



**GRADUATE & PROFESSIONAL
STUDENT SENATE**

Exec Meeting Minutes

January 30, 2019 | HUB 303

Members Present

GPSS President: Giuliana Conti
GPSS Secretary: Amy Gabriel
GPSS Vice President of Internal Affairs: Sydney Pearce
GPSS Vice President of External Affairs: Kelsey Hood (via phone for Olympia Update)
GPSS Treasurer: Robby Perkins-Hood
GPSS Executive Senator: Zhiyun Ma
GPSS Executive Senator: Jackie Wong
GPSS Executive Senator: Jacob Ziegler
GPSS Executive Senator: Michael Diamond
ASUW Director of Internal Policy and the Liaison: Casey Duff

Others Present:

Associate Dean for Student & Postdoc Affairs, Grad School: Kelly Edwards
Assistant Director of Student Activities: Rene Singleton
Organizing Director: Abbie Shew
Office Manager: Leslie Michaud

1. Call to Order

5:36 PM

2. Approval of Minutes

5:36 PM

Robby Perkins-High: Motions to approve the minutes.

Michael Diamond: Point of Information: If one of the Exec Senators is not there should we amend it?

Robby Perkins-High: Withdraws motion.

Michael Diamond: Motions to amend the minutes to remove Jackie Wong from members present, and replace it with Lillian Ferraz.

Robby Perkins-High: Seconds.

Robby Perkins-High: Motions to approve amended minutes.

Jackie Wong: Seconds.

3. Approval of the Agenda

5:37 PM

Jackie Wong: Motions to amend the agenda to add an information item regarding Exec Senator e-mails.

CD: Seconds.

Michael Diamond: Motions to amend the agenda to include Feb 6th Senate Meeting Agenda as an item at the end.

Robby Perkins-High: Seconds.

Jacob Ziegler: Motions to approve the agenda.

CD: Seconds.

4. Senate Meeting Overview

5:40 PM

Giuliana Conti: Thoughts?

Robby Perkins-High: Notes that the meeting had a lot of requests for people to join committees or participate in other ways. Also would also like the number 9 to be included in the agendas from now on.

Michael Diamond: 7-ate-9.

Giuliana Conti: Says that Poll Everywhere was fantastic and added a fun element.

5. Elections Committee

5:41 PM

Michael Diamond: Notes that Elections Committee needs to be approved.

Jacob Ziegler: Motions to approve as Amy Gabriel sent out.

Jackie Wong: Seconds.

Giuliana Conti: No objections, the Elections Committee is approved.

Michael Diamond: Says that the first meeting is on Monday and that last year the first meeting was when the committee set the date of the elections, although may not follow the same schedule this year. Would like any guidance regarding potential election dates since knows there is some interest in setting elections earlier. Will bring any input to the meeting on Monday.

Rene Singleton: Asks, when and where is the Committee meeting?

Michael Diamond: Responds, GPSS office at 10am.

Giuliana Conti: Asks whether the Committee is subject to OPMA?

Rene Singleton: Yes, but will explain it later.

Giuliana Conti: So do they need to send an agenda yet?

Rene Singleton: No, not right now.

Giuliana Conti: Comments that the biggest considerations have been what week it is in because if it is the first week of Spring quarter, people have been out of touch for a while.

Michael Diamond: Notes that last year the Committee set the date so there was 1-2 Senate meetings left.

Giuliana Conti: Says another consideration is time for new officers to get orientated.

Sydney Pearce: Suggests from a training perspective, should have at least 2 Senate and 2 Exec meetings left so new Officers have a full month of training.

Rene Singleton: Cautions against making the election too early because there needs to be time for anyone who desires to run to be able to go to meetings so they can run. Need to make the announcement and then give them time to make it to the meetings. Don't eliminate people from being able to participate. Although not talking about anyone in this room, has seen in previous years that the current officers get senioritis after the elections, so may want them in that place for a shorter period of time.

Robby Perkins-High: Advocates for the election to be held at the May 1st meeting if get the guidelines out quickly or May 15th if needed – both would leave two Exec meetings. Notes that a point of emphasis for officers this year was a longer, more robust training period.

Sydney Pearce: Comments that starting earlier with the Elections Committee this year, so actually giving more time after announcement.

Giuliana Conti: Notes that April 17th is meeting before May 1st meeting.

Robby Perkins-High: Asks, is there going to be an opportunity for people who ran last year and are not running again to give feedback to the Elections Committee?

Michael Diamond: Knows that last year the Elections Committee brought their ideas to Exec – but if anyone has feedback to give to the Committee, is happy to take it in writing or invite you to the meeting.

Amy Gabriel: What is the process for making adjustments to the election process because Judicial Committee previously tabled a discussion about the issue of eligibility to vote in the election. Now that it is getting close – not sure about relationship between Judicial and Elections Committee.

Michael Diamond: Responds it is not specified. The Elections Committee proposes the Elections Guide to Senate and then Senate votes whether to approve. So last year there were no amendments from Judicial, but there were reforms to the Bylaws. Changed the process in case of a tie. New process is instant run off voting, then an instant run off with point system, then it goes to coin toss.

Giuliana Conti: Shares that the new process is because the tie breaker was a tie in a previous year.

Michael Diamond: Notes that impression is that the Elections guide is pretty much ready to go because a lot of effort was put into it last year.

Giuliana Conti: Suggests Elections Committee set up office hours for feedback, so more than just Officers have the opportunity to participate. Always open to as much feedback as possible.

Jackie Wong: Point Of Information: Do we want to use Poll Everywhere for it?

Rene Singleton: Responds that whatever system used, it needs to be public.

6. Olympia Update

5:51 PM

Kelsey Hood: Notes that has had a busy two weeks. Had a 1-on-1 meeting with the Senator who is prime sponsoring our student loan refinancing bill. Looks like it is going go through easily. Will have a hearing sometime next week, would be great if students could come down and will let know when have a definite date and time. Student veterans mental health bill hearing is tomorrow in Higher Education Committee and already reached out to director of Vetlife and they are bringing some students down.

Planning a big media campaign (letters, phone banking, videos of students with whiteboards) for State V Grant because getting a lot of push back from members about making it an entitlement

program. While not one of main priorities, it is on the leg agenda and is a consistent priority among all universities, so want to be involved. Abbie and Brittany will execute on campus. Has also been working on Huskies on the Hill, trying to get everything done by Monday, but that's ambitious.

Jackie Wong: Asks, what time is the hearing tomorrow?

Kelsey Hood: 1:30pm. Don't know exactly when it will be heard. Committee is slated for two hours. She will be there at 1pm and will testify.

Jackie Wong: Point of Information: Tomorrow is Dental Action Day, so will be down there.

Kelsey Hood: Come by if you can. Reminder when doing the Senate agenda – put in an Olympia update and will put the information in the slide deck.

7. Parliamentarian

5:56 PM

Michael Diamond: Notes that although ended up not really using it in the last meeting, thinks it is a useful thing to have, and like the translation idea. Thinks should continue it. Amy Gabriel, did anyone talk with you about taking on the position?

Amy Gabriel: No.

Michael Diamond: Responds that is happy to be designated for rest of the quarter, but thinks should avoid having it be the Exec Senator in long term because as Parliamentarian, will refrain from voicing too much on the floor. Or may rotate it.

Amy Gabriel: Motions to delegate the role of Parliamentarian to Michael Diamond for the rest of the quarter.

Jackie Wong: Seconds.

8. Special Allocations Accrual Policy

5:59 PM

Robby Perkins-High: The Exec Board approves the funding policies for the year. Provide money to RSOs for events through the SPAF, but have an inconsistent policy about accruals groups have to give back to GPSS if they make money at an event. The policy on the form given to the groups from SAO says 15%, while GPSS's document, says 5%, but then says proportional to funding amount. Wants clarification and to amend the funding guidelines, so can enforce it moving forward. Notes that this is a fairly hard policy to enforce. Options are to try to enforce it or to get rid of the policy since don't use it often.

Michael Diamond: Asks, is it clear which document has precedent?

Robby Perkins-High: Responds per the Bylaws should be guidelines for the year, which says 5%, then proportional which are inconsistent. Proportionality is also really hard to figure out if people haven't heard back about other funding sources. Suggests staying away from that one.

Sydney Pearce: Does it go back into the budget to fund more students?

Robby Perkins-High: Yes.

Sydney Pearce: That's great, but if it is too difficult to enforce, vote to remove policy.

Jackie Wong: Point of Information: Was it initially intended to hold organizations accountable for being represented by GPSS?

Robby Perkins-High: Thinks intent of the policy was to avoid giving RSOs money to function in the event that an RSO uses GPSS funding to hold a fundraiser that generates revenue for their group. In that case GPSS is essentially subsidizing the event and just giving RSO money to function on.

Jacob Ziegler: In the guidelines it just says the accrual may be proportional to GPSS funding contribution, but you all set it at 5% for this year.

Robby Perkins-High: Yeah it says both, which do not make sense together. Brought up with F & B to get their opinion even though it is Exec's decision – they were hesitant to change the policy mid-year, but we have not enforced it upon anyone this year.

Jackie Wong: Did you receive any checks from this year?

Robby Perkins-High: Only got one from someone from last year.

Rene Singleton: Says that there were groups in the past who were making money on their fundraisers and some members didn't feel like they wanted to support a group that barely had any grad students in it. But if you don't have people doing that maybe want to switch it.

Robby Perkins-High: Another option would be to leave it while giving F & B the ability to waive it.

Jackie Wong: Suggests if a group makes more than a specific amount, then they have to follow the accrual policy.

Zhiyun Ma: Says leans more toward having the policy still and having folks who are applying for funding be aware of the policy. Agrees with adding a couple more conditions or rules so that F & B can waive in particular situations.

Robby Perkins-High: The other option is to set it at a certain level and give F & B ability to modify as they see fit.

Giuliana Conti: What would you like right now?

Robby Perkins-High: Suggests eliminating it or leaving at 15% with F & B having ability to waive it.

Sydney Pearce: Motions to amend the funding guidelines to state a 15% accrual rate while giving F & B ability to make decisions as they see fit.

Zhiyun Ma: Seconds.

Giuliana Conti: Seeing no objections.

9. Diversity Committee Composition Survey

6:07 PM

Amy Gabriel: Has brought up a couple times but this is a close to final draft. Emailed out to everyone. Focusing on schools represented, fields of study, first-generation college status (as undergrad and grad student), gender identity (reached out to Q center on terminology), age, pronouns, membership of LGBQA community (left T out because talked about identity up above), race/ethnic identify with space for filling in something not listed, identity as an international student, type of degree pursuing, campus, area in which people live (for commute information), veteran status, need of support or services for physical/mental disability.

Jacob Ziegler: Did you want to add a similar “fill in” box for the “area where people live” section, so can put exactly where outside of Seattle city limits.

Rene Singleton: Also notes that can live in town and be a commuter. It is a long way from some areas. So maybe find a way to get the mileage for the commute so can see radius and how far away they live.

Amy Gabriel: Responds that had it broken down by neighborhood because people do not necessarily know mileage, but know commute time and don’t want to make the survey extra work.

Giuliana Conti: Average time spent would be a good addition.

Jackie Wong: Adds may want to capture whether have homeless students. Also with the “field of study” category, may want to add “Health sciences” as an option.

Michael Diamond: Notes that it might be worth re-doing the neighborhoods because Ballard, Queen Anne and Wallingford are all very different and Lake City is very different from Ravenna in terms of commute times.

Sydney Pearce: Says this is really great and can tell put a lot of thought into the questions and would love to talk about using some of these questions for GSEs.

Amy Gabriel: Thanks everyone for feedback. Will review commute questions.

Abbie Shew: Might want to add Humanities to Arts.

Giuliana Conti: Agrees and recommends looking at how the university is structured by school, so can ensure you are getting an accurate sense of what people are studying.

Jacob Ziegler: Missing business school.

Michael Diamond: Suggests different wording on “natural sciences” to “biological sciences.”

Amy Gabriel: Any other feedback?

Zhiyun Ma: For the employment status, do we want to specify which type of employment? TA-ship or RA-ship which pays a lot more and comes with benefits, whereas some work part-time or hourly.

Amy Gabriel: Purpose was to gage commitment or workload of Senators but can expand for a financial angle.

Kelly Edwards: It does seem like on-campus and off-campus should be distinct. Also suggests adding definition to First generation undergrad student and First generation grad student because questions come up about what it means.

Robby Perkins-High: Motions to table Liaisons item until after Exec Senator e-mails.

Jackie Wong: Seconds. Do we want a question about insurance?

Amy Gabriel: Okay, can consider.

10. Officer Reports

6:19 PM

Giuliana Conti: What should we do with what we learned from Poll Everywhere?

Michael Diamond: Proposes 1 min slides for Senate meetings. Senators said would prefer e-mail on Poll Everywhere, but people also said would be okay with fast.

Giuliana Conti: Do we want to do an e-mail with the 1 min overview? One Senator suggested the idea of sending the e-mail, but also having the 1 minute at the end of the meeting.

Michael Diamond: Agrees, and in the e-mail do a separate document that is longer.

Jacob Ziegler: Agrees.

Jackie Wong: If could make it a tab on the website that would be great, so people could go there.

Giuliana Conti: Would be great if Leslie and Amy could create a template for officers to report – official with letterhead.

Amy Gabriel: Would prefer it is included where agendas/minutes are so do not have to navigate through Wordpress.

Leslie Michaud: Agrees that would make sense so do not have to click through to find it.

Giuliana Conti: Asks what want to do with officer reports at Exec. There are things that we talk about that Senators may not be as interested in, but Exec might be.

Michael Diamond: Supports of having full officer reports in Exec.

Giuliana Conti: After we build the senate agenda? Haven't had them this year. Thinking about how agenda is built, could do it like slides.

Rene Singleton: Notes that in past people wrote things and then highlighted if had to. If didn't have anything there were no penalties. So just a place where details can be put in if needed. Some people think it is competitive, so just have option to waive if want to.

Rene Singleton leaves.

Amy Gabriel: Says is a fan of way ASUW does it because has structure and less rambling and more organized. It's organized by things done, things working on, and things planning on doing.

Giuliana Conti: Team drive can have slides for each meeting near agenda, then one slide per person would allow us to go through it. Who wants to build the slides?

Amy Gabriel: Assumes it as part of her job.

Giuliana Conti: Notes Exec is in special meetings for the rest of the year, which means will have up until this time to fill out the slides. But agenda items need to get to Giuliana Conti the Thursday before the meeting. Will make an e-mail call.

11.Liaisons

6:27 PM

Sydney Pearce: One liaison to propose tonight. Marsha L. Landolt Distinguished Graduate Mentor Award Committee. Leslie Michaud will be the liaison.

Robby Perkins-High: What does this committee do?

Sydney Pearce: They select who will get the award.

Kelly Edwards: It is a graduate school award in the honor of a former dean who was killed in an avalanche. Faculty are considered for the award. It is a huge service to be on the Committee and sort through the deep pool.

Jackie Wong: Motions to approve Leslie Michaud.

Michael Diamond: Seconds.

Giuliana Conti: Approved.

12. Executive Senator E-mails

6:29 PM

Jackie Wong: Do we want to re-consider the Exec Senator e-mails. Cons are that it is an additional e-mail that Senators are responsible for responding to, and with the turnover of Exec Senators may be some drop off, but Pro is could utilize for Poll Everywhere account.

Giuliana Conti: Notes that GPSS is approved for Poll Everywhere with accounts for all officers with instructor access, so now can enact memo. But there is a question about whether Exec Senators get access with their own e-mails, which creates challenges if/when Exec Senators step down because then ongoing admin work to update it. So may just use a general user name and password.

Jacob Ziegler: Can we just make one account with a simple password?

Giuliana Conti: But it has to be a NetID. Officers have them for their positions.

Jackie Wong: And those exist for Exec Senators, so if there is one e-mail for the 5 to share, will that work?

Rene Singleton: Can have one for each of you or can do one for all of you. Can set up to do it either way.

Giuliana Conti: So can get a NetID for Exec Senators?

Rene Singleton: Yes, stopped using them 4 years ago, but don't think destroyed them. Can reactivate.

Giuliana Conti: OK, we can use them to create a Poll Everywhere for Exec Senators with same guidelines as for Officers.

Jackie Wong: Can we just use one e-mail so it is easier to manage?

Jacob Ziegler: Yes.

Michael Diamond: Could also use it for Senators to contact us.

Giuliana Conti: Can have forwarding settings so all of you get it.

Casey Duff: Are Exec Senators using their personal e-mails for GPSS business?

Giuliana Conti: Yes, which makes them eligible for public access requests.

Casey Duff: Yeah, everyone in ASUW has their own e-mail to protect them from that sort of thing.

Giuliana Conti: We will create a net ID for Exec Senators with e-mail forwarding and Poll everywhere account.

Michael Diamond: Why don't we add all 5 exec emails just in case.

Giuliana Conti: CD do you want one?

Casey Duff: Don't think I need it.

Giuliana Conti: Will move forward on that. Hope is that with Poll Everywhere will be able to integrate it into other committees and to Poll people during networking events.

Jackie Wong: Proposes that she can give a workshop so people know how to use it.

13. February 6th Senate Meeting Agenda

6:38 PM

Giuliana Conti: Thanks Leslie Michaud for creating the agenda in Googlesheets. Adds Kelsey Hood's Olympia update.

Sydney Pearce: Notes that in the future, Kelsey Hood may just give an Olympia update during officer reports.

Abbie Shew (Organizing Director): Says will be bringing Huskies on the Hill.

Sydney Pearce: Requests an item for Upcoming Events with Matt and Abbie.

Abbie Shew (Organizing Director): Says Brittany Whitley might want to do the Olympia update.

Giuliana Conti: Notes that some art students have created a Graduate Arts Council and are requesting a formal committee in GPSS which will require a 2/3 vote of body and short presentation.

Michael Diamond: Asks whether they would be interested in doing an ad hoc committee first then creating a permanent committee after seeing how it goes?

Giuliana Conti: Responds that the students thought about that. They wanted a standing committee to sustain the momentum from this year and so that there is permanency to it to make sure that it stays on through next year and that it is eligible for funding. Didn't want it at risk for being quickly taken away.

Michael Diamond: Notes that he does not have major concerns, but he's unsure about whether that is the best idea.

Giuliana Conti: Says is happy to talk with you about it. The students want to find a place to work on interdisciplinary activism and since this is the first time GPSS has had Arts Senators in 8 years, trying to work on the momentum. More foundation to recruit more Arts Senators in the future.

Jackie Wong: Point of Information: Talked about potentially doing a competition for artwork representing the GPSS structure, so maybe something to bring to the Arts council.

Robby Perkins-High: Says need to do an Exec Senator Election.

Sydney Pearce: Thinks it is the Secretary's job.

Giuliana Conti: Amy Gabriel will run.

Kelly Edwards: Can the back-up plan be that it is Zhiyun Ma if it does not need to be an Officer?

Giuliana Conti: Will put both of names and they can do it together.

Amy Gabriel: Sierra requested 5 mins for Diversity Committee updates.

Robby Perkins-High: Says would like to do a break out session to get student input on SAF funding. The SAF Committee is not representative of the student body and all decisions are made by 9 members, so want more input. Would like to ask Senators for their thoughts.

Giuliana Conti: Break out session or Poll everywhere?

Robby Perkins-High: Breakout session because just want their thoughts.

Jacob Ziegler: How do you want to get the information from them?

Robby Perkins-High: Responds will do a brief overview about the committee, then will explain need for input, then will have breakout sessions so they can brainstorm. Also thinking about hosting a town hall.

Giuliana Conti: Notes that it could be helpful for senators to learn about SAF process, so a five-minute introduction on it before the break out session would be good.

Jackie Wong: Then after breakout sessions, could get a prioritization about how strongly people feel about various topics.

Robby Perkins-High: Jacob Ziegler and I will float around and answer questions, so won't be leading break out groups. Will need 15-20 mins.

Kelly Edwards leaves.

Giuliana Conti: Says SLS wants to come present, including information regarding their new immigration attorney. Also met with Chief of University PD and he wants to come present. Also hopes childcare services will present at some point. My preference would be SLS at next session.

Sydney Pearce: Wants to give a little presentation on SafeZone app. Also would love if SLS came.

Michael Diamond: Motions to give SLS a spot before old business for 20 mins.

Zhiyun Ma: Seconds.

No objections.

Michael Diamond: Requests 5 mins for Elections Committee to advertise Town Hall. Going through the Bylaws the only thing that is specified is that the President is the presiding officer for the Exec. Senator Elections but can allow people to preside over other things.

Giuliana Conti: Any specific questions for the President's Poll.

Amy Gabriel: Says should ask senators why they are senators.

Abbie Shew: Ask them if they registered for Huskies on the Hill.

Giuliana Conti: Do you think this would be a good opportunity to plug the event if people can come last minute?

Abbie Shew: Would be willing to accept last minute RSVPS.

Giuliana Conti: Says was planning to recruit people for the academic conference ad hoc selection committee, but people volunteered which is great.

Zhiyun Ma: Can we add 5 mins for the Senator Composition survey?

Amy Gabriel: Responds was just going to announce it at the end because cannot guarantee it will be ready by next week.

Jackie Wong: Notes that could probably be in your officer reports.

Amy Gabriel: Motions to approve agenda.

Zhiyun Ma: Seconds.

Jacob Ziegler: Objects. Agenda is still changing. Need times for Officer Reports and Announcements.

Robby Perkins-High: Will SLS take 20 mins?

Giuliana Conti: Yes, want people to be able to ask questions.

Robby Perkins-High: Motions to approve agenda.

Amy Gabriel: Seconds.

13. Announcement

7:01PM

Amy Gabriel: A friend and colleague of GPSS lost his mom, so will be getting him an UberEats gift card. Venmo her to contribute it.

Giuliana Conti: And for anyone else going through difficult things in personal life, we are here.

14. Adjournment

7:02 PM

Robby Perkins-High: Motions to Adjourn.

Jackie Wong: Seconds.
