall be to:
- 1) Supervise and coordinate all publicity for the Executive Board;
 - 2) Produce and distribute information to all GPC constituents via any reasonable media, including but not limited to the GPC website and social media accounts;
 - 3) Create and distribute press releases to promote significant events, advocacy, and resolutions of GPC;
 - 4) Disseminate all materials developed by the Director of Programming and the Student Design Center to relevant parties/ relevant channels;
 - 5) Work with the GPC Advisor and Director of Programming to create a strategic communication plan for GPC and all GPC events;
 - 6) Communicate with outside organizations, divisions, departments, and the community at large about GPC events and information;
 - 7) Maintain an up-to-date GPC website;
 - 8) Coordinate with the Web Development team on all relevant GPC initiatives;
 - 9) Collaborate with other Officers on GPC-sponsored programs and events by contributing communication expertise and consulting on advertising strategies; ~~and~~
 - 10) Work with the support of a committee, and provide direction and leadership to the Communication Committee; ~~and,~~
 - 11) Complete other duties as mutually agreed upon with the Executive Officers.
- 4.8 The Duties of the Director of National Affairs shall be to:
- 1) Attend the National Association of Graduate Professional Students (NAGPS) national conference and serve as the voting voice of the University of Missouri Graduate Professional Council.
 - 2) Attend the NAGPS Regional Conference and serve as the voting voice of the University of Missouri Graduate Professional Council.
 - 3) Stay informed of international, national, and regional issues and events affecting graduate and professional students.
 - 4) Give a report of NAGPS activity and national issues at regular meetings of the Executive Board and the General Assembly.
 - 5) Actively participate in the NAGPS Legislative Concerns Committee or hold an office in NAGPS;
 - 6) Work with the Director of State Affairs on local, regional, national, and international issues (e.g., reporting hot policy updates on Web site; organizing letter writing campaigns); and,
 - 7) Attend all NAGPS Legislative Concerns Committee Conference Calls.



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- 8) Attend all NAGPS Legislative Action Days (LAD) and serve as GPC representative to LAD.
 - (A) Organize the GPC delegation attending LAD (e.g. scheduling meetings with Members of Congress and Congressional Committees and coordinate LAD attendees from other Missouri institutions).
- 9) Participate in all NAGPS Calls-to-Action.
- 10) Chair the GPC National Affairs Committee.
- 12) Work with ASUM and MSA on national and international issues.
- 13) Organize the Educate the Vote candidate assessment for Presidential and Midterm Elections with the assistance of ASUM.
- 14) Communicate with the Missouri Congressional Delegation regarding federal legislation affecting graduate and professional students-;
- 15) Work with the support of GPC National Affairs Committee while providing direction and leadership of the committees-; and,
- 16) Complete other duties as mutually agreed upon with the Executive Officers.

4.9 The duties of the Director of State Affairs shall be to:

- 1) Attend all Associated Students of the University of Missouri (ASUM) meetings and functions both at the UM System and university level;
- 2) Serve as the voting voice of the University of Missouri Graduate Professional Council on the ASUM Board of Directors at the UM System level;
- 3) Work with ASUM and MSA on state and local issues;
- 4) Stay informed of national, regional, state, and local issues and events affecting graduate and professional students;
- 5) Report to the General Assembly regarding local and statewide issues affecting graduate and professional students;
- 6) Work with the Director of National Affairs on local, regional, national, state, and international issues (e.g., reporting hot policy updates on Web site; organizing letter writing campaigns);
- 7) Chair the State Affairs Committee;
- 8) Attend all NAGPS Legislative Action Days (LAD) and serve as a GPC representative to LAD if the GPC Budget allows;
- ~~9~~ 9) The Director of State Affairs is tasked to work on civic engagement with ASUM, MSA, RHA and other relevant student organizations-;
- ~~9~~ 10) Complete other duties as mutually agreed upon with the Executive



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Officers-;

- ~~10)~~ 11) Work with the support of GPC National Affairs Committee and Student Affairs Committee while providing direction and leadership of the committees-; and,
- ~~11)~~ 12) Work with ASUM in organizing the Educate the Vote candidate assessment for Presidential and Midterm Elections.

4.4 Executive Officer Elections:

- 1) Elections shall be held annually at the regularly scheduled April General Assembly meeting.
- 2) The Presiding Election Officer:
 - The Presiding Election Officer shall make no speeches for or against any candidate at the election meeting.
 - The President shall serve as Presiding Election Officer, unless there is a conflict of interest as defined by Section 5.5 5.6 of these bylaws or is actively seeking another or same position on the executive committee in a contested or uncontested race and taking substantive part in the election process.
 - If the President is not available, the next highest ranking officer facing no conflict of interest and not seeking another or same position on the executive committee shall serve as Presiding Election Officer.
 - If all current executive officers are seeking re-election at the end of the first nomination meeting, a committee of five GPC Assembly members not seeking office will be formed to coordinate the election in conjunction with the GPC Advisor.
 - The committee will designate one General Assembly member in good standing to serve as Presiding Election Officer.
 - The highest executive officer seeking a position in an uncontested race shall participate in the counting of votes with the Presiding Election Officer. If no executive officer is seeking such a position, the GPC Advisor shall designate a member of the committee in good standing to participate in the counting of votes.



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3) The secretary will prepare the resources needed in order for the representatives to cast their votes, including ballots with space for nominations taken at the election meeting and write in votes.

4) The Nomination Process:

- Nominations will be taken at the regularly scheduled General Assembly meeting immediately preceding the election meeting and at the election meeting before candidate speeches are presented.
- Nominations will be taken from the floor.

(C) The nominated candidate must be present at the nomination meeting in order to accept a nomination.

5) The Election Meeting:

A quorum as defined by the GPC Constitution must be present in order to hold elections.

(A) Uncontested positions

- I. Uncontested candidates will be allowed to make an acceptance speech, unless the General Assembly determines, by simple majority vote, to forgo all uncontested candidate speeches.

(B) Contested Positions:

- I. On the day of election, candidates will be allowed to give one speech lasting no more than three minutes. Speeches may be delivered by Proxy during the meeting. Candidates may not be present during the delivery of the opposition speeches. They will exit the room.
- II. Candidates must leave the room during deliberations, where each candidate will be allowed no more than two speeches in support by members of the assembly.
- III. Candidates will return to the room and may vote during the election and remain present during ballot counting.



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6) Determining the Winning Candidate:

(A) A plurality of votes is needed in the case of two or fewer candidates.

(B) When more than two candidates are running for a position, the Borda Count will be used to ensure that the candidate who is most appealing to the most people is the one who is elected.

(C) The Borda count shall involve the ranking of candidates by each voter (see example below). All representatives will mark their ballots accordingly, ranking the candidates in the order they deem fit to take the office. All incomplete ballots will be discarded.

(D) In the event of a tie, the Presiding Election Officer shall break the tie.

EXAMPLE OF THE BORDA COUNT:

If a voter feels that candidate A is preferential to candidate B who is preferential to candidate C, the voter shall complete his/her ballot as follows:

- A1
- B2
- C3

In tallying the votes, the counter shall sum the ranks on all ballots for each candidate. The candidate with the lowest sum shall be the winner. For example, if five ballots are submitted as follows:

A 1	A 2	A 1	A 1	A 2
B 2	B 1	B 3	B 2	B 3
C 3	C 3	C 2	C 3	C 1



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Then the sum for candidate A is 7, for candidate B is 11, and for candidate C is 12; candidate A is the winner.

7) Voting:

- (A) The Presiding Election Officer shall not vote in any election, except as specified by Section (4.9), Paragraph (6.D).
- (B) With the exception of the Presiding Election Officer, all GPC assembly members in good standing are eligible to vote and may participate in the election process. Members of the Executive Board, with the exception of the Presiding Election Officer, are also eligible to vote.
- (C) All candidates, whether representatives or not, will have the right to vote for him/herself. If they are not representatives, they will not be able to vote on any other executive positions that are in contention.
- (D) Prior to voting, each Assembly member will check in with the secretary or another GPC officer and receive a ballot. Also, before elections take place, the Vice President will remind all guests and non-voting members that they cannot vote, unless they are running for a position.
- (E) The presiding officer and GPC advisor will collect the ballots at the end of each race.
- (F) The GPC advisor will keep the ballots. After ballots are counted, no individual shall be granted access to the ballots by the Advisor unless deemed necessary through a formal appeal process. If no formal appeal is filed within ten business days, the GPC Advisor shall destroy the ballots.

8) Vote Tallying: The votes will be counted by the following persons:

- (A) The Presiding Election Officer.
 - I. If the presiding officer is a General Assembly appointee, the individual designated by Section (4.9), paragraph (2.E) shall also count votes.



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(B)The Graduate Professional Council Advisor.

I. If the Graduate Professional Council Advisor is not present, the highest ranking Executive Committee member not running for office and one member of the General Assembly not seeking office, making a speech, or otherwise subject to a conflict of interest will be asked to serve.

i. If all current Executive Board members are not present or are running for office, then the highest ranking GPC officer in an uncontested position will serve.

ii. If no GPC officer is seeking an uncontested position, then the highest ranking GPC officer not seeking the office being elected shall serve.

(C)Five representatives from the General Assembly not seeking office, making speeches, or otherwise subject to a conflict of interest will volunteer.

9) Appeals:

- All appeals shall be submitted to the GPC Advisor.
- All appeals must be made to the GPC Advisor in writing and be received no more than ten business days following the election meeting. The appeal shall include evidence for the basis of the appeal. The GPC advisor will make every reasonable effort with all parties to resolve the issue. Should this fail, then the GPC Advisor will forward the appeal to the GPC Appellate Board.

10) Special Elections: (NOTE: this is a formatting change only).

- If a member or member-elect of the Executive Board were to resign at any point between their election and the next regularly scheduled election meeting and there is no procedure regarding the succession



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for the position, an announcement that a special election shall be held must be made to the student body and General Assembly at least one week prior to a General Assembly meeting where an election can occur.

(B)The announcement will indicate that during the special election, both nominations and election of the officer(s) will occur within the same meeting.

(C)A special election shall be held at the General Assembly meeting specified in the announcement.

- The meeting at which the special election will be held shall be the only meeting at which nominations shall be taken.
- The election shall be subject to all other regulations as specified in these Bylaws.

SECTION V: GENERAL PROVISIONS

5.1 In the event an officer is delinquent in his/her duties, a majority of the Executive Officers may vote to approve a freeze of the salary of the delinquent officer. An officer cannot vote on the freeze if there is a conflict of interest.

5.2 “Good Standing” for Represented Areas (departments, divisions, colleges, schools, etc.)

(A) Definition

Represented Areas are in “good standing” provided that a Representative for the Represented Area, or a proxy, has attended the majority of GPC General Assembly Meetings during the previous semester.

(B) Determination

Following the final GPC General Assembly Meeting each Fall and Spring semester, the attendance logs for the semester will reviewed by the GPC Secretary and a list of ‘Represented Areas in Good Standing’ will be created and posted to the GPC website. Good standing may only be reinstated provided a successful passing of an end-of-semester review.



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(C) Implications

i. Organizations wholly within a Represented Area that is in “good standing” are eligible for GPC group funding (co-programming), and individual students in the Represented Area are eligible for 100% of the maximum GPC travel award.

ii. Organizations wholly within a Represented Area that is not in “good standing” are not eligible for GPC group funding (co-programming), and individual students in the Represented Area are eligible for at most 50% of the maximum GPC travel award.

(D) Exemptions and Appeals

i. Represented Areas with fewer than 10 on-campus enrolled students are exempted from Sections A-C.

ii. Represented Areas may appeal the results of an end-of-semester evaluation to the GPC Executive Officers.

5.3 Rules of Order - The latest edition of Robert’s Rules of Order will be the General Assembly’s guide for any situation not covered by GPC’s rules of order herein established by the General Assembly. The Presiding Officer shall be compelled to obey the following rules or order when presiding over normal meetings of the General Assembly except in any case where the General Assembly, by majority vote, alters them:

- 1) Officer reports shall be limited to four minutes per officer.
- 2) Committee reports shall be limited to five minutes total.
- 3) Liaison reports shall be limited to five minutes total.
- 4) Each guest presentation shall be limited to ten minutes of speaking time with a two minute questioning period, totaling twelve minutes.
- 5) Each general funding request presentation shall be limited to five minutes with a two minute questioning period, totaling seven minutes.
- 6) When entering comments or debate following the consideration of a business item, the default amount of time given for comment and debate shall be ten minutes.
- 7) General Assembly members shall conduct themselves according to the following “Culture of Respect”:
 - A) General Assembly members will refrain from disparaging the race, religion, color, age, sex, national origin, veteran status, and sexual orientation of any General Assembly member;
 - B) General Assembly members will refrain from disparaging the academic discipline of other members of the General Assembly;



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C) Disparaging conduct includes talking over or using dismissive or insulting language toward another member of the General Assembly.

5.4 A Parliamentarian will be appointed by the President and Vice President of GPC.

- 1) The Parliamentarian shall serve as the arbiter of disputes regarding parliamentary procedure;
- 2) The Parliamentarian shall ensure that the "Culture of Respect" (Section 5.3) is adhered to during General Assembly Meetings.

5.5 Graduate Professional Council Appellate Board:

All conflicts that cannot be resolved within the Graduate Professional Council will immediately go to the Graduate Professional Council Appellate Board. The Graduate Professional Appellate Board is composed of:

- 1) The GPC Advisor as ex-officio;
- 2) The GPC President and Secretary or the two GPC Executive Officers that participated during elections as ex-officio;
- 3) At least five representatives from the following graduate and professional organizations: GSA, ABGPS, MUPD, SCAVMA, GSP, MUCFR, MBAA, MSAC, SBA; and,
- 4) Four General Assembly members in good standing who volunteer to serve. If no there are no volunteers, an Executive Committee member will appoint four General Assembly members.

Quorum consisting of one third of the GPC Appellate Board must be met in order to transact business. Quorum will not include ex-officio members. Voting and procedures will be determined by the members of the Board to fit the circumstances surrounding the specific conflict or controversy.

All Graduate Professional Appellate Board members will be held to an honor code and must excuse themselves if they have a conflict of interest with the issue at hand. An excused board member will be replaced by his/her respective next-highest ranking officer. In the event that all Executive Committee members are excused, the GPC Advisor shall appoint a General Assembly Representative in good standing.

All Graduate/Professional Appellate Board decisions will become binding on



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the Graduate Professional Council and its members. All further appeals will be sent to Student Organizations, Governments, and Activities (SOGA).

5.6 Conflict of Interest:

The term is used in connection with Graduate Professional Executives, Representatives, and their constituents in regards to ethical problems connected to a breach, or potential breach, of professional conduct in handling business that comes before the Graduate Professional Council. It is generally used to suggest disqualification of a Graduate Professional Executive Officer or Representative when their public interests conflicts with their private pecuniary interest (e.g., a person running in an Executive Officer election cannot participate in substantive parts of the voting procedure or process).

5.7 Articles of Cooperation:

The GPC Executive Officers, Executive Board, and the General Assembly Representatives shall adhere to the rules and guidelines contained in the Articles of Cooperation, determined between each specific organization applied and the Graduate Professional Council.

SECTION ~~V~~VI: COMMITTEE RESPONSIBILITIES

6.1 The Finance Committee

The primary function of the Finance Committee is to receive and process GPC general funding requests and GPC Travel award applications.

1) General Funding Requests

(A)The Finance Committee shall use criteria approved by the GPC General Assembly to determine eligibility for general funding requests.

(B) The following are the eligibility criteria for General Funding Requests:

(i) A written proposal for the General Funding Request must be submitted to the Chairman of the Finance Committee at least one week prior to the General Assembly Meeting.

(a) The proposals shall be forwarded by the Chairman of the Finance Committee to the GPC Secretary.

(ii) The following limits shall be places on General Funding Requests:



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- (a) Only one General Funding Request may be submitted per student group per semester.
- (b) Functions that primarily benefit a single department shall be limited to \$250.
- (c) Functions available to the whole University student body shall be limited to \$600.
- (d) Spending restrictions may be placed on the moneys awarded to student groups at the discretion of the General Assembly.
- (e) Any funding awarded by the General Assembly to a student group must be advertised as co-programming with GPC.

(C) Proposed changes to the general funding eligibility criteria may be moved by the finance committee or any GPC General Assembly member in good standing.

(D) Changes to general funding request eligibility criteria shall require simple majority approval of the members present.

2) Travel Awards

(A) The Finance Committee shall use criteria approved by the GPC General Assembly to judge travel award applications.

(B) Proposed changes to the travel award judging criteria may be moved by the finance committee or any GPC General Assembly member in good standing.

(C) Changes to the travel award judging criteria shall require simple majority approval of the members present.

6.2 The Constitution and Bylaw Review Committee

The primary purpose of the Constitutional and Bylaw Review Committee is the monitoring and the review of the GPC constitution and bylaws as they exist for the current operating year. This committee will be chaired by the GPC President.

a. Specific Responsibilities

- I. Complete a yearly review of the operating guidelines of GPC as written in the GPC constitution and bylaws.
- II. Make recommendations for revisions and amendments to the



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GPC constitution and bylaws to the GPC General Assembly as needed.

6.3 The Academic Affairs Committee

The primary function of the Academic Affairs is the monitoring of academic issues on campus. Members of this committee are selected by the Vice-President to serve on various student-faculty committees that impact the state of academic affairs at the university. This committee will be chaired by the GPC Vice President.

a. Specific Responsibilities

- I. Appoint representatives to external committees related to academic affairs.
 - i. Grad Faculty Senate
 - ii. Faculty Council
- II. Planning of the Gold Chalk Awards.
- III. Serve in an advisory capacity to the GPC General Assembly on campus-wide academic issues

6.4 The Programming Committee

The primary function of the Programming Committee is the planning and publicizing of GPC activities. This committee will be chaired by the GPC ~~Programming and Publicity Coordinator~~ **Director of Programming.**

a. Specific Responsibilities

- I. Planning of the Research and Creative Activities Forum (RCAF)
- II. Planning academic and professional development programming and initiatives.
- III. Planning of monthly social events, including at least one family friendly event per semester.
- IV. Planning of community service and outreach events



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6.5 The Student Affairs Committee

The primary purpose of the Student Affairs Committee is the monitoring of student issues on campus as well as activities occurring at a national level that may affect the quality of student life on campus. This committee will be ~~co-~~chaired by the GPC Secretary. ~~and the GPC National Issues Coordinator~~

a. Specific Responsibilities

- I. Monitor activity at a national level that may affect the quality of student life on campus, such as proposed legislation in the United States congress.
- II. Monitor activity on campus that may affect the quality of student life on campus, such as housing, transportation, etc.
- III. Serve in an advisory capacity to the GPC General Assembly on activity that may affect the quality of student life.

~~6.2~~ 6.6 The National Affairs Committee

The primary function of the National Affairs Committee is to advocate on behalf of graduate, professional, post-baccalaureate, and postdoctoral students at the University of Missouri-Columbia at the regional and national level.

~~6.3~~ 6.7 The State Affairs Committee

The primary function of the State Affairs Committee is to advocate on behalf of graduate, professional, post-baccalaureate, and postdoctoral students at the University of Missouri-Columbia at the local and state level.