



**GRADUATE & PROFESSIONAL
STUDENT SENATE**

Exec Meeting Minutes

August 30, 2017 /HUB 303

Members Present

GPSS President Soh Yeun (Elloise) Kim
GPSS Secretary: Giuliana Conti
GPSS Treasurer: Brad Copenhaver
GPSS Vice President of External Affairs: Matt Munoz
GPSS Vice President of External Affairs: Tori Hernandez
GPSS Executive Senator: Grant Williamson
Assistant Director of Student Activities: Renee Singleton

1. Call to Order **5:35 PM**

2. Approval of Agenda **5:37 PM**

Giuliana Conti: Moves to approve the agenda
Grant Williamson: Seconds

3. Application for Senate Representation **5:38 PM**

Giuliana Conti: Reports that she was contacted by several people in the same department from Foster School as they are looking at whether or not to add Senate representation because of the differences in their program and those differences go strictly between night programs. The Bylaws state that the applications must be okayed in the Exec meeting. Invites comments and recommendations. Post that, it will be sent to the departments and the, decision on whether to add it will be made.

Elloise Kim: Comments that contact information of GPA of the program is necessary. Contact information of the Dean or other Leadership, preferably the Program Director's is required. Asks how long the degree has existed as the degree granting program and if it's essential to be considered.

Giuliana Conti: Explains that in order to determine if the program is new, there are three different reasons in the Bylaws that's applicable for representation, one of them being 'brand new program'.

Elloise Kim: Asks if students in the program have GPSS representation as another requirement?

Giuliana Conti: States that several schools have different things for ex. iSchool has Middle-East Studies and South East Asian studies has two different sub-groups or departments within iSchool. If we get a representation from iSchool in general, but South East Asian Studies wants their own representation because Russian, European and Central Asian has representative as does the Ph.D program from iSchool.

Elloise Kim: Seeks clarification on - there are three levels of Senator representation – School/College, Department and Program. So, having representation from another department can be confusing. They might not have additional representation if they come from same school or program.

Tori Hernandez: Clarifies that the Bylaws states that if one wants to represent the department, then they can't have a program representation as a whole. So, there should not be representations from all three levels. It should be one level at a time unless specially requested.

Giuliana Conti: States that, the question therefore must be students in the program have GPSS representation in a connected department perhaps because if one has representation or high school for example but there are multiple sub departments that want their own representation as is the case for iSchool then it would force them to look into whether there are any GPSS representatives that are connected to iSchool whether that be department specific or school specific. Some of it is from last year's application form.

Elloise Kim: States that there are programs who send their representatives every year, but there are some programs who may have a Senator in a certain year but may not have in the following year. Understanding of what department has Senator is better with GPSS than other departments and programs. Therefore, suggests proving that information in the conversation when they apply which would be helpful for them. Also asks, if GPSS can ask them why they want to create the Senator?

Giuliana Conti: States that there was no additional space that was created for GPSS representation. That way gives GPSS a reason.

Brad Copenhaver: Moves to approve

Grant Williamson: Seconds

Giuliana Conti: Shares that looking at the departments that have had representation over the past four or five years or not is important. Is interested in looking at the population size. For instance, Education has 5 Senators because Education is a large school. Wants to have that conversation sometime later. The underlying question is ‘How many senators per department there are based on population density’?

Elloise Kim: Shares that, currently they hire 2 seats for each grade. Even when they are only ten people in the program they can claim a maximum of two seats.

Giuliana Conti: Shares that GPSS is trying to ramp up representation across campus because as it stands there are considerable departments that are not being represented. So, suggests on finding a way to appeal to them to improve representation during the upcoming orientations and highlights that each department can have up to 2 representations.

4. Fall Orientations

5:50PM

Giuliana Conti: Shares that there is a total of 33 departments that have asked GPSS to present at their orientations and out of that 14 do not have representation or have not had in the past year. So, working on trying to communicate especially with major departments can allow GPSS to present at their orientations. Invites people to put down their names and take on departments that they want to work with. She would also be sending the PowerPoint presentation that can be further shared with departments who can add to their respective orientation decks.

Elloise Kim: Suggests arranging them by dates.

Giuliana Conti: Asks about the power point that she found in Google Drive recently.

Elloise Kim: Shares that it was created two years ago and that it's not updated.

Giuliana Conti: Shares that some of the information in it is relatively the same as far as the mission statements are concerned. States that, with different departments having 5 minutes or 20 minutes it makes it a challenge so the presentation itself needs to be somewhat weak.

Elloise Kim: Asks what is the most essential information that people need to gain about GPSS under five minutes?

Brad Copenhaver: Highlights funding opportunities and all the events for Grad and Professional students.

Matt Munoz: Highlights the Advocacy opportunities. The committees in general needs a lot more emphasis.

Elloise Kim: Agrees with that rather than pitching everything about GPSS.

Giuliana Conti: Suggests talking about departmental representation so that if they have concerns about their department then they're a resource. Also suggests talking about how they can add value with improving campus experience. Shares that she would work on the PowerPoint and share with Executive Senators for opinions. Asks what resources should be handed out.

Tori Hernandez: Suggests using the resources that are available currently – brochures, postcards.

Giuliana Conti: Asks Rene about the status of business cards so that could be handed out during presentation so that if people have questions they have a direct contact.

Renee Singleton: States that it takes 6 weeks and should have arrived by mail.

Matt Munoz: Suggests having the contact information of GPSS office and all Officers in the final slide of the PowerPoint.

5. 2017-18 Budget

5:58 PM

Brad Copenhaver: Reports that the first one is called staple copies. It is the special and departmental allocations. These are basically the funding rules guidelines that the Budget Committee will use when making determinations of special and departmental allocations of money. The Finance and Budget Committee has not been formed yet and won't be formed until mid-October. Basically, this is all the rules of what the money can and can't be used for. The Funding rules guidelines for the past couple of years hasn't changed. In the Finance and Budget Committee meeting, if something that comes up, the guidelines can be revisited along with Exec. However, this needs to be approved at the present meeting.

Elloise Kim: Asks if the funding level is going to remain the same as last year or if it will be reduced.

Brad Copenhaver: States that, that's a discussion for Finance and Budget Committee to have. It's a great idea to go back and look at previous years and see what the actual requests were. Until now, the Committee has been given the top amount every single time.

Giuliana Conti: Asks if it applies only to special and departmental allocations.

Brad Copenhaver: Says yes. The rules come from State, Law and University policy.

Grant Williamson: Moves to approve

Matt Munoz: Seconds

Brad Copenhaver: The next step is the Budget. Has been contemplating how to do it. Jane, the Accountant is retiring and she's been helpful in sending all of the records for the past year of all the money that has been spent by GPSS. Still figuring out where all of that fits into the budget that was presented to SAF. Spent time with Giuliana going through trying to figure out exactly how much money the Diversity fund gave out last year. Were successful eventually. The other issue is

that in the present meeting there are 6 people who are Officers who have specific budgets. Proposes to postpone doing this again until the Finance and Budget Committee itself can be arranged and Brad himself is trained further by Rene and everyone else. Operating right now with an approved budget. It is purely because for transparency sake so that everyone is on the same page about it unlike last year. There is a budget of \$439,000 that has been approved by SAF.

Giuliana Conti: Seeks clarification on what exactly Brad is proposing.

Brad Copenhaver: Responds that if there are any changes to be made, that needs to be postponed. The document right now talks about the budget that GPSS is operating under currently.

Rene Singleton: Shares that the same thing happens every year even if there's no reduction.

Brad Copenhaver: Has shared the most up to date copy and is still working through but there are places where GPSS hasn't spent any money.

Giuliana Conti: Asks if there will be places where it says that there is a budget that may not be used entirely for some of the positions that had to be hired in Summer, but wasn't. What needs to be done in such instances?

Brad Copenhaver: Invites Rene to comment on personnel funding.

Rene Singleton: Shares that it's a tedious conversation that she would have with Brad. However, shares that the starting salary caps for what was advertised for the job is what will be started with.

Matt Munoz: Shares that Tori and himself were started with below allotment last year. The hours and amount was raised in the second quarter.

Brad Copenhaver: Shares the question Matt had asked about the process of giving a raise.

Rene Singleton: Shares that each Supervisor needs to make a formal proposal. Sit together at one of the Exec meetings and talk about giving someone an increase. Just because the budget allows, doesn't mean that one is given a raise. Once decided, in the regular meeting, that has to be mentioned. The Supervisor then hands over the proposal to the Payroll department and will be processed thereafter.

Elloise Kim: Highlights that all Officers must discuss that in the meetings and only after all Officers agrees, it goes to Exec meetings for discussions; otherwise it can be deemed as favoritism. So, discussion amongst Officers and Execs are very important.

Grant Williamson: Reports that he helped co-sponsor the Science and Policy Committee. There were about 50 people. Scott Spencer spoke of it of us on the panel members. It was run through Science and Policy partially.

Elloise Kim: Asks to share if any photos taken.

7. Officer Reports

6:15 PM

Tori Hernandez: Talks about the communication tool Slack. Slack's slogan is 'communication for teams' that works perfectly for GPSS. Recommends it for communications to Senators as far as updates on resolutions and policy resolutions. Needs to get people signed up for it. Reports that needs volunteers for Husky Sunrise and that has been posted on Slack.

Matt Munoz: Adds, Slack enables notifications if set up.

Tori Hernandez: Shares that private channels can also be set up for Officers. Executive Senators can also have a channel and can also have an open channel only for GPSS too for resolutions. A lot of people have been talking about discussion boards for a Senators and Slack is a great tool for that.

Reports on Hiring the Director of Events –Sydney, who will be starting next week. Organizing Husky Sunrise. 10 have confirmed already. In contact with Sarah Griggs about finalizing details about tents. Need volunteers. Food and everything else is finalized. GPSS officers has a table and the Officers has to be talking about GPSS about what they do and need more volunteers for setting up and making sure the event is going well. Looking for 7.00 AM volunteers.

Shares the next update which is about the trainings. One is scheduled for next Wednesday from 1 to 5pm and another on the 18th, Monday from 9:30am to 12:30pm. Yet to finalize the facilitators. Needs to do a strengths finder and talk to Ombuds for commitment to function with GPSS. Therefore, next week will be probably focused on building a team between GPSS members. On 18th will be focused on goals, policy and procedures and the purpose of GPSS. It will be more task oriented and how to complete the goals.

Matt Munoz: Asks, if the Strengths Finder requires any Gallup materials?

Tori Hernandez: Says no, and it will be taken care of.

Matt Munoz: Shares update on the federal issues and SAGE. Congress is in recess until next Monday and hence haven't heard a lot from coming from Congress lately. But the Massachusetts Attorney General recently filed a lawsuit against a Public Loan Servicer that was granted with the contract to handle the Public Service Loan Forgiveness Program and the suit alleges that they violated that so it could be possible that we will see similar action from our Attorney General.

Trump Administration is progressing further with respect to higher education could result in a coverage of smaller number of Stafford loans, a cut to Work Study, Possible cutting of PSLF and oddly enough an increase in programs in terms of timing they're considering offering them year-round now.

Trump Administration is also reconsidering the future of DACA which may result in it ending affecting possibly a larger proportion of our students. Has been following that issue closely as a SAGE and those conversations are happening at that level. Regarding SAGE, just signed onto a letter advocating for the domestic renewal of F-type visas for International Graduate Students specifically, F-1 that's going to relevant Committees in Congress. The SAGE Fall Summit is from October 26th to 29th in Pittsburgh; yet to decide who would be going. Opens the conversation to Exec to see if there might be other possibilities of who to send. Received an email of interest from one Exec Senator Peder. Reports that he will be posting the job announcement for his position in the next two weeks. Hopes that someone started at the beginning of October.

On Community updates, reports that he will be meeting with Scott next week and discuss more of the logistics of S&P. Working out an email to be sent out to Graduate and Professional RSOs and Advocacy and politically centered RSOs about FLAB/SLAB trying to garner more participation and input. Recently met with Joe Dacca and Jillian Kilby of State Relations. Meeting went very well and will be resuming work that was started last year on previous programs with Jillian. Also Reached out to Sarah Martin Castro of Federal Relations; yet to hear back. Trying to work on improving advocacy efforts with GPSA at WSA.

Giuliana Conti: Reports that two positions for Secretary have been hired - The Office Manager and Creative Director. Creative Director will be helping with Husky Sunrise and the Office Manager Amy will be starting in a few weeks or sooner. Will be hiring a Senate Clerk soon too. Orientations are coming along. Interested in the purposes of communication with GPSS and other departments. Consolidating a historical timeline of the past few years of GPSS that would represent which departments have had Senators, how many students are there per department, if there are any new departments and some other information so that GPSS can start to create a database. It will also help in seeing if there are any patterns in attendance or communication with certain departments especially regarding orientations which is a great recruitment opportunity.

Brad Copenhaver: Reports that one of the major update is about the first round of Travel Grants. Received 16 applications. Giving 4 travel grants which was 25% of the applications that were received. Historical data reveals that it usually ranges somewhere between 20 to 40% of the application depending on what time of the year it is. At times, there are a lot more applications, more money to give out than. Has posted a job listing for Specialists. Trying to hire before the last week of September.

Elloise Kim: Reports that Husky Sunrise money has arrived in the bank account. Jerry Baldasty from Provost and David Eaton, Dean Graduate School, have been invited as Speakers. The program last year was relatively much shorter. Yet, people had lots of trouble in paying attention to the speakers. Therefore, has requested Speakers to be very short for this year (3 minutes each).

Husky Sunrise to kick start at 9:45am after people started to come in. Joshua Dawson, has been elected as the Board of Regent for Diversity, Equity and Inclusion Committee will become official on Sept 4th. Won't be hiring staffs until the Fall quarter. CoMotion has invited Exec to do a tour with GPSS. Been meeting lots of people to build great relationship. Osman Salahuddin, ASUW President has invited GPSS to their meeting and wants to attend a GPSS meeting to get to know one another and the functions better. Invited ideas about who could be invited to the Senate meeting in Fall, so that they can be contacted early enough.

Renee: Suggests that since Jerry Baldasty is going to be retiring, it's good to get his schedule as early as possible and also give him a formal resolution at the meeting. Jerry was the one who was responsible for all the funds that GPSS has been getting thus far, and hence it will be nice to formally take him and have some publicity around it going forward so that the person coming in will also have a good connect with GPSS.

Giuliana Conti: Also suggests touching back on the conversation on the structure of the GPSS meetings and how often to have Presenters, time allocation for each Presenter to what purpose within Senate meetings.

Elloise Kim: Shares that she has booked time for Anna Marie Cauce for a Senate meeting early enough as her schedule is hard to get.

Matt Munoz: Shares that he would like to discuss the Special Committee Appointment process in the next meeting.

Elloise Kim: Shares that she will be opening the application for Special Committees such as SAF, STF, U-PASS etc. so that people can reach out if they are interested. People with enough experience with GPSS would be preferred but will be open to all.

Giuliana Conti: Shares that GPSS got a table at the FIUTS orientation that lasts for three weeks. Invites anyone to join her.

8. Adjournment

6:42 PM

Giuliana Conti: Motion to adjourn
Tori Hernandez: Seconds
