



Graduate Student Representation Committee (GSRC)

1 **Article I. Purpose**

2 **Section 1.1 Duties & Functions**

3 The Graduate Student Representation Committee (hereafter GSRC) is a standing committee of the
4 University of Wisconsin – Milwaukee (UWM) Student Association (SA) Senate that exists to represent
5 the graduate student population at UWM. Specific functions and responsibilities of GSRC shall include:

- 6 i. Advocating for the interests of graduate students in the context of University Administration
7 decision-making; to serve as an advisory body to the Graduate School, as a Shared Governance
8 liaison between graduate students and the University Administration.
- 9 ii. Providing a forum for discussion of issues relevant to the graduate student population, and
10 dissemination of information of interest to UWM graduate students.
- 11 iii. Acting as the official appointing and approving body for Shared Governance positions in areas of
12 Graduate Student concerns. Providing an avenue for the Graduate School’s student population
13 to participate in Shared Governance in an official capacity, including the nomination and
14 appointment of graduate student representatives to official University Shared Governance
15 committees.
- 16 iv. Nomination and appointment of graduate “Teaching Assistants, Research Assistants, and Staff
17 Associates” (TA/RA/SA) representatives to Graduate Assistant Appeals Panels in coordination
18 with the Dean of the Graduate School and the Department of Human Resources.
- 19 v. Acting to ensure that Segregated University Fees (SUF) collected from the graduate student
20 population are utilized in the best interest of graduate students.

21 **Article II. Membership and Organization**

22 **Section 2.1 Voting Membership Qualifications**

23 Voting membership on GSRC carries the following minimum requirements of a student representative:

- 24 i. The representative must be a registered graduate student, in good standing with UWM. This
25 may include students characterized as Master’s degree students, PhD. Students, Dissertators,
26 and PhD. Candidates, all as defined by the Graduate Faculty Committee (GFC). Members must
27 be at least part-time, degree-seeking, segregated fee-paying students, in good standing with the
28 university through their respective academic and non-academic misconduct processes.

29 **Section 2.2 Membership**

- 30 i. **Voting Members:** GSRC will consist of up to 33 voting members, four “non-Representative” (see
31 section 2.2.ii) SA Senators of Graduate Status (not including Chair), and up to two
32 representatives from the following Schools and Colleges within the University.
33 a. Schools and Colleges that may be represented by up to two representatives:
34 i. School of Architecture and Urban Planning
35 ii. Peck School of the Arts
36 iii. Lubar School of Business
37 iv. School of Continuing Education
38 v. School of Education
39 vi. College of Engineering and Applied Sciences
40 vii. School of Freshwater Sciences
41 viii. Graduate School
42 ix. College of Health Sciences
43 x. School of Information Studies
44 xi. College of Letters & Science
45 xii. College of Nursing
46 xiii. Joseph J. Zilber School of Public Health
47 xiv. Helen Bader School of Social Welfare
48 b. Both Graduate School Academic Senators and the Graduate Student Advocacy Senator
49 are given automatic membership on the committee.
- 50 ii. **Appointment of Representatives:** Individuals wishing to represent their School or College shall
51 submit the UWM SA Shared Governance Application, which shall be validated by SAPS personnel
52 and forwarded to the Secretary for consideration at the next scheduled meeting. SA Senators
53 are not prohibited from acting as Representatives from their School or College.
54 a. Priority consideration for Voting Membership (as defined in section 2.2.i) will be given to
55 applicants who voluntarily approach GSRC or SA in the interest of participation.
56 b. Nominations from faculty, including GFC and Grad Reps, will be solicited by the Chair
57 and other GSRC representatives at the beginning of every semester, should voluntary
58 applications be insufficient.
59 c. Confirmation of membership to GSRC shall require a majority vote.
60 d. Newly appointed Representatives shall not vote on other appointments during the
61 meeting in which they were appointed.
62
- 63 iii. **Chair:** Chairpersonship of the committee will default to the senior-most Graduate School
64 Academic Senator at the beginning of the Senate term, or appointed by SA President if no
65 Graduate School Senator can hold the position (the Chair must be a graduate student as defined
66 in section 2.1.i). Nominations and elections for a permanent chair for the academic semester
67 shall be motioned and voted upon within the first meeting of a given academic semester. If no
68 such motions are passed, the default chair will continue to chair the committee for the
69 remainder of the semester.
- 70 iv. **Non-Voting Membership:** The following non-voting members of GSRC are recognized:
71 a. UWM SA Vice President of Academic Affairs (or SA President’s designee)
72 b. Dean of the Graduate School (or designee)
73 c. Student Association Professional Staff (SAPS) Advisor

74 Section 2.3 Membership Duties

- 75 i. All members shall have the following duties:
76 a. Attend regular meetings as determined pursuant to Section 2.4.
77 b. Come to meetings prepared and ready to conduct meeting business.
78 c. Adhere to UWM SA Code of Conduct.
79 d. Attendance policy

- 80 i. Committee members are expected to provide reasonable available times to
81 meet. Failure reply to requests for availability within one week shall be
82 considered unavailable/absent.
83 ii. Excused Absence: An absence will be considered “excused” if the member is
84 unable to attend scheduled meeting due to class or teaching commitments,
85 religious observances, illness or death in family, or other situations deemed
86 “emergency” at Chair’s discretion.

87 **ii. Duties of Chair:**

- 88 a. The Chair (or designated Secretary) of the Committee shall produce and distribute to
89 committee members an agenda and Public Meeting Notice (PMN) at least one full week
90 prior to any official meeting.
91 b. The Chair shall preside over all regular GSAC meetings in accordance with Section 2.4.
92 c. The Chair shall serve as primary point of contact for Committee, and shall be responsible
93 for answering communications from Students, Faculty, Staff, and SA on behalf of GSAC.

94 **iii. Secretary:**

- 95 a. The Chair may appoint a Voting Member as Secretary.
96 b. The Secretary shall preside over meetings in the Chair’s absence.
97 c. At the Chair’s discretion, the Secretary’s duties may consist of taking meeting minutes,
98 recording votes, compilation of agenda, and other administrative functions.

99 **Section 2.4 Meetings**

- 100 i. GSRC meetings shall follow the latest edition of Robert’s Rules of Order. Rules may be
101 temporarily suspended at discretion of Chair or by majority vote.
102 ii. GSRC shall call meetings in accordance with Wisconsin Open Meetings Laws.
103 **iii.** Quorum: Attendance by at least one half of most recent official membership roll is required
104 for meeting to come to order. The chair may suspend this clause at the First Meeting
105 (Section 2.5) in the event that former members are no longer available.

106 **Section 2.5 First Meeting**

- 107 i. The Chair will call first meeting of the semester within two weeks of the first day of classes.
108 ii. The first Order of Business of the First Meeting shall be to establish official Membership by:
109 **a.** Removing any previous semesters’ Members who are absent per 2.3.i.d.
110 **b.** Appointing new applicants pursuant to 2.2.ii.
111 iii. An additional order of business shall be to establish the official meeting schedule for the
112 semester by determining frequency of meetings agreed-upon dates and times.

113 **Section 2.6 Removal of Members**

- 114 i. Committee members are allowed only one successive unexcused absence before grounds
115 for dismissal. Two successive unexcused absences may result in summary dismissal, at the
116 discretion of the Chair.

- 117 ii. Upholding these rules, the Chair may call for member suspension/dismissal at any time
 118 during a meeting, if for example, quorum is needed to pass a motion.
 119 iii. Members summarily dismissed may reapply for membership at the beginning of the next
 120 subsequent meeting. Simple majority vote is required to reinstate suspended/dismissed
 121 members.

122 **Article III. Enactment**

123 **Section 3.1 GSAC Approval**

- 124 i. These bylaws shall be ratified by majority vote of the Graduate Student Advisory Council
 125 (GSAC) and signed by the GSAC Chair.

126 **Section 3.2 Senate and SA Approval**

- 127 i. These bylaws shall be ratified by a two-thirds vote by the Senate and signed by the
 128 President of the Student Association.

129 **Article IV. Amendment**

130 Any amendment to these bylaws shall be made by a two-thirds vote of GSRC and the SA Senate, and
 131 signed by both the Chair of GSRC, and the President of the Student Association.

GSAC Vote: _____ _____
 AYE NAY

Senate Vote: _____ _____
 AYE NAY

 Reed Heintzkill Date
 Acting Chair
 Graduate Student Advisory Council

 Emily Keuster Date
 Student Association President

Legislative History

April 3, 2017 – Authored by Senator Heintzkill
 September 14, 2017 – Approved Unanimously by Graduate Student Advisory Committee
 September 20, 2017 – Co-Sponsored by Senators Heintzkill & McAdams