

Graduate Professional Student Committee

July 2nd 2018- Agenda

Time: 3pm

Start Time: 3:10pm

*Invitation sent to: Mitra, Nada, Leila, Constance (over the phone), Dianelis (unavailable this meeting) , Teresa, Michelle*

**Attendees: Mitra, Nada, Leila, Teresa, Michelle, Safya**

- Last Meeting Minute Approval: Yes.
  
  - I. Overview of the last meeting and results
    - A. Review of new Committee positions.
    - B. Finalized status of orders using remainder of budget
      - Orders of t-shirts and jackets. The order was finalized but has not arrived yet.
  
  - II. TA Orientation E-mail Discussion
    - A. Dates:
      - 1. Tuesday, August 14, 9 AM – 1 PM
      - 2. Wednesday, August 15, 9 AM – 1 PM
    - B. Expected approx. 130 students total – approx. 65 students in each session.
    - C. Funding for food and refreshments + Having someone from the GPSC welcome the students and speak about the resources available through the committee.
      - 1. “Lunch (pizza) and refreshments would be offered for both sessions.”
  - Last year there was cold pizza, no refreshments and GPSC was set to speak at 8am when there were not many TAs present. The food was not appropriate and the speaking time left attendees not knowing much about what GPSC was if at all.
  - Discussion
    - Teresa suggested: Getting cardstock flyers for GPSC Orientation (She is available 9:30-6pm for assistance.
    - Mitra suggested: Gettings tea and coffee for general refreshments, and looking at the pricing of wraps we got for GSAW for this orientation.
    - Final: Better time slot (before lunch), more knowledge about GPSC, and we order the food, are conditions for budgeting for this event: Approved by committee.
    - Mitra will send quotes over e-mail in the next couple of days for approval.
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- III. Approval of web form tutorial transcript
  - Mitra: Still working on the script, final draft will be sent by email. She is working on the last section and will send it out to the committee at the end of the day.
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- IV. Address changes for the SOP
  - Problem with pending and continuous enrollment for D2, D3
  - Tabled students and enrollment evaluation. Language.
  - Changes imply adding \$32,000 towards travel funding budget to Fall and Spring, totaling to \$6,400 with only domestic being raised from \$500 to \$700

- Teresa suggested: See a \$100 increase instead of \$200 and none for Professional Development applicants.
- Students hired under grants have things paid for, and are at an advantage over those that don't.
- Nada suggested: DOMestic increase \$200 and \$100 international
- Michelle suggested: Supplying o more people means more requests.
  - Consciousness of fiscal year versus calendar year.
- Spring Semester: Proposed increase time
- Mitra: Agree on \$100 increase for domestic
- Leila: Proposed \$150
- Mitra: Finalized amounts after increase:
  - Professional Development: \$150
  - International: \$850
  - Domestic: \$650
- Awarding twice for those in their last year of the program
  - Nada suggested: Approval but with a lower amount.
  - Teresa suggested: Capping the amount.
- Cap to \$300 for those in their last year, require D2, D3, or letter form UGS
- Adding item to the form for "first request" + "Second request"
- Voting: Constance → Agreed Online to the proposed changes
- Mitra, Leila, Nada → Agreed to changes in person.
- 2nd part → Related to subject of dissertation for research
- 3rd part → Page 11: adding the wording SOP GPSC approving everything.

#### V. Discussion and action to open the vacant GPSC seat

- There is no election commissioner.
- Promotion is required and link needs to be shared (make sure it's live and for how long)

**Next meeting: July 16th at 3pm in the SGA Conference room.**

**Meeting adjourned: 4:00pm**