

# IOWA STATE UNIVERSITY

## Graduate & Professional Student Senate

### **SENATE ORDER S12-04** **SENATE MEETING January 30, 2012**

- TITLE:** Call for Proposals for Graduate Student Improvements in Success and Overall Experience
- WHEREAS:** Graduate and Professional students are closest to their departments and overall experiences, which provide an opportunity to recognize specific areas of improvement for that discipline, and
- WHEREAS:** Graduate and Professional student led initiatives may be better received than an administrator led initiative to address these needs, and
- WHEREAS:** These graduate and professional student led initiatives could strengthen and/or compliment current department initiatives for graduate student success, and
- WHEREAS:** The purpose and intention of the Graduate and Professional Student Senate is to advocate the needs for a successful graduate and professional student and to ensure that the policies and initiatives being set forth at the University are benefiting to the graduate student body, and
- WHEREAS:** The Graduate and Professional Student Senate receives part of graduate and professional students' activity fee in order to support our purpose and intention as a senate. However, the senate has accumulated a surplus of approximately \$30,000 that is not serving the intention of those student fees, and
- WHEREAS:** To ensure that this accumulated surplus is spent down responsibly and effectively to serve the graduate and professional students, be it therefore
- ORDERED:** That the attached call for proposals be sent to graduate and professional students at Iowa State University, program DOGEs, Graduate College and graduate department secretaries, let it be further
- ORDERED:** That the Proposal Exploration Committee review the proposals and submit a funding bill related to these proposals.

Sponsors:

KLEINHEKSEL, C.

DALLUGE, D.

KAHL, E.

HAUSER, C.

ANDERSON, A.

IOWA STATE UNIVERSITY  
Graduate & Professional Student Senate



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Erica Smith, President



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Benazir Fateh, Chair of the Senate

APPENDIX: Call for Proposals

PASSED

# IOWA STATE UNIVERSITY

## Graduate & Professional Student Senate

### Call for Proposals

The purpose and intention of the Graduate and Professional Student Senate (GPSS) is to advocate the needs for a successful graduate and professional student and to ensure that the policies and initiatives being set forth at the University are benefiting to the graduate student body. We are calling for proposals to improve graduate student success and overall experience.

GPSS receives part of each graduate student's activity fee in order to support our purpose and intention as a senate. Using a portion of these collected funds, proposals will be funded for a maximum of \$2000 to start up a proposed plan. Thereafter the proposed plans need to be self-sustaining by either generating funds for continued operation or through other continuing supporting sources.

Proposals must come from an established graduate and professional student organization, or will apply for student organization recognition by Spring 2012 ([http://www.sac.iastate.edu/en/clubs\\_and\\_organizations/](http://www.sac.iastate.edu/en/clubs_and_organizations/)). Additionally a statement of support for the proposal from the DOGE or department representative /program sponsor is required. Proposals supporting or complementing existing department / program initiatives are encouraged, however not required.

Proposals need a clearly defined problem and solution. Describe the problem thoroughly, including severity of need and urgency, while providing any applicable comparisons to other departments, programs and/or universities. Solution steps should be reasonable and articulate a well thought out process with timeline to reaching the stated goal(s) while justifying all line-item expenses in the budget. Include the estimated number of graduate and professional students impacted by the proposal, as well as the methodology of how that number was arrived at. Provide evaluation metrics on how impact and success will be measured. Give reasonable justification of why success / results are expected.

All proposals will be evaluated by the GPSS Proposal Exploration Committee and the committee's recommendations on at most ten (10) proposals will be passed to GPSS. Proposals without a detailed budget of line-item expenses and funding sources will not be considered. Additionally proposals not adhering to the five (5) page, 12pt font, 1.5 line-spaced limit (including the budget, but not including the ONE required proposal support letter) will not be considered. Funding, if any, will ultimately be put up to vote for the entire GPSS body.

#### **Timeline:**

Call for proposals published - January 31, 2012

Complete proposals submitted - March 9, 2012

Announcement of proposal funding - April 20, 2012

Student Organization recognition required by – April 20, 2012

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## Graduate & Professional Student Senate

Submit questions via email to [gpsspresident@iastate.edu](mailto:gpsspresident@iastate.edu)

Submit complete proposals in hard-copy to the GPSS office, Office C, West Student Office Space, Memorial Union. An electronic copy must be sent to [gpsspresident@iastate.edu](mailto:gpsspresident@iastate.edu) to serve as a timestamp for when the proposal was submitted. See the following checklist to confirm the proposal is complete prior to submitting.

- Proposal has a title
- Proposal is self-sustaining
- Proposal defines a problem and solution impacting graduate student success/experience
- Proposal justifies why success/results are expected
- Proposal has a detailed budget with line-item expenses and funding sources
- Proposal is no more than five (5) pages
- Proposal has at least 12pt font with at least 1.5 line-spacing
- Proposal has ONE letter of support (do not include when counting pages)
- All above materials are sealed inside of an envelope with “GPSS Proposal Exploration Committee” written on the outside