I. **Call to Order**
Meeting called to order at 10:04 am

II. **Roll Call**
Chairman Colin Bateson, Mechanical Engineering  
GPSS Treasurer Vera Giampietro, Landscape Architecture & Urban Planning  
Senator JD Ross Leahy, Marine and Environmental Sciences  
Senator Seyda Ipek, Physics  
Senator Alexandra Kaufman, Nutritional Sciences  
Senator Evan Firth, Oceanography

*Guests*
- Allie Germaine for Linguistics  
- Eric for Anthropology  
- Shirin Feghi for Mechanical Engineering  
- Joshua Calvert for School of Medicine

III. **Approval of the Agenda**
Treasurer Giampietro moved to add School of Medicine to Item 5a.  
Senator Ipek seconded the motion.  
Motion passed unanimously.

IV. **Approval of the Minutes**
Committee approved minutes from 4/10/2013 meeting unanimously.  
Committee approved minutes from 4/17/2013 meeting unanimously.

V. **Consideration of Departmental Allocations**

*Mechanical Engineering*
Shirin Feghi presented for Mechanical Engineering. Mechanical Engineering is requesting money to buy five refrigerators and five microwaves for graduate student offices since they currently don’t have any. Over the past few years the department has overhauled the current offices and those offices are currently lacking resources for students. Mechanical Engineering is requesting $800 and planning on getting the remaining balance from the department.

Senator Leahy commented that the amount requested is larger than normal, but is within the guidelines because Mechanical Engineering hasn’t asked for funding in a while. Senator Leahy asked whether it is necessary for each office to have a microwave even though having a mini-fridge is necessary and understandable. Shirin and Chairperson Bateson explained that there is currently no common space for all students in the program to congregate, but there are offices that are close enough to share a microwave, but they have doors that are sometimes locked preventing the use by others.

Senator Leahy asked how many microwaves and refrigerators are there currently. Chairperson Bateson stated there are two refrigerators and two microwaves, but there might also be a third one housed somewhere. Senator Leahy followed-up with how many offices there are. Chairperson Bateson stated there are five offices.
Treasurer Giampietro asked what the distribution size of the department was. Shirin stated that the largest size is 165.

Senator Kaufman asked whether all offices are located in the same building. Chairperson Bateson stated the offices across three floors.

Treasurer Giampietro asked what will be done with the used appliances. Shirin and Chairperson Bateson stated the appliance will be donated. One of the advisors in department works with a women's shelter and they will be donated to them after they are cleaned.

Senator Leahy asked whether all 192 students have an office. Chairperson Bateson stated that 50-60 people have offices and there is currently a waiting list of people who want desks and others have desks in their labs, but not entire portion of students will benefit directly from the refrigerator and microwaves.

Senator Leahy asked how bad the existing refrigerators and microwaves are. Chairperson Bateson stated that one is used more often but both fridges are suffering, and the new ones that they have picked out are energy efficient.

Treasurer Giampietro asked if they are willing to put GPSS stickers on the equipment. Chairperson Bateson stated that yes they are willing to do and if we want they are willing to paint the refrigerators in GPSS colors.

Senator Kaufman asked what the request total will be without the microwave. Senator Leahy stated that it doesn't change much if we only approve one microwave and 5 fridges and the total would be $800 and the remaining balance will be funded by the department.

**Senator Leahy moved to fund Mechanical Engineering at $800. Senator Firth seconded the motion. Motion passed unanimously, Chairperson Bateson abstained.**

**Anthropology**

Eric Jessfield who is a co-organizer for proposed symposium presented for Anthropology. The symposium is aimed at addressing the very current and very relevant issue of violence and mental health. Anthropology can engage with and provide perspectives that mainstream media can't provide. The subject for the symposium was decided from feedback through a survey of department graduate students. The goal of the symposium is to also engage three departments and the university. The Symposium currently has 7 speakers lined up for the event with 3 coming from out of town. Sara Ralph is the keynote speaker who is flying in from New York. The Symposium will be held on May 10 in the Allen Auditorium which is free and a reception afterwards on 3rd floor of the HUB. Archeology's request for funds is to pay for airfare and lodging cost for Sara Ralph. The department contributed $1000 and the overall budget is at $1400.

Chairperson Bateson, asked about the $135 balance that and how the cost will be made up. Eric stated they would hope that printing costs would be reduced and another department, IGERT may also be interested in funding the event. If IGERT decides to providing funding, they will fund the speaker coming from WSU. The department currently has about 100-150 students and they are hoping for an attendance of 40-50 people.

Senator Kaufman asked whether they can request for funding from Sociology and History. Eric stated that it may be possible to ask History for funding help but they were just asked two days ago. Senator Kaufman asked if the plane ticket has already been purchased and at what cost. The plane ticket has been purchased for $485.
Treasurer Giampietro asked if Anthropology is willing to announce that GPSS funded the event and put logo on materials. Eric stated that yes they would.

Senator Leahy made it clear that the speaker cannot attend other events or speak at other events while at UW because GPSS doesn’t pay for their travel to attend other events.

**Senator Firth moved to fund Anthropology at $350.**  
**Senator Kaufman seconded the motion.**  
**Motion passed unanimously.**

**Linguistics**  
Allie Germaine a 2nd year PhD and former Senator presented for Linguistics former Senator. Application is to provide funding for a speaker to come and present for their department. The students voted on Bruce Hayes from UCLA and his book is also read by the students in Linguistics. The amount requested is for $350 to pay for the plane ticket ($250) and an honorarium ($100). The event is open to everyone and he also does work that is interesting to the general public.

Treasurer Giampietro asked what the date of the event is. Allie stated the event will be held on Friday, May 31st. As a follow-up question Treasurer Giampietro asked if it is open to just Linguistics. Allie stated it is open to everybody. Treasurer Giampietro asked where the event will be held and how are they paying for the venue. Allie clarified that the department hosts a colloquia every month and this speaking engagement is part of this colloquia series.

Treasurer Giampietro asked what their RSO’s name is. Allie stated it is the Linguistic Society of UW. Senator Leahy asked why they didn’t apply as an RSO. Allie stated that in the past Linguistics applied as a department, and they are just following precedent.

Treasurer Giampietro stated that there is fuzziness between events for RSO’s and events for departments and Senator Leahy clarified that even though guidelines specify capital items for departmental Allocations, it mentions the possibility of funding for a Speaker but that the speaker cant have another engagement in Seattle and must only be here specifically for this event.

Senator Leahy asked if the department really only funded $64. Allie stated that they did give that amount only for refreshments.

**Senator Ipek moved to fund Linguistics at $350.**  
**Senator Kaufman seconded the motion.**  
**Motion passed unanimously.**

**School of Medicine**  
Joshua Calvert is presenting an amended proposal for the School of Medicine. The request is now only for 3rd and 4th year students in the WWAMI program. As it stands, 1st year students do not pay SAF Fees to UW, therefore the committee cannot fund items that will be sent to sites. Even though 3rd and 4th year students are at various sites, they pay SAF Fees to UW. 1st year students can still access the equipment but it will be more for 3rd and 4th year students to provide them with opportunities to participate and for leadership positions.

Senator Kaufman asked why only one xBox was being requested. Joshua stated the xBox will stay here in Seattle whereas the AV equipment will be sent to sites.

Advisor Singleton asked what the total funding request is. Joshua stated it is for $1400. Senator Kaufman asked if they had refrigerators. Joshua stated yes, multiple ones.
Treasurer Giampietro asked how will MSA identify who at these sites from 3rd and 4th year students will be responsible or in charge of the equipment. Joshua stated there will be an MSA rep in the coming year at two of the track sites, but they are not sure how it will all be worked out or what the details will be.

Treasurer Giampietro asked if they have a purchasing timeline. Joshua stated that at this time they do not. Treasurer Giampietro informed Joshua that the committee will follow-up with MSA on the purchase of the equipment and this can affect future funding requests.

Advisor Singleton requested a budget number for the application. Treasurer Giampietro is in contact with Sarah to get budget # because they don’t give it to RSOs.

**Senator Firth moved to fund Linguistics at $1400.**
**Senator Ipek seconded the motion.**
Motion passed unanimously.

VI. **Schedule for future meetings.**

Treasurer Giampietro went over the remaining balance for both the Special Allocations and Departmental Allocations funds. There is currently a little less than $600 left for DA, and $1129 for SA. Advisor Singleton told the committee that whatever the committee decides to do with the funds just let her know and she will transfer the balances as requested. Rene, let her know when we want to close process. Treasurer Giampietro presented the option of moving funds from SA to DA in order to provide more funding to graduate departments and serve mainly graduate department. Senator Firth suggested that the committee hold off on transferring balances until we see how may applications and what type of applications are submitted, the committee agreed.

Chairperson Bateson discussed the schedule for the rest of the quarter. The committee will not meet on 5/1/2013 because Treasurer Giampietro will not be available, but if the committee does want to meet, it can be treated as a working meeting but no business will be performed. There will not be any meetings in June. Without the June meetings and one May meeting, there are only four more meetings for the rest of May to take care of improving the Special Allocations Application and Travel Grants Application.

Senator Firth stated he will not be available on 5/8 and 5/15. Senator Kaufman will not be here on 5/15. Treasurer Giampietro will send out a schedule to show when everyone will be here for the meetings.

Chairperson Bateson would like to use the 5/8 meeting to take care of the Special Allocations Application during the first half of the meeting and the second half will be used for Trave Grants.

Senator Kafman asked why can’t GPSS hire a temporary person to administer the SharePoint site. Advisor Singleton stated there are people on campus who offer free training, but then still the same problem of retaining someone with the knowledge and not having to go through the same process of retraining every year or for every new person.

Advisor Singleton went over the current system and how it was transitioned back to the old paper style because Catalyst is broken. Senator Kaufman will meet with current advisors to discuss what they would like to see on the new application for the coming year.

The DA applications don’t need revisions like the SA application but the format needs to be modified.
Chairperson Bateson moved to discussing the Travel Grants Application. The Travel Grants Committee has tasked F&B with recreating the application for travel grants because F&B has the experience in funding allocations and applications. Chairperson Bateson will meet with the Executive Committee to discuss their needs for the application and report back to F&B.

Treasurer Giampietro will convert the application to a Google doc where everyone can provide comments and revisions.

VII. **Adjournment**
Meeting adjourned at 11:24 am.