ARTICLE I: Name
Section 1. The name of this document shall be Graduate Student Senate Bylaws.

ARTICLE II: Authority
Section 1. These Bylaws are established under the authority given in Article VI, Section 9 of the GSS Constitution. The Bylaws shall be in effect upon majority vote of the GSS.

ARTICLE III: Purpose
Section 1. These Bylaws are established to aid in further clarifications of the roles and obligations of the GSS.

ARTICLE IV: Duties of Officers
Section 1. The AGSUSF community shall have the ability and responsibility to:
   a. Voice any concerns to the GSS.
   b. Attend general GSS meeting and present during Open Forum.
   c. Serve as a voting member on GSS committees.
   d. Run for office of the GSS.
   e. Vote in all AGSUSF and GSS elections.

Section 2. There shall be outlined position descriptions that outline the commitment of each of the executive board members and the senator representatives.
   a. The GSS President shall work a maximum of eight (8) hours per week during the academic year.
   b. The Vice Presidents shall work a maximum of seven (7) hours per week during the academic year.
   c. The senators shall work a maximum of four (4) hours per week during the academic year.

Section 3. All executive board members and senator representatives shall be responsible for fulfilling the GSS mission:
   a. Strive to ensure that every voice, concern, and suggestion to improve USF is heard by addressing the needs of one’s constituents through compromise and cooperation.
   b. Communicate with campus partners to move ideas forward and to inspire progress and promote positive change in the USF community.
   c. Uphold the University’s mission and respect the Jesuit values.
   d. Fulfill the specific duties and responsibilities outlined in one’s position description.

Section 4. Minimum participation responsibilities of senator representatives shall be:
a. Attend GSS meetings and retreats.
b. Represent the needs and concerns of respective constituents.
c. Plan and coordinate a Senate initiative at least once per term for respective constituents.
d. Serve on one (1) GSS committee different than the committee of the Senator pair.
e. Meet bi-weekly with executive pair:
   President: Branch Campus Representative
   VP of Internal Affairs: College of Arts and Sciences Representatives
   VP of Treasury: School of Education Representatives
   VP of External Affairs: School of Management Representatives
   VP of Mission: School of Nursing and Health Professions Representatives
f. Hold weekly office hours at the GSS desk.
g. Attend meetings, trainings, workshops as required.
h. Attend Senate sponsored events as required.
i. Complete transitional documents at the end of term in order to pass on projects and advice to incoming senators.

Section 5. All executive board members and senator representatives may not be absent for any two (2) consecutive GSS meetings. All members will be permitted up to 2 unexcused or up to 3 excused absences per term (not to exceed 3 absences total), as approved by the VPIA.

ARTICLE V: Nominations and Elections
Section 1. The GSS shall be able to appoint representatives to vacant positions, in order to fulfill the mission and duties set forth of the GSS.

Section 2. The appointments will be conducted by the Graduate Student Senate Internal Affairs Committee in collaboration with the advisor and approved by GSS.

ADOPTION
Adopted by the Graduate Student Senate in December 2012, amended in May 2016.

EFFECTIVE DATES
2013/14 Amended in September 2013. Amended May 2014.
2015/16 Amended May 2016 to reflect updated expectations of duties for GSS officers.