Graduate Professional Student Committee
July 16th 2018- Agenda
Time: 3:00pm
Start Time: 3:00pm

Invitation sent to: Mitra, Nada, Leila, Constance, Dianelis, Teresa, Michelle

Attendees: Mitra, Nada, Leila, Dianelis

- Last Meeting Minute Approval: Confirmed

I. Overview of the last meeting and results
   A. TA Orientation final decision
      1. Grab and go wraps + breakfast
      2. CAT Center requires events to only have vegetarian food options
      3. Budget → $2,000 → Breakfast & Lunch for 2 days
      4. Wait 1 week before event for final RSVP
         a) 65 each day → might be less
         b) Tablecloth → Jerome → August 14-15 (Nada left a note for Jerome to e-mail Mitra about where we can get it)
         c) Registration table
         d) Giveaways at TA orientation? (see below)
      5. Water bottles → Answer questions about GPSC presentation

   B. SOP edits and decisions
      1. Teresa → Two revisions
         a) Students applying for second time must have D2 and D3 approved definitely
         b) Revised effective January 1, 2019
      2. Revise powerpoint presentation for workshop
      3. Changes to e-mail to UGS
         a) Teresa → “1st June - May 30th” add to e-mail text

II. SOP Points of discussion
   A. Do not add
      1. Only travel + registration covered, wanted to add accommodation
         a) Pilot later → too complicated
   B. Summer School application - rejected- why?
      a) Anything for credit → not approved
      b) Add to CV → not related to main education
   2. Choice of student → summer school
      a) Professional development → related to your degree

III. Approval of web form tutorial transcript
   A. Teresa and Diego → changes to script
      1. Need to talk to Teresa about the changes needed
IV. Discussion and action to open the vacant GPSC seat
   A. Election Commissioner → still none
   B. Can’t have a new position elected until they’re appointed
      1. Last senate meeting was cancelled due to lack of quorum

V. Fall semester for GPSC
   A. Meetings
      1. TBA → Will discuss committee member’s schedules in group and send proposed time.
      2. Tentatively looking at Mondays
   B. Events
      1. August: TA orientation (from Gradskellar funding)
      2. Will plan more ideas in group chat and send via e-mail. Discuss next meeting

Next meeting: August 20th @ 1pm
Meeting adjourned: 3:52pm