By-Laws of the Graduate Professional Council

As Amended Through 04/23/2018

The following By-Laws shall govern the operations of the Graduate Professional Council (hereafter GPC) at the University of Virginia.

ARTICLE I: GENERAL POLICIES

A. Membership:

1. Each President of the below listed Graduate and Professional Schools at UVA will serve as members on GPC. The president of the school’s council is the default member; however, a proxy can be sent.
   i. Curry School of Education, Darden School of Business, Frank Batten School of Leadership & Public Policy, Graduate School of Arts and Sciences, Graduate School of Engineering and Applied Science, McIntire School of Commerce, School of Architecture, School of Law, School of Medicine, and School of Nursing.

2. Exo members: University’s Student Council Graduate Affairs Chair, Graduate Biosciences Society, and any other program within a designated graduate school.

B. Meetings:

1. The Council shall meet at regular intervals no less than three times each Spring and Fall semester. Meetings may be held during the Summer semester at the discretion of the Council.

2. Additional meetings may be called by the Chair when necessary or by petition from one-third of all voting members.

3. The Chair shall make reasonable public notice of the date, time, and location of all Council meetings and distribute an agenda to all members in advance.

C. Email Communications:

1. The Chair is responsible for updating the GPC listserv and monitoring it during their term.

ARTICLE II. BUDGET AND APPROPRIATIONS

No budget is requested.

ARTICLE III. ELECTIONS

A. Elections for Chair and Vice Chair will take place at a regularly scheduled Council meeting during the month of April. (Spring meeting)
B. Each school will be permitted one vote by the current president or proxy.

C. Upon nomination, each candidate will be allowed a reasonable amount of time to present his or her qualifications to the Council and answer questions.

D. In the event that more than one candidate is nominated for an office, the voting procedure shall proceed as follows:
   1. All candidates nominated for the position shall be asked to leave the room.
   2. Individually, candidates shall return to the room to present his or her qualifications and take part in a brief Q&A, after which he or she shall leave the room.
   3. Voting will take place through ballot and tally. The winner will be determined by a majority vote.
   4. If three or more candidates are nominated for the same position and no candidate receives a majority vote, the candidate who receives the lowest number of votes shall be eliminated and ballots cast again. This procedure shall be repeated until one candidate receives a majority vote.

Article IV: Committees

A. Committee Charters
   a. Each committee created by the Council shall be established by a typed charter to be retained by the Vice Chair. A copy of that charter shall also be retained by the leadership of that committee.

B. Creation
   a. A Committee shall be chartered by a three-fifths affirmative bloc vote.

C. Dissolution
   a. A Committee shall have no termination date but must be reauthorized by a majority bloc vote within the first month of the Fall term.
   b. If it is not reauthorized, the Committee shall be dissolved at the end of the spring semester of the current academic year.
   c. At any time, a three-fifths bloc vote may dissolve a standing committee.

D. Responsibilities & Membership
   a. The responsibilities, powers, and purview of the committee shall be clearly stated in the charter of the committee.
   b. There is no requirement for a minimum or maximum membership.
   c. The Council may modify the charter of a committee by a three-fifths bloc vote.
   d. The leadership of a Committee shall be clearly stated in the charter upon creation and leadership may be revised at reauthorization with no increased voting requirement.
ARTICLE V: SUSPENSION AND AMENDMENT

A. Suspension
   a. Any subpart of the Bylaws or the Bylaws in their entirety may be suspended for the
      length of one meeting upon a majority vote of the representatives.

B. Amendment
   a. Proposed amendments to the Bylaws must be made in writing at least a week prior to a
      scheduled meeting.
   b. Upon submission of a proposed amendment the Chair shall circulate the amendment to
      all representatives to allow for comments.
   c. The Bylaws may be amended by a majority vote of the representatives present or casting
      their vote by proxy.
   d. A representative may assign their proxy vote to any other representative. The
      representative holding a proxy must inform the chair at the commencement of a vote.