



## GRADUATE & PROFESSIONAL STUDENT SENATE

### Exec Meeting Minutes

November 14, 2018 | HUB 303

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#### Members Present

GPSS President: Giuliana Conti  
GPSS Secretary: Amy Gabriel  
GPSS Vice President of External Affairs: Kelsey Hood  
GPSS Vice President of Internal Affairs: Sydney Pearce  
GPSS Treasurer: Robby Perkins-Hood  
GPSS Executive Senator: Zhiyun Ma  
GPSS Executive Senator: Jackie Wong  
GPSS Executive Senator: Lillian Ferraz  
GPSS Executive Senator: Jacob Ziegler  
GPSS Executive Senator: Michael Diamond  
ASUW Director of Internal Policy and the Liaison: Casey Duff  
Assistant Director of Student Activities: Rene Singleton  
Associate Dean for Student & Postdoc Affairs, Grad School: Kelly Edwards  
ASUW Director of Campus Partnerships: Andrew Tejero  
Managing Editor of The Daily: Christine McManigal

#### 1. Call to Order

5:35 PM

**Giuliana Conti:** Reviews procedure for hand raising and speaking. Points out Andrew from ASUW Director of Campus Partnerships and Christine, The Managing Editor of the Daily are at the meeting.

**Christina:** Notes that she is attending because she has been seeing issues happening in grad school programs and will be writing about them.

**Giuliana Conti:** Christina here to report on grad students when The Daily has not historically done that.

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## 2. Approval of the Agenda

5:35 PM

**Jackie Wong:** Motions to amend agenda to push off approval of minutes so people can have more time to review and edit them.

**Michael Diamond:** Seconds.

**Zhiyun Ma:** Motions to amend agenda to change date on Agenda from Oct. 31, 2018 to Nov. 14, 2018.

**Sydney Pearce:** Seconds.

**Robby Perkins-High:** Motions to approve the agenda as amended.

**Sydney Pearce:** Seconds.

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## 3. Senate Meeting Overview

5:40 PM

**Giuliana Conti:** Notes that is important to touch base on how it went.

**Sydney Pearce:** Comments that the senate leg agenda priorities break out session went well.

**Giuliana Conti:** Adds that she heard a lot of positive feedback.

**Amy Gabriel:** Suggests that could consider how to organize the agenda to put things of high importance first and that we need quorum at the beginning since people often leave early. For example, at the last meeting the judicial committee election item should have been earlier.

**Robby Perkins-High:** Offers that breakout sessions would be a good thing to incorporate into all meetings. The last one went well. Suggests Officers and Executive Senators could talk less while running the meeting and allow senators to run it more.

**Giuliana Conti:** Comments that she would be interested what that looks like.

**Robby Perkins-High:** Responds that there are times when 1-3 officers/exec senators are talking when only one person could talk.

**Giuliana Conti:** Responds that there are times when it is useful to have multiple people's input. But issue could be addressed by better planning.

**Michael Diamond:** Comments that break outs were great because enabled people to contribute. The VetLife seat position could have had more explanation. People seemed confused about what they were voting for.

**Jacob Ziegler:** Responds that the assumption was, since approved the CSF seat before at the last meeting, didn't need to provide as much context.

**Jackie Wong:** Notes that had a lot of new members so people who were not there the week before were confused. Energy at break outs was great. A lot of people stayed late. Agrees with thinking about how we are presenting things and giving more background. Also getting people to interact instead of talking at them. Letting other people give their opinion as running the meeting.

**Lillian Ferraz:** Comments that the other members of the board or returning senators are a valuable resource. Could be good to have them give everyone a quick wave and seek people out who look confused and tell anyone who is confused to come to them with questions. The officers are really busy running the meeting so sometimes people feel like they cannot ask a question. Also since they are open meetings, could just be members of the public who have questions.

**Giuliana Conti:** Says that it is a brilliant idea to have resources available to senators if they are confused and don't want to do a point of information. Wonders about making different colored nametags for executive senators, then senators can be told that they can go to exec senators with questions, while also encouraging them to engage and ask questions as needed. Thank you to JZ for being a resource about the quorum issue at the last meeting.

**Sydney Pearce:** Says that she thinks we should assign someone specifically to monitor quorum. Leslie, GPSS Office Manager, maybe or someone else.

**Giuliana Conti:** Is Leslie there during her paid hours?

**Amy Gabriel:** Yes.

**Giuliana Conti:** Because she's the most familiar with the roster is that something we could allocate to her in her paid hours?

**Amy Gabriel:** Yes, I think so.

**Kelsey Hood:** Asks what the procedure is for quorum based on the Bylaws.

**Giuliana Conti:** There are differing opinions about whether have to abide with bylaws, because have been told we don't have to have it, but would prefer to follow bylaws. It's half plus one, right?

**Robby Perkins-High:** It's just 25%.

**Giuliana Conti:** Agrees with giving the job of ensuring quorum to one person who can be consistent throughout the year. If there is a quorum issue, can go to one person on officer's side.

**Lillian Ferraz:** Says to address the logistical issue of quorum there should be required points throughout the meeting when we check-in on quorum before we start the voting process.

**Amy Gabriel:** Suggests putting something in the agenda that says quorum required – so senators know they are expected to be here. Because people will stick around when we ask them, so letting them know in advance, so they can stay.

**Jackie Wong:** Agrees and suggests letting senators know at the next meeting that plan on reorganizing the agenda so most important items are at the beginning moving forward. Also beta testing our voting technology which might make attendance easier.

**Giuliana Conti:** Notes that the item is way past time, asks if someone can track it?

**Robby Perkins-High:** I will.

**Giuliana Conti:** Will connect with Amy after this about quorum counting. Anyone else want to join?

**Jackie Wong:** Wants to join.

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#### 4. Policy Memos

5:51 PM

**Michael Diamond:** Notes that there are no memos more recent than 2016 on the GPSS website right now. There have been two passed in 2018, so need to make sure they are up there for review. Need an informational item each time there is a new policy memo. It's too much to expect Senators to go through Executive Board minutes.

**Giuliana Conti:** Adds that there is no process through which memos get enacted. There's no process, definition, or template, there is no conversation anywhere in records about memos.

**Kelsey Hood:** Comments that she spoke with Matt about this because did a memo for SAGE. The process is just to write the memo, inform senate, enact it, and post it to the website.

**Giuliana Conti:** Adds that there is an accountability issue because if on website, they are not edited into the bylaws, they're not necessarily in transition documents, and then I don't know which memos I'm supposed to know about because I know I am supposed to read the Bylaws and transition documents, but there is some grey area with policy memos that could be cleaned out to make them more efficient and lasting. So I want to write a policy memo about memos that

explains what a memo is, what they are used for, who can write one, what's the process, who needs to know and how it actually takes effect and continues.

**Amy Gabriel:** Suggests that all of that barebones process stuff needs to go in the bylaws so know procedure and will make it easier to track on the website because then know what to look out for. Can organize it by year. Right now with memos it's unclear and we don't know the rules to even know whether breaking one. It would make it easier going into each year for new officers, exec senators and senators. Right now it is very grey.

**Kelsey Hood:** Says she thinks this is a good idea but should prioritize website right now and make sure it is up to date before taking on other things.

**Zhiyun Ma:** Adds that an explanation of what memos are might be better in the bylaws rather than a memo.

**Giuliana Conti:** Says that she understands completely – if there are people who are interested in website updates and people interested in creating procedure, they could happen simultaneously. Exec senators may want to research policy memos from the past and see how they existed.

**Michael Diamond:** Comments that should have the officers working on website updates and MD will work on draft bylaws amendment for procedure. Can work with past senators who might have memos stored on their computers.

**Jackie Wong:** Notes that should organize it in a way with index, so people can easily navigate.

**Giuliana Conti:** Adds that the website doesn't have names for the memos.

**Robby Perkins-High:** Thinks there are names.

**Kelsey Hood:** Comments that she is meeting with Amy about it on Friday.

**Giuliana Conti:** Action plan: Amy Gabriel and Giuliana Conti will continue on website updates, Kelsey Hood and Amy Gabriel are meeting about memo naming, Michael Diamond and Amy Gabriel will work on process of investigating policy memos knowing there is no strict timeline and shouldn't over exert themselves.

## 5. “Spring Cleaning” Check-in

5:58 PM

**Rene Singleton enters at 5:58pm.**

**Giuliana Conti:** Notes that spring cleaning is the theme for the year. Lots of conversations about documents, transitions, functions, process. The theme for this year is spring cleaning because realized a lot of processes have disintegrated and made it challenging to complete jobs. Part of

this comes down to creating a more cohesive documenting network and prioritizing what to document. All about staying organized. Began with cleaning the physical office. Now in the google drive and talking about how GPSS functions. This is a check-in for big picture thoughts about how to help GPSS get back on track.

**Sydney Pearce:** Adds a comment just for informational purposes. Will be working with staff on transition documents and a “How To” guide as well. Also overseeing transition documents for officers. So any feedback about those can go to SP.

**Kelsey Hood:** Comments that one thing to work on is confusion about team google drive vs personal staff google drives. Copying stuff to both drives is probably a good thing. She was lucky to get transition documents from last year’s VP of External Affairs and is creating her transition documents as she goes. Has been keeping a very detailed account of what she’s doing so next year’s person can refer to it and see what she did, like this year’s leg agenda timeline. Creating as she goes helps her remember everything she is doing.

**Lillian Ferraz:** Notes that this is a common challenge, so glad doing it. Would be interested to see what senators think about institutionalizing their positions within their grad school and GPSS as a whole. Then people can see what their senator did last year, what they voted on, etc. Even requiring a 10-minute phone conversation with the prior senator could be good. Would love for senators to be involved in spring cleaning movement. Question: Do executive senators have transition documents? If not, we should make them.

**Giuliana Conti:** We do not.

**Jacob Ziegler:** Note for officers, would suggest making transition documents as you go rather than waiting until the end of the year. Do them while your invested because sometimes officers check out toward the end of the year.

**Giuliana Conti:** Responds that it’s hard to prioritize, but important. Would love to see Executive Senator transition documents so if could pool together and create them that would be great. Especially for the historical context. I currently have the most historical context, but in the past it was Exec. Senators, so want to make sure to capture that and starting to build that infrastructure would be fantastic. Has heard there is a president’s transition file that I have yet to find. Encourages executive senators to ask what that would look like. Executive senators can also check in with officers about how their transition docs are going and offer assistance. For instance, if you are at an event with and officer, can offer to just sit down afterwards to type it up quickly.

**Kelsey Hood:** Says that she thinks if moved up election timeline it would help with transition process because people would have more time to shadow, sit in on meetings, especially since next year it is likely the person in the VP External role will have never worked in the office before.

**Michael Diamond:** Motions to extend time by 5 minutes.

**Jackie Wong:** Seconds.

**Jackie Wong:** Has not found executive senator duties in bylaws.

**Amy Gabriel:** Responds there is a little blurb.

**Kelsey Hood:** Adds that it could be more robust but it is there.

**Giuliana Conti:** Comments that she is taking notes in meeting agenda if anyone wants to see.

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## 6. GPSS Endowment and General Fund

6:09 PM

**Robby Perkins-High:** This is purely informational right now. As part of the spring cleaning theme and policy memos – been spending time to get into GPSS’ larger financial picture, which also has not been delved into (which ties into policy memos, transition documents etc). In my transition document there was a vague mention of the endowment with basic information about it. GPSS has an endowment, a big chunk of money which is never spent, but GPSS uses the interest from it every year. It is a good way to keep financial stability.

**Lillian Ferraz:** Comments that UW sponsors endowments at \$100,000 so if ever in an organization that wants to start one, \$100k is where to start.

**Robby Perkins-High:** In FY 2013 or 2014 GPSS president decided (in collaboration with the SAF committee) to create an endowment with reserve funds to create a sustainable funding source. Initial intent was to have fundraising opportunities with GPSS alumni to bolster it and get it large enough so a good amount of money comes out each year. Policy memos were passed that were not in bylaws, but they were talking about how much of the year to year reserve should be added to the endowment. Can see if look at timeline, people were excited about it at first, and then excitement dwindled until decided to stop spending money on fundraising efforts. That’s the long story, short story is have an endowment of \$100,000. Each year it gives GPSS money that we can spend. None of that money has been spent so far. It goes into two accounts, a student organization fund and a travel fund. Has been working with people to figure out if there is any more detailed language about how money should be spent, but it is probably just up to the Executive Board to decide how to spend it.

**Lillian Ferraz:** Notes that alarm bells go off when discussing endowments, sure this is a UW managed endowment, but there are always issues of bad investments and divestment. Do we know what grouping of investments the endowment is investing in or is it through the university?

**Robby Perkins-High:** It is run by University. Have not had time to call them yet, but knows that it is managed conservatively, so not at risk.

**Giuliana Conti:** But UW run, so no Israeli-Palestinian issues here.

**Robby Perkins-High:** Action item is F & B is going to work on a recommendation for how want to use this money year to year. Thinks will get endowment proceeds from one year which will be put into the next year. So people should think about if they have recommendations about whether they think these should be tagged to a certain item or if they should just go into the operating budget overall. Guessing travel fund line was slated for travel grants, whereas the student org fund was just for general operating budget.

**Jackie Wong:** Asks if any of it goes back into endowment to grow it?

**Robby Perkins-High:** No.

**Michael Diamond:** If add that travel fund into existing travel fund how big of an increase would it be?

**Robby Perkins-High:** Year to year the travel fund gets like a quarter of whatever we get, so it would be like \$1,000-\$2,000 and the travel fund is \$22,000, so it would be small, but nothing has been spent out of it yet, so it is 4-5 years of endowment distributions.

**Lillian Ferraz:** Says that thinks if talking about what we might do with the money it would be interesting to put travel fund money back into endowment, then have a larger chunk every year line itemed for travel fund, that way we're able to put it back into what it is supposed to be used for.

**Robby Perkins-High:** Will be part of budget creation process in Winter quarter and will consult with F & B committee to see if they want to put any of this money to use this year. Exec could also advise them.

**Jackie Wong:** Curious if there is any plan to reinstating more fundraising.

**Robby Perkins-High:** That is something we can talk about for next year. There is a spot on the website where people can contribute to GPSS. So far only person who has contributed is the person who made the endowment. They have chipped in every year.

**Kelsey Hood:** Could we add something to our website, like a link that says "Donate Today" or "Help graduate students"

**Robby Perkins-High:** Yes, think it would be good to tell them what they would be funding. Typically people want to fund travel grants.

**Rene Singleton:** Would like for you to do that once you are more organized. Have to thank donors and be prepared to give them a report, or gifts at a meeting. And those things have not occurred. May want to give it to executive senators. Think about what you're going to do and who's going to do it. There is a master list of everyone who was involved in GPSS, so could



reach out to them. Ask them about their affection for your organization it is there. But want GPSS to take it seriously, and rise to the occasion.

**Giuliana Conti:** GPSS also has connections in alum association so Giuliana Conti could rally support.

**Lillian Ferraz:** Would be great to be an executive senator role. Could add to executive senator meeting coming up.

**Robby Perkins-High:** Notes that those were just updates so people could have overview and begin to think about big picture things and what GPSS wants to do with it. Also shows reserve funds year to year, also referred to as the general fund. Any operating money do not spend gets rolled over to the reserve fund, which GPSS gets money from interest on it as well. There was a big dip in 2014 when put \$100,000 into endowment. It was table the next year, then the past 3 years, the reserves have grown pretty dramatically. Based on the university wide budgeting stuff, biggest chunks are coming from current system with tuition waivers. Budgeted tuition waivers for a certain amount, and almost always officer's waiver is lower than that and there is no mechanism in the bylaws on how to reconcile that at the end of the year. Think that intensified when the number of officers increased.

**Rene Singleton:** That's because we added an officer.

**Kelsey Hood:** Split the VPs.

**Robby Perkins-High:** So that would be if had to pick one single thing, but also year to year do not zero out money because that would be very stressful. I have been meeting with campus advisors to figure out what to do with this. Reserve rate is currently too high. Since they are primarily funded by student fees, want to get them back out to students. Going to run recommendations through F & B. General plan is to do some combination of increasing operating budget every year for the next however many year, maybe 10, by a certain amount and putting more money in endowment to give more financial stability moving forward. This is showing the total reserve fund, we have to keep at least 25% of annual budget in here as back up and checking to make sure that is the right number. In reality will want \$100-200k as reserves in case need it for anything. So that is long term, short term will check-in with F & B similarly if want to infuse operating budget this year in case anything is not getting funding this year.

**Jacob Ziegler:** Asks for clarification, so saying infuse more than \$10, 000 than took out last year.

**Robby Perkins-High:** Yes, would be good to check in with Senate about anything they think should get more funding. Will talk more in Winter.

**Giuliana Conti:** Motions to amend agenda to include Bylaws voting after liaison appointments for 5 minutes.

**Michael Diamond:** Seconds.

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## **7. Liaison Appointments**

**6:25 PM**

**Sydney Pearce:** Another round of liaisons for approval. The Dawg Pack Advisory Committee. I hold one of the seats. Would propose Matt McKeown, Event Director hold one as well. Would like us to have two seats. Still have one seat available.

Would like to propose variety of seats for Faculty Council. Shirley Xu, sits on GSE; Laura De Vos, Faculty Council on Research; James “Lamar” Foster, Faculty Council on Student Affairs; Saddiq Faizi, Faculty Council on Teaching and Learning; David Tomporowski, Faculty Council on University Facilities; Janet Kang, Faculty Council on University Libraries; Marsha L. Landolt Distinguished Graduate Mentor Award, Priti Mulimani. Actually, ignore Shirley for faculty council, she’s actually interested in SAF, so she’ll be appointed to that as well as Harrison Clifford. For Student Council on Insurance, there are two students, one is in dentistry and one is in global health, to fill two more of our seats.

**Kelsey Hood:** Update from Abbie who met with them today. They decided to push off meetings until next quarter.

**Sydney Pearce:** Yeah, they told me that. Aisha King for the last seat on Student Technology Fee Committee. Erika Eggleton for Transportation Committee.

**Robby Perkins-High:** Any other applicants for SAF or are those the only two?

**Sydney Pearce:** One other person interested but would have to miss at least two meetings this quarter. Already had a difficult time filling seats this quarter.

**Robby Perkins-High:** SAF is not diverse this year, so brought it up with committee, but now we should work to get student voice into it through senate input and town halls. Because as of right now there is no formal mechanism to get input.

**Sydney Pearce:** Worked hard to get as many as possible. Only had 29 people apply for liaison positions. Hoped to increase diversity of SAF and STF.

**Robby Perkins-High:** In place of that we should keep working on other ways.

**Amy Gabriel:** Moves to approve liaisons.

**Zhiyun Ma:** Seconds.

## 8. Bylaws

6:31 PM

**Giuliana Conti:** Comments that Mason Proffitt from Judicial Committee noted that at the last Senate meeting during the process of approving the Bylaws, didn't actually take a vote on it. Just didn't know that process, so wanted to check-in and see what we should do.

**Sydney Pearce:** Will defer to Amy.

**Amy Gabriel:** Responds that not out of compliance with Bylaws because she has been going to ASUW meetings. All other changes are minor, so she is scheduling a second meeting with Judicial Committee, so can start process over again. It will not be a big deal.

**Sydney Pearce:** Adds when Judicial approves a Bylaw amendment, they are enacted at that point, then go to Senate for review.

**Amy Gabriel:** Corrects that they have to be voted on by Senate after all.

**Lillian Ferraz:** Notes that at the time, was under impression the Board had already voted on them, and Senate was just getting notice. At next meeting can just say doing spring cleaning and implementing new policy of having them voted on.

**Robby Perkins-High:** If Judicial says we have to vote, we have to because they create the Bylaws.

**Michael Diamond:** Asks for clarification. Is Judicial saying everything is good until point of vote and that we don't have to go back to square one? As a general thing, definitely have to vote as a body for Bylaw amendments

**Giuliana Conti:** Notes that sometimes when up in front, think we have got it figured out and don't always have that.

## 9. Diversity Committee Analysis

6:36 PM

**Amy Gabriel:** Says that Diversity Committee has been meeting weekly and one senator brought up doing an analysis of diversity within GPSS to get an idea of who is included. Knows that doing it within Senate would be valuable. Like how don't know how many international students are involved. Analysis would be anonymous demographic information.

**Robby Perkins-High:** Adds that it would be cool to look at our procedures as well to make sure they are designed to get as much diversity as possible.

**Giuliana Conti:** Notes would love for them to look at Parli Pro procedures as well. Educating people how to use it so can amplify voices.

**Jacob Ziegler:** Sounds like a great breakout session.

**Lillian Ferraz:** Adds would love to do that. Has done Roberts training before and there are interesting and fun ways to do it. As president can control things, and can suspend parli pro for discussion and at other times. Parli pro is just as flexible as we make it. Can be used just during voting procedure.

**Rene Singleton:** Suggests breaking this up into different parts. Parli pro is not about POC, it is a class structure. GPSS is not in Roberts, it is in Sturgess. Does not think it should be grouped with diversity because may be about other issues. May get into trouble if you merge it.

**Giuliana Conti:** As long as we are also aware diversity does not only mean racial diversity.

**Amy Gabriel:** Parli Pro could be wrapped up in initial demographic survey with a question asking people to rate how comfortable they feel with parli pro.

**Lillian Ferraz:** Agrees can wait on survey and get a sense of how comfortable people feel with parli pro.

**Giuliana Conti:** A lot of it is education. Would like to figure out better ways can navigate the room.

**Jacob Ziegler:** In prior years there was an informal chat at the end of every discussion time called the “good of the order” so GPSS has done free discussion before.

**Lillian Ferraz:** Interested in discussing the value of using Sturgess, or implementing things with progressive stack or other methodologies.

**Giuliana Conti:** Have no idea what that is.

**Rene Singleton:** State of Washington, Board of Regents use it.

**Kelsey Hood:** State of Washington uses Reed’s rules.

**Amy Gabriel:** Sturgess is a more condensed version of Roberts.

**Lillian Ferraz:** Progressive stack is a series of methods being used to build institutional equity into conversations. Who speaks first based on identities. Someone is marking the number of times someone speaks. And if someone is speaking a lot will have to stop. Don’t know if would work for GPSS, but interesting.

**Giuliana Conti:** Like that idea, but sounds like people power GPSS may not have.

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## 10. Poll Everywhere

6:45 PM

**Jackie Wong:** Led demonstration of poll everywhere. Shows people how to sign in and vote.

**Giuliana Conti:** At the top, people can text in responses. So for guests who have not registered, they can go directly into this and do not need NetID for that.

**Jackie Wong:** I think you still do.

**Giuliana Conti:** Ok, Zhiyun knows.

**Zhiyun Ma:** Says had a professor who set it up so needed a NetID, could not text in responses.

**Jackie Wong:** Good because that is how I have it set-up.

**Giuliana Conti:** Can import the senator roster into it and can see on back end who voted.

**Rene Singleton:** Asks if do this in real time and then find out later that someone's vote changed the outcome, what do you do?

**Jackie Wong:** Responds will start out using it with unofficial things, like the President's poll. Then can line it up with document with all the senators, and validate the vote before sharing the outcome. But going to start with a beta test first.

**Casey Duff:** Question for Rene. Do you know what program ASUW uses?

**Rene Singleton:** Does not remember.

**Jackie Wong:** Met briefly with ASUW person, their technology is a little less user friendly. Have mixed feelings about broadcasting how people vote in real time.

**Rene Singleton:** It is an open public meeting, and votes will be recorded later. The advantage of seeing it in real time is being an open democracy. Senators will have to decide how they feel.

**Jacob Ziegler:** Motion to extend by 5 mins.

**Michael Diamond:** Seconds.

**Giuliana Conti:** Says having winter quarter as a pilot quarter will let us see the voting potential by Spring, so by Fall could potentially have it up and running. Don't even have instructor access yet. But this is great in the meantime.

**Lillian Ferraz:** Suggests great time to use this would be in the minutes before a meeting begins. Could ask "What did you like about last meeting?" or things when need to get feedback quickly – then can display at beginning or the end. That way not necessarily a vote, just a quick check-in tool. A way for anonymous feedback.

**Jacob Ziegler:** It is not anonymous though, it is public record.

**Lillian Ferraz:** Just meant in real time, whatever is on the screen.

**Giuliana Conti:** Would be good to have the votes online so constituents can see how their reps are voting.

**Jackie Wong:** Shows how the voting works.

**Michael Diamond:** If don't think this will be ready until spring or next fall, should suspend the memo we did in July on this. When we figure out memos, we'll figure out who is in charge of that.

**Casey Duff:** Expresses some concern about anyone being able to log on and vote and notes that votes would not be final until after it was confirmed that only senators were voting.

**Giuliana Conti:** Responds with roster imbedded in website, we can grant access to certain people.

**Lillian Ferraz:** In terms of pilot, would like to see a combo of both. If doing it for a vote, should have people raise their hand and do it on their phone so not stopping things, but also have the record.

**Giuliana Conti:** And can be a part of the process of decision making.

**Jackie Wong:** Motion to extend for two minutes

**Lillian Ferraz:** Seconds.

**Michael Diamond:** Can we restrict it to only that senator list?

**Jackie Wong:** Responds that needs to do more digging, but believe can do a list specific to senators. Proxies we'll have to adjust at the beginning of the meeting. Will need to work out the details. Should be able to launch it pretty quickly.

**Michael Diamond:** Motions to suspend implementation of policy memo from July, specifically the accountability measures of names and votes for Fall quarter.

**Jackie Wong:** Seconds.

**Vote:** Unanimously in favor.

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## **11. November 28<sup>th</sup> Senate Meeting Agenda**

**7:03 PM**

**Giuliana Conti:** Motions to schedule a special meeting for Dec 5<sup>th</sup>. Have no Exec Meeting Agenda, but have Senate the week before, so should meet to debrief and plan for January. So Dec 5<sup>th</sup> at 5:30 in Hub 303.

**Lillian Ferraz:** Point of Information: Executive Meeting?

**Giuliana Conti:** Yes.

**Kelsey Hood:** Seconds.

**Giuliana Conti:** Since it is a special meeting will need to send agenda out ahead of time.

**Giuliana Conti:** Says need to add Bylaw amendment to agenda. When approve this agenda can do it as amended in the future with the full name of the resolution. Provost Richards will be first speaker of the year because he passionate about graduate funding and fellowships. He's new as provost and is excited to be with us. Not sure on how much time he needs, but this is huge opportunity to get face time with him. Very special speaker, so want to give more time, but structure it well.

**Lillian Ferraz:** Suggests having a specific limited presentation time and then break time so people can introduce themselves to him who are interested.

**Michael Diamond:** Point of Information: Can we move that to before "old business." Motions to make Provost Mark Richard to right after approval of agenda.

**Casey Duff:** Seconds.

**Giuliana Conti:** Doesn't know if he is the break out speak individually with people type. Think that having conversations with him in Senate would be the most valuable use of time.

**Lillian Ferraz:** Suggests providing structure on the conversation then. Maybe explain what Provosts do and what he is passionate about. Topics he would like feedback on.

**Giuliana Conti:** Concern about overscheduling time with because so much can do.

**Jacob Ziegler:** We can let him know that people may come up to ask him questions at the end for individual time, but structuring time so that it best serves the senators that are there is best decision.

**Giuliana Conti:** There is a cool feature in Poll Everywhere that is like Slide-o where you can show questions on the screen and prioritize and monitor them, which means he could choose from the questions up there, or we could choose, it could also be live. Think there is an up voting system, but haven't figured that piece out yet, but could put Poll Everywhere options in so more engaging.

**Michael Diamond:** Something that worked well in his department was soliciting questions ahead of time on google sheets with people's names so they can read their questions in real time, but have them before.

**Jackie Wong:** Also that gives people time to think about it.

**Amy Gabriel:** What is the time allotment?

**Kelsey Hood:** 30 minutes to be generous.

**Giuliana Conti:** Yes and can check in with it at end of agenda.

**Sydney Pearce:** Would like 1 min to tell people to stay for pizza and beverages in the office.

**Giuliana Conti:** Last year created a home screen slide, so the announcement is up there.

**Sydney Pearce:** Okay, then I don't need to say anything.

**Giuliana Conti:** Special projects fund allocation.

**Robby Perkins-High:** Will not know if it will be done until Friday and Exec's review first, so won't happen at upcoming Senate meeting.

**Giuliana Conti:** Campus safety update and feedback.

**Sydney Pearce:** Will wait until next Senate meeting.

**Giuliana Conti:** Composition analysis?

**Amy Gabriel:** Not sure what to call it.

**Giuliana Conti:** Diversity committee collaboration?



**Lillian Ferraz:** I like composition.

**Giuliana Conti:** President's poll.

**Amy Gabriel:** Need to increase time for Special Projects?

**Robby Perkins-High:** Sure, make it 10 minutes.

**Rene Singleton:** Any legislative stuff need to throw in at last minute?

**Kelsey Hood:** Can recap interim leg meetings, and discuss what plan to do in Olympia and how to stay connected with even though I won't be here.

**Giuliana Conti:** Also who you are, what you do, and at some point would like their help in going to the Capitol by talking about what did last year.

**Michael Diamond:** Would also add that because able to pass this leg agenda at last meeting, able to be more productive in this way.

**Lillian Ferraz:** Curious if there will be a chat, since we want to retain and gain numbers in January, know there is a hangout after the meeting, but maybe can really pump that up before next week. Trying to get engagement on how things are going and anything Senators would like to see going forward.

**Giuliana Conti:** What about at end after President's Poll. Like 5 minutes?

**Lillian Ferraz:** What about as part of your poll?

**Giuliana Conti:** Yes, can you email it to me?

**Sydney Pearce:** Added program reviews for 5 mins.

**Kelsey Hood:** Would like to bump time on policy update to 10 minutes.

**Amy Gabriel:** Motions to approve agenda as amended with name of resolution.

**Michael Diamond:** Seconds.

## **12. Announcements**

**7:18 PM**

**Kelsey Hood:** One of things will be talking about at special exec meeting is VP External participation expectations and responsibilities since will only be on campus one day a week during winter

**Sydney Pearce:** Upcoming events, so can know what's going on and share. In two weeks on 29<sup>th</sup> Science and Policy white paper kick-off. Pizza and bevs for last meeting of year. Dec 6<sup>th</sup> Leg Townhall for people to learn about leg agenda. Food and bevs served. End of the year celebration on Dec 7<sup>th</sup> 9-11, committee members, liaisons, advisors, exec senators, officers.

**Amy Gabriel:** Senate e-mail will be sent by tomorrow at 2:30pm so e-mail anything you want sent out to me.

**Giuliana Conti:** Bylaws.

**Lillian Ferraz:** FIUTS needs hosts. Great way to welcome international students to one of our traditions in the U.S.

**Giuliana Conti:** Out of town tomorrow through Monday morning, so text her.

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### **13. Adjournment**

**7:22 PM**

**Robby Perkins-High:** Motions to adjourn.

**Amy Gabriel:** Seconds.