

I. Call to Order 7:05pm.

II. Recognition of Senators

III. Special Guest/Speaker

IV. Approval of Minutes: 5 February 2014 approved&

V. Unfinished Business

VI. New Business

- a. 13/14-12: That the GSS allocate \$200 for the purpose of paying a certified public accountant to hold a question-and-answer session to field questions from graduate students regarding the impact of graduate health insurance on 1098-T and tax filing procedure.
 - i. Motion and seconded
 - ii. Parliamentarian Gutierrez: as a lot of you are aware through the listserv that the change in healthcare from last year negatively impacted our taxes. University portion of health care premium is not considered as a grant or scholarship which creates a problem for taxes, something to do that the health insurance no longer qualifies as being employer provided, want to bring a CPA to GSS open to grad students that have questions, Q&A on how to
 - iii. Senator Lovelace: where does the money come from, and does the public accountant come to a GSS meeting or an open forum
 - iv. Vice President Mollmann: it will come from an untapped special allocations, and we will have an open forum not a GSS a meeting
 - v. Parliamentarian Gutierrez: it will need to be sooner since our next meeting will be close to April 15 we want to bring someone well in advance to April 15
 - vi. Senator Fisher: regarding 200 dollars if we make this motion as is, is this going to be a ceiling, is 200 a high enough ceiling?
 - vii. Vice President Mollmann: probably if not exec has ability to make emergency privilege
 - viii. Senator Ambroselli: since university sprung upon this, can the university pay?
Just a suggestion
 - ix. Vice President Mollmann: can we ask Kent this?

- x. Leland Aldridge: I have personally been trying to investigate this issue and calling around to various bureaucratic units, haven't gotten any clear answer under what criteria the university portion is a scholarship – various offices say its correct but cannot explain why it is correct, in favor to help people out, stance, this is how things it is, how are we going to handle it, how are we going to get answers on how they made this and why they made it, is there any sort of accountability
- xi. Vice President Mollmann: we are taking a two prong approach, just got an email from Kent about it
- xii. Leland Aldridge: the email that went out originally by the Dean was unclear and gave no explanations
- xiii. Vice President Mollmann : I'll talk more about it in my report about the ongoing investigations
 - 1. Motion passes
- b. 13/14-13: that the Graduate Student Senate allocate \$108.75 to the Institute of Food Technologies Student Association, UConn Chapter for their event, "CANR Job and Internship Searching."
 - i. Derek Martin: This will be an opportunity to provide for the College of Ag for people to come to a presentation about internships and jobs that are changing for technology
 - ii. Senator Upadhyaya: it will be bringing in a food technologist from the International Institute. UCONN does not have a student chapter, trying to get Connecticut onto the national wing, so holding this small professional development thing would be helpful and helpful for a wide variety of people and everyone is invited
 - iii. Jeremy Jelliffe: CNR also does some stuff and it would be good to have additional support, they also do a job and internship type forum in the spring that gives an opportunity for a wide variety of departments
 - 1. Motion passes

VII. Executive Committee Reports

- a. President – Jason Charrette
 - i. Update
 - 1. Exec had a meeting with Provost Choi on Monday – resolution that we sent got forwarded to the provost office – met with SEC – university senate there was outcry from faculty, Leland things are not going to change, it is lawful, Dean Holsinger was there but unfortunately there was silence. The provost agreed to at least give a state of the university to graduate students, he seemed eager, I think the goal is to shrink the graduate pool all together to make certain departments more competitive. The plan is to weed out graduate students or graduate students who are not productive. Right now if there is a problem with an advisor students go to the graduate faculty council. If there is a problem with an advisor, they allow you to come in present evidence, right now they want to streamline it, even if appeal gets held, only 6 weeks to find a new advisor or terminated, and faculty thought it was inflexible, who is going to stand up against someone in your department? It is designed that if you have a problem and make an appeal by default you will most likely get kicked out. Any questions about 1098-t be aware that Holsinger or us can't change anything. We can voice argument maybe the proper venue is the daily campus and or the Hartford courant, hoping we could make a change and honestly I don't think we can
- b. Vice President – Steve Mollmann
 - i. Health Insurance – I tried to talk to Holsinger after our meeting but he was avoiding me, so I am meeting the people for HS and HR and bursars office – don't know if I will find anything of the details
 - 1. Riana Pryor: Will we have access to any of this in committee?
 - 2. Secretary Wong: I will send this out after meeting
- c. Treasurer – Safet Beriša

- i. Budgets for Fiscal Year 15 – so far I have received 25 budgets asking for a grand total of around 80,000 dollars. I am waiting till the end of Feb to see if BOT will approve the increase, when this happens we will be able to discuss a budget
- ii. Finance Presentation
 - 1. Leland Aldridge: what are we going to do if fee increase doesn't happen, will we have to tighten?
 - 2. Treasurer Beriša: right not we have about 44 grand, we get the fees late, this year purposefully allocated because previous treasurer on mission to spend down reserve to justify a fee increase, if we get one nothing will change, if not will essentially go back to when we did budgets, biggest hit will be on refreshments
 - 3. Director Kurian: I just wanted to point out that spending in fall is more than spring because of GAIN and Thanksgiving dinner, Grad Prom is big but nearly not as much as we spend on in the fall
 - 4. Treasurer Beriša: if you want to know what exactly we spend come over after meeting and I can show you
- d. Secretary – Danielle Wong
 - i. Attendance
 - ii. Key Chains ☺
- e. Activities Director – Anish Kurian
 - i. Activities Committee – going to be helping me with grad prom, I do need a little more help if anyone is available to help for 20-30 minutes to give exec to eat dinner, please respond to email or come after
 - ii. Mohegan Sun Trip Recap, better than last one, got back before 3am, people had fun, and didn't cost that much
 - iii. Grad Prom, Friday, February 21, Rome Ballroom 7pm
 - iv. GSS and Grad School cosponsored speaker: Ellen Prager (Tuesday March 4th) – trying to do one in spring and fall and fall was breakfast with the president
 - 1. Effectively communicating science to wide range of audience is an increasingly needed skill, she is a Marine Scientist, and will be talking

about moving away from a traditional career path, help explain how to communicate science

- f. Parliamentarian – Ian Gutierrez
 - i. Constitutions and Bylaws and Amendments – changes need to be presented one meeting before voting action, will be presenting changes, will be sent around by email, things want to change can discuss to vote
 - 1. Leland Aldridge: Bylaw 3 D. 2 needs some clarification
 - 2. Parliamentarian Gutierrez: will clarify that it will be senators
 - ii. Presidential Pay
 - iii. Elections – received declaration of intent for at large senators final applications make sure to send to me, applications for trustee due at the same time
 - 1. Vice President Mollmann: when are nominations for GSS – when are nominations for exec?
 - 2. Parliamentarian Gutierrez:: they will be held next meeting

VIII. External Committee Reports

- a. Assistant Director – Graduate Career Services – Steven Mollmann
 - i. Trying to hire someone to but two people were not great because someone cancelled suspended the search
- b. SASFAC – Safet Beriša
 - i. Meeting happened, had presentation, people said we did well
- c. UCONN Reads – Karen Piantek
- d. Faculty Standards – Danielle Wong - SET will be having an open forum, if you are interested please attend, I will send out an email with information
- e. Parking Committee – Brandon Benevento – parking advisory meeting next week, if any gripes or comments can bring them to me by Monday
 - i. Vice President Mollmann: can they please not use area 3 as dumping ground for snow?

IX. Issues Forum

- a. Writing Retreat

- i. Treasurer Beriša: Writing center graduate writing retreat – we have been funding it but really it is at the whimsy of the activities director about whether or not he will give money, believe that they should follow the tier II procedure, current policies don't allow to fund non tier II groups – going to make changes to the FPP – want to include these and would like for them to be funded, the idea being for senate request from finance committee to request their budget proposal
- ii. Senator Patelunas: Can we make a tier II group in association with the writing center?
- iii. Treasurer Beriša: we have suggested it but they have not been responsive to it?
- iv. Senator Patelunas: can we make a group that works with them?
- v. Leland Adlridge: will this motion contradict the FPPs?
- vi. Treasurer Beriša: the FPPs do not ban us and the senate has final financial responsibilities
- vii. Parliamentarian Gutierrez: the FPPs are a creation of the senate and they can overrule it
- viii. Senator Doran: this is to make funds available?
- ix. 13/14-13 that the Graduate Student Senate request that the Finance Committee consider the Writing Center budget submission for funding in FY 15.
- x. Erin Eighan: I think it will be problematic if we start funding university institutes, reflecting back on conversations on creation of director, major argument that that kind of budget action should fall not on our shoulders and their shoulders, writing center have their own funding
- xi. Treasurer Beriša: it would be a cosponsoredship with graduate school like we do occasionally, and funding is meager –grad students not on list of priorities on how they get their money, a lot of people like it and go and should give money to help buy coffee
- xii. Vice President Mollmann: they provide full staffing
- xiii. Director Kurian: we gave them this year 1200 so they get 120 per event and goes to coffee
- xiv. Treasurer Beriša: how long do they last

- xv. Director Kurian: they can be all day, and as Safet said they pay for room rental and staffing, we pay for coffee and about 50-60 people, roughly 2 dollar per graduate student
- xvi. Senator Doran: 1200 this year? Going to ask how much, 120 per event is pretty cheap in my book, like that GSS is doing, maybe more visibility that we are cosponsored it and something that can help
- xvii. Senator Dupont: I am confused about the whole process, give money and they do whatever they want?
- xviii. Treasurer Beriša: we give money and all orders go through me so I do have the privilege if they spend it on crackers for get together can prevent them , every group gets money, can buy car, we give promise for money, why just leave it the way we are? Right now it is in activities budget, doesn't have to do that needs to
- xix. Director Kurian: don't want the responsibility, it's their group, right now it's really difficult
- xx. Erin Eighan: my objection is not to the merits of these events, or funding, or cosponsored event, it's a great thing to do, objection is more on setting a danger precedence for grad students funding things university should be funding, should we be saying that we should pick up slack for administration, couple of principles arguing with, second thing wanted to mention – what funding or cosponsoredship would be
- xxi. Treasurer Beriša: there really is no difference, funding or cosponsoredship, really makes no difference, should be funding, but pragmatically if us not funding won't let it happen,
- xxii. Erin Eighan: but changing the procedures is going too far
- xxiii. Parliamentarian Gutierrez: we are making a temporary exception – have discussed this at painful length in exec – moving forward this will not be a solution, will either have to permanently amend the FPPs or need the activities committee to take over, long term solution, right now giving a short term
- xxiv. Senator Hutson: will funding be from tier II budget?
- xxv. Treasurer Beriša: there is no such thing as budget and specific allocations

- xxvi. Senator Hutson: want to reduce funding on refreshments across the board then why are we doing this?
- xxvii. Treasurer Beriša: for doing it across the board not preventing it from one group
- xxviii. Leland Aldridge: how much majority do we need to pass this
- xxix. Parliamentarian Gutierrez: just need a majority vote
 - 1. Motion, passes
- b. Union
 - i. Erin Eighan: talking about what the GSS will look like should a union form; have administration in meetings with GSS made any reference with future with GSS?
 - ii. Vice President Mollmann: no one has really acted as if a union will form
 - iii. President Charrette: I have given thought should union form – looked outside UCONN to see what model is and sometimes GSS is involved sometimes not a lot, union only GAs and TAs, sold premise if they can bargain better on fees can help out everybody – no guarantee of that, could increase fees, GSS won't go away, university senate has rep there with AAUP there is perfect overlap, less important, president won't have to deal with fee, want to make sure that there is a GSS representative, will allow GSS to focus on things that it is good at, leverage will go up
 - iv. Erin Eighan: wanted to hear if administration had anything to say, had been working closely with GSS exec, and seeing them renag on the union representatives is telling
- c. BOT
 - i. Erin Eighan: last meeting discussing BOT elections, mentioned interest in running, want to have one Storrs candidate, the three of us collaborated, and Jeremy and I have met on an individual basis, fully support Jeremy running
 - ii. Secretary Wong: Jeremy last meeting you had mentioned that you were unsure if you were going to be here for the next two years, have you figured this out?
 - iii. Jeremy Jelliffe: I talked to my advisor and I will be here for the next three years, it is going to be an honor and a privilege

X. Adjournment at 8:36 pm

Name	Email	Constituency	Senator
Jason Charrette	jason.charrette@uconn.edu	Political Science	President
Steven Mollmann	steven.mollmann@uconn.edu	English	Vice President
Safet Berisa	safet.berisa@uconn.edu	Linguistics	Treasurer
Danielle Wong	danielle.wong@uconn.edu	Political Science	Secretary
Anish Kurian	anish.kurian@uconn.edu	Psychology	Acitivites Director
Ian Gutierrez	ian.gutierrez@uconn.edu	Psychology	Parliamentarian
Abigail Thornton	abigail.thornton@uconn.edu	Linguistics	Yes
Brandon Benevento	jbbenevento@gmail.com	English	No
Carmen Britton	carmen.britton@uconn.edu	HDFS	No
Cera Fisher	cera.fisher@uconn.edu	EEB	Yes
Chanee Ford	chanee.ford@uconn.edu	HDFS	Yes
Christopher Tomaszewski	christopher.tomaszewski@uconn.edu	Philosophy	Yes
Dawn Savage	dawn.savage@uconn.edu	EDLR	No
Derek Doran	derek.doran@uconn.edu	CSE	Yes
Derek Martin	derek.martin@uconn.edu	IFTSA	No
Eileen Rodriguez	eileen.rodriguez@uconn.edu	EDLR	Yes
Eleanor Reeds	eleanor.reeds@uconn.edu	English	Yes
Erin Eighan	eeighan@gmail.com	English	No
Gabriella Marino	gabriella.marino@uconn.edu	LANGSA	Yes
Indu Upadhyaya	indu.upadhyaya@uconn.edu	Animal Science	Yes
Jeremy Jelliffe	jeremy.jelliff@uconn.edu	ARE	No
Kobby Amponsah	kwabena.amponsah@uconn.edu	ARE	Yes
Leland Aldridge	aldridge@phys.uconn.edu	Physics	Yes
Matt Bowman	matthew.bowman@uconn.edu	Art History	Yes
Michael Ambroselli	ambroselli@phys.uconn.edu	Physics	Yes
Michael Hutson	michael.hutson@uconn.edu	EEB	Yes
Michelle San Pedro	michelle.sanpedro@uconn.edu	Anthroplogy	Yes
Mike Mudrick	michael.mudrick@uconn.edu	NGSA	Yes
Mike Robillard	michael.robillard@uconn.edu	At Large Senator	Yes
Mike Winder	mhwinder@gmail.com	Physics	Yes
Moran Behandish	m.behandish@uconn.edu	CSE	Yes
Nathan D. Zacharias	nathan.zacharias@uconn.edu	History	Yes
Nicole White	nicole.2.white@uconn.edu	LANGSA	Yes
Niko Tracksdory	niko@traclsadory.com	LANGSA	No
Patrick Butler	pbutler9148@gmail.com	Medieval Studies	Yes
Riana Pryor	riana.pryor@uconn.edu	EKIN	No
Roderick Jun He	jun.he@uconn.edu	Economics	Yes
Ross Dardani	ross.dardani@uconn.edu	Political Science	Yes
Samanatha Evans	samantha.evans@uconn.edu	Ed Psych	No
Shilong Li	shilong.li@uconn.edu	CSSA	No



GRADUATE STUDENT SENATE

GRADUATE STUDENT SENATE

University of Connecticut

Agenda

19 February 2014

Tanesia Beverly	tanesia.beverly@uconn.edu	MCA	Yes
Thomas Briggs	thomas.briggs@uconn.edu	Political Science	No
Tony Patelunas	anthony.patelunas@uconn.edu	MCB	Yes
Tyra Lewis	tyra.lewis@uconn.edu	GSCA	Yes
Valeri Kolev	valeri.kolev@uconn.edu	CEE	Yes
Vanessa Lovelace	vanessa.lovelace@uconn.edu	Political Science	Yes
Will DuPont	willdupont@mac.com	EKIN	Yes

General Education Oversight Committee

12 December 2013

Chair: Michael Young
Michael.f.young@uconn.edu

Representative: Michelle San Pedro
Graduate Student
Representative
Michelle.sanpedro@uconn.edu

Website: geoc.uconn.edu

Committee Type: External

Overview of Report

Were the details of the meeting confidential? No

Was anything of relevance to graduate students? Yes

- Due to budget cuts, Freshman English will reduce costs by teaching more sections or larger sections. College of Liberal Arts & Sciences proposal to grant exemptions from Freshman English based on SAT and AP exams.
- The Writing Center is in the process of reviewing one credit W classes—stand alone or co-requisites to other courses. These 1-credit W classes have the same requirements as regular Ws: multiple drafts and revision, writing instruction, 15-pages of writing.

Detailed Report

BUDGET CUTS IN ENGLISH DEPARTMENT. The English department had been given two choices: increase the enrollment caps on courses so fewer sections could be offered, or expand the waiver for students who score high enough on the SAT or AP exam (making the 2007 changes permanent). We considered the value of GEOC requiring that student who waive Freshman English might be encouraged to take a 2000 level W course early in their careers, avoiding issues of writing courses not being taken until Senior year. Conveniently the new Provost's Competition encourages new and revised 2000-level courses; The Chair noted an issue with waiving the First-Year Writing course is that many majors fulfill their Information Literacy requirement this way. A waiver of Freshman English might dovetail with changes in Honors program requirements.

EXEMPTIONS TO FRESHMAN ENGLISH. Standardized tests like the SAT have been validated for aptitude, not assessment of competency. The tests do not ask students to revise, use sources, etc. If we were to get rid of all exemptions today, the university would require 40-50 more sections of Freshman Writing to meet the demand. The question is how much exemption is too much. It was

suggested that students who are exempt from Freshmen English could be required to take certain other 1000 or 2000-level W courses (about 971 students this year). This would require a significant portfolio of W courses to be set aside. Other departments will have a real problem setting aside seats in other Ws to meet that kind of need. W courses would also have to be Info Lit certified. The subcommittees are currently working to make Info Lit more meaningful; to then exempt it seems counter-intuitive. GEOC is responsible for the ethics of Freshmen English, but English is responsible for the budget, so there is a disconnect. It might be possible to fund a project to evaluate the skills of students who go through Freshmen English versus AP exemption, especially as the CLAS dean acknowledges the lowering of the quality of the education with the proposed plan.

Action Items for the Senate

- This issue appears to have been debated thoroughly in Faculty Senate and the English department. It serves to inform senators of other university budget cuts.

UConn Reads Steering Committee
11 February 2014

Chair: Anne D'Alleva
SFA
Anne.dalleva@uconn.edu

Representative: Karen Piantek
Graduate Representative
Karen.piantek@uconn.edu

Website: uconnreads.uconn.edu

Committee Type: External

Overview of Report

Were the details of the meeting confidential? No

Was anything of relevance to graduate students? Yes

- Committee Chair Anne D'Alleva requested ideas for events and other activities that would specifically target grad student involvement
- The committee will meet choose a theme for next year's book choice shortly; grad student input is welcome

Detailed Report

GRAD STUDENT INVOLVEMENT

Chair Anne D'Alleva noted that grad student involvement in the UConn Reads Steering Committee has been sporadic, hence few activities have ever been planned by the committee with grad students in mind. Many of the committee's activities and events target either undergraduates (an essay/art contest), alumni (dinner trips to Iranian restaurants in Boston and New York) or the university at large (speaker Art Spiegelman on March 3rd). D'Alleva noted that she would welcome ideas for events or activities that increased grad student involvement.

GRAD STUDENT THEME INPUT

The UConn Reads Steering Committee will meet once more this year to discuss themes for next year's book choice. Any and all ideas are welcome from either individual grad students or the GSS as a whole (send recommendations to Karen.piantek@uconn.edu)

Action Items for the Senate

- If the GSS is so inclined, they can feel free to make suggestions as a body for either of the items above, or they can simply ask individuals with ideas to send them to Karen.piantek@uconn.edu.

**University of Connecticut
Graduate Student Senate
Financial Statement FY14
December 31, 2013**

Income:

501	Donations	-
502	Dues	-
512	Advertising	-
513	Awards and Prizes	-
515	Contractual Services	-
516	Co-Sponsorships	-
517	Food Sales	-
518	Merchandise Sales	-
519	Participation Fees	60.00
522	Registration Fees	-
523	Rental	-
524	Travel	-
530	Penalties and Fees	-
531	Miscellaneous	0.57
532	Prior Year Income	-
533	Change Fund Returns	200.00
540	Business Taxes (Tier III/Univ.)	-
546	Interest (Univ.)	-
547	Student Fees (Tier III/Univ.)	44,354.49

Total Income: **\$ 44,615.06**

Expense:

601	Donations	-
602	Dues	-
603	Gifts	-
604	Photocopying	-
605	Postage	5.06
606	Printing	78.28
607	Promotional Items	-
608	Refreshments -- Organization	1,460.00
609	Subscriptions	-
610	Supplies -- Organization	389.31
611	Telephone	240.31
612	Advertising	-
613	Awards and Prizes	-
615	Contractual Services	5,410.80
616	Co-Sponsorships	-
617	Cost of Goods Sold -- Food Sales	-
618	Cost of Goods Sold -- Merchandise Sales	-
619	Participation Fees	510.00
620	Refreshments -- Events/Programs	34,643.72
621	Supplies -- Events/Programs	94.12
622	Registration Fees	-
623	Rental	2,410.85
624	Travel	3,806.24
625	Equipment	-
626	Equipment -- Capital	-
627	Insurance	-
628	Repairs and Maintenance	-
629	Utilities	-
630	Penalties and Fees	-
631	Miscellaneous	-
632	Prior Year Expenses	(3.53)
633	Change Funds	-
640	Business Taxes (Tier III/Univ.)	-
641	Employee Benefits (Tier III)	-
642	Wages -- Student (Tier III)	7,834.40
643	Wages -- Non-Student (Tier III)	-
644	Wage Taxes -- Student (Tier III)	76.24
645	Wage Taxes -- Non-Student (Tier III)	-

Total Expenses: **\$ 56,955.80**

Net Profit (Loss) **\$ (12,340.74)**

Beginning Balance as of 7/01/13	29,338.86
Plus Net Profit (Loss)	(12,340.74)
Current Balance	<u>\$ 16,998.12</u>

UConn

UNIVERSITY OF CONNECTICUT

GRADUATE STUDENT SENATE

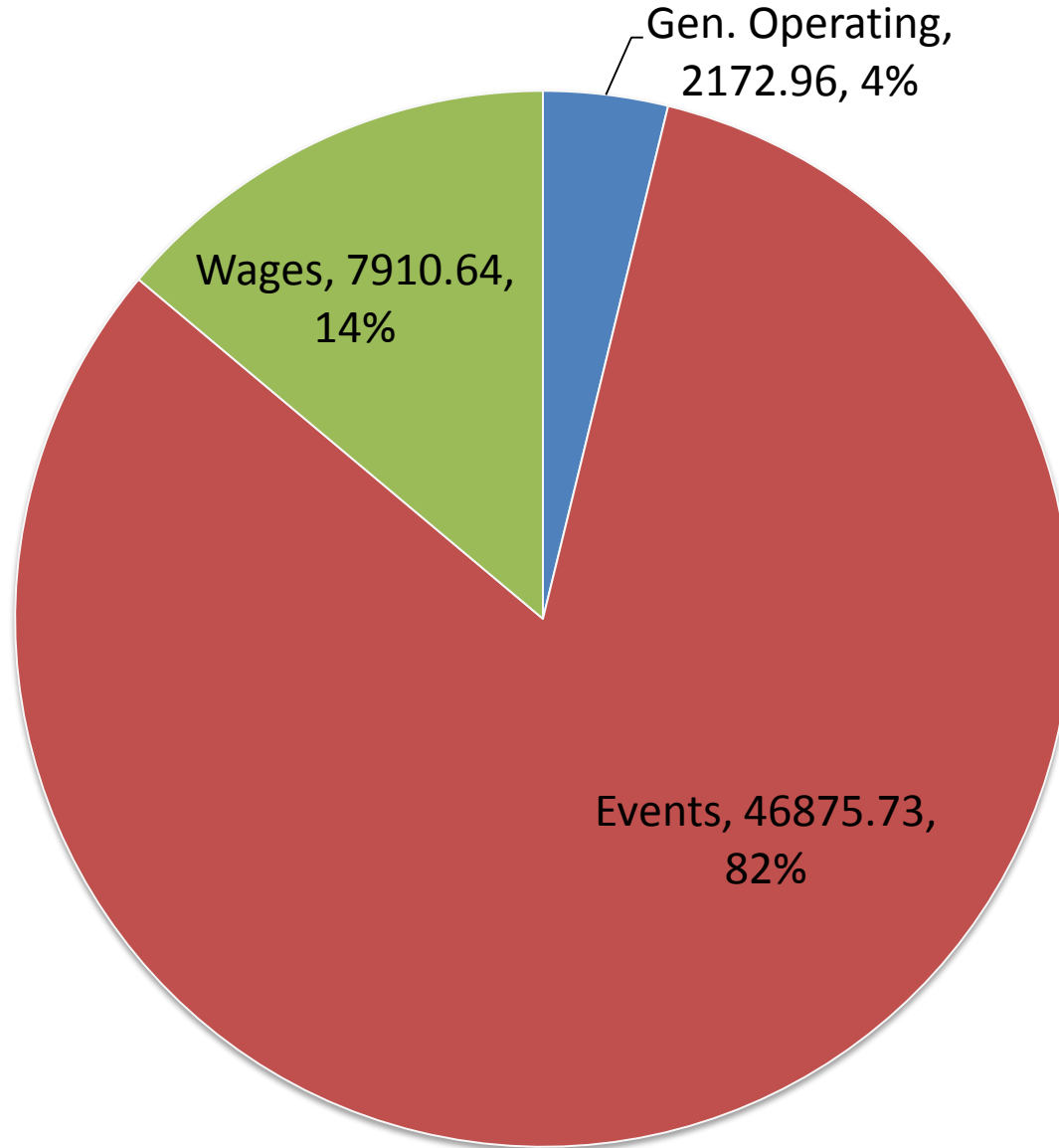
GSS Fiscal Year 2013/14 Fall 2013 Presentation

*presented by Treasurer Beriša at the 2/19/14 Graduate
Student Senate meeting*

GSS FY 2012/13 End-of-Year Budget Presentation

- Total income: \$44,615.06
- Total expenses: \$56,955.80
- Net profit/loss: (\$12,340.74)
- Final balance: \$16,998.12

GSS FY 2013/14: Fall 2013 Expenses



IFTSA Special Allocation Request

<i>Organization:</i>	Institute of Food Technologists Student Association
<i>Event:</i>	CANR Job and Internship Searching
<i>Proposed Date:</i>	2/25/2014
<i>Contact person(s):</i>	Derek Martin
<i>Date submitted:</i>	02/07/2014
<i>Exec. Cmte. approval:</i>	02/12/2014 (unanimous)
<i>Presented to Senate:</i>	02/19/2014

Budget proposal

Code	Description	Proposed	Outside Revenues	Exec. Cmte. Recommendation
620 Refreshments		\$120.00		\$90.00
621 Supplies		\$25.00		\$18.75
<i>No outside funding</i>			\$0.00	
TOTALS:		\$145.00	\$0.00	\$108.75

Summary

This special allocation was presented to the Executive Committee by Treasurer Beriša. ITFSA's original request sought \$145.00. The Executive Committee decided to fund the event since it falls under the scope of professional development that the Committee sees as a priority. The Executive Committee did, however, decide to fund the event to the degree of 75% of the request based on the ratio attendees expected being 75% graduate and 25% undergraduate. The unanimous decision of the executive committee was ***that the Graduate Student Senate allocate \$108.75 to the Institute of Food Technologies Student Association, UConn Chapter for their event, "CANR Job and Internship Searching."***

UConn

UNIVERSITY OF CONNECTICUT

GRADUATE STUDENT SENATE

Bylaws

Effective May 12th, 2014

Graduate Student Senate

Student Union, Room 2013

Storrs, Connecticut 06269-3008

E-Mail: gssuconn@gmail.com Web: gss.uconn.edu

BYLAW I: Scope

- 1) The Bylaws of the Graduate Student Senate “GSS” at the University of Connecticut shall not conflict with the Constitution of the GSS, University of Connecticut policies, or any applicable law.

BYLAW II: Executive Committee

- 1) **Membership.** The Executive Committee of the GSS shall be composed of the President, Vice President, Communications Director, Treasurer, Parliamentarian. and the Board of Trustees Graduate Student Representative.
- 2) **Responsibilities.** As a coordinating and policy-recommending body for the Senate, the committee shall:
 - A. Recommend a budget to the Senate.
 - B. Prepare an agenda for Senate meetings.
 - C. Appoint individuals to committees and posts outside of the GSS, subject to approval of the Senate.
 - D. Facilitate communication among Senators and between Senators and their constituencies.
- 3) **Authority.** According to its role as an executive body for the Senate, the committee may:
 - A. Request reports from other Senate committees and appointees to outside committees or posts on their activities.
 - B. Approropriate expenditures as necessary between Senate meetings, subject to a three-fifths majority vote, consistent with the Finance Policies and Procedures.
 - C. Voice its opinion on motions before the Senate.
 - D. Exercise jurisdictional authority over all disputes that cannot be settled at a lower level, including disputes between committees.
- 4) **Committee Meetings**
 - A. The President shall prepare an agenda for and preside over all meetings.
 - B. The Communications Director shall record and sign minutes of all meetings and shall communicate those minutes to the senate.
 - C. Any vote taken by the Committee shall require a three-fifths majority for passage.
 - D. Meetings shall occur at least once per month.

- E. If circumstances preclude a meeting, the President may solicit an electronic vote from the members on issues that call for immediate action. At least five-sixths of the Executive Committee must participate in the vote, and its results shall be recorded in the minutes of the next Executive Committee meeting.
- F. Quorum shall consist of two-thirds of the Executive Committee.

5) ~~All~~ Officer Duties

- A. Each officer shall be required to report to the Senate at each Senate meeting.
- B. Each officer shall be required to participate as a full Executive Committee member.
- C. Each officer shall attend the regular meetings of the Executive Committee and the Senate.
- D. The President and Treasurer shall not be an officer of any other graduate student organization. The Vice President, Communications Director, ~~Parliamentarian, and Activities Director~~ may serve as officers on graduate organizations, but must abstain from any votes relating to the funding of those organizations.

6) Transition of Officers

- A. To ensure an effective transition of Executive Committee duties, each officer and officer-elect shall document that a comprehensive transition plan has been developed and agreed to by both the incumbent and the officer-elect. The plan will terminate when both parties have attested to the accomplishment of the goals set forth in the plan by way of their signatures.
- B. The final stipend for each officer, as approved by the Senate, shall not be issued until the transition plan is submitted to and approved by both the incumbent and incoming President.

7) Board of Trustees Graduate Student Representative

- A. To enable effective communication between the ~~GSS~~ and the Board of Trustees, the Graduate Student Trustee shall be a non-voting member of the Executive Committee ex officio.

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- B.** The Executive Committee shall invite the Graduate Student Trustee to deliver a report on the past year's proceedings of the Board of Trustees to the GSS during the final meeting of the Senate in the Fall semester.
 - C.** The Graduate Student Trustee may also be a Senator for a constituency or an at-large Senator if so elected.

BYLAW III: Apportionment of the Senate

1) Establishing Constituencies

- A. Academic constituencies based on upon fields of study recognized by the Graduate School and/or academic departments of the University having graduate degree programs shall form the basis of the Senate.
- B. Non-academic constituencies of graduate students may be recognized by the Senate upon the recommendation of the Procedures Committee.

2) Apportionment of the Senate based upon Constituencies

- A. At the first meeting of the Spring Semester of alternate academic years, the Procedures Committee shall determine the constituencies to be represented in the Senate and the apportionment of seats among those constituencies, to take effect at the beginning of the Fall Semester of the next academic year.
- B. The apportionment of academic constituencies shall be based upon the enrollment figures found in the most recent Graduate School Enrollment Report.
- C. Apportionment shall meet the following conditions:
 - i. The minimum numbers of graduates student in any constituency is 1
 - ii. All academic constituencies shall be entitled to at least 1 seat.
 - iii. The GSS officers shall not count as a Senator against their constituency's apportionment, nor shall they count against the apportionment of at-large Senators.
 - iv. Academic constituencies shall be apportioned at least three-fourths of the total number of seats apportioned, including at-large seats but not including the GSS officers.
 - v. Academic and non-academic constituencies shall be apportioned separately.
- D. While the Procedures Committee shall have flexibility in apportioning seats in the Senate amongst the academic constituencies, the following guidelines should be used:

- i. ~~Dividing lines between the enrollments required~~ Thresholds for each level of representation (1, 2, or 3 seats per constituency) should correspond to natural breaks in the distribution of constituency enrollments.
- ii. Constituencies below roughly the 50th percentile of the distribution of constituency enrollments should receive 1 seat.
- iii. Constituencies within roughly the 50th-to-75th percentile of the distribution of constituency enrollments should receive 2 seats.
- iv. Constituencies above roughly the 75th percentile of the distribution of constituency enrollments should receive 3 seats.

E. To be represented in the Senate, a non-academic constituency:

- i. Will only have 1 seat.
- ii. Must have a membership that is not a subset of an academic constituency. Its members must belong to a diverse range of academic constituencies.
- iii. Must demonstrate to the Procedures Committee a need for representation that is not being met by the existing constituencies.

F. The Senate shall approve the apportionment of the Senate by majority vote.

G. Once the Senate has approved the apportionment, the representation of each constituency shall remain set, regardless of changes in enrollment, until the Senate approve a new apportionment.

H. The procedures for electing or appointing constituency Senators and setting their term lengths shall be at the individual discretion of the constituencies.

I. Changes in Apportionment

- i. Should an unrecognized constituency emerge after apportionment and petition for representation, the Procedures Committee shall review the petition and recommend to the Senate how the apportionment of the Senate should be changed, if at all.
- ii. Should a recognized constituency petition for changes in its representation, the Procedures Committee shall review the petition and

recommend to the Senate how the apportionment of the Senate should be changed, if at all.

3) At-Large Senators

- A. At least one-twentieth of the apportioned seats shall be at-large. All graduate students who do not already represent a constituency in the Senate or serve as an officer shall be eligible to be an at-large Senator.
- B. At-Large Senator terms shall end with the last day of the Spring Semester and begin on the following day.
- C. Elections shall occur by the following procedures, overseen by the Parliamentarian and the Procedures Committee:
 - i. Applications to run for at-large seats shall be solicited from the graduate student community a reasonable time before the elections.
 - ii. At-Large elections shall take place ~~within~~ during the Spring Semester. Voting by closed ballot shall be open for multiple days to all members of the graduate student community. All graduate students may cast up to one vote for each open seat. The nominees with the most votes shall obtain the positions.
 - iii. At-large elections may be conducted electronically in conjunction with the Student Activities Joint Elections program.
- D. If there is a vacancy in an at-large seat during a term:
 - i. ~~Any Senator may nominate a qualified candidate to fill that seat at any time. The nomination must be seconded.~~ Candidates who wish to fill a vacant At-Large Senator seat must collect a petition with 25 verifiable signatures from graduate students supporting his or her candidacy. The Procedures Committee shall review and verify the petition.
 - ii. If the Procedures Committee approves a candidate's petition to fill an At-Large Senator vacancy, a closed ballot vote shall be held. If a majority votes in favor of the candidate, that candidate is elected.

BYLAW IV: Recall Procedure

1) Initiation of Recall Procedure

- A. A senator shall move to initiate recall procedures against a specific individual for specific violations of Article VI, Section 4, Subsection B of the Constitution of the Constitution.
- B. Senators may motion to add, remove, or change specific charges.
- C. Debate shall be limited to the sufficient specificity of the charges and validity of those charges as a violation of Article VI, Section 4, Subsection B of the Constitution.

2) Notification of Recall

- A. The individual charge must receive written notification of the specific charges outlined in the motion to initiate recall against said individual within one day of the motion and at least seven days prior to the meeting at which the hearing will take place.
- B. All Senators and officers shall be notified at the same time as the accused.

3) Recall Hearing

- A. The Senate shall consider only those charges made in the initiation of the recall procedure.
- B. The individual charged shall have the right to present a defense before the Senate.

BYLAW V: Short-Term Emergency Loan Fund

- 1) The **GSS** Short-Term Emergency Loan Fund, hereafter referred to as the Loan Fund, has been designed to meet the immediate financial obligations that may confront graduate students. Loans made through the Loan Fund are for emergency purposes only.
- 2) Standard operating procedures are designed to meet State statutes and University regulations.
- 3) **Eligibility**
 - A. Any graduate student who is enrolled at the University of Connecticut and is a member of a recognized academic constituency shall be eligible for a loan from the Loan Fund, provided they have no University financial hold and satisfy all other eligibility requirements.
 - B. Eligibility for a Loan is limited to one per semester (Fall, Spring, and Summer) and three per calendar year, as determined by the date of loan application.
 - C. Any student who is currently delinquent in his or her repayment of a past loan shall be ineligible to borrow additional funds, of any amount, until such time as the previous debt has been settled.
 - D. Any student who has had loan eligibility revoked by the Office of Student Services and Advocacy shall have Loan Fund eligibility revoked by the **GSS**.
- 4) The maximum amount one individual may borrow at any one time is \$1,000. The Administrative Assistant may, in consultation with the Executive Committee, lower this maximum if the loan fund is in danger of default.
- 5) ~~Each loan shall be for a period of 90 days and~~ The period of each loan is 90 days. **A loan may** be extended once, for up to 30 additional days, upon application to the Senate Office and approval by the Administrative Assistant in consultation with the Executive Committee. Applications for extension must be submitted before the initial due date.
- 6) If a loan through the Loan Fund is approved, funds will be disbursed via check from the Office of the Bursar in accordance with the Bursar policies and procedures.
- 7) Loans not picked up within 30 days of the date of application will be automatically cancelled.

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- 8) All loans made through the Loan Fund shall be interest free. However, late payment penalties may be applied by the Bursar's Office.
 - 9) Repayment of a loan made through the Loan Fund is made at the Office of the Bursar.
 - 10) Any loan not paid by the due date shall result in a hold being placed on the account of the person involved; therefore, restricting future enrollment, student benefits, and eligibility for academic transcripts from the University.
 - 11) Any loan originally paid on time that is subsequently overdue as a result of financial aid being rescinded shall be given an automatic 30-day extension from the date funds are rescinded. Following this 30-day period, all penalties shall apply as normal.
 - 12) The treatment of past due loans will be handled in accordance with the policies and procedures employed by the Bursar's Office pertaining to other, similar accounts receivable.
 - 13) Standard Operating Procedures for the Loan Fund shall be outlined in the Short-Term Emergency Loan Fund Guidebook, which shall remain in the Senate Office at all times, with copies maintained by the Communications Director, Treasurer, and Administrative Assistant.

BYLAW VI: Stipends

- 1) The GSS may award ~~sums of money~~ funds to its officers as stipends, in recognition of contributions made to the GSS and its work by the individuals holding those offices, subject to a majority closed ballot vote of the Senate.
- 2) Stipends awarded to officers of the execution of duties as defined in ~~this~~ the GSS Constitution and Bylaws shall be limited to the following totals for each office, regardless of the number of individuals serving in each office:

A. President

- i. Up to \$3,000 paid in nine equal monthly installments from September through May.
- ii. Up to \$600 paid in equal monthly installments from June through August.

B. Vice President

- i. Up to \$500 awarded at the last Senate meeting of the Fall semester.
- ii. Up to \$500 awarded at the last Senate meeting of the Spring semester.

C. Communications Director

- i. Up to \$500 awarded at the last Senate meeting of the Fall semester.
- ii. Up to \$500 awarded at the last Senate meeting of the Spring semester.

D. Treasurer

- i. Up to \$3,000 paid in nine equal monthly installments from September through May.
- ii. Up to \$600 paid in equal monthly installments from June through August.

E. Activities Director

- i. Up to \$800 awarded at the last Senate meeting of the Fall semester.
- ii. Up to \$800 awarded at the last Senate meeting of the Spring semester.
- iii. Up to \$400 awarded for the Summer at the first Senate meeting of the following Fall semester.

F. Parliamentarian

- i. Up to \$500 awarded at the last Senate meeting of the Fall semester.
 - ii. Up to \$500 awarded at the last Senate meeting of the Spring semester
- 3) At the last Senate meeting of each month, any Senator can motion to adjust the pay of the President ~~and/or the Treasurer~~ for that month by a majority closed ballot vote. If no such motion is made, then the Senate defaults to approving the pay for the month. The Parliamentarian shall announce that fact during his or her report at each relevant meeting.
- 4) ~~In addition,~~ Stipends up to \$250 per graduate student per semester may be specifically awarded for the organization of any substantial undertaking involving duties beyond those specifically defined in ~~this~~ the GSS Constitution and Bylaws subject to a majority closed ballot vote of the Senate. No more than \$750 in total per semester may be awarded for this purpose from the GSS budget.

5) Summer Duties and Stipends

- A. The President, the Activities Director, and the Treasurer shall play an active role over the summer, coordinating summer events, overseeing GSS finances, and preparing for the coming year, including but not limited to the pre-planning of Fall activities.
 - B. During the summer months, the Executive Committee may withhold any portion or all of the monthly stipend paid to the President by majority vote. At the first Senate meeting of the Fall semester, the Senate shall vote to award any portion or all of the funds withheld by Executive Committee vote.
 - C. In the case that officers are unable or unwilling to fill their summer roles, the Senate may appoint individuals to do so in their place.
 - D. In the event that officers of their appointed substitutes becomes unwilling or unable to continue in the role over the summer, the Executive Committee may appoint by a three-fifths majority vote a substitute to serve the role for the remainder of the summer.
- 6) The individuals being considered for stipends shall abstain from voting on their own awards.

BYLAW VII: Procedures Committee

- 1) The Procedures Committee shall oversee all GSS elections.
- 2) The Procedures Committee shall oversee the membership and verify credentials of both the membership and other graduate student organizations.
- 3) The Procedures Committee shall report any election and membership violations to the Senate for action.
- 4) The Procedures Committee shall deliver a recommendation on disputes concerning the interpretation of the Constitution and its Bylaws.
- 5) The Procedures Committee shall periodically review and recommend changes to the Constitution and Bylaws in light of operational exigencies of the Senate. The contents of this update shall be subject to approval of the Senate.

BYLAW VIII: Activities Committee

- 1) The Activities Committee shall be responsible for scheduling and carrying out events applicable to graduate student enrichment, subject to approval by the Senate.
- 2) The Activities Committee shall be responsible for the planning, scheduling, organizing, and advertising of GSS-sponsored events under the fiscal constraints imposed by the Senate **and the Financial Policies and Procedures.**

BYLAW IX: Student Life Committee

- 1) The Student Life Committee shall be responsible for addressing any major graduate student life issue which is brought to the attention of the Senate and is delegated to the Student Life Committee by the Executive Committee.
- 2) The Student Life Committee shall be responsible for identifying graduate student life issues. The Committee shall bring them to the focus of the Senate along with as much information as possible and shall be involved in as much of the communication on this problem as necessary.
- 3) The Student Life Committee shall be responsible for creating and organizing projects that will be directed towards or will improve graduate student life, especially those direct towards issues pertinent to graduate students.

BYLAW X: Public Relations Committee

- 1) The Public Relations Committee shall be responsible for promoting the GSS, Senate sponsored events, and any information that is pertinent to the graduate student body.
- 2) ~~The Public Relations Committee shall be responsible for publishing the Senate newsletter.~~ The Public Relations Committee shall be responsible for the maintenance and upkeep of the GSS website (<http://gss.uconn.edu>).

BYLAW XI: External Committee Representatives

- 1) External Committee Representative shall accurately represent to the best of their abilities the interests of the graduate student body with limited personal bias.
- 2) External Committee Representatives shall attend formal committee meetings and notify the Executive Committee if unable to attend committee meetings.
- 3) External Committee Representatives shall provide information concerning the organization, activity, and mandate of their committees.
- 4) External Committee Representatives shall provide written reports of committee meetings to the Executive Committee within seven days of each meeting, unless otherwise agreed upon by the Executive Committee and the External Committee Representative. These reports shall be provided to the Senate at the next Senate meeting.
- 5) Members of the Executive Committee shall be required to serve on certain external committees:
 - A. The President shall serve as representative to:
 - i. University Senate
 - ii. University Senate Executive Committee
 - iii. Graduate Faculty Council
 - B. The Vice President shall serve as representative to:
 - i. University Senate
 - C. The Treasurer shall serve as representative to:
 - i. Student Fee Advisory Committee
 - ii. University Budget Committee
 - iii. Any External Committee whose principal aim concerns matters of finance or budget
 - D. The Communications Director shall serve as representative to:
 - i. Student Union Board of Governors Student Union Policy Council

- ii. Any External Committee whose principal aim concerns the Student Union

E. The Parliamentarian shall serve as representative to:

- i. Graduate Faculty Council
- ii. Student Activities Joint Elections Committee
- iii. Student Trustee Election Committee
- iv. Any External Committee whose principal aim concerns elections or issues of procedure.

- 6) If scheduling concerns prevent a member of the Executive Committee from serving on a designated External Committee, the President may appoint another member of the Executive Committee to serve. If no member of the Executive Committee is available, the President may appoint a Senator. These appoints are subject to the approval of the Senate.

BYLAW XII: Administrative Assistant

1) Eligibility

- A. The Administrative Assistant must be a graduate student at the University of Connecticut, Storrs, campus.
- B. The Administrative Assistant shall not be either a member of the Executive Committee or a Senator.

2) Application and Hiring

- A. The application process shall be designed and administered by the Executive Committee.
- B. The hiring decision shall be made by the President, a second member of the Executive Committee, and at least one Senator.
- C. The Senate shall then approve the chosen Administrative Assistant by majority vote.

3) Responsibilities

- A. The Administrative Assistant shall manage the short-term emergency loan fund.
- B. The Administrative Assistant shall hold office hours in the Senate office at regularly scheduled and posted times.
- C. The Administrative Assistant shall complete any appropriate duties as assigned by the Executive Committee.

4) Compensation

- A. The Administrative Assistant shall receive equitable compensation for duties performed in accordance with the University of Connecticut's established guidelines and norms.

BYLAW XIII: Alcoholic Beverage Policy

- 1) Events sponsored by the **GSS** at which alcohol is to be served must encourage responsible consumption of alcohol in the publicity, promotion, and execution of the event. There is to be no reference or publicity regarding the amount of alcohol that is available.

UConn

UNIVERSITY OF CONNECTICUT

GRADUATE STUDENT SENATE

Constitution

Effective May 12nd, 2014

Graduate Student Senate
Student Union, Room 2013
Storrs, Connecticut 06269-3008
E-Mail: gssuconn@gmail.com Web: gss.uconn.edu

ARTICLE I: Name

- 1) The name of the organization shall be the Graduate Student Senate of the University of Connecticut ~~at Storrs~~, hereafter referred to as “GSS.”

ARTICLE II: Purpose

- 1) To represent the Graduate community within the University community.
- 2) To serve as an advocate of the Graduate community's concerns and needs to both University and non-University organizations.
- 3) To serve as a liaison between the Graduate community and the University administration.
- 4) To provide services to meet the special needs of the University's diverse Graduate community.
- 5) To enhance and encourage cooperation and association within the Graduate community.
- 6) To enrich the lives of the Graduate students at the University.

ARTICLE III: Membership

- 1) **Senate.** The senate shall consist of the following:
 - A. Senators representing constituencies whose members pay the Graduate Student Activity Fee, as apportioned by the Senate.
 - B. At-Large Senators representing all graduate students who pay the Graduate Student Activity Fee
- 2) **Alternate Senators.** In the event that a Senator is unable to attend a meeting, that Senator may designate an alternate for that meeting by notifying the Parliamentarian or Communications Director at least one day before the meeting in question. For the duration of that meeting, the alternate Senator will have full voting privileges.

ARTICLE IV: Officers

1) The Officers of the GSS shall be the President, Vice President, Communications Director, Treasurer, Parliamentarian, and Activities Director.

2) President

A. The President shall be the Chief Executive Officer of the GSS.

B. The President shall represent the GSS, the graduate student body, and their interests to the University administration, other University organizations, and non-University organizations.

C. The President shall preside over the meetings of the Executive Committee.

D. The President shall oversee the daily activities of GSS and supervise its offices and its personnel.

3) Vice President

A. The Vice President shall chair the meetings of the Senate.

B. In the absence of the President or if the President is temporarily unable to fulfill his or her duties, the Vice President shall serve as Acting President.

C. In the event of the President's resignation or recall, the Vice President shall be named Acting President until a new President is elected.

D. The Vice President shall chair the Student Life Committee

E. The Vice President shall be a member of the Procedures Committee.

F. The Vice President shall assist the President in the execution of the President's duties.

4) Communications Director

A. The Communications Director shall be the recording officer of the Senate.

B. The Communications Director shall supervise the maintenance of all GSS records.

C. The Communications Director shall provide preliminary minutes of the Executive Committee within seven days after a Senate meeting.

D. The Communications Director shall chair the Public Relations Committee.

5) Treasurer

- A.** The Treasurer shall be the Chief Financial Officer of the GSS.
- B.** The Treasurer shall keep or supervise all financial records pertaining to the GSS.
- C.** The Treasurer shall prepare or supervise the preparation of all financial statements necessary to comply with University, State, and Federal regulations.
- D.** The Treasurer shall authorize the disbursement of funds.
- E.** In the absence of the Treasurer, the President shall be responsible for the disbursement of funds using the same procedures as required of the Treasurer.
- F.** The Treasurer shall enforce GSS financial policies as specified by the Finance Policies and Procedures.
- G.** The performance of the Treasurer will be routinely monitored by the Student Activities Business Office and the Executive Committee.
- H.** The Treasurer shall chair the Finance Committee.

6) Parliamentarian

- A.** The Parliamentarian shall provide interpretations of the GSS Constitution, Bylaws, and Finance Policies and Procedures.
- B.** The Parliamentarian shall chair the Procedures Committee.
- C.** The Parliamentarian shall act as advisor to the President and Vice President.
- D.** The Parliamentarian shall chair the Senate meetings in the absence of the Vice President.

7) Activities Director

- A.** The Activities Director shall manage all GSS-sponsored activities with the exception of those origination in and organized by other committees.
- B.** Management of activities shall include but not be limited to planning, scheduling, organizing, supervising, and advertising.
- C.** The Activities Director shall chair the Activities Committee.

ARTICLE V: Organization

1) Standing Committees

- A. The Standing Committees of the GSS are charged with the task of overseeing the administration of the Senate.
- B. The Standing Committees of the GSS are as follows:
 - i. The Executive Committee
 - ii. The Student Life Committee
 - iii. The Public Relations Committee
 - iv. The Finance Committee
 - v. The Procedures Committee
 - vi. The Activities Committee
- C. The functions of the Finance Committee shall be defined in the Finance Policies and Procedures. The functions of the other standing committees shall be designated in the Bylaws.

2) Special Committees

- A. The Senate may create special committees with a majority vote. A resolution creating a special committee shall charge it as to its purpose, the scope of its operations, the scope of its authority, and its membership.
- B. Special committees shall be charged with acting on behalf of the needs and interests of the graduate students in areas beyond the scope of the standing committees of the GSS.
- C. All special committees are automatically disbanded at the end of the academic year, unless otherwise decreed by the Senate.
- D. Special committees shall have no control over GSS finances. A majority vote of the Senate shall be required to appropriate a special committee limited funds necessary to carry out its charge.

3) Committee Membership

- A. Committee Chairs

- i. All committee chairs shall be Senators or Executive Committee members.
- ii. All committee chairs, except those specifically assigned to GSS officers in Article VI, shall be elected by a majority closed ballot vote of the senate.
- iii. Nominations for committee chairs are to come from the floor in according with *Robert's Rules of Order, Newly Revised*. The President may put forth nominations after nominations from the floor are closed. All nominations must be seconded.

B. Members

- i. The members of all committees shall be appointed by the chair of that committee, subject to the approval of the Senate.
 - ii. The Senate may choose to add members to a committee with a majority vote.
 - iii. Any graduate student may be a member of a GSS committee.
- C.** All committees shall consist of at least three members, including the chair.
- D.** In the event that a committee member proves unable to fulfill his or her duties, the committee chair may remove that member from the committee, subject to the approval of the Executive Committee. All committee memberships terminate at the end of the academic year.

4) External Committees

- A.** An External Committee shall be defined as any University of town committee outside of GSS which allows a graduate student to have full voting and/or speaking rights.
- B.** An External Committee Representative must be a graduate student at the University of Connecticut.

C. Appointment of External Committee Representatives

- i. The Executive Committee shall appoint External Committee Representatives not specifically designated by the Bylaws, subject to the approval of the Senate.

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- ii.** The term of an External Committee Representative shall end at the first Senate meeting of each academic year, with the exception of those which have multiple year terms as designated by the University.
 - iii.** In the event that an External Committee Representative is required before the next meeting of the Senate, the Executive Committee may appoint a temporary representative to that External Committee.
 - D.** An External Committee Representative may appoint an alternate for any meeting of the External Committee that he or she is unable to attend.
 - E.** The President shall appoint graduate students to sit on disciplinary hearing boards convened by the Graduate School. Representatives to hearing boards must not come from the same discipline or program as the accused student.

ARTICLE VI: Procedures

1) Conduct of Business

- A. Senate meetings shall be conducted according to the most recent edition of *Robert's Rules of Order, Newly Revised*.
- B. The number of active Senators shall be the average of the number of Senators (including alternates) attending the two most recent regular meeting. A quorum shall consist of a majority of active Senators.
- C. The Senate shall meet at least four times per semester. All meetings will be advertised to the general population of graduate students.
- D. Senate meetings shall be limited to two hours from call to order. Once two hours have elapsed, any Senator may move to extend the meeting at 30-minute intervals. Such motions shall be approved a majority of the Senate.
- E. All graduate students attending a meeting shall have the same speaking rights as Senators. Only Senators shall make motions. Any Senator or officer can make a nomination.

F. Issues Forum

- i. Every meeting of the Senate shall include the Issues Forum on its agenda.
- ii. Any attendee may bring up a topic for discussion during Issues Forum. These topics may end up providing a basis for action or investigation by the Senate, by one of its standing committees, or by a special committee.
- iii. The Issues Forum shall be limited to 20 minutes. When time has expired, any Senator may move to extend the Issues Forum by an additional ten minutes. Such motions shall be approved by a majority of the Senate.

2) Special Meetings of the Senate

A. Scheduling

- i. Special Senate meetings shall not take place less than 72 hours after a regular Senate meeting.

- ii. The Communications Director shall inform Senators at least 48 hours before a special meeting.

B. Authority to Call

- i. A majority vote of the Executive Committee shall call a special meeting, if no less than three members vote in the affirmative.
- ii. A written petition submitted to the President by no less than one-third of active Senators shall call a special meeting.
- iii. A written petition signed by ten percent of full-time graduate students and submitted to the President can call a special meeting.

- C.** The President shall issue a call for a special meeting within three days of receiving a petition or Executive Committee decision. No more than ten days shall pass between the receipt of a valid petition or Executive Committee vote and the special meeting.

3) Elections

- A.** The Election of all Officers shall be held annually at the next to last Senate meeting of the Spring semester; nominations will be opened at the regular meeting prior to the election.
- B.** No more than two officers shall be from the same constituency, and the President, Vice President, and Treasurer must be from different constituencies.
- C.** Candidates for President shall have been a Senator or member of the Executive Committee for at least one academic year.
- D.** Closed ballots shall be used in all elections for officers and committee chairs.
- E.** Each officer shall have a term of one year; terms shall end the least day of the spring semester and begin on the following day.
- F.** If a vacancy in the Executive Committee is created during a meeting, nominations for the position will open at that meeting. The election to fill the position shall occur at the next meeting. If a vacancy opens between meetings, the election may be held at the next meeting, provided the Executive Committee notifies the Senate at least one week before the meeting where the election is to be held. The Executive Committee may schedule special meetings of the Senate for these purposes.

- G.** Procedures for electing or appointing constituency Senators, their timing, and term lengths shall be at the discretion of particular constituencies.

4) Recall

- A.** Officers, committee chairs, and at-large Senators are subject to recall by a two-thirds closed ballot vote of the Senate for the following offenses:
- i.** Failure to perform one's duties
 - ii.** Violation of the Constitution, Bylaws, and Finance Policies and Procedures
 - iii.** Violation of the Student Conduct Code of the University
- B.** All such decisions are at the discretion of the Senate in accordance to procedures specified in the Bylaws.
- C.** A majority closed ballot vote of the Senate shall be necessary to initiate the recall procedure.

5) Voting

- A.** A vote of those Senators present at a quorum shall be considered legal and binding except where otherwise specified in the Constitution, Bylaws, and Finance Policies and Procedures.
- B.** A majority vote of the Executive Committee can constitute a veto of any motion passed by the Senate, with the exception of those pertaining to recall. This vote must take place within five working days of the meeting at which the motion was passed and all Senators must be informed immediately of the veto. A majority vote of the Senate at its next meeting, unless it is a financial vote, shall constitute an override of the veto. A motion once vetoed and overridden may not be vetoed again.
- C.** The President shall have no vote in the Senate. The Vice President shall cast a vote only to a break a tie. The rest of the Executive Committee may vote only in elections for officers, at-large Senators, and committee chairs.

6) Resignations

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- A.** The President shall resign to the Vice President. The President shall receive the resignations of at-large Senators, committee chairs, and other officers.
Committee chairs shall receive the resignations of their committee members.
 - B.** Resignations may be submitted via email if the email is entered into the minutes of the next Senate meeting.
 - C.** Officers may choose to resign effective a future date. If one does so, the election will be held at the last meeting to that date, and nominations will open at the meeting previous to the election, so long as there is enough time to allow this process to transpire.

ARTICLE VII: Finances

- 1) The finances of the GSS shall be governed by the “University of Connecticut Graduate Student Senate Finance Policies and Procedures” document.

ARTICLE VIII: Amendments

1) **Constitutional Amendments**

- A. Constitutional amendments shall be presented to the Senate one meeting in advance of any voting action.
- B. Constitutional amendments shall be ratified by a two-thirds majority of the Senate.
- C. All constitutional amendments must be approved by the University of Connecticut Board of Trustees.

2) **Bylaw Amendments**

- A. Amendments to the GSS Bylaws shall be presented to the Senate one meeting in advance of any voting action.
- B. Amendments to the GSS Bylaws shall be ratified by a two-thirds majority of the Senate.

3) **Finance Policies and Procedures Amendments**

- A. Amendments to the Finance Policies and Procedures shall be presented to the Senate one meeting in advance of any voting action.
- B. Amendments to the Finance Policies and Procedures shall be ratified by a two-thirds majority of the Senate.

ARTICLE IX: Scope

- 1) The Constitution of the Graduate Student Senate of the University of Connecticut shall not conflict with University of Connecticut policies or any applicable laws.