



**Graduate and Professional
Student Government**

**UNIVERSITY OF IOWA
GRADUATE AND PROFESSIONAL STUDENT GOVERNMENT**

CONSTITUTION & BYLAWS

Last Amended April 2025

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Preamble

The Graduate and Professional Student Government, hereafter referred to as GPSG, shall be organized for the advancement of graduate and professional students at the University of Iowa. GPSG shall advocate for its constituents, connect across programs, and work with the other University shared governance entities. GPSG shall be comprised of a voting body of delegates and a board of directors.

Article I - Members

Section 1. Constituency

GPSG’s constituency will be comprised of all students registered solely in a post-baccalaureate degree granting program. Constituency is not determined by whether a student is represented by a member government.

Students enrolled in the University of Iowa’s Undergraduate-to-Graduate (U2G) program will fall within Undergraduate Student Government (USG)’s constituency during their “blended” or “U2G year.” Students within the U2G program will fall within GPSG’s constituency during their graduate year, or after conferral of their bachelor’s degree.

Section 2. Member Governments

GPSG is comprised of seven “member governments” which includes the following colleges and their respective student governments:

1. College of Dentistry: Iowa American Student Dental Association [“IASDA”];
2. Graduate Colleges: Graduate Student Senate [“GSS”];
3. College of Law: Iowa Student Bar Association [“ISBA”];
4. Carver College of Medicine: Student Government [“CCOMSG”]
5. College of Pharmacy: Student Leadership Council [“COPSLC”]
6. College of Public Health [“CPHGSA”]
7. Association of Graduate Nursing Students [“AGNS”]

New member governments and their addition to GPSG shall follow the rules outlined in the GPSG Charter and this constitution.

Section 3. Delegates

3.1 Appointment

Hereafter, the term ‘delegate’ shall refer to a student that is elected or appointed by their respective member government to a seat on the Delegate Council of GPSG. The seats on GPSG will be constituted in the following manner for a total of 18 seats:

- | | |
|-------------------------------|-----|
| 1. Carver College of Medicine | (2) |
| 2. College of Dentistry | (2) |
| 3. College of Law | (2) |
| 4. College of Nursing | (2) |
| 5. College of Pharmacy | (2) |
| 6. College of Public Health | (2) |
| 7. Graduate Student Senate | (6) |

The six Graduate Student Senate seats shall be apportioned across departments as described below.

1. Arts and humanities
2. Social science and education
3. Biology and Medicine
4. Physical sciences, math, and engineering
5. At-large (usually the President of GSS)
6. At-large

New delegates may be added by amendment or upon the addition of new member governments. Any member governments representing more than a majority of the student body represented by GPSG will maintain a number of delegates equivalent to $\frac{1}{3}$ (one third) of the Delegate Council.

A single student in a dual-degree program may not simultaneously sit in two of the seats on the GPSG Delegate Council. U2G students are not eligible to fill a delegates seat during their blended year.

Delegates of GPSG are subject to removal from GPSG only by the member government that appointed them to the position.

3.2 Quorum

Quorum shall be established by a majority of the voting delegates plus one (i.e. 10 delegates).

No director shall count against their member government’s delegate count. None of GPSG directors shall have voting privileges except in the case of a tie, when GPSG Vice President shall cast a tie-breaking vote. Only voting delegates count toward quorum.

3.3 Alternates

Each member government may appoint alternate delegates as it sees fit. In the absence of a voting delegate, this alternate may assume voting privileges for the meeting and count towards quorum. Member governments may appoint any individual from their constituency at any time to serve as an alternate.

3.4 Duties

Each delegate is required to be a member of a minimum of one Chaired Committee and each committee shall have at least one member who is a delegate. No more than one professional delegate from the same member government or two delegates representing the graduate college will be members of the same committee.

Article II –Executive Board

Section 1. Generally

The directors of GPSG shall constitute the Executive Board. Within the Executive Board, the President, Vice President, Cabinet Director, and Finance Director shall be distinguished as the executive core due to their respective responsibilities.

Regular meetings of the Executive Board shall be held on at least a monthly basis during all full months of the regular academic session at the University of Iowa. Special meetings of the Board may be called by the President and shall be called upon the written request of three members of the Board.

All GPSG Director positions are elected positions. Any director position may be any member of the GPSG Constituency, as defined in Art. I Section 1. U2G students are not eligible to hold a director position during their blended year. A GPSG Director cannot simultaneously hold an director and a delegate position. No member shall hold more than one office at a time.

Executive Directors may be impeached by a two-thirds vote of the Council of Delegates present at a meeting.

Section 2. President

The President of GPSG is responsible for both the operational and procedural aspects of GPSG according to this constitution and any other procedural documents approved by GPSG. The President shall set the calendar for the following year and represent the graduate and professional student body to campus administrators, the University President, University shared governance, the Board of Regents, the state of Iowa, the Iowa General Assembly, the Governor, and other relevant external authorities. The President appoints the chairs of any ad hoc committee that may be formed during their tenure subject to the approval of GPSG delegates. The President will be identified as the contact for GPSG on the website as well as all other media. At the beginning of the President's term, the President shall plan and implement

GPSG's governmental advocacy agenda in collaboration with the Governmental Relations Director and Vice President.

The duties of GPSG President include but are not limited to representing the council on the following University Committees: Shared Governance Council; Budget Review Board; Alumni Leadership Council; Student Activity Fee Committee; Graduate Student Employment Committee; and the Hancher-Finkbine Committee, as well acting as the main liaison on the Presidential Student Leadership Meetings, the Board of Regents, State of Iowa meetings as well as various meetings with the UI Provost and the Student Life Administration.

The President shall have the power to issue Executive Orders pertaining to any decision that does not require the delegate votes. Executive Orders may be repealed by either a majority of the delegates, or by a subsequent Executive Order nullifying one previously issued. All Executive Orders shall expire at the completion of the presidential term.

Section 3. Vice President

The Vice President of GPSG assists the President in carrying out the internal communication functions of the Graduate and Professional Student Government, for planning and presiding over Delegate Council meetings, and acting as the main communication between the GPSG delegates and the GPSG executive board. The Vice President will assume GPSG President's duties in the case of their absence.

The duties of GPSG Vice President include but are not limited to representing the council on the following University Committees: Shared Governance Council; Student Activity Fee Committee; Graduate Student Employment Committee, as well acting as a liaison on the Presidential Student Leadership Meetings, the State Board Regents meetings as well as various meetings with the UI Provost and the Student Services Administration. The GPSG Vice President will also serve as a Co-Chair of the Nominations Committee for Presidential Charter Committees.

The Vice President shall serve as a co-chair for the Constitution and Bylaws Review Committee (CoBRA) as outlined in Art. VII Section 1 and the CoBRA Charter and Bylaws.

Section 4. Cabinet Director

The Cabinet Director shall serve as principal advisor to the President and Vice President. The Cabinet Director serves as a resource to all Executive Directors in the fulfillment of their respective job duties and responsibilities. The Cabinet Director shall assist directors in campus policies and procedures, connect to campus partners, and provide advice as necessary for the function of their roles. The Cabinet Director shall meet regularly one-on-one with the Executive Directors to address any needs.

In the case that a director does not fulfill their duties under this constitution, the Cabinet Director shall consult with the Executive Core to prescribe remedial measures including but not limited to additional consultation, advisement, connection to external persons, or removal from office. The Cabinet Director is Responsible for securing the location of the meeting.

The Cabinet Director shall serve as the co-chair for the Constitution and Bylaws Review Committee (CoBRA) as outlines in Art. VII Section 1 and the CoBRA governing documents.

Section 5. Finance Director

The Finance Director will serve as the budget director for GPSG. The Finance Director will also facilitate the operations of the Graduate and Professional Allocations Committee (GPAC) and the Graduate and Professional Grants Committee via the GPAC Director and Grants Director, and report directly to the GPSG President and Delegates. The Finance Director will also be responsible for communicating the maximum allowable funds for each budget or grants cycle. The Finance Director shall advise the President and Vice President on matters handled by the Student Activity Fee, while holding an ex-officio position on the same.

At the beginning of the year, the Finance Director, in collaboration with the rest of the executive core, shall draft a budget for GPSG, including but not limited to allocations to member governments, the grants committee, ongoing projects, stipends, and other committees as necessary for the function of GPSG. This budget shall be presented at the first meeting of GPSG in August.

Section 6. Graduate/Professional Allocations Committee Director.

The GPAC Director will oversee allocations to student organizations. The GPAC Director shall report directly to the Finance Director. The duties of the GPAC Director shall be outlined in the GPAC Bylaws.

Section 7. Grants Director

7.1 Grants Director

The Grants Director shall oversee the GPSG Grants Program and shall have general responsibility for ensuring the effective and efficient administration of the program. The Grants Director shall report directly to the Finance Director.

7.2 Grants Committee.

The Grants Director shall oversee the GPSG Grants Committee as it makes recommendations on the allocation of funds from the GPSG Grants Program. The committee members are charged with reviewing submitted applications, and the Grants Director, in close collaboration with the President, is charged with using said reviews to make recommendations on who should receive GPSG Grant funding.

1. Final funding decisions are made by the delegates.

Section 8. Other Directors

The Council of Delegates shall elect additional directors as it sees fit to fulfill the needs of GPSG, participate in campuswide conversations, and provide assistance to the President and Vice President.

The President, Vice President, and Cabinet Director shall have the authority to recommend the addition or removal of any director positions to the delegates. Recommendations for addition or removal must be presented as legislation during the first meeting of the spring semester.

A two-third vote of the delegates will be required to add or remove any positions. Any additions or removals will commence at the beginning of the next GPSG administration.

Article III – Meetings

Section 1. Regular Meetings

Regular meetings shall occur no less frequently than monthly during the academic year. These meetings shall be in-person with a hybrid or virtual option available at the discretion of the President and Vice President.

These meetings shall be published on the website and accessible to any constituent with reasonable accommodations. The Vice President, in collaboration with the President, will establish an agenda for each meeting. The agenda, together with additional materials, will be distributed to all committee members at least 24 hours before the regular meetings.

Section 2. Special Meetings

Special meetings may be held at the discretion of the President. Alternatively, any three delegates may request, in writing, a special meeting at any time.

Section 3. Voting

Each delegate shall be entitled to one vote on each matter presented before the Committee.

Section 4. Veto

Upon the unanimous decision by the delegates of any individual member government or at the discretion of the GPSG President, any legislation may be vetoed. A veto shall require a 2/3 (two-third) majority vote of all present delegates to override.

Section 5. President Pro Tempore of the Delegate Council.

The GPSG delegate or alternate delegate who has served the earliest on GPSG in an official capacity as either a delegate or director shall serve as the President Pro Tempore of the Delegate Council. In the absence of the Vice President, the President Pro Tempore of the Delegate Council shall preside over sessions of the Delegate Council unless another presiding director is appointed.

Article IV – Committees

The standing committees of GPSG shall consist of the following: Graduate and Professional Allocations Committee (GPAC), GPSG Grants Committee, and further committees as led by the duly elected directors of GPSG. Directors shall provide updates on committee activities as requested at cabinet and regular meetings.

In addition to the director-led committees, the following committees shall form and meet on an as needed basis:

1. Constitution and Bylaws Review and Amendments (CoBRA) Committee. The CoBRA Committee, co-led by the GPSG Cabinet Director and Vice President, shall meet at a minimum of every two academic years to review and discuss recommendations for amendments to the Governing Documents.
2. Elections Committee. The Elections Committee, led by the Cabinet Director, shall lead in the planning of the GPSG Elections. The Elections Committee will be comprised of the Cabinet Director, Communications Director, and the GPSG advisors.
3. Any other committees necessary to perform the functions of GPSG.

Article V – Finances

Section 1. Budget.

The directors of GPSG shall maintain a budget for GPSG activities and fiscal priorities.

Section 2. Internal Accounts.

GPSG directors shall administer the internal accounts of GPSG in collaboration with SOBO and may make transfers between the accounts that are necessary and proper for the efficient operation of GPSG activities and services. Such maintenance of the internal GPSG accounts shall be made in consultation with the GPSG delegates.

1. Deferred Maintenance Fund. The Deferred Maintenance Fund is a GPSG account in the Student Organization Business Office used to help defray costs related to the maintenance or replacement of student government-owned equipment or facilities used by student organizations. Each year the GPSG Finance Director, under the permission of the President, shall transfer an appropriate amount from the allocations account into the Deferred Maintenance Fund.
2. Accessibility Support Fund. The Accessibility Support Fund is a GPSG account in the Student Organization Business Office used to help defray the costs of student organization

events with accessibility related expenses that may strain their budgets. Each year the GPSG Finance Director, under the permission of the President, shall transfer an appropriate amount from the allocations account into the Accessibility Support Fund.

Section 3. Contingency Reserve Accounts.

GPSG shall administer a Contingency Account. The following rules and regulations shall apply to this account:

1. Funds from the Contingency Reserve Accounts should not be requested for regularly budgeted items or for items for which a request has been made to GPAC.
2. Requests for use of these funds must follow the appropriate approval process dependent upon the amount of the request:
 - a. Requests less than \$1500 can be approved by the President or Finance Director.
 - b. Requests greater than or equal to \$1500 should be written in the form of GPSG legislation and must be approved by GPSG delegates.
3. Requests for use of Contingency Reserve Account funding can be considered throughout the fiscal year as the need arises.
4. If money is spent from this account throughout the year, the account should be replenished from reversion funds from the previous year after the June 30 reconciliation of Student Organization Accounts. Other sources of money can be deposited into the Contingency Account as they are available to replenish any expenditure.
5. Balances in the Contingency Reserve Account shall be reviewed at least once per semester and an up-to-date balance sheet must be maintained and made available for this account upon demand.
6. Dissolution of Student Organizations. Upon dissolution, state money and mandatory student fees revert to the granting organization. Group fees should be divided as stated in the Charter and carried out by the dissolving group's members and directors. Group fees should be transferred to the GPSG Contingency Account.
7. Contingency Account Limits. On a University fiscal year, the contingency account balance shall remain between \$20,000 and \$80,000.

Article VI: Elections

Section 1. Nominations.

Cabinet level director-nominations shall be submitted to the GPSG Elections Committee starting two weeks prior and concluding one week prior to each Election Meeting.

Executive Core nominations are solicited in February. All other GPSG director nominations are solicited in March. Elections for the Executive Core shall occur during the March meeting. Elections for all other directors, chairs, and liaisons shall occur during the April meeting.

All director positions are open to any member of the GPSG constituency, as outlined in Art. 1 Section 1, including current delegates and alternates. There are two exceptions as outlined below.

Students in their blended year of the U2G program are eligible for GPSG elections. Despite not being graduate students at the time of their nomination, U2G students will be graduate students the following academic year and are eligible to hold GPSG offices. If a U2G student is elected and does not have their bachelor's degree conferred in May following the election and/or does not continue their U2G graduate program at the University of Iowa in the subsequent term, the student will forfeit their elected position. Eligibility will be confirmed by the Office of the Dean of Students.

Current University of Iowa students, not in a U2G program, who will have their bachelor's degree conferred upon them in May following the election, and who have been admitted to a one-year master's program at the University of Iowa are eligible for GPSG elections. Admitted students to one-year master's programs will be eligible to hold GPSG offices in the following academic year. If an admitted student is elected and does not have their bachelor's degree conferred in May following the election and/or does not begin their graduate/professional program at the University of Iowa in the subsequent term, they will forfeit their elected position. Eligibility will be confirmed by the Office of the Dean of Students.

Students who are admitted to a graduate or professional degree-granting program at the University of Iowa, but who completed their undergraduate education at another institution are not eligible for GPSG elections. Current University of Iowa undergraduates who are not enrolled in the U2G program or a one-year master's program at the University of Iowa during the election term are not eligible for GPSG elections, even if they have been admitted to a graduate or professional degree-granting program at the University of Iowa.

Section 2. Resignations.

If a director steps down mid-term, a special election must be held within four weeks. An interim director shall be appointed by the Executive Core to assume the duties of the vacant position until a replacement is found. If the resignation is the Cabinet Director, the President shall assume the duties of the position until a replacement is found.

Section 3. Special Requirements for President and Vice President Candidate Eligibility.

Eligibility for GPSG Presidency and Vice-Presidency shall alternate between graduate and professional students each year and the student classification eligible for GPSG President position shall not also be eligible for the Vice President position. All other positions are equally open to graduate and professional students.

If a student group fails to nominate a suitable candidate for GPSG President or Vice President prior to the elections for either position, an eligible candidate from another student group may then be nominated and elected as President or Vice President at that meeting.

Section 4. Announcement of Election Results.

After the conclusion of the last election, the results will be submitted for publishing no more than 72 (seventy-two) hours after the conclusion of the elections. Announcements will be made via the GPSG media accounts and a campus-wide messaging.

Article VII: Amendments of Constitution and Bylaws

This document may be amended at any regular meeting of GPSG by a two-thirds vote of delegates, provided that the amendment has been submitted in writing at the previous regular meeting. The CoBRA Committee will be responsible for reviewing this document at a minimum of every two years and will present necessary changes as legislation.

In exceptional circumstances, a constitutional amendment may be introduced outside of a regular meeting, provided that it is submitted to the Council of Delegates and Board of Officers in writing two weeks before the meeting at which the amendment will be voted on.