



**To join via Zoom:**

<https://wsu.zoom.us/j/99312853683?pwd=RHA4MGRsU2FueExJcXpzaHNqRUlZQT09>

**GPSA Senate Absence Request Form:**

[https://wsu.co1.qualtrics.com/jfe/form/SV\\_6tkhbiSP0TNxc8J](https://wsu.co1.qualtrics.com/jfe/form/SV_6tkhbiSP0TNxc8J)

**GPSA Senate Attendance Spreadsheet:**

[https://docs.google.com/spreadsheets/d/1k9iMVI6mfu\\_2Z5i7WcmDzX5RTat2oiUCGUx\\_R9XOHCs/edit#gid=0](https://docs.google.com/spreadsheets/d/1k9iMVI6mfu_2Z5i7WcmDzX5RTat2oiUCGUx_R9XOHCs/edit#gid=0)

If you would like to add items to the agenda, please email the Executive Vice President by the Wednesday before Senate meetings. Minor edits to this agenda can also be suggested over email.

Pay close attention to the Guest Speaker. You are expected to engage in conversation and ask pertinent questions. Some prior research is encouraged so that questions and comments are well-informed.

**Here is the agenda:**

- 5:30 | **Call to Order**
  - Approval of Senator Orientation Minutes
    - **Approved as written**
  - Approval of the Agenda
    - **Approved as written**
- 5:31 | **Announcements**
  - PDI Events
    - Graduate Student Prestigious Fellowship Workshop
      - Sept. 1<sup>st</sup> 2020, 2 PM-4 PM
    - Graduate Time Management Workshop
      - Sept. 9<sup>th</sup> 2020, 1 PM-2 PM
    - You're a Teaching Assistant: Congratulations! Now What?
      - Sept. 15<sup>th</sup> 2020, 1 PM-2:30 PM
    - The Post-Pandemic Job Search Blueprint For PhDs & MScs
      - Sept. 18<sup>th</sup> 2020, 12 PM-2 PM
    - Professional Headshot Photoshoot
      - Sept. 22<sup>th</sup> 2020, 12 PM-1 PM
    - Writing Workshop Series: Critical Reading Strategies
      - Sept. 24<sup>th</sup> 2020, 1 PM-3 PM
    - MeToo Fieldwork Training
      - Sept. 25<sup>th</sup> 2020, 10 AM-12 PM
    - Academic Integrity for Graduate Students



- Sept. 29<sup>th</sup> 2020, 11 AM-12:40 PM
- Ferdinand's Grab-and-Go Recap
  - Programming Chair, Rachel Wong: 210 students attended the event
- Upcoming Events
  - GPSA Bingo Night
    - Sept. 11, 2020, 7 PM -8 PM
- UREC Update
  - Programming Chair, Rachel Wong
    - COVID-19 was not expected or planned for. It affected our budget
    - The UREC offers 10 dollars of student fees as refund.
- Graduate Student Mental Health - Where are we at now?
  - [Survey](#)
- 5:40 | Explain "at-large" positions
  - [Regular Nominations for vacant Senate positions](#)
  - [Open Application for vacant College Representative position](#)
- Question**

Senator: Based what we have done so far, what is something you share with college of communication?

Chair of Internal Affairs, Mikala Meize: What I like to do as a senator is I would share the minutes because the minutes we get as senators is very detailed. What I am looking at are the links that constituents need to see. Like the mental health survey, I would send out to the students in my department and my college. Also, I would share any sort of events that is coming up or questions that we have. Sometimes, I would ask what kind of events or sources you would want to see in the future. These are things that I would reach out to my constituents, department or unit to get more information on.
- Appointment Vote

Motion: Chair of Internal Affairs, Mikala Meize: I moved to appoint the nominee as a senator for Teaching and Learning. Seconded, Seconded. Motion passed.

Samantha Edgerton, Executive Vice President and Budget Chair: It is moved and seconded. We approved the nomination of Amira Albagshi for Teaching and Learning. We move to the vote on the spread sheet. Congratulations! The nomination is approved.
- 6:00 | [Lisa Gloss, Dean of the Graduate School](#)
  - Overview of the Graduate School
  - [Graduate School Leadership](#)
  - Working with your advisor and program
    1. Be proactive and communicate frequently.
    2. Understand all the expectations
    3. Find preferred ways of communicating and collaborating



- 4. Know Graduate School policies and deadlines
- 5. Contact us if you have questions or concerns.
- [Graduate School Scholarships](#)
- 6:20-6:30 | Dialogue with Dean Gloss  
[This is where senators should be prepared to ask questions of our guest speaker. They have taken time out to reach out to us and want to hear from you. Having no questions or comments shows that we have no feedback to provide. That is seldom the case!]

The best way to prepare is to 1) reach out to your constituents: Ask, “What would you want to say to the Director of CHS.” 2) Do some research: Not a lot, but poke around the website and make sure you know a thing or two. 3) Listen actively: If you aren’t actively listening to the guest speaker, are you best serving the student body?]

Question:

Behnaz Molaei, CAHNRS senator: How can I bring the issues of stipend to my department; students move to different campuses like Tri-Cities and they start low?

Dean Gloss: The department decides the stipend level, but it does not have to be the same. For example, the cost of living is a lot higher. It is ok to pay students higher stipend at different locations if the cost of living is different.

My suggestion is to have facts and numbers. Bring it to your new chair and show how much it costs at different locations

Reanne Cunningham, CAS senator: What are the resources to support mentors?

Dean Gloss: I shared documents with the GPSA executive team. Some of these documents are from the University of Michigan. There are ones for the mentors and the mentees. There are articles from the graduate school and I will share those.

I will put together a task force in couple weeks for what we can provide for faculties and as well as mentor training.

- 6:30-6:40 Open Floor
  - In small groups, with senators from your college, identify the main points of contact for you to send updates, place flyers, and solicit feedback. This list should be kept on file for minutes after each senate meeting and sent to [vpgpsa@wsu.edu](mailto:vpgpsa@wsu.edu).

<b>Name</b>	<b>College</b>	<b>Department</b>	<b>College Email Contact</b>	<b>Place to Advertise</b>
Julianna Brutman	Vet	Neuroscience	<a href="mailto:cvm.ipn.grad@wsu.edu">cvm.ipn.grad@wsu.edu</a>	VBR
Sam Fleischer	CAS	History	History Department Listservs (multiple)	
Kory Anderson	CANHRS	Food Science	Graduate Food Science list serv	



Reanne Cunningham	CAS	Psychology	Psychology Department Listserv
Mark Batcheler	CAS/CANHRS	Environment	School of the Environment
Karansher Sandhu	CANHRS	Crop sciences	css_gs@wsu.edu
Wrya Mohammadi	VCEA	Chemical Engineering	Wrya.Mohammadi@wsu.edu

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- 6:30 - 6:45 | New Business
  - Executive Board Reports: What were we all doing over summer?
  - Legislative Affairs 2020-21 (James)
  - James Dalton, VP of Legislative Affairs and Legislative Affairs Chair: The legislative agenda will be sent out. We will vote on them on the next Senate meeting.
  - The agenda are divided into University, State and Federal.
  - GPSA Budget: Brief Introduction
    - We will vote to approve the 2020-2021 budget at our meeting on September 28.
      - Budget is a big deal
      - Set and approved by last year's senate
      - Things change, stuff happens, good to show the budget again
      - There will be a full presentation and plenty of time for questions
  - Getting senate ready for spring
    - Budget committee will propose a budget request for 2020-2021 S&A
    - Senate will vote to approve
    - This is a month-long process and is labor intensive
    - Senators can start early, and the best way is to contact vpgpsa@wsu.edu or presgpsa@wsu.edu with questions, ideas, comments, concerns!
- 7:00 | [Travel Grants](#) Presentation, Arian Karimitar, Grants Chair:
  - [Updates on General Policies of Travel and Registration Grants 2020-2021](#)
  - Question:  
Reanne Cunningham, CAS senator: For internship reimbursement, does that include applications for internship? For example, an interview. You are interviewed for internship position. Will people be reimbursed for that travel?  
Arian: You mean before approving for the internship?  
Reanne: Yes.  
Arian: At this level, not, but maybe in the future we can do something for that.
- GPSA Committee Assignments
  - Everyone has been assigned!
  - Full list attached to the minutes
  - Many have heard from their director already
  - Committee Expectations:



- Be flexible with meetings
- Be prompt with email responses
- Keep up the great work
- Reminder:
  - Senate Scholarship is for ~5 hours a month
  - Scholarship will be applied at the end of each semester
- 7:27 | Adjournment

### **GPSA Executive Board Reports Summer 2020:**

The lists below are not meant to be comprehensive. If you need clarification or have any questions, please contact the corresponding individual.

#### **President's Report – Jenn Johnson**

- Tasks Completed
  - Transitioned all new GPSA Executive board members
  - Updated SharePoint and created GPSA Microsoft Teams account
  - Completed GPSA inventory
  - Updated GPSA website and posted to social media
  - Reviewed Summer Grocery Reimbursement applications
  - Held GPSA Zoom office hours
  
  - Worked with VP Sam to finalize 20-21 budget
  - Created GPSA 19-20 Annual Report
  - Reviewed GPSA Strategic Plan
  - Planned virtual GPSA Executive Board retreat
  - Drafting a comprehensive graduate student health insurance/coverage guide
  - Served on various WSU hiring committees
    - CHS Executive Director
    - Student Involvement Associate Director
  - Helped finalize 20-21 list of university committees
  - Helped plan Senator Orientation and create new Senator Handbook



- o Recorded GPSA orientation videos
- Meetings Attended
  - o Had monthly meetings with WSU Leadership
    - VP Mary Jo
    - Student Affairs AVPs
  - o Attended Student Government Council board retreat and meetings
  - o Attended Washington Student Association board retreat and meetings
  - o Bi-weekly Executive Team meetings
  - o Attended weekly Pullman City Council meetings
  - o Attended WSU Town Halls
  - o Attended various University committee summer meetings
    - Healthy Cougs
    - CUB Advisory board
    - Cougs Vote
    - Athletics Council
    - College Hill Matters
    - Town Gown/Pullman 2040
    - PDI Advisory Board
    - Housing Concerns
    - Transportation Services
  - o Individually met with all new GPSA Executive Board members
  - o GPSA Executive Board retreat

**Vice President's Report – Samantha Edgerton**

- Tasks Completed
- o Held GPSA Zoom Office Hours
- o Reviewed Summer Grocery Reimbursement Applications
- o Finalized annual GPSA Budget for 2020-2021 academic year and Senate approval
- o Helped present
- o Reviewed all requests for GPSA funding and submitted recommendations for said funding to appropriate approval authorities
- o Helped draft explanations for IRI and PO processing
- o Established monthly Budget meetings with Chloe Blake Campbell
- o Worked with President Jenn to update GPSA inventory supplies
- o Reviewed GPSA Strategic Plan
- o Planned virtual Senator Orientation
- o Helped create Budget portion of new Senator handbook
- o Helped establish timetables for submitting RSO funding requests for Spring and Fall.
- o Helped review letter affirming support for graduate students of color and those participating in social justice movements



- o Elected Social Justice Chair for Western Region of NAGPS
  - Meetings Attended
- o Had monthly meetings with WSU Leadership
  - VP Mary Jo Gonzalez
  - Student Affairs AVPs
- o Bi-weekly Executive Team meetings
- o Attended WSU GPSSPI RSO Funding
- o Attended WSA Spring General Assembly
- o Attended University committee summer meetings
  - Transportation Services
  - CUB Advisory Board
  - COVID Attestation Testing
  - PDI
  - WSU Childcare Center
  - UREC Board
- o Attended Budget Meetings
  - Travel Grants
  - PDI
  - GPSA Monthly Meetings
- o Attended WSU Town Halls
- o Attended WSA Board of Directors Orientation
- o GPSA Executive Board Retreat
- o Attended meetings with each College Representative/Committee Chair
- o Attended monthly meetings for Western Region of NAGPS

**Vice President of Legislative Affairs Report – James Dalton**

- Tasks Completed
- o Held GPSA Zoom Office Hours
- o Reviewed Summer Grocery Reimbursement Applications
- o Posted to Social Media
- o Created 2020-2021 Legislative Agenda including Federal, State and University issues
- o Created Graduate Student Bill of Rights working document
- o Reviewed GPSA Strategic Plan
- o Drafted letter affirming support for students during civil unrest
- o Legislative Research
- o Created Legislative overview for GPSA Exec Board
- o Meet with each College Representative/Chair
- o Sat on WSU Hiring Committees
  - ASWSU Advisor
  - Student Organization Coordinator



- Meetings Attended
- o Had monthly meetings with WSU Leadership
  - VP Mary Jo Gonzalez
  - Student Affairs AVPs
- o Attended Student Government Council Board meetings
- o Multiple Meetings with Washington Student Association Executive Director
- o Attended Washington Student Association meetings
- o Bi-Weekly GPSA Executive Officer Meetings
- o Attended WSU Town Halls
- o Created and edited Primary Election Vote Reminder Video
- o Attended University committee summer meetings
  - Cougs Vote
  - Transportation Services
  - WSU Veterans Task Force
  - CUB Advisory Board
  - COVID Attestation Testing
  - PDI
  - WSU Childcare Center
  - Interviews for various hiring committee recommendations
- o Meet with each College Representative/Committee Chair
- o GPSA Executive Board Retreat

**Chair of Awards and Scholarships – Rabayet Sadnan**

- Attended Exec board meeting
- Contacted senators from business department
- Contacted Awards & Scholarships committee members
- Took care of unfinished business from previous committee, delayed due to Covid-19

**Chair of Communications Report – Adnan Mohamed**

- Updated the GPSA website
- Worked on, submitted, and approval is in progress for August 31, 2020, GPSA Monday Minutes
  - Worked and made social media posts on Facebook, Twitter, Instagram, and Instagram Stories
  - Contacted Communications Committee members
  - Contacted GPSA Senators for CAHNRS
  - Attended Executive Board meetings (August 18/19/20/25) and took minutes (August 25)
  - Attended GPSA Senate Meeting Orientation (August 25) and took Senate Minutes

Chair of Community Affairs – VACANT





**Chair of Internal Affairs Report – Mikala Meize**

- Tasks Completed
- o Two Open Application Periods for Senate and College Representative vacancies
- o Two Special Election Committee formations/meetings
- o Nominations for 22 Senators and 3 College Representatives
- o Updated Constitution on website
- o Created Regular Nomination forms for remaining Senate vacancies
  - Meetings Attended
- o 7/29 - Special Elections Committee (1)
- o 8/19 - Special Elections Committee (2)
- o 8/18-8/20 - Executive Board Retreat

**Chair of Programming Report – Rachel Wong**

- Meetings:
  - 7/17
- o Programming Meeting
  - 7/22
- o Meeting with Chloe Campbell
- o Student Media Board
  - 7/30
- o Special Elections Meeting
  - 8/3
- o Meeting with Anika (PDI)
  - 8/8
- o Meeting with ASWSU Alex Pan
  - 8/10
- o UREC Board Meeting
  - 8/12
- o Programming Meeting with Exec Team
- o Meeting with Dining Services
  - 8/13
- o Mindfulness Meeting with Dr. Richards
- o Meeting with Chloe Campbell
  - 8/17
- o Meeting with Global Campus for Online Bingo Event
  - 8/18
- o Exec Board Retreat Day 1
  - 8/19
- o Special Elections Meeting round 2
- o Exec Board Retreat Day 2
  - 8/20



- o Exec Board Retreat Day 3
  - 8/24
- o Senate Orientation
  - 8/25
- o GPSA Grab & Go Ice Cream Event
- o Exec board
  - Tasks:
    - Identified potential social distancing programming events for fall 2020
    - Contacted relevant parties involved for programming events:
- o Dr. Cecilia Richards for mindfulness sessions
- o Dr. Anne Cox for mindfulness yoga
- o Stefanie Lundgren for Ferdinand's ice-cream event
- o Andrea Jiminez and Andria Donnenwerth for online bingo
- o Adam Koerner and Erin Kawamata for virtual cooking event
- o Alex Pan for collaboration on restaurant week with ASWSU
  - Designed posters for ice cream and bingo events
  - Created registration form for bingo event
  - Worked with Chloe to figure out feasible events/payments for fall virtual events

**Chair of Professional Development Report – Anika VanDeen**

- Met weekly with PDI Exec Board
- o Planned events for fall and spring semester
- o Submitted IRIs for photoshoot and university emails to go out
- o All events virtual, with exception of Professional Headshots, therefore no food or room reservations needed
- o Submitted performance agreements
  - Finished up past projects that carried over
- o Professional Memberships
  - Re-upped both Grammarly and Versatile PhD subscriptions
  - Attended Executive Board Retreat
  - Executive Board Meeting
  - Confirmed swag amounts
  - Budget Meetings: PDI budget cut in half
  - Served on both Special Committees for Elections
  - Attended Senator Orientation

**Chair of Travel Grants Report – Arian Karimitar**

- Reviewed summer travel grant applications
- Finalized a document on a new breakdown and overall guidelines for Travel & Registration Grants
  - Revised Zoom Grant format and structure



GRADUATE & PROFESSIONAL  
STUDENT ASSOCIATION

**GPSA Senate Minutes# 1**  
**Aug 31, 2020 | via Zoom | 5:30 PM**

- Created a list of Travel Coordinators for all graduate student departments
- Chair of University and Student Affairs Report – Anastasia Vishnevskaya
- 8/24 - Confirmed as a Chair of U&SA Committee
- Revising Strategic Plan and U&SA Committee' s agenda for Fall 2020
- Working on filling vacant seats on the University-wide committees