



To join via Zoom: <https://zoom.us/j/273608591>

- 5:30 | Call to Order
  - Approval of Last Meeting's Minutes
    - Request to send out pdf file instead of Google docs sheet
    - Minutes approved
  - Approval of the Agenda
    - Agenda approved
- 5:31 | Announcements
  - PDI Events
    - 33 events total this year.
    - For more information, [gradschool.wsu.edu/pdi](http://gradschool.wsu.edu/pdi)
  - Welcome Back BBQ Recap
    - Please address questions, comments and concerns to Venice, the director of programming.
  - Upcoming Events
    - September 20th, ice cream social from 12-3 pm
  - University Committees
    - Some slots are still available (6 people to sit on committees). For more information, please contact Amir or David.
- 5:40 | Guest Speaker
  - Renee Coleman-Mitchell, Executive Director of Cougar Health Services (CHS):
    - Mission: take care of all aspects of individuals' health and wellness (mind, body, and other).
    - CHS rebranding:
      - One name, for students to recognize that based on their needs, they will be routed to the appropriate services.
      - It is an umbrella for all the services that that the center provides. Students need to know what their triggers are in terms of health, anxiety and depression in addition to their academic and professional capabilities.
      - Community, equity and inclusive excellence.
      - Basically all medical services are available except dental.
    - Organizational Changes
      - Behavioral health renamed Psychiatric Services under CAPS as a referral service
      - Dr. Jennifer Ellsworth is now officially director of CAPS
      - Dr. Bonnie de Vries is the new medical director.
    - Some renovations were done over the summer



- 1st floor medical clinic (stations for nurses to do more work with the students) as well as same day mental health services
- 3rd floor reception area was updated (it is all open now, no more locked doors) for access to counseling, behavioral health and violence prevention.
- Services
  - Transhealth: one provider right now, and advertising for another provider with trans health experience
  - Potential trans health symposium - Spring 2019
  - Focus on sexual health/awareness and mental health
  - Aiming for more culturally appropriate counseling services
  - When the center is closed, there are services (HealthiestYou and United Healthcare Telehealth) that gives grad and international students access to licensed medical doctors remotely.
- New policies
  - Partner and Spouse Services (PASS) - policy that provides health services to spouses/domestic partners or dependents of WSU graduate and international students. Partners now pay the regular fee instead of the previously hefty one, if they choose so.
  - Update on counseling services for WSU clinical psychology doctoral students: individual counseling services are available to those. However, to minimize dual relationship (conflict of interest), doctoral students are eligible for either clinical training *or* counseling services at CAPS. They are not eligible to be both a client and a trainee concurrently.
- They are trying to increase their reserves because eventually they will need a new building.
- Will potentially make evening services available for students, especially on Mondays
- 6:00 | Dialogue with Renee
  - Senator: If something happens over the weekend and we need medical access, what do students do?
    - Saturdays: CHS open 9-1
    - Outside of those hours, utilize the two remote services (if you're a graduate or international student) mentioned above or call the hotline numbers. If it's an emergency, Pullman regional hospital.



- Fundraising? Projects with med school? How are you going to generate funds to add to the reserves?
  - Cannot do a lot of the activities that the other organizations on campus can do since they are a medical facility. In talks with other people on campus to try and find some way.
- Spouse services: do they need to have insurance to get the service?
  - Yes. They would only pay the \$204 per semester health fee. They get the same services as all students.
- If your spouse works for the university or Cougar Health Services, do they still get access to the services?
  - No
- If clinical psych students need to see someone, would they see someone that they know?
  - No, usually they are deferred to someone else.
- Are you allowed to use the cougar health parking when you go to counseling?
  - Yes, for anyone utilizing services of CHS.
- Question copay and non-electronic billing for graduate insurance causing issues with payments.
  - Not familiar with that but will look into it.
- Graduate students whose families or spouses are not fluent in English. Are there interpretative services? Answer is not clear on the website.
  - Will look into that.
- Opting out of the health program, specifically for vet students who have other insurance and are forced to use the school insurance first. Any updates?
  - The situation hasn't been resolved and Renee will follow up on that.
- Mental health services and the demand not being able to be met (waitlist and limited number of sessions). Solution proposed - hiring additional specialists?
  - There is still a max number of sessions
  - There is also now group counseling in the evenings Monday through Thursdays (new this semester)
  - Still challenged with hiring but they are still able to meet the demand in terms of the number of sessions and not having a waitlist. There will be times when a waitlist will occur, but they will meet everyone's needs eventually.
- What kind of options are there for R&E students who are away from Pullman? Spouses?
  - The online services (HealthiestYou)



- Not sure if spouse services are available to R&E students, but should be since they pay a health fee.
  - United Health Care Student Resources - right now the website says no current coverage exists?
    - Will look into that but you still have access to the services. It is just an electronic technicality that is beyond their control.
    - Issues are also occurring during winter break and they will look into that.
  - In the future, please reach out to Renee via email or other means of communications. Also utilize Amir, David and Josh since they meet frequently with CHS.
- 6:20 | Intermission: Bathroom, Refills, Seconds
- 6:35 - 6:45 | Open Floor
  - R working group
  - Python working group
  - Senators: CC [vpgpsa@wsu.edu](mailto:vpgpsa@wsu.edu) for this week's email to your constituents regarding the meeting minutes. This applies only to the email regarding the first meeting.
- 6:45 - 7:30 | New Business
  - Confirmation of Senators Selected from the Special Election
    - See Appendix A for list of nominees
    - Senators confirmed (30 Y, 0 N, 0 A)
  - Executive Board Reports: What were we all doing over summer?
    - See Appendix B for board report
  - Legislative Affairs 2018-19
  - GPSA Budget: Brief Introduction and History
    - Total budget is ~562k from S&A + 30k for PDI from the president + 36k in 17A = ~632k
    - For more information see the website section on the budget.
  - GPSA Committee Assignments
    - Finalized, senators should expect to meet with their directors soon
  - Off-Monday Meetings with VP and Internal Affairs
    - Please show up on off-Monday afternoons to the GPSA office in CUB if you have any questions regarding senate, policy, flow, function...
- 7:30 | Adjournment



**Appendix A: List of Senate Special Elections Nominees**

Ahmed Aboutaleb	Voiland College of Engineering and Architecture
Mustafa Akgun	CAHNRS
Zhazira Alisheva	College of Agriculture, Human and Natural Resource Sciences
Heath Bingman	College of Arts and Sciences
Timothy Chatburn	College of Arts and Sciences
Hannah Coker	College of Agriculture, Human and Natural Resource Sciences
Eleanor Dizon	CAHNRS
Vishnutej (Vishnu) Ellur	Graduate School
Hamid Esmaeillou	Voiland College of Engineering and Architecture
Kara Falknor	College of Arts and Sciences
Alex Howell	College of Arts & Sciences
Ehdieh Khaledian	Voiland College of Engineering and Architecture
Andrew Kures	College of Veterinary Medicine
Elliott Marston	College of Agriculture, Human and Natural Resource Sciences
Ernesto Martinez-Baez	College of Arts and Sciences
Jose Martinez-Fernandez	College of Agriculture, Human and Natural Resource Sciences
Dami Olabode	College of Arts and Sciences
Chelsea Pardini	College of Agriculture, Human and Natural Resource Sciences
Ashley Railey	Graduate School
Naboneeta Sarkar	Voiland College of Engineering and Architecture
Amelia Silva	College of Veterinary Medicine
Sukhjinder Singh	Graduate School
Elvir Tenic	Graduate School
Yudum Turgut	College of Business
Bernardo Traversari	College of Arts and Sciences
Helary Yakub	Graduate School



## **Appendix B: GPSA Executive Board Reports**

### **GPSA Executive Board Reports May 16, 2018-August 23, 2018:**

#### **President's Report – Amir Gilmore**

- 5/16: Took office as the GPSA President
- 5/17: Attended PDI Executive Meeting
- 5/18: Begun ordering Nametags and business cards for the executive board
- 5/25: Attended Cultural Competency & Ally Training Working Group Meeting
- 5/31: Attended TEDX Kick-off Meeting with Director of Community Affairs, Tiffany Alvarez
- 5/31: Did budget reconciliations for GPSA in preparation to close out the 17-18 fiscal budget
- 6/8: Attended meeting with Jaime Nolan, AVP of Community, Equity, and Inclusive Excellence
- 6/13: Travel Grants meeting with Miles Sari about Summer Travel Grants
- 6/18: Attended 5 Working Groups Responsible Administrators and Chairs Meeting
- 6/21: Attended GPSA Breakfast Meeting with Mary Jo Gonzales
- 6/22: Attended Student Government Council (SGC) Virtual Meeting
- 6/29: Advocacy Meeting with Director of Federal Affairs Glynda Becker and Policy Coordinator Catalina Amortegui
  - Discussed current policy priorities
  - Discussed Fall and Spring DC advocacy schedule
- 6/29: Reconciled GPSA Budget to close out the 17-18 academic year
- 7/3: Met with Susan Williams, Director of Internal Affairs about Special Elections
- 7/13-7/14: Attended Student Government Council Meeting at WSU Everett
- 7/16: Met with Interim Lisa Gloss about Graduate Leave Policy
- 7/17: Attended Cultural Competency & Ally Training Working Group Meeting
- 7/30 - 8/3:
  - Met with Bruce Pinkleton, Dean of the College of Communication
  - Met with Bryan Slinker, Dean of the College of Veterinary Medicine
  - Met with Graduate School Orientation Committee to finalize orientation plans.
  - Met with Dan Bernardo, Provost
  - Attended Graduate Orientation meeting
  - Met with Susan Butts of Student Involvement to talk about Budget
  - Attended a Student Affairs Luncheon
  - Met with Mary Rezac, Dean of the College of Engineering & Architecture
  - Met with Daily Evergreen reporter for GPSA profile.
  - Met with Jay Starrat, Dean of Libraries and Beth Blakesley, Associate Dean of Libraries
  - Luncheon with Division of Student Affairs
- 8/8: Met with Dean Trevisan, Dean of the College of Education
- 8/8: Met with Asif Chaudhry, VP of International Programs
- 8/11: Attended and facilitated the Executive Board Retreat
- 8/13: Attended 5 Working Group Co-Chair meeting
- 8/14: Met with Dean Trevisan with GPSA College of Education representatives
- 8/15: Facilitated and attended WSU Graduate School Orientation



- 8/16: Attended monthly meeting with Ellen Taylor, AVP of Student Engagement
- 8/16: Attended CVM Orientation
- 8/16-8/17: Went to Prosser to visit Prosser Students for a BBQ
- 8/20: Attended New Senator Orientation
- 8/22: Attended Monthly Meeting with Mary Jo
- 8/22: Attended meeting with Chip Hunter, Dean of Carson College of Business
- 8/23: Attended PDI Executive Committee meeting
- 8/23: Attended GPSA Executive Board meeting

### **Vice President's Report – David Silva**

The following is a non-comprehensive list of actions taken over the summer. For more information on any of these items, please do not hesitate to email me at [vpgpsa@wsu.edu](mailto:vpgpsa@wsu.edu).

- 5/16: Took office as GPSA VP
- 5/17:
  - Mental Health Collaborative Steering Meeting
  - PDI Executive Meeting
- 5/24 - 5/30: Attended Conference in Prague.
- 5/31: TEDx Kickoff meeting
- 6/4 - 6/8: Finalize May Budget and prepare documents for end of year budget
- 6/4: Holistic Health Committee Meeting
- 6/5:
  - Health Insurance Update Meeting
  - Met with Transportation Services for updates and to discuss Senate presentation, fees structure, and new transit routes
  - Review May travel grants
- 6/8: GPSA Executive Leadership Meeting
- 6/11 - 6/15: Transfer new budget spreadsheets and fixing programming issues with tracking documents
- 6/13:
  - Driver Safety Committee meeting
  - Travel Grants check in meeting and planning for new travel periods
- 6/21: GPSA Breakfast with Mary Jo Gonzales
- 6/22: June SGC Meeting
- 6/25 - 6/29:
  - Planning for organization of RSO funding & research on practices for other universities
  - Website training completed and updates added to website
- 6/26: Mental Health Collaborative Steering Meeting
- 6/29:
  - GPSA Federal Relations planning meeting
  - Second Holistic Health Committee Meeting
- 7/3:
  - Planning meeting for Senate Special Elections with Dir. of Internal Affairs
  - Finalize June budget, prepare for 13th month budget report, track down various expenses
  - Review June Travel Applications
- 7/4: Review June Travel Applications
- 7/13 - 7/14: SGC Meeting in Everett WA



- 7/18:
  - GPSA Leadership meeting with AVP of Student Affairs, Jamie Nolan
  - Met with Renee Coleman-Mitchell, Director of Cougar Health Services to plan for GPSA Senate meeting and discuss graduate and professional health access and mental wellbeing and factors that affect student health
- 7/24: TEDx Kickoff meeting with Kristian Gubsch
- 7/25:
  - Monthly meeting with Mary Jo Gonzalez
  - Professional Development Executive Meeting
- 7/26: Attended Campus Transportation Summit held by WSU Transportation Services
- 7/30 - 8/3:
  - Met with Bruce Pinkleton, Dean of the College of Communication
  - Met with Bryan Slinker, Dean of the College of Veterinary Medicine
  - Met with Graduate School Orientation Committee to finalize orientation plans.
  - Met with Dan Bernardo, Provost
  - Met with Mary Rezac, Dean of the College of Engineering & Architecture
  - Met with Daily Evergreen reporter for GPSA profile.
  - Met with Jay Starrat, Dean of Libraries and Beth Blakesley, Associate Dean of Libraries
  - Luncheon with Division of Student Affairs
- 8/6 - 8/10: Attended a conference in DC. Maintained emails and helped President with various tasks from afar.
- 8/11: Executive Board Retreat/Orientation
- 8/13 - 8/17:
  - Organize Senate Orientation.
  - Review senate Special Election applications and finalized recommendations with help from Dir. of Internal Affairs, President, and VPLA.
  - Finalize full senate list.
  - Design and print senator placards.
  - So much swag for the senators, hope it is useful.
- 8/15: Emceed Graduate School Orientation
- 8/16:
  - Presented at the new graduate and professional student orientation for the College of Veterinary Medicine.
  - Drove to Prosser R&E Center to meet with graduate students and learn about R&E student conditions and needs.
- 8/20: Facilitate Senate Orientation
- 8/21 - 8/22: Worked with VPLA to record senator committee preferences and used a preference matching algorithm from StatsDirect (with help from Dir. of Communications) to optimize senator preference while meeting committee size parameters.
- 8/22:
  - Met with Mary Jo Gonzalez, Vice President of the Division of Student Affairs
  - Met with Chip Hunter, Dean of the College of Business
  - Worked with President to fill University Committee spots.
- 8/23: Met with the Executive Board during the first Executive Board Meeting.





**Vice President of Legislative Affairs Report – Josh Munroe**

- 5/17 - PDI Executive Meeting
- 5/31 - Initial TEDx Planning Meeting w/ Director of Community Affairs
- 6/5 - Meeting with WSU Transportation Leadership
- 6/5 - Travel Grants Check-In
  - Executive office and Director of Grants judged and processed travel grant applications for the May/June/July travel periods.
- 6/8 - Meeting with Student Affairs AVP Jaime Nolan
- 6/13 - Travel Grants Meeting/Check-In
- 6/21 - Meeting with VP of Student Affairs Mary Jo Gonzales
- 6/22 - June Student Government Council Virtual Planning Meeting
- 6/29 - Advocacy Meeting with Director of Federal Affairs Glynda Becker and Policy Coordinator Catalina Amortegui
  - Discussed current policy priorities
  - Discussed Fall and Spring DC advocacy schedule
- 7/3 - Special Elections Meeting with the Director of Internal Affairs
- 7/13 - 7/14 - Student Government Council Meeting at WSU-Everett
  - Items of discussion:
    - Cougs vote - system wide
    - Executive pay
    - New executive structures
  - Break-out sessions:
    - Legislative concerns group discussed immigration and DACA, as well as preliminary planning for Cougar Day at the Capitol
- 7/16 - Preliminary Cougs Vote Meeting
  - Two foci - Voter registration and voter turnout
  - GPSA is focused on the latter
- 7/18 - Meeting with Student Affairs AVP Jaime Nolan
- 7/25 - Meeting with VP of Student Affairs Mary Jo Gonzales
- 7/25 - PDI Executive Board Meeting
- 7/30 - Executive Office Intro Meeting with Communications Dean Bruce Pinkleton
- 7/31 - Executive Office Intro Meeting with Vet Med Dean Bryan Slinker
- 7/31 - Executive Office Intro Meeting with Provost Dan Bernardo
- 8/1 - Cougs Vote Meeting
- 8/1 - Executive Office Intro Meeting with VCEA Dean Mary Rezac
- 8/2 - Pre-Semester Executive Office Budget Overview Meeting
- 8/2 - Daily Evergreen Interview
  - Provided basic information about GPSA and the executive duties of its officers
- 8/7 - Suicide Prevention and Mental Health Resource Working Group Meeting with Senator Patty Murray
  - Other groups represented: ASWSU, Spokane Public School District, Spokane Public Health District, veterans support, Failsafe for Life
  - Start of a continuing collaborative group
- 8/11 - GPSA Executive Board Retreat
  - All day event, bonding opportunity between directors and the executive office
- 8/13 - Prepared Presentation for Vancouver Graduate Orientation
- 8/15 - Attended WSU-Vancouver Graduate Orientation
  - Discussed GPSA and future collaboration opportunities



- Discussed student advocacy opportunities
- 8/20 - GPSA Senator Orientation
- 8/21 - Worked with VP David Silva on GPSA Committee Assignments
- 8/22 - Meeting with VP of Student Affairs Mary Jo Gonzales
  - Discussed mental health working group headed by AVP Ellen Taylor
- 8/22 - Executive Office Intro Meeting with Carson Business College Dean Chip Hunter
- 8/22 - Cougs Vote Meeting
  - Discussed possible Foley collaboration, future engagement events
- 8/23 - GPSA Executive Board Meeting
- 8/23 - PDI Executive Board Meeting

#### **Director of Professional Development Report – Jenn Johnson**

- 5/17: PDI Executive Meeting - Introduced new members, Reviewed stats from previous year, Discussed next steps for PDI
- 5/18: Event planning - Created table for events: Fall 2018, Spring 2019, Recordings, Future Events, and Sponsored events
- 5/31: Schedule - Worked on schedule for next year, dates, times, locations, etc.
- 6/5: Budget - Updated PDI budget with spring costs
- 6/8: PDI transition meeting - Discussed what's been completed, What still needs to be done
- 6/10: Worked on - Budget, Orders, Event forms
- 6/11: Worked on PDI - Picture, Budget, Inventory, Ordered all final swag
- 6/12: Showed new PDI GA - Office, Supplies, Swag, PDI storage, Processes, etc.
- 6/25: PDI meeting- Organized tasks and next steps, Updated spreadsheets
- 6/28: Cougsync - Created Cougsync pages, Planned next swag order
- 7/1: Budget - Updated PDI budget with all summer expenses
- 7/6: PDI tasks - Created sign-in sheets, Created Cougsync pages, Worked on invoices, Created swag order
- 7/16: PDI Tasks - Worked on performance agreements, Worked on budget, Worked on new orders (4imprint and Amazon), Worked on Zoom links
- 8/15: Next Steps - Worked GPSA table at New Graduate Student Orientation, Met with PDI GA to go over summer updates and last minute tasks for upcoming events
- 8/19: PDI Tasks - Finished all paperwork for upcoming events, Confirmed room reservations and set-up
- 8/20: Created instructions for new Zoom account for both viewers and committee members
- 8/23: Completed IRIs for
  - University communication emails for GPSA
  - University scheduling for room reservations
  - Updated budget with new payments

#### **Director of Communications Report – Ralph Chikhany**

- May 31st, 2018 - Met with Rheannon Hawkins to discuss the GPSA Website and completed accessibility training
- June 22nd – June 29th, 2018 Finessed Monday Minute with Kristen Maki for July 2nd, 2018
- July 6th – July 13th, 2018 Finessed Monday Minute with Kristen Maki for July 16th, 2018
- August 3rd – August 10th, 2018 - Finessed Monday Minute with Kristen Maki and for August 13th, 2018
- August 15<sup>th</sup>, 2018 - Participated in the Graduate Student Orientation by chatting with some new students and getting them familiar with the GPSA and our mission



- August 17th – August 23rd , 2018 Finessed Tuesday Minute with Kristen Maki for August 27th, 2018
- August 4th - August 23rd, 2018 - created a social media plan for the months of August and September and scheduled programming and PDI events posts for Facebook and Twitter

#### **Director of Grants Report – Miles Sari**

- Awarded \$4896.58 in reimbursement funding to Summer 3 applicants; 15 applications were submitted - 11 were approved, 14 were declined for various issues (submitted application during wrong application period, did not blind supporting documents, etc.). Summer 3 applications were our first travel awards for FY 2019.
- Awarded \$18,202.99 in reimbursement funding to Summer 1 and 2 applicants. This funding was from FY 2018.
- Got in touch with Zoomgrants about issues we had been having with notifying applicants; Zoom Grants has tentatively resolved the issue. I also asked Zoomgrants about how to get college/department name into data reports for travel coordinators. They are working on a solution. Nonetheless, Zoomgrants is still trash.
- I made some changes to the Zoom Grants application. Specifically, I incorporated the rubric criteria into the scoring sheet on Zoomgrants. This should help make the reviewing process a bit smoother. I also clarified some of the policies in the application instructions (blind policy, submitting incorrect versions of forms, etc.).
- Throughout the summer Amir, David, Josh, and I reviewed the applications for Summer 1, Summer 2, and Summer 3 applications. Summer 4 applications will be reviewed by the new senators who are assigned to the grant committee.
- During the summer I made some updates to the Zoom Grants application. Specifically, I added some new questions/sections to the “Graduate Students Who Presented” portion of the application. I added one section that would allow applicants to list other papers they presented at the conference. I also added a section that allows applicants to indicate if their applications received any awards. We added these questions so we can start collecting some data for future reference. This information may also get factored into application scores at some point.
- David and I are close to finalizing a monthly award budget for FY 2019. With the change from semester to monthly review periods, we need to make sure we have enough funds to last us through next June.

#### **Director of University Affairs Report – Carolina Silva**

- 8/14: Met with Dean Trevisan from the College of Education along with Amir (President), Courtney Benjamin (Senator) & Carolina Silva (Rep), and Rachel Wong (Senator).
- 8/14: Met with David Silva to go over the details for my position and duties.
- Attended the first Graduate Students in Education (GSE) social and introduced myself in my role as College Rep to approximately 30 graduate student attendees
- 8/11: Responded to student emails regarding concerns about their student rights
- 8/16: Contacted our college coordinator to identify a best way to communicate with all graduate students in the college



**Director of Internal Affairs Report – Susan Williams**

- Met with Amir, David, and Josh over the summer to discuss the position duties and questions I had regarding files in the Google Drive.
- Attempted to create a unified report of the past recent elections based on documentation.
  - Found gaps in documentations and filing duplications, which I have begun to remedy.
- Read the Bylaws and Constitution to become familiar with them.
  - Attempted to create a timeline of changes to the B&C proposed, approved, and denied over the past several years. Realized this is way too big of a project for one person, and tabled it for now.
- Updated, processed, and reviewed the Special Election applications on Cougsync with David.
  - Specifically updated question content, dates, and links.
- Along with David, contacted Senators who were part of the Special Election.
- Began identifying information which needs updating ie. content on the website. Am in the process of creating a report for Ralph and David.
- Met with Theresa Pfaff and Kjelda Berg, Academic Coordinators of the Graduate School, to discuss the three programs within the college and how best to represent each.
- Attended the first Molecular Plant Science's Graduate Student Organization (MPS-GSO) meeting of Fall to introduce myself as College Rep and make connections within the program.

**Director of Programming Report – Veneice Guillory-Lacy**

- On Tuesday, Aug. 14th we met with Mike Trevisan who is the Dean of the College of Education. I, along with Amir (President), Courtney Benjamin (Senator) & Carolina Silva (Rep), and Rachel Wong (Senator).
- We met with the Dean to discuss issues that our constituents have voiced concerning budget cuts, the lack of TA/GA positions, faculty & staff cuts, and travel assistance for conferences.
- The meeting went well and the end result was a monthly meeting with the Dean to begin communication and a working relationship.

**Director of Strategic Planning & Scholarship – Hongda Ren**

- No Report

**Director of Community Affairs – Tiffany Alvarez**

- No Report