**GRADUATE COUNCIL**

University of Chicago

January 30th, 2017 7:30 p.m.

Booth School, Harper Center C-10

**AGENDA**

1. Call to order
2. Sharing Funding Stories TBD
3. UPass Discussion Cosmo
4. Election Code Votes (see exhibits IV & V) Open to Reps
5. GC Budget Reallocation (see exhibits I & II) Carlos/Jake
6. Graduate Housing Discussion Miriam & Zach
7. GC President Selection Process (see exhibit III) Megan
8. Marketing Plan Presentation Neha
9. Committee Updates VPs
10. Updates from schools, divisions, or community Anyone
11. Adjourn (to the Pub!)

**Exhibit I – Fund Reallocation Proposal**

Based on the data in the quarterly report, the GC Exec Team believes that given our current level of demand, the finance fund is relatively overfunded and that the travel and social funds are relatively underfunded. Currently, the finance funds are projected to have enough to comfortably last through the summer. The travel fund is projected to run out of money before the end of Winter quarter. Social has had to cut popular events that it had hosted in prior years to ensure they stayed within budget.

We are therefore proposing moving $60,000 from the collective finance funds (to be removed from each sub-bucket at VP discretion, based on demand) and moving $30,000 to the travel fund and $30,000 to the social committee. GC reps must vote to approve this fund reallocation for it to take effect. With these funds, the two groups are planning the following:

* Travel believes that with an additional $30,000, it will be able to continue awarding funds at its current pace through most of Spring quarter.
* Social would use an additional $30,000 to host two additional events (see exhibit II for details):
* Food truck social (a repeat event)
* End of year Grad BBQ (a new event)

All fund heads are comfortable with the proposed amounts, and believe them to be appropriate. We will continue to monitor fund demand and propose future adjustments as needed.

**Exhibit II: Proposed Social Budget (Updated)**

|  |  |  |
| --- | --- | --- |
| **Total Budget (2016-2017)** |   |   |
| Oktoberfest (September 20, 2016) | $11,231 | Completed |
| Fall Mixer (October 10, 2016) | $406 | Completed |
| Fall Pub Social (October 13, 2016) | $5,141 | Completed |
| Gargoyle Gala (November 18, 2016) | $13,462 | Completed |
|   |   |   |
| Winter Pub Social (January 12, 2017) | $4,260 | Estimate |
| Winter Social (February 24, 2017) | $18,500 | Estimate |
| 2 Parties in the Sky (April 22 & 29) | $37,000 | Estimate |
| Food Truck Social (May 2017) | $18,000 | Estimate |
| Spring BBQ on the Quads (May 2017) | $18,000 | Estimate |
| 3 Mini study breaks (hot chocolate study break, coffee and donuts study break, in winter and spring quarters) | $4,000 | Estimate |
| **Estimated Total** | **$130,000** |   |
| **\*\*Please note all estimated amounts may change\*\*** |

**Exhibit III – GC President Selection Process (Proposal)**

We are currently soliciting nominations (self-nominations included) for the position of President (or Co-President) of Graduate Council. The application is through Google Forms, is live, and a link can be found on the Grad Council website.

All applicants will be asked to draft a position statement which will be shared with all GC reps in advance of the vote to select the next GC President or Co-President. The timetable for this process (subject to be lengthened, but not shortened) is as follows:

* President applications close on 2/28
* GC reps will be given the position statements of all eligible candidates who were nominated
* GC meeting on March 4th will include time for each candidate to discuss their platform and answer questions put forward by the GC. GC reps will vote on March 4th to elect the next President or Co-Presidents.

If you have any questions, please reach out to Carlos or Jake. We are hoping to find strong candidates who can continue the success we’ve had this year!

**Exhibit IV – Election Code (Booth)**

Booth Election Code

FOR ELECTION BY DIVISIONAL OR DEAN'S COUNCIL

Article I: Candidacy Requirements:

1. In order to stand for election to Graduate Council, candidates must submit petitions declaring their candidacy to the Graduate Business Council (GBC) in advance of the election, the date of which must be publicized on Graduate Council's website.
2. All candidates for office shall be given a copy of the SG governing documents, including this Booth Election Code, and shall be informed of all material rules and regulations, upon receiving petitions for candidacy. Such information shall be posted to the Student Government and Graduate Council website(s).
3. The period of time allowed for candidates to complete their petitions shall be not less than five days, or greater than fourteen days.
	1. Petitions shall be comprised of a 150 word statement submitted to the Chair of GBC (also known as the President of GBC). The Chair shall make these statements available on the Graduate Council website.
4. Candidates wishing to run as write-in candidates must collect 2.2% of Booth's population based on the most recent Autumn Quarter Census and present them to the GBC on the day the election is to held in order to be considered for election.

Article II: Campaign Expenditures:

1. Candidates for Graduate Council shall limit campaign expenditures to $150.
2. Expenses shall be measured by their fair market value, not their actual cost. Where an item or service is donated to a candidate or given at a markedly reduced price that is not available to the general public, fair market value shall be defined as the average or usual cost to obtain the item or service in the area in which it was obtained. Otherwise, the actual price of the item or service may be considered its fair market value, at the discretion of the GBC.
3. Candidates shall keep original receipts of all campaign-related expenditures, and shall submit them to the GBC in a manner specified by the GBC.
4. Candidates may not spend beyond their respective limit. Refusal to cooperate with a request by the GBC for production of any documents or records related to campaign expenditures, or actions to purposefully mislead the GBC on this matter, may be punishable as specified in this Booth Election Code.
5. Recognized Student Organizations (RSOs) or Booth Groups may not use money allocated to them by Student Government to support the campaign of any candidate or candidate team. Campaigns are prohibited from accepting this support.

Article III: Candidate Conduct:

1. Promises of personal favors by candidates or slates attempting to gain votes may be punishable by vote penalties. ‘Personal favors’ should not be confused with exploratory conversations regarding leadership positions, platform plans, or proposed initiatives.
2. Unwarranted personal attacks are prohibited. Personal attacks are defined as attacks on a personal characteristic of a candidate that are calculated to create a negative impression of that candidate beyond the scope of the candidate’s platform or suitability for office and either:
	1. not used to support a conclusion that a candidate is unsuitable for office or has a deficient platform;
	2. weakly support such a conclusion and there exists an obvious alternative way to support that conclusion at least as well without resorting to the personal attack.
3. Defamation, defined as the alleging of probably false facts about candidates in a manner calculated to undermine their campaigns, is prohibited.
4. Behavior at GBC sponsored events incongruent with the letter or spirit of this Code to engage in a civil and respectful manner may result in removal from that event and further penalties.
5. Candidates shall adhere to the University's Student Organization Posting Policy, and any relevant interpretations as set out in the Student Government Elections and Rules Committee's Candidates Packet. Violations of this policy are infractions under this Code. For the purposes of this rule, candidates are subject to the same restrictions as RSOs except as specified in the Candidates Packet, and the relevant event is the election. The posting policy may be found here: <https://leadership.uchicago.edu/posting-policy>. The most current version of the Candidates Packet will be available at <https://sg.uchicago.edu/elections>.
6. Campaigns are expected to be conducted in accordance with all University regulations and local, state, and federal law. However, with the exception of the Student Organization Posting Policy, these laws and regulations are not incorporated into the Booth Election Code and an action that violates them is not also a Booth Election Code violation that can be adjudicated by the GBC, unless:
	1. Performing the action may benefit one's campaign or harm another campaign but candidates generally refrain from doing so because it is prohibited by law or university regulation;
	2. The action is conducted with intent or effect to benefit the violator’s campaign at the expense of another’s or to harm another’s campaign; and
	3. The GBC can conclude that the action violates the law or regulation on its face with minimal legal analysis.

Article IV: Infractions:

1. The GBC shall level an infraction against any candidate or slate found to have taken actions that violated a rule that would have led to winning votes at the expense of other candidates. Such actions include, but are not limited to, spending beyond a candidate’s imposed limit, removing the posters of another candidate, unwarranted personal attacks, or violations committed under any article of this Code.
2. Infractions shall be classified as minor, major, or disqualifying, each corresponding to a particular penalty.
	1. Minor infractions, such as limited overspending or unallowed postering, may result in a 5% deduction in overall vote total for candidates.
	2. Major infractions, such as repeated minor infractions, extreme early campaigning, or unwarranted personal attacks, may result in a 10% deduction in overall vote total for candidates.
	3. Disqualifying infractions, such as repeated major infractions or gross violations of the letter or spirit of the Booth Election Code in a manner that undermines the integrity of the election, may result in immediate disqualification from the election. If the disqualification occurs prior to the actual administration of the election, the disqualified candidate's name shall not appear on the ballot. Disqualifications shall require either a motion by the chairperson that is supported by a majority of the GBC or a motion supported by all voting members.
3. Infraction level for a given offense is determined by the discretion of the GBC.
4. For improper actions by candidates or slates that do not officially break rules, the GBC shall issue warnings towards the goal of good sportsmanship and a clean election.
5. Candidates may be held responsible for campaign-related Constitution, By-Laws, Booth Elections Code, or Candidates Packet violations committed by members of their campaign teams. A campaign team is defined as a candidate or candidates for office and those people and groups actively and/or publicly working towards the election of the candidates.
6. Write-in candidates are subject to the SG Constitution, By-Laws, Booth Elections Code, and Candidates Packet, with the exception of rules regarding petitions. Violations of these documents by write-in candidates are subject to the same penalties as rule violations by official candidates.

Article V: the Graduate Business Council Procedure:

1. The GBC shall establish a timeline for conducting its elections in accordance with this Code. Such a timeline must be made publicly available on Grad Council's website and through a school or division wide email sent no later than two weeks prior to the date of the election.
2. Allegations must be brought to the GBC within one week of the end of the relevant elections. These allegations may be brought by any student, by any student group, or by any member of the GBC or Student Government. Anonymous complaints will not be considered. Complaints will be received by the Chair of the GBC (who will post an email address to the SG and GC websites at which he or she may be reached) who will present the complaint, in its entirety, to the rest of the committee.
3. Once an official complaint has been made, the GBC will issue a formal decision pursuant to this Code.
	1. The Chair of the GBC shall respond to a complainant's request for a hearing with a scheduled time and location for such a hearing within forty-eight hours of the complaint being properly filed
	2. The Chair of the GBC shall notify the defendant of the complaint against him or her and the time and location of the hearing by twenty four hours prior to the start of the hearing.
	3. For a complaint to be properly formatted it must:
		1. Allege a violation committed under this Code and list pertinent sections of this Code
		2. Provide a statement of the events that transpired and why those actions are a violation of the pertinent sections of this Code.
		3. The Chair may, after consulting SG's Elections and Rules Committee, notify the complainant that the complaint is improperly filed and instruct the complainant to file again properly. No hearing will be held in the event of an improperly filed complaint.
4. An appeal will only be considered if significant additional information is provided with the appeal. Per the SG Constitution, the Elections and Rules Committee is the final arbiter of all elections disputes, so any appeal must be directed to that Committee. New information shall be submitted with an appeal along with a copy of the original decision to the SG Executive Committee and to E&R.
5. The complainant(s) and the defendant(s) will lodge the complaint and defend their conduct in an open meeting.
	1. If under extraordinary circumstances, and in consultation with Grad Council's staff advisor at UChicagoGRAD, the GBC members find unanimously that the nature of a particular case is such that a public complaint process would be injurious to the safety or wellbeing of either the complainant(s) or the defendant(s) or both, then the GBC may hear such complaints in a special private session called after the conclusion of its public meetings. At such a session, the Chair of Student Government's Elections and Rules Committee must be present as an ex-officio member.

**Exhibit V – Election Code (Pritzker)**

UChicago Graduate Council Representation

Pritzker School of Medicine

**Process**: Two Graduate Council representatives will selected from each entering class at Pritzker in the fall of first year, during October elections. Individuals will earn a place on the ballot via self-nomination and will be selected via the same election process used to select the Pritzker Dean’s Council representatives and Wellness Committee members for the entering class. All members of the first year class (including MSTP students) will have voting privileges and will be able to cast two votes for Graduate Council representatives. The two individuals with the most votes will be selected as the two Graduate Council representatives for that class and will be elected to serve a 2-year term that spans the remainder of the first year and the entirety of the second year. In the event of a tie, a third representative may be selected as well. All campaigning behavior shall fall in accordance with the Pritzker School of Medicine’s “Medical Student Professionalism” policies and procedures and shall be governed by these guidelines.

**Representation**: At any given time during the academic year there shall be two (or three) Graduate Council representatives from the first year class and two (or three) representatives from the second year class. Due to curricular demands, there are no active Graduate Council representatives from the third or fourth year classes at Pritzker, but the first and second year representatives are obligated to effectively represent these upper classes and to bring any concerns held by upperclassmen to the attention of the Graduate Council. Pritzker holds only one vote in Graduate Council meetings, but having 4+ representatives will help to ensure that there is always *at least* one individual available at any given meeting to cast our vote and will help to ensure better representation of our diverse student body. It is custom for the second year representatives to teach the incoming first year representatives about the Graduate Council, their role within it as well as the nature/extent of their various obligations.

**Activities**: Our main role as representatives is to attend the biweekly Graduate Council meetings as well as the monthly meetings of the Pritzker Dean’s Council and to report to the Dean’s Council about the activities of the Graduate Council: budget issues, upcoming social events, happenings at the university etcetera. Additionally, the Graduate Council representatives have the ability to take on additional roles: serving on one of the executive or ad hoc committees of either the Graduate Council or the UChicago Student Government (SG). Representatives may also volunteer to assist with Graduate Council programming, to review graduate student applications for funding from the Travel Fund, or participate in working groups that form from time to time with the goal of evaluating and ultimately tackling specific issues facing graduate students. As Pritzker’s representatives to the Graduate Council, we also act as messengers to the Pritzker student body – communicating details regarding the overall role of Graduate Council in medical student life as well as information about specific programming and opportunities to get involved. We largely communicate this information via official class mailing lists and Facebook groups.