



**GPSA Constitution & Bylaws Ad-Hoc Committee Meeting Agenda**  
**Thursday, April 2nd, 1:00 p.m. - 2:00 p.m.**  
**GPSA Office Conference Room**

- I. Call to Order
- II. Roll Call
- III. Approval of the Agenda
- IV. Approval of the Minutes
- V. President's Report
- VI. Chair's Report
- VII. Constitution & Bylaws Committee Chair Report
- VIII. Old Business
  - A. Follow-up Re: Discussion of Council codes: Action & Discussion Items
- IX. New Business
  - A. Suggestions for new bylaws revisions
  - B. Next Steps
- X. Other Announcements
- XI. Adjournment

Contact Leah Sneider at [sneider@unm.edu](mailto:sneider@unm.edu) for additional information about the meeting.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the GPSA officer at least one week prior to the meeting or as soon as possible. Public documents, including agenda and minutes, can be provided in various accessible formats. Please contact the GPSA office if a summary or other type or accessible format is needed.

## Review of Revisions Approved by Council as of January 2009:

1. Article III as proposed (no changes)
2. Article IV as proposed
3. Elections Codes bylaws as proposed
4. Article V: C bylaws (no council meeting minutes available to review)
5. Article V: F both C&B (no council meeting minutes available to review)
6. Article VI (no council meeting minutes available to review)
7. Article V: Quorum as proposed

## Tabled Revisions

1. Article IV was brought back to council to revert back to original thus cutting the new requirement that states “[President] Must have previously served as a department representative or committee chair for at least one semester.” The discussion noted that only those reps or committee chairs who served prior to the Spring semester would be eligible per this statement. Do we want to strike it or change it somehow?
2. Article V: D. Council Chair- Duties required better formal organization and clarity. The newly proposed revision would read as follows:

### D. Council Chair - Duties

2. Be responsible for the preparation and distribution of all agendas, minutes, and written material presented to the Council.
  - i. Electronic call for new agenda items at least two weeks before the scheduled GPSA Council meeting: email to GPSA listserv and post on GPSA website including indication of an appropriate submission deadline and format at the Council Chair’s discretion (see standing rules updated at the beginning of each semester);
  - ii. Meeting reminder notice at least one week before the scheduled GPSA Council meeting: email to GPSA listserv, post to GPSA website and in the GPSA office, and submit to the Daily Lobo (including the locations where readers might access the full draft agenda);
  - iii. Draft agenda five working days before a scheduled GPSA Council meeting: email to GPSA listserv, post to GPSA website and in the GPSA office;
  - iv. Final agenda at least 24 hours before a scheduled GPSA Council meeting: email to GPSA listserv and post to the GPSA website and in the GPSA office.

## Suggestions for New Revisions:

1. We need to clarify in the C&B differences between actionable and discussion items for Council meetings. Some legislation will require immediate action, such as these suggested revisions, and some will require taking the proposed legislation back to constituents. These distinctions need to be clearly defined in the C&B. What are these distinctions? In what section of the C&B should this be added?
2. Currently, there is no mention in the C&B regarding GPSA Council Standing Rules. Should we add something? If so, where? Perhaps Article V:D.4

#### Next Steps:

##### Going backwards in time:

- Submit new accepted GPSA C&B to student activities by the deadline to enact for 2009-2010
- GPSA members vote on suggested revisions
- Prepare for voting process
- Make any changes per legal counsel
- Submit revisions to legal counsel for approval
- Finalize all suggested revisions to submit to legal counsel
- Submit final set of suggested revisions to Council for approval

#### Meeting Notes:

##### Change to:

1. "In order to ensure sufficient experience with GPSA, must be currently serving or have previously served as a department representative or committee chair for at least one semester." Make as friendly amendment to the tabled resolution.
2. Waiting to hear from Dean regarding legal verbage to potentially replace all instances of "submit." Checked and confirmed appropriate designation of item number/letter/roman numeral because these are bylaws.

#### D. Council Chair – Duties (Acts on Const. Art. V.F.4.a.):

2. Be responsible for the preparation and distribution of all agendas, minutes, and written material presented to the Council.
  - i. Submit electronic call for new agenda items at least two weeks before the scheduled GPSA Council meeting via GPSA listserv and website and including indication of an appropriate submission deadline and format per the Council Chair's discretion (see standing rules updated at the beginning of each semester);
  - ii. Submit meeting reminder notice at least one week before the scheduled GPSA Council meeting; to be posted via GPSA listserv and website, Daily Lobo (including the locations where readers might access the full draft agenda), and in the GPSA office;
  - iii. Submit draft agenda five working days before a scheduled GPSA Council meeting via GPSA listserv, website, and in the GPSA office;
  - v. Submit final agenda at least 24 hours before a scheduled GPSA Council meeting via GPSA listserv, website, and in the GPSA office.

#### Chair Report:

Dean Palacios was the only attendee at the committee meeting on February 5<sup>th</sup>. We discussed tabled items upon which I have made continued revisions that will be voted on at today's Council meeting. We realized that there is no language in the Constitution that discusses Standing Rules or Council Codes. Therefore, the committee meetings in March and April will

be designated for working up/revising current Standing Rules and/or Council Codes. As these items are not Articles in the Constitution, Council can adopt and revise as needed at each regular or special meeting. I hope that folks can join me on the first Thursday of March and April from 1:30-2:30 to discuss further.

At the President's request, I am also adding one Constitutional revision that details the taking of oath procedure and requirements for both the President and the Council Chair. Although this revision is new to Council, keep in mind that by voting today we are merely making recommendations to GPSA members who will have the final opportunity to accept or reject all proposed revisions.

Speaking of which, I will be submitting all the Council approved revisions to the Elections Chair to be included in this Spring's election process at the beginning of March. Therefore, after today's meeting we can no longer make any more suggested revisions to the Constitution. However, we can make revisions to the Bylaws (not the Constitution) at any time and make them effective immediately. I apologize if my explanation of this process was not clear at previous Council meetings, I am still trying to figure it out myself.

## **Constitution and Bylaws Revision 9- Oath of Office Proposed to read as follows:**

### **Article IV. President**

#### **C. Term of Office**

**Term is one year, beginning upon taking an Oath of Office at noon of the last day of the Spring semester and ending upon administering the Oath of Office to the new President at noon of the last day of the next Spring semester. The President may serve a maximum of two terms.**

1. Presidential Oath of Office will be administered to the newly elected President by the exiting President or, in the case of a second term, the exiting or re-elected GPSA Council Chair and must be witnessed by a representative of either the Executive or Legislative branch, so long as the witness is not a member of the branch that is administering the Oath.
2. The Presidential Oath of Office will be administered with the right hand uplifted and the following words said aloud: "I, (name), do solemnly swear that I will uphold the laws of the Graduate and Professional Student Association of the University of New Mexico, the State of New Mexico, and the United States of America and that I will otherwise fulfill the duties and obligations of the President to the best of my ability."
3. Upon affirmation of the Oath of Office, an affidavit will be filed attesting to the authority of the President. The President may then assume office.

### **Article V. Council**

#### **F. Council Chair**

4. **Term of office: Term is one year, beginning upon taking an Oath of Office at noon of the last day of the Spring semester and ending upon administering the**

**Oath of Office to the new Council Chair at noon of the last day of the next Spring semester. The Council Chair may serve a maximum of two terms.**

- a. Council Chair Oath of Office will be administered to the newly elected Council Chair by the exiting or re-elected President and must be witnessed by a representative of the Legislative branch.
- b. The Council Chair Oath of Office will be administered with the right hand uplifted and the following words said aloud: "I, (name), do solemnly swear that I will uphold the laws of the Graduate and Professional Student Association of the University of New Mexico, the State of New Mexico, and the United States of America and that I will otherwise fulfill the duties and obligations of the Council Chair to the best of my ability."
- c. Upon affirmation of the Oath of Office, an affidavit will be filed attesting to the authority of the Council Chair. The Council Chair may then assume office.