

Graduate Student Senate

Resolution 9.10.2026.1

Adoption of the Revised Constitution of the Graduate Student Senate

Sponsor(s): Collin Coil, President of the GSS

Date Introduced: October 15, 2026

WHEREAS, The Constitution of the Graduate Student Senate (GSS) currently in force was last revised in March 2025, and has since been applied under conditions that revealed substantial defects in its text, structure, and internal consistency; and

WHEREAS, The Senate's adopted procedural documents and practices have in several instances conflicted with the governing documents; and

WHEREAS, The Senate has experienced extended periods of diminished function and instances where there was no choice but to violate the Constitution; and

WHEREAS, These conditions have impaired the Senate's capacity to represent the graduate student body, to exercise fiscal oversight, and to maintain institutional continuity across changes in membership; and

WHEREAS, The Executive Council undertook a comprehensive review of its governing documents and circulated to all senators a comparison report documenting nearly eighty substantive changes between the March 2025 documents and the revised draft; and

WHEREAS, The scope of these revisions is such that amendment by individual section would be impracticable and would leave the resulting document without coherent structure, and the Senate therefore proceeds by adopting a complete replacement text; and

RESOLVED, That the Graduate Student Senate (GSS) adopts, in its entirety and as a complete replacement of the Constitution presently in force, the revised Constitution of the Graduate Student Senate attached to this resolution as Appendix A and incorporated herein by reference as well as the Standing Policies of the Senate attached to this resolution as Appendix B; and be it further

RESOLVED, That the Constitution and policies adopted by this resolution takes effect on immediately upon approval by the Board of Trustees, at which time the Constitution presently in force is repealed in full; and be it further

RESOLVED, That all officers, senators, and committee members duly seated as of the effective date

shall continue in their offices for the remainder of their terms, regardless of any cap on the number of Senators; and be it further

RESOLVED, That the Bylaws of the Graduate Student Senate shall be conformed to the revised Constitution, and that any provision of the Bylaws or of any standing rule, policy, or prior bill or resolution inconsistent with the revised Constitution is superseded to the extent of the inconsistency; and be it further

RESOLVED, That the Secretary shall record the adoption of this resolution in the minutes, publish the revised Constitution to the Senate's official channels, and retain the comparison report and prior text as part of the permanent record of the Senate; and be it further

RESOLVED, That the President shall transmit this resolution and the adopted Constitution to the Board of Trustees and to such other university offices as maintain records of recognized student governance bodies.

Collin Coil

Adopted by the Graduate Student Senate on: October 15, 2026
President, Graduate Student Senate

Appendix A

GRADUATE STUDENT SENATE

University of Vermont

CONSTITUTION

Draft Revision — As Passed, October 15, 2026

Article I — Name of Organization

Section A The name of this organization is the Graduate Student Senate of the University of Vermont.

Article II — Purpose

Section A The purpose of the Graduate Student Senate is to cultivate both the academic and nonacademic activities of the graduate student body and to enhance all aspects of graduate school life at the University of Vermont. The Graduate Student Senate shall consider any matter that directly influences or affects the graduate student body as a valid item for its interest and deliberation and shall provide services that directly address the needs of individual students.

Section B The Graduate Student Senate shall: act as a liaison among the University of Vermont's administration, faculty, staff, undergraduate students, and graduate students; encourage graduate student involvement in Senate activities and University functions; facilitate educational, professional, and research activities of graduate students; disseminate information regarding graduate activities to the campus community; and represent graduate student interests to the University community, the State of Vermont, and national organizations.

Article III — Responsibility

Section A The Graduate Student Senate shall make every effort to send representatives to the Board of Trustees, Graduate College Executive Committee, Faculty Senate, the Graduate Faculty, and to any other board, committee, or organization where graduate student representation is necessary, useful, or requested.

Section B A member of the Executive Council shall report the concerns and interests of graduate students to the University of Vermont through the President of the University and Dean of the Graduate College, with recommendations for implementing necessary changes.

Section C The Graduate Student Senate shall be responsible for making recommendations to the Graduate College regarding the Senate's annual operating funds in accordance with the Bylaws and this Constitution.

Section D The Graduate Student Senate shall pass resolutions and bills on subjects of interest to the graduate student body and deliver these resolutions through the channels outlined in Section B of this Article.

Section E The Graduate Student Senate shall assist with outreach activities in coordination with the Graduate College, including but not limited to Graduate Student Orientation, Research Week, professional training, mini-grant reviews, and social events.

Article IV — Membership

Section A The members of the Graduate Student Senate shall consist of elected Senators from graduate programs at the University of Vermont. Specific nomination procedures and duties of the Senators are set forth in the Bylaws.

Section B The Graduate Student Senate shall strive to have representation from all graduate programs offered by the University of Vermont and recognized by the Graduate College.

Section C The Senate shall be composed of two (2) Senators from each college of the University of Vermont, two (2) Senators representing cross-college programs, and a number of at-large Senators equal to the total number of college and cross-college seats. Senators representing a specific college must be enrolled in a program within that college. Senators must be full-time or part-time graduate students enrolled at the University of Vermont and must maintain good academic standing while holding office.

Section D Removal of Senators

Clause 1 A Senator with two (2) consecutive unexcused absences from Senate meetings may be eligible for removal from office. The Executive Council will provide a written warning to the absentee Senator after their second consecutive unexcused absence, and the Senate may hold a removal vote at the next meeting. A two-thirds (2/3) majority vote is necessary to remove a Senator from office.

Clause 2 For violations of duties set forth in the Bylaws, a Senator may be removed by a two-thirds (2/3) majority vote of the Senate. Any Senator or Executive Council member may initiate proceedings by petitioning the President in writing. Discussion and voting shall occur at the next regularly scheduled Senate meeting.

Article V — Senate Meetings

Section A There shall be at least four (4) Senate meetings per semester, excluding the summer break. The President may call a special meeting at any time.

Section B Regularly scheduled Senate meetings shall ordinarily be open to the public. The Senate may hold additional meetings that may or may not be open to the public. Voting at Senate meetings is limited to Senators and to proxies designated in accordance with the Bylaws, except that the Vice President shall cast a vote in the case of a tie.

Section C The Graduate Student Senate shall use *Robert's Rules of Order* as a guide to parliamentary procedure. The Parliamentarian shall advise the presiding officer on procedural questions. Specific rules governing discussion protocol and the order of business shall be set forth in the Bylaws.

Article VI — Executive Officers

Section A Executive Council Composition

Clause 1 The standing members of the Executive Council shall consist of the President, Vice President, Treasurer, Secretary, and Communications Director.

Clause 2 The standing members of the Executive Council shall be elected annually by the graduate student body as set forth in the Bylaws.

Clause 3 During their tenure in office, Executive Council members must be registered with the University of Vermont Graduate College as full-time or part-time graduate students for the Fall and Spring semesters.

Clause 4 The Executive Council shall be responsible for completing all duties as specified in the Bylaws.

Clause 5 Members of the Executive Council may not concurrently serve as a Senator.

Clause 6 Members of the Executive Council serve as ex officio members of the committees of the Senate as provided in the Bylaws. They may not serve as the Chair or Vice Chair of any committee.

Section B Duties of the President

Clause 1 The President shall oversee the functions of the Graduate Student Senate and the Executive Council in accordance with this Constitution and the Bylaws.

Clause 2 The President shall act as liaison between University of Vermont administrators and the Graduate Student Senate.

Clause 3 The President shall represent or nominate others to represent the graduate students on university-wide shared governance bodies.

Clause 4 The President shall not vote during Senate meetings but may advise the Senate as needed.

Clause 5 The President shall preside over Executive Council meetings or appoint another officer to preside.

Section C Duties of the Vice President

Clause 1 The Vice President shall act in the capacity of the President in any meeting or event where the President is unable to attend or participate.

Clause 2 The Vice President shall preside over Senate meetings or appoint another officer to preside.

Clause 3 The Vice President shall set the agenda of Senate meetings with the assistance of the Executive Council.

Clause 4 The Vice President shall vote at Senate meetings only in the case of a tie.

Article VII — Officers of the Senate

Section A Parliamentarian

Clause 1 The Senate shall have a Parliamentarian. The Parliamentarian is selected and confirmed by a simple majority vote of the Senate. The Parliamentarian may be a member of the Senate but cannot be a member of the Executive Council. If the Parliamentarian is a Senator, they retain voting power.

Clause 2 The Parliamentarian shall advise the presiding officer and members on matters of parliamentary procedure, interpret this Constitution and Bylaws when disputes arise, and ensure that meetings are conducted in an orderly fashion.

Clause 3 The Parliamentarian shall serve until the end of the academic year in which they are confirmed and may be reconfirmed for subsequent years. A vacancy in the office shall be filled by the same selection procedure at the next regularly scheduled Senate meeting.

Clause 4 The Parliamentarian may be removed by a two-thirds (2/3) majority vote of the Senate. The Executive Council cannot introduce any action to remove the Parliamentarian.

Article VIII — Confirmation of Nominees

Section A The President, in consultation with the Executive Council, shall submit all nominees for university-wide committees, external boards, and other representative positions to the Senate for confirmation.

Section B Confirmation of nominees shall require a simple majority vote of the Senate.

Section C If a nominee is not confirmed, the Executive Council shall submit an alternative nominee by the next Senate meeting. The process repeats until a nominee is confirmed.

Section D In urgent cases where a representative must be seated before the next Senate meeting, the President may make an interim appointment, subject to confirmation at the next regularly scheduled meeting or virtual vote.

Article IX — Committees

Section A The standing committees of the Senate shall be the Finance Committee, the Operations Committee, and the Student Affairs Committee. The composition and duties of each standing committee shall be defined in the Bylaws.

Section B The Executive Council may propose the creation or elimination of an ad hoc committee. Such proposals shall require a majority vote of the Senate for approval. Ad hoc committees shall serve until the end of the academic year, after which the Senate must vote by majority to continue the committee or allow it to expire.

Section C Every committee shall be chaired by a Senator who is a voting member of that committee, elected by the committee as provided in the Bylaws.

Article X — Removal of Executive Council Members

Section A Petition and Hearing

Clause 1 Upon receipt of a petition for removal of an Executive Council member signed by twenty-five percent (25%) of the Senate, a special Senate meeting shall be called to hear the charges no later than four (4) weeks after the petition is received. The Senate shall designate a special chair by a simple majority vote to preside at this meeting.

Clause 2 The Executive Council member whose removal is sought shall not participate in any Graduate Student Senate function between receipt of the petition and the conclusion of the hearing. The member shall be allowed an opportunity to present a defense before the Senate.

Clause 3 A two-thirds ($2/3$) majority vote of the Senate shall be required to remove the Executive Council member from office. Following removal, a successor shall be chosen immediately under the succession procedures in this Article.

Section B Sanctions Short of Removal

Clause 1 The Senate may, by a two-thirds ($2/3$) majority vote, impose a stipend hold on an Executive Council member as a sanction for dereliction of duty, failure to comply with this Constitution or the Bylaws, or conduct detrimental to the interests of the graduate student body. A stipend hold suspends disbursement of the member's scholarship for the remainder of the current semester or until the Senate votes by majority to lift the hold, whichever occurs first.

Clause 2 Stipend holds must be introduced as a resolution outlining the specific grounds for the proposed sanction. This resolution may not be considered in the final meeting of the semester. The affected member must be afforded an opportunity to address the Senate before the vote.

Clause 3 A stipend hold does not remove the member from office. The member retains all duties and responsibilities of their position during the hold period. If the hold is not lifted by the end of the semester, the withheld scholarship is forfeited.

Clause 4 A stipend hold may be lifted at any subsequent Senate meeting by a majority vote, upon a finding that the grounds for the sanction have been satisfactorily addressed.

Section C Resignation

Clause 1 A Senator or member of the Executive Council may resign by submitting a written resignation to the Executive Council.

Article XI — Succession

Section A Executive Council Vacancy

Clause 1 In the event of a vacancy in an Executive Council position other than the President, the President shall appoint a candidate subject to the eligibility guidelines in this Constitution. The candidate shall be confirmed by a simple majority vote of the Senate. If not confirmed, the process repeats until a candidate is confirmed.

Clause 2 If a vacancy occurs during the summer, the President shall appoint an interim member to serve until the first Fall Senate meeting, at which point the interim appointee is subject to the confirmation procedures above.

Clause 3 If the President's position is vacated, the Vice President immediately assumes the role of interim President. The Vice President will submit a call for nominations to all graduate students. The call for nominations for the new President must remain open for at least one (1) week, and the Senators will elect the President at the next Senate meeting. If the Vice President is elected to be the new President, they may nominate a replacement Vice President, subject to confirmation under Clause 1 of this Section. If another candidate is elected to be President, the Vice President vacates the interim President role and returns to the Vice President role.

Section B Senator Vacancy

Clause 1 If a Senator's seat is vacated, the Executive Council shall appoint a replacement. Nominees may self-nominate. Confirmation requires a simple majority vote of the Senate.

Article XII — Operating Funds and Compensation

Section A Budget

Clause 1 The Executive Council shall present a proposed operating budget for the current semester to the Senate no later than the first Senate meeting of that semester. The budget shall be approved by a simple majority vote of the Senate.

Clause 2 Changes to the approved budget may be submitted to the Senate for approval by simple majority vote at any point during the year.

Clause 3 Leftover funds from the Fall semester budget may be used for Senate activities in the Winter term. Leftover funds from the Spring semester budget may be used for Senate activities in the Summer term.

Section B Compensation

Clause 1 Members of the Executive Council may receive service scholarships as provided in the Bylaws. The amount of any such scholarship shall be established by resolution of the Senate and recorded in the Standing Policies.

Clause 2 A resolution establishing or increasing the scholarship, stipend, or other compensation of any Executive Council position must be introduced and sponsored by a Senator who does not hold an Executive Council position. No member of the Executive Council may introduce, sponsor, or vote on such a resolution. Presentation of an operating budget that reflects a compensation level already in effect does not constitute introduction or sponsorship for purposes of this Clause.

Clause 3 Any resolution or bill that increases the compensation of Executive Council members shall not take effect until the academic year following the year in which it is approved. This provision may not be waived or suspended.

Section C Spending Authority

Clause 1 The Executive Council shall have discretion over purchases or allocations below the threshold set in the Standing Policies of the Senate. Purchases or allocations equal to or exceeding that threshold require a simple majority vote of the Senate. If no threshold is set, then all purchases or allocations must be reviewed by the Senate.

Article XIII — Referendum

Section A The graduate student body has the right to request by petition a referendum vote on any bill or resolution passed by the Graduate Student Senate. A referendum petition must be submitted in writing to the President within thirty (30) academic days after the passage of the action in question and must be signed by a minimum of five percent (5%) of the graduate student body. In the case of a referendum petition filed in response to an action taken during the final Senate meeting of the academic year, the petition must be submitted a minimum of two (2) weeks prior to the first Senate meeting of the new academic year.

Section B The Senate may hold a referendum vote on an action for which a vote of the graduate student body is deemed necessary by a simple majority vote of the Senate.

Section C The referendum shall take place within thirty (30) academic days after the filing of the petition or vote of the Senate. The Executive Council shall determine the means by which a referendum is announced and the votes collected and counted. The announcement shall be widely posted and made available to the entire graduate student body. Passage of the referendum shall require a majority vote of all votes cast.

Article XIV — Electronic Remote Voting by the Senate

Section A Authority to Call an Electronic Remote Vote

Clause 1 When the President determines that a matter requires Senate action but cannot reasonably wait until the next scheduled Senate meeting, the President may call an electronic remote vote of the full Senate. The Vice President may exercise this authority when acting in the capacity of the President.

Clause 2 An electronic remote vote of the Senate may also be called upon written request of at least one-third (1/3) of the Senate, submitted to the President. The President shall initiate the electronic remote vote within forty-eight (48) hours of receiving a valid request.

Section B Procedures

Clause 1 The President, or designee, shall distribute to all Senators by email or other designated electronic platform: (i) the full text of the motion, resolution, or bill; (ii) any supporting materials; and (iii) the opening and closing date and time of the voting period.

Clause 2 The voting period shall be no fewer than forty-eight (48) hours. The Secretary shall administer the voting process and verify the results.

Clause 3 For an electronic remote vote to be valid, a quorum of Senators must participate. Quorum for electronic votes shall be one-half (1/2) of the seated Senators. Senators in violation of the absence policy shall not be counted.

Clause 4 The applicable voting threshold (e.g., majority, two-thirds) shall be the same as would apply if the vote were taken at a Senate meeting. The threshold shall be calculated based on the number of Senators who cast a vote, not the total membership.

Clause 5 Proxy voting is not permitted in electronic votes. Each Senator must cast their own vote.

Section C Excluded Matters

Clause 1 The following matters may not be decided by electronic vote and must be voted on at a Senate meeting:

- (a) Removal of a Senator or Executive Council member.
- (b) Imposition or lifting of a stipend hold.
- (c) Holding a referendum vote.
- (d) Designation of a special chair for removal proceedings.

- (e) Recognition or renewal of recognition of graduate student clubs.
- (f) Any matter involving a hearing or the right of a member to address the Senate in their own defense.

Section D Records

Clause 1 The Secretary shall record the full text of the motion, the names of all Senators who voted, and the outcome. The record should note whether the vote is a secret ballot or roll call; if roll call, the record must document each Senator's vote. This record shall be entered into the minutes of the next scheduled Senate meeting and made available to all graduate students.

Clause 2 Any Senator may request that a matter decided by electronic vote be reconsidered at the next Senate meeting. Reconsideration shall require a majority vote of the Senate.

Article XV — Voting Thresholds and Definitions

Section A Simple Majority Unless otherwise specified in this Constitution or the Bylaws, all actions require a simple majority vote (more than one-half of votes cast) of the Senate.

Section B Two-Thirds Majority A two-thirds ($2/3$) majority means at least two-thirds of the votes cast. Abstentions are recorded but are not counted as votes cast for the purpose of calculating any threshold.

Section C Thresholds Stated as a Proportion of the Senate Where this Constitution or the Bylaws state a voting threshold as a proportion "of the Senate," the threshold is calculated on the votes cast at a meeting at which quorum is present. Where a provision requires a petition or written request signed by a proportion of the Senate, that proportion is calculated on the total number of seated Senators.

Section D Academic Days An academic day is a day on which the University of Vermont is in regular session during the Fall or Spring semester, excluding weekends and University holidays.

Article XVI — Amendments to the Constitution

Section A Amendments to this Constitution may be proposed by any Senator or Executive Council member as a Resolution at a regularly scheduled Senate meeting. The Resolution shall be made available to the graduate student body for consideration for a minimum of two (2) weeks prior to the next regularly scheduled Senate meeting. Approval requires a two-thirds ($2/3$) majority vote of the Senate.

Section B An amendment approved by the Senate takes effect upon approval by the Board of Trustees of the University of Vermont, as required by the University Manual.

Article XVII — Amendments to the Bylaws

Section A Amendments to the Bylaws may be proposed by any Senator or Executive Council member at a regularly scheduled Senate meeting. The proposed amendment shall be made available to the Senate for consideration for a minimum of one (1) week prior to the next regularly scheduled Senate meeting. Approval requires a majority vote of the Senate.

Section B An amendment to the Bylaws approved by the Senate takes effect upon approval by the Board of Trustees of the University of Vermont, as required by the University Manual. The President shall transmit approved amendments for review through the Graduate College.

Section C A Bylaw amendment that conflicts with this Constitution shall be void. The Parliamentarian shall advise the Senate on whether a proposed Bylaw amendment conflicts with this Constitution before a vote is taken.

Article XVIII — Bylaws and Standing Policies

Section A Bylaws conforming to this Constitution shall be adopted at the ratification of this Constitution.

Section B The Bylaws shall address the structure of the Senate and the programs it maintains from year to year. Operational details that are subject to periodic change, including

funding levels, dollar thresholds, calendar dates, application windows, forms, and administrative procedures, shall be set forth in the Standing Policies established under the Bylaws and shall not be placed in this Constitution or the Bylaws.

GRADUATE STUDENT SENATE

University of Vermont

BYLAWS

Draft Revision — October 17, 2026

Article I — Senator Nomination Procedures

Section A Nominations

Clause 1 A program is defined as a graduate degree of study as recognized by the Graduate College of the University of Vermont. Only programs recognized by the Graduate College are eligible for representation.

Clause 2 The nomination of Senators shall be the responsibility of the graduate students enrolled in, or the coordinator of, the program seeking representation. Graduate students may self-nominate. Nominations must be submitted in writing via email to the Graduate Student Senate.

Clause 3 Annual nominations shall take place in April for the following academic year. The Vice President shall send a written “Call for Senators” notification to all graduate students a minimum of two (2) weeks prior to the deadline for nominations.

Clause 4 If the number of nominations submitted for a college does not exceed the number of seats allocated to that college, the nominees shall be confirmed without holding elections. If nominations exceed the number of seats, graduate students belonging to programs under that college will elect the Senators. The same rule applies to at-large seats, for which all graduate students are eligible to vote.

Clause 5 The Executive Council may solicit nominations as necessary outside of the annual nomination window. Open positions for Senators will be filled on a first-come, first-served basis. The Senate must approve nominees with a simple majority vote.

Section B Senator Duties

Clause 1 Senators should strive to serve on at least one committee, group, or organization where graduate student representation is necessary, useful, or requested.

Clause 2 Senators shall oversee the activities and actions of the Executive Council.

Clause 3 Senators shall inform their constituents of the actions and plans of the Graduate Student Senate.

Clause 4 Senators confirmed through the annual nomination process shall take office at the beginning of the academic year for which they were nominated and shall hold office until the end of that academic year. Senators confirmed or appointed outside the annual nomination process shall hold office until the end of the academic year in which they are confirmed or appointed.

Clause 5 Senators must attend Senate meetings regularly. A Senator who misses two (2) consecutive meetings without excuse shall no longer be counted when determining quorum and may be subject to removal under the Constitution.

Clause 6 A Senator unable to attend a meeting may designate a proxy to attend with all rights and privileges. The proxy must be a graduate student who is not a current member of the Executive Council. A current Senator may serve as a proxy for one (1) other Senator per meeting. Proxy representation must be communicated in writing to the Vice President before the scheduled meeting. A Senator who designates a proxy shall not be counted as missing a meeting.

Clause 7 Senators shall abide by all University of Vermont policies and by all local, state, and federal laws at Graduate Student Senate events.

Article II — Executive Council Elections

Section A Election Committee

Clause 1 An outgoing member of the current Executive Council not running for re-election shall serve as Chair of the Election Committee and organize nominations and elections for the following year, with the assistance of appointed Senators as needed. If every member of the Executive Council is running for re-election, a Senator shall be chosen to serve as Chair by a simple majority vote of the Senate. The Chair of the Election Committee shall not be a candidate for any office.

Clause 2 In the event of a tie in an election, the Chair of the Election Committee shall cast the deciding vote. The Chair shall not otherwise vote in the election.

Section B Election Procedures

Clause 1 Elections for all Executive Council positions shall take place in April of the preceding Spring semester. The Chair of the Election Committee shall send a written advertisement and call for candidates to all graduate students no fewer than four (4) weeks prior to the opening of voting.

Clause 2 The deadline for nominations shall be a minimum of one (1) week prior to elections. Nominations must be submitted via email to the Graduate Student Senate.

Clause 3 Each candidate must be a full-time or part-time graduate student for the entire academic year during which they would hold office.

Clause 4 Each candidate shall submit a statement of purpose for the position for which they are campaigning. Statements shall be posted on the Graduate Student Senate website and distributed to the graduate student community at least one (1) week prior to the election date.

Clause 5 The Chair of the Election Committee shall organize a voting process that is anonymous and accessible to all graduate students. The voting period shall be no fewer than forty-eight (48) hours. The opening and closing dates of the voting period shall be announced with the call for candidates.

Clause 6 Elections shall be determined by a plurality of the votes cast for the position.

Clause 7 Election results shall be posted on the Graduate Student Senate website and distributed to the graduate college listserv no later than one (1) week after the election period closes, along with voter participation data including the number and proportion of votes each candidate received and the overall voter turnout.

Clause 8 Newly elected officers shall take office the day after Commencement. The outgoing Executive Council is required to train the newly elected officers. Newly elected officers are expected to attend Executive Council meetings and discussions with University leadership between their election and installment.

Article III — Executive Council Duties

Section A Executive Council as a Whole

Clause 1 The Executive Council shall meet weekly or as deemed necessary by the President.

Clause 2 Executive Council members shall be equally responsible for planning and implementing all events and meetings of the Graduate Student Senate.

Clause 3 Executive Council members serve as ex officio members of the committees of the Senate under Article V of these Bylaws. They support the work of the committees and may not chair them.

Section B Additional Duties of the President In addition to the duties set forth in the Constitution:

Clause 1 The President shall meet with the Dean of the Graduate College and the President of the University on a regular basis.

Clause 2 The President shall appoint graduate student representatives to university committees requiring or requesting representation. Committees may include, but are not limited to, the Graduate Executive Committee, Faculty Senate Committees, and Board of Trustees Committees. All such nominees are subject to Senate confirmation as provided in the Constitution.

Clause 3 The President shall serve as the Executive Council liaison to the Student Affairs Committee.

Section C Additional Duties of the Vice President In addition to the duties set forth in the Constitution:

Clause 1 The Vice President shall maintain the current list of Senators and all records of Senate meeting attendance, and shall inform the Executive Council of Senators violating the absence policy.

Clause 2 The Vice President shall serve as the Executive Council liaison to the Operations Committee.

Section D Duties of the Treasurer

Clause 1 The Treasurer shall maintain all financial records and be responsible for all financial planning and operations. The Treasurer shall make all financial information available to the Executive Council and Senate upon request.

Clause 2 The Treasurer shall serve as the Executive Council liaison to the Finance Committee.

Clause 3 The Treasurer is responsible for the purchasing card linked to the Graduate Student Senate chart string.

Clause 4 The Treasurer is responsible for all purchases and allocations of funds and for keeping records of all receipts and proofs of purchase.

Clause 5 The Treasurer is responsible for reporting all expenses to the Administrative and Business Service Center before the deadline for journal reallocations every month.

Clause 6 At the end of each semester, the Treasurer shall submit a detailed report to the Senate on all funds spent.

Clause 7 The Treasurer shall present a proposed budget for the current semester at the first Senate meeting of the Fall and Spring semesters.

Section E Duties of the Communications Director

Clause 1 The Communications Director shall be responsible for all communications to and from graduate students from the Graduate Student Senate.

Clause 2 The Communications Director shall monitor the Graduate Student Senate email account and forward communications to the appropriate Executive Council member as needed.

Clause 3 The Communications Director shall send a weekly email summarizing upcoming events and news to all graduate students.

Clause 4 The Communications Director shall maintain the social media accounts of the Graduate Student Senate.

Clause 5 The Communications Director shall be responsible for creating and disseminating the public comment forms for all pending resolutions and coordinating with sponsors to ensure constituent feedback is presented to the Senate.

Section F Duties of the Secretary

Clause 1 The Secretary shall maintain all records of the Graduate Student Senate not required of the Treasurer.

Clause 2 The Secretary shall keep accurate minutes of all Senate meetings. Minutes shall be submitted to the Senate at the following meeting. Approved minutes shall be made available to all graduate students within one (1) week of approval and shall include copies of all materials distributed at the meeting.

Clause 3 The Secretary shall maintain the Graduate Student Senate website.

Clause 4 The Secretary shall maintain the current text of the Standing Policies and publish it as provided in Article XI.

Article IV — Compensation

Section A Executive Council Scholarships

Clause 1 Each member of the Executive Council shall receive a service scholarship for each Fall and Spring semester in which they hold office. The amount of the scholarship shall be established under Article XII, Section B of the Constitution and recorded in the Standing Policies. Scholarships shall be allocated at the end of each semester of service in accordance with the University of Vermont Payments to Students Policy.

Clause 2 If a member resigns or is removed, the scholarship shall be forfeited immediately. If a stipend hold is imposed under the Constitution and not lifted by the end of the semester, the withheld scholarship is forfeited.

Clause 3 The Executive Council may allocate administrative resources necessary to the conduct of Senate business, including parking privileges arranged through Transportation and Parking Services, to officers whose duties require them. Any standing allocation shall be recorded in the Standing Policies.

Section B Senate Awards

Clause 1 The Executive Council may nominate Senators for awards to acknowledge exceptional service. Awards may include a one-time monetary award. The value of each award and the number available in a given year shall be set in the Standing Policies. The Executive Council shall provide a list of award nominees to the Senate during the final Senate meeting of the year, and the Senate shall vote to confirm awardees.

Article V — General Provisions for Committees

Section A Application

Clause 1 This Article applies to all committees of the Senate, standing and ad hoc, except where a provision of these Bylaws or the Constitution expressly provides otherwise.

Section B Membership

Clause 1 Senators will be assigned to committees at the beginning of each academic semester by simple majority vote. A Senator may join or leave a committee by notifying the Chair. The Chair may approve membership changes and should coordinate with other committees to facilitate membership changes.

Clause 2 Members of the Executive Council serve as ex officio members of every committee. An ex officio member may attend any committee meeting and participate in its discussions, but may not vote, is not counted for the purpose of committee quorum, and is not eligible to serve as Chair or Vice Chair.

Clause 3 A committee may invite graduate students who are not Senators to participate in its work. Such participants have no vote and are not counted for the purpose of quorum.

Clause 4 If a voting member misses two (2) meetings without notifying the Chair, the Chair should send at least two (2) emails to the absent member. At least one week should separate these emails. If the member fails to respond, they are removed from the committee and may not rejoin for the remainder of the academic year.

Section C The Chair

Clause 1 Each committee shall elect a Chair from among its voting members by a simple majority vote of the committee. Any Senator serving on the committee is eligible. The Chair shall serve until the end of the academic year and may be re-elected.

Clause 2 The Chair is responsible for overseeing committee activities and reporting to the Senate.

Clause 3 The Chair is responsible for organizing meetings, monitoring progress, keeping attendance, and ensuring that minutes are sent to the Executive Council in a timely manner. The minutes should be published on the GSS website unless doing so would infringe on student privacy or applicable law or University policy.

Clause 4 If a Chair is not fulfilling their duties, the committee may remove the Chair by a two-thirds (2/3) vote of the committee. If a Vice Chair exists, the Vice Chair assumes the role; otherwise, the committee members vote to elect a new Chair by simple majority vote.

Section D Vice Chair

Clause 1 A committee may elect a Vice Chair from among its voting members as needed. The Vice Chair aids the Chair and assumes the Chair's responsibilities when the Chair is absent.

Section E Meetings and Transparency

Clause 1 Once per semester, committees are encouraged to advertise a meeting in the GSS Newsletter, open to all graduate students.

Section F Resolution of Disagreements

Clause 1 Disagreements within a committee shall be presented to the Senate for deliberation and resolved by a simple majority vote.

Section G Electronic Voting

Clause 1 When the Chair of a committee determines that a vote is needed on a matter that cannot reasonably wait until the next scheduled committee meeting, the Chair may call an electronic vote.

Clause 2 The Chair shall distribute to all committee members, by email or other designated electronic platform, a clear statement of the motion, any supporting materials, and a deadline for voting. The voting period shall be no fewer than forty-eight (48) hours.

Clause 3 For an electronic vote to be valid, a quorum of committee members must participate. A quorum for committee electronic votes shall be a majority of the committee's voting membership.

Clause 4 The vote shall be decided by simple majority of those participating unless the matter requires a higher threshold under the Constitution or these Bylaws.

Clause 5 The Chair shall record all electronic votes and report the results and the text of the motion to the Vice President and to the full committee. The results shall also be entered into the minutes of the next scheduled committee meeting.

Clause 6 Electronic votes may not be used for the following: election or removal of a committee Chair or Vice Chair, changes to the committee's charter, or any matter that the Constitution or these Bylaws require to be voted on by the full Senate.

Article VI — Standing Committees

Section A Establishment and Composition

Clause 1 The standing committees of the Senate are the Finance Committee, the Operations Committee, and the Student Affairs Committee.

Clause 2 Each standing committee shall be constituted at the beginning of each Fall semester and shall comprise at least three (3) Senators, who are its voting members. Each standing committee shall elect a Chair under Article V, Section C.

Clause 3 The Executive Council liaison to each standing committee is: the Treasurer for the Finance Committee; the Vice President for the Operations Committee; and the President for the Student Affairs Committee. The liaison is an ex officio member under Article V, Section B and is responsible for supporting the committee's work and carrying its questions to the Executive Council. All other Executive Council members remain ex officio members of the committee.

Section B Finance Committee

Clause 1 The Finance Committee shall provide guidance to the Executive Council and Senate on budgetary spending.

Clause 2 The Finance Committee shall review all applications for Elevate Grants.

Section C Operations Committee

Clause 1 The Operations Committee shall review and recommend improvements to internal Senate procedures, communications, technology, and administrative workflows.

Clause 2 The Operations Committee shall assist with website maintenance and coordination among committees.

Section D Student Affairs Committee

Clause 1 The Student Affairs Committee shall document and provide guidance on grievances and concerns affecting graduate students that are submitted to the Graduate Student Senate.

Article VII — Ad Hoc Committees

Section A Establishment

Clause 1 Ad hoc committees shall be created, continued, and eliminated as provided in Article IX, Section B of the Constitution.

Clause 2 The resolution creating an ad hoc committee shall state its charge and shall name at least two (2) Senators as founding members. The committee shall elect a Chair under Article V, Section C at its first meeting.

Article VIII — Graduate Student Club Recognition

Section A Eligibility

Clause 1 The graduate student club must be an official student organization recognized by the University of Vermont.

Clause 2 The club membership must be at least seventy-five percent (75%) graduate students.

Clause 3 The club must provide a mission statement and/or constitution to be presented to the Senate.

Clause 4 A group may apply for recognition during the application windows set in the Standing Policies. There shall be at least one application window in the Fall semester and one in the Spring semester. Club renewal occurs at the start of each academic year.

Section B Representation

Clause 1 Recognition requires a simple majority vote of the Senate.

Clause 2 Recognition expires at the end of the academic year. Clubs may re-apply by providing an updated member list. Renewal requires a simple majority vote of the Senate.

Section C Benefits of Recognition

Clause 1 Recognized clubs may request funding from the Graduate Student Senate. Requests below the spending threshold established under Article XII, Section C of the Constitution are at the discretion of the Executive Council. Requests equal to or exceeding that threshold require a simple majority vote of the Senate.

Clause 2 Recognized clubs may request that the Graduate Student Senate book rooms or other campus venues for club events. If the club has a separate chart string, it must provide the chart string for the booking request.

Section D Funding Affiliated Groups

Clause 1 Funds may be provided to recognized University organizations to fund events and activities that are open to or hosted by graduate students.

Clause 2 To obtain access to funds, a member of the executive board of the affiliated group must sign the recognition contract, and the group must be in good standing with the Senate. A representative must also complete the GSS Funding Request form and abide by all regulations stated therein.

Article IX — Discussion Protocol

Section A Terms of Parliamentary Procedure

Clause 1 **Order.** Actions allowed at a given time during meetings are “in order”; those not allowed are “out of order.”

Clause 2 **Quorum.** Quorum is the number of Senators required to conduct official business and shall be one-third (1/3) of the seated Senators. Senators in violation of the absence policy shall not be counted. Members of the Executive Council are not Senators and are not counted when determining quorum.

Clause 3 **Motion.** A motion is a proposal for the Senate to take a specific action. Any Senator or member of the Executive Council may propose a motion. Only one main motion may be considered at a time. A motion must be seconded to be discussed.

Clause 4 **Second.** A motion requires that at least one other Senator supports consideration of the action. The second is made verbally.

Clause 5 **Floor.** A person granted the floor by the presiding officer has the right to speak without interruption. The presiding officer determines who has the floor. One must have the floor to make a motion but not to second one.

Clause 6 **Bill.** A bill is a detailed statement of action defining a specific course of action. Any Senator or Executive Council member may write and/or sponsor a bill. Authors are expected to present and answer questions about the bill.

Clause 7 Resolution. A resolution is a detailed statement of sentiment expressing the opinion, support, or opposition of the Graduate Student Senate. It may contain “whereas” and “resolved” clauses. Any Senator or Executive Council member may write and/or sponsor a resolution. Authors are expected to present and answer questions about the resolution.

Section B Notice and Comment Procedures

Clause 1 Dissemination. At least one (1) week prior to a scheduled Senate vote on a bill or resolution, the Executive Council shall make a secure comment form available to the graduate students.

Clause 2 Collection. Comments must be collected via a secure survey requiring a valid University email address to ensure they originate from the graduate student body.

Clause 3 Collation and Presentation. The comment period shall close twenty-four (24) hours before the Senate meeting. The Executive Council is responsible for collating these responses and presenting a summary to the Senate prior to a vote.

Clause 4 Exceptions. In cases of emergency at the discretion of the Executive Council, this notice and comment period can be waived. The Senate can reinstate the notice and comment period through a motion supported by one-third (1/3) of the votes cast, in which case the vote on the bill or resolution is deferred to the next Senate meeting.

Section C Order of Business for Senate Meetings

Clause 1 Call to Order. The presiding officer calls the meeting to order.

Clause 2 Approval of Minutes. The presiding officer asks for objections to the previous minutes. If none, the minutes are approved by general consent. If objections exist, a motion may be made to amend.

Clause 3 President’s Remarks. The President may address the Senate. Questions may be directed to the President, but discussion is out of order.

Clause 4 **Reports.** Executive Council members, committee Chairs, and appointees to University shared governance bodies may briefly announce current business. Questions may be directed to the speaker, but discussion is out of order.

Clause 5 **Old Business.** Unresolved business from the previous meeting is addressed.

Clause 6 **New Business.** The Senate considers motions for new business. Scheduled bills or resolutions are taken in order, followed by additional new business. After a motion is read and seconded, the presiding officer opens the floor for debate.

Clause 7 **General Announcements.** Senators or guests may make announcements or inquiries. No new debate; new issues must wait for Old Business at the next meeting.

Clause 8 **Adjourn.** The presiding officer announces adjournment. A motion may be made if there are objections.

Section D Making Motions

Clause 1 A Senator or Executive Council member must obtain the floor to make a motion.

Clause 2 Motions must receive a verbal second. If no second is obtained, the motion is not considered.

Clause 3 If a second is obtained, the presiding officer repeats the motion and opens the floor for discussion.

Clause 4 During discussion, the following procedural motions may be called:

Call the Question. Ends discussion. Requires a second and a two-thirds (2/3) majority vote or general consent. If it carries, a vote is taken on the original motion.

Table the Motion. Sets the motion aside. Requires a two-thirds (2/3) majority vote or general consent. A tabled motion may be reintroduced later as Old Business.

Amend the Motion. A “friendly amendment” may be accepted by the author. Otherwise, a motion to amend must be made and voted upon by simple majority.

Refer to Committee. Sends the matter to a standing or ad hoc committee for further investigation. Requires a two-thirds (2/3) majority vote or general consent.

Clause 5 If discussion ceases, the presiding officer asks for further discussion. If none, a vote is initiated.

Section E Voting Passage of motions, bills, resolutions, or other business shall be by the voting threshold specified in the Constitution, or if not specified, by majority vote. The presiding officer shall decide the voting method and announce the result. The five voting methods are:

Show of Hands. Senators indicate in favor, opposed, or abstention by show of hand (or alternative indication). Votes are counted and verified by the Secretary.

General Consent. If a motion is unlikely to be opposed, the presiding officer asks for objections. Silence indicates agreement. If any voting member objects, a different method is used.

Roll Call. Each voter answers the vote when called by the Secretary, either verbally during an in-person meeting or by individually identified response through a designated electronic platform. Individual votes by persons with voting privileges shall be recorded in the minutes.

Secret Ballot. If voting secrecy is desired, voters shall cast their vote anonymously, either on paper collected and tallied by the Secretary or through a designated electronic platform that ensures anonymity. Individual votes shall remain anonymous regardless of the method used.

Verbal. If the count of a vote is not necessary, the presiding officer can call for a voice vote. A Senator can challenge the result of a voice vote by calling for a division, in which case the vote is retaken by show of hands.

Section F Package Voting The presiding officer may package similar motions, bills, resolutions, or other business together such that the Senate may debate and vote on all actions in the package simultaneously. All items in the package must have the same voting threshold. If the Senate does not want to vote on the package as a whole, the Senate may break the package apart following a motion supported by one-third (1/3) of the votes cast, following which each element of the package is considered and voted on separately.

Article X — Elevate Grant Program

Section A Establishment and Funding

Clause 1 Purpose. The GSS Elevate Grant provides funding for professional development opportunities, including workshops and conferences, particularly for students facing prohibitive barriers in other funding avenues.

Clause 2 Funding Source. The grant is funded through the Graduate Student Senate's budget and administered exclusively by the GSS, unless external expertise is deemed necessary by the Senate.

Clause 3 Budget. The total budget for each grant cycle is determined by the Senate upon adoption of the respective semester's budget.

Section B Administration and Eligibility

Clause 1 Stewards. The Finance Committee shall serve as stewards for each grant cycle.

Clause 2 Eligibility. Applicants must be graduate students at the time of application and at the time of the funded activity. Any additional eligibility conditions, including a waiting period following receipt of prior Graduate Student Senate or Graduate College funding for the same purpose, shall be set in the Standing Policies.

Clause 3 Application Cycles. The program shall operate two (2) application cycles per academic year, one opening in the Fall semester and one opening in the Spring semester. The application dates for each cycle, and the range of activity dates each cycle covers, shall be set in the Standing Policies. The cycles shall be defined so that no activity date falls within more than one cycle.

Section C Selection and Disbursement

Clause 1 Selection Process. Awardees shall be chosen at random from the pool of eligible applicants. Selection is need-blind.

Clause 2 Participation Limits. The Standing Policies may limit the proportion of awards granted to applicants who are not presenting at the funded activity. The Finance Committee may depart from that limit where the applicant pool makes it impracticable and shall report any departure to the Senate.

Clause 3 Award Limits. The maximum amount that may be requested by an applicant shall be set in the Standing Policies.

Clause 4 Reimbursement Requirements. To receive funds, awardees must submit proof of attendance, itemized receipts, and a written reflection on the professional development gained. The submission deadline, the length of the reflection, and the consequences of failing to meet the requirements, which may include forfeiture of funds and disqualification from future GSS funding, shall be set in the Standing Policies.

Article XI — Standing Policies

Section A Purpose and Scope

Clause 1 The Standing Policies are a single written instrument, maintained by the Senate, that records the operational details of Senate programs and procedures. These include funding levels, dollar thresholds, calendar dates and application windows, forms, submission requirements, and administrative procedures that the Constitution or these Bylaws direct to be set in the Standing Policies.

Clause 2 The Standing Policies may not create, eliminate, or redefine an office, a committee, or a program. Matters of that kind belong in the Constitution or these Bylaws.

Section B Adoption and Amendment

Clause 1 The Standing Policies are adopted and amended by a simple majority vote of the Senate at a regularly scheduled Senate meeting. The proposed text shall be made available to the Senate at least one (1) week prior to the vote.

Clause 2 A Standing Policy that conflicts with the Constitution or these Bylaws is void. The Parliamentarian shall advise the Senate on whether a proposed Standing Policy conflicts with the Constitution or these Bylaws before a vote is taken.

Clause 3 A Standing Policy may not establish or increase the compensation of an Executive Council position except through the procedure in Article XII, Section B of the Constitution. Once established by that procedure, the amount is recorded in the Standing Policies.

Section C Publication and Review

Clause 1 The Secretary shall maintain the current text of the Standing Policies, note the date of each amendment, and publish the current text on the Graduate Student Senate website.

Clause 2 The Senate shall review the Standing Policies no later than the second Senate meeting of each Fall semester.

Section D Continuity

Clause 1 A Standing Policy remains in effect until it is amended or repealed, and carries over from one academic year to the next.

Appendix B

GRADUATE STUDENT SENATE

University of Vermont

STANDING POLICIES

October 15, 2026

Authority and effect. These Standing Policies are adopted under Article XI of the Bylaws of the Graduate Student Senate. They record the operational details of Senate programs and procedures. They are adopted and amended by a simple majority vote of the Senate at a regularly scheduled meeting, on text made available to the Senate at least one (1) week prior to the vote. A Standing Policy that conflicts with the Constitution or the Bylaws is void. These Policies remain in effect until amended or repealed and carry over from one academic year to the next.

Scope. These Policies may not create, eliminate, or redefine an office, a committee, or a program. Each Policy below cites the provision of the Constitution or Bylaws that directs the figure to be set here.

Status of this draft. Policies I through V carry forward the figures in effect under the prior governing documents and make no substantive change to current practice. Policy VI records matters the governing documents assume are settled but never settle; the Senate must supply those values before that Policy takes effect.

Policy I — Financial Thresholds

Section A Executive Council Spending Threshold

Clause 1 The spending threshold is five hundred dollars (\$500). The Executive Council has discretion over purchases or allocations below this amount. Purchases or allocations equal to or exceeding this amount require a simple majority vote of the Senate.

Authority: Constitution, Article XII, Section C, Clause 1.

Clause 2 This threshold applies to a single purchase or allocation. Related purchases that together serve one event, program, or acquisition shall be treated as a single allocation for the purpose of this Policy.

Clause 3 The same threshold governs funding requests from recognized graduate student clubs. Requests below the threshold are at the discretion of the Executive Council; requests equal to or exceeding it require a simple majority vote of the Senate.

Authority: Bylaws, Article VIII, Section C, Clause 1.

Policy II — Executive Council Compensation and Administrative Allocations

Section A Service Scholarships

Clause 1 The service scholarship for each member of the Executive Council is eight hundred fifty dollars (\$850) per semester of service, for each Fall and Spring semester in which the member holds office. This amount applies equally to the President, Vice President, Treasurer, Secretary, and Communications Director.

Authority: Constitution, Article XII, Section B, Clause 1; Bylaws, Article IV, Section A, Clause 1.

Clause 2 This Clause records an amount already in effect and does not establish or increase compensation. Any change to this amount must be established by a resolution introduced and sponsored by a Senator who does not hold an Executive Council position, may not be introduced, sponsored, or voted on by any member of the Executive Council, and does not take effect until the academic year following approval. Once so established, the new amount is recorded in this Section.

Authority: Constitution, Article XII, Section B, Clauses 2 and 3; Bylaws, Article XI, Section B, Clause 3.

Section B Administrative Allocations

Clause 1 A parking pass for the academic year may be allocated through Transportation and Parking Services to the President and to the Vice President for the conduct of administrative business.

Authority: Bylaws, Article IV, Section A, Clause 3.

Policy III — Senate Service Awards

Section A Value and Number

Clause 1 A Senate service award carries a one-time monetary award of up to one hundred dollars (\$100).

Clause 2 No more than ten (10) monetary awards may be granted in a single academic year.

Authority: Bylaws, Article IV, Section B, Clause 1.

Clause 3 Nominees are presented to the Senate by the Executive Council at the final Senate meeting of the academic year and confirmed by vote of the Senate. Nothing in this Policy obligates the Senate to grant the full number of awards available.

Policy IV — Elevate Grant Program

Section A Application Cycles

Clause 1 The program operates two (2) application cycles per academic year. The application period and the range of eligible activity dates for each cycle are:

Cycle	Application period	Eligible activity dates
Fall	September 1 to September 30	October 1 to March 31
Spring	March 1 to March 31	April 1 to September 30

Authority: Bylaws, Article X, Section B, Clause 3.

Clause 2 The cycles above are defined so that no activity date falls within more than one cycle, as required by the Bylaws.

Clause 3 An applicant whose activity falls within days of the close of an application period should be advised that awards are not determined until after the period closes. The Finance Committee may recommend that the Senate adjust these dates if the lead time proves insufficient.

Section B Award Limits

Clause 1 The maximum amount that may be requested by an applicant is seven hundred dollars (\$700).

Authority: Bylaws, Article X, Section C, Clause 3.

Section C Additional Eligibility Conditions

Clause 1 An applicant is ineligible if they have received Graduate Student Senate or Graduate College conference or professional development funding within the twelve (12) months preceding the application.

Authority: Bylaws, Article X, Section B, Clause 2.

Section D Participation Limits

Clause 1 No more than twenty-five percent (25%) of awards in a cycle shall be granted to applicants who are not presenting at the funded activity. The Finance Committee may depart from this limit where the applicant pool makes it impracticable and shall report any departure to the Senate.

Authority: Bylaws, Article X, Section C, Clause 2.

Section E Reimbursement Requirements

Clause 1 To receive funds, an awardee must submit proof of attendance, itemized receipts, and a written reflection on the professional development gained. The reflection shall be no more than two hundred (200) words.

Clause 2 All required materials must be submitted within two (2) months of the conclusion of the funded activity.

Clause 3 Failure to submit any required material by the deadline may result in forfeiture of the award and disqualification from future Graduate Student Senate funding. The Finance Committee shall determine whether to impose either consequence and shall report its determination to the Senate.

Authority: Bylaws, Article X, Section C, Clause 4.

Policy V — Graduate Student Club Recognition

Section A Application Windows

Clause 1 A group may apply for recognition during the following windows:

- (a) **Fall semester.** From the first day of the semester through September 30.
- (b) **Spring semester.** From February 1 through February 28, or through February 29 in a leap year.

Authority: Bylaws, Article VIII, Section A, Clause 4.

Clause 2 Club renewal occurs at the start of each academic year. A renewal application submitted during the Fall window is treated as timely for the academic year then beginning.

Policy VI — Reserved Matters

The following are referenced in the Constitution or Bylaws but were never specified there. The Senate should supply each value before this Policy takes effect. Until a value is set, the underlying provision operates without the detail this Section would supply.

Section A Designated Electronic Platforms

Clause 1 The designated electronic platform for electronic remote votes of the Senate is up to the discretion of the Vice President. The designated platform for committee electronic votes is up to the discretion of the committee chair.

Authority: Constitution, Article XIV, Section B, Clause 1; Bylaws, Article V, Section G, Clause 2.

Clause 2 The designated platform for roll call voting is up to the discretion of the Vice President. The designated platform for secret ballot voting is up to the discretion of the Vice President, which must ensure that individual votes remain anonymous.

Authority: Bylaws, Article IX, Section E.

Clause 3 The designated platform for public comment forms is up to the discretion of the Secretary and Communications Director, which must require a valid University email address.

Authority: Bylaws, Article IX, Section B, Clause 2.

Section B Excused Absences

Clause 1 An absence from a Senate meeting is excused if the Executive Council is notified before the Senate meeting. Notice of an anticipated absence must be submitted to the Vice President prior to the start of the Senate meeting in the manner the Vice President designates.

Clause 2 The Executive Council determines whether an absence is excused. A Senator may ask the Senate to review that determination before a removal vote is taken.

Authority: Constitution, Article IV, Section D, Clause 1; Bylaws, Article I, Section B, Clause 5.

Section C Proxy Notification

Clause 1 Written notice of proxy representation must reach the Vice President no later than one (1) hour before the scheduled start of the meeting.

Authority: Bylaws, Article I, Section B, Clause 6.

Section D Forms of Record

Clause 1 The following forms are referenced in the Bylaws. The current version of each is maintained by the Secretary and published on the Graduate Student Senate website:

- (a) The club recognition contract. (*Bylaws, Article VIII, Section D, Clause 2.*)
- (b) The GSS Funding Request form. (*Bylaws, Article VIII, Section D, Clause 2.*)
- (c) The Elevate Grant application. (*Bylaws, Article X.*)
- (d) The Senator nomination form, where one is used. (*Bylaws, Article I, Section A, Clause 2.*)

Clause 2 A change to the substance of a form listed above is a change to these Standing Policies and requires a simple majority vote of the Senate. Formatting and clerical corrections do not.

Policy VII — Maintenance of These Policies

Section A Custody and Publication

Clause 1 The Secretary maintains the current text of these Standing Policies, notes the date of each amendment, and publishes the current text on the Graduate Student Senate website.

Authority: Bylaws, Article III, Section F, Clause 4; Article XI, Section C, Clause 1.