GPSGA CONSTITUTION

- **Two** representatives for each **academic unit** and **one** liaison for each **students group** are elected by their respective peers to attend GPSGA general assembly meetings.

- In order to **qualify for various awards**, active representation by all of the representatives is mandatory, i.e. each representative or liaison must at least attend **75%** of the regularly scheduled GPSGA general assembly meetings in a semester and have **active participation** in the signed committee work.

- **Representatives duties:**
  - Attend all GPSGA meetings (in case of absence send a proxy from your dept. or org.)
  - Actively participate in the GPSGA committee work
  - Forward GPSGA mails (*important announcements & GA meeting minutes*) to your dept. or org. and include us (*gpsga@okstate.edu*) in the CC list
GPSGA COMMITTEES

- Standing Committees
  - The Constitution and By-Laws Committee
  - The Policies and Procedures Committee
  - The Intergovernmental Liaison Committee
  - The Communications and Publications Committee
  - The Finance Committee
  - The Social Committee

- Ad-hoc Committees
  - Phoenix Awards Committee

- Campus-wide Committees
CONSTITUTION & BY-LAWS COMMITTEE

- **Committee description:**
  - At least 4 members required
  - We review and draft amendments to the Constitution and By-Laws of GPSGA
  - We draft a new Constitution and/or By-Laws when deemed necessary.
  - We make copies of the GPSGA constitution and By-Laws available to all GPSGA representatives and liaisons.
  - We are responsible for the integrity of the procedure of electing new officers as described in the By-Laws.

- **Your responsibility as a member of this committee:**
  - Attend the committee meetings
  - Report to the Parliamentarian/committee chairman
  - Familiar with By-Laws and Constitution

Chairman:

GPSGA Parliamentarian,
William Mimbs

1 Hour per week (max)
POLICIES & PROCEDURES COMMITTEE

❖ Committee description:

• This committee investigates, formulates, and recommends policies pertaining to graduate education and graduate student benefits

❖ Your responsibility as a member of this committee:

• Attend the committee meetings
• Report to the Vice President/committee chairman
• Document policies and procedures of the Association when new structures or functions arise.
• Review existing policies and procedures and update them to reflect current structures and functions of the Association as they change.
• Review, analyze, and revise policies and procedures to ensure conformity with changes in the Association's Bylaws.

1 Hour every other week (max)

Chairman:

GPSGA Vice President, Kendall Scarlett
COMMUNICATIONS & PUBLICATIONS COMMITTEE

❖ Committee description:
• We publish GPSGA newsletters, feature updates on social media, design event flyers and post important news on our website to promote GPSGA

❖ Your responsibility as a member of this committee:
• Help me with event photography*
• Help me with designing flyers
• Help me with featuring updates on various social media platforms
• Help me with writing newsletters/articles.

1 ~ 2 Hours per semester

Chairman:
GPSGA Communications Director, Prashanth Reddy
INTERGOVERNMENTAL LIAISON COMMITTEE

Committee description:

- Intergovernmental liaison committee members either attend one SGA meeting or help me oversee SGA elections.

Your responsibility as a member of this committee:

Option #1:
- Attend SGA GA meetings and report back to me of the matters of interest to graduate and professional students.
- SGA meetings are Wednesday 7-8:30PM (i.e. 1.5-2 hours of time commitment)

Option #2:
- Graduate students serve as neutral parties overseeing SGA elections for new senators as well as president/VP.
- TBA later in the semester

Chairman:

GPSGA Intergovernmental liaison,
Milad Mohebali
Committee description:

- To assist the Finance Committee chairman/ GPSGA Treasurer in reviewing various funding applications.

Your responsibility as a member of this committee:

- Attend the committee meetings and maintain at least 70% standing
- Evaluate Travel Reimbursement applications, Co-sponsorship Group Funds applications, and shall submit their recommendations to the General Assembly for approval.

Chairman:

GPSGA Treasurer, Phoenix
Committee description:

- The Social Relations Committee would help to build a strong community of graduate students by organizing and coordinating social events for graduate students each semester.

Your responsibility as a member of this committee:

- Attend the committee meetings.
- Coordinate any social, academic, student forum or other events not already specified.
- Responsibilities during all times of the event: delivering flyers/posters and all other duties assigned by the committee chairman.

Chairman:

GPSGA Social Chair, Alisa Wei
Committee description:

- This committee evaluates applications for Phoenix awards and Outstanding GTA awards which are awarded in every spring semester.

Your responsibility as a member of this committee:

- Evaluate applications and report to the VP/committee chairman
- Assist VP to conduct interviews for the selected applicants

1 Hour per month in spring semester

Chairman:

GPSGA Vice President,
Kendall Scarlett
UNIVERSITY CAMPUS-WIDE COMMITTEES

• Activity Fee Allocation – studies past, current, and future fee allocations

• Allied Arts Committee – set policy and implement entertainment

• Athletic Council – general supervision of intercollegiate athletics

• Diversity Board – advisory board in all matters pertaining to affirmative action, sexual harassment, and equal opportunity

• Grade Appeals Board – provides assistance in grade dispute cases

• Intellectual Property Screening – protecting the intellectual property of students and faculty of OSU

• Library Advisory Board – represents interests of faculty and students in matters of research

• University Scholarship Committee – input in developing OSU’s scholarship program

• Student Conduct Committee – hear appeals arising from cases heard by the Division of Student Affairs

• Student Media Board – inquiries into student media, particularly the Daily O’Collegian

• Student Organizations – advisory board for student organizations

• Traffic Appeals – consult with Director of Security on interpretation & application of University traffic and parking policies

Representatives selection decided by:

GPSGA President, Solmaz Bastani

For more details contact:

GPSGA Secretary, Jessica Schnaiter
GPSGA EVENTS

- General Assembly meetings
- Fall Welcome reception
- Student research galas
- Socials
- Game Day socials
- Graduate Education week
GPSGA SCHOLARSHIPS / AWARDS

- Travel Grants awards (Quarterly awarded)
- Material Grants awards
- Graduate Student Group Funds
- Co-sponsorship awards
- Outstanding GTA awards
- Phoenix awards
GPSGA TRAVEL GRANTS

- All members (OSU students) of academic units or student groups that have *active representation* in GPSGA for at least one complete academic semester prior to application submission are eligible for travel grants.

- *Active representation* means representatives or liaisons attending 75% of GPSGA GA meetings and actively participating in the signed committees.

- Expenses (registration fee, travel and lodging costs) that have been spent in presenting a research paper at conferences will be reimbursed.

<table>
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<tr>
<th>Travel Grants Application Deadlines</th>
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<tr>
<td>The 1st Monday of <strong>February</strong> (same year)</td>
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<tr>
<td>The 1st Monday of <strong>May</strong> (same year)</td>
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<tr>
<td>The 1st Monday of <strong>September</strong> (same year)</td>
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<tr>
<td>The 1st Monday of <strong>November</strong> (same year)</td>
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GPSGA RESEARCH MATERIALS GRANTS

- All members (OSU students) of academic units or student groups that have *active representation* in GPSGA for at least one complete academic semester prior to application submission are eligible for material grants.

- Expenses that have been spent in conducting research will be reimbursed.

- The Executive Committee will evaluate the applications and approve the grants.

### Research Materials Grants Application Deadlines

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<th>Due Date</th>
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<tr>
<td>Fall applications</td>
<td>December 4</td>
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<tr>
<td>Spring applications</td>
<td>April 29</td>
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GPSGA GRADUATE STUDENTS GROUP FUNDS

- The applicant’s graduate student group should be recognized by GPSGA.

- The graduate student groups should be in good standing with the GPSGA for both Fall and Spring.

- Expenses that have been spent in conducting graduate students welfare activities will be reimbursed.

- The Finance Committee will evaluate the applications and send an email containing the meeting time to a representative designated by the groups.

GSGF Application Deadline

Third Friday of March
GPSGA CO-SPONSORSHIP FUNDS

- Recognized OSU student organizations can only apply for the GPSGA co-sponsorships.
- Student organizations that failed to meet the representation requirements and the GPSGA committee requirements cannot apply for co-sponsorships.
- Bills to authorize the approval shall be presented to the general assembly during the subsequent general assembly meeting.
- Expenses that have been spent in conducting graduate students welfare activities will be reimbursed.

Co-sponsorship Funds Application Deadlines

Either ➔ **Day on 2nd GA meeting** of the academic semester

Or ➔ **Day on 5th week** of the academic semester
GPSGA INFORMATION

gpsga.okstate.edu

gpsga@okstate.edu

@ostategpsga

@OKSTATEGPSGA

campuslink.okstate.edu/gpsga

GPSGA, 211N Student Union, Stillwater, 74078
Questions