



## GPSA Council 2026-2027 Standing Rules

Updated 08/25/2026

### **Section I: Meeting**

1. Meetings of the GPSA Council shall be held in accordance with the GPSA Constitution, Bylaws, and any relevant resolutions passed to date in the session.
2. Public Notice of the regularly scheduled meeting and the tentative agenda shall be sent out via the GPSA listserv at least five academic days prior to the meeting and accessible on the public website [www.gpsa.unm.edu](http://www.gpsa.unm.edu).
3. Council meeting minutes must be noted as “draft” and made accessible within six (6) academic days from the meeting on the public website, [www.gpsa.unm.edu](http://www.gpsa.unm.edu).
4. Regular Council meetings will be held on the last Saturday of each month during the semester, unless otherwise announced by the Council Chair.
5. Meetings will be held in-person unless otherwise announced by the Council Chair. Exceptions to this include unforeseen events that make it significantly difficult to hold in-person meetings.
6. Council members can attend the meeting over zoom only under extenuating circumstances like medical issues, family or personal emergency, traveling for a conference or other academic business at the discretion of the Council Chair. Council members must inform the Council Chair about needing to attend the meeting over zoom at least two days prior to the meeting in case of non-emergency situations and if an alternate is not certified in time. A zoom link will be provided only to the respective council member for that meeting.
7. Zoom meeting etiquette must be followed when attending the meeting over Zoom. This includes keeping the camera turned on throughout the meeting, having a stable internet connection, and being set up in a professional office like space without distractions/disturbances.
8. A quorum consists of council representatives from a minimum of six (6) separate RDSA’s physically present at a council meeting.
9. If quorum is not met by 10:20 a.m., the meeting will be cancelled.

## Section II: Premeeting

### Agenda Items

1. Requests for being added to the agenda must be submitted by 9:00am on the Monday **preceding** the regular scheduled meeting.

### Credentialing

1. Credentialing forms are due by 5:00pm on the Friday **preceding** the regular scheduled meeting.

## Section III: Agendas

*A. The agenda for regularly scheduled Council meetings shall consist of the following sections:*

- I. Call to order
  - a. Roll Call
  - b. Confirmation of Quorum
  - c. Approval of Agenda
  - d. Indigenous People's Land and Territory Acknowledgment
- II. Opening Business
  - a. Approval of Last Meeting's Minutes
  - b. Public Comment
- III. Guest Speaker(s)
- IV. Officer Reports
  - a. President Report
  - b. Council Chair
- V. Committee Reports
  - a. Standing Committees
    1. Finance Committee
    2. Legislative Steering Committee
  - b. Ad Hoc Committee(s)
    1. Boards, Committees, Elections **(if requested)**
    2. Grants Director **(if requested)**
    3. Political Director **(if requested)**
    4. Public Relations and Development Director **(if requested)**
    5. Sustainability Director **(if requested)**
    6. North Campus Liaison **(if requested)**
    7. Chief Justice **(if requested)**
    8. Attorney General **(if requested)**
- VI. Action Items

- a. Mandated Items
  - b. Emergency Items
  - c. Unfinished Business
  - d. New Business
- VII. Council Announcements (3 minutes per member)
- VIII. Announcement of Upcoming Meeting(s)
- IX. Adjourn

*B. The Agenda for Special meetings shall consist of the following sections:*

- I. Call to order
  - a. Roll Call
  - b. Confirmation of Quorum
  - c. Approval of Agenda
  - d. Indigenous People's Land and Territory Acknowledgment
- II. Public Comment
- III. Officer Reports
  - a. President Report- Travis Broadhurst
  - b. Council Chair- Jacob Griego
- IV. Emergency Items
- V. Adjourn

#### **Section IV: Parliamentary Authority**

##### Parliamentary Authority

1. The parliamentary authority of the current GPSA Council's Session shall be the most recent edition of Robert's Rules of Order Newly Revised.
2. In cases of conflict, The GPSA Constitution, GPSA Bylaws and GPSA Council Standing Rules will supersede Robert's Rules of Order.

#### **Section V: Speaking Rules**

##### Media, Gallery, and Public Comments, Guest Speakers, and Council Announcements

1. Media, Gallery, and Public Comments
  - a. Each member of the media, gallery, and public comments, shall be allotted one speaking period of three (3) minutes.

- b. The total time allotted to media and gallery shall not exceed twenty minutes.
- 2. Guest Speakers
  - a. Each scheduled guest speaker shall be allotted one speaking period of no more than ten (10) minutes to address Council.
    - i. Each guest speaker's speaking period shall be followed by up to ten (10) minutes of questions from Council representatives.
    - ii. The Council Chair may prolong or suspend the allotted time for each guest speaker at the Council Chair's Discretion.
    - iii. Council may overrule the Council Chair's prolonging or suspension of a guest speaker's speaking or questions period two (2) times per speaker by a majority vote.
    - iv. Each majority vote will either.
      - 1. immediately suspend the guest speaker after their first allotted ten (10) minutes
      - 2. extend the guest speaker's time by (10 minutes)
- 3. Council Reports
  - a. Each Council representative shall be allowed one speaking period of up to three (3) minutes during Council Announcements.
- 4. Debate
  - a. Representatives are in order only when they are recognized by the Council Chair. The Council Chair may recognize a representative when;
    - i. a motion is on the floor;
    - ii. when the representative is making motion;
    - iii. when the representative is providing an update;
    - iv. at the discretion of the Council Chair.
  - b. Representative's credentials and/or proxy must be submitted and approved by the Chair in accordance with the GPSA Constitution and GPSA Bylaws in order to be allowed a vote.
  - c. Each Representative is allotted a maximum of two speaking turns of three minutes each per motion on the floor.
    - i. If a representative interrupts the debate, the Council Chair will dock one speaking turn.
    - ii. Representatives may announce any conflict of interests and points of personal privilege at any point of order. Those announcements do not count toward their two allotted speaking turns.
- 5. Reports
  - a. The GPSA President and Council Chair shall be allotted no more than five minutes each for their report.
  - b. Each standing committee report shall be no more than five minutes for a report.

## **Section VI: Minutes**

1. Minutes shall be taken for all meetings of the GPSA Council.
2. All Minutes shall include:
  - a. Time and location, presiding member, present council representatives, and any members of media or gallery that address the council
  - b. Council Representatives who make/entertain and second a motion and the vote of the motion.
  - c. Meeting minutes are not required to include verbatim recounts of Council Chair, the Legislative and Steering Committee Chair acting as the Pro Tempore; or Council Representatives.

## **Section VII: GPSA Council Code of Ethics**

1. Council Chair and Council Representatives shall demonstrate professional courtesy, emphasizing respect for others and their opinions.
2. Council Chair and Council Representatives shall promote open, two-way communication between the GPSA leadership and the students they serve.
3. Council Chair and Council Representatives shall not use their position for the benefit of personal matters or others outside of the representative's regular duties.
4. Council Chair and Council Representatives shall refrain from interrupting other speakers, making personal comments not germane to the matters of business addressed before the body, or otherwise interfere with the orderly conduct of meetings.
5. Council Chair and Council Representatives shall not use their position for the sake of personal gain or advancement, or for any matter in which they have material or personal interests.