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 and professional students the University of Idaho (UI) establish the Graduate and Professional Student Association (GPSA) in order to: represent their interests and concerns to the University administration and faculty; provide financial support and curricular programming for them; facilitate their service to the University and Moscow community; and strengthen the student community through providing social events.

**Basic Policies and Expectations**

Each academic department at UI may have at least one graduate student serve as that departments’ 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 and work towards measurable 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 2018 Senate Meeting Dates

06:30pm to 07:30pm
Room 125, Renfrew Hall (REN):

August 28th
September 11th
September 25th
October 9th
October 23rd
November 6th
November 27th

Other Important Dates and Deadlines:

Coffee Hours: (IRIC Atrium)
Times subject to change so look for email flyers before the event.
Oct 5th, 9:30-11 am
Oct 26th, 9:30-11 pm
Nov 2nd, 9:30-11 am
Nov 16th, 9:30-11 am
Nov 30th, 9:30-11 am

TEGA Award deadlines:
Workshop award deadline: Oct 1st @ 4:00PM Thesis/dissertation printing and binding award deadline: Nov 16th @ 4:00PM

Travel Award deadlines:
Sep 17th @ 4:00PM
Nov 15th @ 4:00PM
Important Contact Information:

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Andre Corpus  
**Diversity Committee Chair**  
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**Programming Committee Chair**  
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**Secretary**  
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**TEGA Committee Chair**  
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Martyna Lukaszewicz  
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Michelle Benedum  
**Environ. & Social Sustainability Chair**  
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David Russell  
**Communications Chair**  
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Akeem Osumah  
**Chief Justice**  
gpsa-cj@uidaho.edu

Public webpage:  
https://orgsync.com/127242/chapter

GPSA Senate webpage:  
https://orgsync.com/129736/chapter  
(where you can find important Senator information, such as the Senate Leadership Form, Expenditure Approval Form, and Bill Template)

UIdaho GPSA Facebook page:  
https://www.facebook.com/UIdaho-GPSA-121452194598957/?ref=bookmarks

GPSA Travel Awards Dropbox:  
201A Morrill Hall

GPSA Mailing Address:
Description of GPSA Executive Positions

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

**Vice President:** oversees all GPSA directorates, committees, and legislature. Leads the GPSA Senate meetings. Works with the President on any executive matters.

**Senate Speaker:** represents the GPSA Senate, chairs the Rules and Administrations Committee, and works closely with President and Vice-President on Senate related matters.

**Secretary:** Takes minutes during GPSA Senate meetings. Ensures meetings are sufficiently detailed and accurate. Also ensures minutes are sent to Vice President or Speaker in a timely manner, to facilitate distribution of those minutes to the GPSA Senate.

**Financial Director:** oversees all GPSA financial and budgetary related matters. Prepares and presents an annual budget for GPSA. Prepares and presents (to the GPSA senate) expenditure reports every semester.

**Communications Chair:** oversees all media, outreach, publicity, and relations related matters; including publication of the GPSA monthly newsletter. Also represents GPSA on the Student Media Board.

**Chief Justice:** handles all judicial matters, especially pertaining to GPSA Constitution and By-Laws and serves on the University Judicial Board.
Internal Committee Descriptions

1. Communications Committee

Works with other GPSA committees and members to effectively communicate GPSA events and information with UI graduate students. Previous responsibilities have also included publishing a monthly GPSA newsletter for the entire UI graduate student community and informs students on past and future events, pertinent deadlines, and articles and letters related to the graduate student community.

Subcommittee: **Website Committee**
- ensures that the GPSA website is up-to-date;
- responsible for maintaining the GPSA Facebook account.

**Time Commitment:** ~1 hour/week.

2. Diversity Committee

Works with the University Diversity Program and other GPSA committees to raise cultural awareness in GPSA and among all graduate students at UI.

**Time Commitment:** ~8 hours/semester.

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

   **Note:** This committee is a temporary committee that only meets in the spring semester. It cannot be a primary committee of involvement for Senators in the fall semester.

   **Time Commitment:** ~3-4 hours/semester.

4. Environmental and Social Sustainability Committee

Liaises with the UI Sustainability Center (UISC)
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.

**Time Commitment:** ~8 hours/semester.

5. Judicial Board

Ensures that all GPSA components function as per the constitution and bylaws. It is also responsible for conflict resolution between components and officers.

**Time Commitment:** ~2 hours/week; if a judiciary petition arises.
6. Programming Committee

 Responsible for organizing social activities and excursions for graduate students including:
   o the fall and spring socials,
   o football season Fan Zone events,
   o coffee hours
   o Past events have also included ski-trips & theatre shows like Phantom of the Opera.
 These events feature free food and nonalcoholic beverages for all graduate students.
 Time Commitment: ~2 hours/week

7. Rules and Administration (R&A) Committee

 Meets a week before the senate meetings and decides on the agenda for the upcoming senate meeting.
 Reviews bills or resolutions that would be presented before the senate, to ensure conformity to the guidelines enumerated in the GPSA constitution and bylaws. Periodically updates the GPSA Bylaws; which provides guidelines for duties of the various components of the GPSA.
 Time Commitment: ~2 hours/week; during periods of bylaw editing / legislature review.

8. Teaching and Graduate Excellence Committee (TEGA)

 Works with the College of Graduate Studies (COGS) to award Excellence in Teaching and Graduate achievement awards
 Showcases graduate student achievement at UI and advances graduate student education by funding interdisciplinary workshops, programs, and short courses.
 Responsible for evaluating and awarding fall, spring, and summer semester thesis/dissertation binding awards.
 Time commitment: ~5 hours/semester.

9. 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.
 Committee members assist in reviewing applications immediately after each deadline (once every 2 months).
 Committee members are required to read the bylaws and understand the rules of screening which will be discussed at the first meeting. Members are also expected to assist with email queries from the student body.
 Time Commitment: ~8-10 hours/semester (depending on number of applications).
External Committee Descriptions

1. **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 to attend regularly scheduled Faculty Senate meetings. (Senator-at-Large – Olaniyi Arowojolu).

2. **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. (Senators-at-Large – Esmael Alyami & Fahmid Tousif).

3. **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 – Olivier Bizimana).

4. **Student Media Board**
   Provides guidance for, and regulates the various student-led media outlets on the UI campus. Reviews proposals for new student-led media outlets and if approved, provides the necessary financial support. (Communications Chair – Ramyaa Ravichandra).

5. **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 across all colleges and departments of the University. (Senator-at-Large – Fahmid Tousif).

6. **Ubuntu**
   This committee ensures that all activities on campus take place with dignity, compassion, and integrity amongst all participating groups/individuals. Reviews university policies/programs to ensure under-represented/under-served student population is not neglected. (Senator-at-Large – Sabreena Nasrin)

7. **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. (Senator-at-Large – Esmael Alyami).

8. **University Budget and Finance**
   Works with University Administration on budgetary and other financial matters, including communication of policy changes. (GPSA Financial Director – Margot Vore).
9. University Judicial Committee (UJC)
   Assembles as needed, for evaluation and review of student conduct issues and petitions. (GPSA Chief Justice – Humayun Kabir).

10. UI Sustainability Center (UISC)
    Students and 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. (GPSA Sustainability Committee Chair or a committee member, as designated by the Chair).

11. Student Grant Program
    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. (GPSA Finance Director – Margot Vore).

12. Americans with Disabilities Act Advisory Committee
    Advises the University’s Director of Human Rights, Access and Inclusion on all matters relating to disability, including universal access and design of university facilities, websites, and programming; accommodation of students, faculty and staff with disabilities. (Senator-at-Large – Sabreena Nasrin)

13. University Security and Compliance Committee
    USCC is charged with and facilitating activities that support a safe and secure living, learning and working experience. The committee will also perform a thorough review of the Annual Security and Fire Safety Report (ASFR) prior to its publication. (Senator-at-Large – Olivier Bizimana)