Welcome to GPSA!! Thank you for your active engagement in graduate student life and your commitment to all UI graduate students. GPSA members are a vital link between graduate students and University Officials and Administration. We’re excited to have you as part of the team! Please review our mission statement, basic policies and expectations, contact information, and GPSA committee descriptions below. Don’t hesitate to contact any of the GPSA leadership with any ideas, questions, or concerns.

GPSA Mission Statement
The Graduate & Professional Student Association (GPSA) supports and promotes graduate student education, campus sustainability, and graduate student life at the University of Idaho. This includes creating programs and assisting graduate students during their transition from student life to professional life. The GPSA is also committed to providing a collective voice for graduate students to the University and the State.

Basic Policies and Expectations

- Each academic department at UI may have at least one graduate student serve as that department’s GPSA representative. These Senators are nominated or elected by the respective academic departments. Senators are **required to attend GPSA Senate meetings** (twice a month), and if unable to attend, must get a proxy to sign in for them and report as necessary to constituents.

- Senators are responsible for regularly communicating information discussed during Senate meetings directly to their constituents, as well as passing on any concerns, ideas, or questions from their constituents to GPSA Senate and leadership. Senators must fill out **Senator Application and Senator Commitment forms** prior to being voted in by the Senate; all pertinent **Leadership Award Forms** must be filled out by all senators as a reporting mechanism at the end of each semester before any compensation is provided.

- **Attendance Policy**—Every academic unit begins each academic year (beginning in the fall) in good standing with GPSA and thus its graduate students are eligible to apply for any GPSA awards. Departments go into default if and only if the department is not represented by at least one senator in two of the last three GPSA Senate meetings in one academic year, or the department was not represented by at least one senator in three GPSA Senate meetings in one academic semester. Departments are removed from default status if and only if the department has been represented by at least one senator in at least two of the last three GPSA Senate meetings in one academic year, or the department petitions the GPSA Senate to be removed from default status and the senate majority votes in favor.

- All senators are reimbursed according to the position they hold at GPSA pending successful completion of all required duties. All senators are **required to serve on at least one committee** (see below for descriptions) and work towards measureable goals set forth at the beginning of each semester. Each committee is headed by one or two committee chair(s). Any graduate student (even if not a GPSA Senator) can serve on a committee (except the university wide committees where only senators or senator-at-large can serve).
**Fall 2014 Senate Meeting Dates** (Meetings begin promptly at 6:30pm in the Horizon Room of the TLC building). Tue Sept. 9th, Tue Sept. 23rd, Tue Oct. 7th, Tue Oct. 21st, Tue Nov. 4th, Tue Nov. 18th, Tue Dec. 2nd.

**Important Contact Information**

**Anthony St Claire, GPSA President:** Email: stcl0767@vandals.uidaho.edu
Office: Morrill Hall 201A, email to arrange a meeting

**Victor Wolemiwa, GPSA Vice President:** Email: wole8145@vandals.uidaho.edu
Office: Gauss Johnson Building Room 133, email to arrange a meeting

**Emma Baker, Travel Awards Committee Chair:** email: bake8253@vandals.uidaho.edu

**GPSA Faculty Advisor:** Dr. Jerry McMurtry, email: mcmurtry@uidaho.edu

**General GPSA Email:** gpsa@uidaho.edu
**Webpage:** www.uidaho.edu/gpsa

**College of Graduate Studies**
Webpage: http://www.uidaho.edu/cogs
Office: Morrill Hall Room 104

**GPSA Office:** 201A Morrill Hall (also drop box for travel awards)

**GPSA Mailing Address**
University of Idaho Graduate and Professional Student Association (GPSA)
P.O. Box 444280
Moscow, ID 83844-4280

**Brief Description of Executive Positions**

The **President** works closely with University Officials and Administration to represent GPSA and UI graduate students on all relevant matters.

The **Vice President** oversees all GPSA committees and leads Senate meetings, along with working with the President on any executive matters.

The **Senate Speaker** represents the GPSA Senate, chairs the Rules and Administrations Committee, and works closely with executive leadership on Senate related matters.

The **Financial Director** oversees all GPSA financial and budgetary related matters.

The **Communications Director** oversees all media and communication related matters by working with all committees and GPSA members to publicize events and important information, including coordinating the GPSA monthly newsletter.

The **Director of Diversity** works with the University Diversity Program and other GPSA committees and members to raise cultural awareness in GPSA and among all graduate students at UI.

The **Chief Justice** handles all judicial matters, especially pertaining to GPSA Constitution and By-Laws and serves on the University Judicial Board.
The **Webmaster** regularly maintains the GPSA webpage and Facebook page, as well as sitting on the Student Media Board.

**Internal Committee Descriptions**

The **Communications Committee** works with other GPSA committees and members to effectively communicate GPSA events and information with UI graduate students. The committee also publishes the monthly GPSA newsletter for the entire graduate student community at UI and informs students on past and future events, pertinent deadlines, and articles and letters related to the graduate student community.

The **Elections Committee** is responsible for organizing the annual elections for the GPSA President, Vice president and the Senators-at-large.

The **Environmental and Social Sustainability Committee** liaises with the UI Sustainability Center (UISC) and collaborates with it for campus beautification and sustainability and selection of student projects promoting campus and social sustainability. Past events involve sustainability themed coffee hours, distribution of free durable aluminum water bottles, and a talk by PhD Comics’ Jorge Cham.

The **Judicial board** ensures that all GPSA components functions as per the constitution and bylaws. It is also responsible for conflict resolution between components and officers.

The **Programming Committee** is responsible for organizing the fall and spring socials as well as the coffee hours. These events feature free food and nonalcoholic beverages for all graduate students. The programming committee is also responsible for organizing social activities and excursions for graduate students. The past examples of such events are ski-trips and theatre shows like Phantom of the Opera.

The **Rules and Administration (R&A)** committee meets a week before the senate meetings and decides on the agenda for the upcoming senate meeting. The R&A committee also reviews bills or resolutions that would be presented before the senate, to ensure conformity to the guidelines enumerated in the GPSA constitution and bylaws. The R&A committee also updates periodically the Standing Rules and Regulations (SRRs), the document that provides guidelines for duties of the various components of the GPSA. Meets take place alternate weeks of senate meetings and last about an hour.

The **Teaching and Graduate Excellence Committee (TEGA)** works with the College of Graduate Studies (COGS) to award Excellence in Teaching and Graduate achievement awards. TEGA also showcases graduate student achievement at UI and advances graduate student education by funding interdisciplinary workshops, programs, exhibitions and other event as well as by interacting with a number of University program offices. Meetings are usually every two months and last about an hour.

The **GPSA Travel Awards Committee** works to support our students by aiding in travel funding for research and dissemination of work. Funding is available for conferences, fieldwork, workshops, and any other related professional events. About $40000 are awarded each year, each award being up to $900. This committee also awards up to $50 per successful applicant towards binding and printing costs for theses and dissertations. Committee members assist in reviewing applications immediately after each deadline (once every 2 months for travel awards, once per semester for binding awards).

The **Website Committee** ensures that the GPSA website is up-to date. It is also responsible for maintaining the GPSA Facebook account.
External Committee Descriptions

The **Faculty Senate** (formerly Faculty Council) acts for the university faculty in all matters pertaining to the immediate government of the University. The U of I Faculty Senate requires one graduate student representative (GPSA President) to attend regularly scheduled Faculty Senate meetings.

The **Graduate Council** considers policy actions concerning standards for admission, academic standards, courses of instruction, curricula, graduation requirements, and graduate degrees to be granted that require approval by the university faculty. (Senators at Large)

The **Library Affairs Committee** recommends policies and procedures concerning the needs, functions, and objectives of the University Library and informs senators of news related to library services (Senator at Large).

The **Student Media Board** is an ASUI appointed committee. It provides guidance and support for the various media outlets on the UI campus. (Communications Director)

The **University Safety and Loss Committee** works to ensure all safety and loss policies are relevant, being adhered to, and that all related incidents/policy changes are communicated university-wide (Senator at Large).

The **Student Computing Advisory Committee** (SCAC) provides direction and oversight to Information Technology Services which maintains and manages the computing services provided to students, including student computing fee fund allocation (GSPA webmaster)

**University Curriculum** acts on catalog changes involving the curriculum, including changes in the general requirements and academic procedures, and coordinates curricular matters among UI’s academic divisions.

**University Budget and Finance** works with University Administration on budgetary and other financial matters, including communication of policy changes. (GPSA Financial Director)

The function of the **University Judicial Committee** (UJC) is to assemble as needed for significant student conduct issues. (GPSA Chief Justice).

The **UI Sustainability Center** (UISC) student staff work together with the advisory board to coordinate the selection and successful completion of student-led projects in campus sustainability, as well as communicate about sustainability issues with the greater campus community.

The **Student Grant Program** is a committee made up of members from every college on campus. Each year they offer student grants for various amounts to fund projects for undergraduate and graduate students. GPSA has one representative on the review board. Most work is done over email.