

MINUTES
Board of Regents
May 6, 2016

The Board of Regents of Washington State University (WSU or University) met pursuant to call in Open Meeting at 8:00 a.m. on Friday, May 6, 2016, at WSU Pullman, Compton Union Building, Room 204, Pullman, Washington.

Present: Regent T. Ryan Durkan, Chair; Regents Ted Baseler, Scott Carson, Harold Cochran, Lura Powell, Jansen VanderMeulen, and Mike Worthy; Interim President Daniel J. Bernardo.

Also present via videoconference: Regent Don Barbieri and Regent Ron Sims.

I. OPENING

A. Report from the Chair of the Board of Regents. Board Chair T. Ryan Durkan called the meeting to order and provided welcoming remarks and shared details regarding the upcoming WSU commencement ceremonies. Chair Durkan highlighted activities that had taken place since the last Board meeting, including a meeting she had with University of Washington Board Chair Patt Shanahan about collaborations between the two universities, and Regent Lura Powell's attendance at the annual meeting of the Association of Governing Boards in April.

Chair Durkan also reported on the WSU Alumni Association's presentation of the Alumni Achievement Award to Interim President Daniel J. Bernardo on May 4. She noted that this award is the highest award the WSU Alumni Association bestows on an alumnus/a and said since WSU's founding in 1890, nearly a quarter of a million people have attended WSU and among all of those former students, only 524 have ever received the Alumni Achievement Award. Chair Durkan reported that Dr. Bernardo is now the 525th recipient and congratulated him on the award.

Chair Durkan reminded the audience the Board would have a public comment period at the end of the meeting and requested that anyone who would like to make public comment to sign up with the Board's assistant, Desiree Jacobsen.

B. Report from the President of the University. Interim President Bernardo provided welcoming remarks and thanked the Board of Regents for the opportunity to serve WSU in the capacity of Interim President over the past year. He said it has been a challenging and rewarding experience and he appreciates the Board's support, as well as the support from everyone in the Cougar Nation.

Interim President Bernardo provided updates on the following topics: the Presidential transition and the planned "Whistle Stop Tour" with President-elect Kirk Schulz and Dr.

Noel Schulz; the PACCAR Building Dedication; the Elson S. Floyd Cultural Center; the upcoming commencement ceremonies; the Pullman/Moscow Airport Expansion Project; and the Athletics Budget.

In regard to the Pullman/Moscow Airport Expansion Project, Interim President Bernardo informed about the challenges WSU faces with the project and its impacts on research facilities located on the east end of campus. He said WSU recognizes the need for the airport expansion and said it is an important resource that serves our University, as well as the surrounding communities. He stated that the project as currently designed does have significant adverse impacts on WSU's research programs that are located on the east side of campus, and that WSU continues to work actively with the Airport Board and the Federal Aviation Administration to bring forth a resolution that will allow WSU to relocate facilities and to allow for expansion of the airport and its services.

In regard to the Athletics Department budget, Interim President Bernardo stated that Athletics will run approximately a \$13 million deficit for the second year in a row, and that the shortfalls are due in part to mandates by the Pac-12 and NCAA and lower-than-projected television revenues. He said leadership is working with Athletics to develop a plan for reducing the deficit.

C. Regent Commendation for The Boeing Company. In honor and celebration of The Boeing Company's one-hundred-year anniversary as a leading aerospace company in Washington State, Chair Durkan read "Board of Regents Resolution #160506-525" commending The Boeing Company for its many contributions to WSU. It was moved and seconded that the Board of Regents adopt Resolution #160506-525. Carried. *(A copy may be requested from the President's Office.)*

D. Commendation for Jansen M. VanderMeulen. Chair Durkan read "Board of Regents Resolution #160506-526" commending Student Regent Jansen M. VanderMeulen for his dedicated service to WSU. It was moved and seconded that the Board of Regents adopt Resolution #160506-526. Carried. *(A copy may be requested from the President's Office.)*

E. Commendation for Interim President Daniel J. Bernardo. Chair Durkan read "Board of Regents Resolution #160506-527" commending Interim President Bernardo for his dedicated service to WSU as Interim President. It was moved and seconded that the Board of Regents adopt Resolution #160506-527. Carried. *(A copy may be requested from the President's Office.)*

II. MINUTES. It was moved and seconded that the Board of Regents approve the minutes of its March 16, 2016, March 22, 2016, March 25, 2016, and April 8, 2016, meetings. Carried.

III. REPORTS FROM UNIVERSITY GROUPS. Representatives from each of the University groups—Foundation Board of Governors, Faculty Senate, Administrative and Professional Advisory Council, Associated Students of WSU, Graduate and Professional Student Association, and the Alumni Association—reviewed their reports as submitted. (*Exhibit A*)

IV. EXECUTIVE COMMITTEE REPORT. On behalf of the Executive Committee, Chair Durkan put forth the following three Action Items for the Board’s consideration:

WSU Pullman, Facilities Names Recommendation—“Elmina White Honors Hall”

It was moved and seconded that the Board of Regents approve the restoration of naming Honors Hall on the WSU Pullman Campus to “Elmina White Honors Hall.” Carried. (*Exhibit B*)

WSU Tri-Cities, Facilities Names Recommendation—“Elson S. Floyd Academic Building”

Chair Durkan noted for the record that it was decided this item would be presented as an Action Item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve the recommendation of naming the West Building on the WSU Tri-Cities campus to the “Elson S. Floyd Academic Building.” Carried. (*Exhibit C*)

Board of Regents Election of Officers

It was moved and seconded that the Board of Regents elect Lura J. Powell to serve as Chair of the WSU Board of Regents and elect Theodor Baseler to serve as Vice Chair of the WSU Board of Regents for the year beginning June 1, 2016. Carried. (*Exhibit D*)

V. FINANCE AND AUDIT COMMITTEE REPORT. Regent Powell reported that the Finance and Audit Committee had a very full agenda, including an Internal Audit update presented by Chief Audit Executive Heather Lopez and a presentation on the WSU Pullman Museum of Art Expansion provided by Interim Vice President for Finance and Administration Olivia Yang. Regent Powell reported the committee was presented with eight Action Items for the Board’s consideration.

The Board took action on the following:

2017-2019 Biennial Budget Capital Request

It was moved and seconded that the Board of Regents adopt Resolution #160506-524 approving the 2017-2019 Biennial Capital Budget Request as proposed and that the Board delegate authority to the President to approve changes or adjustments that may need to be made before the submission is finalized for presentation to the Office of Financial Management. Carried. *(Exhibit E)*

2017-2019 Biennial Budget Operating Request

It was moved and seconded that the Board of Regents adopt Resolution #160506-528 approving the 2017-2019 Biennial Budget Operating Request and that the Board delegate authority to the President to approve changes or adjustments that may need to be made before the submission is finalized for presentation to the Office of Financial Management. Carried. *(Exhibit F)*

Elson S. Floyd College of Medicine Statement of Support

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents adopt Resolution #160506-529, the Elson S. Floyd College of Medicine Statement of Support, and approve the commitment of University funds included in the pro forma budget submitted to the Liaison Committee on Medical Education (LCME) to be used by the Elson S. Floyd College of Medicine to hire dean's administrative staff, faculty, and operating staff, as well as pay for one-time and ongoing expenses with the expressed intent to successfully accredit and start the medical school. Carried. *(Exhibit G)*

Academic Year 2016-2017 Tuition Rates

It was moved and seconded that the Board of Regents approve tuition rates for academic year 2016-2017 as proposed. Carried. *(Exhibit H)*

Services & Activities Fees Committee Allocations Summer 2016 and Academic Year 2016-2017

It was moved and seconded that the Board of Regents approve the allocation of Services & Activities Fees for summer 2016 and academic year 2016-2017 from the Services & Activities Fees committees representing the Washington State University system as proposed. Carried. *(Exhibit I)*

Services & Activities Fees Increase for Academic Year 2016-2017

It was moved and seconded that the Board of Regents authorize an increase in the Services & Activities Fees (and S&A-like fees) for academic year 2016-2017 as proposed. Carried. *(Exhibit J)*

WSU Pullman Student Technology Fee Committee Allocations Fiscal Year 2017

It was moved and seconded that the Board of Regents approve the fiscal year 2017 allocations from the WSU Pullman Student Technology Fee Committee as proposed. Carried. *(Exhibit K)*

WSU All Campuses, Amendments to WAC Chapter 504-33 Facility Use Rules for First Amendment/Free Speech Activities

It was moved and seconded that the Board of Regents adopt the amendments to WAC Chapter 504-33 relating to Facility Use Rules for First Amendment/Free Speech Activities as proposed. Carried. *(Exhibit L)*

VI. ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT. Regent Scott Carson reported that the Academic and Student Affairs Committee also had a very full agenda. He reported that Vice President for Research Christopher J. Keane provided the Committee with an Office of Research Update and that Interim Co-Provost Erica Austin presented three Future Action Items: 1) Establish the Center for Interdisciplinary Statistical Education Research (CISER); 2) Establish the Center for Institutional Research Computing (CIRC); and 3) Establish the Institute for Nuclear Science and Technology. Regent Carson reported that the Committee was presented with fifteen Action Items for the Board's consideration.

The Board took action on the following:

Discontinue Masters and Doctoral Degrees in Counseling Psychology

It was moved and seconded that the Board of Regents approve discontinuing the Master's and Doctoral Degrees in Counseling Psychology within the College of Education. Carried. *(Exhibit M)*

Discontinue Doctoral Degree in Higher Education

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve discontinuing the Doctoral Degree in Higher Education within the College of Education. Carried. *(Exhibit N)*

Proposed Changes to the Faculty Manual—Annual Review Process

It was moved and seconded that the Board of Regents approve the changes to the *Faculty Manual—Annual Review Process* as proposed. Carried. *(Exhibit O)*

Proposed Changes to the Faculty Manual—Patent Policy

It was moved and seconded that the Board of Regents approve the changes to the *Faculty Manual—Patent Policy* as proposed. Carried. *(Exhibit P)*

Proposed Changes to the Faculty Manual—Disciplinary Process/Proceedures

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve the changes to the *Faculty Manual—Disciplinary Process/Proceedures* as proposed. Carried. *(Exhibit Q)*

Proposed Changes to the Faculty Manual from the Executive Policy Manual (EPM), and Business Policies and Procedures Manual (BPPM)

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve the changes to the *Faculty Manual* from the *Executive Policy Manual (EPM)* and the *Business Policies and Procedures Manual (BPPM)* as proposed. Carried. *(Exhibit R)*

Establish a Bachelor of Science Degree in Construction Engineering

It was moved and seconded that the Board of Regents approve a Bachelor of Science Degree in Construction Engineering as proposed. Carried. *(Exhibit S)*

Establish a Bachelor of Science Degree in Software Engineering at the WSU Pullman and Everett Campuses

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve a Bachelor of Science Degree in Software Engineering as proposed. Carried. *(Exhibit T)*

Establish a Bachelor of Arts Degree in Chemistry

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve a Bachelor of Arts Degree in Chemistry as proposed. Carried. *(Exhibit U)*

Establish a Bachelor of Science Degree in Data Analytics at the WSU Pullman, Everett, Global, and Vancouver Campuses

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve a Bachelor of Science Degree in Data Analytics as proposed. Carried. *(Exhibit V)*

Establish a Master of Science Degree in Software Engineering (MSSE)

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve a Master of Science Degree in Software Engineering as proposed. Carried. *(Exhibit W)*

Extension of Bachelor of Science Degree in Electrical Engineering to the Olympic College in Bremerton

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents extend a Bachelor of Science Degree in Electrical Engineering to the Olympic College in Bremerton as proposed. Carried. *(Exhibit X)*

Extension of Bachelor of Science Degree in Mathematics to WSU Vancouver

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents extend a Bachelor of Science Degree in Mathematics to WSU Vancouver as proposed. Carried. *(Exhibit Y)*

Extension of Bachelor of Science Degree in Economic Sciences to the Global Campus

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents extend a Bachelor of Science Degree in Economic Sciences to the Global Campus as proposed. Carried. *(Exhibit Z)*

Extension of Bachelor of Arts Degree in Fine Arts to WSU Tri-Cities

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents extend a Bachelor of Arts Degree in Fine Arts to WSU Tri-Cities as proposed. Carried. *(Exhibit AA)*

Extension of Bachelor of Science Degree in Biology to WSU Tri-Cities

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents extend a Bachelor of Science Degree in Biology to WSU Tri-Cities as proposed. Carried. *(Exhibit BB)*

Extension of Masters Degree in Electrical Engineering to WSU Vancouver

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents extend a Masters Degree in Electrical Engineering to WSU Vancouver as proposed. Carried. *(Exhibit CC)*

Replace the Bachelor of Arts Degree in Communication with Communication & Society, Strategic Communication, and Journalism & Media Production

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve replacing the Bachelor of Arts Degree in Communication with three new Bachelor of Arts Degrees as proposed. Carried. *(Exhibit DD)*

Establish the School of Engineering and Applied Sciences on the WSU Tri-Cities Campus

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents establish the School of Engineering and Applied Sciences on the WSU Tri-Cities Campus as proposed. Carried. *(Exhibit EE)*

Amendments to the GPSA Constitution and Bylaws

Chair Durkan noted for the record that it was decided this item would be presented as an action item rather than a Future Action Item, in accordance with Board of Regents Bylaw II.12.B.

It was moved and seconded that the Board of Regents approve the amendments and changes made to the GPSA Constitution and Bylaws as proposed. Carried. *(Exhibit FF)*

VIII. OTHER BUSINESS

Chair Durkan reported the Regents met in Executive Session, Thursday, May 5, with legal counsel to discuss litigation or potential litigation involving the University. She reported no action had been taken as a result of the Executive Session.

IX. PUBLIC COMMENT PERIOD

Washington State Senator Micheal Baumgartner thanked the Board Regents for their support of education in the state of Washington and noted that it is wonderful to be in the room when a tuition reduction is officially authorized by the Regents. Senator Baumgartner's comments centered upon difficulties he had encountered in connecting with members of the Board and wanted to discuss the issue of funding for the medical school. Senator Baumgartner perceived a lack of WSU presence in the most recent legislative session, which he felt may have cost WSU medical school funding. Senator Baumgartner said he is looking forward to working with the Regents, as well as incoming WSU President Kirk Schulz on continuing to find funding for the new medical school.

X. ADJOURNMENT. The meeting adjourned at 10:00 a.m.

Approved by the Board of Regents at its meeting held September 16, 2016, on the WSU Pullman Campus.

SIGNED COPY AVAILABLE IN THE PRESIDENT'S OFFICE

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: WSU Foundation Regents Report

SUBMITTED BY: Judy Rogers, President, WSU Foundation
Chair, Board of Governors, WSU Foundation

The Washington State University Foundation is pleased to report the following:

- Approximately \$8.4 million in total private commitments were received during March 2016. During Fiscal Year 2016 (July 1, 2015-June 30, 2016), the WSU Foundation has recorded \$85.7 million in total private support as of March 31, 2016.
- Since July 1, 2015, 40,008 generous donors have made 70,337 gifts, grants, pledges, revocable or other commitment to advance WSU's academic, research, and service mission. The WSU Foundation's Fiscal Year 2016 Progress Report is attached.
- The WSU Foundation's endowment market value as of February 29, 2016 was \$404.5 million. The investment return for FY2016 to date was -5.80%, and the three-year investment return to date was 4.30%. Nearly \$28.1 million in gifts and other additions have been made to the endowment this fiscal year. Additional endowment performance information can be found at:
<https://foundation.wsu.edu/endowment-performance/>.
- The WSU Foundation continues to pursue private support for WSU's new Elson S. Floyd College of Medicine. More than \$2.5 million in private support has been committed to the *Elson S. Floyd Medical Sciences Founder's Fund* since it was created in June 2015.
- The next meeting of the Board of Governors is May 19, 2016 in Spokane, WA. The next meeting of the Board of Trustees will be May 19-20, 2016, in Spokane, WA.

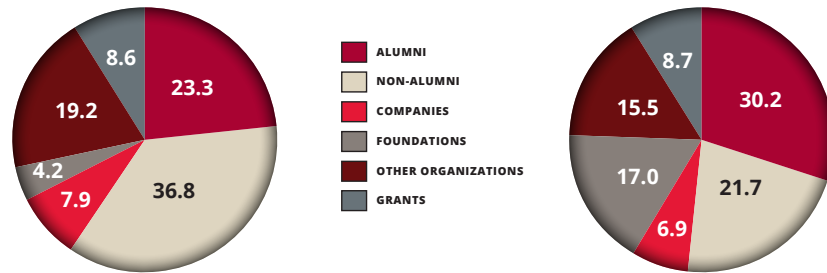
WASHINGTON STATE UNIVERSITY FOUNDATION
YEAR-TO-DATE PROGRESS REPORT
July 1, 2015 - March 31, 2016

FY2016-to-date	3/31/2016	3/31/2015
Gift Totals	\$51,175,708	\$65,405,494
Private Grants	\$17,931,469	\$20,455,433
Sub Total, Gifts & Grants	\$69,107,177	\$85,860,927
Pledge Balance	\$3,895,720	\$10,274,028
Sub Total Gifts, Grants & Pledges	\$73,002,897	\$96,134,955
Revocable Gifts	\$12,701,005	\$35,923,869
Annual Fundraising Totals	\$85,703,901	\$132,058,824
Other Contributions	\$30,835	\$29,653
Annual Total	\$85,734,736	\$132,088,477

Note: These figures are unaudited

FISCAL YEAR CONTRIBUTIONS BY SOURCE

(AS A PERCENTAGE)



Month Ended March 31, 2016	3/31/2016	3/31/2015
Gift Totals	\$6,108,574	\$4,708,823
Private Grants	\$1,814,106	\$1,280,055
Sub Total, Gifts & Grants	\$7,922,680	\$5,988,879
Pledge Balance	\$101,546	\$176,500
Sub Total Gifts, Grants & Pledges	\$8,024,227	\$6,165,379
Revocable Gifts	\$418,600	\$7,202,818
Other Contributions	\$0	\$1,000
Monthly Total	\$8,442,827	\$13,369,197

Endowment Summary	Eight Months Ended 2/29/2016	Eight Months Ended 2/28/2015
Endowment, Beginning	\$412,826,312	\$404,995,479
Gifts and Other Additions	\$28,093,192	\$15,073,318
Investment Gains (Losses)	-\$23,235,375	\$7,045,833
Distributions to WSU Programs and Advancement Fee	-\$13,210,875	-\$10,462,091
Endowment, Ending	\$404,473,254	\$416,652,539
Investment Return, FY2016-to-date	-5.80%	1.80%
Three-year return through Feb. 29, 2016 and Feb. 28, 2015	4.30%	8.90%

KEY STATISTICS	3/31/2016	3/31/2015
Alumni of Record Available for solicitation	174,052	167,663
Alumni Participation Rate	9.2%	10.8%
Total Number of FY2016 Donors	40,008	41,315
Total FY Gifts, Grants, Pledges, Revocable Commitments	70,337	72,780

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Faculty Senate Report

SUBMITTED BY: Faculty Senate Executive Committee, Richard Zack, Chair

The Faculty Senate had a very productive academic year in terms of both academic affairs (e.g., new course offerings, programs, degrees) and items of faculty/university concern. The number of individuals involved in Faculty Senate continues to increase, especially in terms of committee assignments at all university levels. All of our permanent committees were fully staffed and individuals volunteered for all other committees for which we were asked to provide faculty representation – one of our objectives was to become more involved in non-specific Faculty Senate concerns for which faculty input was deemed essential. We have worked constructively with the Offices of the Provost and President on items ranging from academic integrity to possible WSU/Bellevue College partnerships. The close working relationship with University Administration allowed each of us to benefit from the experiences and ideas of the other. We worked closely with senators to pass a number of important measures and worked to instill more a feeling of pride by those involved in the Senate (this is a continuation of efforts by past Senate Executive Committees). Our Steering Committee (Executive Committee, committee chairs, and representatives from each WSU campus) was extremely effective at formulating Senate agendas that had been carefully vetted before being sent to the full Senate. The Senate passed substantial items including annual review revisions for tenure-track and non-tenure track faculty, a review of academic integrity, substantial updates to the faculty manual, and the creation of the Elson S. Floyd College of Medicine. Examples of projects with which we are currently involved include the implementation of changes to academic integrity concerns, the WSU/Bellevue College partnership, course materials cost reductions, the formulation of university texting policies, and developing programs designed to enhance retention and increase the academic strengths of our students.

Judith McDonald, Mathematics, was elected Chair-Elect

We are planning for an active summer, which will include:

1. The implementation of proposals from the academic integrity working group
2. Course and curriculum development for the College of Medicine
3. Continuation of updates to the faculty manual
4. On-line and global campus program development
5. Non-tenure track faculty issues
6. Filling all committee assignments

We want to thank the Board of Regents for their commitment to the University in general and the faculty in particular.

Faculty Senate Highlights (2015-16 Academic year)

Academic Affairs Committee: 10 Undergraduate and Professional Major Change Bulletins, 9 UCORE Bulletins, 19 Revisions to or elimination of Academic Regulations, 6 degrees extended to new campuses, 4 new degrees, 1 degree eliminated

Graduate Studies Committee: 159 Separate items and 21 Bylaws

Catalog Subcommittee: 351 submissions overall; received close to 150 proposals in the two weeks prior to the October 1 deadline.

We would like to pursue the purchase of a curriculum management system. This would automate the process, saving the time it takes for the proposals to be manually entered into the database. Additionally, it would provide greater transparency as to where an individual item is in the workflow

Research and Arts Committee: 4 new centers, reviews of existing centers, seed grants

Faculty Affairs Committee: Changes to Faculty Manual regarding, Annual Review process for Tenure Track and Non-Tenure Track faculty, copyright, the appointment of Chairs and Director, and Disciplinary Procedures.

We had a number of guests come to address the Senate on various issues of interest.

Chris Keene, VP for Research –update on 120 Day study

Greg Yasinitsky, changes to the copyright policy

Presented Ormsby Award to Carol Black and selected Bidisha Mandal, Health Extension Economist for the 2016-17 Award

Melanie Thornton, overview of GPSA

Dr. Deryl Hunt, discussed inclusiveness and community building

Sita Papu, Revisions to Faculty Manual Regarding Royalty Distributions

Co-Provosts Erica Austin and Ron Mittelhammer

WSU Legislative Representative Joan Wu

Interim President Dan Bernardo

Incoming President Kirk Schulz

Remarks by Ken Casavant (Faculty Athletics Representative)

Remarks by Adam Jussel, Rebecca Vandevord and Phyllis Erdman (Academic Integrity)

Special meeting regarding the Discontinuation of the Counseling Psychology Graduate Degree

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: ASWSU Report

SUBMITTED BY: Kyle Geiger, President, ASWSU

The Associated Students of Washington State University are pleased to report the following:

- In celebration of our 101st year on campus, ASWSU is excited to offer 101 scholarships to students this spring through the "True Cougar" scholarship program. Each scholarship will amount to \$500 in the form of tuition credit for the 2016 fall semester, amounting to over \$50,000 in total. This program has been made possible by the incredible generosity of the Student Book Corporation and the "Bookie Dividend."
- With the 15% tuition reduction that was passed by the legislature for the 2015-2017 biennium, ASWSU focused on other aspects of the affordability metric, such as textbook affordability, and university transparency. In late January, we hosted another successful Cougar Day at the Capitol with all WSU campuses, including WSU North Puget Sound at Everett and the Global Campus, represented. We had over 100 attendees and meetings scheduled with nearly 65 legislators.
- The ASWSU Diversity Efforts has raised a total of \$24,445 for the 12th Annual Multicultural Fundraising Banquet and Silent Auction. We have worked to re-invigorate the Council of Multicultural Student Presidents, which is a council of multicultural scholars that stand for a unified multicultural voice on behalf of all students. Through this, we have been able to voice our feedback of the Elson S. Floyd Culture Center.
- ASWSU has been on the forefront of promoting sexual assault awareness and prevention through the implementation of a survivor story and bystander effect video.
- This year University Affairs has facilitated the development of the Student Technology Fee Committee as well as the subsidized student printing program. The Student Technology Fee has been approved to fund numerous projects student projects, allocating roughly \$950,000.
- In our effort to improve affordability for students, we developed the "Course Material Cost Reduction Initiative." The goal was to create a better understanding of the course material affordability issues and offer viable solutions for the institution to pursue.
- During the Spring Semester, the Department of Student Life in efforts to engage with the student population hosted Cougar Quiz Cart for students all over campus, giving students free rides to class, and gaining student opinions. On April 10th, 2016, the Department of Student Life also hosted the 2nd Do It for E-Flo 5K Fun Run. It was planned specifically for Mom's Weekend, and was able to raise the total amount of money raised by ASWSU to the Elson S. Floyd Medical Education Fund to \$2200 for the year.

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Graduate & Professional Student Association Report

SUBMITTED BY: Melanie Thornton, President

On behalf of GPSA, I would like to thank the Board of Regents for your continued support of graduate and professional students. It is with great pleasure that I report the following:

Professional Development: The GPSA Professional Development Committee (PDC) has developed internal partnerships with over 20 university units including, the Graduate School, the President's Office, the Provost's Office, all College Deans, Office of Research, Academic Success and Career Center, Office of Economic Development (Commercialization), ASWSU, and the Center for Transformational Learning and Leadership, just to name a few. The PDC has also developed external partnerships with Dr. Karen Kelsky of *The Professor Is In* and Dr. Isaiah Hankel of *Cheeky Scientist*. These partnerships have resulted in a 100% financial co-sponsorship by all College Deans in the amount of \$37,500 to increase the number of events/resources and to continue expanded access to branch and R&E campuses, a newly created Graduate Assistantship dedicated to professional development housed in the Graduate School, and 6 professional development events serving over 450 students (as of the fifth event). Event metrics have demonstrated at least 80% satisfaction rates on every metric, with a to-date average of 92% of students that would participate in another GPSA professional development event and 89% of participants feeling better prepared after our workshops.

Legislative Affairs: GPSA sent 4 graduate students (see picture!) to attend the bi-annual National Association of Graduate and Professional Students Advocacy Summit and Legislative Action Days in Washington, DC, on March 12-15. We had meetings with the offices of 6 of the 12 members of the Washington delegation (Murray, Cantwell, CMR, Newhouse, Kilmer, Heck). GPSA made 48 calls to our Washington Delegation during the NAGPS Call Congress Day. Grad-prof students called about federal research funding, student loans, F-1 visas, and open access to federally funded research. Congrats to Katie Harris who has been reappointed as the GPSA Vice President of Legislative Affairs.

Graduate-Professional Student Excellence Awards: GPSA hosts an annual Excellence Award Luncheon to recognize the outstanding efforts of 23 individuals and graduate student groups who have excelled in teaching, research, scholarship and service. In addition to these student awards, GPSA recognizes 4 advisors for excellence in graduate student mentorship. Lastly, GPSA awards the 12 scholarship winners from the GPSA Research Exposition. This year, the Graduate School and GPSA partnered to give 4 individuals a \$1,000 excellence award scholarship. Go Grad Cougs!

NAGPS Western Regional Conference: GPSA sent 5 of the newly elected Executive Board members to the Western Regional Conference held at the Colorado School of Mines on April 9-10. Our graduate students were able to network and share best practices on professional development programs and communication plans with graduate-professional students from the western US. This is an important conference where GPSA leaders can learn about how to improve the programs and services we currently have to better enhance the graduate-professional student experience at WSU.

Travel Grants: GPSA's most valued service is our travel and registration grant program. This academic year, GPSA awarded over \$100,000 to approximately 250 graduate and professional students from the WSU Pullman campus and R&E Centers.

Social & Wellbeing Events: GPSA held our annual soccer tournament this April, and had over 10 teams compete in a double elimination tournament. This year, GPSA hosted 2 free nights of bowling, 3 ice cream socials, multiple coffee chat sessions, a welcome back BBQ and end of the year party. Grad-prof student socialization is important, because it brings students together across disciplines and can provide support to create a sense of belonging through shared experiences that improves the quality of life for graduate-professional students.

Services and Activities Request: This year the GPSA made a request for an 8% increase for our FY16-17 budget. The primary reason for our increase is intended to co-sponsor the Graduate School Professional Development Initiative. We received \$30,000 in matched co-sponsorship from all WSU Colleges. The S&A Committee granted the GPSA with 100% of our request for the FY16-17.

2016-2017 GPSA Leadership: I am happy to announce the GPSA Executive Board for the 2016-2017 Academic Year: President- Melanie Thornton, Vice President- Brittany Wood, Vice President of Legislative Affairs- Katie Harris, and Executive Board members- Shantel Martinez, Tania Perez (re-elected), Colin Storm, Shane Reynolds, and Jillian Morrison.

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: APAC Report

SUBMITTED BY: Larry Clark, Chair, Administrative Professional Advisory Council

The Administrative Professional Advisory Council is pleased to report the following:

- We would like to extend our congratulations to President Kirk Schulz on his appointment. The APAC Executive Committee had a very positive meeting with him at the end of March, and we look forward to continuing APAC's productive relationship with the President's and Provost's offices in the future. We also want to welcome Dr. Noel Schulz to WSU and our engineering program; we know she brings a wealth of expertise to the Voiland College.
- APAC elected new officers and members at the April meeting. We were pleased at the strong interest in APAC. Our new officers are: Ray Acuña-Luna as chair, Brigitta Jozefowski as vice-chair, and Adam Williams as secretary-treasurer. John Sullivan and Sue Shipman are new Pullman APAC members and Amanda Sperry is our new WSU Tri-Cities representative.
- APAC will announce the recipient of the AP Contribution Award at our May 12 meeting. We've also begun preparations for the annual Staff Appreciation Week at the beginning of June.
- Planning and registration are going well for the Pacific Northwest professional development conference on July 21-22 in Pullman.
- We would also like to thank Interim President Dan Bernardo for his service and dedication to WSU during a time of transition.

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: WSU Alumni Association Progress Report

SUBMITTED BY: Tricia Hukee, WSUAA President

Welcome to our Newest Alumni

In late March, the Pullman campus rolled out the Crimson carpet for graduating students during Grad Fair, the convenient one-stop shop to complete all steps needed for commencement. Over 2,400 students passed through the Lewis Alumni Centre during the two-day event. Even with record attendance, thanks to innovations like the “priority pass” that students received when pre-advised by the Registrar, wait time was nearly nonexistent. Grad Fair is just one of the WSUAA’s new-grad engagement events. The Grad BBQ Bash luncheon is another. It’s the WSUAA’s official send-off to our new alumni. The event is free for new grads and their families and friends. In addition to great food, new grads can decorate their caps and get official WSUAA moving boxes to pack for life’s journey. The event starts at noon, May 6. Please join us.

Recognizing Student Excellence

The WSUAA’s Student Alumni Ambassadors honored some truly incredible Cougs with the Top Ten Seniors Awards. A tradition dating back to the early 1900s, the awards recognize five women and five men representing specific aspects of the college experience. This year’s recipients include:

Academics: Floricel Gonzalez and Justin Niedermeyer. Athletics: Mariah Cooks and Joseph Dahl. Campus Involvement: Ashley Vu and Student Regent Jansen VanderMeulen. Community Service: Rachel Christensen and Sreenath Panchagnula. Visual and Performing Arts: Regan Siglin and Jonathan Matteson.

WSUAA Officers

At the conclusion of Commencement, WSUAA officers will transition to their new leadership roles:

- Past President Tricia Hukee, teacher, Daffodil Elementary
- President Diane Kolb, executive director, Children’s Country Home
- President-Elect Mike King, vice president, Kidder Matthews
- Vice President Ashley MacMillan, senior U.S. planning analyst, Columbia Sportswear

WSUAA—Members Make the Difference for WSU

ACTION ITEM #1

WSU Pullman, Facilities Names Recommendation "Elmina White Honors Hall" (Daniel J. Bernardo)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: WSU Pullman, Facilities Names Recommendation,
Elmina White Honors Hall

PROPOSED: That the Board of Regents approve the recommendation of the restoration of naming Honors Hall on the WSU Pullman campus to "Elmina White Honors Hall."

SUBMITTED BY: Daniel J. Bernardo, Interim President

SUPPORTING INFORMATION: The University Administration proposes that the building currently known as Honors Hall be renamed in honor of Elmina White. Honors Hall was originally named White Hall in honor of Elmina White, but during a restoration the name was removed. Elmina White graduated from Washington State College in 1908 and worked at WSC in the School of Home Economics. Though she was active in teaching, research and extension, she served most of her time in Extension Service. Elmina White made great contributions to WSC and society in general. She was instrumental in the development of the school lunch program and the 4-H program that are enjoyed by today's youth. She was one of the first female administrators in the Cooperative Extension Service among USDA's nation-wide network of land grant universities. Because of the history of White Hall/Honors Hall, it was thought that the reincorporation of Elmina White's name into the name of the building would be most appropriate and propose the name to be, "Elmina White Honors Hall."

Appended as Attachment A is a brief history on White Hall.

Attachment A

Following is a bit of history on the former, “White Hall” as documented in a publication titled, “History of Home Economics at Washington State University: Year 75 to Year 100 (1978-2003)” written by Dorothy Z. Price, Professor Emeritus:

The first location of the Home Economics program at Washington State University was Van Doren Hall. It was built specifically for the program and updated in 1908. However, for many years Home Economics and White Hall were considered synonymous on campus. In 1928, a new building was needed for the College of Home Economics, since it had outgrown the facilities at Van Doren Hall. The building (the future White Hall) was planned by Florence Harrison, first Dean of the College of Home Economics, and her staff, with Stanley A. Smith as college architect.

Although White Hall and Home Economics became synonymous on campus, it was not until 1960 that it officially became known as White Hall. The building was named for Elmina White, a 1909 graduate. In 1917 she served as one of the first two county demonstration agents in the state and, at the end of her career, was Assistant Director of Home Economics. From 1928 on, White Hall served as home base for home economics students. As programs developed, were dropped, added, or changed, the building was adapted to serve current needs. However, as time went on, it became obvious that White Hall, as with Van Doren Hall before it, had outgrown the growing needs of the college. In the 1970's, discussions regarding remodeling and building an addition to White Hall began. Demolishing White Hall or completely leaving it were never mentioned as realistic alternatives. As people recollect, this was also never discussed during the merger talks.

However, after the merger in 1982, pieces of the former College of Home Economics were gradually moved to other locations on campus. Logically, various parts of the college should be located near each other to encourage comradery and shared responsibilities of all faculties in the merged college.

Faculty and staff in foods and human nutrition were the first group to be relocated. They moved to the new Food Science building, therefore bringing most members of the new department —Food Science and Human Nutrition—to one location.

The second group to be relocated were those in the former Department of Child, Consumer and Family Studies. Prior to the move, discussions were held about merging parts of several departments with this ongoing one. Faculty in both Home Economics Education and in Agriculture Education had been in the College of Education but they became part of the new merged college. Eventually, faculty in community organization, family economics, and 4-H (primarily involved in extension and Home Economics Education) were also brought into the new College of Agriculture and Home Economics. As a humorous aside, it should be noted that the department found it so difficult to agree on a suitable, descriptive department title, it was unofficially and officially called the New Academic Unit or the No Name Department. These changes created the Department of Human Development, all located in Hulbert Hall. In 1992, one more element of the former College of Home Economics had exited White Hall.

Various configurations involving all design aspects of departments in various colleges, including the former Department of Apparel Merchandising, Textiles and Design, were the focus of ongoing discussion, both pre- and post-merger. This former department remained in White Hall for the longest period of time. The concept of a design building had always been included in these talks. In the summer of 1999, a "temporary" move was made by the apparel merchandising part of the department. Interior design is now located in the Engineering building and in Spokane. This final move meant that all aspects of Home Economics had left White Hall—the exodus was complete.

Shortly afterward, White Hall was totally renovated as a residence hall and classroom building for the Honors College. The building was renamed Honors Hall. Therefore, after serving home economists since 1928, home economists were no longer in the building, and White Hall no longer existed. This was a sad moment for many students, alumni, faculty, and staff.

ACTION ITEM #2

WSU Tri-Cities, Facilities Names Recommendation "Elson S. Floyd Academic Building" (Daniel J. Bernardo)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: WSU Tri-Cities, Facilities Names Recommendation,
Elson S. Floyd Academic Building

PROPOSED: That the Board of Regents approve the recommendation of naming
The West Building on the WSU Tri-Cities campus to "Elson S. Floyd
Academic Building."

SUBMITTED BY: Daniel J. Bernardo, Interim President

**SUPPORTING
INFORMATION:** The University Administration proposes that the building currently
known as the WSU Tri-Cities West Building be renamed in honor of
Dr. Elson S. Floyd. His hard work and dedication to education were
impactful to all the WSU campuses. Dedicating a lecture hall to his
legacy seems very fitting. The renaming measure would be
appropriate, well liked and is strongly supported on the Tri-Cities
Campus.

ACTION ITEM #3

Election of Officers (T. Ryan Durkan)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Election of Officers

PROPOSED: That Lura J. Powell be elected to serve as Chair of the WSU Board of Regents for the year beginning May 16, 2016; and

That Theodor Baseler be elected to serve as Vice Chair of the WSU Board of Regents for the year beginning May 16, 2016, with the understanding that he shall act as Chair pro tempore in the absence of the Chair, with the power to preside at the meetings and to sign all instruments required to be executed by the WSU Board of Regents.

SUBMITTED BY: T. Ryan Dukan, Chair, Board of Regents

SUPPORTING
INFORMATION: Excerpt from the Board of Regents bylaws, Article I, Section 3
(Election and Appointment Process):

At its regular meeting held after the first Wednesday in April of each year, the Board shall elect by majority vote, as defined in Article II, Section 6, a Chair and Vice Chair, as nominated by the Executive Committee, based upon the advice of the Board and in consultation with the President of the University. The Chair and Vice Chair shall hold office for a one-year term, commencing on May 16, or until their successors are elected.

ACTION ITEM #1
2017-2019 Biennial Budget Capital Request
(Joan King)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: 2017-2019 Biennial Budget Capital Request

PROPOSED: That the Washington State University Board of Regents approve the 2017-2019 Biennial Budget Capital Request and that the Board delegate authority to the President to approve changes or adjustments that may need to be made before the submission is finalized for presentation to the Office of Financial Management.

SUBMITTED BY: Joan King, Associate Vice President & Chief University Budget Officer

SUPPORTING
INFORMATION: The proposed list of projects for the 2017-2019 Biennial Budget Capital Request is attached.

ATTACHMENT: 2017-2019 Biennial Budget Capital Request List

BOARD OF REGENTS
2017-2019 Biennial Budget Capital Request

Resolution #160506-524

WHEREAS, the Board of Regents of Washington State University by virtue of RCW 28B.10.528 has authority to delegate by resolution to the President of the University, or designee, powers and duties vested in or imposed upon the Board by law and to enable the President, or designee to act on behalf of the Board of Regents in matters relating to the administration and governance of the University.

RESOLVED: That the Washington State University Board of Regents approve the 2017-2019 Biennial Budget Capital Request as outlined in the list below and delegate authority to the President to approve the final detailed project list, including any changes to the list, which will address critical capital funding issues for the University.

• Pullman Plant Sciences (REC5)	Construction	\$58.90M
• Pullman Global Animal 2	Construction	\$38.10M
• Tri-Cities Academic Building	Design	\$ 3.00M
• Minor Capital Improvement (MCI/Equipment)	Pool	\$21.75M
• Minor Capital Preservation (MCR)	Pool	\$42.50M
• STEM Teaching Labs/Building Infrastructure Upgrades	Renovation	\$ 4.90M
• Pullman Life/Physical Sciences Building	Predesign/Design	\$ 3.50M
• Vancouver Life Sciences Building	Predesign	\$ 0.50M
• Pullman Security-Building Card Key Access	Infrastructure	\$ 4.75M
• Renovation for Consolidated University Data Center	Renovation	\$ 4.95M
• Pullman Life/Safety/BAS Building Systems	Infrastructure	\$ 4.90M
• Spokane Teaching Lab/Clinical Res Renov.	Renovation	<u>\$ 4.99M</u>
TOTAL		\$192.74M

DATED this 6th day of May, 2016.

Chair, Board of Regents

Secretary, Board of Regents

2017-2019 BIENNIAL BUDGET CAPITAL REQUEST

Project Name	Type	Prior \$	2017-2019	2019-2021
2015-17 Committed Projects				
Pullman Plant Sciences (REC5)	C	\$7,100,000	\$ 58,900,000	---
Pullman Global Animal 2	C	\$1,900,000	\$ 38,100,000	\$21,300,000
Tri-Cities Academic Building	D	\$ 400,000	\$ 3,000,000	\$27,000,000
Minor Capital Improvement (MCI/Eq)	Pool	---	\$ 21,750,000	\$22,000,000
Minor Capital Preservation (MCR)	Pool	---	\$ 42,500,000	\$43,000,000
Proposal Process Projects				
STEM Teaching Labs/Building Infrastructure Upgrades	R	---	\$ 4,900,000	\$ 4,900,000
Pullman Life/Physical Sciences Building	PD/Des	---	\$ 3,500,000	\$52,000,000
Vancouver Life Sciences Building	PD	---	\$ 500,000	\$ 5,900,000
Pullman Security-Building Card Key Access	I	---	\$ 4,750,000	---
Renovation for Consolidated University Data Center	R	---	\$ 4,950,000	---
Pullman Life/Safety/BAS Building Systems	I	---	\$ 4,900,000	\$ 4,900,000
Spokane Teaching Lab/Clinical Res Renov.	R	---	\$ 4,990,000	---
2017-2019 TOTAL			\$192,740,000	

Key: Project Type/Phase

C – construction

D – design

PD – predesign

I – infrastructure

R – renovation

Pool – multiple projects each costing less than \$2M

ACTION ITEM #2

2017-2019 Biennial Budget Operating Request (Joan King)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: 2017-2019 Biennial Budget Operating Request

PROPOSED: That the Washington State University Board of Regents approve the 2017-2019 Biennial Budget Operating Request and that the Board delegate authority to the President to approve changes or adjustments that may need to be made before the submission is finalized for presentation to the Office of Financial Management.

SUBMITTED BY: Joan King, Associate Vice President & Chief University Budget Officer

SUPPORTING INFORMATION: A 2017-2019 Biennial Budget Operating Request will be submitted to the Office of Financial Management in accordance with their instructions which will be published later this spring.

Topics currently being considered for inclusion in the request are listed below:

- Medical Education, Elson S. Floyd College of Medicine approx. \$10.8M
- Salaries for Faculty, Staff and Graduate Students (4% each of the two years) approx. \$43.5M
- Center for Advanced Manufacturing and Aerospace – Vancouver & Everett approx. \$ 5.0M
- Bellevue Pilot Study approx. \$ 4.0M
- Maintenance and Operations for New Buildings approx. \$ 2.5M
- Research for Spokane – One Health Initiative approx. \$ 1.2M

BOARD OF REGENTS
2017-2019 Biennial Budget Operating Request

Resolution #160506-528

WHEREAS, the Board of Regents of Washington State University by virtue of RCW 28B.10.528 has authority to delegate by resolution to the President of the University, or designee, powers and duties vested in or imposed upon the Board by law and to enable the President, or designee to act on behalf of the Board of Regents in matters relating to the administration and governance of the University.

RESOLVED: That the Washington State University Board of Regents approve creating decision packages to be submitted as the 2017-2019 Biennial Budget Operating Request as outlined in the list below and delegate authority to the President to approve the final detailed decision packages for this request, including any changes to the packages, which will address critical funding issues for the University.

- | | |
|---|-----------------|
| • Medical Education, Elson S. Floyd
College of Medicine | approx. \$10.8M |
| • Salaries for Faculty, Staff and Graduate Students
(4% each of the two years) | approx. \$43.5M |
| • Center for Advanced Manufacturing and Aerospace –
Vancouver & Everett | approx. \$ 5.0M |
| • Bellevue Pilot Study | approx. \$ 4.0M |
| • Maintenance and Operations for New Buildings | approx. \$ 2.5M |
| • Research for Spokane – One Health Initiative | approx. \$ 1.2M |

DATED this 6th day of May, 2016.

Chair, Board of Regents

Secretary, Board of Regents

ACTION ITEM #3

Elson S. Floyd College of Medicine Statement of Support (Daniel J. Bernardo)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Elson S. Floyd College of Medicine Statement of Support

PROPOSED: That Board of Regents adopt Resolution #160506-529, the Elson S. Floyd College of Medicine Statement of Support, and approve the commitment of university funds included in the pro forma budget submitted to the Liaison Committee on Medical Education (LCME) to be used by the Elson S. Floyd College of Medicine to hire dean's administrative staff, faculty, and operating staff, as well as pay for one-time and ongoing expenses with the expressed intent to successfully accredit and start the medical school

SUBMITTED BY: Daniel J. Bernardo, Interim President

SUPPORTING INFORMATION: On December 2, 2015, the Elson S. Floyd College of Medicine submitted its application for accreditation to the Liaison Committee on Medical Education (LCME). The LCME granted the College "Candidate Status," during its February 9-10, 2016, meetings. This status was awarded to the College, in part, based on the financial pro forma budget that estimated the various revenues and costs associated with starting the medical school. Thereafter, the LCME notified the College of a planned survey visit for preliminary accreditation to take place on June 26-29, 2016.

The College must now submit to the LCME, on or before May 16, 2016, an updated Data Collection Instrument, including an updated pro forma document. This document identifies the diverse sources of financial resources that will be used to fund the College of Medicine, including state funding, grants and contracts, philanthropy, and "parental support" (university funds).

In order to achieve accreditation, the institution must ensure the adequacy of the College's financial resources. Thus, the institution must commit to providing the operating funds that will place the College in a financial position to support its education programs and which, over a ten-year period, will allow it to achieve financial sustainability.

BOARD OF REGENTS

Elson S. Floyd College of Medicine Statement of Support

Resolution #160506-529

WHEREAS, RCW 28B.30.095 vests the management of Washington State University, including the disbursement and expenditure of all money, in the Board of Regents of Washington State University; and

WHEREAS, the Washington State Legislature put forward legislation and the Governor signed into law on April 1, 2015, legislation allowing Washington State University to create a new medical school; and

WHEREAS, the Washington State University Board of Regents on September 18, 2015, voted to name the then college of medical sciences, the Elson S. Floyd College of Medicine; and

WHEREAS, the Elson S. Floyd College of Medicine submitted its application for accreditation to the Liaison Committee on Medical Education (LCME) on December 2, 2015, including a financial pro forma estimating the various revenues and costs associated with starting the medical school; and

WHEREAS, the LCME granted the Elson S. Floyd College of Medicine at its February 9-10, 2016, meeting Candidate Status, in part based on the financial pro forma estimating the various revenues and costs associated with starting the medical school; and

WHEREAS, the Elson S. Floyd College of Medicine has been notified by the LCME of a planned survey visit for preliminary accreditation on June 26-29, 2016; and

WHEREAS, the Founding Dean of the Elson S. Floyd College of medicine has requested through the University President that the Washington State University Board of Regents commit funds identified in the pro forma to accompany the updated Data Collection Instrument to be submitted to the LCME on or before May 16, 2016, identified as "Cumulative Change in WSU Parental Support" necessary to start the medical school;

NOW, THEREFORE, BE IT RESOLVED that the Washington State University Board of Regents approve the commitment of university funds included in the submitted pro forma budget submitted to the Liaison Committee on Medical Education to be used by the Elson S. Floyd College of Medicine to hire dean's administrative staff, faculty, and operating staff, as well as pay for one-time and ongoing expenses with the expressed intent to successfully accredit and start the medical school.

DATED this 6th day of May, 2016.

Chair, Board of Regents

Secretary, Board of Regents

ACTION ITEM #4

Academic Year 2016-2017 Tuition Rates (Joan King)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Academic Year 2016-2017 Tuition Rates

PROPOSED: That the Washington State University Board of Regents approve tuition rates for the academic year 2016-2017.

SUBMITTED BY: Joan King, Associate Vice President and Chief University Budget Officer

SUPPORTING
INFORMATION:

State law authorizes the governing boards of the four-year higher education institutions to establish tuition and fees for all student categories except resident undergraduates. Although tuition-setting authority for resident undergraduate tuition was granted in the 2013-2015 biennium, the legislature reduced operating fees for resident undergraduates in the 2015-2017 biennial budget. The decrease in 2016 was 5%; the 2017 decrease will be an additional 10% reduction from the 2015 tuition rate. The legislature also provided backfill funding for these tuition decreases.

Most tuition rates for academic year 2016-2017 will remain the same with the following exceptions:

- The reduction to resident undergraduate tuition mentioned above.
- A corresponding reduction in the tuition rate for resident undergraduate Global Campus students.
- A new differential Master of Health Policy and Administration (HPA) tuition rate approximately 20% more than the graduate tuition rate.

The proposed 2016-2017 tuition rates, along with the existing 2015-2016 rates, are shown below as full-time, annual rates:

<u>Tuition Category</u>	<u>15-16 Rates</u>	<u>16-17 Rates</u>
Undergraduate Resident	\$10,356	\$ 9,324
Undergraduate Non-Resident	\$23,956	\$23,956

<u>Tuition Category - continued</u>	<u>15-16 Rates</u>	<u>16-17 Rates</u>
Undergraduate Resident Global Campus	\$10,356	\$ 9,324
Undergraduate Non-Res Global Campus	\$10,874	\$10,874
Graduate Resident	\$11,224	\$11,224
Graduate Non-Resident	\$24,656	\$24,656
Graduate DDP Non-Resident	\$11,224	\$11,224
 MBA Resident (<i>Pullman</i>)	 \$17,268 ¹	 \$17,268 ¹
MBA Non-Resident (<i>Pullman</i>)	\$32,676 ¹	\$32,676 ¹
 Master of Nursing Resident	 \$17,234	 \$17,234
Master of Nursing Non-Resident	\$32,256	\$32,256
 Master of Health Policy Admin Resident	 -	 \$13,472
Master of Health Policy Admin Non-Resident	-	\$29,586
 PharmD Resident	 \$19,990	 \$19,990
PharmD Non-Resident	\$36,644	\$36,644
 DVM Resident	 \$21,830	 \$21,830
DVM Non-Resident	\$52,884	\$52,884

NOTES:

1. This rate is for the Master of Business programs on the Pullman campus. Students enrolled in the MBA programs at WSU Tri-Cities and WSU Vancouver will continue to pay the regular graduate student tuition rate.

ACTION ITEM #5
Services & Activities Fees Committee Allocations
Summer 2016 and Academic Year 2016-2017
(Joan King)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Services and Activities Fees Committee Allocations for Summer 2016 and Academic Year 2016-2017

PROPOSED: That the Washington State University Board of Regents approve the allocation of Services & Activities Fees for summer 2016 and academic year 2016-2017 from the Services and Activities Fees committees representing the Washington State University system.

SUBMITTED BY: Joan King, Associate Vice President & Chief University Budget Officer

SUPPORTING INFORMATION: Services and Activities (S&A) fees are used to fund student activities, programs, and student buildings. Services and Activities fees are charged to all students registering at any WSU campus, including the Global Campus and WSU North Puget Sound-Everett.

Each campus retains 100% of its own S&A fees and is able to recommend a rate increase or decrease. The S&A Fee committee on each campus is student led, with a majority of votes assigned to students from that campus. S&A fees are self-assessed and controlled locally.


The following committees' recommendations have been reviewed by Interim President Bernardo and are forwarded for approval by the Board of Regents. The recommendations are developed following guidelines governing the establishment and funding of student programs set forth in RCW 28B.15.045.

Services & Activities Fee Committee – Global Campus
Services & Activities Fee Committee – North Puget Sound-Everett
Services & Activities Fee Committee – Pullman
Services & Activities Fee Committee – Spokane
Services & Activities Fee Committee – Tri-Cities
Services & Activities Fee Committee – Vancouver

ATTACHMENT: S&A Fees Memos from WSU Campuses

MEMORANDUM

TO: David Cillay
Vice President for Academic Outreach and Innovation

FROM: Daniel J. Bernardo 
Interim President

DATE: April 11, 2016

SUBJECT: WSU Global Campus Services and Activities Fees Recommendations

I have reviewed and support the WSU Global Campus Services and Activities Fees Committee summer 2016 and academic year 2016-2017 budget allocation recommendations. I also support the recommendation not to increase S&A Fees, effective fall 2016.

I will submit the Committee's recommendations to the Board of Regents for approval at the Board's May 6, 2016, meeting.

Thank you for your service and leadership on this Committee.

Attachment

cc: Budget Office



Academic Outreach & Innovation

WASHINGTON STATE UNIVERSITY

MEMORANDUM

To: Daniel Bernardo, Ph.D.
Interim President, Washington State University

From: David Cillay, Ph.D. D C
Vice President for Academic Outreach and Innovation

Date: March 31, 2016

RE: WSU Global Campus S&A Fees Recommendations for FY 2017

I have reviewed and support WSU Global Campus S&A Committee's FY 2017 budget allocation recommendations. I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the May 5-6, 2016 meeting.

I have also received and support the recommendation by the committee, by majority vote, to implement an S&A Fee increase of 0% effective Fall 2016.

cc: Dennis Moton, Gabrielle Andino, Emily Chandler, Priscilla Mark, Kaihla Zanol, Barbara Davis, Kelley Westhoff, Joan King, Leslie Thompson, CeCe Smith

Attachment

MEMORANDUM

TO: David R. Cillay, Ph.D.
Vice President, Academic Outreach and Innovation

From: Dennis Moton II *Dennis Moton*
Chair, WSU Global Services & Activities Fees Committee

Date: March 29, 2016

RE: WSU Global Services and Activities Fee Allocation

The WSU Global Services and Activities Fees Committee met on March 23, 2016 to discuss and recommend budget allocations for Summer 2016, and Academic Year 2016-2017, following the established guidelines. As chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the May 5-6, 2016 meeting.

The WSU Global S&A Fees Committee recommends an S&A Fee increase of 0% effective Fall 2016. The

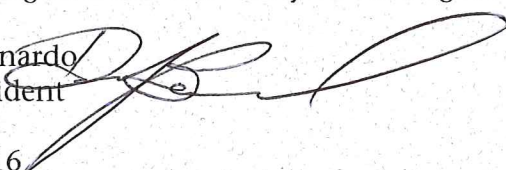
WSU Global S&A Fees Committee recommends the following budget allocations:

Group	
Wellbeing Online	\$ 67,410
Civic Engagement	\$ 104,352
ASWSU Global	\$ 480,923
WSU Global Student Support	\$ 221,689
Global Connections	\$ 194,111
WSU Global Virtual Mentor Program	<u>\$ 111,493</u>
Total	\$1,179,978

cc: Barbara Davis, Gabrielle Andino, Kaihla Zanol, Priscilla Mark, Emily Chandler, Leslie Thompson

MEMORANDUM

TO: Paul Pitre
Dean, Washington State University North Puget Sound-Everett

FROM: Daniel J. Bernardo 
Interim President

DATE: April 13, 2016

SUBJECT: WSU North Puget Sound-Everett Services and Activities Fees
Recommendations

I have reviewed and support the WSU North Puget Sound-Everett Services and Activities Fees Committee summer 2016 and academic year 2016-2017 budget allocation recommendations. I also support the recommendation not to increase S&A Fees, effective fall 2016.

I will submit the Committee's recommendations to the Board of Regents for approval at the Board's May 6, 2016, meeting.

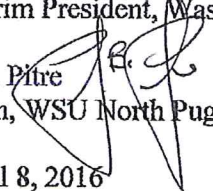
Thank you for your service and leadership on this Committee.

Attachment

cc: Budget Office

MEMORANDUM

TO: Daniel J. Bernardo
Interim President, Washington State University

FROM: Paul Pitre 
Dean, WSU North Puget Sound at Everett

DATE: April 8, 2016

RE: WSU North Puget Sound at Everett Services and Activities Fees
Recommendation

I have reviewed and support the WSU North Puget Sound at Everett Services and Activities Fees Committee FY16-17 budget allocation recommendations. I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the May 6, 2016 meeting.

I have also received and support the recommendation made by the WSU North Puget Sound at Everett S&A Fees Committee, by majority vote, to implement an S&A Fee increase of 0% effective fall 2016.

Cc:
Committee Chair
Student Services Administrator

Enc:
Budget Allocation Recommendations

MEMORANDUM

TO: Paul Pitre
Dean, WSU North Puget Sound at Everett

FROM: Caity Kilgore *Caitlin Kilgore*
Chair, WSU North Puget Sound at Everett Services and Activities Fees Committee

DATE: April 5, 2016

RE: WSU North Puget Sound at Everett Services and Activities Fees Recommendations

The Services and Activities Fees Committee met on April 5, 2016 to discuss and recommend budget allocations for academic year 2016-2017 following the established guidelines.

Groups that have an estimated carry forward or unspent S&A fee balances at the end of the academic year must request the use of that funding in subsequent years. These carry forward or unspent balances are considered by the S&A fee committee during their deliberations. The approval letters to requesting groups include specific amounts for the academic year and any carry forward balances. Approval of the carry forward balances has been noted as necessary by Internal Audit.

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the May 2016, meeting.

The S&A Fees Committee, by unanimous vote, recommends an S&A fee increase of (0 %) effective fall 2016.

The WSU North Puget Sound at Everett S&A Fees Committee unanimously recommends the following budget allocations:

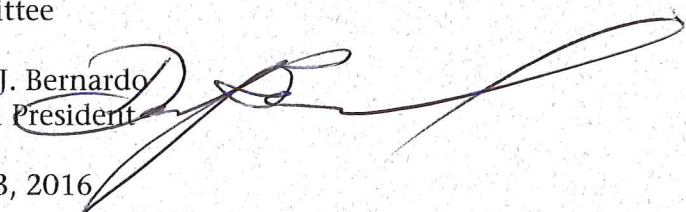
	Academic	One-time/Facility
ASWSUE	\$37,000.00	\$0
WSU Engineering Club	\$5,120.00	\$0
Institute of Electrical and Electronic Engineers (IEEE)	\$6,983.00	\$0
Society of Women Engineers (SWE)	\$4,891.00	\$0
Total Allocation	\$53,994.00	\$0

Estimated Reserve (cumulative unallocated revenue) \$ 997.00

cc: Cathy Wright, Erin Armstrong, Meg Onstad, Caitlin Kilgore, Hayley Statema, Brandon Clark, Eric Kopicky

MEMORANDUM

TO: Kyle Geiger
Chair, Washington State University Pullman Services & Activities Fees
Committee

FROM: Daniel J. Bernardo 
Interim President

DATE: April 13, 2016

SUBJECT: WSU Pullman Services and Activities Fees Recommendations

I have reviewed and support the WSU Pullman Services and Activities Fees Committee summer 2016 and academic year 2016-2017 budget allocation recommendations. I also support the recommendation not to increase S&A Fees, effective fall 2016.

I will submit the Committee's recommendations to the Board of Regents for approval at the Board's May 6, 2016, meeting.

Thank you for your service and leadership on this Committee.

Attachment

cc: Budget Office

MEMORANDUM

TO: Daniel J. Bernardo
Interim President, Washington State University

FROM: Kyle Geiger
Chair, WSU Pullman Services and Activities Fees Committee

DATE: April 13, 2016

SUBJECT: WSU Pullman Services and Activities Fees Recommendations

The WSU Pullman Services and Activities Fees Committee met on April 12, 2016, to discuss and recommend budget allocations for summer 2016 and academic year 2016-2017 following the established guidelines.

Groups that have an estimated carry forward or unspent S&A fee balances at the end of the academic year must request the use of that funding in subsequent years. These carry forward or unspent balances are considered by the S&A Fee Committee during their deliberations. The approval letters to requesting groups include specific amounts for the academic year, the summer session and any carry forward balances. Approval of the carry forward balances has been noted as recommended by Internal Audit.

As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the May 2016 meeting.

The S&A Fees Committee, by unanimous vote, recommends no S&A Fee increase.

The WSU Pullman S&A Fees Committee, by majority vote, recommends the following budget allocations:

	Summer	Academic	One-time/ Facility
Access Center	-	\$71,265	-
ASWSU-Executive	-	\$263,991	-
ASWSU-Programming	\$3,440	\$389,785	\$15,500
ASWSU-Senate	-	\$135,252	-
Athletics	-	-	\$754,112
Center for Civic Engagement	\$52,488	\$270,677	\$25,509
Children's Center	\$175,036	\$243,094	-

	Summer	Academic	One-time/ Facility
Coalition for Women Students	\$4,800	\$148,556	-
Compton Union Building *	\$221,808	\$1,311,421	\$39,000
Cougar Marching Band	\$6,000	\$140,208	\$132,000
Graduate & Professional Student Assn	-	\$560,215	-
Health and Wellness Services	\$18,305	\$266,851	\$15,000
Multicultural Student Services *	-	-	-
Student Entertainment Board	\$28,864	\$426,944	-
Student Involvement	\$133,610	\$805,332	-
Student Media	-	\$187,500	-
Transit	-	\$488,256	\$60,000
University Recreation	\$200,345	\$1,296,527	\$18,259
Long-Term Debt			\$1,296,687
Total Allocations	\$844,696	\$7,005,874	\$2,356,067

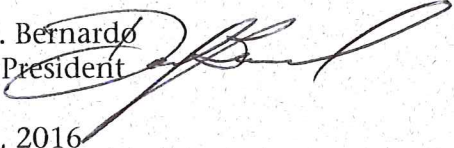
Estimated Reserve (cumulative unallocated revenue) \$642,802

* \$39,000 is allocated to the Compton Union Building for the purpose of renovating space requested by Multicultural Student Services.

cc: Dustin Brennan	Joan King	Corbin Poppe	Brittany Wood
Sheila Converse	Lawrena Meach	Alexandra Rivas	Maggie McFadden
Brian Dixon	Victoria Murray	Matt Skinner	Kelley Westhoff
Samantha Kieling	Sean Mossman	Logan Webbenhurst	

MEMORANDUM

TO: Lisa Brown
Chancellor, Washington State University Spokane

FROM: Daniel J. Bernardo 
Interim President

DATE: April 11, 2016

SUBJECT: WSU Spokane Services and Activities Fees Recommendations

I have reviewed and support the WSU Spokane Services and Activities Fees Committee summer 2016 and academic year 2016-2017 budget allocation recommendations. I also support the recommendation not to increase S&A Fees, effective fall 2016.

I will submit the Committee's recommendations to the Board of Regents for approval at the Board's May 6, 2016, meeting.

Thank you for your service and leadership on this Committee.

Attachment

cc: Budget Office

MEMORANDUM

TO: Daniel J. Bernardo
President, Washington State University

FROM: Lisa J. Brown
Chancellor, Washington State University Spokane



DATE: April 7, 2016

RE: Spokane Services and Activities Fees Recommendation

I have reviewed and support the Spokane Services and Activities Fees Committee FY16-17 budget allocation recommendations. I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval.

I have also received and support the recommendation made by the Spokane S&A Fees Committee, by majority vote, to implement an S&A Fee increase of 0% effective Fall 2016.

Cc: Committee Chair (Anthony Casim)
Student Affairs Representative (Katie Gilsdorf)

Enc: Budget Allocation Recommendations

MEMORANDUM

TO: Lisa Brown
Chancellor, Washington State University Spokane

FROM: Anthony Casim 
Chair, Services and Activities Fees Committee

DATE: March 30, 2016

RE: Spokane Campus S&A Fees Recommendations

Approved
Lisa Brown 4/7/16

The Services and Activities Fees Committee met on March 28, 2016 to discuss and recommend budget allocations for Summer 2016 and Academic Year 2016-2017, following the established guidelines. As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the May 2016 meeting. The S&A Fees Committee recommends no increase to the S&A Fee for the 2016-2017 academic year.

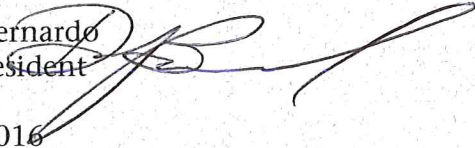
The WSU Spokane S&A Fee Committee recommends the following budget allocations:

Group	Allocation
ASWSUS	\$392,510.00
Athletics	\$15,000.00
IT	\$9,416.00
Student Involvement	\$84,600.00
Student Academic Support & Counseling	\$179,318.00
Yakima Student Affairs	\$40,054.00
Student Diversity Center	\$67,300.00
Interprofessional Education	\$3,100.00
RSO Contingency Fund	\$36,049.00
Facilities Reserve	\$149,319.00
Estimated Reserve	\$35,000.00
TOTAL	\$1,011,666.00

Cc: Claire Chen, Mikaela Hammitt, Sarah Beatty, Shelley Wenz, Thai Dang, Priyanka Bushana, Laurie Swineford, Gretchen Eaker, Katie Gilsdorf

MEMORANDUM

TO: Keith Moo-Young
Chancellor, Washington State University Tri-Cities

FROM: Daniel J. Bernardo 
Interim President

DATE: April 13, 2016

SUBJECT: WSU Tri-Cities Services and Activities Fees Recommendations

I have reviewed and support the WSU Tri-Cities Services and Activities Fees Committee summer 2016 and academic year 2016-2017 budget allocation recommendations. I also support the recommendation not to increase S&A Fees, effective fall 2016.

I will submit the Committee's recommendations to the Board of Regents for approval at the Board's May 6, 2016, meeting.

Thank you for your service and leadership on this Committee.

Attachment

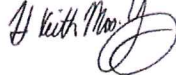
cc: Budget Office



Office of
The Chancellor

MEMORANDUM

To: Daniel J. Bernardo
President

From: H. Keith Moo-Young 
Chancellor

Date: April 12, 2016

Re: WSU Tri-Cities Services and Activities Fees Recommendation

I have reviewed and support the Washington State University Tri-Cities Services and Activities Fees Committee FY 16-17 budget allocation recommendations. I request your support of the recommendations and submittal to the Board of Regents for approval at the May 6th, 2016 meeting.

I have also received and support the recommendations made by the Tri-Cities S&A Fees Committee, by majority vote, to implement an S&A Fee increase of 0% effective Fall 2016.

cc: Vanessa Álvarez Sánchez, Committee Chair

MEMORANDUM

To: Keith Moo-Young, Ph.D., P.E.
Chancellor, Washington State University Tri-Cities

From: Vanessa Álvarez Sánchez
Chair, Services and Activities Fee Committee

Date: April 2, 2016

RE: Tri-Cities Campus Services and Fees Recommendation

The Services and Activities Fees Committee met on April 2, 2016 for final discussion and recommendation of budget allocations for Academic Year 2016-17 following the established guidelines. As Chair, I request your support of the committee recommendations and your submittal of the budget to the President and Board of Regents for approval.

The S&A Fees Committee recommends an S&A Fee increase of 0% for Fall 2016.

The S&A Fee Committee recommends the following budget allocations:

Department/ Orgs	Requested	Approved
ASWSUTC	\$219,610	\$195,000
Athletics ¹	\$4,000	\$0
Career Development ²	\$38,150	\$17,150
Cougs in the Community	\$4,500	\$4,500
HB 1079 coalition ³	\$11,000	\$0
High School Programs	\$750	\$0
Office of Student Life ⁴	\$203,848	\$173,176
Recreation Programs ⁵	\$42,562	\$24,120
SEB ⁶	\$106,368	\$90,674
Student Financial Services ⁷	\$51,500	\$34,500
WSUTC Club Sports	\$16,975	\$16,975
Total	\$699,263	\$556,095

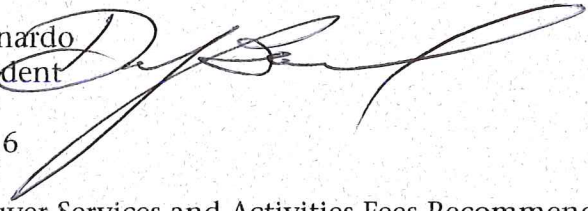
The S&A Committee also recommends \$63,224 be allocated from the Tri-Cities S&A Fee Reserve (16B-6273-0011) to the Facilities Project Account (16B-6273-6633) to be set aside for Student Union Building reserves.

1. \$2,000 allocated from the Tri-Cities S&A Fee Reserve (16B-6273-0011) to Athletics.
2. \$21,000 allocated from the Tri-Cities S&A Fee Reserve (16B-6273-0011) to Career Development.
3. \$7,200 allocated from the Tri-Cities S&A Fee Reserve (16B-6273-0011) to HB 1079 coalition.
4. \$30,672 allocated from the Tri-Cities S&A Fee Reserve (16B-6273-0011) to Office of Student Life.
5. \$17,442 allocated from the Tri-Cities S&A Fee Reserve (16B-6273-0011) to Recreation Programs.
6. \$9,326 allocated from the Tri-Cities S&A Fee Reserve (16B-6273-0011) to Student Entertainment Board.
7. \$17,000 allocated from the Tri-Cities S&A Fee Reserve (16B-6273-0011) to Student Financial Services.

Cc: 2016-17 S&A Fees Committee

MEMORANDUM

TO: Mel Netzhammer
Chancellor, Washington State University Vancouver

FROM: Daniel J. Bernardo 
Interim President

DATE: April 11, 2016

SUBJECT: WSU Vancouver Services and Activities Fees Recommendations

I have reviewed and support the WSU Vancouver Services and Activities Fees Committee summer 2016 and academic year 2016-2017 budget allocation recommendations. I also support the recommendation for a 6% increase in S&A Fees, effective fall 2016.

I will submit the Committee's recommendations to the Board of Regents for approval at the Board's May 6, 2016, meeting.


Thank you for your service and leadership on this Committee.

Attachment

cc: Budget Office

MEMORANDUM

TO: Daniel J. Bernardo
Interim President, Washington State University

FROM: Mel Netzhammer 
Chancellor, Washington State University Vancouver

DATE: April 5, 2016

RE: Vancouver Services and Activities Fees Recommendation

I have reviewed and support the Vancouver Services and Activities Fees Committee FY2017 budget allocation recommendations. I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the May 2016 meeting.

The Vancouver S&A Fees Committee, by a vote of six to two, has recommended an S&A Fee increase of 6% or \$31.62 annually effective Fall 2016.

Cc: Stephanie Leeper, Committee Chair
Student Affairs Administrator

Enc: Budget Allocation Recommendations

MEMORANDUM

TO: Mel Netzhammer
Chancellor, Washington State University Vancouver

FROM: Stephanie Leeper *SL*
Chair, Services and Activities Fees Committee

DATE: April 5, 2016

RE: Vancouver Campus Services and Activities Fees Recommendation

The Services and Activities Fees Committee met on April 1, 2016 to discuss and recommend budget allocations for the Academic Year 2016–2017, following the established guidelines. As Chair, I request your support of the committee recommendations and your submittal of the budget to the Board of Regents for approval at the May, 2016 meeting.

The S&A Fees Committee recommends an S&A Fee increase of 6% effective fall 2016, if such fee increases are allowed by the legislature.

The S&A Fee Committee recommends the following budget allocations:

Group	Allocation
Child Development Program Preschool Tuition Reduction Support	\$55,000
Vancouver Information Technology Firstenburg Technology Upgrade	84,000
The VanCougar Operating Budget	51,862
Salmon Creek Journal Operating Budget	31,818
KOUG Radio Operating Budget	32,750
WSU Athletics	5,000
Counseling Services	169,719
Undergraduate Student Travel Grant	*14,000
Student Media Advisor	17,506
Cougar Trail Maintenance	5,000
Tree Committee Operations	1,750
Career Services	13,300

Self Defense Class/Public Safety Supplies	1,800
ASWSUV Operating Budget	220,534
Student Activities Board	86,600
Office of Student Involvement Operating Budget	448,798
Contingency Fund: Fitness Center, Firstenburg, OSI Vehicles	*11,500
ROAR Orientation	26,240
Graduate Student Travel Grants	*25,000
Student Diversity and Equity	86,211
VanCoug American Democracy Project	6,000
Student Health and Wellness Services	66,360
Cougar Food Pantry	8,000
Student Life Building	200,000
Unallocated funds	1,252
TOTAL 2016-2017 Revenue	\$1,670,000

*Use of carry forward funds from FY 2015-16 approved.

Nanu Iyer

Brooke Nuorala

Tasi Salanoa

Sam Swan

Terresa Watson

Rusty Wray

Shain Wright

Nancy Youlden

ACTION ITEM #6
Services & Activities Fees Increase
Academic Year 2016-2017
(Joan King)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Services and Activities (S&A) Fees Increase for Academic Year 2016-2017

PROPOSED: That the Washington State University Board of Regents authorize an increase in the Services and Activities Fees (and S&A-like fees) for the academic year 2016-2017.

SUBMITTED BY: Joan King, Associate Vice President & Chief University Budget Officer

SUPPORTING INFORMATION: By law, the Board of Regents sets Services and Activities Fees. The percentage increase in the S&A Fees in any year is limited to the percentage increase in resident undergraduate tuition that is approved by the legislature. However, the current biennial budget permits S&A Fee increases even if resident undergraduate tuition does not increase. *"Section 945. (2) of ESSB 6052: For the 2015-17 fiscal biennium, each governing board is authorized to increase the services and activities fees by amounts judged reasonable and necessary by the services and activities fee committee and the governing board consistent with the budgeting procedures set forth in RCW 28B.15.045."*

All WSU campuses, including WSU North Puget Sound-Everett beginning this year, have an S&A Fees committee which makes a recommendation to the Board of Regents through President Bernardo, concerning the amount of the rate increase, as well as the allocations of revenues to student groups. The campus committees may choose to recommend an increase in the S&A Fees rate, and the rate can vary among campuses.

Each campus retains 100% of its own S&A fees and is able to choose a rate increase or decrease. The S&A Fee committee on each campus is student led, with a majority of votes assigned to students from that campus. S&A fees are self-assessed and controlled locally.

The S&A Fees rate recommendations by campus are listed below:

	<u>Current</u> <u>FY 16</u>	<u>Recomm</u> <u>FY 17</u>	<u>%</u> <u>Incr</u>	<u>\$</u> <u>Incr</u>
S&A Fees-North Puget Sound-Everett	\$512	\$512	0%	\$ 0
S&A Fees-Global Campus	\$512	\$512	0%	\$ 0
S&A Fees-Pullman	\$560	\$560	0%	\$ 0
S&A Fees-Spokane	\$559	\$559	0%	\$ 0
S&A Fees-Tri-Cities	\$512	\$512	0%	\$ 0
S&A Fees-Vancouver	\$527	\$559	6%	\$32

ACTION ITEM #7

Student Technology Fee Committee Allocations Fiscal Year 2017 (Joan King)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Student Technology Fee Committee Allocations for Fiscal Year 2017

PROPOSED: That the Washington State University Board of Regents approve the fiscal year 2017 allocations from the Student Technology Fee Committee.

SUBMITTED BY: Joan King, Associate Vice President & Chief University Budget Officer

SUPPORTING

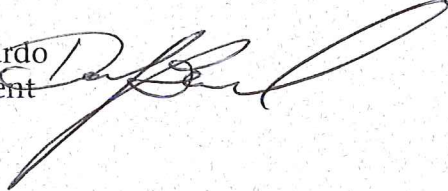
INFORMATION: Last spring the ASWSU-Pullman Senate approved a \$20/semester student technology fee for undergraduate students which took effect fall semester 2015. This fee was authorized by RCW 28B.15.051. Fees of varying amounts are charged by the other research and regional universities in Washington. The WSU fee is the lowest among the group. According to the authorizing RCW, the revenue generated by the technology fee "shall be used exclusively for technology resources for general student use".

Over \$945,000 has been generated by the student technology fee since its implementation. The Student Technology Fee Committee reviewed funding requests from a variety of university groups for technology projects which will benefit WSU students. Allocation recommendations from the committee were approved by a majority vote of the ASWSU-Pullman Senate on March 30, 2016. The recommendations have been reviewed by Interim President Bernardo and are forwarded for approval by the Board of Regents.

ATTACHMENT: Student Technology Fee Allocation Recommendations

MEMORANDUM

TO: Kyle Geiger, ASWSU President
Crystal Swanson, ASWSU Pro-tempore

FROM: Daniel J. Bernardo
Interim President 

DATE: April 11, 2016

SUBJECT: WSU Pullman Student Technology Fee Recommendations

I have reviewed and support the Student Technology Fee Committee fiscal year 2017 budget allocation recommendations, as approved by the ASWSU-Pullman Senate on March 30, 2016.

I will submit the Committee's recommendations to the Board of Regents for approval at their meeting on May 6, 2016.

Thank you for your service to the students at Washington State University.

Attachment

cc: Budget Office



Kyle Geiger, ASWSU President
Crystal Swanson, ASWSU Pro-tempore

April 4 2016

MEMORANDUM

TO: Daniel J. Bernardo, President

FROM: Kyle Geiger, ASWSU President
Crystal Swanson, ASWSU Pro-tempore


DATE: April 4, 2016

SUBJECT: Student Technology Fee Allocations - Fiscal Year 2017

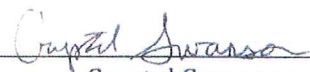
The ASWSU-Pullman Senate met on March 30, 2016, to review the allocation recommendations for fiscal year 2017 from the Student Technology Fee Committee. The recommendations were approved by a vote of 14-3-0.

We request your support of the allocation recommendations and submittal to the Board of Regents for approval at the May 6, 2016, meeting.

cc: Sreenath Panchagnula, Chair
Victor Charoonsophonsak
Dylan Heyne
Samantha Kieling
Joan King
Lance Lijewski
Tony Opheim
Kurt Wilkie



Kyle Geiger,
ASWSU President



Crystal Swanson,
ASWSU Pro-tempore



MEMORANDUM

TO: Samantha Kieling
Vice President, Associated Students of Washington State University – Pullman

FROM: Sreenath Panchagnula *SP*
Chair, Student Technology Fee Committee

DATE: March 21, 2016

SUBJECT: Student Technology Fee Committee Allocation Recommendations – FY 2017

The Student Technology Fee Committee met on March 11, 2016, to discuss and recommend budget allocations for the fiscal year 2017 following the established guidelines.

Under the authority of RCW 28B.15.051 the ASWSU Senate has the ability to approve the annual expenditure plan for the fees revenues.

On behalf of the committee, I respectfully request support from the ASWSU Senate for the attached committee allocation recommendations, approved by unanimous vote, and your submittal of these to President Bernardo for approval by the Board of Regents at the May 2016 meeting.

Attachment

cc: Victor Charoonsophonsak
Dylan Heyne
Joan King
Lance Lijewski
Tony Opheim
Kurt Wilkie

STUDENT TECHNOLOGY FEE
FY 2017 Funding Requests - Deliberations Template
March 11, 2016 - Lighty 401

REQUEST TITLE	REQUEST AMT	PRIORITY #1	PRIORITY# 2	PRIORITY #3	PRIORITY #4	OTHER	Available for Distribution	
							Reserve Amount	APPROVED AMT
Tutorial and Development Support for WSU Robotics Club	\$15,588	\$5,750	\$4,384	\$6,650	\$5,028	-\$6,223	"Other" is group's acct balance, #4 Rover Team nearly funded	14,778
VCEA Wireless Project	\$129,800	\$10,400	\$66,400	\$32,200	\$20,800		Math error corrected	0
WSU MATLAB Univ-Wide Site License	\$62,754	\$62,754					VCEA would provide \$24,000 one-time	0
Student Printing Plan	\$323,500	\$268,500	\$35,000	\$15,000	\$5,000		Updated estimate of costs	273,500
Library Technology Improvement	\$89,409	\$29,803	\$19,869	\$19,869	\$19,869		Questions about install cost/app coordination	29,803
Health & Wellness Svcs Mobile Health Msg	\$14,500	\$14,500					Pilot study for efficacy	14,500
Modern Computers on the Benches in Chemistry Labs	\$34,760	\$34,760					Could be separated-plan to do rolling upgrades(1/4 labs/year) would come back to request more funding next year	34,760
Competitive Upgrade to Undergrad. Neuroscience/Physiology Prg Eqmpt	\$57,500	\$26,000	\$28,500	\$3,000				54,500
AML 105/3DAnimation Lab	\$119,758	\$37,137	\$82,621				Both are urgent-priority based on room utilization (Avery #1)	74,600
Workstation and Server Upgrades	\$98,100	\$98,100					\$-for-\$ match from Vet Med. Could be done in segments if needed to	49,050
Digital/AV Upgrades to 6 Undergraduate STEM Teaching Labs	\$7,200	\$3,200	\$4,000				PI: ZEME, 1 Hulbert, 1 Johnson	0
Pilot Mersive Solstice Software Deployment	\$200,800	\$200,800					Since pilot said dividing up would be difficult but could forego one in Heald	200,800
Pullman Campus - Classroom Wireless Deployment	\$35,472	\$35,472						18,000
Technology Upgrade for Murrow College Teaching Computer Lab	\$50,356	\$2,566	\$20,499	\$8,965	\$18,327			19,016
Expanding and Enhancing the Dimensions Lab	\$6,595	\$6,595					Said could do with refreshing current computers, new not totally necessary	6,595
New Computers for the Chicano/a Latino/a Center	\$19,500	\$19,500					Tony said some ports already scheduled for preservation upgrade - still need?	0
Student Wireless Upgrade McCoy Hall	\$6,500	\$6,500					Tony said some ports already scheduled for preservation upgrade - still need?	0

Student Study/Collab Technology	\$70,715	\$14,143	\$14,143	\$14,143	\$14,143	\$28,286		70,715
VCEA & Clubs - Frank Innovation Zone	\$46,200	\$18,000	\$2,500	\$2,000	\$23,700		\$1.5M grant from Raintree to establish space, some funds from VCEA; request total changed during hearings	34,900
Resource & Equipment Expansion								
Cable 8 Productions Tech Updates	\$6,247	\$3,248	\$899	\$2,100				3,248
TOTAL	\$1,395,255	\$897,728	\$278,814	\$103,926	\$121,009	-\$6,223		898,765

Committee Notes:

Remaining Available

(0)

1. The Student Technology Fee Committee respectfully requests that the Student Printing Plan review per copy cost and report marketing efforts to the ASWSU Senate and STF Committee each semester.
2. The Student Technology Fee Committee respectfully requests that Jon Manwaring in AMS serve as the project lead for three SurfaceHubs. Proposer will be a project partner.

3. The Student Technology Fee Committee respectfully requests that 3 of the 10 locations of the Student Study/Collaborative Technology Project integrate a SurfaceHub (Terrell library, CUE and Johnson location) utilizing information and student proposer from the Library Technology Project proposal
4. The Student Technology Fee Committee respectfully requests that the Student Wireless Upgrade McCoy Hall project proposers reassess need after preservation replacements installed.
5. The Student Technology Fee Committee respectfully requests that the Student Wireless Upgrade Veterinary Teaching Hospital project proposers reassess need after preservation replacements installed.
6. The Student Technology Fee Committee respectfully requests that the Dimensions Lab be located in a room with enhanced security.
7. The Student Technology Fee Committee respectfully requests that the Chicano/a Latino/a Center work with Sean Greene and ASIS to determine the systems to purchase with the STF funding.
8. Fund all of the Avery 105 and the 3D animation lab receives \$37600 with no more than \$5000 for server purchase.


Sreenath Panchagnula, Student Technology Fee Chair

Printed 3/11/16

ACTION ITEM #8

WSU All Campuses, Amendments to WAC Chapter 504-33 Facility Use Rules for First Amendment/Free Speech Activities (Olivia Yang/Bill Gardner)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: WSU All Campuses, Amendments to WAC Chapter 504-33, Facility Use Rules for First Amendment/Free Speech Activities

PROPOSED: That the Board of Regents adopt the amendments to WAC Chapter 504-33 addressed below, relating to Facility Use Rules for First Amendment /Free Speech Activities.

SUBMITTED BY: Olivia Yang, Interim Vice President for Finance and Administration

SUPPORTING INFORMATION: The Board of Regents has authority pursuant to Chapter 28B.30 RCW and Chapter 34.05 RCW to adopt, amend, and repeal rules published in the Washington Administrative Code. WAC Chapter 504.33 concerns rules related to Facility Use Rules for First Amendment/Free Speech Activities on the WSU Campuses. A summary of the proposed amendments follows, and a copy of the chapter, illustrating the specific changes is appended as Attachment A. This Action Item differs from the Future Action Item presented at the March 24-25, 2016 meeting, in that we have clarified the limitations on non-university groups and individuals. Section 504-33-035, as previously written, was not clear that all limited public forum areas are available to non-university groups and individuals except for the interior of all facilities. Additionally, section 504-33-040 describes policy exceptions, and thus was not necessary to address in 504-33-035. The proposed changes have been reviewed by the Washington State University's Division of the Office of the Attorney General.

Summary of proposed Facility Use Rules for First Amendment/Free Speech Activities:

- 504-33-012: New section describes the general policy and purpose; much of this was previously in 504-33-20, which is now removed.

- 504-33-015: Clarifies definitions, and broadens the limited public forum areas to include all facilities, at all campuses, with the exception of the interior or immediate vicinity of facilities used to support university research, academic instruction, or health services.
- 504-33-025: Clarifies the procedure for providing notice of first amendment activities at each of the campuses; removes the 14-day notice requirement; removes subsections 4 through 11, as these are incorporated by reference to other WAC chapters, or provided for elsewhere in this revision.
- 504-33-030: Modifies the duration of events to remove 8-hour per day restriction; maintains 5-day limitation. Provides for limitations previously included in section 504-33-025 related to the distribution of materials; utility connections; area clean-up and damage; and safety measures. The subsection related to sound amplification, previously in 504-33-025, has been removed as it is incorporated by reference to 504-35-030. Subsection 7 clarifies, but does not change restrictions on Martin Stadium and Beasley Coliseum for game days and other major events.
- 504-33-035: New section includes additional limitations for non-university groups and individuals by restricting the use of the interior of facilities; and providing for advance notice of 5 business days.
- 504-33-040: Subsection 1 clarifies exceptions to the policy and provides a process for seeking exceptions; Subsections 2 and 3 clarifies termination of use.
- 504-33-050: Removed the requirement for posting of a bond.

Chapter Copy, illustrating specific changes is appended as Attachment A.

"Attachment A"

WAC 504-33-010 Title. This chapter is known as the Washington State University facility use rules for first amendment/free speech activities.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-010, filed 11/24/08, effective 12/25/08.]

NEW SECTION

WAC 504-33-012 Use of university facilities for first amendment/free speech activities—General policy and purpose. The university believes that freedom of expression is an indispensable quality of university life, and that active participation in political and social expression both enhances the education of the individual and contributes to the betterment of society. The university is committed to respecting and promoting the rights afforded by the first amendment to the Constitution of the United States, including the right to free speech, petition, and assembly.

The university further recognizes that it has an obligation to maintain an atmosphere that allows it to carry out its broad missions of teaching, research, and public service in the course of the normal operations of the university.

To achieve the objectives of chapter 504-33 WAC, it is essential that free expression be accomplished in a manner that allows for the orderly function of normal university operations. Thus, the purpose of the time, place, and manner regulations set forth in chapter 504-33 WAC is to promote opportunities for exercise of the rights protected by the first amendment to the Constitution of the United States on the university campus and to ensure that these activities do not interfere with the furtherance of the university's mission-related responsibilities for which the university's buildings, facilities, and grounds are dedicated by the state of Washington.

[]

AMENDATORY SECTION (Amending WSR 08-24-026, filed 11/24/08, effective 12/25/08)

WAC 504-33-015 Definitions. (1) "Nonuniversity group or individual," for the purposes of this policy, means a collection of individuals that is neither a university affiliate, a registered student organization, nor a recognized employee group. The term also includes the individual members of these groups, when acting on behalf of the group, and individuals who are not currently enrolled students, current university employees, or employees of a university affiliate.

(2) "University group or individual," for purposes of this policy, means registered student organizations as defined in WAC 504-28-010, or a recognized employee group of the university, and also encompasses the individual members of these groups when acting on behalf of the group. The term also includes individuals who are currently enrolled students or current employees.

(3) "University affiliates" or "affiliated entities" means those entities that have formal relationships with the university and also encompass those entities' officers, agents, and employees. The terms include, but are not limited to, the university foundation, the university research foundation, the office of the attorney general, the 4-H foundation, and the United States Department of Agriculture—Agricultural Research Service. (~~((A list of affiliated entities is available on the campus use committee web site. The web site can be found by accessing the university's web site at:~~
~~<http://www.wsu.edu/>~~)))

(4) "Limited public forum areas" means those areas of each campus (~~((that the university has chosen to be open))~~) available as places for expressive activities protected by the first amendment, subject to reasonable time, place (~~((or))~~), and manner restrictions.

(~~((a) At the Pullman))~~) At each university campus, the (~~((designated))~~) limited public forum areas are(~~(+~~
~~(i) The Glenn Terrell Mall; and~~
~~(ii) The public sidewalks adjacent to public roads.~~
~~(b) At the Spokane campus, the designated limited public forum areas are:~~

~~(i) The patio outside the main entrance to the Phase I Classroom Building; and~~
~~(ii) The public sidewalks adjacent to public roads.~~
~~(c) At the Tri-Cities campus, the designated limited public forum areas are:~~
~~(i) The Atrium Courtyard; and~~
~~(ii) The public sidewalks adjacent to public roads.~~
~~(d) At the Vancouver campus, the designated limited public forum areas are:~~
~~(i) The area of campus plaza directly east of the cafeteria extending to the stone wall; and~~
~~(ii) The public sidewalks adjacent to public roads.~~
~~(e) In addition to the public forum areas identified herein, the chancellors of the Spokane, Tri Cities, and Vancouver campuses and the university president may designate additional areas of the campuses under their authority as public forums. Such additional public forum areas shall be set forth in the university's business policies and procedures manual))~~ all university facilities, with the exception of the interior or immediate vicinity of university facilities used to support university research, academic instruction, or health services.

(5) "First amendment activities" refers to any activity protected by the first amendment to the Constitution of the United States. Such first amendment activities may include, but are not necessarily limited to, informational picketing, petition circulation, the distribution of information leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, protests, meetings to display group feelings or sentiments ((~~and/or~~)), and other types of constitutionally protected assemblies to share information, perspective, or viewpoints.

(6) "University facilities" means all buildings and grounds owned or controlled by the university and the streets, sidewalks, malls, parking lots, and roadways within the boundaries of property owned or controlled by the university.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-015, filed 11/24/08, effective 12/25/08.]

AMENDATORY SECTION (Amending WSR 08-24-026, filed 11/24/08, effective 12/25/08)

WAC 504-33-025 Procedure for providing notice of use of limited public forum ((~~facilities~~)) area for first amendment activities.

~~((Subject to the regulations and requirements of this policy, university and nonuniversity groups))~~ (1) Groups and individuals may use the university's limited public forum areas for those activities protected by the first amendment(~~(-~~

~~(1) Notice to use the limited public forum areas is to be provided~~~~ed))~~ to the Constitution of the United States, subject to the requirements set forth in chapter 504-33 WAC.

(2) Notice. The group or individual desiring to use a limited public forum area to engage in first amendment activities is requested to provide notice of the intended use of the desired limited public forum area as follows:

(a) At the Pullman campus(~~(+~~
~~(i))~~), notice to the campus police(~~(+ and~~
~~(ii) For requests to use the Glenn Terrell Mall, to the scheduling office))~~).

(b) At the Spokane campus, notice to:

(i) ~~((To))~~ The campus office of student affairs; and

(ii) ~~((To))~~ The campus security office.

(c) At the Tri-Cities campus, notice to:

(i) ~~((To))~~ The campus office of student affairs; and

(ii) ~~((To))~~ The campus security office.

(d) At the Vancouver campus, notice to:

(i) ~~((To))~~ The campus office of ~~((business affairs))~~ finance and operations; and

(ii) ~~((To))~~ The campus ~~((security office))~~ police.

~~((2) Timing of notice. All groups must provide the required notice no later than fourteen calendar days in advance of use of the limited public forum. However, events may be permitted with less notice so long as the event does not interfere with any other function occurring at the facility.))~~

(3) Content of notice. The notice ~~((to use the))~~ of use of a limited public forum area~~((s))~~ for first amendment activities is to contain:

(a) The contact information for the group or individual that will conduct the event, including group name, contact person name, address, e-mail address, and telephone number ~~((of the individual, group, entity, or organization sponsoring the event or use (hereinafter "the sponsoring organization"));~~ and

~~(b) The name, address, and telephone number of a contact person for the sponsoring organization;~~ and

~~(c))~~; and

(b) The date, time, and ~~((requested location of the event;~~ and ~~(d))~~ limited public forum area to be used for the first amendment activities; and

(c) The nature and purpose of the ~~((event))~~ first amendment activities; and

~~((e))~~ (d) The estimated number of people expected to ~~((participate in the event))~~ attend the first amendment activities, both as participants and as spectators.

~~((4) Sound amplification. The use of sound amplification devices for free speech purposes is not allowed.~~

~~(5) Duration of events. In order to allow for the expression of a wide range of viewpoints and discussion of an array of issues, university group events may not last longer than eight hours per day, and may continue no longer than five days from beginning to end. Nonuniversity events and university affiliate events may not last longer than five hours per day and may continue over no more than three days, from beginning to end. These limitations upon the duration of events will be excused, on a day to day basis, upon request when there are no competing requests to use the facility.~~

~~(6) Distribution of materials. Signs, posters, literature, handbills, leaflets, and pamphlets may be distributed in accordance with WAC 504-34-140. The sponsoring organization is encouraged, but not required, to include its name and address on the distributed information.~~

~~(7) Commercial transactions. Speech that does no more than propose a commercial transaction is prohibited in connection with the use of the facility or event.~~

~~(8) The limited public forum used by the group must be cleaned up and left in its original condition and may be subject to inspection by a representative of the university after the event. Reasonable charges may be assessed against the sponsoring organization for the costs of cleanup or for the repair of damaged property.~~

~~(9) The use of the facility must comply with all requirements of WAC 504-35-030.~~

~~(10) The university and/or government authorities may specify additional fire, safety, sanitation, and special regulations for the event, and the user must obey those regulations.~~

~~(11) The university will not provide utility connections or hook-ups.))~~

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-025, filed 11/24/08, effective 12/25/08.]

AMENDATORY SECTION (Amending WSR 08-24-026, filed 11/24/08, effective 12/25/08)

WAC 504-33-030 ((~~Additional requirements for scheduling at times of university authorized or sponsored events.~~)) Limitations on use of limited public forum areas. (1) The use of a limited public forum ~~((may not be used on the same date as any previously scheduled university event or activity at the site (aside from regularly scheduled classes) where it is reasonably anticipated that more than five hundred people will attend the university event or activity))~~ area must comply with all requirements of WAC 504-35-030.

(2) Duration of events. In order to allow for the expression of a wide range of viewpoints and to allow the utilization of university facilities for a wide range of purposes, the use of a limited public forum area for first amendment activities may not continue for longer than five calendar days from beginning to end.

(3) Distribution of materials. Signs, posters, literature, handbills, leaflets, and pamphlets may be distributed in accordance with WAC 504-34-140.

(4) The university will not provide utility connections or hook-ups.

(5) The group or individual utilizing the limited public forum area must return the limited public forum area to its original condi-

tion after the use and is responsible for the costs of cleanup and the costs to repair damages to the limited public forum area and other university property that arise from such use.

(6) The university and/or government authorities may specify reasonable additional fire, safety, sanitation, insurance, and impact-mitigating requirements for the use of the limited public forum area, and the group or individual utilizing the limited public forum area must meet those requirements.

(7) Where more than five hundred people are expected to attend an event in Martin Stadium or Beasley Coliseum, or on the days of any football or basketball game, the following restrictions apply to uses of limited public forum areas for first amendment activities:

(a) The sidewalks and other outdoor areas and streets adjacent to Martin Stadium may not be used for first amendment activities during the ~~((three hour))~~ period ~~((preceding))~~ beginning three hours prior to a football game or other event at Martin Stadium ~~((until))~~ and ending two hours after the game or event has ended, except that sidewalks opposite ~~((the))~~ Martin Stadium may continue to be used for first amendment activities during these time periods, so long as the first amendment activities do not unduly interfere with the flow of pedestrian or vehicular traffic. Where the ~~((free speech activity is))~~ first amendment activities are expected to ~~((draw a crowd of))~~ include more than fifty total people as participants and spectators, the Glenn Terrell Mall may not be used for first amendment activities during these time periods.

(b) The sidewalks and other outdoor areas and streets adjacent to Beasley Coliseum may not be used for first amendment activities during the ~~((two hour))~~ period ~~((preceding))~~ beginning two hours prior to the start of a game or other event at Beasley Coliseum ~~((until))~~ and ending two hours after the game or event has ended, except that sidewalks opposite ~~((the))~~ Beasley Coliseum may continue to be used for first amendment activities during these time periods, so long as the activities do not unduly interfere with the flow of pedestrian or vehicular traffic.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-030, filed 11/24/08, effective 12/25/08.]

NEW SECTION

WAC 504-33-035 Additional limitations on use of limited public forum areas by nonuniversity groups and individuals. Nonuniversity groups and individuals may use the university's limited public forum areas for those activities protected by the first amendment to the Constitution of the United States, subject to the requirements set forth in chapter 504-33 WAC, and the following additional limitations: ~~with the exception of the interior or immediate vicinity of any university facility used to support university research, academic instruction, or health services, unless:~~

(1) Nonuniversity groups and individuals may not use ~~Use of the interior or immediate vicinity of the any university facility is authorized by the university president or his or her designee (as to the Pullman campus), or the applicable chancellor of the Spokane, Tri-Cities, or Vancouver campuses or his or her designee (as to such campuses);~~ and

(2) Nonuniversity groups and individuals must provide notice ~~Notice is provided~~ five business days prior to the intended use of the desired limited public forum area, in accordance with WAC 504-33-025 (2) and (3).

[]

AMENDATORY SECTION (Amending WSR 08-24-026, filed 11/24/08, effective 12/25/08)

WAC 504-33-040 ((~~Grant and~~)) Policy exceptions; termination, limitation of license to use facilities. (1) Exceptions to policy.

(a) The university president or his or her designee ~~((; any university vice president; the chancellors))~~ (as to the Pullman campus), or each chancellor of the Spokane, Tri-Cities, or Vancouver campuses or his or her designee ~~((s; or the designee of the vice president for business and finance may authorize first amendment activities which are reasonably determined not to disrupt university activities, despite a literal violation of this policy statement. Such determinations will be made without consideration of the content or message of the first amendment activities.))~~ (as to such campuses) may, but are not required to, make reasonable exceptions to the policy set forth in

chapter 504-33 WAC, provided he or she determines, after reasonable inquiry, that:

(i) The use of the limited public forum area that is the subject of the exception request will not interfere with any other function occurring at the limited public forum area or result in an unreasonable disruption of normal university functions or operations; and

(ii) Adequate impact-mitigating measures related to safety or university operations can be implemented prior to the start of the use of the limited public forum area.

(b) In order to allow for adequate time for review of the request, the group or individual seeking an exception under this subsection is requested to seek such exception at least five business days' prior to the intended use of the desired limited public forum area.

(2) Termination, limitation of license. The university president or his or her designee(~~((; any university vice president; the chancellors))~~) (as to the Pullman campus), or each chancellor of the Spokane, Tri-Cities, or Vancouver campuses or (~~((designees; or the designee of the vice president for business and finance may, at any time,))~~) his or her designee (as to such campuses), may limit, terminate, cancel, relocate, or prohibit the use of (~~((facilities if the event is disrupting normal university functions. Any of these individuals may refuse to allow a proposed use of facilities if they))~~) a limited public forum area for first amendment activities, if he or she determines, after reasonable inquiry, that (~~((the use or event cannot be conducted without disrupting normal))~~) such action is reasonably necessary to prevent or stop:

(a) Substantial harm or threat of substantial harm to the safety of persons; or

(b) Substantial damage to property; or

(c) Substantial disruption of university functions or operations.
~~((Such))~~

(3) Any determinations (~~((will))~~) made under subsections (1) or (2) of this section are to be made without consideration of the content or message of the (~~((first amendment))~~) expressive activities.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-040, filed 11/24/08, effective 12/25/08.]

WAC 504-33-060 Criminal trespass. Any person believed to be violating these regulations may be barred from campus in accordance with the procedures outlined in WAC 504-35-150.
[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-060, filed 11/24/08, effective 12/25/08.]

REPEALER

The following sections of the Washington Administrative Code are repealed:

WAC 504-33-020	Use of limited public forum areas— Purpose.
WAC 504-33-050	Posting of a bond and hold harmless statement.

Attachment A -- Clean Copy

WAC 504-33-010 Title. This chapter is known as the Washington State University facility use rules for first amendment/free speech activities.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-010, filed 11/24/08, effective 12/25/08.]

NEW SECTION

WAC 504-33-012 Use of university facilities for first amendment/free speech activities—General policy and purpose. The university believes that freedom of expression is an indispensable quality of university life, and that active participation in political and social expression both enhances the education of the individual and contributes to the betterment of society. The university is committed to respecting and promoting the rights afforded by the first amendment to the Constitution of the United States, including the right to free speech, petition, and assembly.

The university further recognizes that it has an obligation to maintain an atmosphere that allows it to carry out its broad missions of teaching, research, and public service in the course of the normal operations of the university.

To achieve the objectives of chapter 504-33 WAC, it is essential that free expression be accomplished in a manner that allows for the orderly function of normal university operations. Thus, the purpose of the time, place, and manner regulations set forth in chapter 504-33 WAC is to promote opportunities for exercise of the rights protected by the first amendment to the Constitution of the United States on the university campus and to ensure that these activities do not interfere with the furtherance of the university's mission-related responsibilities for which the university's buildings, facilities, and grounds are dedicated by the state of Washington.

WAC 504-33-015 Definitions. (1) "Nonuniversity group or individual," for the purposes of this policy, means a collection of individuals that is neither a university affiliate, a registered student organization, nor a recognized employee group. The term also includes the individual members of these groups, when acting on behalf of the group, and individuals who are not currently enrolled students, current university employees, or employees of a university affiliate.

(2) "University group or individual," for purposes of this policy, means registered student organizations as defined in WAC 504-28-010, or a recognized employee group of the university, and also encompasses the individual members of these groups when acting on behalf of the group. The term also includes individuals who are currently enrolled students or current employees.

(3) "University affiliates" or "affiliated entities" means those entities that have formal relationships with the university and also encompass those entities' officers, agents, and employees. The terms include, but are not limited to, the university foundation, the university research foundation, the office of the attorney general, the 4-H foundation, and the United States Department of Agriculture—Agricultural Research Service.

(4) "Limited public forum areas" means those areas of each campus available as places for expressive activities protected by the first amendment, subject to reasonable time, place, and manner restrictions.

At each university campus, the limited public forum areas are all university facilities, with the exception of the interior or immediate vicinity of university facilities used to support university research, academic instruction, or health services.

(5) "First amendment activities" refers to any activity protected by the first amendment to the Constitution of the United States. Such first amendment activities may include, but are not necessarily limited to, informational picketing, petition circulation, the distribution of information leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, protests, meetings to display group feelings or sentiments, and other types of constitutionally protected assemblies to share information, perspective, or viewpoints.

(6) "University facilities" means all buildings and grounds owned or controlled by the university and the streets, sidewalks, malls, parking lots, and roadways within the boundaries of property owned or controlled by the university.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-015, filed 11/24/08, effective 12/25/08.]

WAC 504-33-025 Procedure for providing notice of use of limited public forum area for first amendment activities. (1) Groups and individuals may use the university's limited public forum areas for those activities protected by the first amendment to the Constitution of the United States, subject to the requirements set forth in chapter 504-33 WAC.

(2) Notice. The group or individual desiring to use a limited public forum area to engage in first amendment activities is requested to provide notice of the intended use of the desired limited public forum area as follows:

(a) At the Pullman campus, notice to the campus police.

(b) At the Spokane campus, notice to:

(i) The campus office of student affairs; and

(ii) The campus security office.

(c) At the Tri-Cities campus, notice to:

(i) The campus office of student affairs; and

(ii) The campus security office.

(d) At the Vancouver campus, notice to:

(i) The campus office of finance and operations; and

(ii) The campus police.

(3) Content of notice. The notice of use of a limited public forum area for first amendment activities is to contain:

(a) The contact information for the group or individual that will conduct the event, including group name, contact person name, address, e-mail address, and telephone number; and

(b) The date, time, and limited public forum area to be used for the first amendment activities; and

(c) The nature and purpose of the first amendment activities; and

(d) The estimated number of people expected to attend the first amendment activities, both as participants and as spectators.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-025, filed 11/24/08, effective 12/25/08.]

WAC 504-33-030 Limitations on use of limited public forum areas.

(1) The use of a limited public forum area must comply with all requirements of WAC 504-35-030.

(2) Duration of events. In order to allow for the expression of a wide range of viewpoints and to allow the utilization of university facilities for a wide range of purposes, the use of a limited public forum area for first amendment activities may not continue for longer than five calendar days from beginning to end.

(3) Distribution of materials. Signs, posters, literature, handbills, leaflets, and pamphlets may be distributed in accordance with WAC 504-34-140.

(4) The university will not provide utility connections or hook-ups.

(5) The group or individual utilizing the limited public forum area must return the limited public forum area to its original condition after the use and is responsible for the costs of cleanup and the costs to repair damages to the limited public forum area and other university property that arise from such use.

(6) The university and/or government authorities may specify reasonable additional fire, safety, sanitation, insurance, and impact-mitigating requirements for the use of the limited public forum area, and the group or individual utilizing the limited public forum area must meet those requirements.

(7) Where more than five hundred people are expected to attend an event in Martin Stadium or Beasley Coliseum, or on the days of any football or basketball game, the following restrictions apply to uses of limited public forum areas for first amendment activities:

(a) The sidewalks and other outdoor areas and streets adjacent to Martin Stadium may not be used for first amendment activities during the period beginning three hours prior to a football game or other event at Martin Stadium and ending two hours after the game or event has ended, except that sidewalks opposite Martin Stadium may continue to be used for first amendment activities during these time periods, so long as the first amendment activities do not unduly interfere with

the flow of pedestrian or vehicular traffic. Where the first amendment activities are expected to include more than fifty total people as participants and spectators, the Glenn Terrell Mall may not be used for first amendment activities during these time periods.

(b) The sidewalks and other outdoor areas and streets adjacent to Beasley Coliseum may not be used for first amendment activities during the period beginning two hours prior to the start of a game or other event at Beasley Coliseum and ending two hours after the game or event has ended, except that sidewalks opposite Beasley Coliseum may continue to be used for first amendment activities during these time periods, so long as the activities do not unduly interfere with the flow of pedestrian or vehicular traffic.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-030, filed 11/24/08, effective 12/25/08.]

NEW SECTION

WAC 504-33-035 Additional limitations on use of limited public forum areas by nonuniversity groups and individuals. Nonuniversity groups and individuals may use the university's limited public forum areas for those activities protected by the first amendment to the Constitution of the United States, subject to the requirements set forth in chapter 504-33 WAC and the following additional limitations:

(1) Nonuniversity groups and individuals may not use the interior of any university facility; and

(2) Nonuniversity groups and individuals must provide notice five business days prior to the intended use of the desired limited public forum area, in accordance with WAC 504-33-025 (2) and (3).

WAC 504-33-040 Policy exceptions; termination, limitation of license to use facilities. (1) Exceptions to policy.

(a) The university president or his or her designee (as to the Pullman campus), or each chancellor of the Spokane, Tri-Cities, or Vancouver campuses or his or her designee (as to such campuses) may, but are not required to, make reasonable exceptions to the policy set

forth in chapter 504-33 WAC, provided he or she determines, after reasonable inquiry, that:

(i) The use of the limited public forum area that is the subject of the exception request will not interfere with any other function occurring at the limited public forum area or result in an unreasonable disruption of normal university functions or operations; and

(ii) Adequate impact-mitigating measures related to safety or university operations can be implemented prior to the start of the use of the limited public forum area.

(b) In order to allow for adequate time for review of the request, the group or individual seeking an exception under this subsection is requested to seek such exception at least five business days' prior to the intended use of the desired limited public forum area.

(2) Termination, limitation of license. The university president or his or her designee (as to the Pullman campus), or each chancellor of the Spokane, Tri-Cities, or Vancouver campuses or his or her designee (as to such campuses), may limit, terminate, cancel, relocate, or prohibit the use of a limited public forum area for first amendment activities, if he or she determines, after reasonable inquiry, that such action is reasonably necessary to prevent or stop:

(a) Substantial harm or threat of substantial harm to the safety of persons; or

(b) Substantial damage to property; or

(c) Substantial disruption of university functions or operations.

(3) Any determinations made under subsections (1) or (2) of this section are to be made without consideration of the content or message of the expressive activities.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-040, filed 11/24/08, effective 12/25/08.]

WAC 504-33-060 Criminal trespass. Any person believed to be violating these regulations may be barred from campus in accordance with the procedures outlined in WAC 504-35-150.

[Statutory Authority: RCW 28B.30.150. WSR 08-24-026, § 504-33-060, filed 11/24/08, effective 12/25/08.]

REPEALER

The following sections of the Washington Administrative Code are repealed:

WAC 504-33-020	Use of limited public forum areas— Purpose.
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WAC 504-33-050	Posting of a bond and hold harmless statement.
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ACTION ITEM #1

Discontinuation of Master's and Doctoral Degrees (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Discontinuation of Master's and Doctoral Degrees in Counseling Psychology

PROPOSED: That the Board of Regents approve discontinuing the Master's and Doctoral Degrees in Counseling Psychology within the College of Education

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: In November 2015, the Provost's Office received a request from the College of Education to discontinue the master's and doctoral degrees in Counseling Psychology. In accordance with the Faculty Manual, the Provost's Office notified the Senate Steering Committee, Faculty Affairs Committee, Dean of the College of Education, and the faculty in the Counseling Psychology program that the Provost Office was considering elimination of the Counseling Psychology graduate degrees and invited comments. The Faculty Senate discussed the proposals and accepted feedback from affected faculty. A Special Senate Meeting was held on December 10, 2015 to discuss this matter. The Steering and Faculty Affairs Committees then compiled the comments from the discussion and submitted those to the Provost's Office.

The Counseling Psychology master's and doctoral degrees were proposed for elimination to allow for stronger investment focused on core programs and in diversity initiatives, particularly those that support students from underrepresented groups. These diversity initiatives are already underway in the college.

The College of Education developed a five-year teach-out plan that enables every student currently pursuing a graduate degree in Counseling Psychology to complete his/her studies and preserves accreditation for the program during this time period. The tenured and tenure-track faculty affected by this program elimination will continue

to hold tenure-line appointments or have voluntarily agreed to accept retirement packages.

Other affected units such as Career Services and Counseling and Psychological Services were consulted and indicated that they have other satisfactory means for securing the services and personnel they require to attend to the needs of the University community.

Following careful consideration of the rationale, feedback, and teach-out plan, the Interim Co-Provosts support the College of Education's request to discontinue the master's and doctoral degrees in Counseling Psychology.

ACTION ITEM #2

Discontinuation of Doctoral Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Discontinuation of Doctoral Degrees in Higher Education

PROPOSED: That the Board of Regents approve discontinuing the Doctoral Degree in Higher Education within the College of Education

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The College of Education proposes to discontinue its Doctoral Degree in Higher Education. There are currently a few students (5-6) who still have courses in higher education to complete, who have been notified and have been informed of the teach-out plan below. Three newly admitted students, for fall 2015, all agreed to transfer to either teacher leadership or K-12 leadership and will not need the higher education courses. There are also a few remaining master's students who need some of the higher education courses, and they have been notified of and will be served by the teach-out plan.

The discontinuation of the doctoral degree does not impact faculty. The higher education faculty members are no longer with WSU or already have other assignments. Additionally, there is no impact on other degree programs, departments, colleges, or campuses.

Teach-Out Plan for Doctor of Education, Higher Education

Course	Semester Offered
EdAd 561 – Adult Learning and Development (change name)	Ongoing in summer
EdAd 571 – College Teaching	Not being offered (only 5 students said they needed it and can substitute a different class)
EdAd 572 – History of Higher Education	Fall 2015
EdAd 578 – Higher Education Law and Ethics	Spring 2016
EdAd 579 – Administration of Higher Education	Summer 2016

In December 2014, the College of Education requested permission from the Provost's Office to discontinue the doctoral degree. The Provost's Office supported the request. On February 16, 2016, the Graduate Studies Committee approved the College of Education Graduate Curricular Change. This recommendation was passed by the Faculty Senate on March 10, 2016.

ACTION ITEM #3

Revisions to the Faculty Manual – Annual Review Process (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Revisions to the Faculty Manual

PROPOSED: That the Board of Regents approve the attached changes to the Faculty Manual – Annual Review Process

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING
INFORMATION:

In 2014, Interim Provost Daniel Bernardo appointed a Task Force for improvement of Faculty Annual Reviews. Half of the task force was appointed by the Provost and half was appointed by the Faculty Senate Executive Committee. The goals of the Task Force were to simplify the annual review process and decrease the time spent by faculty and administrators on annual reviews; move from a norm- based rating system towards a criteria-based rating system; provide more feedback to faculty, particularly associate professors, on career progress; change the context of the annual reviews from an annual snapshot to that of viewing recent work in the context of the faculty member's overall career.

On January 14, 2016, the Faculty Affairs Committee unanimously approved bringing forward the wording below to replace Sections III.E.3.c, d, and e of the Faculty Manual, which outline the policies and procedures for the annual review of tenure track faculty.

Comprehensive Review Results

"An annual review rating assigned to the faculty member's performance according to one of the following categories:

- Especially meritorious performance
- strong performance beyond satisfactory
- satisfactory
- some improvement needed
- substantial improvement needed."

Intensive Review Results

"The career progress report is prepared by the chair and should reflect the views of the faculty eligible to vote on the candidate's tenure and/or promotion. The report should highlight the candidate's strengths and weaknesses and include recommendations for improvement and the likelihood for tenure and/promotion. In the case of untenured faculty: The the candidate should be advised according to the following categories:

- Well prepared. The candidate is encouraged to seek tenure and/or promotion at the next opportunity.
- Satisfactory. The candidate appears to be building an appropriate profile, but has not yet achieved the standards expected for tenure and/or promotion.
- Improvement needed. The candidate should review the criteria for tenure and/or promotion and the career progress report carefully, and seek advice from other faculty in the university and his or her discipline.
- Unsatisfactory. The candidate is not on track for tenure and/or promotion.

The chair should provide the candidate with a copy of the career progress report prior to the face-to-face meeting."

Faculty Responses to Annual Review Evaluations

"After receiving the annual review report, the chair shall provide the faculty member ~~has~~ a minimum of ~~five (5)~~ ten (10) business days to sign the report, indicating that he or she has had the opportunity to read the report and to discuss it with the chair and/or appropriate faculty supervisors at urban campuses, research and extension centers, or other distant locations. A faculty member's dissent regarding contents of the report may be appended to the signed report. When a dissent is appended, the faculty member must receive written acknowledgement within fifteen (15) business days that the statement has been reviewed by the chair's immediate supervisor (normally the dean). At the same time that a response is sent to the faculty member, the chair's supervisor will forward to the provost the annual review, the faculty member's response to that review, and the supervisor's response to the faculty member. After receiving this information, the provost has an additional fifteen (15) business days to provide a written acknowledgement to the faculty member and chair's supervisor that he or she has reviewed all of the statements. For faculty located on urban campuses, a faculty member's dissent will first be routed through the chancellor (or his/her designee) for review before forwarding to the dean."

A minor amendment was approved on January 19, 2016. This recommendation was passed by the Faculty Senate on February 11, 2016.

ACTION ITEM #4

Revisions to the Faculty Manual – Patent Policy (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Revisions to the Faculty Manual

PROPOSED: That the Board of Regents approve the attached changes to the Faculty Manual – Patent Policy

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING
INFORMATION:

Washington State University (WSU) has placed an increased emphasis on its innovation-based activities, including but not limited to commercialization, student engagement, and external research partnerships. As a part of this process WSU has simultaneously engaged in an internal review of its policies and procedures to ensure they are aligned with the best practices and incentives to support these activities. As a part of this internal review, an 18-month process begun in 2014 to ensure the policies around commercialization and other IP-related matters contained within the faculty manual were aligned with WSU's stated goals in these areas.

The Intellectual Property Committee, at a series of meetings, evaluated WSU's IP policies in three main categories:

- Royalty Distribution
- Allowable reimbursable expenses
- Enforcement funds

After benchmarking WSU's policies with those of our peer institutions, and engaging faculty with the process (including the Faculty Affairs Committee and the Faculty Senate broadly, and related stakeholder groups), the following changes were suggested to Section IV-G of the Faculty Manual regarding Patent Policy:

Section 8. Division of Patent Royalties

“(5). The OC Enforcement Fund allocation will be deducted only when necessary to maintain a \$150,000 balance for all inventions under this

section 8; the distribution to the OC Enforcement Fund will cease while the Fund maintains a \$150,000 balance and the University share will then be distributed equally to the Vice President for Research and the OC Commercialization Fund. Any enforcement expenses incurred above \$150,000 would be shared by all parties that share in the income, in the proportion of their share of income, for that specific invention and will be deducted as legal expense in step 8.a.1. Any net proceeds, after expenses, earned as a result of enforcement will be used to first replenish the Enforcement Fund. Any net proceeds remaining after replenishing the Enforcement Fund will be added to Adjusted Income.

An advisory body comprising a representative from each of the inventor/creator/breeder groups contributing to the OC Enforcement Fund and other appropriate faculty and administrators will make recommendations on the use of the OC Enforcement Fund to the President via the Office of Commercialization. The President may then make recommendations to the Board of regents Regents who have the final authority to initiate a legal action on behalf of WSU."

9. Public Release Agricultural Research Center Plant Varieties

"b.) Seed Propagated Crops

(1). In the case of contracted marketing, licensing and business development, all monies remaining after contractor expense will be distributed to WSU. as agreed upon between WSU. ~~and the contractor.~~

(2). The University or its designee will then deduct the costs of obtaining and maintaining legal protection, for each plant variety to arrive at "Adjusted Income".

(3). Ten percent (10%) of the Adjusted Income capped at \$20,000 per fiscal year per seed propagated variety, will be retained by the OC as an "Enforcement Fund for all Seed Propagated Crops" to be used for legal claims against University intellectual property related to seed propagated crops to arrive at "Net Income". The OC Enforcement Fund allocation will be ~~in effect~~ deducted only when necessary to maintain a \$150,000 balance for all seed propagated crops; 10% of the Adjusted Income distribution to the OC Enforcement Fund will cease while the Fund maintains a \$150,000 balance and the Adjusted Income will then be equal to the Net Income. Any enforcement expenses incurred above \$150,000 would be ~~equally~~ shared by all parties that share in the income, in the proportion of their share of income, for that specific seed propagated variety. Any net proceeds, after expenses, earned as a result of enforcement will be used to first replenish the Enforcement Fund. Any net proceeds remaining after replenishing the Enforcement Fund will be added to Adjusted Income. ~~to arrive at the Net Income for distribution.~~

An advisory body comprising a representative from each of the inventor/creator/breeder groups contributing to the OC Enforcement Fund and other appropriate faculty and administrators will make

recommendations on the use of the OC Enforcement Fund to the President via the Office of Commercialization. The President may then make recommendations to the Board of regents Regents who have the final authority to initiate a legal action on behalf of WSU."

9. Public Release Agricultural Research Center Plant Varieties

"c.) Vegetatively propagated crops

(1). In the case of contracted marketing, licensing and business development, all monies remaining after contractor expense will be distributed to WSU, ~~as agreed upon between WSU and the contractor.~~

(2). The University or its designee will then deduct the costs of obtaining and maintaining legal protection, for each plant variety to arrive at "Adjusted Income".

(3). Ten percent (10%) of the Adjusted Income, capped at \$20,000 per fiscal year per vegetatively propagated variety, will be retained by the OC as an "Enforcement Fund for all Vegetatively Propagated Crops" to be used for legal claims against University intellectual property related to vegetatively propagated crops to arrive at "Net Income". The OC Enforcement Fund allocation will be ~~in-effect~~ deducted only when necessary to maintain a \$150,000 balance for all vegetatively propagated crops; 10% of the Adjusted Income distribution to the OC Enforcement Fund will cease while the Fund maintains a \$150,000 balance and the Adjusted Income will then be equal to the Net Income. Any enforcement expenses incurred above \$150,000 would be equally shared by all parties that share in the income, in the proportion of their share of the income, for that specific vegetatively propagated variety. Any net proceeds, after expenses, earned as a result of enforcement will be used to first replenish the Enforcement Fund. Any net proceeds remaining after replenishing the Enforcement Fund will be added to Adjusted Income, to arrive at the Net Income for distribution. An advisory body comprising a representative from each of the inventor/creator/breeder groups contributing to the OC Enforcement Fund and other appropriate faculty and administrators will make recommendations on the use of the OC Enforcement Fund to the President via the Office of Commercialization. The President may then make recommendations to the Board of Regents who have the final authority to initiate a legal action on behalf of WSU."

The following is a high-level overview of the proposed changes as denoted above:

- Simplify royalty distribution table from 3 tiers to 2 tiers –
 - Eliminate the third tier that reduces faculty portion from 50% to 25%
 - Only two tiers: \$1-\$10K: 100% to faculty; >\$10K: 50-50 split
- Allow funds for commercialization projects
- Allow for enforcement of IP
 - Recent patent law suits

- Protecting our patents in light of new case law (gene markers and method patents)
- Plant varietal infringement matters

Below is an example of the proposed financial changes and the effect they have on distributed amounts to researchers:

Tier	Current Distribution	Proposed Distribution
\$1-\$10k (eg., \$10k)	\$10k	\$10k
\$10,001 - \$200k (eg., \$200k)	\$100k	\$100k
\$200,001 and up (eg., \$500k)	\$125k	\$250k

This change was approved by the Faculty Affairs Committee on February 2, 2016 and passed by the Faculty Senate on February 25th, 2016.

ACTION ITEM #5

Revisions to the Faculty Manual – Disciplinary Process/Procedures (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Revisions to the Faculty Manual

PROPOSED: That the Board of Regents approve the attached changes to the Faculty Manual – Disciplinary Process/Procedures

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: On March 1, 2016, the Faculty Affairs Committee approved bringing forward to the Senate the changes below to Sections II.F of the Faculty Manual, which outline the policies and procedures for faculty discipline.

The following is a high-level overview of the proposed changes as presented below:

1. Changing the pool of faculty from which to choose a Hearing Committee to all tenured faculty rather than having to set up and choose from a 21 member Hearing Committee Panel.
2. The addition of the Prevention of Bullying Policy to the list of conduct subject to discipline.
3. Clarifying language and referencing.

1. Purpose

“Adherence to the Faculty Code of Professional Ethics, II.C.1, and to the Conduct Regulations, II.F.3, ~~set forth below~~ is the responsibility of the individual faculty member. The principles implicit in these procedures are for the benefit of all who are involved with or are affected by the rules and regulations of Washington State University.

1) The purpose of this document is to enumerate the violations of law or policy for which faculty may be subject to discipline, and to provide a process for addressing those violations that ensures the accused faculty member’s rights are adequately protected.

2) The procedures contained herein were drafted to adhere to the requirements of Washington’s Administrative Procedure Act, RCW 34.05, as well to ensure that an employee’s constitutional due process rights are protected. To the extent possible, the procedures for serious

disciplinary action adhere to the process recommended by the American Association of University Professors for dismissal proceedings. Thus, a faculty member will not be subjected to serious discipline, absent his or her agreement, unless s/he has been provided

- written notice of the charges against him/her;
- the opportunity to be heard by a committee of his/her peers and, should a discipline be imposed, the right to appeal the decision to the Board of Regents;
- the right to be accompanied to all hearings by an advisor of his/her choice;
- a recording of the hearing.”

3. Faculty Conduct Regulations Subject to University Discipline

“Conduct for which faculty members are subject to University discipline falls into the following categories:

1. Violation of the policy on Freedom of Expression, II.B.2
2. Incompetence or serious or repeated neglect of duty. Unless the act is serious or puts individuals and/or property at risk, employees will not be disciplined for inadequate work performance or neglect of duty unless they have been given written notice of the areas in which the work is considered deficient, and an opportunity to improve their performance.
3. Misconduct in research and scholarship, defined as fabrication or falsification of data, plagiarism, or other serious deviations from accepted practice in proposing, implementing, or reporting on research. Procedures for investigating allegations of misconduct in research are set forth in subsection II.I.
4. Failure to comply with federal, state, or University requirements for protecting researchers, human subjects, and the public during research and for insuring the welfare of laboratory animals.
5. Use of research funds, facilities, or staff for unauthorized and/or illegal activities.
6. Violation of EP #15, the Policy Prohibiting Discrimination, Sexual Harassment, and Sexual Misconduct (~~see section II.G below~~), ~~which is considered part of this Faculty Manual.~~
7. Violation of EP #28, the Policy on Faculty-Student and Supervisor-Subordinate Relationships (~~see section II.H below~~), ~~which is considered part of this Faculty Manual.~~
8. Retaliation against any individual for engaging in protected activity, including but not limited to, filing a good faith complaint of discrimination, harassment, misconduct, workplace violence or bullying. This includes, but not limited to, creating a hostile work environment or taking adverse employment action against another. Such acts form independent grounds for taking appropriate formal or informal discipline.
9. Forgery, alteration, or misuse of University documents or identification.

10. Falsification of information submitted to any University official or agency, or the offering of an intentionally false statement in any University disciplinary proceeding.
11. Theft of or intentionally damaging or defacing University property or property belonging to any member of the University community or campus visitor.
12. Illegal use, illegal possession, or illegal purveying of ~~narcotic or dangerous~~ drugs on University property. University policy is consistent with state and federal laws which regulate the possession, use, sale, and distribution of drugs.
13. Illegal possession, use, or sale of intoxicating beverages on University property. Washington State University's policies and programs for drug and alcohol abuse and a drug-free workplace are available at <http://www.wsu.edu/forms2/ALTPDF/EPM/EP20.pdf>.
14. Possession by a faculty member, on his or her person or otherwise, of a firearm, explosive, or other dangerous weapon within any office, laboratory or classroom building, lecture hall, residence hall, or sports arena on University property, and any immediately contiguous grounds, walkways and malls, except as follows:
 - a. Those faculty members who also are authorized law enforcement officers shall be permitted to carry arms while on duty and engaged in regular activities of law enforcement.
 - b. Faculty members with firearms in their possession shall be permitted to travel en-route to or from the University-provided storage facilities. Such facilities shall be available twenty-four hours per day for short- or long-term firearm storage.
 - c. Activities requiring use of the prohibited items by faculty members may be conducted upon approval by the Board of Regents or their designee.
 - d. Nothing in this article is intended to restrict the lawful possession by faculty members of firearms in privately owned vehicles on the University campus, within University-owned housing other than residence halls, or on other University property not specifically indicated above.
15. Unlawful acts that directly affect University programs, community members, or property insofar as they materially and substantially interfere with the missions, functions, processes, and goals of the University community or unlawful acts that result in guilty plea to or conviction of a felony.
16. Illegal entry, attempted entry, or entry in violation of Washington State University rules of University-controlled property, or University-related property, such as fraternities, sororities, or co-op houses.

17. Intentional disruption of the educational processes and functions of the University, including classroom and laboratory activities, offices, services, meetings, or ceremonies.
18. Intentional and unauthorized obstruction or restriction of free movement of persons or vehicles on the campus or other University property. Peaceful picketing is permitted, but such activity must be confined to the outside of University buildings and must not interfere with or restrict the free flow of traffic to and from any University building. Picketing of the Wilson Compton Union must be confined to the lobbies or to the outside of the building.
19. Violation of the University policy prohibiting Work Place Violence ~~and Bullying~~ as outlined in the BPPM Section 50.30.1
20. Violation of the University Bullying Prevention and Reporting Policy as outlined in the BPPM Section 50.31.
21. Willful violation of published University policy."

4. Types of Discipline

"The sanctions that may be imposed include warning, censure, suspension, termination, and in emergency situations, summary suspension.

a. Informal Discipline

i) Warning

Written notice to the faculty member from the Provost that he or she has violated the ~~Code~~ Conduct Regulations II.F.3 or other regulation or policy, and that continued or additional such conduct may lead to more severe sanctions in the future."

5. Initiation of Complaint

"Any individual who has a formal complaint regarding violations of the Faculty Code of Professional Ethics, II.C.1, and the Conduct Regulations, II.F.3, should address his/her complaint, in writing, to the Provost. If the complainant has not utilized another complaint resolution procedure, s/he shall provide the Provost with a statement of reasons for filing his/her complaint directly with the Provost. If the Provost determines that the matter should be addressed at a lower level before his/her involvement, s/he shall inform the individual in writing within five (5) business days of the complaint resolution options available (e.g., The Ombudsman, the Faculty Status Committee, the Office for Equal Opportunity, etc.), as delineated in Section II.F.1 (5). The individual may initiate a formal complaint with the Provost after utilizing an alternative level complaint resolution process."

6. Investigation of Complaint or of Provost Concerns

"If the Provost determines that the allegations, if proved, state grounds for discipline, s/he shall, within ten (10) business days of such determination, initiate an investigation into the matter. The Provost shall determine the appropriate investigative person/body, including, but not limited to:

- a. Himself/Herself
- b. Vice Provost, ~~or~~ Associate Vice Provost, or Vice President
- c. Dean or Department Chair
- d. Office for Equal Opportunity
- e. Human Resource Services
- f. A faculty committee appointed by Faculty Status Committee within ten (10) business days of receipt of the request from the Provost and selected from among the members of the tenured faculty Hearing Committee Panel.

The Provost shall generally cause the investigation to be completed within thirty (30) business days of the date initiated. If it appears that the alleged violation will require that multiple witnesses be interviewed or will require an investigation that is otherwise substantial or complex, the Provost shall cause the investigation to be completed within one hundred twenty (120) calendar days of the date received. The Provost shall notify the complainant and the accused faculty member if the investigation is expected to take longer than thirty (30) calendar days. The timelines may be extended by the Provost at any time upon his/her determination that exigent circumstances exist, e.g. unavailability of witnesses or faculty, complexity of issues. Any extension of the timelines must be communicated in writing to the accused faculty member and the complainant. The Provost may also of his/her own initiative, after learning of concerns regarding faculty conduct, initiate an investigation and pursue disciplinary action consistent with the other requirements of this policy.

Any case reported to the dean that requires punishment or attendance at a class needs to be reported to the Provost and Academic Vice President. The Provost's office shall maintain a confidential file of all cases reported to a dean whose final determination involved punishment or mandatory attendance at a class. The purpose of this file is to ensure there is an adequate record of past infractions."

7. No Discipline

"If after investigation the Provost determines that the alleged conduct either did not occur or did not constitute a violation of the Faculty Code of Professional Ethics II.C.1 or the Conduct Regulations, II.F.3. Code, the Provost shall notify the affected faculty member and the complainant in writing. Said notification shall be made within ten (10) business days of the completion of the investigation. The determination of no violation by the Provost is final."

10. Major Infractions

"If after investigation the Provost concludes that the preponderance of evidence indicates:

- a. The alleged conduct occurred,
- b. The conduct violated the Faculty Code of Professional Ethics, II.C.1, or the Conduct Code Regulations, II.F.3, and
- c. The conduct subjects the faculty member to a suspension or termination,"

10. Major Infractions

"The formal hearing procedure includes

a. Statement of Charges

The first step in the formal disciplinary process is the issuance of a Statement of Charges that shall include

- i) A reference to those portions of the Faculty Code of Professional Ethics, II.C.1, Conduct Regulations, II.F.3, or other particular rules or policies the faculty member is alleged to have violated;
- ii) A short and plain statement of the factual matters asserted upon which the violations are based.
- iii) A statement of the contemplated disciplinary action.

b. Response to Statement of Charges

The Respondent must provide a Response to the Statement of Charges within twenty (20) business days of service thereof. The Response to Statement of Charges shall include:

- i) Admissions or denials regarding the factual allegations related to violations of the Faculty Code of Professional Ethics, II.C.1, Conduct Code Regulations, II.F.3, or other particular rules or policies listed in the Statement of Charges;
- ii) Any affirmative defenses available to the faculty member.

The Respondent may elect to be represented by counsel in these proceedings. If counsel is elected, the Provost shall be notified immediately so that all further correspondence can be directed to counsel.

If Respondent fails to respond to the Statement of Charges within the specific period, the Respondent is deemed to be in default. The Provost can then proceed to impose the discipline recommended in the Statement of Charges.

c. Hearing Panel Committee

~~The President shall annually appoint twenty-one (21) tenured faculty on staggered three (3) year terms, nominated by the Faculty Status Committee, as members of the Faculty Hearing Committee Panel ("Panel"). The Faculty Status Committee shall keep in mind the University's values regarding affirmative action and diversity in recommending Panel members.~~

Within five (5) business days of the receipt of the Response to Statement of Charges, the Provost shall request that the Faculty

Status Committee appoint a hearing committee from the members of the tenured faculty Hearing Committee Panel. The Faculty Status Committee shall keep in mind the University's values regarding affirmative action and diversity in recommending Committee members. The Hearing Committee shall consist of five tenured faculty members. Two alternate members shall also be named. All committee members, including the alternates, shall attend the hearings. The Faculty Status Committee shall select committee members within (10) business days of the receipt of the request. Once the Faculty Status Committee has constituted the Hearing Committee, the Provost and the Respondent shall each be provided the opportunity to disqualify up to two members without stated cause. The Provost/ and the Respondent shall also each be allowed such further challenges to the Committee's membership, based on articulable cause, at the discretion of the Faculty Status Committee. The Faculty Status Committee may, at its discretion, schedule a hearing for the purpose of considering challenges to the potential committee members and finalizing the selection of the Hearing Committee a panel. If it does not schedule a hearing, all challenges and responses thereto will be provided in writing utilizing the following timelines: Any request to strike a committee member, whether for cause or no cause, shall be provided to the Faculty Status Committee within five (5) business days of the receipt of the committee member's names. The Faculty Status Committee shall rule on all cause challenges within ten (10) business days of the receipt thereof. Once all challenges are resolved, the Faculty Status Committee shall confirm the members of the committee in writing sent to the Provost and the Respondent, or their respective attorneys."

This recommendation was passed by the Faculty Senate on March 31, 2016.

ACTION ITEM #6

Revisions to the Faculty Manual – Executive Policy Manual (EP) and the Business Policies and Procedures Manual (BPPM) (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Revisions to the Faculty Manual

PROPOSED: That the Board of Regents approve the attached changes to the Faculty Manual – Policies from the Executive Policy Manual (EP) and the Business Policies and Procedures Manual (BPPM)

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: On March 1, 2016, the Faculty Affairs Committee approved bringing forward to the Senate the proposed changes to Sections II.G, II.H, III.A, III.B, and III.C of the Faculty Manual, which involve policies from the Executive Policy Manual (EP) and the Business Policies and Procedures Manual (BPPM).

There are several policies that govern relationships between members of the general university community. It makes sense for these policies to appear in global university documents such as the EP and BPPM. In the current Faculty Manual, portions of some of these policies have been quoted. These quotation, however, are frequently out of date. With the ease of accessing the EP, BPPM and Faculty Manual online, it makes sense to simply reference where to find these policies, rather than quoting them.

Below is the proposed verbiage to replace II.G and II.H in the Faculty Manual.

II G Policies Regarding Conduct for Which Faculty May Face Disciplinary Action

Washington State University values an environment of inclusion, trust and respect. As part of the larger community of the University, some of the policies governing faculty are written in other documents. In particular, the following policies from the Executive Policy Manual (EP, http://public.wsu.edu/~forms/HTML/EPM/EP00_Introduction_and_Ta

ble_of_Contents.htm) and the Business Policies and Procedures Manual (BPPM, http://public.wsu.edu/~forms/HTML/BPPM/01.01_Table_of_Contents.htm) are considered part of this manual.

1. Policy Prohibiting Discrimination, Sexual Harassment, And Sexual Misconduct – EP#15
2. Policy On Faculty-Student And Supervisor-Subordinate Relationships – EP#28
3. Workplace Violence – BPPM 50.30
4. Bullying Prevention and Reporting – BPPM 50.31

Below is the proposed verbiage to replace III.A, III.B and III.C in the Faculty Manual.

III A. Policies Supporting a Positive Work and Educational Environment
Washington State University values an environment of inclusion, trust and respect. As part of the larger community of the University, some of the policies governing faculty are written in other documents. In particular, the following policies from the Executive Policy Manual (EP, http://public.wsu.edu/~forms/HTML/EPM/EP00_Introduction_and_Table_of_Contents.htm) and the Business Policies and Procedures Manual (BPPM, http://public.wsu.edu/~forms/HTML/BPPM/01.01_Table_of_Contents.htm) are considered part of this manual.

1. Policy Prohibiting Discrimination, Sexual Harassment, And Sexual Misconduct – EP#15
2. Policy On Faculty-Student And Supervisor-Subordinate Relationships – EP#28
3. Workplace Violence – BPPM 50.30
4. Bullying Prevention and Reporting – BPPM 50.31

This recommendation was passed by the Faculty Senate on March 31, 2016.

ACTION ITEM #7

Proposal for New Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Proposal for New Bachelor of Science Degree

PROPOSED: That the Board of Regents approve a Bachelor of Science Degree in Construction Engineering

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: Washington State was founded on the principles of the land-grant heritage and tradition of service to society. Creating infrastructure to support our country's social and economic future was one of the cornerstones of President Lincoln's doctrine. The Construction Engineering program is an extension of that doctrine.

This program advances and extends the knowledge of Civil Engineering and Construction Management through innovation and engagement for the state, the nation and the world.

The strength of this program will be its interdisciplinary education and research based on the foundations of two nationally noted programs. This program will strive to be noted nationally for preparing students for professional careers and leadership in developing Construction Engineering professions, and become a key program that highlights the Voiland College of Engineering and Architecture as a leader in providing solutions to societal challenges and producing quality, ready-to-work graduates.

At a meeting on December 8, 2015, the Academic Affairs Committee approved the attached proposal to create a new degree, the Bachelor of Science in Construction Engineering, to be offered on the WSU Pullman campus within the Voiland College of Engineering and Architecture and the Department of Civil and Environmental Engineering.

During the review process, the following were noted and/or addressed:

- Degree will be offered on the Pullman campus
- Degree approval is dependent upon approval of new courses on UPMCB 5
- Each student must choose from one of four areas of emphasis
- The open “professional electives” can be satisfied by any 300-400 level CE, CST M, or CON E course.

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. The proposal recommends an effective date of fall 2016. This recommendation was passed by the Faculty Senate on February 11, 2016.

ACTION ITEM #8

Proposal for New Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Proposal for New Bachelor of Science Degree

PROPOSED: That the Board of Regents approve a Bachelor of Science Degree in Software Engineering

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The demand for software engineers, especially in state of Washington, is at an all-time high. The Washington state government and legislator as well as Washington industries are making large investments in education and training of computer scientists and software engineers as demonstrated by the recent state's engineering expansion investments. With faculty expertise in computer science and engineering and adding new expertise in software engineering, the School of Electrical Engineering and Computer Science (EECS) is well positioned to establish the proposed program and address one of the state's highest workforce needs. The demand for software engineers is expected to continue to grow till 2020 and beyond.

BSSE graduates are rare and easily demand 6-figure salaries upon graduation. While other states such as California, Massachusetts, Pennsylvania, Illinois, and Indiana have committed to building software engineering programs and producing SE graduates, the State of Washington is lagging in this area. To the best of our knowledge, currently there is no BSSE degree offered in any of the 4-year institutions of higher education in the state of Washington. The closest offering is an AAS-Software Engineering program at South Seattle Community College. UW-Bothell offers a BS in Computer Science and Software Engineering degree, which has some similarities to the proposed BSSE degree. Western Governors University offers competency-based degrees as BS Information Technology-Software and BS Software Development. While these programs share some similarities with the proposed program, they are intended as competency-based programs

designed to provide formal educational opportunities for experienced information technology professional.

Therefore, the proposed new BSSE program at the WSU North Puget Sound at Everett (also simultaneously offered in Pullman) will be unique and will help the State and its computing/IT industries meet their needs by producing highly skilled and trained graduates.

At a meeting on February 16, 2016, the Academic Affairs Committee approved the proposal to create a new degree, the Bachelor of Science in Software Engineering, to be offered on the WSU Pullman and Everett campuses.

The following were noted and/or addressed during the review process:

- Degree will be offered on the Pullman and Everett campus
- Degree approval is dependent upon approval of new courses on UPMCB 7

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. The proposal recommends an effective date of fall 2016. This recommendation was passed by the Faculty Senate on March 10, 2016.

ACTION ITEM #9

Proposal for New Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Proposal for New Bachelor of Arts Degree

PROPOSED: That the Board of Regents approve a Bachelor of Arts Degree in Chemistry

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: According to the Bureau of Labor Statistics' Occupational Outlook Handbook, the projected number of new jobs for Chemists with a Bachelor's degree ranges from 5,000 to 9,999, with a projected growth rate of 9% and a median pay of \$55,000 to \$74,999 (2012 data.) (<http://stats.bls.gov/ooh/home.htm>).

National and state-wide government reports also highlight the need for more STEM majors, especially in terms of STEM education in K-12 education as well as the need for highly skilled workers in the growth area of biotechnology and related fields. The proposed Bachelor of Arts (BA) in Chemistry would allow students to tailor their education by including appropriate courses from other academic areas including biological sciences (Washington State biotech start-ups), criminal justice (forensics), food science (FDA), marketing (scientific sales), and communication (science journalism). Given the flexibility of the proposed BA, second degrees from these complementary academic units can be accomplished in a four-year window.

Addressing the specific shortage of STEM-qualified high school teachers, the New Teacher Project reports, "Washington state universities are not producing enough teachers to meet the growing demand in the coming years, leading to a shortage of nearly 1,000 STEM teachers." Currently, the most common path for a student wishing to teach chemistry at the high school level is to spend four years getting a Bachelor of Science in Chemistry and then enter the intensive MIT program (two summers and two academic semesters) that both lengthens time to degree and increases cost of degree. Very few

students choose to follow this path for these reasons. As such, the College of Arts and Sciences has developed an agreement with the College of Education whereby students pursuing the BA in Chemistry will be able to concurrently complete the education coursework necessary for a Residency Teacher Certificate with an endorsement to teach chemistry in Washington State upon graduation. This program is modeled after the successful Mathematics Education Program at WSU.

In addition, the flexibility of the BA program allows students to pursue a secondary area of specialization and would be prepared to go directly into the job market without graduate training. Targeted jobs include more obvious positions, such as lab technicians in analytical, forensic, and quality control labs, as well as positions in sales and marketing in related industries, including pharmaceuticals, agricultural chemicals, and the chemical industry and science writing. In any of these areas the higher levels of theory provided by the BS degree is not needed, while secondary specializations are appropriate. This could include more coursework in biology, criminal justice, agriculture, communications (advertising), or business. Students can rather easily use the BA in Chemistry as a second major along with a biology, business, or communication degree.

At a meeting on March 22, 2016, the Academic Affairs Committee approved the proposal to create a new degree, the Bachelor of Arts in Chemistry, to be offered on the WSU Pullman campus.

The following were noted and/or addressed during the review process:

- There are two plans offered under the degree
 - Standard
 - Secondary Education
- The degree will be offered only on the Pullman Campus
- Degree approval is dependent upon approval of course revision on UPMCB10

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. The proposal recommends an effective date of fall 2016. This recommendation was passed by the Faculty Senate on April 14, 2016.

ACTION ITEM #10

Proposal for New Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Proposal for New Bachelor of Science Degree

PROPOSED: That the Board of Regents approve a Bachelor of Science Degree in Data Analytics

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The greatest employment opportunities in data science lie in the intersection of basic business, technical, project management, and communication skills, rather than highly-skilled and credentialed data scientists. Undergraduate offerings seek to develop graduates for the former niche (e.g., business analyst or data analyst, rather than data architect), rather than more advanced positions. Companies often prefer undergraduates with data science skills because they command less competitive compensation than those with graduate degrees.

Demand for graduates of bachelor's degree programs with data analytics skills increased 70% from 2010-2013, and continue to increase rapidly. However, this increase largely reflects the increase in overall regional employer demand. From February 2010 to January 2011, relevant postings composed 10.3 percent of all regional job postings. In the most recent year, relevant postings composed 11 percent of all regional job postings.

Data analytics program directors anticipate a continued increase in demand for data analytics skills as private sector employers continue to develop new applications for data. The rise in data generation and capture in the last decade (from sources as varied e-commerce transactions, Internet activity, RFID sensors, smartphones, and social media) has created a revolution in data-driven management across multiple sectors. Opportunities abound for highly-skilled data scientists who can extract, transform, and load raw and unstructured data into usable formats, uncover correlative and causative patterns, and exploit them for wiser decision-making. These positions have in turned spurred

the creation of even further "down-market" jobs for technical roles involved in database access (e.g., information designers, systems integration specialists) and business analysts who can turn data into information (e.g., mining financial data for better risk prediction, optimizing sales and pricing for product marketing, testing consumer preferences, analyzing employee success factors to develop a better candidate profile).

The predicted shortage of talent in the next five years with deep analytical skills to take advantage of big data is 140,000-190,000.

The proposed Program in Data Analytics is to be administered jointly by (1) the School of Electrical Engineering and Computer Science in the Voiland College of Engineering and Architecture; and (2) the Department of Mathematics and Statistics in the College of Arts and Sciences. Partners will include the Carson College of Business; the College of Agricultural, Human and Natural Resource Sciences; the College of Veterinary Medicine, and the College of Education. This interdisciplinary degree program has a tripartite composition of computational sciences, statistics, and one of several application areas or "tracks": (1) actuarial sciences; (2) business; (3) computation; (4) agricultural and environmental systems; (5) economics; (6) life science; (7) physical science; and (8) social science. All tracks will be available on the Pullman campus, with the highest demand business and actuarial science tracks extended to Vancouver, North Puget Sound at Everett, and the WSU Global Campus.

The proposed program will meet the missions of the University, College of Arts and Sciences, Voiland College of Engineering and Architecture, School of Electrical Engineering and Computer Science and Department of Mathematical and Computer Science by offering an innovative, interdisciplinary educational program that focuses on the innovative analysis of large datasets using advanced computational and statistical techniques. The core program advances the technical education mission of the Voiland College of Engineering, while the tracks support the broad-based educational goals of the College of Arts and Sciences. This interdisciplinary program will provide extensive opportunities for research experience and professional internships - key goals for EECS. The broad-based program with a particular emphasis on communication skills will prepare students for professional leadership.

The Data Analytics program aligns well with the North Puget Sound emphasis on science, technology, engineering and mathematics. And alignment with industry needs in that region is demonstrated by the targeted allocation of state funds to offer a Data Analytics degree at Everett.

The Data Analytics degree builds upon existing Computer Science and Business Administration degrees in Vancouver, reaching place-bound students in southwest Washington state.

The Data Analytics program has the potential to make a substantial impact on the connection of WSU to the world through the Global Campus. Since there are no existing on-line undergraduate data analytics degree programs at present, this program could substantially expand the WSU online footprint and the perception of WSU online programs generally.

At a meeting on March 22, 2016, the Academic Affairs Committee approved the proposal to create a new degree, the Bachelor of Science in Data Analytics, to be offered on the WSU Pullman, Everett, Global and Vancouver campuses.

The following were noted and/or addressed during the review process:

- There are eight plans offered under the degree
 - Actuarial Sciences
 - Agriculture and Environmental Systems
 - Business
 - Computation
 - Economics
 - Life Sciences
 - Physical Sciences
 - Social Sciences
- All plans will be offered on Pullman Campus. Business and Actuarial Science will be extended to the Vancouver, North Puget Sound at Everett and Global Campuses.
- Degree approval is dependent upon approval of new course on UPMCB10.

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. The proposal recommends an effective date of fall 2016. This recommendation was passed by the Faculty Senate on April 14, 2016.

ACTION ITEM #11

Proposal for New Master's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Proposal for New Master of Science Degree

PROPOSED: That the Board of Regents approve a Master of Science Degree in Software Engineering

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The demand for software engineers, especially in state of Washington, is at an all-time high. The Washington state government and legislator as well as Washington industries are making huge investments in education and training of computer scientists and software engineers as demonstrated by the recent state's engineering expansion investments. With faculty expertise in computer science and engineering and adding new expertise in software engineering, the School of Electrical Engineering and Computer Science (EECS) is well positioned to establish the proposed program and address one of the state's highest workforce needs. The demand for software engineers is expected to continue to grow till 2020 and beyond.

Software engineering graduates are rare and easily demand 6-figure salaries upon graduation. While other states such as California, Massachusetts, Pennsylvania, Illinois, and Indiana have committed to building software engineering programs and producing SE graduates, the State of Washington is lagging in this area. To the best of our knowledge, currently there is no online Master of Science in Software Engineering degree offered at any of the 4-year institutions of higher education in the State. University of Washington has a face-to-face, evening professional Master's degree in Computer Science and Engineering and UW-Bothell offers a face-to-face Master of Science program in Computer Science and Software Engineering. Western Governors University offers competency-based online MS degrees in Information Technology, but not in Software Engineering.

Therefore, the proposed new online Master of Science in Software Engineering (MSSE) program will be unique and will help the State and its computing/IT industries meet their needs by producing highly skilled and trained graduates in software engineering.

The proposed online Master's degree in Software Engineering is intended to be a complementary, sister program to already existing MS Computer Science program at WSU. As sister disciplines, computer science and software engineering share the fundamentals of a computer science curriculum. Where they differ is in advanced, graduate level courses—CS focuses on topics in machine learning, data science, algorithm design, distributed and networked systems, human computer interfacing, pervasive computing, bioinformatics, and other topics of interest to the students. In contrast, a MSSE program focuses on advanced courses in software design and development, software testing and validation, software maintenance, software security, and software management and integration—all specialties of high demand among the State's computing and IT industries.

In addition, the proposed online MSSE program will utilize two existing courses from the MS Engineering Management program that are related to professional ethics and project management.

It should be noted that software engineering and software design principles play fundamental and supporting roles in application development in many domains, including those served by computational and data sciences, such as health or environmental informatics, business analytics, and bioinformatics. Therefore, several of the advanced elective courses in software engineering will be of interdisciplinary nature with applications in business, biology, health, and environmental sciences.

The proposed MSSE courses and degree program will be offered entirely online (distance-learning) through the WSU Global Campus. The online, asynchronous delivery mode makes the program equally desirable for working professionals looking for part-time, slower-pace participation as well as full-time graduate students seeking a quicker-pace to completion for a professional MS degree.

The online MSSE degree will be a terminal, non-thesis, degree designed to address the needs of professionals seeking advanced degrees or those seeking employment in industry/commercial sector right after graduation.

At a meeting on March 23, 2016, the Graduate Studies Committee approved the proposal to create a new degree, the Master of Science in Software Engineering, to be offered on the WSU Global campus.

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. The proposal recommends an effective date of fall 2016. This recommendation was passed by the Faculty Senate on April 14, 2016.

ACTION ITEM #12(a)

Extension of Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Extension of Bachelor's Degree

PROPOSED: That the Board of Regents approve extension of the Bachelor of Science Degree in Electrical Engineering to the Olympic College in Bremerton

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING
INFORMATION:

The Voiland College of Engineering and Architecture proposes to extend its Bachelor of Science Degree in Electrical Engineering (EE) to the Olympic College in Bremerton as an extension of the EE program in Pullman. The program will be identical to the one now existing in Everett at the University Center of North Puget Sound. The method of delivery will be live classroom instruction with fulltime and adjunct WSU faculty located in Bremerton as well as AMS classes delivered by WSU faculty from Pullman. Laboratories will be conducted in Bremerton or in compressed format during the summer in Pullman.

The rationale is a) that there is significant student and industry demand for EE in Bremerton and b) that the new program was stipulated and funded by the Washington legislature.

WSU will cooperate with Olympic College in a manner identical to the existing cooperation that has been in place with the Mechanical Engineering program for the last five years.

At the October 22, 2015 meeting of the Catalog Subcommittee, the proposal from the Voiland College of Engineering and Architecture to extend the Bachelor of Science in Electrical Engineering to the Bremerton at Olympic College was reviewed and approved. The existing curriculum will be extended and administered by Global Campus, with an effective date of fall 2016. This recommendation was passed by the Faculty Senate on January 28, 2016.

ACTION ITEM #12(b)

Extension of Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Extension of Bachelor's Degree

PROPOSED: That the Board of Regents approve extension of the Bachelor of Science Degree in Mathematics to WSU Vancouver

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The Department of Mathematics proposes to extend its Bachelor of Science Degree in Mathematics to the WSU Vancouver campus. The mathematics program in Vancouver currently supports math instructional needs for the entire campus, offers a minor in mathematics, and significantly contributes to the Middle Level Mathematics Endorsement and the Mathematics (Secondary Level) Endorsement across various campuses. In addition, students may obtain a quantitative biology certificate. This proposal is to make the natural extension of offering the BS in Mathematics with options in Secondary Education without certification and in Applied Mathematics.

At a meeting on November 10, 2015, the Academic Affairs Committee approved the proposal to extend the Bachelor of Science in Mathematics to WSU Vancouver with an effective date of fall 2016. The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. This recommendation was passed by the Faculty Senate on January 28, 2016.

ACTION ITEM #12(c)

Extension of Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Extension of Bachelor's Degree

PROPOSED: That the Board of Regents approve extension of the Bachelor of Science Degree in Economic Sciences to WSU Global Campus

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The School of Economic Sciences proposes to extend its Bachelor of Science Degree in Economic Sciences to the WSU Global Campus.

The land grant mission of the University is to extend access to education. This request is to extend the BS in Economic Sciences, Business Economics option only to the Global Campus. Delivering the degree (option) online, asynchronously, provides access to qualified place-bound and/or time-constrained individuals state-wide, nationally and internationally. Additionally, having this option available online (and hence the availability online of upper level courses including the degree Capstone course) will enable a growing number of students who initially take courses on the Pullman campus but who did not complete their degree for varying reasons to finish their degree in Economics and successfully graduate from WSU.

At a meeting on February 16, 2016, the Academic Affairs Committee approved the proposal to extend the Bachelor of Science in Economic Sciences to WSU Global Campus with an effective date of fall 2016.

The following were noted and addressed during the review process:

- Only the Business Economics option has been requested for extension
 - Applied Mathematics
- No changes were made to the existing curriculum

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. This recommendation was passed by the Faculty Senate on March 10, 2016.

ACTION ITEM #12(d)

Extension of Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Extension of Bachelor's Degree

PROPOSED: That the Board of Regents approve extension of the Bachelor of Fine Arts degree to the WSU Tri-Cities Campus

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The Department of Fine Arts proposes to extend its Bachelor of Fine Arts degree to the WSU Tri-Cities campus.

The Fine Arts program fosters student's abilities in a number of media, enabling them to become visually literate and responsive to the world in which they live. Students develop creative problem solving skills where the integration of cultural, historical, and conceptual issues are examined. Students are encouraged to develop their own personal ideas and aesthetic expression in light of contemporary issues and practices.

Students will begin their studies on campus in Fine Arts or Digital Technology and Culture with courses introducing them to a range of materials and concepts in two and three-dimensional media as well as the history of art in Western and non-Western civilizations. BFA students will focus in both digital and experimental media and its close relationship to established art making practices, studio techniques and communication technologies.

This program will share the same requirements as the degree currently being offered on the Pullman campus. Due to the current research interests and expertise of the existing faculty, students will be able to initially focus in digital and experimental media, with the addition of other concentrations in subsequent years.

WSU Tri-Cities will initially focus on the development of a BFA in digital and experimental media through onsite education and close involvement with the Fine Arts Department in Pullman. The degree will

assume a more interdisciplinary focus as new resources are brought to campus and our community including our new enhanced media lab with an adjoining studio space, where students are able to work and assemble projects utilizing a wide variety of art materials for extended periods of time. The BFA will be recognized for the study and use of digital and experimental media, the convergence of art, art history, science and technology, and it will emphasize historical precedents and conceptual underpinnings of core art-making and studio practices. The BFA will provide an avenue, where none currently exists in the Tri-Cities, for those students interested in earning a degree in art as well as serving as an advanced degree option for those earning a BA in Digital Technology and Culture. It may eventually be a natural feeder into an on-site graduate program currently being developed by DTC faculty.

At a meeting on February 16, 2016, the Academic Affairs Committee approved the proposal to extend the Bachelor of Fine Arts degree to the WSU Tri-Cities campus with an effective date of fall 2016.

The following were noted and addressed during the review process:

- No changes were made to the existing curriculum

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. This recommendation was passed by the Faculty Senate on March 10, 2016.

ACTION ITEM #12(e)

Extension of Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Extension of Bachelor's Degree

PROPOSED: That the Board of Regents approve extension of the Bachelor of Science Degree in Biology to the WSU Tri-Cities Campus

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The School of Biological Sciences proposes to extend its Bachelor of Science Degree in Biology to the WSU Tri-Cities campus.

The Bachelor of Science (BS) Degree in Biology offers students a strong foundation in the biological sciences while developing critical thinking and communication skills through a range of diverse experiences in the classroom, laboratory, and in the field. The degree is designed to allow students to shape a program of study through a selection of electives.

Students that enroll in the program will be primarily interested in one of two career areas: (i) health-related careers – pre-med, pre-vet, pre-dent, pre-therapy, and pre-nursing, or (ii) a career in a scientific laboratory/field environment including those wishing to pursue a MS or PhD degree.

All courses for the degree will be available via face-to-face offerings on the WSU Tri-Cities campus. Some elective classes will be offered via AMS. Currently, the Pullman, Vancouver and Tri-Cities campuses deliver biology courses to each other through AMS allowing for a greater selection of electives for students.

For several years, the Tri-Cities campus has offered general science degrees. Campus growth over the past several years indicates increasing interest in, and demand for degrees with more clearly developed curricula and standard degree titles. The general science degrees do not meet student or faculty expectations for program quality. As of Fall 2014, WSU Tri-Cities had 63 students certified in general science – biological science, with 23 additional students expected to certify by

the end of the semester. There are currently 45 students who have not certified but have expressed a strong interest in majoring in biology. WSU Tri-Cities has been planning for this degree program for some time and has added faculty to accommodate program growth. The program will follow the current curriculum for the “general option” in the BS Biology program offered by the School of Biological Sciences.

WSU Tri-Cities has a collaborative relationship with Columbia Basin College (CBC) to support transfer planning and advising of students. This program, known as Bridges, provides early admission, advising, and support to CBC students who intend to transfer to WSU Tri-Cities.

At a meeting on March 1, 2016, the Academic Affairs Committee approved the proposal to extend the Bachelor of Science Degree in Biology to the WSU Tri-Cities campus with an effective date of fall 2016.

The following were noted and addressed during the review process:

- Only the General Option will be extended at this time
- No changes were made to the existing curriculum

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. This recommendation was passed by the Faculty Senate on March 31, 2016.

ACTION ITEM #12(f)

Extension of Master's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Extension of Master's Degree

PROPOSED: That the Board of Regents approve extension of the Master of Science Degree in Electrical Engineering to the WSU Vancouver Campus

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The School of Engineering and Computer Science proposes to extend its Master of Science Degree in Electrical Engineering to the WSU Vancouver campus.

WSU is a land grant university with a mission to provide access to higher education. Currently, there is no MS-EE degree available in Southwest Washington. Offering this program at WSU Vancouver will provide access to place-bound students in this corner of the state and will help fulfill the university and the campus missions. Recently, the university completed a 120-day study of its research enterprise. The study resulted in the identification of five "Grand Challenge" research themes. These themes will provide focus in university efforts to communicate research strengths and will serve as a basis for prioritization of major university research investment. The proposed MS-EE program at WSU Vancouver is directly related to *the Improving Quality of Life through Smart Systems* grand challenge.

Part of WSU Vancouver's mission is to offer "relevant education; advancing knowledge and creativity; and engaging with the community." WSU Vancouver is located in a high tech industrial region where there is demand for well-educated technical workforce for not just production but also for advancing the existing technology through research and development. The proposed MS-EE degree program is relevant education for the students and industry in this region. The graduate education, research skills gained from this program and the research collaboration opportunities will help with advancing knowledge and creativity. WSU Vancouver is well known for being engaged in its community. Similarly, the School of ENCS is engaged in

the regional industrial community through student capstone projects, research collaborations and internships. Offering the proposed MS-EE degree program will help expand opportunities to further engage with the community, especially with the high tech industry.

At a meeting on March 1, 2016, the Graduate Studies Committee approved the proposal to extend the Master of Science Degree in Electrical Engineering to the WSU Vancouver campus with an effective date of fall 2016.

The following were noted and addressed during the review process:

- Only the General Option will be extended at this time
- No changes were made to the existing curriculum

The proposal has support from the Provost, Budget Committee, Catalog Subcommittee, and the Library Committee. This recommendation was passed by the Faculty Senate on March 31, 2016.

ACTION ITEM #13

Replacement of Existing Bachelor's Degree (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Replacement of Bachelor's Degree

PROPOSED: That the Board of Regents replace the Bachelor of Arts Degree in Communication with three new Bachelor of Arts Degrees

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING INFORMATION: The Murrow College of Communication proposes to replace its Bachelor of Arts Degree in Communication with the following new degrees:

- Bachelor of Arts in Communication and Society (Pullman)
- Bachelor of Arts in Journalism and Media Production (Pullman)
- Bachelor of Arts in Strategic Communication (Pullman, Everett, Vancouver, and the Global Campus)

There are 5 reasons why the Murrow College of Communication is proposing to replace the current single communication degree into 3 separate degrees.

1. *Differentiation between degrees:* The three proposed degrees (which are identical to the current three Majors) share only 13 credits, including college pre-requisites, a one credit orientation course and six credits of college core courses. Thus, each proposed degree contains an additional 24-30 credits unique to each degree.
2. *Accreditation:* The College intends to pursue accreditation from the Accrediting Council on Education in Journalism and Mass Communication (ACEJMC). Dividing the communication degree into three separate degrees will improve its ability to achieve accreditation by seeking accreditation for only Strategic Communication and Journalism and Media Production. Communication and Society falls outside the parameters of ACEJMC as an accrediting body.
3. *Industry demand:* the current degree designation of "communication" is generally applied to programs that offer a

theoretically focused approach to the field of communication and its impact on society. The fact that the students' areas of specialization is not reflected on their degree is an impediment on the job market as employers are looking for students with expertise in areas of specialization such as Journalism & Media Production and Strategic Communication.

4. *Evolution of a new college.* Restructuring of the degree is part of the evolution of the Murrow College, which transitioned from school within the College of Liberal Arts to a stand-alone college in 2008. The new degree structure reflects the restructuring of the curriculum in 2011. Enrollment has nearly doubled since Murrow became a college. Given the number of students at the time of transition, a division into three separate degrees did not make sense. With the current AAFTE, that is now practical and logical.
5. *Programmatic and Budget Considerations.* The Murrow College intends to split into 3 separate departments to house the degree programs. Currently, the college has "Sequence Leads" in each of the 3 sequences (Majors) that will be elevated to degree programs. The three Sequence Leads will become the three Chairs of the departments in which the degree programs will be housed. Given this change in name only to the existing structure, there are no changes in numbers of faculty, student enrollment, budget structures, or course/curriculum changes. Accompanying administrative support is also anticipated to be minimal.

It is anticipated that designation of degree specialization will be a benefit to students on the job market. In addition, students will benefit from being able to minor in, or double major, in differentiated but related degrees.

At a meeting on February 2, 2016, the Academic Affairs Committee approved the proposal to replace the Bachelor of Arts Degree in Communication with the three degrees denoted above with an effective date of fall 2016. The proposal has support from the Provost, Budget Committee, and Catalog Subcommittee. This recommendation was passed by the Faculty Senate on February 25, 2016.

ACTION ITEM #14

Establishment of School (Erica Weintraub Austin)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Establishment of School

PROPOSED: That the Board of Regents establish the School of Engineering and Applied Sciences on the WSU Tri-Cities Campus

SUBMITTED BY: Erica Weintraub Austin, Interim Co-Provost

SUPPORTING
INFORMATION:

The proposed School of Engineering and Applied Sciences on the WSU Tri-Cities campus will emphasize interdisciplinary teaching, research, and service, fostering effective student retention, timely degree-program completion, and international-education activities, and is justified as both:

- an enabling outcome of the WSU and VCEA strategic plans as well the WSU Tri-Cities academic master plan, and
- a natural evolution of the current Engineering and Computer Science programs, which have been operating as a self-contained unit.

Theme 3 in the VCEA strategic plan specifically calls for the strengthening and continued growth of sites that serve place-bound students, including WSU Tri-Cities. This also supports the WSU Strategic Plan's Theme 3.

An official School of Engineering and Applied Sciences on the Tri-Cities campus will project a compelling sense of program completeness, dynamism, and self-reliance to the community, research partners, domestic and overseas, and prospective students and their families, which will sustain our enrollment, research, and service activities. WSU Tri-Cities has been offering degree programs in Computer Science and Civil, Electrical, as well as Mechanical Engineering, at the undergraduate and graduate levels. Over the years, enrollment in these programs has been rising, academic advisement to students has been expanding, research has been progressing, and new faculty members have been hired, tenure-track and clinical, with their home campus in the Tri-

Cities. These programs have been established to serve the regional economy of central and south-east Washington, by also addressing the regional industry demand for profession-ready graduates. Recent industry surveys about this demand indicates an enduring need for graduates with a college-level education in, for instance, software engineering, construction, water resources, power generation, and alternative energies. Our programs produce these graduates in increasing numbers to contribute to satisfy this demand.

All of the existing WSU Tri-Cities undergraduate and graduate Engineering and Computer Science programs will be incorporated in the proposed new school; neither new programs nor curriculum changes to the existing programs are proposed to establish the new school.

The existing programs to be incorporated in the new school are:

- Computer Science, BA, BS, MS
- Civil Engineering, BS, MS
- Electrical Engineering, BS, MS
- Environmental Engineering, MS
- Mechanical Engineering, BS, MS
- Nuclear Engineering, Graduate Certificate

These programs are all approved for the Tri-Cities campus and are closely aligned with their Pullman counterparts, according to the “one degree” principle, as they employ the same courses, standards, and WSU catalog sections.

The new school will provide its faculty with a desirable sense of belonging to and ownership of a clearly identified unit. Such allegiance will in turn empower the faculty to foster with even greater enthusiasm the continued evolution of the school programs and engender in them a heightened loyalty to their unit, which will promote a successful development of their careers at WSU.

On February 16, 2016, the Faculty Affairs Committee approved the request to create a School of Engineering and Applied Sciences at the WSU Tri-Cities Campus. On February 18, 2016, the Faculty Executive Committee along with the Steering Committee also approved the proposal.

ACTION ITEM #15

Amendments to the GPSA Constitution and Bylaws (Melynda Huskey, Sean Greene, Eva Denka)

May 6, 2016

TO ALL MEMBERS OF THE BOARD OF REGENTS

SUBJECT: Graduate and Professional Student Association (GPSA) Constitution and Bylaws Revisions

PROPOSED: That the Board of Regents approve the amendments and changes made to the GPSA Constitution and Bylaws

SUBMITTED BY: Melynda Huskey, Interim Vice President for Student Affairs

SUPPORTING INFORMATION: The GPSA Constitution and Bylaws have had no revisions since 2005 and are outdated. These revisions and updates are intended to 1) further clarify approval of Constitution amendments, 2) reflect the current operation and structure of GPSA, and 3) address organizational structure of the existing GPSA Constitution and the existing structure of the GPSA Bylaws. The updated Constitution and Bylaws address the needs of GPSA constituents, and more accurately describe the organization and proceedings within GPSA.

Constitution Revisions:

The updated Constitution no longer requires the Board of Regent's to approve future amendments to the Constitution.

Bylaws Revisions:

GPSA Organizational Structure:

- Defines the Director of Legislative Affairs duties, responsibilities, and selection process.
- Clarifies composition of the Executive Office, as President, Vice President, and Director of Legislative Affairs, and the Executive Board, as Executive Office and Directors.
- Distributes the responsibilities between the President and Vice President evenly.

- Outlines District Representative positions, duties and responsibilities.
- Clarifies the definition of a GPSA Member, as a Pullman S&A Fee paying Graduate or Professional Student.

GPSA Operational Structure:

- General and Special Elections:
 - Clarifies General and Special Elections proceedings for the Executive Office, Executive Board and Senators.
 - Explains at-large Senator positions
- GPSA Committee Language:
 - Describes committees as permanent and ad-hoc.
- Senator Attendance Policy:
 - Requires a mandatory attendance policy with guidelines for Senator attendance
- New Senator Orientation:
 - This orientation has been implemented to provide incoming Senators with an opportunity to be more formally introduced to the structure of GPSA, duties and responsibilities of Senators and a breakdown of the attendance policy. It will be held at the start of each semester, as described in the Bylaws.
- Senator Apportionment:
 - Updates Senator apportionment ratio to 1 Senator seat per 59 graduate or professional students in a department or school.

Of Washington State University

(Revised ~~April 21, 2014~~January 25, 2016)

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Article I: GPSA ORGANIZATION

Section 1: Members of the

~~Section I: Members of the GPSA~~

~~All graduate and professional students at~~ Washington State University ~~shall~~ (WSU or University) Graduate & Professional Student Association (GPSA)

A. All Pullman S&A Fee-paying graduate and professional students at WSU shall be members of the GPSA. ~~(Members).~~

Section ~~H2~~: Duties and Privileges of Membership

A. All Members ~~of the GPSA~~ share in the GPSA's ethical duty to promote the welfare and well-being of the graduate and professional student population.

~~A.B.~~ All Members are entitled to all benefits and privileges of the GPSA ~~and share in its responsibilities and duties, unless limited by the GPSA Constitution or Bylaws (e.g., only Members of the Senate may vote in the Senate).~~

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~~B.C. All Members of the GPSA are entitled to the benefits and privileges of voting vote in the GPSA's general elections, and can be elected as a GPSA Executive Officer or Senator~~General Elections.

~~C. Members of the GPSA may share in the responsibilities and duties of the GPSA by serving as a GPSA Senator or a GPSA representative on a University, Faculty Senate, or GPSA committee.~~

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Article II: MEETINGS

Section 13: Senate Meetings

~~A. Schedule: The GPSA Senate shall meet every other week during the Fall and Spring semesters, with exception for official university holidays, during the period of May 16 of one general election year to May 15 of the following general election year.~~

~~1. Dates, Times and Places of GPSA Senate Meetings: GPSA Senate meetings will be held every other Monday evenings at 5:30 pm in the CUB Junior Ballroom, CUB 212.~~

~~i. Changes to location or time: Any changes to the above provisions will be made as deemed necessary by a majority of the Executive Committee.~~

~~2. First Senate Meeting of the Year: The first meeting of the GPSA Senate shall be in the first four weeks of the Fall semester of the regular academic year.~~

~~Special meetings of the Senate: Emergency meetings of the GPSA Senate may be called by the Chair of the Senate. If a Senator is unable to attend the meeting, they may give their written and signed proxy to a Senator in the same department. Proxy votes will be counted toward quorum.~~

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~~A. The GPSA Senate (Senate) includes all Senators and Executive Board Members.~~

~~3. Senators shall include all currently elected GPSA Senators.~~

~~B. Quorum and Absence~~

~~1. Quorum is defined as 50% of the following:~~

~~i.B. The number of senate seats, as determined by the most recent apportionment, plus General or Special Elections.~~

~~ii. The number of district representatives, plus~~

~~One, for the president of GPSA~~

~~2. Absence of GPSA Senators from GPSA Meetings~~

~~i. A Senator who cannot be present at a Senate meeting must notify the Chair of the GPSA Senate, directly or through a GPSA office staff member, using a Senate meeting absence form, no later than one (1) hour prior to its official commencement, and receive an excused absence.~~

~~ii. An excused absence will not count toward Inactivation (Bylaws Article IV, Section IV). Two such excused absences shall be allowed during one Senatorial term. More than two excused absences from a senate member will be reviewed by the Executive Committee on a case by case basis.~~

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~~Section II: Voting in Senate Meetings~~

~~A. Votes Cast: Each voting member of the GPSA Senate physically present at a given GPSA Senate meeting may cast only one (1) vote on each matter before the Senate that requires a vote of the GPSA Senate.~~

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~~1. The GPSA Vice President will vote only in the instance of a tie.~~

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~~B.A. Majorities Needed for Passage~~

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~~1. Budget and Financial Requests: Matters concerning the approval of the GPSA budget or the disbursement of GPSA funds may be approved based on a two thirds (2/3) vote of the GPSA Senate members in attendance.~~

~~2. All Other Matters before the GPSA Senate: All other matters before the GPSA Senate, except for the amendment of the GPSA Constitution or the GPSA Bylaws, shall be approved by a majority vote of the GPSA Senate physically present.~~

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~~Article III: GPSA ELECTIONS~~

~~I. Section I: Election & Eligibility of GPSA Executive Officers criteria for Senators.~~

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~~A. General Election~~

~~A. Schedule and Procedures: The GPSA shall conduct a general election of GPSA Executive Officers in the Spring semester of each regular academic year. The procedures for this election shall be governed by Appendix II of the GPSA Bylaws.~~

~~B. Invalidation of Election Results: In the case that the GPSA Election Committee declares the General Election to be invalid, a second General Election may be held:~~

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~~1. This second General Election shall be completed no later than the second Friday of April of the regular academic year. With the exception of the completion deadline, the procedures for this election shall be governed by Appendix II of the GPSA Bylaws.~~

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~~B. Eligibility for Executive Office~~

~~A. Eligibility for the office of the Presidency~~

~~1. Those eligible to fill the office of GPSA President shall:~~

~~1. Be duly enrolled in a graduate or professional degree seeking program at Washington State University at the time of candidate filing (See Appendix II), and~~

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~~b)i. Continue to be Must be currently enrolled in a graduate or professional degree seeking program at Washington State University for the duration Pullman Campus of their term of office WSU.~~

~~3. Hold the office of the presidency and/or vice presidency for no more than four years.~~

~~2. Failure to meet these criteria shall result in:~~

~~1. Disqualification of the candidacy of a presidential candidate, or~~

~~2. Vacancy of the office of the presidency~~

~~B. Eligibility for the office of the Vice Presidency~~

~~1. Those eligible to fill the office of GPSA Vice President shall:~~

~~1. Be duly Must be currently enrolled in a graduate or professional degree seeking program at Washington State University at in the time of candidate filing (See Appendix II), and~~

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~~+ Page~~

2. ~~Continue to be enrolled in a graduate or professional degree seeking program at Washington State University for the duration of their term of office.~~
3. ~~Hold the office of the vice presidency and/or presidency for no more than four years.~~

2. Failure to meet these criteria shall result in:

1. ~~Disqualification of the candidacy of a presidential candidate, or~~
2. ~~Vacancy of the office of the vice presidency~~

C. ~~Eligibility for the office of the GPSA District Representative~~

1. ~~To be eligible to fill the office of GPSA District Representative, shall:~~

1. ~~Be duly enrolled in a graduate or professional degree seeking program at Washington State University, to be granted by the college level academic unit they seek to represent (See sec. 3(iii) below), at the time of candidate filing (See Appendix II), and~~
2. ~~Continue to be enrolled in a graduate or professional degree seeking program at Washington State University to be granted by the college level academic unit they seek to represent (See sec. 3(iii) below) for the duration of their term of office.~~

2. Failure to meet these criteria shall result in:

1. ~~Disqualification of the candidacy of a district representative candidate, or~~
2. ~~Vacancy of the office of the district representative of the relevant district, effective upon the student's disenrollment.~~

3. Districts of representation

1. ~~Districts shall be recognized as college level or equivalent academic divisions of the university whose dean or equivalent senior executive officer present degree candidates for matriculation upon commencement.~~

C. ~~Special Replacement Elections of GPSA Executive Officers~~

A. ~~Vacancies~~

1. ~~Notice of Vacant Executive Officer Positions~~

1. ~~It is the duty of the GPSA President to immediately inform the Senate in writing of a vacancy by resignation or otherwise. In the event that the GPSA President is unable to fulfill this duty, it shall fall first to the GPSA Vice President and then to the Executive Committee.~~
2. ~~Notice of the vacancy of a GPSA Executive Officer shall be sent to each GPSA Senator in each academic program.~~
 - a. ~~Except in the case of a vacant District Representative Executive Office, whereby notice of the vacancy shall be sent to each academic program in the relevant district only.~~

e)ii. ~~The notice of vacancy shall be sent at least two (2) weeks prior to the GPSA Senate meeting in Department which the election to fill the vacancy is scheduled to take place Senator represents, unless the Senator is elected at-large by a Special Election.~~

C. The Executive Office includes the following Executive Officers: the currently elected GPSA President (President), the currently elected GPSA Vice President (Vice President), and the current GPSA Director of Legislative Affairs (DOLA).

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~~2. The Filling of Vacant Executive Officer Positions~~
D. ~~Vacancies~~ Executive Board shall include all currently elected District Representatives and the current Executive Officers (collectively the Executive Board Members).

1. Eligibility criteria for Executive Board Members.

- i. Must be currently enrolled in the Executive Offices a graduate or professional degree-seeking program at the Pullman Campus of WSU.
- ii. Must not have held Executive Office for more than four (4) years.
- iii. Must never have been removed from the Senate for vacancy.
- iv. Must not hold an elected position of Senator.
- v. In the case of District Representatives, be currently enrolled in a graduate or professional degree-seeking program in the District which the District Representative represents.

2. The GPSA Program Support Staff and GPSA Advisor shall be filled each be a non-voting ex-officio member of the Executive Board.

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Section 4: Districts

A. Members shall be divided into Districts.

1. Districts shall be recognized at the college level. In the event a degree granting program is not recognized as belonging to a college, the Members of that degree granting program shall be combined with other like programs in the Graduate School District.
2. Each District shall have one (1) District Representative seat on the Executive Board.

Section 5: Departments

A. Each academic department, professional program, school, or otherwise defined unit in the University that recommends degrees or certifications for students upon commencement as recognized by GPSA is a Department.

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Article II: ELECTIONS

Section 1: General Elections

A. The GPSA shall conduct a General Election of members of the Senate no later than the second Friday of March each academic year.

1. The General Election shall last two (2) full days.
2. All Members may vote of the GPSA Senate to elect candidates.
3. Members may vote for only one (1) President and Vice President ticket.
4. Members may vote for only one (1) District Representative running in their District.
5. Members may vote only for Senators running in their Department.

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i. If a program, school, or otherwise defined unit in the University is not recognized as a Department by the University, a petition signed by two-thirds (2/3) of the total enrolled advanced degree students in the program, school, or otherwise defined unit shall authorize GPSA to recognize the program, school, or otherwise defined unit as a Department. The District Representative shall be that of the College the newly recognized Department resides in. If not residing in a College, the newly recognized Department shall be assigned to the Graduate School, having full rights of all Graduate School District members, until the newly recognized Department is recognized by the University as residing in a distinct College.

2. Filing for the General Election Requirements of Prospective Candidates: Candidates for Vacant Executive Officer. Candidates for vacant GPSA Executive Offices shall

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B. Draft a

1. Members must file an application for candidacy.

i. A filing period spanning ten (10) consecutive business days during February, shall be a part of the election process for the General Election. The GPSA Internal Affairs Committee (IAC) shall be responsible for coordinating with Executive Board Members to advertise the filing period in various mediums beginning one (1) week prior to and continuing through the filing period.

ii. Distribution and collection of filing forms.

a. The filing forms for members of the Senate shall be available online and at the GPSA office. All forms must be hand delivered to a GPSA Program Support Staff by close of business day on the last day of the filing period. The GPSA Program Support Staff accepting the application shall note the date and time that the application was received and provide an email receipt to the candidate within three (3) business days.

iii. If running for President or Vice President, candidates must run on a ticket comprised of one (1) Member clearly recognized as "Presidential Candidate" and one (1) Member clearly recognized as "Vice Presidential Candidate".

(+)C. Candidate Information Statement (Bylaws, Appendix II) and

1. Present it to Members may only be considered a candidate after successfully completing the filing form in full, as determined by GPSA Program Support Staff.

2. Each candidate for an Executive Board seat shall submit a candidate statement of no more than five hundred (500) words, providing qualification and platform information. The statement must adhere to the GPSA Code of Ethics. acting This statement must be electronically delivered to a GPSA Program Support Staff, along with all other candidate forms.

3. Each candidate for a Senator seat shall submit a candidate statement of no more than two hundred (200) words, providing qualification and platform information. The statement must adhere to the GPSA Code of Ethics. This statement must be delivered to a GPSA Program Support Staff, along with all other candidate forms.

4. GPSA Program Support Staff will post all candidate statements on the GPSA website and make available in hardcopy at the GPSA office within two (2) business days of receipt of candidate statement. On the last day of the filing period, a GPSA Program Support Staff and/ or chair of the senate at least one (1) full business day prior to the one (1) week

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~~Senators' deliberation period~~IAC will notify all University department chairs or program coordinators and Members via digital media that ~~must precede the Special~~the filing period closes at the end of business on that day. The electronic mail will include the date when candidate information is to be available on the GPSA website.

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D. Candidate Campaigning and Debates.

1. Campaign period for the General Election- shall begin upon filing.

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(#)i. Campaigning is;

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~~e)Distribution of Information Supplied by Candidates for Vacant GPSA Executive Offices- and posting of flyers, other printed materials, signs, or banners. Announcement and advertisements via print, broadcast media, and social media. Announcement and advertisements via any electronic medium including the internet. Announcement and/or presentation at any formal or informal group meeting, public meeting, or forum. Any kind of public announcement or disbursement.~~

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~~a. The information provided by candidates for vacant GPSA Executive OfficesIAC shall be distributed to all GPSA Senators at least one (1) week prior to advertise and conduct an Executive Board candidate debate to be held during the Senate meeting at which immediately preceding the vacancy will be filled.~~

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~~d)ii. Distribution of Ballots for the Election of filing period. Candidates to Vacant GPSA Executive Officeswill be permitted to speak for a maximum of fifteen (15) minutes per ticket. Each candidate on a tandem ticket may speak.~~

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~~a. LimitationsA designated representative of the Executive Committee will distribute ballots containing each candidate's name and collect them upon completion of the election.~~

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E. Tallying GPSA Special Replacement Election Ballots. The ballots

1. Senate meetings may not be used as a forum for campaigning.

2. No campaigning will be allowed prior to filing.

3. All campaign materials must be in accordance with WSU policy for Replacement Executive Officersall advertising done on campus.

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4. Candidates shall be talliednot campaign via unsolicited electronic-mail, which does not include electronic-mail forwarded by Members in the candidate's department or coordinators/faculty in the candidate's department.

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5. Potential violations of any of these limitations shall be reviewed by the IAC; and a majority vote of all IAC members may disqualify the candidate from Senate membership until the next General Election filing period.

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F. Election Ballots

1. Members may only vote for one District Representative; and the District Representative must reside in the District in which the Member is enrolled.

2. Members may only vote for Senator(s) for the Department in which they are enrolled.

e)G. Upon Election Committee Completion

1. Section II: Election of GPSA- The election ballots will be counted electronically and reported by a University electronic voting system.
2. Validation.
 - i. The IAC shall determine the election results valid if a three-quarters (3/4) vote of all current IAC members agree the GPSA Constitution and Bylaws were followed.
 - ii. The IAC shall determine the validity of the election results within seven (7) days of the General Election.
 - iii. If determined valid, the IAC shall submit the election results to a GPSA Program Support Staff within two (2) days of validation; to be disseminated to all Members.
 - iv. If determined invalid, the IAC shall submit the election results and a memorandum explaining the IAC's reasoning as to how the GPSA Constitution and Bylaws were not followed to the Executive Board within two (2) days of invalidation. The Executive Board must review the election results and the IAC memorandum and vote within fourteen (14) days of the General Election to determine if a second General Election shall be held.
 - a. Majority vote of all current Executive Board Members is required to enact a second General Election.
 - b. The second General Election shall be completed no later than the second Friday of April of the academic year.
 - v. GPSA Program Support Staff will disseminate the General Election or second General Election results to the GPSA and any University entity requesting disclosure within two (2) business days.

Elected Senators

A. Timing of Elections

- A. The election of GPSA Senators should be conducted at least once annually in each academic program.
- 2.3. Senate seats not filled by the second Senate meeting shall assume Senator duties beginning the first day of the fall semester are vacant.
- C. District Representatives will be responsible for informing GPSA Members within their districts of Senatorial vacancies, and Senatorial responsibilities.

B. Method of Election

- A. The method of electing GPSA Senators must afford each GPSA member of the academic school, department, or program the opportunity to both run for available Senate seats and cast a ballot in the election to fill them.

4. Executive Board Members elected during the General Election shall assume Executive Board duties beginning May 16.

C. Section 2: Apportionment

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A. Apportionment of senate seats within the GPSA Senate shall be determined according to the following schedule:

A. Apportionment Schedule

- i.1. Student enrollment numbers for each ~~graduate and professional school, department, and program~~ Department, shall be acquired by GPSA Program Support Staff from the University no later than the third ~~senate~~Senate meeting of the spring semester.
- ii.2. The GPSA Executive ~~Committee~~Board shall:
 - i. Apply spring student enrollment numbers as described above (~~Sec. C, 1, i.~~) to the apportionment formula described below (~~Sec. C, 3.~~) to derive the number of ~~senate~~Senate seats allocated to each ~~academic school, department, or program~~Department for the following academic year.
 - ii. Report to the Senate no later than the fourth ~~senate~~Senate meeting of the spring semester, the number of ~~senate~~Senate seats ~~allocated~~apportioned to each ~~academic school, department, or program~~Department for the following academic year.

The Members of the GPSA in each academic school, department, or program

B. Senate Apportionment

- 2-1. Each Department shall be apportioned no less than one (1) ~~Senator seat in the GPSA~~Senate.
 1. The minimum number of senators for an entire college shall be no less than two (2)
- C. Academic program apportionment in the GPSA Senate shall be calculated as follows:
 1. Schools, Departments, and Programs with 1—29 enrolled students shall be represented by one (1) senator
 2. 30-59 enrolled students shall be represented by two (2) senators
 3. 60-89 enrolled ~~Every 59~~ students shall be represented by three (3) senators
 4. 90-119 enrolled students shall be represented by four (4) senators
 5. 120-149 enrolled students shall be represented by five (5) senators
- vi.2. The 29 students per senator ratio will be used to calculate the number of ~~senators~~apportioned one (1) Senator seat until all students have been accounted for ~~in the senate seat appropriation. Appropriated seats will not be capped for schools, departments, or programs within the Department (e.g., 60 students = 2 Senators; 119 students = 3 Senators; etc.).~~

D. Challenges to Apportionment

1. The electoral apportionment of an academic program can be appealed to the GPSA Senate by submission of a petition signed by ten (10) percent of the members of the department or program in question.
2. The GPSA Senate shall determine the outcome of academic program challenges to the academic department's or professional program's electoral apportionment.

D. Challenges to the Senator Election Process:

- A. The senator election process of an academic program can be appealed to the GPSA Senate by submission of a petition signed by ten (10) percent of the members of the department or program in question.
- B. The GPSA Senate shall determine the outcome of academic program challenges to the academic program's senator election process.

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E. Elections to Fill Seats Vacated by Senators Declared Inactive.

1. The method of replacing Inactive GPSA Senators in each academic program shall be determined by its respective GPSA District Representative in coordination with the Elections Committee.
2. Any previously Inactive Senator shall be eligible to fill Inactive Seats unless prohibited by the procedures or preference of fellow GPSA Members in the same department or program.

Any GPSA Senator vacancies not filled by the academic department or program by the second Senate meeting of the Fall semester can be filled by a GPSA member within the College housing the vacant Senator seat(s) through appointment by the Elections Committee in coordination with its respective GPSA District Representative.

C. Special Circumstances

1. The minimum number of Senator seats apportioned for an entire District shall be no less than two (2).
2. Departments that reside in two colleges shall be recognized as separate departments and shall be apportioned seats for each college the departments reside in.
 - i. Current Departments meeting this criteria: School of the Environment
3. The Veterinary Medicine Department shall be capped at 14 Senators.

Section 3: Special Elections

3. There shall be two (2) types of

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Section III: Inactivity of GPSA District Representatives and Senators

A. GPSA District Representatives

1. Inactivity

- i. Inactivity shall be defined by failure to attend two (2) GPSA Executive Committee meetings or GPSA Senate meetings or chaired committee meetings without providing a valid excuse to the GPSA Office at least two (2) hours before the commencement of said meeting.
 - a) Absences from these meetings shall commence with the first executive meeting of the fall semester of the regular academic year.
 - b) The Executive Committee may determine what constitutes a valid excuse.

ii. Notification of Inactivity

- a) When a District Representative is absent for more than two (2) GPSA Senate and/or GPSA Executive Committee meetings without a valid excuse, the GPSA President shall send written notification to said District Representative to inform him/her of his/her declaration of inactivity and to inform him/her that he/she has one (1) week to respond.
- b) If no response is received, the District Representative will be declared inactive and will be removed from the payroll.

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- e) If the GPSA District Representative fails to perform duties after submitting a response, the GPSA President will refer the matter to the Ethics Committee upon approval by the Executive Committee.
- iii. ~~Reactivation: Following the procedures as stated in Bylaws, Article III, Section I, ii, said District Representative can be reactivated with the approval of the GPSA Senate.~~

~~iv. A. Special Replacement Elections.~~

- a) ~~Special replacement will occur when either~~
 - ~~(i) Said District Representative does not respond within one (1) week, or~~
 - ~~(ii) Said District Representative responds with a letter of resignation Election to the GPSA President, or fill~~
 - ~~(iii) The GPSA Senate does not reactivate said District Representative.~~

B. GPSA Senators

1. Inactivity:

- i. ~~A GPSA Senator will be deemed inactive after having failed to attend a total of two (2) GPSA Senate meetings without a valid excuse.~~
- ii. ~~The count for absences shall commence with the first meeting of the GPSA Senate after the Senator is elected by his/her academic program in the fall semester of the regular academic year.~~

2. Notification of Inactivity

- i. ~~After a Senator's second failure to attend a GPSA Senate meeting without being excused, the GPSA Vice President shall send a written notification of impending inactive status to that Senator, the appropriate District Representative, and any other Senators from the same department or program.~~
- ii. ~~1. After the notification from the GPSA Vice President, the Senator Inactivity will be addressed at the subsequent Executive Committee meeting. The Senator can attend the Board seats determined vacant by the Executive Committee meeting to discuss future ramifications of the Senator's current status. The Executive Committee has the authority to respond to the Senator by giving guidance for future attendance, providing a verbal/written warning or immediate dismissal Board.~~
 - i. ~~A Special Election may be held at any time during the fall or spring semester at the discretion of the President or Vice President.~~

ii. Members must file an application for candidacy.

- a. ~~A filing period spanning ten (10) consecutive business days shall be a part of the election process for the Special Election. The IAC shall be responsible for coordinating with Executive Board Members to advertise the filing period in various mediums beginning one (1) week prior to and continuing through the filing period.~~
- b. ~~All candidates must complete the same documentation as required by the General Election.~~

The Senate

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Article IV: EXECUTIVE OFFICERS AND GPSA SENATOR DUTIES

Section I: Duties of the GPSA President shall include, but not necessarily be limited to

A. Committee Chair responsibilities

1. c. GPSA vote to elect a candidate for any vacant Executive Committee Board seat.

Calling

2. Special Election to fill Senator Seats

- i. A Special Election shall be held twice a year to fill vacant Senate seats not filled during the General Election. Seats may also be filled due to resignation and/or vacancy.
 - a. A rubric shall be made available immediately following the conclusion of the first General Election to all Members indicating the selection criteria for at-large positions. The IAC shall update this rubric once a year.
 - b. The IAC shall hold the Special Election before the second Senate meeting of the GPSA semester.
- ii. Members must file an application for candidacy.
 - a. A filing period spanning ten (10) consecutive business days shall be a part of the election process for the Special Election. The IAC shall be responsible for coordinating with Executive Board Members to advertise the filing period in various mediums beginning one (1) week prior to and continuing through the filing period.
 - b. All Candidates must complete the same documentation as required by the General Election.
- iii. The IAC shall vote to elect a candidate for any vacant Senator seat.
- iv. Approved candidates shall assume Senator duties immediately with the title "Senator At-large for the (District Member resides in)".

Article III: OPERATIONS

Section I: Senators

A. General responsibilities

1. Attend all Senate meetings.
2. Communicate to their constituents in their respective Departments the actions taken by the Senate, the Executive Board or their designated representative(s).
3. Communicate to all members of the Senate the concerns of their constituents in their respective Department.
4. Faithfully execute the Constitution and Bylaws of the GPSA.

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5. Other tasks necessary to fulfill the duties of the office of a Senator as assigned by the Senate or the Executive Board.

~~B. Committee responsibilities~~

1. ~~Preparing~~ Serve on at least one (1) University or GPSA committee as appointed by the President and/or Vice President.
2. Attend all committee meetings. A meeting is determined as such by the committee chair and shall be applied equally across all committee members required to be in attendance.
3. Report to the Senate the activities of any University committee on which they serve as representatives of the GPSA.

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C. New Senators

1. All first-term Senators shall attend a mandatory orientation meeting their first semester.
2. The orientation will be held by the IAC to review the GPSA Constitution, Bylaws, and Code of Ethics.
3. The orientation meeting will be conducted within the first month of each semester, and shall not exceed two hours.

Section 2: President

A. Executive Board responsibilities

1. Chair the Executive Board.
2. Appoint elected District Representatives to Director positions.
 - i. Director appointments shall be determined by individual District Representatives' skill sets, interests, and areas for development. The President and Vice President will interface with District Representatives to establish assignment of Director positions based on the aforementioned criteria.
3. Call meetings of the Executive Board.
- ~~4. Prepare written agendas for GPSA Executive Committee~~Board meetings and distributing said agendas to all GPSA Executive Committee members~~Board Members.~~
- ~~iii. Setting the GPSA Executive Committee and GPSA Senate calendar for bi-weekly meetings by the start of the academic term, and~~
- ~~iv. 5. Ensuring that all GPSA Executive Officers~~Ensure that all Executive Board Members are performing their duties in accordance with the GPSA Constitution and Bylaws.
 - ~~a) i. If GPSA Executive Officers are~~Board Member is negligent in their his/her~~duties, the GPSA President shall attempt to rectify the situation, or failing this, recommend recall of~~refer the negligent member to the GPSA Executive Officer Advisor.
2. GPSA Constitution and Bylaws Committee
 - i. Annually review the GPSA Constitution and Bylaws to ensure that they are current, consistent and coherent documents.
6. Faithfully Keep updated transition documents, including but not limited to duties, meeting logs, and reports.
7. Plan and execute the Constitution and Bylaws at least one (1) Executive Board retreat.
- ~~8. Organize evaluation of the GPSA DOLA's compensation every "odd" year.~~Attend

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~~B. Service on University Committees~~

~~1. Washington State University Board of Regents~~

~~i. 9. GPSA President will attend all Board of Regent meetings.~~

~~ii. 10. A report detailing GPSA updates will be written for and presented to the Board of Regents.~~

~~B. Service on Washington State University committees~~

~~2.1. Serve on the WSU Faculty Senate.~~

~~i. Regularly attend meetings to represent the interests of graduate and professional students.~~

~~i. Regularly attend meetings to represent the interests of graduate and professional students.~~

~~3. Services and Activities Fee Committees~~

~~2. Serve on major WSU budgetary committees.~~

~~i. Serve as representative on any WSU budgetary/financial committee.~~

~~ii. i. Submit nominations of Services and Activities Fees and Facilities committees, one of which is that awards a seat to the GPSA Vice President (Bylaws, Article IV, Section II).~~

~~4.3. Designate representative Members to fill in substitute for the President at any of the above aforementioned committees if the President is unable to attend.~~

~~i. The Executive Committee will review any unexcused absences if GPSA President is unable to attend more than two required meetings per semester as described by the presidential duties, including but not limited to Board of Regent meetings, Services and Activities Fees and Facilities meetings and GPSA Senator and Executive Committee meetings.~~

~~ii. If the Executive Committee does not approve of more than two unexcused absences per semester, they can refer the matter to the Ethics Committee for further review with a 2/3 majority vote of members present.~~

~~C. Other Committee committee responsibilities~~

~~1. Appointing In conjunction with the Vice President, appoint graduate or professional representatives to all Presidential, Faculty Senate, and other University Committees related committees to fill available vacancies for graduate and professional students.~~

~~i. In the case of a position having multiple year term and which is not vacant, no new appointment shall be made.~~

~~2. If a Presidential, Faculty Senate or other GPSA seat on a University-related committee remains vacant, the GPSA President will be the representatives shall serve on the committee as is allowed by existing time commitments.~~

~~3. GPSA president The President shall appoint senators Senators and district representatives District Representatives to GPSA committees as needed.~~

~~4. Act as an ex officio member of the GPSA Advisor, Teaching Assistant, Instructor and Research Assistant Excellence Award on the GPSA Programming Committee and the William R. Wiley Research Exposition Committee and assist members of that, or whichever committee to plan, organize, and execute committee duties is currently charged with awarding GPSA Excellence Awards.~~

~~D. Executive Duties duties~~

~~1. Participate in departmental and Graduate School new student orientations as requested.~~

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- ~~2-1.~~ Assist the ~~GPSA~~ Program Support Staff in the administration of ~~GPSA~~ and ~~GPSA~~ employee(s) to complete their contracted duties.
2. Assist all Directors to coordinate GPSA relations with all entities or organizations.
3. Work closely with the DOLA to expand the influence of the GPSA in political circles and ensure the well-being and welfare of Members.
- ~~3-4.~~ Coordinate relations between ~~GPSA~~ and the ~~GPSA~~ and relevant ~~WSU Foundation, WSU Alumni Association, Associated Students of Washington State University, the City of Pullman and all other related groups and community stakeholders.~~ Coordination of relations may include attendance at general meetings of the above mentioned groups as well as other relevant meetings.

Faithfully execute the Constitution and Bylaws

5. ~~Section II: Duties~~ of the GPSA.

E. Compensation

1. The President shall be paid a salary based on the twelve (12) month term for the period of May 16 through May 15.
2. The rate will be that of a half (1/2) time staff assistant at step 50 with tuition waiver and benefits package reflective of a graduate assistantship.
3. If the President works during the summer, the President shall be paid on regular payroll two (2) times per month. This salary will be equivalent to the salary of a half (1/2) time staff assistant at step 50 for time worked.

~~Section 3:~~ Vice President shall include, but are not necessarily be limited to

A. ~~Committee Chair Responsibilities~~ GPSA

~~4-A.~~ Senate responsibilities

1. Calling of Senate.

- i. Chair the ~~first meeting~~ Senate.
- ~~i-ii.~~ Call meetings of the Senate, and
- ~~ii-iii.~~ ~~Preparing~~ Prepare written agendas for Senate meetings and ~~distributing~~ distribute said agendas and associated materials to all members of the Senate ~~and Executive Committee.~~
- iv. ~~GPSA~~ Create and distribute Senate meeting minutes within five (5) business days of the Senate meeting.

2. Budget Committee.

- i. Assist the GPSA ~~Financial Advisor~~ in ~~preparing to prepare~~ the GPSA budget to be made available to the members of the ~~GPSA Executive Committee and the GPSA Senate.~~
- ii. Notify the ~~Executive Committee and~~ Senate when any budget line item is in danger of, or is in, deficit and ~~proposing~~ propose appropriate fund transfer to ~~alleviate the situation~~ Budget Committee.
- iii. Become versed in financial and ~~Services~~ services and ~~Activities~~ activities fee (S&A Fee) policies and regulations.
- iv. Assign fundraising tasks to GPSA employees or other designees as necessary.

B. ~~Service on University Committees~~

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1. ~~Washington State University Faculty Senate~~

- ~~i. Regularly attend meetings to represent the interests of graduate and professional students.~~

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2. ~~Services and Activities Fee Committees: Serve as representative on committee.~~

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- ~~y. DesignateMaintain committee binder.~~

- ~~vi. Present the budget to the Senate by the third Senate meeting of fall semester.~~

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- ~~vii. Call a GPSA representative(s) including committee meeting at least one member from the once a month to review all line item expenditures made by the Executive Board.~~

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- ~~viii. Ensure, in coordination with GPSA Program Support Staff, that all line item expenditures made by the Executive Board Members have been documented and approved by the President.~~

- ~~ix. Oversee the following Budget committee to present GPSA's funding requests to Services Committee duties:~~

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- ~~a. Allocate GPSA project funds up to \$1,000 to Affiliates. The Senate must approve allocations of more than \$1,000.~~

- ~~b. Allocate GPSA project funds to non-Affiliate graduate and professional student and community organizations up to \$1,000. The Senate must approve allocations of more than \$1,000.~~

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- ~~c. Review and approve or deny emergency funding requests up to \$1,000. Activities Fees The Senate must approve allocations of more than \$1,000.~~

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- ~~d. Report promptly to the GPSA Advisor, any suspected discrepancies in the disbursement of GPSA funds.~~

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- ~~e. Review all requests for GPSA funding and submitting recommendations for funding of these requests to the Senate, and~~

- ~~f. Establish guidelines and timetables for submitting funding requests to the Senate. This information shall be made readily available to all interested parties.~~

- ~~+x. S&A Fee committee, and Services and Activities Facilities if appropriate or equivalent.~~

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3. ~~Designate representative to fill in for Vice President at any of the above the Vice President is unable to attend~~

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- ~~i. The Executive Committee will review any unexcused absences if GPSA Vice President is unable to attend more than two required meetings per semester as described by the vice presidential duties, including but not limited to Faculty Senate meetings, Services and Activities Fees and Facilities meetings, Budget Committee meetings and GPSA Senator and Executive Committee meetings.~~

- ~~ii. If the Executive Committee does not approve of more than two unexcused absences per semester, they can refer the matter to the Ethics Committee for further review with a 2/3 majority vote of members present.~~

- ~~a. With the assistance of the GPSA Advisor and President, prepare GPSA budgets to be made available to the members of the Senate.~~

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- ~~b. Prepare a GPSA budget proposal for the following fiscal year to be submitted to the Senate at the Senate meeting immediately preceding the S&A Fee Committee deadline.~~

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- c. Following Senate approval at the above mentioned meeting, submit a revised budget proposal to the S&A Fee Committee by the deadline set by said committee.
- d. Following funding allocation by the S&A Fee Committee, prepare a finalized budget proposal to be presented to the Senate by the last Senate meeting of the spring semester.

~~C.B.~~ Other ~~Committee Responsibilities~~ committee responsibilities

1. Act as an ex officio member of the GPSA Advisor, Teaching Assistant, Instructor and Research Assistant Excellence Award Committee and the William R. Wiley Research Exposition Committee IAC and any other GPSA committee and assist members of that committee to plan, organize, and execute committee duties.
2. Serve on at least one (1) University committee as representative of the GPSA.

~~D.C.~~ Executive Duties

1. Assist the GPSA President and the GPSA Program Support Staff in and GPSA employee(s) to complete their contracted duties.
2. Assist all Directors to coordinate GPSA relations with all entities or organizations.
3. Work closely with the DOLA to expand the influence of the administration of GPSA in political circles and ensure the well-being and welfare of Members.
4. Participate in Coordinate relations between the GPSA and the relevant WSU Foundation, WSU Alumni Association, Associated Students of Washington State University, the City of Pullman and all other related groups, community stakeholders. Coordination of relations may include attendance at general meetings of the above mentioned groups as well as other relevant meetings.
5. Serve as proxy for GPSA. Assist the President in Presidential, Faculty Senate or other attending all University committees if required the President is required to attend – as proxy and/or coordinator to find a suitable substitute.
6. Faithfully execute the Constitution and Bylaws of the GPSA.

Section III: Duties of GPSA District Representatives include, but are not necessarily be limited to

A. Meeting responsibilities

1. Attend all GPSA Executive Committee meetings.
2. Attend all GPSA Senate meetings.

D. Compensation

1. The Vice President shall be paid a salary based on the twelve (12) month term for the period of May 16 through May 15.
2. The rate will be that of a half (1/2) time staff assistant at step 50 with tuition waiver and benefits package reflective of a graduate assistantship.
3. If the Vice President works during the summer, the Vice President shall be paid on regular payroll two (2) times per month. This salary will be equivalent to the salary of a half (1/2) time staff assistant at step 50 for time worked.

Section 4: DOLA

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A. The purpose of the DOLA is to act as the GPSA representative to legislative bodies, and state national organizations, including the National Association of Graduate Professional Students, the Washington Student Association, and the WSU Student Government Council.

B. Appointment process

1. The DOLA is an appointed paid position, approved by the Senate, President-elect, and Vice President-elect.
2. DOLA applicants must submit a resume and cover letter of no more than one thousand (1000) words explaining their interest and relevant experience to GPSA Program Support Staff no later than one week after the completion of the General Election.
 - i. In the case of a DOLA vacancy, a resume and cover letter of no more than one thousand (1000) words may be submitted to GPSA Program Support Staff at any time.
3. Initial applications will be reviewed by the IAC.
4. A maximum of three (3) candidates will then be submitted by the IAC to the President-elect and Vice President-elect for selection.
5. The President-elect and/or the Vice President-elect shall submit the finalist's name to the Senate for final review and confirmation. Selected applicants will be required to attend this Senate meeting for a question and answer session.
6. Senate will vote to confirm the DOLA (majority).

B.C. Committee responsibilities

1. ~~Serving~~ Attend all Executive Board meetings as the a voting member.
2. ~~Chair or Co Chair of one (1) GPSA the~~ Legislative Affairs Committee.
 - i. Call meetings of the Legislative Affairs Committee.
 - 4-ii. Develop goals of the Legislative Affairs Committee for the year, in coordination with committee members.
 - iii. Develop robust and accurate transition documents.

D. Compensation

1. The DOLA shall be compensated at WSU Graduate Assistantship Step 42 salary based on the twelve-month term for the period of May 16 through May 15.
2. The DOLA compensation shall include a tuition waiver and benefits package reflective of a graduate assistantship.
3. If the DOLA works during the summer, the DOLA shall be paid on regular payroll two times per month. This salary will be equivalent to the salary of a (1/2) time staff assistant at step 42 for time worked.
1. The DOLA compensation shall be reviewed by the Executive Board every "odd" year.
 - i. The current DOLA shall not vote on compensation review.

Section 5: District Representatives

District Representatives shall be elected to the Senate by their respective District. Once elected, Representatives shall be appointed by the President to fill a position of "Director", as outlined in Section 2 of this Article.

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A. Meeting responsibilities.

1. Attend all Executive Board meetings.
2. Attend all Senate meetings.
- ~~2-4.~~ Serve on at least one (1) University committee as appointed by the President.
3. Serve on a GPSA task force

- i. Report to the Senate the activities of all University committees on which they serve.

C.B. Executive responsibilities.

1. Chair at least one (1) GPSA committee as appointed by the President and/or Vice President.

- i. Attend all committee meetings on which they chair.

1. A meeting is determined as such by the committee chair and shall be applied equally across all committee members required to be in attendance.

- ~~1-2.~~ Complete all tasks necessary to fulfill duties of the office of GPSA District Representative as assigned by the GPSA Executive Committee and/or GPSA President and Vice President Board.

- ~~2-3.~~ Notify District constituents in academic departments or professional programs within College represented of vacancies in the GPSA Senate. If a vacancy exists, it is upon the GPSA duty of the District Representative to work with the Elections Committee and GPSA Program Support Staff to fill vacancies.

3. Faithfully execute the Constitution and Bylaws of the GPSA

4. Follow-up with Senators to ensure that information is being distributed to the constituency.

5. Work with departments within Keep updated transition documents, indicating major events and policy changes during their college to elect GPSA Senators.

Section IV: Duties of term Senators shall include, but are not necessarily be limited to

A. Responsibilities

1. Attend all GPSA Senate meetings.
2. Communicating to their constituents in their respective academic departments or professional programs the actions taken by the GPSA Senate, the GPSA Executive Committee or their designated representative(s).
3. Communicating to the GPSA Senate, the GPSA Executive Committee or their designated representatives the concerns of their constituents in their respective academic departments or professional programs.

B. Committee responsibilities

1. Serving on at least one (1) Presidential, Faculty Senate, University or GPSA committee and/or GPSA task force as appointed by the GPSA President.

- ~~2-5.~~ Reporting to the Senate the activities of any Presidential or Faculty Senate committees on which they serve as representatives of the GPSA.

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~~3.6.~~ Faithfully execute the Constitution and Bylaws of the GPSA.
~~Other tasks necessary~~

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C. Scholarship

1. The total annual District Representative scholarship shall be equal to fulfill the ten percent (10%) of the total annual compensation provided to the President.
2. Scholarship will be provided once per semester.
3. The District Representative shall be provided any scholarship based on a nine-month term.

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Section 6: Directors

- 4-A. Director positions and duties of the office of a GPSA Senator as assigned shall be determined by the GPSA Senate, the GPSA Executive Committee, or Office prior to the beginning of the GPSA President or Vice President fall semester.

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Article V: COMMITTEES

Section 7: GPSA Advisor

- A. The GPSA Advisor shall be ex-officio member of the Senate, Executive Board, Budget Committee and IAC.

Section 8: General Guidelines for GPSA Committees

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A. Committee Formation

1. The Executive Board may form ad hoc committees as needed. The formation of a committee is subject to the approval of the Senate (majority).
2. The chair in said committees shall be appointed by the President and/or the Vice President, unless otherwise specified in the GPSA Bylaws or Constitution.
3. The membership in said committees shall be appointed by the President and/or Vice President in collaboration with the committee chair.

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A-B. Committee Records

1. Committees must maintain complete records of meeting minutes and correspondence.
 - i. Committees must provide copies of records to the GPSA office in electronic format for inclusion in the GPSA records and for inclusion of minutes on the GPSA web site.
 - ii. Committees must maintain an updated file/binder in the GPSA office to be used for reference and to document that committee's activities and progress towards its goal(s).
2. Committee chairs must keep updated records on their committee's activities.

2-3. The records of the Ethics Committee shall be maintained as provided in Appendix II.

~~B.C.~~ Attendance of Members

1. Committee members must attend all committee meetings in order to represent the interests of the graduate and professional student population to the committee on which they serve.
2. Committee chairs shall replace non-performing committee members in a timely manner, subject to the approval of the ~~GPSA Senate and GPSA Executive Committee Office~~.
3. ~~Committee chairs shall prepare a list of suggestions for their successors in order to transmit their experience to their successors.~~
- 3.1. ~~Transmission of Knowledge: Committee chairs shall prepare a list of suggestions for their successors in order to transmit their experience to their successors.~~

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Section II: Core Services Committees

A. ~~GPSA Advisor, Teaching Assistant (TA), Student Instructor and Research Assistant (RA) Excellence Award Committee.~~

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1. ~~Composition of chairs must submit all unexcused absences to the committee~~

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i. ~~Ex officio members:~~

- a) ~~the GPSA President;~~
- b) ~~the GPSA Vice President;~~

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ii. ~~Voting members~~

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- a) ~~one GPSA District Representative, acting as chair;~~
- b) ~~three (3) GPSA Senators or members appointed by the GPSA President approved by the GPSA Senate.~~

2. ~~Duties shall include, but are not necessarily be limited to:~~

- i. ~~Soliciting nominations for the Graduate and Professional Advisor, TA, Student Instructor and RA Excellence Awards;~~
- ii. ~~Establishing the criteria for selecting the winner(s) of the Graduate and Professional Advisor, TA, Student Instructor and RA Excellence Awards;~~
- iii. ~~Selecting the winner(s) of the Graduate and Professional Advisor, TA, Student Instructor and RA Excellence Awards;~~
- iv. ~~Holding two (2) nomination periods, one (1) at the end of the fall semester and one (1) at the beginning of the spring semester, and~~
- v. ~~Any other tasks necessary to award the Graduate and Professional Advisor, TA Student Instructor and RA Excellence Awards.~~

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B. ~~Dr. William R. Wiley Research Exposition Committee~~

1. ~~Composition of the committee~~

i. ~~Ex officio members~~

- a) ~~The and GPSA President and~~
- b) ~~The GPSA Vice President~~

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ii. ~~Chaired by two GPSA District Representatives~~

iii. ~~Voting members~~

- a) ~~At least four (4) GPSA Senators approved by the GPSA Senate.~~

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2. ~~Duties of the committee shall include, but are not necessarily be limited to;~~

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- i. Conduct first committee meeting by the second meeting of the Fall GPSA Senate;
- ii. Manage online application for abstracts for the Wiley Research Exposition;
- iii. Establish the criteria for submitting abstracts, final papers and poster session displays for the Wiley Research Exposition, including deadlines for submissions;
- iv. Recruit judges developing judging criteria to evaluate participants in, and winners of, the Exposition of Graduate and Professional Studies;
- v. ~~4. Coordinate with the Program Support Staff and/or other GPSA employees assigned to this event in order to advertise and promote the Wiley Research Exposition.~~
- Coordinate with the
- vi. ~~Voting in GPSA Vice President to determine budget for the Wiley Research Exposition.~~
- vii. Recruit volunteers for the event, and
- viii. Prepare materials for judges to be distributed at least forty-eight (48) hours before the event;
- ix. Schedule the event date and submission deadlines for the following year, and
- x. Any other tasks necessary to execute a successful Wiley Research Exposition.

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C. GPSA Professional Student Travel and Registration Grant Committee

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- 1. Composition of the Committee
 - i. A District Representative, acting as chair, and
 - ii. Additional graduate or professional student volunteers approved by the GPSA Senate.
 - a) These additional graduate or professional students shall include one
 - (i) One (1) graduate or professional student from the College of Veterinary Medicine;
 - (ii) At least one (1) additional graduate or professional student.
- 2. Duties of the Committee shall include, but are not necessarily limited to
 - i. Evaluation of all applications for funding from the GPSA Professional Student Travel and Registration Grant Fund no later than two weeks following the deadline for submissions;
 - ii. Selection of recipients of funds and determination of the amount they are to receive from the GPSA Professional Student Travel and Registration Grant Fund.
 - a) Travel grants must be awarded according to the criteria provided to the committee.
 - iii. Production of letters of award or rejection to all applicants who requested funding from the GPSA Professional Student Travel and Registration Grant Fund, and
 - iv. Other tasks necessary to meet the obligation of the GPSA Professional Student Travel and Registration Grant committee.

D. Graduate Student Travel and Registration Grant Committee

- 1. Composition of the Committee
 - i. A District Representative, acting as chair, and
 - ii. Additional graduate or professional student volunteers approved by the GPSA Senate.
 - a) These additional graduate or professional students shall include one

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- i. ~~One (1) graduate or professional student from the College of Veterinary Medicine;~~
- ii. ~~One (1) graduate or professional student from the College of Agricultural Human and Natural Resources~~
- iii. ~~One (1) graduate or professional student from the College of Business~~
- iv. ~~One (1) graduate or professional student from the College of Education~~
- v. ~~One (1) graduate or professional student from the College of Engineering and Architecture~~
- vi. ~~One (1) graduate or professional student from the College of Arts and Sciences~~
- vii. ~~One (1) graduate or professional student from the College of Communication~~
- viii. ~~One (1) graduate or professional student from the Graduate School~~

2. ~~Duties of the Committee shall include, but are not necessarily limited to~~

- i. ~~Evaluation of all applications for funding from the GPSA Graduate Student Travel and Registration Grant Fund no later than two weeks following the deadline for submissions;~~
- ii. ~~Selection of recipients of funds and determination of the amount they are to receive from the GPSA Graduate Student Travel and Registration Grant Fund;~~
 - a) ~~Travel grants must be awarded according to the criteria provided to the committee.~~
- iii. ~~Production of letters of award or rejection to all applicants who requested funding from the GPSA Graduate Student Travel and Registration Grant Fund; and~~

~~Other tasks necessary to meet the obligation of the GPSA Graduate Student Travel and Registration Grant committee.~~

E. ~~GPSA Events Committee~~

1. ~~Composition of the Committee~~

- i. ~~A District Representative, as chair, and~~
- ii. ~~At least six (6) GPSA ~~Senators~~ approved by the GPSA Senate.~~

2. ~~Duties of the Committee shall include, but are not necessarily be limited to:~~

- i. ~~Begin meeting by the second meeting of the Fall GPSA Senate;~~
- ii. ~~Develop, implement and promote diverse programming specific to GPSA constituency;~~
- iii. ~~Work with GPSA Program Support Staff to ensure compliance with University policies and to complete appropriate paperwork.~~
- iv. ~~Recruit volunteers for the events;~~
- v. ~~Any other tasks necessary to execute a successful GPSA Event Program.~~

F. ~~GPSA Legislative and Lobbying Committee~~

1. ~~Composition of the Committee~~

- i. ~~A District Representative, as chair, and~~
- ii. ~~At least four (4) GPSA Senators approved by the GPSA Senate.~~

2. ~~Duties of the Committee shall include, but are not necessarily be limited to:~~

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- i. ~~Begin meeting by the third meeting of the Fall GPSA Senate,~~
- ii. ~~Work with ASWSU Directors of Legislative Affairs on issues that impact graduate, professional and undergraduate students.~~
- iii. ~~Make recommendations to GPSA Executive Committee and Senate regarding memberships in any national, state and local lobbying groups.~~
- iv. ~~Provide recommendations for GPSA in addressing any issue affecting graduate and professional students. This includes, but is not limited to stipends, health care, and mandatory fee increases.~~
- v. ~~Communicate with state senators and representatives as well as U.S. senators and representatives regarding issues deemed important by the GPSA senate~~
- vi. ~~Petition to the state legislature on behalf of GPSA as needed.~~

Section III: Operational Committees

A. GPSA Executive Committee

1. Composition of the Committee

- i. ~~the GPSA President,~~
- ii. ~~the GPSA Vice President, and~~
- iii. ~~the District Representatives of each college and the Graduate School.~~

2. Meetings

- i. ~~The GPSA Executive Committee shall meet every other week alternating with GPSA Senate meetings during the Fall and Spring Semesters with exception for official university holidays.~~
- ii. ~~Dates, Times and Places of GPSA Executive Committee Meetings.~~
 - a) ~~The dates, times and places of GPSA Executive Committee meetings shall be prepared at the start of each Fall and Spring semester during the regular academic year.~~
 - b) ~~The first meeting of the GPSA Executive Committee shall be held in September of the regular academic year.~~

3.D. Voting in GPSA Executive Committee Meetings.

- i. ~~Each member of the GPSA Executive Committee committee may cast only one (1) vote on each matter.~~
- ii. ~~All matters before the GPSA Executive Committee, except for the amendment of the GPSA Constitution or committee, unless otherwise noted in the GPSA Bylaws or Constitution, shall be approved by a majority vote of the GPSA Executive Committee voting committee members physically present.~~

4. Additional responsibilities:

~~Duties of the Childcare Committee shall include, but are~~

E. Permanent Committees.

- 1. Budget Committee
- 2. IAC

Section 9: New Senator Orientation

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A. The IAC shall organize and execute at least one (1) New Senator Orientation before the third Senate meeting of the fall semester. Subsequent orientations may be executed at the discretion of the IAC.

B. The New Senator Orientation must be a norm-sharing mechanism that follows the IAC's goal to strengthen the Senate's functionality by fostering stronger social bonds, providing increased knowledge of Senate procedures and potential avenues of action, emphasizing consistency in all GPSA procedures and foundational documents, and ensuring the continuance of the GPSA's commitment to being a transdisciplinary, multicultural forum for knowledge and kinship.

Section 10: Sources and Disbursement of GPSA Funds

A. The GPSA shall be funded by S&A Fees, gifts from the WSU Foundation, dividends from the Students Book Corporation as well as other sources, including business enterprises. All sources of funding for the GPSA require the approval of the Executive Board or Senate.

B. Only Executive Officers, GPSA Program Support Staff, or GPSA employees may initiate purchases, enter into binding contracts or otherwise disburse GPSA funds.

1. An exception may be made if an Executive Officer, GPSA Program Support Staff, or a GPSA employee designates someone as a representative of the GPSA.

C. GPSA monies shall be disbursed in accordance with the GPSA budget or with prior approval of the Senate as specified in the official minutes of a Senate meeting.

1. The GPSA may authorize expenditures during the summer in accordance with the approved budget (through June 30) or the proposed budget (beginning July 1).

2. An accounting of summer expenditures shall be presented to the Senate by the third Senate meeting in the fall.

3. Monies disbursed over \$1000 are subject to approval of the Senate.

D. The budget of the GPSA shall be prepared by the Budget Committee, in coordination with the GPSA Advisor, and approved by the Senate.

E. All funding requests to the GPSA shall be submitted to the Budget Committee. There shall be three (3) types of funding requests.

1. Affiliate funding requests.

i. Event and program funding for Affiliates. These requests shall be reviewed each fall and spring semester.

2. Academic and multi-cultural funding requests.

i. Event and program funding requests for student and community organizations.

These requests shall be considered on a first-come first-served basis.

ii. May include Affiliate or non-Affiliate organizations.

3. Emergency funding requests.

i. There shall be no deadlines for emergency funding requests.

ii. Emergency funding requests will only be considered when other funding options have been exhausted or when the Senate makes a special request.

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G. The financial records of the GPSA shall be open for inspection to Members, the GPSA Advisor, the University President or his/her designee, and institutional or state auditors at all reasonable times to determine completeness and compliance with these Bylaws and accounting requirements.

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H. Monies Paid to Executive Board, GPSA Program Support Staff, and GPSA employees

1. Executive Board.

i. Scholarship for District Representatives.

a. Scholarship monies shall be disbursed to each active District Representative after the conclusion of the fall and spring semester of each academic year.

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b. District Representatives who do not serve a complete term will be paid on a pro-rated basis for the time they actually serve in office.

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c. District Representatives who resign or are dismissed from their office will be paid only for their time served as a District Representative, as reviewed by the Executive Board, President and Vice President.

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ii. Compensation of Executive Officers.

a. Executive Officers who do not serve a complete term will be paid on a pro-rated basis for the time they actually serve in office.

b. Executive Officers who resign or are dismissed from office will be paid only for their time served as Executive Officer, as reviewed by the Executive Board.

2. GPSA Program Support Staff and other GPSA employees.

i. The salary of the GPSA Program Support Staff shall be set at the rate appropriate to WSU's pay scale for that position.

ii. The salary of any GPSA employees shall be set at the rate appropriate to WSU's pay scale for that position.

Section 11: Senate Meetings

A. The Senate shall meet every other week during the fall and spring semesters.

1. Senate meetings will be held every other Monday evening at 5:30 pm at a venue large enough to seat two (2) times the total enrollment of the Senate.

i. Changes to location or time: Any changes to the above provision will be made as deemed necessary by a majority of the Executive Board. Notification must be given to the Senate one (1) week prior to the regularly scheduled meeting.

2. The first meeting of the Senate shall be held during the first three (3) weeks of the fall semester.

3. Special meetings of the Senate:

i. If a regularly scheduled meeting falls on a University or national holiday, the Executive Board may reschedule the meeting to the next University business day at 5:30 pm.

ii. Emergency meetings of the Senate may be called by the Vice President, but must be held at the normal venue at the normal time of day.

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B. Quorum

1. Quorum is defined as fifty (50) percent of the following:

- i. The number of filled Senate seats, plus
- ii. the number of District Representatives, plus
- iii. one (1) for the DOLA, plus
- iv. one (1) for the President.

C. Senate Voting

- 1. Each voting member of the Senate physically present at a given Senate meeting may cast only one (1) vote on each matter before the Senate that requires a vote of the Senate.
 - i. “Robert’s Rules of Order” shall determine Senate voting procedures and validation.
 - ii. The Vice President will vote only in the instance of a tie.

D. Senator Attendance Policy (SAP)

- 1. Senators will be subject to the SAP as outlined in Article IV, Section 3.

E. Majorities Needed for Passage

- 1. All matters before the Senate, except for a) amendment of the GPSA Constitution or the GPSA Bylaws, and b) the approval of the GPSA budget or the disbursement of GPSA funds, shall be approved by a majority vote of the Senate in attendance, unless otherwise stated in the GPSA Constitution or Bylaws.
- 2. Matters concerning the approval of the GPSA budget or the disbursement of GPSA funds requires approval by a two-thirds (2/3) vote of the Senate members in attendance.

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Article IV: GPSA SANCTIONS

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Section 1: Elections

- A. All electoral conduct shall be reviewed by the IAC; and a majority vote of all IAC members may disqualify any candidate for any GPSA seat from Senate membership until the next General Election filing period.

Section 2: Eligibility

A. Senators

- 1. Failure of a current Senator to meet eligibility criteria shall result in immediate vacancy of his/her respective office.
- 2. Failure of a candidate for Senator to meet eligibility criteria shall disqualify the candidate from filling any Senate seat.

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B. Executive Board

- 1. Failure of a current Executive Board Member to meet eligibility criteria shall result in immediate vacancy of his/her respective office.

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2. Failure of a candidate for Executive Board to meet eligibility criteria shall disqualify the candidate from filling any Executive Board position.

Section 3: Vacant Senate Positions

A. Senators

1. The Executive Board shall define vacancy in the SAP.
 - i. The SAP shall be approved by the Executive Board.
 - ii. The Executive Board will present the SAP at the first Senate meeting of the semester.
 - iii. The SAP shall be followed for one semester.
 - iv. Senators are subject to all policies contained in the SAP.
 - v. The SAP may contain rules and regulations for committee attendance.
 - vi. Vacancy may be declared by the SAP after two (2) unexcused absences from GPSA General Meetings.
 - a. GPSA General Meetings include 1) Senate meetings; 2) GPSA committee meetings; and 3) any other meeting assigned by an Executive Board Member that requires a Senator to be physically present in a location.
 - vii. Absences shall be considered excused if
 - a. a scheduling system was fully completed by a Senator prior to the official scheduling of the meeting and the timeslot of the officially scheduled meeting was indicated by the Senator as unavailable; or
 - b. A GPSA General Meeting was scheduled outside the official start or end date of either semester.
2. Absences from GPSA General Meetings shall commence with the first Senate meeting of the semester.
3. Notification of vacancy.
 - i. After a Senator's second unexcused absence from a GPSA General Meeting, the Vice President may send a written notification of impending vacancy status to that Senator and the appropriate District Representative.
4. Sanctions.
 - i. After the notification from the Vice President, the vacancy will be addressed at the subsequent Executive Board meeting. The Senator may attend the Executive Board meeting to discuss future ramifications of the Senator's absences. The Executive Board has the authority to respond to the Senator by giving guidance for future attendance, providing a verbal/written warning or immediate dismissal.

B. Executive Board

1. Vacancy Requirement.
 - i. Vacancy may not be declared until the Executive Board Member in question has more than two (2) unexcused absences from Executive Board Meetings.
 - a. Executive Board Meetings include 1) Executive Board meetings; 2) Senate meetings; and 3) chaired GPSA committee meetings.
 - ii. Less strict definitions of vacancy may be determined by the President and/or Vice President in writing.
2. Excused Absence.

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- i. To be eligible for an excused absence, an Executive Board Member must submit an excuse to an Executive Officer (other than the Executive Officer him/herself) before the start of said meeting and designate a Member to substitute for the Executive Board Member. The President and/or Vice President shall determine what constitutes a valid excuse. In the event the President or Vice President submits an excuse, the other shall determine if the excuse is valid. Absences shall be deemed excused if the meeting was scheduled outside the official start or end date of either semester.
- 3. Sanctions for Vacancy.
 - i. If an Executive Board Member is absent unexcused more than twice, the Executive Board may vote to declare the Executive Board Member's seat in question vacant.
 - a. An Executive Board seat may only be declared vacant by a three-fourths (3/4) majority of the Executive Board; the Executive Board Member accused of vacancy may not vote.
 - b. If the seat is determined vacant by the Executive Board, the Executive Board Member holding the vacant seat shall be dismissed from the Senate and barred from participating in Senate activities or becoming a candidate for any GPSA position until the next General Election filing period.
 - c. No Executive Board Member will be paid while his/her seat is vacant.

Section 4: Negligence

- 1. Negligence is defined as a behavior or lack of behavior that detrimentally affects GPSA, as determined by a two-thirds (2/3) majority of the Executive Board.
 - i. Absence may not be deemed negligent.
- 2. After a first offense of negligence, a warning of future sanctions shall be issued to the Senator.
- 3. After a second offense of negligence, sanctions shall be determined by the Executive Board and disclosed to the GPSA Program Support Staff and GPSA Advisor.
 - i. No sanction imposed shall violate University Policy, or any law in full effect in the City of Pullman.
 - ii. Notification of any sanction shall be accompanied by an explanation as to why the sanction was imposed.

B. Executive Board

- 1. Censure of President or Vice President.
 - i. Only an Executive Board Member may bring a censure motion to the Executive Board.
 - ii. The Executive Board may vote to bring a censure motion to the Senate by a two-thirds (2/3) majority.
 - a. If the Executive Board votes to bring a censure motion to the Senate, the chair of the IAC shall bring the motion to the Senate.
 - b. If both the President and Vice President have a censure motion brought against them in the Senate, censure shall be voted on separately.

- c. Censure of the President or Vice President requires a three-fourths (3/4) majority by the Senate.
- 2. Removal of an Executive Officer.
 - i. GPSA may not terminate the employment of an Executive Officer.
 - ii. The Executive Board may vote to bring a removal motion to the Senate by a three-fourths (3/4) majority.
 - a. If the Executive Board votes to bring a removal motion to the Senate, the chair of the IAC shall bring the motion to the Senate.
 - b. If two or more Executive Officers have a removal motion brought against them in the Senate, removal shall be voted on separately.
 - c. Removal of an Executive Officer requires a three-fourths (3/4) majority by the Senate; the Executive Officer against whom a removal motion is brought may not vote.
 - d. If a removal motion passes the Senate by a three-fourths (3/4) majority, a letter of Recommendation for Removal shall be submitted to the GPSA Advisor and the GPSA Advisor shall determine if the Executive Officer's employment is terminated following Washington State University policies.

Article V: GPSA PROGRAM SUPPORT STAFF AND EMPLOYEES

Section I: GPSA Program Support Staff

A. The Executive Board shall be included in the review and selection process of the GPSA Program Support Staff. In conjunction with the GPSA Advisor, the hiring process will follow Washington State University hiring procedures.

B. Duties of a GPSA Program Support Staff shall include, but not necessarily be limited to:

1. Coordinate the operations of the GPSA in cooperation with the Executive Board. The GPSA Program Support Staff is supervised by the GPSA Advisor. The GPSA Program Support Staff also receives work assignments and direction from the President or Vice President.
2. Exercise independent judgment in interpreting and applying rules and regulations and prioritize tasks as needed.
3. Provide information and advice to students, staff, program participants and/or the public regarding GPSA programs, services, policies, and procedures; recommending alternative courses of action as needed. Perform general problem solving and trouble shooting. Answer phones and emails. Receive, assist and refer visitors. Take and relay messages. Provide general customer service for students using office equipment.
4. Monitor GPSA budget status in-line with program activities; maintain budgets; initiate corrective actions. Anticipate recurring expenditures and prepare purchase orders and related paperwork for GPSA programs and services including purchase orders for student organizations granted GPSA funds; follow-up on requests. Order, receive, and maintain inventory; anticipate supply needs and ensure supplies will be available when needed.

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Handle cash sales; process and deposit funds. Assist in the preparation of grants and grant proposals.

5. Monitor GPSA activities in accordance with set goals and within established program parameters, determining variance from program standards. Organize, schedule, and promote GPSA activities in cooperation with members of the Senate. Monitor and evaluate activities to determine consistency with goals.
6. Perform complex word processing tasks; use word processing, graphics, statistical software; composing correspondence, printed materials, and/or news releases related to GPSA policies, procedures, and operations; seek approval from GPSA committees and executives on any promotional materials prior to their use; edit material for accuracy, appearance, readability, and style. Compile and distribute information relative to GPSA activities. Attend Senate meetings; prepare and distribute minutes to all active Senators and Executive Officers for said meetings in a timely manner. Prepare reports regarding GPSA operations.
7. Establish and maintain GPSA records and files including both paper and electronic documents; maintain filing system for President and Vice President, budget, archives, Grants Committee and overall office. Maintain GPSA e-mail list and Senate meeting attendance.
8. Perform complex scheduling including independently prioritizing program needs; coordinate arrangements for activities such as meetings, conferences, and banquets; schedule appointments and meetings; coordinate schedules for Executive Officers; make travel and registration grant paperwork and forward in a timely manner to the GPSA committee responsible for distributing such funds. Create letters and notify recipients chosen by the committee.
9. Provide basic and ongoing training for new Executive Board Members. Develop student and hourly position descriptions and advertise position vacancies in the Daily Evergreen and electronically to the University Human Resources. Screen applicants and make hiring decisions in association with the Executive Board. Initiate, document and process personnel and payroll paperwork. Supervise and direct the work of student employees; provide training, assign work, and ensure student employees remain busy with GPSA work; ensure satisfactory completion of work.
10. Promote GPSA programs on campus and with organizations; may make public presentations related to GPSA programs, services, and procedures; may attend meetings and/or conferences to represent GPSA when student representatives are unable to attend; may confer with representatives of off-campus organizations and agencies regarding GPSA programs and procedures.
11. Attend conferences or meetings as designee of the GPSA Advisor.
12. Attend Senate meetings and assist the Vice President to prepare meeting minutes for distribution according to deadline. Provide staff support such as creation and distribution of notification letters and award certificates for GPSA programs.
13. Perform related duties as required.

Section 2: Office Assistant(s)

- A. One (1) or more students may be employed by the GPSA to assist with GPSA office tasks.

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Section 3: Other GPSA Employees

- A. The GPSA Program Support Staff and the Executive Board shall be included in the review and selection process of any additional GPSA employees. In conjunction with the GPSA Advisor, the hiring process will follow WSU hiring procedures.

Article VI: GPSA CODE OF ETHICS AND CONDUCT

Section 1: Members shall perform their duties, specified or unspecified, in conformance to the University Standards of Conduct for Students.

Section 2: The GPSA shall act in conformance to, and grant all persons under its jurisdiction the equal protection of, the laws of the State of Washington and the United States of America.

Section 3: The GPSA shall make no law, or pass any resolution restricting or enhancing the rights of any person or group on the basis of race; religion; gender; age; sexual orientation; gender expression; political ideology; national or ethnic origin; color; creed; physical, mental or sensory disability; marital status; or status as a veteran.

Section 4: All official GPSA documents, records, and other written and recorded information with the exception of that involving personnel, confidential matters divulged to the Ethics Committee (Bylaws, Appendix II), litigation, or pending investment matters shall be made accessible to Members upon request. The GPSA shall furnish copies of requested information to Members without undue delay and may not charge above cost for doing so.

Section 5: No person serving as an Executive Officer may be otherwise employed, either directly or indirectly, by the GPSA, without the specific approval of a majority vote of the Senate.

Section 6: Officers of Affiliated organizations may not hold Executive Office unless approved by a two-thirds majority of the Senate.

Section 7: No Member shall offer or use employment with the GPSA as a reward for personal service or support.

Section 8: No Member shall use or offer to use his/her position within the GPSA for the purposes of rewarding supporters.

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Section 9: No Member shall take compensation for work not completed as specified in the duties and responsibilities of his/her GPSA position.

Article VII: AMENDING THE BYLAWS

Section 1: The GPSA Bylaws shall be amended in accordance with the procedures outlined in the GPSA Constitution.

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APPENDIX I – GPSA Affiliate Organizations

Section 1: Statement of Purpose

- A. In order to recognize student organizations that align with the mission and goals of the GPSA, groups may apply to be awarded GPSA affiliate (Affiliate) status.
- B. Affiliate status allows for groups to have increased access to GPSA resources and influences.

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Section 2: Requirements for Affiliate Status

All organizations wishing to obtain Affiliate status must be able to demonstrate that:

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- A. They are a WSU Registered Student Organization.
- B. The majority of the membership must be comprised of Members, and
- C. Sponsorship for Affiliate status exists from a Senator or District Representative

Section 3: Procedure

- A. The Senate shall review and approve or reject all Affiliate requests each semester during the Affiliate funding application process.
 - a. Groups must reapply for Affiliate status annually, regardless of previous status awards.
- B. The Executive Board shall review and revise the Affiliate application process, form, and program structure annually.

APPENDIX II - GPSA Committees

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- a) ~~Budget Committee~~ Develop and promote programs that will provide service to graduate and professional student families.
- b) ~~Manage and monitor the implementation of Childcare Committee initiatives or subsidies.~~
- c) ~~Advocate on behalf of graduate and professional student parents when necessary.~~

A. GPSA

B.1. ~~Budget Committee~~

1. Composition of the Committee

i. Ex-officio members

- a) The ~~GPSA~~ President, and
- b) The GPSA ~~Financial~~ Advisor

ii. ~~Voting members~~

ii. ~~Voting members~~

- a) The ~~GPSA~~ Vice-President as chair, and
- b) A minimum of one ~~GPSA~~ District Representative or ~~GPSA~~ Senator from each ~~College and the graduate school~~ District approved by the ~~GPSA~~ Senate

2. Duties of the ~~GPSA~~ Budget Committee shall include, but are not necessarily be limited to

i. General Duties

- a) Presenting the budget to the ~~GPSA~~ Senate by the third ~~GPSA~~ Senate meeting of ~~Fall~~ fall Semester,
- b) Meeting at least monthly to review all line item expenditures made by the ~~GPSA~~ Executive Officers ~~or their designated representative(s).~~
- c) Ensure that all line item expenditures made by the Executive Officers ~~or their designated representative(s)~~ have been documented,
- d) Allocate GPSA ~~Project~~ project funds up to \$1,000 to ~~affiliates of~~ ~~GPSA~~ Affiliates. (Bylaws, Appendix I). The ~~GPSA~~ Senate must approve allocations of more than \$1,000.

- e) ~~Allocate GPSA Project project funds to non-affiliate~~ Affiliate graduate and professional student and community organizations up to \$1,000. ~~The GPSA Senate must approve allocations of more than \$1,000.~~

- c) ~~Review and approve or deny emergency funding requests up to \$1,000.~~

- f) ~~Review and approve or deny emergency funding requests up to \$1,000.~~

- f) ~~The Senate must approve allocations of more than \$1,000.~~

- g) Report promptly to the GPSA ~~Financial~~ Advisor, any suspected discrepancies in the disbursement of GPSA funds,

ii. ~~Services and Facilities~~ S&A Fees Preparation

- a) Prepare, with the assistance of the GPSA ~~Financial Advisors~~ Advisor, GPSA budgets to be made available to the members of the ~~GPSA~~ Executive ~~Committee~~ Board and the ~~GPSA~~ Senate,
- b) Prepare a GPSA ~~Budget~~ budget proposal for the following fiscal year to be submitted to the ~~GPSA~~ Senate at the Senate meeting immediately preceding the S & A ~~Fee Committee~~ deadline,

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- c) Following ~~GPSA~~ Senate approval, which must take place at the above mentioned meeting, submit a revised budget proposal to the S & A ~~FeesFee~~ Committee by the deadline set by the S & A ~~FeesFee~~ Committee,
- d) Following funding allocation by the S & A ~~FeesFee~~ Committee, preparing a finalized budget proposal to be presented to the ~~GPSA~~ Senate by the last ~~GPSA~~ Senate meeting of the spring semester,
- e) Review all requests for GPSA funding and ~~submitting~~submit recommendations for funding of these requests to the ~~GPSA~~ Senate, and
- f) Establish guidelines and timetables for submitting funding requests to the ~~GPSA~~ Senate. This information shall be made readily available to all interested parties.

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C. ~~GPSA Election Committee~~

1. ~~Composition of the Committee~~

- i. ~~A District Representative and a GPSA Program Support Staff member, as co-chairs~~
- ii. ~~Four (4) graduate or professional students.~~
- iii. ~~Exclusions:~~
 - a) ~~GPSA Executive Office shall not serve on the GPSA Election Committee.~~
 - b) ~~Members campaigning for or on behalf of candidates of the GPSA Executive Office shall not serve on the GPSA Election Committee.~~
 - c) ~~If a member of the GPSA Election Committee is campaigning for a position, they must resign from the committee.~~

2. ~~Duties of the GPSA Election Committee.~~

- i. ~~The GPSA Election Committee shall conduct the general election of GPSA Executive Officers in accordance with the GPSA Constitution and GPSA Bylaws Appendix II.~~
- ii. ~~The GPSA Elections Committee in coordination with any applicable District Representatives shall appoint GPSA members to fill any senate seat that is vacant after the second GPSA Senate meeting of the fall semester.~~
 - a) ~~The committee shall solicit names for potential senators from the District Representative for the college containing an academic program with vacant seats.~~
 - b) ~~The committee will review all submitted names and appoint a new senator to fill the vacancy by a simple majority vote~~
 - a. ~~Preference will first be given to the department with the vacancy, if no response is received within 5 business days, the Committee will search for candidates in the entire college.~~
 - c) ~~GPSA members may not fill a senate seat for an academic program that is not within their college, however the vacant senate seat does not need to be in their academic program.~~

Section IV: Policy Committees

A. ~~GPSA Constitution and Bylaws Review Committee.~~

1. ~~Composition of the Committee.~~

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- i. ~~Ex officio member~~
 - a) ~~The GPSA Advisor(s)~~
- ii. ~~Voting members~~
 - a) ~~The GPSA President, as chair,~~
 - b) ~~Four (4) GPSA District Representatives or Senators, approved by the Senate.~~

- 2. ~~Duties of the Committee shall include, but are not necessarily be limited to:~~
 - i. ~~Annually reviewing the GPSA Constitution and Bylaws to ensure that they are current, consistent and coherent documents, and~~
 - ii. ~~Rule on all challenges by candidates relating to the validity of the election procedures, balloting, or other aspects of the general election of GPSA Executive officers after the general election.~~

B. ~~GPSA~~ Climate Committee

- 1. ~~Composition of the Committee~~
- 1. ~~The GPSA~~ The Climate Committee shall be convened ad hoc, as determined by the Senate.
- 2. ~~Committee Members.~~
 - i. ~~The~~ President and/or ~~GPSA~~ Vice President, and
 - ii. A representative from each ~~college~~ District to be approved by the ~~GPSA~~ Senate.
- 2.3. ~~Duties of the Committee~~ shall include, but are not necessarily be limited to:
 - i. Convene when an issue is voted into committee by majority vote of the ~~GPSA~~ Senate.
 - ii. ~~Issues may arise from either within the GPSA a Senate member, or is brought to the GPSA Senate by any other Member for resolution.~~
 - iii. ~~Develop and write resolution on the issue.~~
 - iii. Approve resolutions by majority vote of the committee, to return to full Senate body
 - iv. ~~Present resolutions passed by the committee to the GPSA Senate for approval or rejection.~~
- 4. ~~Reconvene on resolutions rejected by the Senate at the direction of the Executive Committee.~~
- ~~Board.~~

C. ~~GPSA~~ Ethics Committee

- 1. The members of the GPSA recognize a Code of Ethics and Conduct by which all ~~graduate and professional students associated with GPSA Members must abide (Bylaws, Article VIII).~~
- 2. ~~The Ethics Committee shall be convened ad hoc, when an ethics allegation is received by the Vice President or the GPSA Advisor as provided below and.~~
- 3. ~~Composition of the committee~~
 - i. ~~Ex-officio members~~
- 2. ~~Composition of the Committee~~
 - i. ~~Ex-officio members~~
 - a) ~~Selected by the Ethics Committee as needed.~~

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ii. Voting members

~~ii. Voting members~~

- a) ~~A representative member of the Senate from each college District to be approved by the GPSA Senate~~
- b) The Senate shall elect both a chair and secretary of the committee from the Ethics Committee membership

iii. Ethics Committee Quorum

- a) A quorum shall exist when majority of committee members are present

~~3.4. Duties of the Committee~~

- ~~i. Convene when an issue is voted into committee by majority vote of the GPSA Senate or the Executive Committee~~

- ~~ii. i. Board. The GPSA Senate and/or Executive Board shall vote on whether to convene the Ethics Committee shall review all cases upon receipt of alleged violations an allegation of violation(s) of the GPSA Code of Ethics and Conduct by members of the GPSA and shall make recommendations to the GPSA Senate for action in those cases in which a violation is deemed to have occurred.~~

- a) Allegations of violation(s)
- (i) Allegations of violation(s) of the GPSA Code of Ethics and Conduct may be reported by any ~~GPSA member~~ Member by the submission of a complaint to the ~~GPSA Senate Chair Vice President~~ signed by the complainant and supported by the signatures of at least five (5) other ~~GPSA members~~ Members. The ~~Senate Chair Vice President~~ shall then ~~inform~~ present the ~~Chair of allegation to the Ethics Committee~~ Senate and/or ~~Executive Board~~.
- (ii) Allegations of violation(s) of the GPSA Code of Ethics and Conduct may be reported by individuals who are not ~~members of the GPSA~~ Members by the submission of a complaint to the GPSA Advisor(s) signed by the complainant. The GPSA Advisor(s) shall then inform the ~~Chair of the GPSA Senate Vice President~~ of the complaint and the ~~Vice President~~ shall then present the allegation to the ~~Senate Chair~~ shall inform the ~~Chair of the Ethics Committee and/or Executive Board~~.
- (iii) In cases where allegations of violation(s) are directed toward the ~~Chair of the Senate or member(s) of the GPSA Executive Committee~~ Board, all complaints shall be submitted to the GPSA Advisor(s) and, who shall then present the allegation to the ~~Senate~~.

- ~~(iii) The Ethics Committee shall review all cases of alleged violations of the GPSA Advisor(s) shall directly inform Code of Ethics and Conduct by Members referred to it by the Chair of Senate and/or Executive Board and shall make recommendations to the Ethics Committee.~~

- ~~(iv) ii. When Senate for action in those cases in which a complaint of violation(s) by a GPSA member is reported is deemed to have occurred. When an allegation of violation is sent to the GPSA Ethics Committee for review, the Chair of the GPSA Ethics Committee shall inform the member Member that the case is being~~

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considered and ~~that the Chair of the GPSA Senate Vice President~~ shall inform ~~this member~~ the Member of the final disposition of the case.

iii. Confidentiality

- a) The ~~GPSA~~ Ethics Committee shall not divulge the name or the testimony of any person giving testimony at either a preliminary investigation or hearing of the committee.
- b) Once a decision has been rendered by the ~~GPSA~~ Ethics Committee, the committee may release only its decision, the nature of the complaint, and the name of the individual against ~~which~~ whom the complaint was filed.

iv. ~~Conduct and Recording of Committee meetings~~

- a) ~~The Chair of the GPSA Ethics Committee shall conduct and control all aspects of the GPSA Ethics Committee hearings.~~
- b) ~~The Secretary of the GPSA Ethics Committee shall ensure that minutes of all committee meetings and hearings are recorded and that a permanent record is maintained in accordance with the provisions of Bylaws, Article V, Section VIII, C.~~

~~4.5.~~ Procedures of the ~~GPSA~~ Ethics Committee

- i. All persons appearing before the ~~GPSA~~ Ethics Committee at a hearing or preliminary investigation shall be informed of the reasons for their presence.
- ii. When a suspected violation of the GPSA Code of Ethics and Conduct is reported in accordance with this section, the committee

- a) ~~shall~~ Shall conduct a preliminary investigation to examine all relevant facts.
- b) ~~may~~ May formally request the presence of any persons involved, or thought to have pertinent information, to discuss their knowledge of any information concerning the case.

iii. Preliminary Investigations

- a) Any person asked to attend a preliminary investigation may be accompanied by any one member of the ~~Washington State~~ University Community of his/her choice. No one else may attend the preliminary investigation.

iv. Determination of Jurisdiction

- a) After completing their preliminary investigation, the ~~GPSA~~ Ethics Committee shall decide whether to accept or refuse jurisdiction.
- b) Factors which may result in a determination to refuse jurisdiction include, but are not limited to:
 - (i) urgency of resolution to the ~~Washington State~~ University community,
 - (ii) safety,
 - (iii) prolonged duration of hearings,
 - (iv) extreme seriousness or complexity of the alleged violation, or
 - (v) insufficient interest of the ~~Washington State~~ University community.

v. Refusal of Jurisdiction

- a) Following a determination to refuse jurisdiction the Chair of the Ethics Committee shall immediately refer the matter to the GPSA Advisor(s) for resolution, as the GPSA Advisor(s) deems appropriate. Copies of all relevant documents shall be passed on to the GPSA Advisor(s).

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- b) If jurisdiction is not retained by the ~~GPSA~~ Ethics Committee, the matter referred to the GPSA Advisor~~(s)~~ shall not be considered further by the ~~GPSA~~ Ethics Committee, except as requested by the GPSA Advisor~~(s)~~, nor shall actions taken by the GPSA Advisor~~(s)~~ in such matters be considered actions of the ~~GPSA~~ Ethics Committee.
- vi. Assertion of Jurisdiction
- a) If jurisdiction is retained by the ~~GPSA~~ Ethics Committee and if the committee determines that a reasonable suspicion exists, the Chair of the ~~GPSA~~ Ethics Committee shall convene a hearing.
- vii. Preliminary Committee Hearings
- a) If there are two (2) or more suspected violators, the committee shall decide if the suspected violators' cases shall be heard together or individually.
- b) Only the GPSA Ethics Committee may be present at this hearing.
- c) The committee votes to determine whether to
- (i) Dismiss the case,
- i. A dismissed case can be re-opened only if there is new evidence.
- ii. There shall be a limit of ninety (90) days in which to re-open a case.
- iii. ~~Records of dismissed cases are to be destroyed after ninety (90) days.~~
- (ii) Consider the case in a formal hearing, or
- (iii) Recommend that the case be referred to the ~~GPSA~~ Senate due to special circumstances.
- viii. Formal ~~hearings~~Hearings
- a) The Counselor
- (i) The Chair ~~of the Ethics Committee~~ appoints one (1) member of the committee to act as "counselor" to the suspected violator(s).
- i. The counselor's purpose is to explain the ~~GPSA~~ Ethics Committee's procedures to the suspected violator~~(s)~~ ~~answer~~ and the suspected violator~~(s)~~ questions.
- (ii) The Chair ~~of the Ethics Committee~~ and the counselor shall inform the suspected violator(s) that any information given and any questions asked of the counselor are not privileged and that the counselor shall vote on the case.
- b) Hearing procedure
- (i) A summary of the evidence presented to the committee at the preliminary hearing; and any other appropriate information, at the ~~Chair's~~Chair of the Ethic Committee's discretion, shall be presented to the suspected violator(s).
- (ii) The committee shall examine all evidence and witnesses may be called; any committee member may directly question a witness or the suspected violator(s).
- (iii) The suspected violator(s) may submit questions to the committee on information presented by witnesses and on evidence considered by the committee.

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- (iv) Each suspected violator may request of the Chair of the Ethics Committee that witnesses be asked to appear on his/her behalf.
 - (v) A suspected violator may be accompanied by any one member of the Washington State University community, of his/her choice, to speak on behalf of the suspected violator with the committee's permission; this person may not be an attorney.
 - (vi) The suspected violator and the chosen member of the Washington State University community may be present at all aspects of the hearing except the committee's private deliberations.
 - (vii) Witnesses may be present only during their question period.
 - (viii) All those appearing before the GPSA Ethics Committee, and the committee itself, are expected to maintain secrecy regarding content of the committee hearings.
- ix. Deliberation by the Ethics Committee
- a) After the evidence has been presented and the witnesses heard, a majority vote of approval by the committee shall be required to determine that a violation of the GPSA Code of Ethics and Conduct has been committed.
 - ~~b) If no violation is deemed to have been committed, the case is dismissed and all records pertaining to the case are destroyed in accordance with the provisions outlined above.~~
 - ~~c) If a violation is deemed to have been committed by only some of the suspected violators in an instance when multiple individuals are heard together, only the violator's names and cases shall appear in the record, with exception for the participation of suspected violators as witnesses.~~
 - ~~d) If a GPSA Code of Ethics and Conduct violation is deemed to have been committed, the Chair of the Ethics Committee must inform the committee of any previous violations committed by the individual and subsequent pertinent information provided by the GPSA Advisor(s).~~
 - ~~e) The committee then shall decide what action to recommend to the GPSA Senate:~~
 - (i) Any recommendation to the GPSA Senate must be approved by majority vote of the GPSA Ethics Committee. The committee may recommend any action thought appropriate. The Chair and Secretary of the Ethics Committee shall present to the GPSA Senate the Committee's recommendation.
 - (ii) Persons who feel there has been a violation of personal rights during the hearing process may petition the GPSA Senate.
 - (iii) No decision of a previous committee shall be revoked, unless the panel is convinced that new evidence or changed conditions alter the status of the original case, or upon recommendation of the GPSA Senate.
- x. Records of GPSA Ethics Committee Hearings
- a) Minutes of all proceedings of the GPSA Ethics Committee shall be recorded by the Secretary of the Ethics Committee in a sealed book of minutes stored by the GPSA Advisor(s).

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- b) Records of the proceedings shall include the names of those in attendance, the names of witnesses, a record of the suspected violator's waiver if appropriate, the decisions reached by the panel with corresponding vote tallies, a description of any previous violations and conditions surrounding ~~the~~ violation, the concurring opinion, dissenting opinions, and a statement of the recommended action.
- c) No other recording of the proceedings shall be permitted. Only the ~~GPSA~~ Ethics Committee Chair, ~~GPSA~~ Ethics Committee Secretary, and the ~~GPSA~~ Advisor(s) may access the sealed records; violators may access only the portion of the records containing their testimony.
- d) If a suspected violation involves both undergraduate and graduate/professional students, the ~~GPSA~~ Ethics Committee may invite a representative of the ASWSU to participate in their private deliberations.
- xi. Divulgence of any of the proceedings shall be considered a violation of the GPSA Code of Ethics and Conduct.
 - a) Should the suspected violator wish to discuss the issues involved in his/her case with others, after his/her case has been completed, the suspected violator may do so at any time, provided no portion of the case that concerns other suspected violators or the testimony of witnesses is made public without the permission of those persons.
 - ~~b)~~ Once the suspected violator initiates public discussion, witnesses in the case and the accuser(s) are no longer bound to confidentiality and the ~~GPSA~~ Ethics Committee, by a majority vote of approval, may make public statements about the case.

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~~Section V: Additional GPSA Committees~~

- ~~A. The GPSA Executive Committee or its designated representative(s) may form Ad Hoc committees of GPSA, as the need arises and subject to the approval of the GPSA Senate.~~
- ~~B. The membership in said committees shall be appointed by GPSA Executive(s) and subject to the approval of the GPSA Senate.~~

Article VI: GPSA EMPLOYEES

Section I: GPSA Program Support Staff

- ~~A. The GPSA Executive Committee or its designated representative(s) shall be empowered to interview, hire and employ the GPSA Program Support Staff. The GPSA President or Vice President and/or their designated representative (s), as well as any GPSA District Representative shall be included in the review and selection process of the GPSA Program Support Staff. In conjunction with the GPSA financial advisor, the hiring process will follow Washington State University hiring procedures.~~

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B. Duties of the GPSA Program Support Staff shall include, but are not necessarily limited to

1. Coordinating the operations of the GPSA in cooperation with the GPSA President, GPSA Vice President, and other officers. The GPSA Program Support Staff is supervised by the GPSA Financial Advisor. The Program Support Staff also receives work assignments and direction from the GPSA executive officers.
2. Exercising independent judgment in interpreting and applying rules and regulations. Prioritizing tasks as needed.
3. Providing information and advice to students, staff, program participants and/or the public regarding GPSA programs, services, policies, and procedures; recommending alternative courses of action as needed. Performing general problem solving and trouble shooting. Answering phones, receiving, assisting and referring visitors. Taking and relaying messages. Providing general customer service for students using office equipment.
4. Monitoring GPSA budget status in line with program activities; maintaining budgets; initiating corrective actions. Anticipating recurring expenditures and prepare purchase orders and related paperwork for GPSA programs and services including purchase orders for student organizations granted GPSA funds; following up on requests. Ordering, receiving, and maintaining inventory; anticipating supply needs and ensuring that supplies will be available when needed. Handling cash sales; processing and depositing funds. Assisting in the preparation of grants and grant proposals. Preparing for the annual audit.
5. Monitoring GPSA activities in accordance with set goals and within established program parameters, determining variance from program standards. Organizing, scheduling, and promoting GPSA activities in cooperation with GPSA events Committees and Executives. Monitoring and evaluating activities to determine consistency with goals.
6. Performing complex word processing tasks; using word processing, graphics, statistical software; composing correspondence, printed materials, and/or news releases related to GPSA policies, procedures, and operations; seeking approval from GPSA committees and executives on any promotional materials prior to their use; editing material for accuracy, appearance, readability, and style. Compiling and distributing information relative to GPSA activities. Attending GPSA Senate meetings; preparing and distributing minutes to all active Senators and Executives for said meetings in a timely manner. Preparing reports regarding GPSA operations.
7. Establishing and maintaining GPSA records and files including both paper and electronic documents; maintaining filing system for overall office, budget, executive officers, archives, travel grants, and other programs. Maintaining office in a neat and organized state. Recording statistical information; interpreting statistical data, historical activity reports, and other materials. Maintaining GPSA e-mail list. Picking up and distribute mail.
8. Performing complex scheduling including independently prioritizing program needs; coordinating arrangements for activities such as meetings, conferences, and banquets; scheduling appointments and meetings; coordinating schedules for executive officers; making travel and registration grant paperwork and forward in a timely manner to GPSA Travel and Registration Grant Committee. Creating letters and notifying recipients chosen by the committee.

9. Providing basic and ongoing training for new executive officers. Developing student and hourly position descriptions and advertise position vacancies in the Daily Evergreen and electronically to Human Resources. Screening applicants and make hiring decisions in association with the GPSA Executive Committee. Initiating, documenting and processing personnel and payroll paperwork. Supervising and directing the work of student employees; providing training, assigning work, and ensuring that student employees remain busy with GPSA work; ensuring satisfactory completion of work.
10. Promoting GPSA programs on campus and with organizations; may make public presentations related to GPSA programs, services, and procedures; may attend meetings and/or conferences to represent GPSA when student representatives are unable to attend; may confer with representatives of off campus organizations and agencies regarding GPSA programs and procedures.
11. Attend conferences or meetings as designee of GPSA Support Staff.
12. Attending Senate meetings and preparing meeting minutes for distribution according to deadline. Providing staff support such as creation and distribution of notification letters and award certificates for GPSA programs including travel grants, registration grants, TA Excellence, Research Expo, and Graduate and Professional Advisor Award.
13. Performing related duties as required.

Section II: Office Assistant(s)

- A. One or more students may be employed to assist with GPSA office tasks.
- B. Duties may include: word processing, typing, data entry in spreadsheets, cash handling, filing of paperwork, assisting students with use of photocopier, answering phones, preparation of purchase orders, and other clerical duties as assigned.

Section III: Other GPSA Employees

- A. The GPSA Program Support Staff, GPSA President and GPSA Vice President shall be empowered to interview, hire and employ other GPSA employees as needed. The GPSA Program Support Staff with the GPSA President or Vice President and/or their designated representative (s), as well as any GPSA District Representative shall be included in the review and selection process of the GPSA Program Support Staff. In conjunction with the GPSA financial advisor, the hiring process will follow Washington State University hiring procedures.

Article VII: SOURCES AND DISBURSEMENT OF GPSA MONIES

Section I: Funding of the GPSA

- A. The GPSA shall be funded by Washington State University student service and activities fees, gifts from the Washington State University Foundation, dividends from the Students Book Corporation as well as other sources, including business enterprises. All sources of funding for the GPSA require the approval of the GPSA Executive Committee and/or GPSA Senate.

Section II: Disbursement of GPSA Monies

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A. ~~Only~~ the following GPSA Officers or employees may initiate purchases, enter into binding contracts or otherwise disburse GPSA monies:

- ~~1. The GPSA President;~~
- ~~2. The GPSA Vice President;~~
- ~~3. The GPSA Program Support Staff; or~~
- ~~4. A designated representative of the GPSA subject to the prior approval of the GPSA Senate;~~

B. The budget of the GPSA shall be prepared by the GPSA ~~Budget Committee~~ in coordination with the GPSA Financial Advisor (Bylaws, Article V, Section III-B) and approved by the GPSA Senate.

C. All funding requests to the GPSA shall be submitted to the GPSA Budget Committee.

~~D.A. There shall be three (3) types of funding requests.~~

~~1. Affiliate funding requests.~~

~~i. Event and program funding for GPSA Affiliates. These requests shall be reviewed each Fall and Spring semester. (Bylaws, Article V, Section III-B)~~

~~2. Non affiliate funding requests.~~

~~i. Event and program funding requests for non-affiliated student and community organizations. These requests shall be considered on a first come first served basis. (Bylaws, Article V, Section III-B)~~

~~3. Emergency funding requests.~~

~~i. There are no deadlines for emergency funding requests.~~

~~ii. Emergency funding requests will only be considered when other funding options have been exhausted or when the GPSA Senate makes a special request. (Bylaws, Article V, Section III-B)~~

Section III: Right of Prior Approval of GPSA Senate to Disburse GPSA Monies

A. The GPSA Executive Officers, GPSA employees or designated representatives shall only disburse GPSA monies in accordance with the GPSA budget or with prior approval of the GPSA Senate as specified in the official minutes of a GPSA Senate meeting.

B. The GPSA President and Vice President may authorize expenditures during the summer in accordance with the approved budget (through June 30) or the proposed budget (beginning July 1).

1. An accounting of summer expenditures authorized by the GPSA President or GPSA Vice President shall be presented to the Senate by the third Senate meeting in the fall.

Section IV: Official Audit of GPSA Financial Records

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- ~~A. The financial records of the GPSA shall be subject to an annual audit by an independent auditor who shall be selected by the Washington State University Board of Regents or its designated representative.~~

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Section V: Salaries Paid to GPSA Executive Officers and GPSA Employees

1. GPSA Executive Officers

- ~~i. Salary of the GPSA President and GPSA Vice President.~~
- ~~a. The GPSA President and GPSA Vice President shall be paid a salary based on the twelve month term for the period of May 16 through May 15.~~
- ~~b. The rate will be that of a (1/2) time staff assistant at step 50 with tuition waiver and benefits package reflective of a graduate assistantship.~~
- ~~ii. Salaries of the GPSA District Representatives.~~
- ~~a. The total annual District Representative salary shall be equal to ten percent (10%) of the total annual salary paid to the GPSA President.~~
- ~~iii. Salary shall be disbursed to each active District Representative two weeks after the conclusion of the Fall and Spring semester of each academic year.~~
- ~~iii. District Representatives who do not serve a complete term will be paid on a pro-rated basis for the time they actually serve in office.~~
- ~~d. District Representatives who resign or are dismissed from their office will be paid only for their time served as a GPSA District Representative.~~
- ~~e. GPSA District Representatives will not be paid while "inactive" (Bylaws, Article IV, Section III).~~

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2. GPSA Program Support Staff and other GPSA employees

- ~~i. Salary of the GPSA Program Support Staff.~~
- ~~a. The salary of the GPSA Program Support Staff shall be set at the rate appropriate to Washington State University's pay scale for that position.~~
- ~~ii. Salaries of Other GPSA Employees. The salaries of other GPSA employees shall be set by WSU pay scale for that position.~~

Section VI: Disbursement of Travel and Registration Grant Funds.

- ~~A. The GPSA shall make monies available to two (2) travel grant funds:~~
- ~~1. the Graduate Student Travel and Registration Grant Committee and~~
- ~~2. the Professional Student Travel and Registration Grant Committee.~~

B. Disbursement of GPSA Monies to the Graduate Student Travel and Registration Grant Committee.

- ~~1. The GPSA shall make available to the Graduate Student Travel and Registration Grant Committee a portion of the services and activities fees allocated to the GPSA to support graduate student travel and registration.~~

C. Distribution of GPSA Monies to the GPSA Professional Student Travel and Registration Grant Committee.

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1. ~~The GPSA shall make available to the Professional Student Travel and Registration Grant Committee a portion of the service and activities fees allocated to the GPSA to support professional student travel and registration.~~

Article VIII: GPSA Code of Ethics and Conduct

Section I: ~~GPSA members shall perform their duties, specified or unspecified, in conformance to Washington State University Standards of Conduct for Students.~~

Section II: ~~The GPSA shall act in conformance to and grant all persons under its jurisdiction the equal protection of the laws of the State of Washington and the United States of America.~~

Section III: ~~The GPSA shall make no law, or pass any resolution restricting or enhancing the rights of any person or group on the basis of race; religion; gender; age; sexual orientation; gender expression; political ideology; national or ethnic origin; color; creed; physical, mental or sensory disability; marital status; or status as a Vietnam era or disabled veteran.~~

Section IV: ~~All official GPSA documents, records, and other written and recorded information with the exception of that involving personnel, confidential matters divulged to the GPSA Ethics Committee (Bylaws, Article V), litigation, or pending investment matters shall be made accessible to Washington State University graduate or professional students upon request. The GPSA shall furnish copies of requested information to interested students without undue delay and may not charge above cost for doing so.~~

Section V: ~~No person serving as an Executive Officer of the GPSA may be otherwise employed, either directly or indirectly, by the GPSA, without the specific approval of a majority vote of the GPSA Senate.~~

Section VI: ~~Officers of GPSA affiliated organizations may not hold executive office within the GPSA unless approved by a two-thirds majority of the GPSA Senate.~~

Section VII: ~~No member of the GPSA shall offer or use employment with the GPSA as a reward for personal service or support.~~

Section VIII: ~~No member of the GPSA shall use or offer to use their position within the organization for the purposes of rewarding supporters.~~

Article IX: AMENDMENT OF THE GPSA BYLAWS

- A. ~~The GPSA Bylaws shall be amended in accordance with the procedures outlined in the GPSA Constitution.~~

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**THE GRADUATE AND PROFESSIONAL STUDENTS ASSOCIATION
OF WASHINGTON STATE UNIVERSITY**

Bylaws

APPENDIX I — GPSA Affiliate Organizations

Article I: Statement of Purpose

- ~~A. In order to recognize Student Organizations that align with the mission and goals of GPSA, groups may apply to be awarded GPSA affiliate status.~~
- ~~B. A. Affiliate status allows for groups to have increased access to GPSA resources and influence.~~

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Article II: Requirements for Affiliate Status

- ~~All organizations wishing to obtain affiliate status must be able to demonstrate that~~
- ~~A. They are a WSU Registered Student Organization;~~
- ~~B. The majority of the membership must be comprised of GPSA constituents, and~~
- ~~C. Sponsorship for affiliate status exists from a GPSA Senator or District Representative~~

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Article III: Procedure

- ~~A. The GPSA Senate shall review and approve or reject all GPSA Affiliate requests each semester during the Affiliate Funding application process.~~
 - ~~a. Groups must reapply for affiliate status annually, regardless of previous status awards.~~
- ~~B. The GPSA Executive Committee shall review and revise the GPSA Affiliate Application process, form, and program structure annually.~~

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**THE GRADUATE AND PROFESSIONAL STUDENTS ASSOCIATION
OF WASHINGTON STATE UNIVERSITY**

Bylaws

APPENDIX II – GPSA Executive Officer Elections Procedures

(Approved February 7, 2005)

ARTICLE I: PROCEDURE FOR THE GENERAL ELECTION OF GPSA EXECUTIVE OFFICERS

Section I: Timing of the General Election of GPSA Executive Officers:

- A. The General Election of GPSA Executive Officers shall be completed no later than the second Friday of March each academic year.
- B. Completion of the election is defined as receiving the election report from the university electronic voting system and releasing the results of the election.
- C. Precise dates and times for the General Election shall be set by the GPSA Election Committee for that year in accordance with the timeline outlined in Appendix II, Article I, Section II.

Section II: Filing for the General Election of GPSA Executive Officers. Any individual running for the office of GPSA President, Vice President, or one of the eight (8) District Representative positions must file an application for candidacy.

- A. **Filing Period.** A filing period spanning ten (10) consecutive business days during February, , shall be a part of the election process for the general election of GPSA Executive Officers. The GPSA Election Committee shall be responsible for advertising the filing period in the Daily Evergreen beginning one (1) week prior and continuing through the first week of the filing period. In addition, District Representatives in conjunction with Senators shall make available to their constituents information concerning the Executive Officer positions one (1) week prior to the filing period.
- B. **Distribution and Collection of Filing Forms.** The filing forms for GPSA Executive Officer positions shall be available online and at the GPSA office. All forms must be hand delivered to the GPSA office by close of business day on the last day of the filing period. The person accepting the application shall note the date and time that the application was received.

Section III: Candidates Must Run on Tickets. Candidates for President and Vice President must belong to a jointly filed application (tandem ticket). Candidates are limited to one ticket, but there shall be no limit placed on the number of tickets allowed to run. One candidate must be involved as a GPSA Senator or GPSA District Representative for at least one academic year with the GPSA (first term GPSA Senators are eligible). All candidates must contact the GPSA office within two (2) consecutive business days for verification of eligibility. If one candidate running on a tandem ticket is determined to be ineligible for candidacy, a substitute candidate must be selected and announced within two (2) consecutive business days.

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Section IV: Executive Officer Candidate Information. Each candidate for Executive Office shall submit a written statement of no more than 500 words, providing qualification and platform information. ~~The statement must adhere to the GPSA Code of Ethics.~~ This statement must be hand delivered to the GPSA office along with all other candidate forms. The statement will be posted on the GPSA website and made available at the GPSA office.

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Section V: Executive Officer Candidate Debates. The GPSA Election Committee shall advertise and conduct an Executive Officer Candidate Debate to be held at the same site and immediately following the GPSA Senate Meeting that most immediately precedes the balloting period. Candidates will be permitted to speak for a maximum of fifteen (15) minutes. Each candidate on a tandem ticket must speak. The time and place for this event will be advertised concurrent with and in the same location as information regarding Executive Officer General Elections.

Section VI: Campaigning for GPSA Executive Office.

A. Campaign Period for the General Election of GPSA Executive Officers shall begin upon filing.

B. Definition of Campaigning. Campaigning is defined to include:

1. Distribution and posting of flyers, other printed materials, signs, or banners;
2. Announcement and advertisements via print or broadcast media;
3. Announcement and advertisements via any electronic medium including the internet;
4. Announcement and/or presentation at any formal or informal group meeting, public meeting, or forum; and
5. Any kind of public announcement or disbursement.

C. Limitations.

1. Senate meetings may not be used as a forum for campaigning;
2. No campaigning will be allowed prior to filing;
3. All campaign materials must be in accordance with WSU policy for all advertising done on campus; and
4. Candidates shall not campaign via unsolicited electronic mail, which does not include electronic mail forwarded by the departments or program coordinators.

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Section VII: Distribution of Candidate Information for the General Election of GPSA Executive Officers. The Election Committee shall post all candidate information on the GPSA website. On the last day of the filing period, the GPSA Program Support Staff will notify all departments, all Senators, and all District Representatives via electronic mail that the filing period closes at the end of business on that day. The electronic mail will include the date when candidate information is to be available on the GPSA website.

Section VIII: Balloting for the General Election of GPSA Executive Officers.

A. Balloting Period. A balloting period of two (2) consecutive business days will be held no later than the second Friday of March of each academic year.

B. Information Contained on Election Ballots. All election ballots will contain the names of both candidates belonging to each ticket standing for election to the offices of GPSA President and GPSA Vice President. The names shall be delineated in such a way that Executive tickets clearly stand as distinct units. In addition, election ballots will be customized by district to include the names of the appropriate GPSA District Representative candidates.

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~~C. Counting of Election Ballots. The election ballots will be counted electronically and reported by the university electronic voting system.~~

~~Section IX: Additional Duties of the GPSA Election Committee. The Election Committee shall:~~

~~A. Begin meeting no later than the second week of Spring semester of each academic year.~~

~~B. Present the following to the Senate for approval:~~

~~1. Dates for the filing period, campaign period, and balloting period, and~~

~~2. Detailed election procedures~~

~~C. Inform the Bylaws Committee of all challenges by candidates relating to the validity of the election procedures, balloting, or other aspects of the general election of GPSA Executive Officers. Challenges shall be received at the GPSA office no later than the close of the business day following the conclusion of balloting. Rulings made by the Bylaws Committee must be unanimous.~~

~~D. Complete any other tasks necessary to carry out the General Election of GPSA Executive Officers as requested by the GPSA Senate.~~

b)

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Constitution

THE GRADUATE AND PROFESSIONAL STUDENT ASSOCIATION OF WASHINGTON STATE UNIVERSITY
(Revised ~~April 4, 2005~~ January 25, 2016)

Article I: NAME OF THE ORGANIZATION

The name of this organization shall be the GRADUATE AND PROFESSIONAL STUDENT ASSOCIATION OF WASHINGTON STATE UNIVERSITY, herein referred to as the GPSA.

Article II: PURPOSE

The purpose of the GPSA is to work for further improvement of the quality of graduate/professional education and graduate/professional student life at Washington State University-. The GPSA shall present the interests of the graduate/professional student body to the appropriate persons and organizations.

Section I: The authority of the GPSA. The GPSA is established under the authority of the Washington State University Board of Regents.

Section II: The Exercise of ~~power~~Power by the GPSA. The authorities and powers of the GPSA shall be exercised by the GPSA Senate (Constitution, Article IV), the GPSA Executive Officers (Constitution, Article V, Section I through III), and GPSA Committees (Bylaws, Article ~~VIII~~) in accordance with the GPSA Constitution and the GPSA Bylaws.

Section III: Limits to the Exercise of Authority by the GPSA. The authority to exercise the powers of the GPSA shall be subject to such legislation and conditions as the ~~WSU~~Washington State University Board of Regents may prescribe. Notwithstanding these limits, the GPSA shall operate in accordance with the laws of the State of Washington and the United States of America-.

Article III: GPSA MEMBERSHIP

~~All~~All Pullman Services and Activities' fee paying students enrolled in the Washington State University Graduate School or a Washington State University Professional ~~School~~Program, shall be members of the GPSA (Bylaws, Article I).

Article IV: THE GPSA SENATE

There shall be a GPSA Senate whose responsibility will be to carry out the business of the GPSA in all respects. Section I: Duties of the GPSA Senate. The GPSA Senate is the legislative arm of the GPSA and shall herein be referred to as the Senate.

Section II: Voting Members of the GPSA Senate. The voting members of the Senate shall consist of the GPSA Senators (Bylaws, Article ~~IV~~III, Section ~~IV~~1), the GPSA President (Bylaws, Article ~~IV~~III, Section ~~1~~2), the GPSA Vice President (Bylaws, Article ~~IV~~III, Section ~~1~~3) and the GPSA District Representatives (Bylaws, Article ~~IV~~III, Section ~~1~~5).

Section III: The GPSA Senators. GPSA Senators will be elected by and represent the members of their graduate or professional program to serve in the Senate.

A. Terms of Office for GPSA Senators. The terms of office for all GPSA Senators shall run from the date elected to May 15 of the following year.

B. Recall of GPSA Senators. GPSA Senators may be recalled by their constituents at any time during their term of office. Recall shall be initiated upon presentation to the GPSA President (~~Bylaws, Article IV, Section I~~) a recall petition by at least one-third (1/3) of the GPSA members in that department or program. Upon receipt of the petition and verification of the signatures, the GPSA President (~~Bylaws, Article IV, Section I~~) shall appoint a member of the GPSA

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Executive ~~Committee~~Board (Bylaws, Article ~~III~~, Section ~~III~~3) to the task of supervising a recall election to be held not less than ten (10) and not more than thirty (30) days following notification of the GPSA Senator. The GPSA Senator involved in the recall shall be notified in writing at least two (2) weeks prior to the recall election.

C. Representation and Election of GPSA Senators. The representation and election of members from departments ~~or programs~~ to serve as GPSA Senators shall be defined in the GPSA Bylaws (Bylaws, Article ~~III~~, ~~Section III~~).

Section IV: The Chair of the GPSA Senate. The Chair of the Senate shall be the GPSA Vice President (~~Bylaws, Article IV, Section II~~).

A. Voting by the Senate Chair. The Chair of the Senate shall vote in the Senate only in the case of a tie.

B. Absence of the GPSA Vice President from GPSA Senate Meeting. In the case of absence of the GPSA Vice President (~~Bylaws, Article IV, Section II~~) from a Senate meeting, the GPSA President (~~Bylaws, Article IV, Section II~~) shall assume the responsibilities and privileges of the GPSA Vice President's role as Chair of the Senate for the duration of the Senate meeting from which the GPSA Vice President (~~Bylaws, Article IV, Section II~~) is absent.

Article V: THE GPSA EXECUTIVE OFFICERS

There shall be executive officers of the GPSA.

Section I: The GPSA President. There shall be a President of the GPSA.

A. Term of Office for GPSA President. The terms of office for the GPSA President shall run from May 16 of the year elected to May 15 of the following year.

B. Recall of the GPSA President. The GPSA President may be recalled by vote of the membership. Recall shall be initiated by the remaining members of the GPSA Executive ~~Committee~~ (~~Bylaws, Article V, Section III~~)Board upon receipt of a recall petition signed by twenty (20%) percent of the membership. Upon receipt of the petition and verification of the signatures, the remaining members of the GPSA Executive ~~Committee~~ (~~Bylaws, Article V, Section III~~)Board shall schedule a recall election to be held not less than ten (10) days and not more than thirty (30) days following notification of the GPSA President. The GPSA President shall be informed of the initiation to recall at least two (2) weeks prior to the recall election.

C. Eligibility, Election and Duties of the GPSA President. The eligibility, election and duties of the GPSA President shall be as defined in the GPSA Bylaws (Article ~~IV~~III, Section ~~I~~, and ~~Appendix II, Article I, Section III & IV~~2).

Section II: The GPSA Vice President. There shall be a Vice President of the GPSA.

A. Term of Office for the GPSA Vice President. The term of office for the GPSA Vice President shall run from May 16 of the year elected to May 15 of the following year.

B. Recall of the GPSA Vice President. The GPSA Vice President may be recalled by vote of the membership. Recall shall be initiated by the remaining members of the GPSA Executive ~~Committee~~ (~~Bylaws, Article II, Section III~~)Board upon receipt of a recall petition signed by twenty (20%) percent of the membership. Upon receipt of the petition and verification of the signatures, the remaining members of the GPSA Executive ~~Committee~~ (~~Bylaws, Article II, Section III~~)Board shall schedule a recall election to be held not less than ten (10) days and not more than thirty (30) days following notification of the GPSA Vice President. The GPSA Vice President shall be informed of the initiation to recall at least two (2) weeks prior to the recall election.

C. Eligibility, Election and Duties of the GPSA Vice President. The eligibility, election and duties of the GPSA Vice President shall be as defined in the GPSA Bylaws (Article ~~IV~~III, Section ~~II~~, and ~~Appendix II, Article I~~3).

Section III: The GPSA District Representatives. There shall be District Representatives of the GPSA.

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A. Terms of Office for GPSA District Representatives. The terms of office for the GPSA District Representatives shall be the same as that for GPSA Senators (Constitution, Article IV, Section III, A).

B. Recall of GPSA District Representatives. GPSA District Representatives may be recalled by vote of the membership of their district. Recall shall be initiated by the GPSA President upon receipt of a recall petition signed by twenty (20%) percent of the GPSA membership from the district represented by the District Representative in question. Upon receipt of the petition and verification of the signatures, the GPSA President shall schedule a recall election to be held not less than ten (10) days and not more than thirty (30) days following notification of the District Representative concerned. The District Representative concerned shall be informed of the initiation to recall at least two (2) weeks prior to the recall election.

C. Eligibility, Election and Duties of the GPSA District Representatives. The eligibility, election and duties of GPSA District Representatives shall be as defined in the GPSA Bylaws (Article ~~IV~~^{VIII} Section ~~III~~ and Appendix II, Article ~~15~~).

Article VI: GPSA COMMITTEES

There shall be Committees of the GPSA.

Section I: The GPSA Executive ~~Committee~~^{Board}. There shall be an Executive ~~Committee~~^{Board} of the GPSA whose responsibility shall be the day-to-day operations of the GPSA and all other responsibilities assigned to it by the GPSA Constitution (~~Article VIII, Section I, A~~) and the GPSA Bylaws (~~Article IV, Section III~~).

A. Duties of the GPSA Executive ~~Committee~~^{Board}. The GPSA Executive ~~Committee~~^{Board} shall serve as the executive arm of the GPSA and shall herein be referred to as the Executive ~~Committee~~^{Board}.

B. Membership of the Executive ~~Committee~~^{Board}. The Executive ~~Committee~~^{Board} shall consist of the GPSA President, the GPSA Vice President, ~~the Director of Legislative Affairs~~ and the GPSA District Representatives.

C. Voting Privileges on the Executive ~~Committee~~^{Board}. Each member of the Executive ~~Committee~~^{Board} shall have one (1) vote in the Executive ~~Committee~~^{Board}.

D. The Chair of the Executive ~~Committee~~^{Board}. The Chair of the Executive ~~Committee~~^{Board} shall be the GPSA President.

1. Voting by the Executive ~~Committee~~^{Board} Chair. The Chair of the Executive ~~Committee~~^{Board} shall vote in the Executive ~~Committee~~^{Board} only in the case of a tie.

2. Absence of the GPSA President from a GPSA Executive ~~Committee~~^{Board} Meeting. In the case of absence of the GPSA President from an Executive ~~Committee~~^{Board} meeting, the GPSA Vice President shall assume the responsibilities and privileges of the GPSA President's role as Chair of the Executive ~~Committee~~^{Board} for the duration of the Executive ~~Committee~~^{Board} meeting from which the GPSA President is absent.

Section II: Other GPSA Committees. Other GPSA Committees shall be formed as indicated by the Senate or its designated representative(s) or the GPSA Bylaws (Article ~~VIII~~^{VIII}, Section 8).

Article VII: PARLIAMENTARY AUTHORITY

The business of the Senate, the Executive ~~Committee~~^{Board} or other GPSA Committees shall be conducted according to Robert's Rules of Order, Revised, except as otherwise provided in the GPSA Constitution (~~Article VIII, Section I~~) or the GPSA Bylaws (~~Article II~~). All questions shall be ruled on by the Senate Chair, the Executive ~~Committee~~^{Board} Chair or the Chair of other GPSA Committees subject to a vote by the Senate, the Executive ~~Committee~~^{Board} or the other members of a GPSA Committee.

Article VIII: THE GPSA CONSTITUTION

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There shall be a Constitution of the GPSA which shall serve, in conjunction with the GPSA Bylaws as the governing documents of the GPSA and of its subsidiaries.

Section I: ~~Adoption of the GPSA Constitution. This Constitution shall be~~was adopted after it ~~has been recommended for approval to the Senate by a two-thirds~~was approved by (2/3) vote of the ~~Executive Committee, approved by a two-thirds (2/3) vote of the Senate, Senate~~ and approved by the ~~WSU~~Washington State University Board of Regents. In conformity with the adopted amendments, Board of Regents' approval will not be required for future amendments.

A. Precedence of the GPSA Constitution. This Constitution shall supersede all previous Constitutions of the GPSA.

B. Retention of Senators and Officers. Officers and Senators elected prior to or concurrently with the adoption of this constitution shall continue to hold or assume their offices, but their respective powers and authorities will be governed by this Constitution.

Section II: Amendments to the GPSA Constitution. Amendments to this Constitution may be submitted to the Senate following: a two-thirds (2/3) vote of the Executive ~~Committee~~Board or by a petition to the GPSA President signed by ten (10%) percent of the membership.

A. Voting Procedures for Constitutional Amendments. Two-thirds (2/3) of the Senate voting to support a constitutional amendment shall guarantee the submission of the amendment to the membership for ratification in an election to be held coincidentally with the GPSA General Election of GPSA Executive Officers.

B. Voting Margin for ~~approval~~Approval of Constitutional Amendments. A simple majority of the votes cast by the membership in favor of a proposed constitutional amendment in the GPSA General Elections shall constitute approval of the proposed constitutional amendment.

~~C. Adoption of Constitutional Amendments. An approved amendment to the constitution shall be subject to the approval of the WSU Board of Regents.~~

Article IX: THE GPSA BYLAWS

There shall be Bylaws of the GPSA which shall serve in conjunction with the GPSA Constitution, as the governing documents of the GPSA and all of its subsidiaries.

~~Section I: Adoption of the GPSA Bylaws. The GPSA Bylaws shall be adopted after they have been recommended for approval to the Senate by a two-thirds (2/3) vote of the Executive Committee, approved by a two-thirds (2/3) vote of the Senate and approved by the WSU Board of Regents.~~

- ~~* Precedence of the GPSA Bylaws. These GPSA Bylaws shall supersede all previous GPSA Bylaws upon their adoption.~~

~~Section II: Amendments to the GPSA Bylaws.~~Section I: Amendments to the GPSA Bylaws. Proposed amendments to the GPSA Bylaws may be submitted to the Senate ~~for approval by~~following: a two-thirds (2/3) vote of the Executive ~~Committee~~Board or by a petition to the GPSA President signed by ten (10%) percent of the membership.

A. Approval of Proposed Amendments to the GPSA Bylaws. A two-thirds (2/3) vote in favor of a proposed amendment to the GPSA Bylaws at a Senate meeting shall constitute approval of the proposed amendment.

B. Notification of the GPSA Senate of Proposals to Amend the GPSA Bylaws. Written notice of any proposed amendments to the GPSA Bylaws must be submitted to the members of the Senate prior to the Senate meeting at which the vote on the proposed amendment to the GPSA Bylaws will take place.

C. Notification of the Members of GPSA of Changes to the Bylaws. Written notice of approved changes to the GPSA Bylaws shall be submitted to the members of GPSA via electronic mail.

Article X: THE GPSA ADVISOR

There shall be an advisor to the GPSA.

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Section I: Naming as defined in Advisor, ~~The Dean of the Washington State University Graduate School~~, or a Representative designated by the Dean of the WSU Graduate School, shall serve as the advisor to the GPSA and the Senate ~~Bylaws~~.

Article XI: THE GPSA SUPERVISOR

There shall be a supervisor of the GPSA.

Section I: Naming the GPSA Supervisor. ~~The Dean of the Washington State University Graduate School~~, or a representative designated by the Dean of the Washington State University Graduate School, shall serve as the Supervisor of the GPSA.

A. Duties of the GPSA Supervisor. The GPSA Supervisor shall assist the GPSA or its subsidiaries for the purposes of processing documents related to the functioning of the GPSA, its Executive Officers and/or Senators or committees.

B. Right of Approval for the GPSA. The GPSA or its subsidiaries require the right of prior approval for the disbursement of GPSA funds by the GPSA Supervisor from any GPSA financial account.