



GAPSA

GRADUATE AND PROFESSIONAL STUDENT ASSOCIATION

2012-2013

GRADUATE AND PROFESSIONAL STUDENT
ASSOCIATION ELECTION INFORMATION

Application Packet

In this packet you will find ...

- ❖ *Candidate Descriptions/Guide*
- ❖ *Important Election Dates*
- ❖ *Application Form*

2012-2013 CANDIDATE GUIDE

So you're thinking about running for the Graduate and Professional Association...

The purpose of the Graduate and Professional Student Association (GAPSA) aims to establish a forum through which graduate and professional students are able to address issues, give graduate students a chance to advocate for the greater good, enable graduates to grow professionally and socialize with one another, and creating a stronger graduate community that promotes personal and academic success.

The goal of GAPSA is to bridge the gap between faculty and graduate students, build a stronger connection between The Office of Student Involvement and graduate students, conduct professional development programs for graduate students, create social outlets for graduate students, build the strength of the graduate community, enhance the graduate experience, and increase Mason's competitive edge.

Structure...

The Graduate and Professional Student Association (GAPSA) is comprised of a central body called the GAPSAssociation which consists of the President, Vice President, Secretary, Treasurer, and Directors of Campus Relations for the Fairfax, Arlington, and Prince William campuses. The GAPSAssociation is responsible for the general operation of the organization and for being the collective voice of all graduate and professional students.

In addition to the GAPSAssociation, each campus (Fairfax, Arlington, and Prince William) has local assemblies called GAPSAssemblies. The GAPSAssemblies consist of one representative from each department located on that campus and one representative from each graduate and professional student organization recognized by the Office of Student Involvement on that campus. The local GAPSAssemblies are responsible for building community on that particular campus, as well as advocating for the campus specific needs of graduate and professional students and providing professional development opportunities to students on their local campus.

Together, GAPSAssociation and the local GAPSAssemblies work collaboratively to enhance the graduate and professional experience at George Mason University.

Elected Position Descriptions...

President:

The president shall preside over and set the agenda for all Association meetings. During Association meetings, the President may only vote in the case of a tie. The President holds a non-voting seat on the Treasury and serves as an Ex-officio member of all three Graduate and Professional Student Assemblies. The President is responsible for meeting with the Vice President, Secretary, Treasurer, and Associate Director of Student Involvement on a regular basis.

Vice-President:

The Vice President shall act in official capacity on behalf of the President in the absence of the President. The Vice President is responsible for meeting with the Associate Director of Student Involvement on a regular basis. The Vice President shall hold a voting seat on the Association and serve as an Ex-officio member of all three Graduate and Professional Student Assemblies. The Vice President shall act as liaison to the Student Government and Faculty Senate.

Secretary:

The Secretary shall act in official capacity on behalf of the President in the absence of the President and Vice President. The Secretary shall be responsible for recording the minutes for all Association meetings. The secretary shall be responsible for all communication from the Association to the Assemblies. The Secretary shall meet regularly with the Director of Arlington Campus Relations, Director of Fairfax Campus Relations, Director of Prince William Campus Relations, and the Associate Director of Student Involvement. The Secretary shall be responsible for the Association's monthly newsletter.

Treasurer:

The Treasurer shall oversee the budget for GAPSA. The Treasurer shall oversee meetings of the Treasury. The Treasurer shall oversee all administrative aspects of the Treasury and holds the power to appoint a Clerk of the Treasury if necessary. The Treasurer shall vote in Treasury meetings only in the case of a tie. The Treasurer is responsible for meeting regularly with the Associate Director of Student Involvement.

Director of Campus Assembly Relations (Presides over Fairfax, Arlington, or Prince William Campus-3 separate positions):

The Director of Campus Relations shall be responsible for all communication from their respective Assembly to the Association. The Director of Campus Relations shall hold a voting seat on the Association and the respective Assembly. The Director of Campus Relations shall meet regularly with the Secretary of the Association. The Director of Campus Relations shall attend all monthly Association meetings. The Director of Campus Relations shall be responsible for meeting with the Associate Director of Student Involvement or his/her proxy on a regular basis.

Academic Delegate:

There shall be one Academic Delegate per department. Academic Delegates shall be elected by the students in their respective programs and shall serve as a representative for the academic program in which they belong on their respective campus. The Delegate shall hold a voting seat on the respective Assembly. The Delegate shall attend all Assembly meetings. The Delegate must serve on at least one GAPSA Committee.

FAQs

1. Can I run for more than one position?

A: Yes, but you can only run for one position in each division. For example an individual can run for President, the Director of Fairfax, and as an Academic Delegate. However someone cannot run for President and Secretary at the same time and then a Director position. At max an individual can run for three positions simultaneously.

2. Can I still be apart of this organization if I don't run for an elected position?

A: Yes, GAPSA is meant as an outlet to voice concerns, gather together as graduate students, and network with each other.

3. Can I still run for a position if I am a part-time student?

A: Yes, GAPSA is open to all degree and non-degree seeking whether they are full time or part-time students.

4. What if I am elected to two different positions?

A: If elected to two positions in each division, the individual will take the more broad position in the council. For example if an individual runs for Secretary and Academic Delegate and wins both positions, the individual will take the Secretary position.

5. How much time will holding a leadership position take?

A: The amount of time spent in a leadership position and devoted to the organization is directly up to the individual himself/herself.

6. What is the responsibility of an Academic Delegate?

A: Academic Delegates are responsible for attending all local GAPSA Assembly meetings and helping advance the local GAPSA Assembly.

7. How does the recognized graduate and professional student organization get a delegate on GAPSA?

A: First, the organization must be recognized by the Office of Student Activities. Secondly, if recognized, then the President of that organization may appoint one person to that student organization's delegate to GAPSA.

8. Do I have to campaign?

A: No, that is why each applicant is asked to include a 500-character biography about themselves and what makes them qualified for the position so each voter makes an informed decision.

9. How will elections be conducted?

A: GAPSA elections will take place via Collegiate Link.

10. When is the deadline for applications?

A: Wednesday, March 28th, 2012 at 5pm

11. When will the election take place?

A: Monday, April 2nd – Wednesday, April 4th, 2012

12. How will I notified I won an elected position?

A: You will be notified whether you have or have not acquired an elected position via email.

CANDIDACY FORM

2012-2013 GAFSA Executive Board, Director, and Academic Delegate Elections

NAME _____

Academic Department: _____ Academic Year: _____

Campus where department is located: _____

Degree Program (please circle one): Master's PhD

Address: _____

E-Mail: _____ Phone #: _____

G # _____

Position Seeking: _____

(Example: President, Director, And Academic Delegate)

Please include with this application a 500-character biography about why you would be qualified for this position. Please keep in mind this bio will appear next to your name during the election so the students can make an informed decision.

Are you in good academic standing with the University (i.e. no honor code violations)? Yes No

I hereby certify that I have supplied truthful information on this Mason Candidacy Form and that I have read the information contained therein.

Candidate Certification:

Signature

Date

If you have questions please e-mail Sara Morrisroe, Associate Director of Student Involvement at smorrisr@gmu.edu or call 703-993-2909. Applications are due by Wednesday, March 28th, 2012 at 5pm.

*Applications can be dropped off at the
Fairfax Campus: SUB II 2300, Office of Student Involvement, MS2D6
Arlington Campus: 222 Founders Hall
Prince William Campus: 217 Occoquan Building*

Or they can be submitted via email at gapsa@gmu.edu or fax to 703-993-4566

IMPORTANT ELECTION DATES

2012-2013 Election Information

Applications Available: *Monday, March 5th, 2012*

Applications Due: *Wednesday, March 28th, 2012*

Election Dates: *Monday, April 2nd-Wednesday, April 4th*

Candidate Interest Meetings

Location: Graduate Student Center (JC 3rd Floor)-Fairfax Campus

- *Tuesday, March 6th at 3pm*
- *Wednesday, March 7th at 4pm*
- *Thursday, March 8th at 12pm*
- *Monday, March 19th at 4pm*
- *Monday, March 26th at 7:30pm*
- *Tuesday, March 27th at 12pm*