



**GRADUATE & PROFESSIONAL  
STUDENT SENATE**

Exec Meeting Minutes

*January 03, 2018 /HUB 303*

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**Members Present**

GPSS President Soh Yeun (Elloise) Kim  
GPSS Secretary: Giuliana Conti  
GPSS Vice President of External Affairs: Matt Munoz (via phone)  
GPSS Vice President of External Affairs: Tori Hernandez  
GPSS Treasurer: Brad Copenhaver  
GPSS Policy Director: Kelsey Hood  
GPSS Executive Senator: Grant Williamson  
GPSS Executive Senator: Elizabeth Oestreich  
GPSS Executive Senator: Peder Digre  
GPSS Executive Senator: Laura Taylor  
Associate Dean for Student & Postdoc Affairs, Grad School: Kelly Edwards  
ASUW Director of Internal Policy and the Liaison: Bo Goodrich

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**1. Call to Order** **5:32 PM**

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**2. Approval of the Agenda** **5:32 PM**

**Laura Taylor:** Approves the agenda

**Giuliana Conti:** Seconds

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**3. Approval of the Minutes** **5:33 PM**

**Elizabeth Oestreich:** Approves the minutes

**Tori Hernandez:** Seconds

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#### 4. **Executive Senator Duties**

**5:33 PM**

**Grant Williamson:** Shares that before he became a Senator, he wasn't fully aware of the duties of an Executive Senator. Therefore, he has worked on a guide that can be used by people to acquire the knowledge and use as a guide themselves. The document outlines a set of guidelines on how to be maximally effective as Executive Senators. These are but more a tip sheet on what we've seen gets the most impact as an executive Senator; obviously for each Executive Senator depending on their priorities and what's important to them what they do on this list may vary but this is a general guideline for what would be successful at least coming into the role and do than not knowing what they are supposed to be doing. Some of the points may not necessarily match with everything people can do and since being students comes first, it's not meant to preclude anyone from being an Executive Senator. It's just meant to provide a guideline for what's good and successful.

**Elloise Kim:** Suggests going over the language of the proposal and have people share their opinions.

**Laura Taylor:** Appreciates Grant for doing this. Shares her experience of joining Exec Senator but not knowing how to go about the role. Thinks the wording could be better including the title to emphasize those that he actually stated – that they are guiding principles and not necessarily Bylaws. Shares that she had two concerns and it looks like the language got changed for one of them already. Her first concern was when there was a mention about serving on committees; highlights that it's important for Executive Senators to be on committees and they should be extremely encouraged to do that. Her other concern was around Peder's point about being on some of the more important like GPSS related committees. Laura stresses that there should be better distribution of power among GPSS as a whole. Exec and GPSS members are the ones that are constantly dominating all of these committees and there's not really an equal distribution of GPSS power at all. Recommends encouraging Senators as a whole to join those committees. Another concern is on the office hours. Suggests not putting up the exact hours commitment on that because they might not be able to maintain the schedule that would discourage people. Suggests rewriting as "We encourage you to be present in the office when you're available".

**Peder Digre:** Agrees with Laura's the point about the committees and that broad representation from Senators on committees is important. Shares that he was coming from the point that they are very active student leaders and are interested in serving on a leadership role such as being on committees.

**Giuliana Conti:** Asks where the guidelines will live.

**Laura Taylor:** Says on the website.

**Giuliana Conti:** Asks if it can be on Senator's handbook so when they look at the handbook for what GPSS does, they also see that there are opportunities for upward mobility.

**Tori Hernandez:** Asks if there is an Executive Senator team drive.

**Laura Taylor:** Says no, they don't have one.

**Tori Hernandez:** Asks if it would be useful for Executive Senators to have it.

**Laura Taylor:** Says not really since all of their documents are just the emails that GPSS sends them.

**Elizabeth Oestreich:** Asks if all the e-mails sent are stored somewhere for Exec Senators to access.

**Laura Taylor:** Says no.

**Elizabeth Oestreich:** Points that in that case, the Executive Senators should have an accessible somewhere other than e-mail.

**Laura Taylor:** Asks if she is suggesting something like an archive of documents.

**Elloise Kim:** Points that when it comes to official documents including agenda and minutes, they are posted on GPSS website because those materials are to be available for the public as well. But for other materials, suggests having a team drive.

**Elizabeth Oestreich:** Points that having a drive would help to access documents like Bylaws and other important documents which otherwise requires them to go to the website or dig through emails and look up. Asks if there's a reason they don't want to have the Executive Senator's duties mentioned wherever the Officer duties are mentioned in the Bylaws.

**Grant Williamson:** Shares that speaking from personal perspective, he doesn't want it to be a binding document in the same way that there are specific duties set up for each of the Officers because the Executive Senator's biggest key role is to service extra capacity for the Officers and the staff and by putting specific items in the Bylaws runs contrary to that.

**Laura Taylor:** Highlights that as per her understanding is that Exec Senators aren't necessarily the extension of the Officers but rather is a of balance of power. Points that it's important to not give that impression.

**Grant Williamson:** Clarifies that one of the roles that they play is to represent the Senate and if the Exec is doing things that the Senate disagrees, then they will have to represent that voice. But

the reality of the situation at times is that Officers are not acting in a similar way to what he would agree with and the Senate body agrees with, so then the role becomes different. Highlights that their real duty is to make GPSS function and be as strong of an advocate for graduate students as possible and that is best represented when necessary, providing a check on the Officers and when not necessary supporting the Officers and making sure things gets done.

**Laura Taylor:** Points that it is not the job of the Executive Senators to do the work for Exec Officers that they are not capable of doing. If Executive Officers feel that they can delegate their work and choose to do that and an Executive Officer is willing to take that on, it's fine. But it is not in the description of the Executive Officer to be responsible for Exec position duties and shares that perhaps she is alone in thinking this and it is not an overreach of power.

**Elizabeth Oestreich:** Agrees and thinks that is exactly why it might be helpful to actually have in the guidelines. Understands that she wants to volunteer her time for GPSS and not necessarily be paid. But the Office Staff and Executive Officers are paid so discussions around what the duties and the expectations are, are some of the things that needs to be clarified and mentioned in the Bylaws.

**Bo Goodrich:** Highlights that in ASUW, it's in their Bylaws that paid employee duties cannot be delegated to volunteers and it's not fair.

**Giuliana Conti:** Shares that she is interested to know opinions on what type of things are being talked about in delegation.

**Laura Taylor:** Shares an example that came up last year in particular to events planning and events volunteers. It became sort of an expectation that Exec will volunteer for every single GPSS Event. That was an expectation that she was never aware of when she joined Exec and she chose not to volunteer for something and got a little bit of backlash for that. So, if it's an expectation, points that it needs to be highlighted in advance.

**Grant Williamson:** Points at the language that is specifically there in the guidelines which is to provide additional bandwidth that the Officers and staff can use to ensure G.PSS supports their constituents fully.

**Giuliana Conti:** Points that a good example of that would be Grant helping Giuliana with orientations or setting up the Slido.

**Grant Williamson:** Shares that with Executive Senators, he is talking about the bandwidth to do new initiatives. The big reason why two VPs exist now is because the job keeps getting bigger. Although they are not paid positions, they are leadership positions within the University and they have made a choice to be there and it's a time commitment above and beyond just attending the meetings. For GPSS to be an effective organization, he chose to become an Executive Senator because he wanted to help try and make the organization itself more effective as well as advocate for specific issues.

**Kelly Edwards:** Adds to Grant's point on the language and continues reading that "Executive Senators can support running activities".

**Laura Taylor:** Clarifies that she is not saying that she doesn't want to volunteer. Only needs to make the language very clear that they have an option. The language as it stands right now is very vague and doesn't get over interpreted in the future to mean you know doing other things.

**Elizabeth Oestreich:** Agrees and clarifies that she was also not trying to say that she doesn't want to help, but shares that she doesn't understand the purpose of a document that's not binding. Having some guidelines would help. In order to ensure accountability one needs to know what the expectations of their job are.

**Giuliana Conti:** Shares that within the Bylaws, they have what is expected of an Executive Senator right. The guidelines are a nice prompt for people to as Executive Senators to be able to attend the minimal meetings but then maybe go outside of themselves and think if there's anything they can do go in the office with an idea if they like it start on it and that may not be filled with mandatory duties of an Executive Senator.

**Grant Williamson:** Comments that he will be talking to some of the Executive Senator candidates and he will be telling them that this is information so they have some idea more of what they're running for. Hopes to get some form of this in the slides for next week. Revisions will be made and ensures to try and make it clear that this is not requirements. But feels that setting some concrete numbers and goals, there is value in it because it provides some sense of the measure for success.

**Giuliana Conti:** Asks if this is something she needs to send out for next meeting or if they plan to continue in the next Exec meeting.

**Elloise Kim:** Shares that since it is a draft and not the final material, it doesn't have to be shared with Senators as yet.

**Tori Hernandez:** Asks if it's a good idea for the Senators to know all about the process and duties before they run for the upcoming election.

**Elizabeth Oestreich:** Shares her concern regarding that would be if they knew who some of the candidates are and the information gets to them, it would be an unfair advantage to the candidates that haven't either proclaimed or aren't approached.

**Elloise Kim:** Suggests making the revision collaboratively with Exec Senators.

**Giuliana Conti:** Suggests using 15 minutes of the meeting to close on the revisions and document.

**Elloise Kim:** Suggests doing after the meeting.

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## 5. Next Senate Meeting Agenda -10<sup>th</sup> Jan '18

6:03 PM

**Elloise Kim:** Calls out the agenda - Call to Order, Approval of Agenda, Approval of Minutes

**Tori Hernandez:** Shares that Leslie from the graduate school will be coming and talking about the importance of Program Reviews. Two reviews are coming up the first week of February. Which is the Department of Urban Design and Planning and also the Center for Digital Communication and Experience. He will be presenting for five minutes on why it's important for students to be involved in program reviews. A handout that Leslie and Tori has created, is about how to be make an impact as a Senator or even just as students in program reviews. The handout that's being edited by Giuliana will go out in the email that she will be sending to Senators.

**Elizabeth Oestreich:** Shares that one thing she found out is reaching out to Alumni.

**Elloise Kim:** Shares that it would be worthwhile to set 5 minutes for everyone to go over the document before the meeting time and request Leslie to go over the document although that's not the usual order.

**Laura Taylor:** Shares that the people who are going to be interested in the document will be the ones who have program reviews coming up.

**Tori Hernandez:** One of the program reviews coming up this quarter is the for the Center of Digital Arts and they don't even have a Senator representation.

**Laura Taylor:** Highlights that it's not worth everybody's time to go over this because part of their job of being a Senator is being informed.

**Tori Hernandez:** Shares that she has sent to some Senators already and so the Senators who are in Urban Design and Planning have this already. So, it's more important if Leslie leads to really speaks the importance of it and has five minutes. But resending it out in Spring quarter when there are five departments who have program review.

**Giuliana Conti:** Asks if the Center for Digital Communication and Experience part of Music school?

**Tori Hernandez:** Says no, it part of Arts.

**Giuliana Conti:** Shares that there are many ways to deal with this because program reviews happen once a year for each of its programs and as Laura pointed out, some Senators on might not show interest because program reviews will not happen for the next 7 or 10 years. Since not many people know what program reviews are the impact of it, proposes even spending a few minutes to provide the basic information. Invites better ideas.

**Elloise Kim:** Points that it is one of the responsibilities of GPSS to ensure student voices are included in the program reviews and as GPSS Senators, there's sort of a collective interest in the thing about how are GPSS voices represented in anybody's program not just their own. Not many know about program reviews and they don't know to look up the website to find the previous reviews. It will help them understand if their department has taken any action at all.

**Giuliana Conti:** Shares that her department (Music) had a program review last year and it was a mess and it's why they now have a Graduate School Committee for School of Music. Feels as students, it's important to contribute.

**Tori Hernandez:** Recommends conveying information on why it's important as a Senator to be involved followed by in a Giuliana giving her experience.

**Giuliana Conti:** Agrees.

**Elloise Kim:** Asks opinions on how to structure the agenda. Should it be the guest first and then Officers share their experience or if it should be a combination.

**Laura Taylor:** Recommends have the Officer talk after the guest speaks first and after the Q&A session.

**Elloise Kim:** Asks how she should title it.

**Tori Hernandez:** Suggests the title, Student Role, Program Review and to allocate 10 minutes.

**Elloise Kim:** Next item on the agenda is Exec Senator Election. Suggests allocating 15 minutes.

**Grant Williamson:** Shares that there are atleast 5 people that he knows who will be running for one position now and 3 will be opening up next fall.

**Elloise Kim:** Asks if 10 minutes for speech of the candidates will be enough.

**Giuliana Conti:** Shares that she will need to highlight in the mail what the expectations are from the Executive Senator.

**Laura Taylor:** Suggests 2 minutes each Atleast. Overall 15 minutes for the Executive Senator Election.

**Giuliana Conti:** Suggests resolution revisiting during the next Senate meeting. Asks five or ten minutes to discuss briefly resolutions that have come through GPSS in the past few years just to highlight topics that have been covered and maybe inspire them to actually do it because last quarter was really not that productive. In the next quarters, she would want people to come with previous resolutions that can motivate Senators to start drafting their own. Shares that he has a resolution that someone's writing up which will probably be up for the next month or so.

**Laura Taylor:** Suggests picking just two each meeting and revisiting them.

**Giuliana Conti:** Shares that she wants to have some context so showing atleast a list of some of them would help build context.

**Laura Taylor:** Suggests showing the list and then follow up on 2 at a time.

**Giuliana Conti:** Agrees. Requests 5 minutes for that.

**Elloise Kim:** Agrees. Finalizes the agenda. Calls out the agenda - Call to Order, Approval of Agenda, Approval of Minutes, Program Reviews, Graduate School, Student Roles in Program Reviews, Executive Senator Nominations, Executive Senator Election, GPSS Resolution, Officer Reports, Announcements, Adjournment.

**Laura Taylor:** Approves the Agenda.

**Tori Hernandez:** Seconds.

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## 6. Executive Senator Report

6:21 PM

**Peder Digre:** Reports updates on SAF. Starting orientation presentations this week goes for the next five weeks. All unites to present little bit about their respective units and give a broad overview of their budget. ASUW and GPSS are first up this week.

**Elizabeth Oestreich:** Reports that she is going to be going to the Regents meeting in January as a GPSS Experience person. Unsure what's expected.

**Laura Taylor:** Shares that it could be like the Executive reports like first three months of being an Exec Senator that she had passed so it can be any kind of report that can be shared that's relevant today to the Exec bodies.

**Elizabeth Oestreich:** Reports that she is also really moving forward with trying to create more awareness for student caregivers and student parents on campus.

**Laura Taylor:** Shares that several years ago there were resolutions about increasing childcare on campus. Hadn't heard anything after that.

**Elloise Kim:** Shares that one of the outcomes was new child care facility.

**Elizabeth Oestreich:** Shares that when Alice was the President of the Childcare Advisory Committee which kind of moved under Amy Hawkins and it has fallen apart. So, she is trying to get that going again.

**Elloise Kim:** Shares that she has been trying to contact Amy Hawkins a lot and she is swamped with many duties and Childcare issue is not in her priority list.

**Elizabeth Oestreich:** Points that especially not student caregivers.

**Elloise Kim:** Continues that technically right now there's no single person who is putting in efforts for childcare and its problematic.

**Elizabeth Oestreich:** Shares that there's not even enough support for student caregivers. UC Berkeley has an office with a staff of seven. UW is so behind the current situation.

**Giuliana Conti:** Points that their child care is also a research center and they mutually benefit from it. Reads out the note she received from Claire Chivers over the break saying, "Fellow parents and I would love to see more important consideration put into the needs of students balancing families from resources to inclusive campus spaces. There's much this university could be doing to better support this population."

**Laura Taylor:** Points that she would have reached out since she is the Secretary of GPSS. Suggests contacting her.

**Grant Williamson:** Reports that he is meeting a few candidates. Expects to have a lot of people running.

**Laura Taylor:** Nothing to report since one of the main meetings got cancelled this month. It's the Research Advisory Board for the entire University of Washington. Will be graduating soon and mentions getting a little bit of GPSS burn out probably because she has been associated with GPSS for over 4 years. Will be looking to get replaced probably before the end of the year.

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## 7. Officer Reports

**6:30 PM**

**Bo Goodrich:** Reports that he will be meeting with Giuliana next Monday to reflect on their collaborations as organizations in the last quarter. Requests feedback from all on him and ASUW as whole.

**Laura Taylor:** Comments that this year has been more collaborative than in the past.

**Brad Copenhaver:** Reports that today is the deadline for early winter travel grant applications. First time they were using the new application format. As of last night, he has received three applications. Expecting a few more. At any rate, it's not going to be nearly the amount that was received during the Fall quarter and that's a pretty typical. Meeting on Monday at 10.30 to go through the applications. Invites interested ones to join him. Doing the SAF orientation presentation. Invites participants to help with the presentation.

**Kelly Edwards:** Reports that they have been having meetings with people to see the intentions they have for the year 2018. Interesting programs coming up for first time international grad students. Continued work on career development especially in the work of humanities. Social

Sciences is planning on a half day boot camp on specific skills. Scholar Studio's theme this year is "The world we live in". There will be lot of diverse submissions and presentations.

**Giuliana Conti:** Asks if the application is already passed with the Scholar Studio.

**Kelly Edwards:** Says it starts tomorrow and closes in the end of January.

**Tori Hernandez:** Reports that she has reached out to Senators and students for program reviews of Department of Urban Design and Planning and also the Center for Digital Communication and Experience. Officer name tags are coming in the mail. U-PASS might start a student awareness campaign. More information to be shared next time.

**Matt Munoz:** Reports that at the federal level, he will be tracking the Higher Ed Act and net neutrality. Will be contacting Sarah Castro. SAGE report will be done in the next two weeks and apologizes for that. Attended a training with WSA. Has a number of meetings set up for the first week's session? WSA has a good strategy. Kelsey and he are working on reviewing information collected for Legislative Agenda and will fill gaps that may exist. He will be back in Seattle for the Alumni Association. Invites people to join him and Kelsey. He will be in town on Fridays for rest of the quarter and he can be reached out on those days. On Jan 11<sup>th</sup>, the Senate Higher Ed and Workforce Development Committee will be meeting. Tax Reform Adhoc Committee has been dissolved. Thanks everyone who worked on that committee. Working with Pacific Science Center on some science related events. Also working with the UW library to put up some science related events. Meeting on Fridays at 4PM in GPSS office. FLAB/SLAB will now be overseen by Kelsey in his absence.

**Kelsey Hood:** FLAB/SLAB will be meeting on Fridays from 10am to 11am during winter quarter. Mostly working on the Legislative Agenda items, filling gaps and doing one pagers.

**Matt Munoz:** Reports that Kelsey and he will be talking on Friday about how best to utilize FLAB Committee in the quarter. Invites people to join the discussion. He is also working on GES program's transparency. Also conceptualizing an External Affairs page on the GPSS Website. It will be the External Affairs Spring project.

**Giuliana Conti:** Reports that Amy has created a historical timeline of Senate attendance by department. It's interesting because her goal was to find the departments that were least represented and target those for improvement. She will be contacting the Advisors for these get them to advertise the benefits for students.

**Grant Williamson:** Asks what percentage of these are departments that were contacted at the start of the year.

**Giuliana Conti:** States that's her next step because she just got an e-mail from someone from Human Centered Design society and have not had representation in six years. They were not part of GPSS's orientation but then there was another department that was. Within the School of Music, there are numerous programs and as a Senator, she represented the School of Music. However, if there is a need for representation, you can get it at program level. But those departments that have

been consistently underrepresented, the Advisor would be contacted at the department level vs. program level. Asks if she should make that as an item for next Exec meeting.

**Elloise Kim:** Says whenever she has some more data to work on, it will be great to work on that.

**Giuliana Conti:** Wants to target programs with higher student population. Diversity Committee meets next Monday and Thursday. Lot of funding applications received.

**Elloise Kim:** Reminds that Jan 29<sup>th</sup> is Huskies on the Hill. Legislative session kick-off tomorrow in UW Tower. It's an open meeting. Snacks will be served. Received emails from students in regard to her report on the Newsletter. General response has been positive and well appreciated. Thanks all the Officers for making the newsletter happen. Elizabeth worked with Jerry Baldasty and the Regent Joel in regard to Board of Regent Academic and Student Affairs Committee item to talk about student life. She will be presenting next Thursday. Ana Marie who was booked for Jan 24<sup>th</sup> meeting has cancelled. Finding alternative dates. Senate survey has link issues. So, will be requesting Senators to take the survey again. Efforts to work with UW medicine will continue to increase diversity.

**Laura Taylor:** Shares that currently UW medicine do not have any council that students can sit on and the School of Medicine is opposed to that. They are not a very grad student friendly school.

**Grant Williamson:** Shares that it's an ongoing hostile environment in the school towards students of color. However, he only has heard one side of the perspectives.

**Kelly Edwards:** Reports that there is a council of students working on issues such as racism. They are currently active. But needs more work.

**Elizabeth Oestreich:** Shares that so many students are having to learn about social justice and social determinants of health on their own time. There are macroaggressions occurring from the teachers. Many of the students of color and others are just feeling that UW Medicine has not changed, they're not growing. Thinks it would be a great idea to bring into the Diversity Committee and get some more perspective.

**Giuliana Conti:** Shares that she would prefer to have someone with knowledge to be there.

**Elizabeth Oestreich:** Says, she can talk to someone.

**Elloise Kim:** Reports that Officer reports are getting very long. Should not exceed 3 minutes. Anything going over 3 minutes should have separate agenda item.

**Elizabeth Oestreich:** Asks if travel grants cover all period of time or if there is any period that's not covered.

**Brad Copenhaver:** Says, it covers all time periods.

**8. Adjournment**

**6:52 PM**

**Tori Hernandez:** Approves to adjourn

**Brad Copenhaver:** Seconds

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