3-23-2013

GPSA Student Council Meeting, 3/23/2013

Graduate and Professional Student Association

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ELECTIONS FORUM
- Presidential Candidates Q&A
- Council Chair Candidates Debate

COUNCIL BUSINESS
I. Roll Call

II. Opening Business
A. Approval of the March agenda
B. Approval of the February minutes
C. Media & Gallery

III. Guest Speaker
A. Joseph Suilmann - Communications Liaison, Office of the Provost

IV. Officer Reports
A. President’s Report
B. Council Chair’s Report

V. Action Items
A. Standing Committees
   1. Legislative Steering Committee
      a. LSC Report
      b. LSC Business
         1. SR-13-002: Amendment to Teaching Assistant Contracts
      c. Discussion Item
         1. SL-13-003: Student Publications Board Funding
   2. Legislative Finance Committee
      a. LFC Report
      b. LFC Standing Rules Revision
      c. LFC Business
         i. SA-13-016: Beta Alpha Psi
         ii. SA-13-017: Philosophy Graduate Student Association
         iii. SA-13-018: Economics Graduate Student Association
         iv. SA-13-019: NALSA
         v. SA-13-020: Associated Graduate Business Students
         vi. SA-13-021: Muslim Student Association
         vii. SA-13-022: International Medical Delegation: Brazil

B. 2013-2014 GPSA Budget Approval

VI. Discussion Items
A. Grants Code Revision

VII. Executive Committee Reports

VIII. Closing Announcements

IX. Adjourn
Meeting Called to order at 9:10  
Presiding: Kris Miranda  
Recording: Saliha Qasemi  

I. Roll Call – 25 members present  

II. Opening Business  
A. Approval of the February agenda  
Motion made to approve February Agenda by Vicky Wood, seconded by Timothy Sipp  
Discussion: None  
Motion passes unanimously  
B. Approval of the January minutes  
Motion made to approve by Timothy Sipp, seconded by Vicky Wood  
Discussion: None  
Motion passes unanimously  
C. Media & Gallery  

III. Officer Reports  
A. President’s Report  
Lobby: Lobby committee is asking STEM field graduate students for their help with the session, there are only 3 weeks left, and any support would be appreciated.  
Student Support and Advocacy: in partnership with OGS through the $200,000 awarded by president schmidly, GPSA is creating 5–10 new assistantships this semester, with more planned for next fiscal year. 26 applications were received for the first cycle. Survey revealed that GPSA members wanted us to use these funds through a fall and spring cycle. Next Application cycle will be late April or early May. If you have any questions about the next cycle please contact the GPSA office  
GSF: this cycle closed yesterday, there were extra outreach steps taken to outreach to north campus via flyering, unfortunately it was discovered that after converting to lobo mail, the GPSA members on North campus were not receiving e-mails on the graduate student list serve through OGS.  
SFRB: The committee has not yet issued its preliminary recommendations. Last year the policy was changed after mediation through GPSA and ASUNM, at this time, all recommendations must be made through a super majority.  
Elections: If anyone who is interested in the GPSA presidency they may contact Marisa, and ask questions as well as shadow her in order to get an idea for the position. Please email, call, or text President Silva at 575–649–7381.  

B. Council Chair's Report  
Elections: Council members should consider running for Council chair. The chair works closely with some Vice Presidents of the University and for more information contact kris.gpsa@gmail.com  
ASUNM Resolution on Chick-fil-A: This issue will be voted on by the SUB Board this upcoming Wednesday, this is an open meeting and anyone can come to speak during media and gallery  
Upcoming Legislation: The chair will be working on finance legislation restoring regular funding to the student publications board.
IV. Action Items

A. Spring 2013 Council Clerk Appointment: Saliha Qasemi (Management)
   Representative Wood moved to approve Saliha Qasemi as Council Clerk
   Seconded by: Representative Rush
   Motion Passes Unanimously

B. Elections Timeline
   Elections Committee Chair Ioan Belovarski: Due to complications in the timeline
   requirements of the Elections Code the chair is moving to move the lobo advertisement
   date to march 8th, to change the schedule so we can be in line with the bylaws.
   Maria Corral moved to move the Lobo Candidacy announcement advertisement to
   March 8th, moved by maria corral, seconded by melissa, Motion passes
   unanimously

   If you wish to vote in the council chair election you must be credentialed by March 25th.

   Currently the committee has $2000, and plans to spend $800 on a full page advertisement in the
   lobo the day before the election. The committee will be asking to use these funds on equivalent
   forms of advertising and has submitted a budget revision reflecting this.

   Deadline for candidacy is the 6th of march, the candidacy forms are available on the GPSA
   website on the Elections page.

C. Standing Committees
   1. Legislative Steering Committee
      a. LSC Report
      b. LSC Appointments
      c. LSC Business
         1. SL-13-001: Grants Code Revisions
            Representative Halpin moved to approve grants code revisions.
            Seconded by: Representative Wood
            Motion Passes Unanimously
         2. SL-13-002: Elections Code Revisions
            Representative Rush moved to pass elections code revisions.
            Seconded by:
            Motion Passes Unanimously

   2. Legislative Finance Committee
      Point of personal Privilege by Representative Turk to go to Committee of the
      Whole for review of the Appropriations.
      a. LFC Report
         Committee has completed budget workshops and hearings will be held,
         tomorrow, wednesday and next saturday. the schedule is posted online
         and has been sent to applications.
      b. LFC Business
         i. SA-13-009: ALPFA
            Representative Wood moved to pass SA-13-009 at EFC
            recommendation
            Seconded by: Representative Sipp
            Motion Passes at $2,156
Nay: none
Abstentions: Representative Turk

ii. SA-13-010: English Graduate Student Association
Representative Rush moved to approve SA-13-010 at EFC recommendations
Seconded by: Representative Sipp

Motion Passes at $1,577
Nay: 1 - Flannigan
Abstentions: - Turk

iii. SA-13-011: International Medical Delegation: Brazil
Representative Sipp moved to approve EFC recommendations.
Seconded by: Representative Sipp

Rep Sipp moved to amend SA-13-011 asking to change cut bus gas and per diem by 50%.
Seconded by: Representative Wood

Superseding Motion: Representative Rush moved to table SA-13-011 and send it back to LFC for discussion.
Seconded by: Representative Berghmans

Motion Passes -- Appropriation TABLED
Nay: Representative Sipp
Abstention: Representative Turk

iv. SA-13-012: GPSA Council
Representative Sipp moved to approve SA-13-013
Seconded by: Representative Rush
Motion Passes at $2,635
Nay: 0
Abstentions: Representative Turk

v. SA-13-013: Philosophy Graduate Student Association
Representative Wood moved to to adopt LFC recommendations with an amendment to the honorarium, increasing honorarium to $250.
Seconded by: Representative Halpin

Motion Passes at $451.
Nay: Representative Sipp
Abstentions: 1 - Representative Turk

Representative Sipp moved to allow maximum hotel stay of $75 per day for the speaker hotel stay
Seconded by: Representative Berghmans
Motion Fails
Aye: 1
Abstentions: 6 (representative Turk)

Note: Representative Rush & Sipp asks LFC to please revisit the definition for an honorarium.

vi. SA-13-014: Political Science Graduate Student Association
Representative Halpin moved to adopt LFC recommendation with an amendment to increase honorarium to $250.
Seconded by: Representative Sipp
Motion Passes at $321
Nay: 0
Abstentions: 2

vii. SA-13-015: Women in the Academy
Representative Sipp moved to pass SA-13-015 at LFC recommendation.
Seconded by: Representative Lerner
Motion Passes at $106
Nay: 1 - Representative Muldoon
Abstentions: 1 - Representative Turk

Motion to approve LFC motions as a whole made by representative Sipp, seconded, abstained by Representative Turk, Motion Passes

D. Emergency Joint Resolution SR-13-001: In Support of SFRB Fee Recommendations
Representative Biel moved to accept Resolution SR-13-001.
Seconded by: Representative Galanis
Motion Passes Unanimously

Note: for questions about SFRB please e-mail Representative Rush at mrush@unm.edu

V Discussion Items

VI. Executive Committee Reports

VII. Closing Announcements

VIII. Adjourn
Amendment to Contracts of those Graduate Students Teaching a Class

WHEREAS graduate students are a valuable resource for augmenting department teaching shortfalls

WHEREAS graduate students are trusted as instructors of record

WHEREAS graduate students taught 40% of UNM 100-200 level undergraduate courses in 2010 [waiting on OGS for updated numbers]

WHEREAS graduate students frequently rely on these teaching contracts for their income

WHEREAS graduate students have to budget their semesters in advance

WHEREAS the contract to teach a class presupposes advance preparation to do so

WHEREAS this preparation has to be completed before the start of the semester

WHEREAS this preparation is time-consuming

WHEREAS departments require submission of full syllabi and textbook orders before the semester commences and before it is clear whether the respective classes will reach minimum enrollment

WHEREAS advance preparation of lesson plans is necessary over and above submission of syllabi and textbook orders

WHEREAS classes that do not reach minimum enrollment can, and have been cancelled hours before the class was to have commenced

WHEREAS such cancellation leaves the graduate student scrambling for alternative funding

WHEREAS such cancellation, as per the contract, currently explicitly elides any compensation for the advance preparation for that class

THEREFORE BE IT RESOLVED that the Office of Graduate Studies Assistantship Form be amended to take these considerations into account

BE IT FURTHER RESOLVED that student instructors be compensated for their advance preparation at a flat rate to be predetermined by OGS and representatives of the UNM administration in consultation with GPSA representatives
BE IT FURTHER RESOLVED that student instructors will hand in their advance preparation to their departmental graduate adviser by the advertised starting date of the class.

FINALLY BE IT RESOLVED that a copy of this resolution be sent to the Board of Regents, University President Robert Frank, Provost Chaouki Abdallah, Dean Julia Allred Coonrod, the Office of Graduate Studies, Payroll, all academic department heads, GPSA President Marisa Silva, and GPSA Council Chair Kris Miranda.
ANNUAL GPSA FUNDING TO THE UNM STUDENT PUBLICATIONS BOARD

Short Title: Student Publications Board Funding

Legislative Action:
Introduced by: Kris Miranda, GPSA Representative to Student Publications Board
1st Reading: 1 March 2013 Referred to: Legislative Steering Committee
2nd Reading: Committee Action: Approved 2-0-0
3rd Reading: Council Action: ______________________

Executive Action:
☐ Approved

GPSA President Date

☐ Unsigned by the President on this _____ day of __________ 2013. Bill automatically becomes law.

GPSA President Date

☐ Vetoed:

Legislative Response:
Veto override vote taken: Senate Action:__________________________

BE IT ENACTED by the Graduate and Professional Student Association of the University of New Mexico that the following be amended in the Finance Code of the GPSA Bylaws:

Code VII: Finance Code

1
2
3  Section 2, General Fund, Subsection B.4
4  ADD Subsection B.4.c
5  c. No less than one percent (1%) and no more than one-and-a-half percent (1.5%) of the total GPSA budget shall be allocated to the UNM Student Publications Board, to be distributed between Best Student Essays and Conceptions Southwest as the Student Publications Board deems appropriate.
RATIONALE:

Each year, a portion of student fees collected by the Associated Students of the University of New Mexico (ASUNM), the undergraduate student government, is earmarked for the Student Publications Board. *Best Student Essays* (UNM’s student nonfiction magazine, published each semester) and *Conceptions Southwest* (UNM’s student literary magazine, published once a year) each receive $6,400 from this pool. The GPSA President can appoint a representative to the Student Publications Board each academic year. The Board oversees and assists the operations of both magazines (as well as the *Daily Lobo*), and hires their editors each spring.

(Full disclosure: I was published in the spring 2011 edition of BSE and worked on the BSE staff as a copy editor in the 2011-2012 academic year, and one of my cohort-mates in the philosophy department was published in the fall 2012 edition.)

Until a few years ago, GPSA, like ASUNM, earmarked a portion of its fees for BSE and CSW. I have been unable to determine if this was written into GPSA’s old governing documents, prior to major 2011 rewrites of both the Constitution and Bylaws, or if some other arrangement was in place, but I have been able to confirm with 2008-2009 GPSA President Christopher Ramirez that his administration funded Student Publications.

While the $6,400 from ASUNM covered the majority of operating costs for BSE and CSW in the current academic year, each also had a $1,350 shortfall (in budgets upward of $7,000 (BSE) and $8,000 (CSW)), and requested GPSA Council appropriations funding in that amount.

The ratio of $1,350 to $6,400 is significantly lower than the ratio of graduate to undergraduate students at UNM, so the Executive and Legislative Finance Committees of GPSA agreed that the appropriations requests were appropriate, and Council approved the funding. If this addition to the Bylaws is approved, the Student Publications Board will not need to submit appropriations requests in the future.

Both BSE and CSW employ graduate students and publish graduate student work (though not necessarily every year), and BSE was founded by a graduate student. These publications are an important part of the fabric of the UNM community, and provide opportunities for interdisciplinary collaboration between students, which is relatively rare at the graduate level. It is in the interest of GPSA to support such collaboration and to help provide opportunities for its constituents to publish early work, and to get editing and service experience on the magazine staffs. A student fee investment aids these goals, and might also encourage more graduate students to submit their writing, or to apply to work as editors. Both magazines’ editors-in-chief receive stipends.

One percent of the projected 2013-2014 GPSA budget is $2,930.
One-and-a-half percent is $4,395.

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1 6,211 grads and 19,368 undergrads, as of the February 2012 enrollment report.
GPSA Legislative Finance Committee Standing Rules

Section 1. Membership

I. All committee members shall be selected in accordance with the GPSA Constitution and Bylaws.
II. At the first Legislative Finance Committee (LFC) meeting of the session a LFC Vice-Chair shall be chosen by the LFC.
   A. The LFC Vice-Chair shall serve as the LFC Chair in the LFC Chair’s absence.
   B. The LFC Vice-Chair shall be responsible for the recording of minutes.
   C. The LFC Vice-Chair shall assist in other duties as agreed to with the LFC Chair.
III. Each member shall be entitled to one (1) vote.
IV. Proxy voting will be allowed with a written statement of recommendations.
V. Alternate Council Representatives can be voting members of the Committee

Section 2. Meeting Schedule

I. The Legislative Finance Committee shall pass adopted standing rules as the first item of business at its first regular committee meeting and the adopted standing rules will be forwarded to the Full Council for Approval. Until adopted by the Council, standing rules are only tentatively approved.
II. Regular meetings will be held at least six (6) academic days before regularly scheduled monthly Council Meetings.
   A. Notice of meeting location, change in meeting time, or additional meetings will be posted on the GPSA website.
III. Quorum will consist of two-thirds (2/3) of the committee’s membership as appointed by the Council Chair.

Section 3. Authority

I. The authority of the LFC is granted through the discretion of the Council and the laws of GPSA.
II. Funding allocations must comply with University Policy and GPSA laws.
III. These LFC Standing Rules are applicable to all funding allocations. The Standing Rules may be lifted under exceptional circumstances and after careful review by two-thirds (2/3) vote of the LFC and, subsequently, the GPSA Council when the allocation is voted on.
IV. The parliamentary authority shall be Roberts’ Rules of Order, or that of the GPSA Council should there be a discrepancy.
   A. The LFC may enact changes to the parliamentary authority should they choose to do so.
V. The LFC Chair shall have all authority to conduct meetings and enforce parliamentary authority.

Section 4. Regular Meetings

I. Each organization requesting an appropriation should be present at either the EFC or LFC hearing for their appropriation in order to be allocated funds.
   A. At least one (1) graduate or professional student should be present at their scheduled hearing in order to be eligible for funding.
GPSA Legislative Finance Committee Standing Rules

B. Any organization may apply again for an appropriation if they miss their scheduled hearing.

II. Appropriation Presentations:
   A. Each organization will be allotted a five (5) minute speaking time to present their appropriation request to the committee.
   B. Deliberations.
      1. Reductions, increases, or other alterations to the request may be made.
      2. Deliberations are restricted solely to the committee.
   C. The committee will not be able to make additional changes to appropriations outside of the specified deliberation period.

III. Sample Agenda
   I. Opening
      A. Call to Order
      B. Roll Call
      C. Approval of Agenda
      D. Approval of Minutes
   II. Preliminary Business
      A. Gallery & Media
      B. Executive Finance Report
      C. Chair Report
         1) Budget Revisions
   III. Business
      A. Old Business
      B. New Business
         1) Appropriations
   IV. Closing
      A. Committee Member Comments
      B. Committee Chair Comments
      C. Adjournment

Section 5. Funding Restrictions

I. Advertising – The maximum allocation for advertising will not exceed $100.00.
II. Computer Costs – The maximum allocation for computer costs will not exceed $500.00.
III. Computer Supplies & Printing – The maximum allocation for computer supplies and printing will not exceed $150.00.
IV. Conference Fees – The maximum allocation for conference fees will not exceed $400.00 total; the maximum per student will not exceed $100.00 per organization per conference.
V. Copying Services – The maximum allocation for copying services will not exceed $100.00.
VI. Dues & Fees – GPSA will not fund dues and fees to an external organization.
VI. VII. Educational Supplies & Subscriptions – The maximum allocation for educational supplies will not exceed $350.00.

VII. VIII. Food/Refreshments

A. The maximum allocation for food/refreshments for an event will not exceed $200

   I. This limitation can be overridden with a 2/3 vote from the EFC or LFC.

IX. Honorarium refers to payment to an individual of special achievement or renown who is willing to visit the university and participate in an event for a short duration of time. This type of payment is not intended to pay an individual for services, but rather as a token of appreciation. UNM Staff and Faculty cannot receive honorariums per UNM policy. — The maximum allocation for honorarium(s) will not exceed $175.00 total. Note: Travel and lodging will not be funded.

VIII. X. Professional Services refer to the cost of professional services provided by an outside, non-campus source, such as speaker fees, equipment maintenance, DJs, security, entertainers. The maximum allocation for professional services will not exceed $250.00. Honorarium and professional services may not be requested for the same individual.

XI. XII. Office Supplies – The maximum allocation for office supplies will not exceed $100.00.

A. Office supplies only include unexpected need or those associated with an event. Other office supply requests must go through the Spring Budget Cycle.

XII. Travel –

A. Limit of two (2) graduate and/or professional students funded per organization per travel event.

   1. Groups must provide rational for the number of students traveling and extent of benefit this travel has for the entire student body.

   2. This limitation can be overridden with a 2/3 vote from the EFC or LFC.

B. Per Diem, to include food and lodging, will not exceed $75.00 per person per day with travel days to taken into consideration when applicable with a maximum allocation of $525.00 per person.

C. Driving will be funded at a maximum of twenty-five cents ($0.25) per mile. Mileage allocation will be limited to one (1) automobile per event.

D. Airfare will be funded at a maximum of seventy percent (70%) in economy class with a maximum allocation of $500. A printed airline estimate MUST be provided at the group’s hearing.

XI. XIII. OTHER RESTRICTIONS

A. GPSA shall only allocate funding in whole dollars; all requests must be rounded to the nearest whole dollar.

B. Any physical equipment, office supplies, or educational materials/subscriptions purchased with GPSA funding must be stored at UNM, available to the organization and its members, when not being used for purposes of the organization on or outside of UNM.
GPSA Legislative Finance Committee Standing Rules

C. Funding for events shall be funded as separate line items with, at the discretion of the LFC, optional sub-line items independent of restrictions set forth in the LFC Standing Rules.

Section 6. Budget Process

I. Requirements
   A. The GPSA Budget Process shall follow all stipulations set forth in the GPSA Bylaws.
   B. The Committee shall follow the LFC Standing Rules in the Budget Process.

II. Appropriations
   A. All appropriation requests must be received by the GPSA office or be sent electronically to the GPSA email address on the appropriation form no later than 5:00 p.m. on the first Friday after the prior GPSA Council Meeting, unless otherwise specified.

III. Budget Revisions
   A. All requests for budget revisions must be received by the Student Government Accounting Office (SGAO) in the Student Activities Center (SAC).
   B. The Legislative Finance Chair and Executive Finance Chair shall receive and review all budget revision requests.
   C. Budget Revisions will be either approved, denied, or approved with changes or stipulations once the EFC Chair and LFC Chair have agreed on the revision.
   D. If the EFC Chair and LFC Chair do not agree, each will consult their committees for recommendations.
   E. If an agreement is still not reached, the Council Chair shall make the tie breaking vote.
   F. The EFC Chair or LFC Chair shall sign off on Budget Revisions within two (2) academic days of agreed action.

IV. Annual Budget
   A. The timeline, requirements, presentation specifics, and application will be compiled into a ‘GPSA Budget Packet’ by the Legislative Finance Chair in consultation with the Executive Finance Chair and SGAO.
   B. The GPSA Budget Pack shall be accessible in the GPSA Office, GPSA website, and SGAO no later than the end of the first full academic week of the Spring Semester as in accordance with the GPSA Bylaws.

Section 7. Minutes

I. Minutes shall be taken for each regularly scheduled meeting, emergency meeting, budget hearing, and during budget deliberations.

II. Recording and Distribution
   A. All minutes shall include:
      1. Time and location the meeting was called scheduled and called to order.
      2. Who was presiding over the meeting, the Committee members present and absent, as well as any names of gallery and media that address the Committee.
GPSA Legislative Finance Committee Standing Rules

3. Minutes will follow template based on agenda.
4. The Committee Member who entertains a motion and the vote of the motion.
5. The final dollar amount allocated or revised for each line item and any stipulations or conditions set by the Committee.
<table>
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<tr>
<th>request</th>
<th>EFC Recommendation</th>
<th>Rationale</th>
<th>LFC Recommendation</th>
<th>Rationale</th>
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<td><strong>International Medical Delegation: Brazil (SA-13-015)</strong></td>
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<tr>
<td>Travel - Airfare (1 student)</td>
<td>$500.00</td>
<td>No change, per standing rules</td>
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<td>Travel - Per Diem (17 days at $75/day)</td>
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<th>LFC Recommendation</th>
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<td><strong>Beta Alpha Psi (SA-13-016)</strong></td>
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<td>Travel - Per Diem (4 students, 4 days, $75/day)</td>
<td>$1,200.00</td>
<td>Reduce to reflect per diem for 2 students</td>
<td>$600.00</td>
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<td>Travel - Mileage (2 cars - 448 miles at .25/mile)</td>
<td>$996.00</td>
<td>Reduce to reflect one car, .25/mile</td>
<td>$224.00</td>
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<td>Conference Fees ($85/student x 4 students)</td>
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<td>Reduce to reflect fees for 2 students</td>
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<th>Rationale</th>
<th>LFC Recommendation</th>
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<td>Copying Services</td>
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<td>Deny, rationale not appropriate for line item</td>
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<th>Rationale</th>
<th>LFC Recommendation</th>
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<tr>
<td>Event (standard cost &quot;Geeks Who Drink&quot;)</td>
<td>$300.00</td>
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<tr>
<td>Event - Banquet Room</td>
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<td>Event - Equipment</td>
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<td>Food and Refreshments (10/person x 50)</td>
<td>$500.00</td>
<td>Reduced, as per standing rules</td>
<td>$200.00</td>
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## GPSA Spring 2013 Budget

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### GPSA Budget (Anticipated Revenue 13-14)
- $293,000.00
- Less: 5% Unallocated - Remains in General Available for Budget Process
  - (14,650.00)
- Less: Reserved for PB Funds 40%
  - (117,200.00)
- Less: Reserved for ST/SRAC Grants
  - 10% minimum
- Less: ST Endowment
  - $5,000 per bylaws
- Less: SRAC Endowment
  - $5,000 per bylaws
- Available for Organizations Above
  - $161,150.00

*Highlighted above - no more than 10% combined*