GPSS Executive Committee Meeting Minutes

Wednesday, October 7th 2020, 5:30pm via Zoom

# Members present:

GPSS President Aaron Yared

GPSS Vice President of Internal Affairs Genevieve Hulley

GPSS Vice President of External Affairs Hannah Sieben

GPSS Secretary Logan C. Jarrell

GPSS Treasurer Julia Overfelt

Executive Senator Andrew Shumway

Executive Senator Terrence Pope

Executive Senator Monica Jensen

Executive Senator Marty Varela

ASUW Director of Internal Policy Antonio Gonzalez

Associate Director of Student Activities Rene Singleton

Associate Dean of Student and Postdoctoral Affairs Bill Mahoney

~~Husky Union Building Executive Director Justin Camputaro~~

# 1. [Action] Call to Order 5:30pm

**Aaron Yared** called the Senate meeting to order at 5:30pm.

# 2. [Action] Approval of the Agenda 5:31pm

**Aaron Yared** entertained motions to approve or amend the agenda. **Andrew Shumway** motioned to approve the agenda. **Marty Varela** seconded. **Logan Jarrell** raised a point of order that the Meeting was no longer in special session so anyone can raise an objection to amend the agenda. No objections.

# 3. [Action] Zoom Contract and Structure 5:32pm

**Logan Jarrell** expressed support for purchasing a Zoom contract for GPSS accounts.

If GPSS wanted to use features beyond the standard licensed account issued by UW, GPSS would need to purchase an add-on. Add-ons can only be added to an individual, not a shared account, so the purchase would be made for an individual Officer’s personal account, instead of the shared GPSS Zoom account. Thus, if GPSS needed to use an upgraded Zoom account, the Officer would give GPSS hosting privileges. Logan Jarrell specifically highlighted two add-ons: Webinar 500 and the Zoom Large Meeting 500. The Webinar 500 allows for more than 300 concurrent participants, features panelists on screen, and does not give attendees permission to speak unless promoted to a panelist status. The Zoom Large Meeting 500 would enable a Zoom call with 500 concurrent participants. The money for these purchases is not in the budget for this year, so would be drawn from the general fund. Logan Jarrell said that the Senate attendance peeked at around 120 last year.

**Genevieve Hulley** noted that her team did not plan to host large Zoom events due to their tendency to result in low engagement.

**Aaron Yared** and **Rene Singleton** expressed support for the Webinar 500 feature since it would increase the amount of control GPSS had over who speaks and be an effective way to prevent Zoom bombings.

**Rene Singleton** also pointed out that other large UW entities paid for these services due to previous incidents where audience members tried to take over the meeting.

**Logan Jarrell** noted that the current Zoom license already has features to prevent Zoom bombing such as mandatory muting in which participants could only be unmuted by the host and having participants register prior to joining the meeting. He recommended that GPSS establish registration for meetings since it would provide additional information, such as a participant’s department and contact information, and allow GPSS to send out calendar invites via .ics files. He also mentioned that retired Executive Senator Olivia Sanderfoot expressed support for this idea since the current system of subscribing several hundred emails to one large calendar can be inefficient.

**Rene Singleton** clarified that last year’s GPSS Executive Committee was trying to decide between purchasing a Webinar 500 and the Zoom Large Meeting 500.

**Logan Jarrell** confirmed Rene Singleton’s point but said that he found it unlikely that any Senate Meeting would have over 300 concurrent participants. He said last year’s largest event had over 1000 people, but it was in-person.

**Genevieve Hulley** reiterated that this year’s events will not engage so many people all at once, but rather many small groups of people at different times.

**Hannah Sieben** recommended that the GPSS work with the current account and only move to purchase the enhanced Zoom features if a Zoom bombing occurs.

**Monica Jensen** said that using Zoom add-ons would complicate the logistics of the Senate Meetings and make it more difficult to engage Senators through Zoom.

**Terrence Pope** expressed concern that having Senators register for meetings would make them less accessible since getting the sign-up form to everyone is another possible logistical issue.

**Aaron Yared** agreed with Hannah Sieben’s point that GPSS should wait for an actual Zoom bombing to occur before purchasing add-ons. He wondered whether the cost of the Webinar feature would be prorated if GPSS first bought the Zoom Large Meeting 500.

**Logan Jarrell** said he does not know whether the cost would be prorated, but that UW IT would know. He believed that it would not.

**Terrence Pope** said that a Zoom bombing occurrence would convince the Senate to purchase the add-ons.

**Bill Mahoney** said that last year’s Officers assigned each other security roles to keep meeting safe. If Zoom meetings are restricted to UW NetID’s, then the meeting is not an open meeting. He recommended that GPSS utilize waiting rooms and encourage everyone to use their real names.

**Rene Singleton** said that having the Webinar 500 features would give GPSS lots of flexibility. GPSS has the means to purchase this feature and must remember that its responsibility is to provide a reliable streaming platform for GPSS meetings to the students.

**Logan Jarrell** asked for clarification on whether people were in favor of meeting registration, both prior and during the meetings.

**Aaron Yared** said that it seemed no one was in favor.

**Logan Jarrell** said that GPSS would continue using Poll Everywhere for attendance at meetings.

**Bill Mahoney** suggested that GPSS take attendance with a Google Form. The information from the Google Form could be downloaded into an Excel file.

**Logan Jarrell** said he would not make a motion to buy a Zoom contract because the general consensus was that we do not need one at this time.

**Aaron Yared** summarized the consensus which was that GPSS would not buy a Zoom contract for now unless GPSS experienced a Zoom bombing.

**Monica Jensen** and **Terrence Pope** asked whether GPSS would continue to assign roles to remove disruptive people.

**Logan Jarrell** offered to make all Executive Senators co-hosts.

**Aaron Yared** confirmed that the Executive Senators would assign roles amongst themselves for the upcoming meeting.

**Rene Singleton** drew attention to the fact that Zoom meetings have a time limit.

**Bill Mahoney** added to Rene Singleton's point that meetings made with free Zoom accounts have a 40 minute time limit.

**Logan Jarrell** clarified that time limits are only an issue if the meetings are made through the shared GPSS accounts. Because Logan Jarrell sets up the GPSS meetings from his personal UW-issued Zoom account, there is no issue with time.

**Rene Singleton** said that GPSS should still be aware of the time limit because there is a time limit even for the UW-issued Zoom accounts.

**Aaron Yared** asked whether Logan’s use of his personal Zoom account conflicted with OPMA standards.

**Rene Singleton** said the shared account is assigned to an individual. The supervisor and budget number associated with the Zoom account makes it an official GPSS account. She said that Zoom Video Communications Incorporated had trouble contacting owners of shared accounts so they stipulated in their contract that shared accounts would be assigned to individuals. Currently, last year’s President and Logan Jarrell are the placeholder names for the shared account. Thus, Logan is not responsible for events or activities which happen on the shared Zoom account.

**Logan Jarrell** said that the shared account is incapable of assigning co-host for any Zoom meetings.

**Rene Singleton** said that the ability to assign a co-host on the Zoom meeting would be possible if a Zoom contract was purchased.

*No actions were taken.*

# 4. [Information] Announcements 6:02PM

**Logan Jarrell** shared that he and the Senate Clerk, Janis Shin, discussed how they would address the backlog of untranscribed meeting minutes as well as create a style guide for upcoming meeting minutes for increased transparency and accessibility.

**Julia Overfelt** invited Janis Shin to introduce herself as the new Senate Clerk.

**Hannah Sieben** asked for volunteers to attend as a voting member of the Student Advocates for Graduate Education (SAGE) conference since neither she nor Abbie Shew, the Organizing Director, can.

**Logan Jarrell** asked whether there was a process and whether one had to declare themselves as an official proxy.

**Hannah Sieben** said that the SAGE conference does not keep an official track of voting members. They have not indicated that they would vote for anything that would be against GPSS’s positions.

**Terrence Pope** volunteered to attend SAGE.

**Andrew Shumway** said that there is an upcoming vacancy for an Executive Senator seat, so he will announce the open position at the first Senate Meeting and hold an election at the second meeting.

# 5. [Action] Senate Agenda 6:08pm

**Logan Jarrell** said that Parliamentary Procedure will be suspended for part of the meeting. He recommended three things to be done while in Parliamentary Procedure: 1) the first and potentially second reading of the Resolution concerning UWPD and the Black Lives Matter (BLM) movement; 2) elections of the Judicial Committee; 3) announcement of the Executive Senator vacancy.

**Andrew Shumway** asked whether GPSS is able to do both first and second readings in the first meeting while still complying with Parliamentary Procedure.

**Logan Jarrell** clarified that resolutions normally take two meetings to fully pass, but can skip this procedure with a two-thirds majority vote to move directly into second reading. While this method still allows for amendments to the resolution, it is not required for the resolution to be amended.

**Aaron Yared** said that he told the Resolution’s authors that it was possible for the resolution not to pass at the first meeting. He also mentioned that Justin Camputaro wanted to make amendments to the Resolution addressing UW President Ana Mari Cauce’s response to the movement. Aaron said that the ideas of the Resolution should be processed, discussed, and amended if there are things that the Senators do not agree with. He supports the Resolution taking however long it needs to pass, since it represents the voice of all the Senators.

**Genevieve Hulley** recommended that the agenda include discussion of working groups and introduction to the Slack channel.

**Aaron Yared** said that not all schools have elected their Senators yet. He expressed support for the idea of adding Senators to working groups on a rolling basis or presenting the idea of working groups at the first meeting and then having the Senators sign up for the groups at the second meeting.

**Genevieve Hulley** counted 9 Executive members that would be part of a working group. She pitched the idea of having the Executive members decide their groups and present them at the first meeting so that returning Senators could join groups and be engaged right away.

She built on Aaron Yared’s idea of announcing all the group topics and gauging senators’ interest in the topics through Poll Everywhere. She suggested that the Executive Committee form groups based on the top 9 topics.

**Monica Jensen** clarified that this plan would happen in two meetings. The first meeting would be for gauging interest and the 9 topics would be announced at the second meeting.

**Logan Jarrell** recommended that Committees be introduced at the first meeting.

**Julia Overfelt** supported sharing information about GPSS resources at the first meeting.

**Hannah Sieben** recommended that the meeting start with breakout rooms and an icebreaker activity such as a presupplied question to help the people in breakout rooms get to know each other.

**Logan Jarrell** suggested asking Senators “Why are you here?”

**Andrew Shumway** suggested giving very clear, defined instructions on specific tasked when putting people in breakout rooms and expressed support for Logan’s question.

**Genevieve Hulley** agreed with Andrew Shumway and suggested giving people one serious question and one silly question.

**Julia Overfelt** expressed support for Logan Jarrell’s question and Genevieve Hulley’s suggestion. She suggested that one of the questions be “If 2020 was a movie, what genre would it be?”

**Terrence Pope** recommended that GPSS use breakout room questions which were relevant to the topics on the meeting agenda.

**Andrew Shumway** asked how the Executive Committee was going to order the Senate meeting agenda.

**Aaron Yared** suggested that the breakout rooms come first to start people speaking.

**Logan Jarrell** agreed with Aaron Yared. Logan Jarrell also recommended that a resource slide be presented at the beginning of the Senate Meeting.

**Aaron Yared** clarified that the resource slide would be present prior to the meeting.

**Genevieve Hulley** suggested that GPSS start the meeting with a land acknowledgement. Members of the Executive Committee would rotate on saying the land acknowledgement for every meeting. She volunteered to be the first to say it and would sponsor it.

**Logan Jarrell** recommended that the land acknowledgement be the first thing on the agenda. He said there would be no approval of meeting minutes since the upcoming meeting would be the first of the year.

**Aaron Yared** suggested that the Senate approve of the meeting minutes from last year and the summer all at once.

**Logan Jarrell** clarified that because the Senate from last year no longer exists, it falls on the Executive Committee to approve of last year’s Senate’s minutes as the Executive Committee continued to exist.

**Andrew Shumway** moved to extend time by 15 minutes. **Monica Jensen** seconded. No objections.

**Logan Jarrell** pointed out that the Judicial Committee needs to be elected at the first meeting, but the Elections Committee does not.

**Aaron Yared** said that during the GPSS overview, the Executive Committee will discuss what GPSS is, what Committees are available to join, the Executive Senators, funding opportunities, and liaison positions.

**Julia Overfelt** said that the Finance and Budget Committee needs to be made in order to have a quorum and hold meetings. She will mention it during announcements since it must be acted upon.

**Aaron Yared** said the committees that need to be staffed as soon as possible will be mentioned during announcements, while the rest will be mentioned during the GPSS overview.

**Hannah Sieben** recommended that Committee information be put up on the GPSS website so that the information is easily accessible.

**Logan Jarrell** said he organized the website so that all the meetings, Executive, Senate, and Committee, are displayed on one page. There is a page that is dedicated to explaining the purpose of each Committee which contains most of the critical, if somewhat outdated, information. He said he updated some of the information during the summer.

**Hannah Sieben** recommended that the Committee description page include contact information for the Officers in charge of each Committee.

**Aaron Yared** asked whether the land acknowledgement could be rolled into the GPSS overview.

**Andrew Shumway** suggested that it be done first and use the first five minutes of the Senate Meeting to introduce what GPSS is before moving into breakout rooms.

**Logan Jarrell** agreed with Andrew Shumway and said that doing the land acknowledgement after coming out of the breakout room would break the flow of the meeting.

**Julia Overfelt** said that the Senate Meeting should happen in the following order: land acknowledgement; welcome to GPSS and Officer introductions; breakout rooms; GPSS purpose and Committees; Executive Senator introductions; Poll Everywhere for working group topics; Executive Senator vacancy; reading of the Resolution; Judicial Committee elections.

**Aaron Yared** established himself as the chair for the coming Senate Meeting.

**Logan Jarrell** established himself as the parliamentarian and Zoom master.

**Andrew Shumway** explained that last year’s roles for the Senate Meeting also included security, assigning breakout rooms.

**Monica Jensen** added that chat monitor and hand-raise monitor are also important roles.

**Aaron Yared** asked whether meeting participants will be allowed to put questions in the chat or if the Executive Committee will simply take questions through the hand-raising queue.

**Logan Jarrell** said that previously the Executive Committee decided on hand-raising as the official way to ask questions.

*The Executive Committee tested and confirmed the hand-raise feature automatically queued people in order hands were raised.*

**Terrence Pope** asked whether the Senate Meeting would include time for setting norms for the meeting. He also recommended that the Executive Officers make clear what was acceptable in the chat.

**Aaron Yared** said housekeeping rules could be included in the welcome.

**Logan Jarrell** said that it will be difficult for him to monitor both Zoom and Poll Everywhere simultaneously and asked for a volunteer to help with running Poll Everywhere.

**Terrence Pope** said that he is willing to help with Poll Everywhere.

**Andrew Shumway** moved to extend time 10 minutes. **Monica Jensen** seconded. **Logan Jarrell** objects. He said that 5 to 8 minutes is enough. **Genevieve Hulley** said that 3 is enough, but the meeting should be extended for 10. **Aaron Yared** proposed extending the meeting for 10 minutes but trying to finish in 5. No further objections.

**Monica Jensen** volunteered to be the “kicker” at the next Senate Meeting.

**Aaron Yared** asked how much time should be allotted to presenting the UWPD and BLM Resolution.

**Logan Jarrell** asked for clarification on whether he should set up the Zoom call in a way that disables participants from unmuting themselves.

**Aaron Yared** expressed support for the idea and said it is a good way to maintain control of the meeting and serves as protection from a Zoom bombing from occurring.

**Andrew Shumway** makes a point of information that hosts can individually or collectively mute participants. Last year, the Executive Committee found that not allowing people to unmute themselves discouraged participation as people were confused.

**Logan Jarrell** asked whether there is a point to hand-raising if participants can talk by just unmuting themselves.

**Aaron Yared** said that hosts still have the power to mute participants, so unless a participant is being disruptive, they should have the ability to unmute themselves.

**Monica Jensen** volunteered to also be the “muter” in addition to being the kicker.

**Aaron Yared** confirmed that he is the one who will be in charge of calling on people. He asked how much time the Senate should devote to the Resolution. He suggests 20 minutes.

**Andrew Shumway** said that Senators generally don’t contribute much to the first general meeting. He is in favor of having the first reading this week and then voting on it next week. He said that if the Resolution only goes through the first reading, only 5 minutes are required.

**Logan Jarrell** said that unless Senators specifically make a motion to go straight into second reading, the Resolution will not enter second reading.

**Terrence Pope** agreed with Andrew Shumway that the Executive Committee should anticipate that people will have things to say about the Resolution and will need time to think about it.

**Aaron Yared** pointed out that two of the Sponsors are Senators so they can accelerate passing the Resolution if they want to.

**Monica Jensen** asked whether Aaron Yared can ask the Senators to look at the Resolution while informing them of the intention to pass the Resolution as quickly as possible in a nonbinding way.

**Logan Jarrell** said that the Officers should inform the Sponsoring Senators of the process for passing the Resolution on first-reading.

**Marty Varela** clarified that the point of sending people advance notification about the Executive Committee’s cosponsorship of the Resolution was to discourage people from having another meeting. She said that they are essentially ratifying the recommendations that the chair and the Committee are making. She believes that if the Executives do not inform the Senators that they have more time, then the Resolution essentially becomes an action item and by discussing the resolution with the Senate, it will become clear whether the Senators need more time or not. She recommended that the Executive Committee make the desired timeline for the Resolution clear to the Senators.

**Logan Jarrell** said that the Resolution will be an action item regardless, because if the Resolution does not pass first reading, it will be thrown out.

**Aaron Yared** agreed with Marty Varela.

**Monica Jensen** asked whether the Executive Committee should prepare to pass it next week, which is in line with what they intended in a past meeting.

**Logan Jarrell** said that Aaron Yared gave an explanation on why the Executive Committee cosponsored the Resolution, but does not have the power to make a motion.

**Aaron Yared** clarified that he would not make a motion. He would only steer the motion and believes that the writers should be the ones to make the motion. He suggests that the Resolution take 10 minutes.

**Julia Overfelt** asked whether there will be an agenda item for working groups, possibly after committees and before announcements.

**Genevieve Hulley** will sponsor working groups for 5 minutes.

**Genevieve Hulley** motioned to approve the Senate Meeting agenda. **Andrew Shumway** seconded. No objections.

# 7. [Action] Adjournment 7:08PM

**Hannah Sieben** moved to adjourn. **Genevieve Hulley** seconded. No objections.

Meeting minutes prepared by **Janis Shin**, GPSS Senate Clerk.