



GPSS Vice President of Administration Quarterly Report: Winter 2023

GPSS Administrative Work

- Oversaw and maintained GPSS records, including the Senate email list, Executive Committee email lists, Rosters, Senate Website, and Minutes
- Ongoing communication with 14 departments across campus regarding the possibilities of recruitment and GPSS representation
- Administered and carried out the GPSS Attendance policy for Winter 2023
- Prepared and provided necessary research to maintain organizational compliance with GPSS Bylaws, suggesting consideration, revision, or suspension when necessary
- Consulted and offered both substantive and administrative feedback for multiple Resolution drafts, including the Ad Hoc Committee Student Health Advocacy Resolution Panel (SHARP) proposed joint resolution on sharps containers and a Wellness Day Resolution being proposed in Spring 2023
- Organized and provided initial materials to the elections and judicial committees for Winter quarter start-up
- Assisted the President in revitalizing the Senator of the Month Program, administered nominations, and provided primary authorship of the proclamations
- Assisted the President and Office Director in organizing GPSS Spotlights for the GPSS Website
- Completed Staff evaluations for GPSS Staff members in the Office of Administration

GPSS Meetings, Committees, and Events

- Primary creator for GPSS Meeting materials, including Agendas, PowerPoint presentations, ballots, QR codes, votes, and Website entries to facilitate Senate proceedings
- Reviewed and administered parliamentary procedure at meetings, including timekeeping, motions regarding compliance with the bylaws, and enforcement of procedures for informed, fair, and equitable participation
- Reviewed all GPSS Senate and Executive Committee Meeting Minutes as prepared and submitted by the GPSS Senate Director
- Provided initial organization for the Arts Council (though this committee was unable to meet this Quarter due to member availability)
- Served on the Marsha Landolt Distinguished Graduate Mentor Award Selection Committee, reviewing approximately 400 pages of materials and meeting to select the Award recipient
- Acting as Supervising Officer of the Ad Hoc Committee for Senators Motivation and Recruitment/Retention (CSMR), including consultation for its policy memo

Overview

Winter 2023 highlighted the ongoing necessity for (re)consideration of the GPSS Bylaws, especially with regard to timelines and elections procedures (which is an ongoing process at the time of this report). Otherwise, Winter 2023 was a productive quarter for both committee work and resolution work in GPSS. (This report was written and submitted by Jack Flesher on 03/29/2023.)