

# Graduate and Professional Student Government

## Assembly Board Meeting Minutes

University of Pittsburgh, Langley Hall A219B

August 27<sup>th</sup>, 2018



### Meeting Summary

- First meeting of the 2018-2019 year, informing the AB of our actions this summer, and the next year's proposed budget.

### Attendance

#### GPSG Executive Board Officers:

- Rachel Coombs (President)
- Jennifer Enriquez (VP of Committees)
- Crystal Taylor (VP of Communications)
- Spencer Edelstein (VP of Finance)
- Amanda Leifson (GSA)

#### GPSG Assembly Board Members:

- Arts & Sciences 1
- Biomedical
- Dental
- Education
- Engineering
- GSPIA
- Katz (Part Time)
- Law
- Medicine

- Pharmacy (PharmD)
- Public Health
- Social Work
- ANKUR
- CSSA
- ISA
- TASA

#### Absent:

- Arts & Sciences 2
- Arts & Sciences 3
- SCI
- Katz (Full Time)
- Nursing
- Pharmacy (PhD)
- SHRS
- GOSECA

### 1. Call to Order

- President Coombs called the meeting to order at 6:02 pm

### 2. Approval of Minutes

- Motion to approve May minutes. *Minutes approved. None opposed.*

### 3. Old Business

- New AB Meeting Time/Date
- GPSG Website
- Discussion Topics
  - University-wide Orientation
  - Legal Services
  - Student Health Center
  - GPSG Sponsored Events
  - Travel Grants
  - SAGE Coalition Fall Summit Participation
  - GPSG voice in university matters
  - Defined graduate student space (networking, socialization)
  - Peer mentoring programs
  - Communications avenues

### 4. Reports

- President's Report
  - President Updates
    - Legal Assistance
      - a. We did not use all the spots last year, but cannot recuperate the costs
    - Health Center/GPSG Partnership
      - a. Time slots with mental health professionals, but hours better for grad students
      - b. Mental Health First Aid Certification

- i. Class for recognizing signs of anxiety, mental issues; recognizing symptoms of mental stress/illness, and what to do
      - ii. 8 hours, 20 people (2 4-hour blocks), no costs to students
      - iii. School of Ed might be extremely interested in that for those who want to go into academia
    - c. Expanding group therapy for students
      - i. Hired some new therapists, trying to expand, but same resources as undergrads
  - SAGE Coalition
    - a. Fall Summit – 2 people
      - i. Austin, TX
      - ii. October 5<sup>th</sup> & 6<sup>th</sup>
      - iii. SAGE advocate -- At the fall summit, they vote on a platform
      - iv. Email Rachel by September 10<sup>th</sup>
        - 1. Rachel will send out reminders, email with links
    - b. Spring Day on the Hill – 3 people
      - i. Washington D.C.
      - ii. End of April
      - iii. The platform that you determine in the fall is what is taken to the day on the hill
    - c. GPSG will help pay, Provost is interested in making sure someone from our school is there
  - Board of Trustee
    - a. Several committees that graduate students are not on
      - i. There are undergrads, but no grad students
        - 1. Audit, Budget, Research committees
      - ii. Communicating with administration to see about getting graduate student representation
  - Student Issue Committee (discussed by VP of Committees)
  - Attendance Record
    - a. Last Year Attendance record given to students
    - b. Change of the Bylaws for more stringent attendance requirements
    - c. Now the delinquency rule is you miss one, you get a reminder from President, more than that your funds are frozen (supplemental funds/travel grants)
    - d. You need to tell us who is coming to the meeting – if it isn't the permanent representative, you should have an alternative, you need to let EA know
  - Communication Plans
    - a. Need a plan how you communicate with your students
    - b. Who is the president
    - c. Forms will be sent out in the next week or so, to collect the information before the next AB meeting
  - Budget Discussion
    - No paying for Orientation, Provost office taking more control moving forward
    - Continued discussion by VP of Finance
  - Committees' Report
    - Student Issue Committee
      - Big issues, like Union (disability accommodations for grad students, sexual harassment, campus culture, mental health issues)
        - a. *EB would like to have the committee identify what the issues are*
        - b. Not taking a position, but an information collecting body
        - c. Chair the committee, open to the AB

- d. We want a voice at the table, the union is making the university listen to us and we should take advantage of the opportunity
    - e. Email VP of Committees if interested
  - University Committees
    - *10 positions open*
    - Website is updated, asking AB to distribute link to the student body
- Communications' Report
  - GPSG Calendar Event Requests
    - Form for submitting to GPSG Calendar
      - a. Under "Upcoming Events", link on GPSG Facebook Page (forthcoming)
      - b. Link for request form:
        - [https://docs.google.com/forms/d/e/1FAIpQLSfJQPbyDSNDG0kcX8Wj1PbNIPokuGdtKL\\_NpyItOW8uQpHGyg/viewform](https://docs.google.com/forms/d/e/1FAIpQLSfJQPbyDSNDG0kcX8Wj1PbNIPokuGdtKL_NpyItOW8uQpHGyg/viewform)
      - c. Not checking every day, but checked the last week of the month (fill out a month beforehand)
      - d. Open to a variety of events (only caveat is no political events)
  - GPSG Emails – how often?
    - Once a month
      - a. Biomedical, too many listservs – combined it into one monthly email
    - Nathan Urban's email
      - a. Provost v. GPSG is reaching a different audience
- Finance's Report
  - Budget Outline
    - *Voting on the budget next month*
    - Good roll over from last year, but we are down \$40,000 (fewer students)
    - *Required Costs*
      - a. GPSG Office Space
        - i. *Pitt Union* – maintenance
      - b. Legal Services
        - i. Tax services (workshops?)
    - Allocate money for SAGE, Professional Development/Advocacy grants
    - No money to Pitt Arts, Pitt Council
      - a. *SURVEY* – who is using it, who wants to keep it going
        - i. *Presentations by the SGB*
      - b. Both are asking for substantial increase
      - c. Not particularly exclude grad students – can they really do so?
        - i. *Pitt Arts* – can't keep us out
        - ii. *Pitt Council* – could keep us out
      - d. It's more of a discussion of where funding is coming from, not that it will get funded
        - i. *Pitt Arts website* – says undergrads only
        - ii. Possible solution -- reserve spots for graduate students?
  - Travel Grant Process Changes
    - Reduced the amount to \$400 (down from \$500)
    - Cap to 10 grants per month
    - More difficult getting Travel Grants moving forward (more competitive)
  - Grad Student Lounge
    - Swipe card access to a graduate student space
    - Cost \$5-10K
    - Library is giving us space on 4<sup>th</sup> floor – where dissertation space was
      - a. Grad students
      - b. Quite Space

c. Minus Law & Medical students?

- Programming's Report
  - VP of Programming Special Election
    - Call for candidates will go out
    - Not campus vote, AB vote at next meeting
- Executive Administrator's Report
  - Rave Guardian
  - Dietary Concerns for AB members
    - Will try to accommodate as best as I can
    - The Venn Diagram that covers deliverable options, that take Panther Funds, and are under \$200 is very small
- Assembly Board Member Reports
  - *Arts & Sciences*
    - No report
  - *Biomedical*
    - No report
  - *Dental Medicine*
    - Welcome week for D1 students
    - Steel City Conference
      - a. Wyndham Hotel
      - b. School wide (400 people)
  - *Education*
    - Pitt Seed Grant awarded
  - *Engineering*
    - Welcome events in departments
  - *GSPIA*
    - Orientation was successful
  - *School of Computing & Information*
    - No report
  - *Katz (Full Time)*
    - No report
  - *Katz (Part Time)*
    - Partnering with Full time students, reception before Pitt/Penn Game
  - *Law*
    - Welcomed New Dean, looks to be a good relationship
  - *Medicine*
    - Welcome new class
    - Question –
      - a. Student Executive Council wants to be recognized as a government by university
      - b. Want to get around SORC – but it may not be possible to get around them
        - i. Clarification on the rules that regard graduate student organizations
      - c. Treasurer and Finance committee
  - *Nursing*
    - No report
  - *Pharmacy (PharmD)*
    - Primary Care Progress
      - a. For Health Sciences
      - b. More involvement from more schools
      - c. Integrate professionalism into the curriculum
        - i. Trying to normalize schedule – fill out form
  - *Pharmacy (PhD)*
    - No report

- *Public Health*
  - First event on Thursday
- *School of Health & Rehabilitation Sciences*
  - No report
- *Social Work*
  - Successful orientation
  - Welcome new dean – looks to be a great relationship
  - School is paying for December graduation, extra \$5,000 budget
- *ANKUR*
  - Social event – September 15<sup>th</sup>
- *CSSA*
  - Orientation, welcome BBQ
- *ISA*
  - Picnic September 16<sup>th</sup>
  - Concert December 15<sup>th</sup>
  - Weekly meeting
    - a. Key available at the front desk from the Union to get into the room
- *GOSECA*
  - No report
- *TASA*
  - Welcome dinner during the first week of September
  - Happy Hour – with CMU for Turkish Students
  - Turkish student organization at CMU – Turkish movie at film festival

#### 5. Committee Reports

- See full reports on website ([www.gpsg.pitt.edu](http://www.gpsg.pitt.edu))

#### 6. New Business

- GOSECA – haven't been present for the last little bit
  - Reaching out to them to make sure that there aren't any questions

#### 7. Announcements

- Next meeting: **Monday, September 17<sup>th</sup> at 6:00pm Langley Hall A219B**

Meeting Adjourned at 7:08 pm