

# Budget Timeline and Cleanup

Graduate and Professional Student Assembly  
OF THE  
University of Pennsylvania

GA/45/RES/6  
A/Const/45/Amend.1  
EB/BYL/45/Amend.1  
A/SR/45/Amend.1  
GA/45/BILL/7/R.0  
GA/C.D/45/M/1/R.1

Adopted November 29, 2023  
by a vote of 50 yes, 0 no, and 0 abstaining

**Abstract**

The Drafting Committee was constituted by the GAPSA General Assembly on March 15, 2023. This report was prepared over the summer and fall, incorporating the previous report of the Drafting Committee, GA/C.D/44/M/3, recommended amendments to the GAPSA Constitution discovered upon the committee’s work compiling the most recently adopted set of amendments, and memorialization of changes to the budget process. This Bill is the first part of three of the committee’s report.

These constitutional amendments align the budget timeline; modify the schedule for elections; clarify notice requirements, apportionment, the Executive Board Bylaws amendment procedure, the Deputy Director for Revenue role description, conflict of interest rules, the appointment of the Drafting Committee chair; streamline rules of procedure; and fix errata.

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**RESOLVED**, *by the Graduate and Professional Student Assembly of the University of Pennsylvania,*

**Section 1.** That the amendments in this instrument are applied sequentially and take effect simultaneously, even if this instrument is divided and voted on in separate questions at the same meeting; all punctuation included quotes is literal and interpreted as the content of the quote, not as part of the enacting sentence;

**1 Budget Timeline**

**Section 2.** That Articles VIII(A)(1) and VIII(A)(2) are substituted by the following:

“(1) Budget Process

“(a) Vice President for Finance shall, with the advice of the Committee on the Budget, on or before December 1, present a proposed budget Bill for the next academic year. Upon approval by majority vote of the General Assembly, this becomes the preliminary budget.

“(b) Vice President for Finance shall, on or before March 1, present a second proposed budget Bill, based on the preliminary budget. Upon approval by majority vote of the General Assembly, this becomes the provisional budget.

“(c) Prior to the second regular General Assembly meeting of the fall term, the Vice President for Finance shall re-present the identical provisional budget (save for secretarial corrections authorized by the form of the budget). Upon ratification by majority vote of the General Assembly, this becomes the final budget. The provisional budget cannot be amended before its ratification, though the General Assembly may reject it and instruct the Vice President for Finance to prepare and present a new budget to be ratified by the General Assembly.

“(2) The full text of any budget Bill must be distributed with ten (10) days’ notice before the final vote and any allowed amendments thereto require a three-fourths vote with ten (10) days’ notice of their full text. No GAPSAs funds may be spent after the second regular meeting without General Assembly ratification of the budget.

” *provided, the amendments in this section take effect for the 2024–25 academic year, and are followed as closely as possible for the 2023–24 academic year.*

**Section 3.** That Article VI(A)(1)(c)(1)(a) is amended—

(a) by striking out “and spring terms” and inserting “term”;

(b) by striking out “provisional”;

(c) by striking out “in the spring”;

## 2 Election Timeline

**Section 4.** That Article IV(A)(1)(a) is amended by striking out “at the antepenultimate regular meeting of the spring term” inserting “in the spring term, no later than the antepenultimate regular meeting”;

## 3 Minor Changes

### 3.1 Simplification

**Section 5.** That Article II(A)(3) is amended by striking out “The results of any review of the apportionment of seats in General Assembly shall take effect on May 1 of the year in which the review was conducted.” and inserting “The reapportionment shall take effect on May 15.”;

**Section 6.** That Article II(A)(3) is amended by striking out “For purposes of apportionment only, students shall be divided into three categories: professional students, research students, and students who are IDEAL constituents.”;

**Section 7.** That Articles II(E)(4) and II(E)(6) are stricken out and the remaining paragraphs in Article II(E) are redesignated appropriately;

**Section 8.** That Article III(C) is substituted (renaming it “Executive Board Bylaws”) entirely by the following:

- “(1) The Executive Board is authorized to have Bylaws which govern its day-to-day functioning and such other functions as authorized by this Constitution.
- “(2) The Executive Board Bylaws may be amended by a two-thirds vote of the Executive Board and a majority vote of the General Assembly with ten (10) days notice of the full text, both on the same language.

”

**Section 9.** That Article V(J)(3)(b) is amended by striking out “in the manner required for notice per Article XII(B)(2) within 48 hours or before the relevant deadline, whichever is later, (or another period as they may previously determine and announce)” and inserting “within 48 hours”;

### 3.2 Clarification of Original Intent

**Section 10.** That Article II(G)(6) is amended by adding “The Speaker is not an executive officer or Executive Board member and may not represent GAPSA in their official capacity in meetings with administrators or partners.” at the end of the paragraph;

**Section 11.** That Article III(E)(1) is amended by striking out “two-thirds” and inserting “three-fourths”;

**Section 12.** That Article V(C)(8) is amended by striking out “maintain and manage” and inserting “assist with the maintenance and management of”;

**Section 13.** That Article V(C)(8) is amended by inserting “, all” before “as directed by the Vice President for Finance”;

**Section 14.** That Executive Board Bylaws Article 7.1.1.2 is amended by inserting “and Council Chairs” after “Vice Presidents” (to insert the complete definition of Level 2 officers per Article 2.2.2);

### 3.3 Correcting Edge Case Behavior

**Section 15.** That Article III(B)(8) is amended by inserting “(not *ex officio* of their GAPSA office)” after “Any officer of GAPSA with a leadership position” and before “in any GAPSA-funded group”;

**Section 16.** That Article VI(A)(5)(b) is amended by striking out “by the Parliamentarian” and inserting “by a member thereof the committee shall appoint”;

## 4 Cleanup of Notice Requirements

**Section 17.** That the Constitution is amended by striking out all instances (5 in the Constitution before any amendments in this Bill) of “previous notice” and inserting “notice”;

**Section 18.** That Article III(C)(1) is amended by striking out “simple majority vote of the General Assembly” and inserting “majority vote of the General Assembly with ten (10) days’ notice of the full text”;

**Section 19.** That Article VI(B)(1) is amended by striking out “simple majority vote of the General Assembly” and inserting “majority vote of the General Assembly with ten (10) days’ notice of the full text”;

**Section 20.** That Article VIII(A)(3) is amended by striking out “Bills that alter” in the phrase “The full text of Bills that alter any spending authority, authorizations, or provisions” and inserting “motions that alter or suggest altering”;

**Section 21.** That Article XII(B)(2)(a) is amended by inserting “, distribution,” after “If a measure requires previous notice” and before “or announcement to the General Assembly”;

**Section 22.** That Article XII(B)(2)(a) is amended by striking out “sent” and inserting “distributed/sent”;

**Section 23.** That Article XII(B)(2)(a) is amended by inserting “(to each officer’s official GAPSA electronic address and each other member’s electronic address in the Penn Directory)” after “electronic mail”;

**Section 24.** That Article XII(B)(2)(a) is amended by inserting “if notice of the full text is not required,” after “(2)” and before “announced at a meeting of the General Assembly and entered on the minutes”;

**Section 25.** That Article XII(B)(2)(a) is amended by striking out “, or (3) delivered by a method the General Assembly has approved by three-fourths vote” and by inserting “or” before “(2)”;

**Section 26.** That Article XII(B)(2)(a) is amended by inserting “The default minimum notice is thirty-six (36) hours unless otherwise specified.” at the end of the subparagraph;

## 5 General Cleanup

**Section 27.** That the Constitution is amended by striking out every instance of “ex-officio” (or “*ex-officio*”) and inserting “*ex officio*”;

**Section 28.** That the Constitution is amended by striking out ten (10) instances of “days notice” and inserting “days’ notice”;

**Section 29.** That the Constitution is amended by striking out two (2) instances of “days written notice” and inserting “days’ written notice”;

**Section 30.** That Articles II(C)(2) and II(C)(5) are amended by striking one instance of “Chair of Operations” in each and inserting “Vice President for Operations” in each;

**Section 31.** That Article II(C)(6) is amended by striking out “, i.e. malfeasance, misfeasance, or nonfeasance,” and inserting “ (i.e., malfeasance, misfeasance, or nonfeasance)”;

**Section 32.** That Article II(C)(6) is amended by inserting “be involuntarily” after “The membership and good standing of voting members of the General Assembly can only” and before “removed by the dismissal proceedings described in Article II, section C.”;

**Section 33.** That Article II(D)(3) is amended by moving each of the five (5) sentences of the paragraph (3) to a new subparagraph (designated (3)(a), (3)(b), (3)(c), (3)(d), and (3)(e)) and naming the paragraph “Procedure”;

**Section 34.** That Article II(D)(3)(e) is amended by inserting “the sole function of which is to deprive members of their right to speak in debate” after “most exceptional procedure”;

**Section 35.** That Article II(D)(9)(a) is amended by striking out “draft”;

**Section 36.** That Article II(D)(9)(a) is amended by striking out “Budget” and inserting “budget”;

**Section 37.** That Article II(D)(9)(b) is amended by striking out “ (but may also be rejected outright by a motion to postpone indefinitely).” and inserting “. A Bill may also be rejected outright by a motion to *Reject at First Reading*, subject to the same procedural rules as *postpone indefinitely*.”;

**Section 38.** That Article II(G)(3) is amended by striking out “Executive Officers” and inserting “executive officers”;

**Section 39.** That Article II(G)(5) is amended by striking out “if the Speaker is vacant or unwilling” and inserting “if the Speaker is unable or the office of Speaker is vacant”;

**Section 40.** That Article III(A)(1) is amended by striking out “according” and inserting “corresponding”;

**Section 41.** That Article III(B)(1) is amended by striking “successors are elected” and inserting “successors are elected or appointed, respectively”;

**Section 42.** That Article III(B) is amended by adding paragraph (9) “Voting members of the Executive Board may not be General Assembly Representatives.”;

**Section 43.** That Article IV is renamed “Elections and Appointments”;

**Section 44.** That Article IV(A)(2) is amended by striking out “(6) Vice President for Advocacy, and (7) Speaker” and inserting “, and (6) Vice President for Advocacy”;

**Section 45.** That Article V is renamed “Executive Officers”;

**Section 46.** That Article V(C)(4) is amended by striking out “Budget” and inserting “budget”;

**Section 47.** That Article V(I)(2) is amended by striking out “Planning” and inserting “Reporting”;

**Section 48.** That Article V(J)(3)(e) is amended by striking out the first instance of “Committee” and inserting “Division”;

**Section 49.** That Article VI is amended by moving the second, third, fourth, and fifth (last) sentences of the header paragraph of section (A) to a new section (A)(1) (redesignating sections (A)(1), (A)(2), (A)(3), (A)(4), and (A)(5) as (A)(2), (A)(3), (A)(4), (A)(5), and (A)(6), respectively);

**Section 50.** That Article VI(A)(1)(c)(1)(a) is amended by striking out “three and five year” and inserting “three- and five-year”;

**Section 51.** That Article VI(A)(2)(c)(3)(c) is amended by striking out “Public Relations” and inserting “Alumni Relations”;

**Section 52.** That Article VI(C) is amended by moving the text of the section to a new paragraph (1) thereof and naming the section “Committee Participation”;

**Section 53.** That Article VI(D)(4) is amended by inserting “at least” before “every two (2) weeks”;

**Section 54.** That Article VII is renamed “The Student Councils”;

**Section 55.** That Article VII(A)(7) is amended by inserting “of the Finance Division” after “Committee on the Budget”;

**Section 56.** That Article VII(B)(7) is amended by inserting “of the Finance Division” after “Committee on the Budget”;

**Section 57.** That Article VII(C)(7) is amended by inserting “of the Finance Division” after “Committee on the Budget”;

**Section 58.** That Article VIII(C)(2) is amended by inserting “of the Finance Division” after “Committee on Grant and Fund Management”;

**Section 59.** That Article IX is renamed “University Committee Representatives”;

**Section 60.** That Article IX(B)(3) is amended by striking out “Vice President” and inserting “Executive Vice President”;

**Section 61.** That Article XII(B)(1)(a) is amended by striking out “Budget” and inserting “budget”;

**Section 62.** That Article XII(B)(3) is amended by striking out “Budget” and inserting “budget”;

**Section 63.** That Article XII(B)(4)(b) is amended by striking out “the appointing organization they represent, the Council of which they are a member” and inserting “the constituency, council”;

**Section 64.** That Article XII(B)(4)(b) is amended by striking out “, (5) non-voting General Assembly members, and (6) ” and inserting “, (5) vacant seats of the General Assembly, noting the constituency and council, (6) non-voting General Assembly members, (7) non-voting General Assembly members who are absent, and (8)”;

**Section 65.** That Article XII(C)(2) is amended by striking out “in subdivision (0) thereof” and inserting “—including reference to the source of the authority—in subdivision zero (0) thereof”;

**Section 66.** That Article XII(C)(2) is amended by striking out “subsidiary organ” and inserting “subsidiary organ/unit (Board, Division, Committee, Council, or officer)”;



**Section 67.** That Article XIII(A) is amended by—

1. moving all the subparagraphs of paragraph (1) and moving them (keeping the same designations) under a new paragraph (2) with the title “List of Amendments”;
2. moving the first sentence of paragraph (1) to a new subparagraph (1)(a), the second and third sentences to a new subparagraph (1)(b), and the fourth (last) sentence to a new subparagraph (1)(c); and
3. naming paragraph (1) “Amendment Process”;

**Section 68.** That Appendix A (currently a stub) of the GAPSA Constitution is stricken out;

**Section 69.** That Executive Board Bylaws Article 5.1.2 is amended by striking out “Standing Committee” and inserting “Steering Committee”;

**Section 70.** That GAPSA Standing Rule 1 is updated to match Article XII(C) in accordance with Article XII(C)(4);

**Section 71.** That GAPSA Standing Rule 10 is amended by striking out every instance of “PC/”, “RC/”, and “IC/” in subdivisions 3.8, 3.9, and 3.10 (and all subdivisions thereof) and inserting “GA/PC/”, “GA/RC/”, and “GA/IC/”, respectively;

**Section 72.** That GAPSA Standing Rule 10.5.17 is amended by adding “Documents protected by the secrecy of a closed session use the date component subgroup exclusively without incrementing the main *<number>* element value to obscure the existence of the protected document.” at the end of the paragraph;

**Section 73.** That GAPSA Standing Rule 17(0) is amended by inserting “pursuant to Executive Board Bylaws Article 7.1.1.5” after “This Rule is created on the authority of the General Assembly”;

**Section 74.** That GAPSA Standing Rule 101(0) is amended by inserting “pursuant to Constitution Article VIII(A)(8)(b)” after “This Rule is created on the authority of the General Assembly”;

**Section 75.** That GAPSA Standing Rule 102(0) is amended by inserting “by GAPSA Standing Rule 101” after “authority vested in the same”;

**Section 76.** That GAPSA Standing Rule 301(0) is amended by inserting “pursuant to Constitution Article VIII(A)(8)(b)” after “This Rule is created on the authority of the General Assembly”;

**Section 77.** That GAPSA Standing Rule 401(0) is amended by inserting “pursuant to Constitution Article VIII(A)(8)(b)” after “This Rule is created on the authority of the General Assembly”;

## 6 Enactment

**Section 78.** That the official abstract of the constitutional amendments in this proposal is: “These amendments align the budget timeline; modify the schedule for elections; clarify notice requirements, apportionment, the Executive Board Bylaws amendment procedure, the Deputy Director for Revenue role description, conflict of interest rules, the appointment of the Drafting Committee chair; streamline rules of procedure; and fix errata.”