

September 15th, 2008

**Dear GAPSA Senator,**

Welcome to the Graduate and Professional Student Association!

As a GAPSA Senator elected by your graduate or professional school, you are a part of the GAPSA Assembly and have responsibilities not only to this organization but also to the graduate/professional students you represent. We hope that this snapshot of GAPSA and of your responsibilities during the 2008-2009 academic year is informative and helpful as we work towards an efficient and successful year.

**The Purpose of GAPSA:**

- To develop and further scholastic attainment
- To promote understanding among students, faculty, administration and alumni
- To coordinate the student activities of the graduate and professional divisions
- To foster the traditions of the University
- To further professional, social and public service interests
- To maintain a professional standard of ethics
- To coordinate activities with the Undergraduate Student Government (USG)
- To coordinate activities with the Associated Student Body (ASB)

**The Activities of GAPSA:**

Financial – individual division budgets, general/travel reserve fund requests  
Active Committees – Downtown Safety Commission (DSC), Finance Committee  
Social Activities – semester parties, GAPSA Banquets, Crest Awards

**Your Responsibilities:**

- Represent the interests of all grad./prof. students in your division
- Attend all GAPSA Assembly meetings (send proxy in the event of your absence)
- Vote/Speak at Assembly meetings as a representative of your division
- Convey all information from the Assembly meetings to the division you represent
- Convey information from your division's student government to the Assembly
- Educate/inform all members of your division of GAPSA funding opportunities
- Educate/inform all members of your division of GAPSA social events
- Facilitate interaction between your constituents and GAPSA's Finance Committee
- Maintain GAPSA binder and facilitate transfer to your proxy when necessary

**Sincerely,  
GAPSA Exec**