

BOARD OF REGENTS  
BRIEFING PAPER

**1. Agenda Item Title: HANDBOOK REVISION, BYLAWS, UNLV  
TITLE 5, CHAPTER 15, ARTICLES I - III**

**2. BACKGROUND & POLICY CONTEXT OF ISSUE:**

The University of Nevada, Las Vegas, is seeking to amend the Graduate Professional Student Association's (GPSA) constitution to respond to clarify the role of the elected president and to make other various editing corrections.

**3. SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:**

Define the scope of the elected GPSA President's power.

**4. IMPETUS (WHY NOW?):**

Recent NSHE audit recommended that a clause be added to the GPSA Constitution defining the scope of the elected President's power.

**5. BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:**

- This change would delineate that the President is to abide by the rules and regulations of the NSHE Regents Handbook, UNLV policies and/or appropriately delegated authority.

**6. POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:**

- None noted.

**7. ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:**

- Do nothing; however, some of these changes are mandated by Board policy.

**8. COMPLIANCE WITH BOARD POLICY:**

- Consistent With Current Board Policy: Title #\_\_\_\_ Chapter #\_\_\_\_ Section #\_\_\_\_
- Amends Current Board Policy: **Title #5 Chapter #15**
- Amends Current Procedures & Guidelines Manual: Chapter #\_\_\_\_ Section #\_\_\_\_
- Other:\_\_\_\_\_
- Fiscal Impact: Yes\_\_\_\_ No
- Explain:\_\_\_\_\_

## Title 5 – UCCSN Governing Documents

### Chapter 15

# CONSTITUTION OF THE GRADUATE & PROFESSIONAL STUDENT ASSOCIATION OF THE UNIVERSITY OF NEVADA, LAS VEGAS

The Graduate & Professional Student Association (GPSA) of the University of Nevada, Las Vegas, shall promote and represent the interests of graduate **and professional** students at the University of Nevada, Las Vegas. The association will assist graduate **and professional** students with support for academic endeavors. Providing an environment conducive to student scholarship and research will be a primary goal of the GPSA. In addition, the GPSA will strive to engender a sense of community among the graduate **and professional** students by furnishing financial support and fellowship. (B/R 1/89)

#### ARTICLE I Membership and Dues

Section 1. All executive, legislative, and judicial powers herein shall be vested in GPSA Council. (B/R 1/89)

Section 2. The GPSA Council shall be composed of one admitted graduate **and professional** student member from each department that offers graduate **and professional** degree programs at the University of Nevada, Las Vegas, appointed or elected by the department thereof, for one academic year. Each Representative shall have one vote and shall represent the interests of the officially admitted graduate **and professional** students in his or her department. (B/R 12/01)

When a vacancy exists in the representation from any department offering graduate **and professional** programs, department shall appoint or elect thereof [~~shall select~~] another Representative to fill said vacancy. (B/R 12/01)

Representatives shall inform their constituents, graduate **and professional** advisors, and department chairperson about GPSA events and activities and shall report to the GPSA Council any suggestions these persons may have regarding the welfare of the graduate **and professional** students. Representatives shall encourage graduate **and professional** students to participate in GPSA events and activities. (B/R 1/89)

The GPSA membership shall choose its leadership, which shall consist of a President, Vice President, Treasurer and Secretary. (B/R 12/01)

- Section 3. The methods of holding elections for GPSA representatives shall be prescribed by each graduate **and professional** department. (B/R 12/01)
- Representatives shall be elected or appointed during the month of September of each year. (B/R 1/89)
- Section 4. A simple majority of the GPSA Council shall constitute a quorum to conduct business. The Council shall keep minutes of its proceedings and distribute them to each representative. (B/R 1/89)
- Section 5. The GPSA Council shall, by simple majority of those representatives present, have the power to make Policy Statements and adopt Resolutions for the promotion of graduate **and professional** student interests;
- To award scholarships, research grants, and travel allowances based on the scholastic merit and/or financial need of GPSA members;
  - To pay debts and incur new debts;
  - To appropriate money for a term no longer than one year;
  - To establish, amend, and suspend bylaws which are consistent with the GPSA Constitution; (B/R 12/01)
  - To constitute and dissolve tribunals inferior to the judicial power of the GPSA Council. (B/R 1/89)
- Section 6. No Policy Statements which violate the United States Constitution and Statues at Large; the Nevada Constitution and Nevada Revised Statues; the Nevada Open Meeting Law; the University of Nevada System Code, the University of Nevada, Las Vegas Bylaws, or the Graduate College Bylaws shall be adopted. (B/R 1/89)
- No money shall be drawn from the Treasury that is not in consequence of appropriations made by Resolution. A regular Statement and Account of the Receipts and Expenditures of all GPSA money shall be provided at each Council meeting. One GPSA officer and the GPSA's state employee or two GPSA officers shall sign for all expenditures. (B/R 12/01)
- Section 7. Funding for this Association shall be derived from a portion of graduate **and professional** student fees. (B/R 1/89)

ARTICLE II  
Officers

- Section 1. The leadership of the GPSA Council shall consist of a President, Vice President, Treasurer, and Secretary. (B/R 1/89)
- Section 2. The leadership shall be admitted graduate **and professional** students, and as such, members of the GPSA but not necessarily members of the Council. The GPSA membership, consisting of all graduate **and professional** students, shall elect the officers during the month of April of each year. The GPSA Council shall swear in the new officers on or before the first day of May. The leadership shall serve in office from the first day of May to the last day of April. (B/R 1/89)
- Section 3. Each officer shall have one vote in the GPSA Council. (B/R 1/89)
- Section 4. Between June 1 and September 1 period, the officers shall have the power to pay existing debts. Other decisions during this period shall be the result of a majority vote of the officers with the [advise] **advice** and consent of the Dean of the Graduate College and/or GPSA faculty advisors and with any such expenditures to be approved by two signatures; either two GPSA officers or one GPSA officer and the GPSA's state employee. (B/R 12/01)
- A full record and account of the June to September 1 period shall be provided to the GPSA Council at the first meeting of the fall semester. (B/R 1/89)
- Section 5. The President shall be the chairperson of the GPSA Council. With the advice of the Council Members, the President shall call regular meetings at least three times each semester and can call special meetings of the GPSA Council as deemed necessary.  
(B/R 1/89)
- The President shall have the power to conduct relations with organizations outside the University of Nevada System in accordance with the policies and resolutions of the GPSA Council. All agreements between GPSA and other organizations inside the University of Nevada System shall be expressed in Memoranda of Understanding, which shall be accessible to all members of the GPSA. The GPSA Council shall approve or disapprove all Memoranda of Understanding. (B/R 1/89)
- The President shall direct the day-to-day personnel affairs of the GPSA Staff in accordance with the GPSA Council Policy Statements **and subject to the rules and regulations of the NSHE Regents Handbook, UNLV policies and/or appropriately delegated authority.** (B/R 12/01)

Whenever the President transmits to the members and leadership of the GPSA Council his or her written declaration that he or she is unable to discharge the powers and duties of office, and until he or she transmits to them a written declaration of the contrary, such powers and duties shall be discharged by the Vice President as Acting President. (BR 1/89)

Section 6. The Vice President shall have access to all official correspondence of the President. (B/R 1/89)

The Vice President shall chair the Research Grant Committee, which shall be a standing committee of the GPSA. This committee shall have four to six members, selected by the Council. The function of this committee is to disburse GPSA research and travel monies. (B/R 1/89)

Whenever the Vice President transmits to the members and leadership of the GPSA Council his or her written declaration that he or she is unable to discharge the powers and duties of office, and until he or she transmits to them a written declaration to the contrary, such powers and duties shall be discharged by the Treasurer as Acting Vice President. (B/R 1/89)

Section 7. The Treasurer shall provide each regular Council meeting a regular Statement of Account of the Receipts and Expenditures of all GPSA money. The Statement and Account shall be provided to the members and the leadership of the GPSA Council and to the Dean of the Graduate College. The Treasurer shall establish and maintain all records of revenue and expenditures. The Treasurer shall provide special financial reports when so directed by the GPSA Council. (B/R 12/01)

Whenever the Treasurer transmits to the members and leadership of the GPSA Council his or her written declaration that he or she is unable to discharge the powers and duties of office, and until he or she transmits to them a written declaration to the contrary, such powers and duties shall be discharged by the Secretary as Acting Treasurer. (B/R 1/89)

Section 8. The Secretary shall record and report the minutes of regular and special meetings of the GPSA Council. (B/R 1/89)

The Secretary shall be the Parliamentarian of the GPSA Council. (B/R 1/89)

Whenever the Secretary transmits to the members and leadership of the GPSA Council his or her written declaration that he or she is unable to discharge the powers and duties of office, and until he or she transmits to them a written declaration of the contrary, such powers and duties shall be discharged by the President as Acting ~~President~~ **Secretary**. (B/R 12/01)

ARTICLE III  
Faculty Advisors

- Section 1. There are to be two faculty advisors of the GPSA Council, at least one of whom shall be the Dean of the Graduate College at the University of Nevada, Las Vegas and the other who shall be a full-time member of the graduate and/or professional faculty of the University of Nevada, Las Vegas. (B/R 12/01)
- Section 2. Faculty Advisors shall be appointed in the month of May. (B/R 1/89)
- Section 3. Faculty Advisors shall be members of the GPSA Council without the privilege of voting. (B/R 1/89)

ARTICLE IV

- Section 1. Any representative or Executive Council Officer of the GPSA may be removed from office. To remove a Council member an Ad Hoc Grievance Review Committee shall be formed to review the appropriateness and validity of the charges and to hold a hearing to adjudicate the charges. At the time of the committee hearing, the charges will be discussed, the evidence of the infraction(s) will be presented, any witness(es) testimony will be reported, and the defendant will have an opportunity to be heard before an impartial hearing board which shall be the Ad Hoc Grievance Review Committee. After reading and hearing all evidence, the committee shall present a recommendation in a written report for the general Council. (B/R 12/01)
- Section 2. The GPSA Council will elect five (5) current representatives to serve on the Grievance Review Committee. Member(s) shall remove themselves from the committee in case of conflict of interest. Any removed member will be replaced in accordance with Article IV, Section I. (B/R 12/01)
- Section 3. The representative or Executive Council Officer shall be informed of the charges in writing at least ten (10) business days prior to a hearing for removal. Any evidence to be used at the hearing for removal shall be provided to the representative or Executive Council Officer at the time of notice, and continuing through the hearing date as further evidence is gathered. (B/R 12/01)
- Section 4. The Vice President shall have no vote and be responsible for all notifications and be presiding officer at the hearing for removal. If the individual being charged is the Vice President, the President shall be responsible for all notifications and be the presiding officer. The President shall be subject to the same conditions if he/she is to be the presiding officer. (B/R 12/01)
- Section 5. The representative or the Executive Council officer shall be informed of the charges along with any evidence before the Council with the complainant present. The representative or the Executive Council officer charged may be

accompanied by one advisor of the person's choice who may act on [accompanied by one advisor of the person's choice who may act on] the charged person's behalf. The person charged must give written notice of the name and address of the advisor, and whether the advisor is an attorney, to the administrative officer no later than five (5) business days before the time set for the hearing. The advisor will not be permitted at the hearing without such notice. Should a person charged advise that the person will be accompanied by an attorney as an advisor, the administrative officer may advise the General Counsel of the UCCSN System so that an attorney may be present at the hearing to act as advisor for the administrative officer. (B/R 12/01)

- Section 6. Written and or oral reports regarding the infraction will be provided to the General Council from the Vice President, the hearing committee, and the Defendant. A two-thirds (2/3's) vote of the GPSA Council shall be necessary for removal. Any representative or Executive Council Officer removed shall surrender all positions held in the GPSA. (B/R 12/01)

#### ARTICLE V Availability of Documents

- Section 1. A copy of this Constitution and all bylaws shall be made available to anyone upon request. Copies will be furnished to each officer, representative, and advisory; copies will also be kept in open file in the GPSA office. (B/R 1/89)
- Section 2. All GPSA Policy Statements, Policy Reviews, Memoranda, Memoranda of Understanding, Resolution, agendas, budgets, agendas, other records, and minutes shall be available upon request. All GPSA Council meetings are subject to Nevada Open Meeting Law. (B/R 12/01)

#### ARTICLE VI Amendments

- Section 1. Any amendments or changes to this document must be approved by a [simple] two-third (2/3) majority of the entire GPSA Council and by the Board of Regents of the University of Nevada System. (B/R 12/01)