Graduate and Professional Student Senate

Senate Meeting Minutes Session

October 05, 2016 | Allen Peterson Room

Call to Order 5:03PM

1. Approval of Agenda 5:04 PM
   
   Joseph Telegen (English): Moves to approve agenda as presented.
   
   Michelle Brault (Molecular & Cellular Biology): Seconds.

2. Approval of Minutes from last Senate Meeting (June 8th 2016) 5:05 PM
   
   Asad Haris (Biostatistics): Moves to approve the Minutes as presented.
   

3. Introduction of GPSS Officers and staff 5:06 PM
   
   Officers introduce themselves and state their department and year.
   
   Elloise Kim (President): Introduces staff that are present at meeting. Tori Hernandez (Director of Events) and Yasmine Arbob (Senate Clerk).

4. Introduction of GPSS Executive Senators 5:12 PM
   
   Joseph Telegen (English): Introduces himself with pronouns (He/Him)
   
   Elloise Kim (President): Announces that Brian Tracey’s Executive Senator position is open.

5. Parliamentary Procedure 5:13 PM
   
   James Moschella (Vice President of External Affairs): Explains how Parliamentary Procedure works. Parliamentary rules are there to guide participants and to protect rights of minorities/individuals. If you want to speak raise your hand and wait to be called on (by the person presenting) and state your name and department.
In order to move on to the next topic a person must “motion” for the action to occur. Then someone needs to “second” the motion. After which the group then votes yay or nay. Also note that when voting a majority is needed which is half of the people present.

Also, different sayings are meant to represent different requests: point of Order is for parliamentary correction, point of information is to get more information about someone presenting something or more information about a vote.

In order to change a resolution, one must make a motion to amend and state the amendment. Someone must then second the motion. The vote then commences with a yay or nay majority vote.

Sarah Loeffler (Vice President of Internal Affairs): The first couple of Senate meetings are a good time to practice Parliamentary Procedure. Even if mistakes are made, Officers can help correct Senators.

Joseph Telegen (English): Also it is the right of Senators to say Point of procedure if they are ever unsure about what to say. Senators can clarify rules in this way.

Elloise Kim (President): We [Officers] want to think of today as an information session so don’t be afraid to make an error.

6. Duties of Senators

Sarah Loeffler (Vice President of Internal Affairs): Officers want to highlight Senator’s duties. The duties are all up on website, as well as the Bylaws. At a minimum every quarter Senators are required to come to two meetings, for at least 45 minutes each. If a Senator can’t be at a meeting, then they can assign a proxy for a quarter or a single meeting. This proxy will then attend meetings in their place.

Senators are the voice of the GPSS for their program, so disseminating information about events is another important job. Spreading information is a big role for Senators. It’s important to let fellow constituents know what’s going on. Also, Senators should let other students in their programs know that they can join in on a meeting.

Another important job for Senators it to volunteer to help during important events and be liaisons to committees.

Katie Querna (Social Work): Are meetings open to anyone in our program?

Elloise Kim (President): Meetings are open to the public but only registered Senators have a vote.

Allie Sifrit (Marine & Environmental Affairs): Are Bylaws found on a particular website? (Yes, on the GPSS website, under records.)
**Rachael Tatman (Tatman):** The links to the Bylaws are broken.

**Elloise Kim (President):** Senators and students can find essential information on the website. However, there are still some kinks so let us know if you find anything and we will work to fix it as soon as possible.

**Sarah Loeffler (Vice President of Internal Affairs):** The GPSS office is in the HUB in room 314, feel free to come by and ask Officers questions.

### 7. Executive Senator Opening **5:25PM**

**Elloise Kim (President):** Two positions are open. Executive Senator Jennifer Kirk will graduate soon so she is stepping down, and Executive Senator Brian Tracey is also leaving. We ask that Senators consider getting involved in GPSS through being an Executive. Senators can self-nominate from the floor, someone else can also nominate you. Moreover, feel free to talk to current Executive Senators and Officers to learn more about an Executive Senator’s role.

**Joseph Telegen (English):** Being an Executive Senator is the next step down in terms of leadership. Executive Senators have a vote, create the beginning of agendas, and talk about the Senate’s health as a whole. Each Executive Senators has their own identities/specialization. Executive Senators are the front line of volunteering. Also, Executive Senators provide history and background for the Senate.

**Elloise Kim (President):** Executive Senators are another part of the backbone of GPSS. While, Officers have a term of one year, Executive Senators have a term of up to two years.

**Joseph Telegen (English):** Erin would want to add that Executive Senators are a check on Officers.

**Giuliana Conti (Music):** Can you explain the time commitment on a weekly basis for Executive Senators?

**Elloise Kim (President):** The weekly minimum commitment for Executive Senators are the Executive meeting and Senate meeting, beyond that they can work as liaisons to committees etc.

**Yi Hsun Yang:** Who can run?

**Elloise Kim (President):** Any eligible Senators.

**Monica Cortes Viharo (Drama):** Are Senate meetings at 5:30PM?
Elloise Kim (President): Yes, today is an anomaly. After this meeting, Senate meetings will be in Hub room 334 at 5:30PM.

8. GPSS Committees

Elloise Kim (President): There are many internal committees. Each Officer runs a few, they will now introduce what they do in each of their committees.

Sarah Loeffler (Vice President of Internal Affairs): I sit on committees at the University level and chair two committees at the GPSS level. I am a part of the Science and Policy Committee. The Committee has done science workshops and summits in the past. The application for the Committee is up on the website and Senators can talk to me directly about it as well. The Committee meets once a month. There is a skills workshop coming up for the Committee.

I also work on the Direct Advisory Board for the Graduate school. The Board works on program reviews and G3. I can tell you more if you are interested.

Dan Herb (Education-Leadership in Higher Education): Are boards only open to Senators? (No, open to all Graduate students.)

James Moschella (Vice President of External Affairs): Works on FLAB (Federal Legislative Advisory Board) and SLAB (State Legislative Advisory Board). They help develop legislative agendas on the Federal and State level. They need the help of graduate students to decide what to lobby on in Olympia during winter quarter. The Committees are currently looking for members. Right now tuition and college affordability, research funding, and mental health are on the agenda. At the moment SLAB will take precedence because State legislative session is coming soon. If anyone is interested let me know during this meeting.

Michaella Rogers (Treasurer): Is in charge of the Finance and Budget Committee and Travel Grants Committee (a subset of Finance and Budget Committee that meets separately. Both Committees currently need more members. The Finance and Budget Committee has two applications RSOs can fill out in order to get funding from special allocations which funds a lot of events or from departmental allocations which are used to make upgrades in departments. In the Finance and Budget Committee they meet and hear with students directly. The Travel Grants Committee awards students funding for travel for conferences. The award is $300.00 for domestic travel and $500.00 for international travel. Money is meant to be spent on airfare and lodging. The grants are pretty competitive. Members of the Committee evaluate a lot of applications. The Committee meets once a month and the application to apply is live on website right now.

Randy Siebert (Secretary): Is in charge of the Diversity Committee which funds programs specifically for promoting Graduate diversity affair issues: Student caucuses, international workshops etc. Overall it tries to push what GPSS does with diversity. Currently, the Committee is in the middle of setting up. If anybody is interested, then they
should email Randy. The Committee will meet at least once a month if not a couple of times a month. The Committee can get pretty busy. The Judicial Committee is the other Committee Randy runs. The Committee can have up to 6 registered Senators (It is the only committee that’s just for Senators). The Committee can meet anywhere from once a month to once a quarter.

**Elloise Kim (President):** Committees are a good way to get involved, and to have a say in how money is spent.

**Adam Tahir (Aeronautics & Astronautics):** If you are on the Judicial Committee then you cannot be a part of another committee but you can still be a liaison for external committees and boards.

**Sara Mo (International Studies):** Why are people on the Judicial Committee excluded?

**Elloise Kim (President):** For transparency, the Committee updates Bylaws and when there are grievances they help resolve them. Overall, the Judicial Committee does not have many duties but it is a very important committee.

**Katie Querna (Social Work):** Several committees on campus are not listed [on PowerPoint] that Senators can be a liaison with.

**Elloise Kim (President):** We will bring up these committees later in the meeting. Also, GPSS has reduced the number of committees this year. If you think there are any committees we should have, we are open to suggestions. Right now we have 8 committees.

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### 9. Judicial Committee Election

5:40PM

**Elloise Kim (President):** The Judicial committee needs four more members to join the committee today. However, up to six new members may join.

**Randy Siebert (Secretary):** If you are thinking about running for office this is a good way to learn about GPSS. In order to run for the GPSS in the next election a Judicial Committee member must retire 35 days before the GPSS election.

**Elloise Kim (President):** There are two Senators here today that were Judicial Committee members last year. Is there anything that John Lurie or Jay Eckard would like to share about their time on the committee?

**John Lurie (Astronomy):** The Judicial Committee has a minimal time commitment. It is also a good way to learn about how GPSS works on a fundamental level. Moreover, the Committee is a very important service.

**Monica Cortes Viharo (Drama):** Wants to nominate Jay Eckard for the Judicial Committee.
Jay Eckard (Drama): Accepts the nomination.

Erin Dunnington (Nursing): When does the Committee meet? (No date is set yet.)

Michael Diamond (Atmospheric Sciences): Nominates Robert Conrick.

Robert Conrick (Atmospheric Sciences): Accepts nomination.

Joseph Telegen (English): Nominates Erin Dunnington.

Erin Dunnington (Nursing): Accepts nomination.

Julius Doyle (Anthropology): Self nominates.


Kyle McGrath (Chemistry): Accepts nomination.

Thang Q Phu (Electrical Engineering): Self nominates.

Erin Dunnington (Nursing): Withdraws from the election.

Laura Taylor (Biology): Moves to vote for all candidates.

Michael Diamond (Atmospheric Sciences): Seconds.

No objection, vote passed.

10. Memorandum on GPSS Resolution Submission Process Policy  5:50PM

Elloise Kim (President): The Memorandum is a way to add a policy in an official way without doing a resolution because it takes a long time.

Randy Siebert (Secretary): Last year resolutions were a gray zone. To make the process more efficient we are laying out a memorandum with due dates to follow. It will help me do my job more efficiently. Last year we edited resolutions together, we ask that this year grammar edits in resolutions be taken care of outside of Senate meetings. We want to limit the discussion of syntax unless it changes the meaning of the resolution. The goal is to make the process more efficient. A calendar with due dates for resolution creation is set out. Send resolutions to Randy. Randy will send resolutions to Senators. Then, authors present resolutions to the Senate, authors then send their second draft to Randy. After which, online discussion begins and eventually closes. Authors then send in their third draft online. Randy will then send the third draft to Senators. There will then be Senate
discussion and voting. Officers and Executive Senators made the decision to make a limit of two resolutions per Senate meeting.

Grant Williamson (Molecular Engineering): Streamlining this process makes sense because we spend a lot of time on resolutions. However, if we find resolutions good but there are still a few grammar issues in the final reading would we table the resolution to the next meeting?

James Moschella (Vice President of External Affairs): Procedure lets us accept resolutions and still fix small grammar mistakes after the fact by sending it to Randy.

Adam Bell (Education-Learning Sciences and Human development): Also, resolutions are uploaded online so if issues are found then we can fix it then.

Randy Siebert (Secretary): If Elloise or I see that a resolution has too many mistakes before a Senate meeting then we may send it back before the meeting and ask for grammar issues to be resolved.

Elloise Kim (President): This system is on a trial basis, but let’s see how it goes.

11. Memorandum on GPSS Executive Senator and Liaison Term 5:57 pm

Elloise Kim (President): The Executive Senators approve and accept this idea. Each Executive Senator’s term is two years. As of right now Executive Senators can serve as long as they want with no checks. Terms will be implemented as a check. After two years an Executive Senator’s position will be announced as open, and others can run for their position. They can also rerun for their position with no limit on the number of terms they can serve.

Michelle Brault (Molecular & Cellular Biology): Will this affect already elected Senators that have sat for more than two years as of now?

Elloise Kim (President): No, will come into effect at the end of this year.

Dan Herb (Education): People may be discouraged from running if they can’t serve for two years.

Elloise Kim (President): People can serve for up to two years, but also can also serve for less than that.

12. GPSS Liaison 6:00 pm

Elloise Kim (President): GPSS has representatives for UW committees, and boards. These representatives serve for one calendar year. Then they need to express a desire to serve again to the GPSS president or the University Affairs Director. No term limit is made upon them if they want to serve in that position again. However, the GPSS
president can appoint someone else to that committee if the current representative doesn’t live up to their responsibilities. Five committees are special committees and boards. Their liaisons can stay for two years per term. Executive Senators can extend a special committees and board liaison’s term by one year if their job is essential.

Michaella Rogers (Treasurer): The role as a liaison is to represent Graduate and professional students at meetings. Also expect to bring back information from meetings to GPSS so the GPSS understands what’s going on around campus. If anybody is really interested or passionate about a committee let the GPSS know.

Elloise Kim (President): Anybody from the Graduate or professional group can work on a committee. The ones with open positions are the ones that reached out already to let GPSS know that they have an open position that needs to be filled.

Randy Siebert (Secretary): The Judicial committee members can serve as an outside liaison. Committees are where you learn info about UW that is not easily accessible knowledge for general students.

Michelle Brault (Molecular & Cellular Biology): Is there any information about when these committees meet?

Elloise Kim (President): There may be some information online.

13. Officers Reports

Elloise Kim (President): GPSS has made a PowerPoint with summarized slides of Officer Reports for Senators. Please send these slides out to constituents.

Sarah Loeffler (Vice President of Internal Affairs): Husky Sunrise one of the biggest events of the quarter and it was very successful. Over 830 students were in attendance. There was a resource fair during Husky Sunrise with twenty-four different groups around campus represented. Twenty different Deans and administrative staff attended to talk to people. Overall it was a great success, and pictures are up on the website.

Also, two other main programs my positions works with are undergoing some changes. G3 (Grads Guiding Grads) has been facilitated by the Graduate school and GPSS for past three years. Now GPSS will now be a facilitator role, instead of actively recruiting mentees and mentors we are going to host a resource site through Graduate School website. Currently we are in the middle of a transition. Program reviews is something every department goes through every 10 years. GPSS tries to make the process accessible for students. This year we are redeveloping the system. This year, instead of facilitating surveys the GPSS will sit on a graduate school council as part of program reviews and also be a facilitator in departments that are running Reviews so we can encourage students to go to specified meeting where students can engage with reviews. GPSS is relying on Senators to get the word out to students.
A brand new committee is made The Graduate student experience committee which will be a direct advisory board to the Graduate School. It will be an internal committee at GPSS but we will be appointing people to the five different committees in the Graduate school. Previously the Graduate school had a lack of student input as they are requesting funds. As of right now more programs being put into the Graduate school we will be able to advise those as they come about. Position in this committee is to sit on other committees and make sure that GPSS has a solidified advisory role to the Graduate School.

Proxy Yue Shi (Biology): During Program Reviews can we speak up?

Sarah Loeffler (Vice President of Internal Affairs): Students can have an input.

Elloise Kim (President): Sarah and I are pushing for Graduate schools to have a better voice in Program Reviews.

Chris Cox (Geography): If you know your department is going under review should we get involved?

Sarah Loeffler (Vice President of Internal Affairs): Yes, please come talk to me. I will reach out to Senators whose programs are in review now. We want Graduate voices.

Elloise Kim (President): I have asked for a flow chart to describe the process, when we get it we will present it.

Randy Siebert (Secretary): If anyone has any more questions email us.

James Moschella (Vice President of External Affairs): My main job is to represent graduate students in the legislature at the State and Federal level. Tomorrow, we are hosting a conference at the University of Washington (SAGE). Also, Friday night we have a networking event at the alumni associations at 5:30PM. For the conference we have nine university representatives coming over. We are also holding a Federal lobby panel Friday at 1:15pm in the Intellectual House. Moreover, if interested in FLAB or SLAB let me know, diversity in opinion is important.

Also an updated from Olympia, the State house is for grabs for either political party, we don’t know what will happen. Also, Graduate tuition is on the agenda this year. Moreover, if interested is in meeting with any representatives in Olympia talk to me, so can get grads down there.

ASUW Office of Governmental Relations and GPSS are working on an elections docket to distribute to students to inform them and another paper that teaches people how to vote. The last thing is that the Washington Student Association, which only has WSU and UW with Grad representatives is working on a legislative agenda and did a voter registration drive that did well.
Michaella Rogers (Treasurer): She is responsible for running two committees, manage GPSS funds, and keeps track of expenses. In winter she will make next fiscal year’s budget and get that approved by SAF. She serves as a voting member on the Student Activities Fees Committee, makes sure different units spend money allocated effectively. Right now she is doing some preliminary meetings with SAF, will really start up in November. She is also serving on the STF Committee which is being revamped structure has changed and there is new leadership. STF hears proposals from units on campus that look for tech upgrades. There is a quarterly application will start reviewing mid-November.

Randy Siebert (Secretary): Orientations were the big thing before school started. We also hired some staff for this year. Currently we are adding information to the website and making it more user friendly. Last year there was a pass for clickers to do voting and Senate tracking we worked hard on it this summer. Unfortunately, software development didn’t go in the direction GPSS wanted. That is currently being worked on still. We are also updating the Senate handbook with more dates and adding more to the website. Finally, Randy is organizing the Diversity Committee and the Judicial committee.

Elloise Kim (President): I am the spokesperson for GPSS and all graduate and professional students so she is going to lots of meetings, at least three meetings per day. When there is concern or interest in the general Senate the GPSS President is a good person to contact. I am a good direct channel if there is an urgent thing need. As for updates I am going to the Board of Reagent meeting monthly this past month it was held in Spokane. The Big news from the meeting is the merge between UW and Gonzaga’s School of medicine and school of dentistry which will work to serve rural areas. Overall, I am working on campus climate issues, prison divestment, and TA cuts. I am also trying to learn what’s happening on campus and I am trying to be a good messenger between UW administration and students. Also, I met with Ellen Taylor. The Student conduct code will be updated again in order to streamline the time it takes students to make an appeal. Also I ask that Senators join the fee based program advisory board.

14. Announcements

James Moschella (Vice President of External Affairs): There are two things that will change. The Good of the Order will not be in today’s meeting, and announcements will be relatively short. Officers and the Executive Committee have decided that announcements can be submitted to Randy and then put on a slide during meetings to increase efficiency. If a person is too late to submit their announcement to the slide, they can still stand up and talk. Also, the Good of the Order will change. As of right now it will facilitate conversations about issues at the University of Washington. If Senators have things to talk about then Senators can stand up and talk about those issues. Otherwise Officers will talk about issues they see around campus.

Elloise Kim (President): If there are any concerns that Senators have, then the Good of Order is a good time for Senators to talk about those issues. There may also be a Senator’s corners. Which is a good time for Senators to talk about a program they are
working on or want to make known. Also a guest spotlight may be added (2 guests per meeting) where guests that are beneficial for Senators to hear from can talk about resources on campus etc. Overall, it’s your Senate so if you have a good idea that you want to add to meetings communicate this to Officers.

**Monica Cortes Viharo (Drama):** Wants to recognize people. During Dawg Daze GPSS hosted two workshops for undergrads, the events went well.

**Joeseph Telegen (English):** Anyone who wants to know more about Executive Senators email me at Jtelegen@uw.edu.

**Elloise Kim (President):** Make sure to spare up to two hours for this meeting in the future. Also the meeting will start at 5:30PM from now on.

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15. **Adjournment**

**Dan Herb (Education – Leadership in Higher Education):** Moves to adjourn the meeting.

**Thang Q Phu (Electrical Engineering):** Seconds.