

By-Laws of the Graduate Student Council

University of Louisville

Last Revised by Council: February 10, 2022

Approved by SGA Student Senate: March 22, 2022

TITLE I: Rules of Order

CHAPTER 101 Meetings

101.1 There is quorum in a meeting if at least 50% of the departments that belong to GSC have a representative present.

TITLE II: Research Grants

CHAPTER 201 Research Grants

201.1 Research Grants provide financial support to graduate students to conduct research activities.

201.2 A Research Grant is valid if the expense to be covered is directly related to the research or creative activities of the applicant and can be clearly accounted for as university property.

201.3 Examples of valid expenses to be covered by Research Grants are: equipment and instrumentation, materials deemed necessary for research or creative activities, acquiring data sets, software licenses, travel expenses to collect data....

201.4 Examples of invalid expenses to be covered by Research Grants are travel expenses for the participation of the applicant at an academic conference, materials to be supplied by Physical Plant, office supplies, items that would become personal property of the applicant...

201.5 If an application for a Research Grant is submitted for an invalid expense, it will not be considered for funding.

201.6 The criteria to evaluate Research Grant applications are:

1. Preference of first-time recipients.
2. Students without funds for their research needs, who would otherwise be expected to pay out of pocket.
3. Those who follow directions of the application.
4. Clarity of project description and proposed budget.
5. All other requirements listed per the GSC Constitution.

201.7 Those who are awarded a GSC Research Grant will be featured at the Graduate Student Regional Research Conference and will be required to present either a poster or a short oral presentation on their work. This is a mandatory requirement of receiving a GSC Research Grant.

201.8 At the conclusion of the research project (or at the end of the academic year, if the project is ongoing), the recipient of the Research Grant agrees to submit a brief but detailed [Research Grant Report](#) to the Research Fund Committee on the research undertaken with the assistance of the grant, and to recognize the Graduate Student Council's support in any publication that results from this research. Students who do not submit their Research Report will not be eligible for future GSC Research Grants.

TITLE III: Travel Grants

CHAPTER 301 Travel Grants

301.1 Travel Grants partially fund the participation of graduate students in academic conferences, symposia, or showcases to present their work and/or exchange information with other researchers in their field and other travel that is necessary to complete the degree requirements at the University of Louisville.

301.2 In most fields of study, academic conferences are organized by a recognized professional society, university, or group of researchers. In fields where this is not the case, we will understand academic conference as the event best suited to disseminate research or creative activities and interact with other researchers according to the academic advisor of the applicant.

301.3 The evaluation criteria for travel grants applications are:

1. Application date (first come-first serve).
2. All other requirements listed per the GSC Constitution.

301.4 The Director of Graduate Travel will send one reminder email to each awardee who has not submitted documentation. If no documentation is submitted by thirty (30) days after expected return, the Director of Graduate Travel may revoke the student's Travel Grant due to noncompliance.

301.5 Travel Grants can be used to reimburse expenses such as: food, lodging, travel, membership, registration, poster printing.

TITLE IV: RSO Support Grants

CHAPTER 401 RSO Support Grants

401.1 RSO Support Grants provide financial support for recognized student organizations (RSOs), which primarily involve University of Louisville graduate students. Proposals will be evaluated based on the requirements listed per the GSC Constitution.

401.2 RSO support grant applications are accepted and considered on a continuous basis, and these project proposals should include:

1. Description of your RSO and how it involves graduate students.
2. Specific description of the purchases to be made and their costs.
3. Description of the impact of the project.
4. Detailed budget

402.3 Proposals will be reviewed by the council body and a decision will be made by council vote at the next regular monthly meeting. An RSO representative will be invited to present the proposal at the monthly meeting and answer any questions council members may have.