



## **GPSC General Assembly Meeting Minutes**

*September 3, 2013: 6:30pm, 0016 Westbrook*

Presiding Officer: Shannon O'Connor

Refreshments: Abbe LaBella

### **6:30pm: Welcome and Call to Order**

*Shannon O'Connor*

- The General Assembly (GA) and Executive Board had a very productive year last year. What the GA did last year:
  - Passed completely new bylaws.
  - Passed a student fee increase.
  - Passed budgets for the fall and spring.
  - Got the campus to read the GPSC News.
  - Informed their programs about everything going on.
  - Listened to their constituents, and brought up important issues at every meeting.
  - Listened to each other and helped solve each others' problems.
    - For example, after a student veteran came to alert the GA about issues faced by veterans, we formed a veterans affairs committee that immediately got to work
  - Got to know each other
    - Started happy hours after GA meetings
    - Attended the spring retreat to think of ways to make Duke even better
    - Attended social and community service events, and got their constituents involved, too
  - Elected a young trustee, the board of trustee standing committee members, and the e-board
- What the executive board did last year
  - President: William Hunt – had meetings with campus admins, took resolutions to admins and advocated on behalf of graduate and professional students
  - Vice President: Shannon O'Connor – ran excellent meetings, invited 11 speakers to the GA, and organized the spring retreat and funding to implement our ideas
  - Attorney General: Christopher Marsicano – Ran the judicial committee, rewrote the bylaws to be in line with what the GA wanted, helped run elections
  - Treasurer: Amol Yadav – ran the finance committee, kept track of our huge budget, figured out how to increase student fees
  - Executive Secretary: Pamela Mosley: took amazing meeting minutes, kept track of all the reps
  - University Affairs Coordinator: Chelsea Gaw – made sure we had representation in all the university committees, hosted National Association of Graduate and Professional Students here at Duke
  - Academic Officer: Pan Wu - initiated and hosted monthly lunches with the highest academic leaders at Duke

- Student Group Liaison: Brad Hover - initiated info sessions for student group funding applications, was the go-between with UCAE, and served as our GPSC historian
- Student Life Co-Chairs: Alexis Mann, Andrew Schicho - hosted Thirsty Thursdays, football tailgates, happy hours after GA meetings, food truck rodeos, and initiated basketball tailgates
- Community Outreach Coordinator: Daniel Brown - organized a 5k race for charity, hosted a carnival for kids at the Boys and Girls Club, organized Habitat for Humanity builds
- Career Development Chair: Nicholas Brandley - advocated for career development opportunities, and helped choose the new graduate school associate dean for career services
- Communications Coordinator: Chris Rowland - completely transformed the GPSC News, made sure every student would get it every week, and made it easier to read
- Basketball Co-Chairs: Patrick Killela, Alexandria Marchi - organized basketball Campout 2012 which is the largest GPSC Event all year, with several thousand in attendance. They came up with, then had to implement the severe weather policy. They also went on to facilitate grad student attendance at basketball games throughout the season

### **6:37pm: Introductions from the GPSC Executive Board**

- President: Amol Yadav
  - We are excited to see a great turnout for this first meeting!
  - Amol is a PhD student in BME from India, whose research is in brain and machine interfaces and spinal cord stimulation for Parkinson's Disease.
  - Before becoming our president, he was our treasurer
  - As president, he is the chief spokesperson for GPSC, and the official liaison for GPSC to other student bodies on and off campus. He is also on a number of different committees, he attends different schools' orientations, and advocates for GPSC with campus administration.
  - Goals include improving housing and safety, increasing graduate student advocacy creating an endowment for GPSC to protect us from increasing student fees in the future, and to advocate for international students which make up a large portion of the graduate and professional student body
  - Fun facts: he can meditate for a few hours at a time, not eat for a few days, and he has read Gandhi, therefore you should approach him if you have anything you want him to advocate! ☺ He also loves to travel and study different cultures, ways of thoughts and international politics
- Vice President: Shannon O'Connor
  - Shannon is a 5<sup>th</sup> year MD/PhD student, meaning she has done a few years of med school and a few years of grad school.
  - This is the 2<sup>nd</sup> year she has been our GPSC vice president and was the medical school rep before that.
  - As the VP, she runs GA and exec meetings.
  - She hopes to facilitate excellent meetings, knowing that everyone's time is valuable.
  - Her fun fact is that she has been playing violin since age 4!
- Attorney General: Brad Hover
  - He has an amusing photo of him in costume in the meeting slides, which you should check out
  - Brad is a 5<sup>th</sup> year PhD student in biochemistry and is studying mechanistic enzymology

- This is his 5<sup>th</sup> year with GPSC and 3<sup>rd</sup> year on the executive council
- As the attorney general, he will be our parliamentarian, and will maintain and update bylaws.
- His goal is to help our members truly own their positions as reps
- He was once babysat by Carl Sagan and punched by Zach Galifianakis
- Treasurer: Eden Ellis
  - Eden is an MBA/MPP student
  - He was born in Zimbabwe, and did habitat build on Chapel Hill Drive which was a great experience and encourages you to think of doing habitat builds as well
  - Joined GPSC last year and had great time. Last year he also served on the Young Trustee Screening Committee and Finance Committee
  - As the treasurer, he manages our coffers! In particular, the fall and spring student group funding times are busy. He allocates funding alongside the finance committee, which needs to be staffed
- Executive Secretary: Betty Jiang
  - Betty is a 3<sup>rd</sup>/4<sup>th</sup> year medical student (she is taking another research year to get a Masters degree as well). She was also a Duke undergraduate student
  - As secretary, she was the one who hounded your Directors of Graduate Studies for enrollment numbers, calculated how many reps were allocated to each program, and will be overseeing attendance at meetings and sending out meeting minutes.
  - Her goals are to have a quick turnaround time on meeting minutes (a couple days) and to be vigilant about reminding people to have proxies when they can't make meetings
  - Despite being at Duke for the last 7 years, she visited the North Carolina coast for the first time this Labor Day weekend!
- University Affairs Coordinator: Shanna Lehrman
  - Shanna is a 2<sup>nd</sup> year JD student
  - All GPSC reps are required to serve on at least one internal or university committee. She will be overseeing this process.
  - She wants to make sure we are engaged on a national level through NAGPS
  - Her fun fact is that she spent the last 3 months in China, which was her first time off the North American continent!
- Academic Officer: Yilin Liu
  - Yilin is a medical physics student and this is her 2<sup>nd</sup> year with GPSC
  - As academic officer, her job is to facilitate communication between students and their departments, and facilitate communication between students of different departments
  - Fun fact is that she takes part in at least 3 dance performances every year
- Student Group Liaison: Abbe LaBella
  - Abbe is also the "Bridging GaPS" leader, which is an initiative started last year to try to increase grad student involvement in activities and to build our sense of community among grad students
  - She is in the Genetics and Genomics program and studies a population of deep sea clam, and has sent a robot down to do this research.
  - She has an adorable puppy named Oliver, tore the same ACL twice, and her dog ate all the vegetables in her garden.
  - She will be holding office hours every Friday. Look her up on the GPSC website
- Student Life Co-Chairs: Ben Shellhorn, Tiffany Wilson
  - Ben:
    - Ben is a 2<sup>nd</sup> year JD/MBA. This his first year on the GPSC exec board, and his 2<sup>nd</sup> year on GPSC
    - He's also president of numerous other student groups on campus

- Tiffany
  - Tiffany is a 5<sup>th</sup> PhD in Civil and Environmental Engineering and is studying hydrology in semi-arid climates
  - This is her 2<sup>nd</sup> year on the basketball committee and her 1<sup>st</sup> on the GPSC exec
  - Her goals are to increase advertisement for events and to have events appeal to a wide arrange of people
  - Fun fact is that she loves to bake, do crafts, and make jello shots. She has a website devoted to jello shots
- Community Outreach Coordinator: Daniel Brown
  - Daniel is a 5<sup>th</sup> toxicology PhD
  - He is a self-confessed gym rat and you might see him playing basketball at night at Wilson gym
  - Join the community outreach Facebook page: This is where upcoming volunteer events will be posted
  - He would like to see volunteers wearing Duke t-shirts to let the community know we are doing good things as grad students
- Career Services and Professional Development Chair: Junchi Li
  - Junchi is a 5<sup>th</sup> year candidate in mathematics
  - He cofounded The Duke finance club
  - He enjoys rap music and poker
  - As chair, he would like to build bridges between student groups and the career center, and want people to know more about career center services. He'd also like to build pages on Linked In and Facebook
- Communications Coordinator: Fumiko Chino
  - This is her 2<sup>nd</sup> year with GPSC, 1<sup>st</sup> year on the exec
  - She is a 4<sup>th</sup> year med student, and studied out of pocket expenses in cancer patients
  - He pleads that you don't ask her to email out to the entire student body, because she can't do that. She is also the unofficial person that answers student questions since they have her contact info from the GPSC news
- Basketball Co-Chairs: Patrick Killela, Michael Peace
  - Patrick Killela
    - He is a 5<sup>th</sup> year pathology student
    - Knows that campout is an event for all grad students and want to know how to increase turnout since only 25% go to camp out. He wants to gather information to figure out what students like and don't like about camp out, and – among students who don't participate – why they aren't. He wants to learn how to transform camp out into a large community event among grad students
    - Last year, they created a text alert system for inclement weather that hopefully they don't have to use this year. However, if it does rain, they'll be in Cameron Indoor Stadium
  - Michael Peace
    - He is a pathology student
    - He'd like to increase student involvement in the basketball committee, as they facilitate both camp out and ushering at games
    - He enjoys spending time with cows and Coach K. He does pregnancy checks in cows in free time

- Campout is coming up!! (Starts Friday night)
- What they do as the basketball committee
  - 1) campout
  - 2) ushering at games
- Camp out goals
  - Make campout an event for all students, even if you aren't participating in the ticket lottery
  - The purpose of campout is to build community among non-undergrads
- When is camp out? → This Friday until Sunday morning
  - Grass area tent set up is today (Thursday) from 4-7pm
- What is campout? → Mechanism for students to get basketball tickets. They'll have to make every check, then get entered into a lottery
- Where is camp out? → In the blue zone parking lot.
  - They are trying something new with tents in the parking lots, not just the grass field. This will allow us to accommodate more tents in the future as we might outgrow tent space after we get more people to come
- What is there to do?
  - Chris and Tiffany are entertainment chairs
    - Tijuana Flats providing lunch on Saturday
    - Reverse tie dye with bleach, football game watch party, etc
  - The point is to make friends from other schools!
    - Football meeting
    - Different watch parties
- Overview (taken from slide set)

**Campout Overview**

**Friday**

- Food trucks starting at 9pm: KoKyu, The Parlour, Sympathy for the Deli, Liv's Food Truck, LoYo, Baguettaboutit
- DJ by Island Sound

**Saturday**

- Free bagels and coffee breakfast provided by the GPSC Executive Board, approximately 7am
- Silent Auction starting at 10am
- Free lunch provided by Tijuana Flats, noon
- Vineyard Vines Cornhole Tournament (organized by Duke Recreation and Physical Education) at K-Ville starting at noon.
- Student/Campus group rodeo, 3pm - 8pm
- Reverse tie dye of vintage Campout shirts, 3pm - 8pm
- Vine competition - who can make the best 7-second video? Make sure you have the Vine app on your smartphone!
- Screening of Duke Football at Memphis, 4:30 pm
- Food trucks starting at 6pm: The Parlour, Will & Pop's, Grindage, Fosters on the Fly, LoYo, Baguettaboutit
- DJ by Island Sound

**Sunday**

- ~7am: cleanup THEN ticket distribution. Good luck!

**Duke**

- Campout actually starts at 10pm on Friday, however you will probably be able to go to the camp site by 7pm but not before.
- Saturday
  - Tijuana Flats is donating 1500 meals to campout this year. Keep this in mind when choosing restaurants on 9<sup>th</sup> street!

- Cornhole tournament is through the IM league. Link to sign up is on the website. It'll be in K-ville, so not too far from camp o ut
  - They hope to have student groups do a student group rodeo. All groups can come and advertise. A few religious groups have expressed interest
  - Reverse tie dye
  - Tiffany and Chris have a Vine competition. 7 sec videos at campout, play them that night, vote on what is best
  - Food trucks at 6
  - Football game
  - Trying to do trivia as well
- Sunday is cleanup, tickets, and going home to sleep
- There will be 2 tenting areas
  - Grass
    - Set up anytime 4-7 this week
  - Parking Lot
    - After 7pm Friday. We don't have lot until 6. They will be towing cars after 6pm
- Check in
  - Rolling check in during the day on Friday.
  - 11am-1pm and 4pm-8pm at Wallace Wade concourse (see slide or website)
  - Pay \$15 dollars, check in, bring canned good
- Start of campout and personal checks starts 10pm Friday night in the normal location in the Blue Zone
- Questions from GA
  - Sam Brody, Fuqua:
    - Please explain the new generator rules. → No generators in RV lot because we don't have as much space this year and additionally it is a safety issue
    - Please explain the sound rules → We will be enforcing sound rules in Tentville after hours in accordance with city ordinances, because of issues of noise in President Broadhead's house and the surrounding neighborhoods
  - Basketball committee: There will be no glass at campout
    - We are trying to move campout to be green certified event. .
    - It is also a safety issue (lots of incidents last year, especially among committee members cleaning trash up, not just campers)
  - Basketball committee: There is reduced space for RVs this year (100→ 50)
    - Of 100 that registered, only 50 got parking spots. So half didn't.
    - Jon Fuehrer, Engineering Management:
      - Were there any criteria for awarding those RV spots? → No, it was a lottery with a random number generator

## **7:02pm: Introduction to Robert's Rules of Order, the GPSC Bylaws, and What Reps Can Do**

*Brad Hover*

- Robert's Rules of Order is how we vote and make sure discussion is orderly
  - With >100 reps, there would be tomfoolery without RRO!
  - We use a modified version of RRO, with just a few basic rules
- Brad will be enforcing the rules to help with deliberation process.
- We operate through series of motions:
  - Some basic rules:
    - Raise your hand to obtain the floor.
    - You will be recognized to allow to speak
    - Say your full name and program

- You can't refer to other members by name. Instead, refer by referring to them as the "rep from \_\_\_."
- Please don't speak until recognized, don't interrupt the current speaker unless you make an incident motion
- Motions
  - Incidental motions (where you CAN interrupt the speaker)
    - Point of order: if an infraction of the rules has occurred
    - Point of information: if a rep is unclear of what was just said
    - Parliamentary inquiry: to ask a question relating to the bylaws or Robert's Rules
  - Incidental-like Main Motions (main motions where you CAN interrupt the speaker)
    - I rise to a question of privilege: register a complaint
    - I call for the orders of the day: If rep wants to let people know we are off topic
  - Main motions (CANNOT interrupt the person on the floor)
    - I motion to...: how to start an action, you can motion for whatever you want
    - I move to previous question: close debate
    - I move to postpone, refer to committee, amend
    - I move to adjourn: end of meeting
    - \*A motion will be seconded, then voted upon
- Let's go through what may happen in a typical scenario when someone wants to amend the bylaws
  - 10 days before the vote, submit a proposed change to the bylaws. Betty will email out to GA to be considered for next meeting
  - At the meeting, you can motion to debate (and can even say you want to motion to open the floor to debate for TEN MINUTES or whatever length of time, so we don't debate forever)
    - This is seconded, and we will need a simple majority to open floor for debate.
  - If you like the proposal except for one part, you can amend it or divide the question
  - You can motion to extend the debate, to postpone the debate, or to close debate
    - It takes 2/3 majority to close the debate
  - Then someone can motion to vote. "I call the previous question"
  - We would need to vote
    - It would then need 2/3 to pass
    - You can also motion to suspend rules to decide another way to vote
  - 1/3 reps of seated reps to have quorum. We cannot vote if we don't have quorum.
- Please visit the GPSC website ([gpsc.duke.edu](http://gpsc.duke.edu)) to view the bylaws, the roles of the executive committee, the role of the basketball committee, etc.
- Questions
  - Ben, Student Life Co-Chair: Would like everyone to use the proper phrasing, which is "I will move to motion" rather than "I motion to..."
  - Jenny Rinker, CEE: Can you make us a cheat sheet of these rules? → Yes, and we'll send it out to everyone. Great idea.

**7:12pm: Fall Funding Procedures, Deadlines and call for Finance Committee**

- Fall Student Group Funding Cycle
  - Applications have been open since Monday of last week, and will remain open until September 10<sup>th</sup> at 10am (next Tuesday)
    - Make sure you get your applications done before campout because you'll be too busy and tired to do so during and after!
  - Big change from last year is that Abbe and Eden are hosting office hours to help student groups through process
    - There will be an office hour Thursday 11:30-1pm at the Perk, and next Monday same place before the application closes
    - The Perk is the café at Perkins library
  - After applications are in, what happens?
    - All the data is collected, then the finance committee looks at how much money the groups are asking for, what they want to spend the money and. Then the finance committee allocates the money, which is discussed and approved by the GA.
    - Finance committee is not populated yet. Talk to Eden about this, and see below
    - GA vote on this is September 17<sup>th</sup> (next GA meeting)
  - What are the rules surrounding what events are and are not funded?
    - Student groups must affiliate with GPSC and renew their affiliation withUCAE as well as have a fund code
    - Cannot fund
      - \*we need restrictions because all this money comes from student activity fees, there is a limited amount, so we need to have some restraints
      - Can't fund food unless integral to event. So lunch meeting doesn't count. Again, we want to make sure money gets throughout the university.
      - Speakers, because we can't afford it.
      - Alcohol, scholarships, travel
    - Look favorably towards
      - Cross campus collaboration: it pulls people together, so we would love to support these events. When writing apps, please emphasize this
      - Unique value, raises cultural awareness, benefits others (community service), social events open to all graduate and professional students
    - \*\*\* These events have to be open to all graduate and professional students. Can't just be for students of one program.
  - Application is a qualtrics survey
    - 15min to fill out, or 5 min if you are prepared
    - The link is in the GPSC news, GPSC website, and here!  
[https://duke.qualtrics.com/SE/?SID=SV\\_e5kYciaSfDDtuy9](https://duke.qualtrics.com/SE/?SID=SV_e5kYciaSfDDtuy9)
    - Group can submit many requests for different events. Please don't submit many requests for the same event.
    - There is also a 5 minute YouTube video about how to fill out the application and the funding process. It has 40 views!
- Finance committee
  - Again, all GPSC reps need to serve on at least 1 committee. This is a great one to serve on, as it only meets once each semester! And is great for the following reasons as well:
    - You should come if you like food and money 😊
    - There will be food and beverages as everyone goes through applications.



- Will be working on teams
- You will be helping budget for a large organization
- You will have an excellent perspective of what is going on with the Duke graduate community because we are funding many of the events
- There will be 1-2 days where you have to be physically present at a meeting to go through these applications. Not a big commitment and looks good on your resume.
- Email [eden.ellis@duke.edu](mailto:eden.ellis@duke.edu)
  - Tiny application process so he know you are interested and committed (and not just trying to funnel money into your favorite student group!)
  - Asks about your interest in the committee, a fun fact, and if you've had any experience.

### 7:20pm: Internal Committee Applications and Deadlines

*Shanna Lehrman*

- Her job is to staff our 40 committees with GPSC reps and non-reps
- Truly, applying to these committees is the best way to contribute directly to Duke. You will often be working with administrators, and will have your voice heard as you represent your program and GPSC
- Committees are extremely broad, so you can pick one that serves your interests.
- Required to serve on at least ONE committee. Can serve on as many as you wish though.
- These are also open to non-GPSC reps
  - Internal committees managed by exec board, so it's a great way to get involved and contribute to trajectory of GPSC
- The application is the 2<sup>nd</sup> paragraph in this week's GPSC news as well on GPSC website ([gpsc.duke.edu](http://gpsc.duke.edu))
- Submit your application by midnight September 8<sup>th</sup>
  - Please indicate if you are willing to be staffed on more than 1 committee
  - Include a CV. Application is not rigorous though.
- Questions from GA:
  - Christine Chai, Statistical Science: It seems there are limited committee spots, with some committees having only 1 spot. Do all reps get to serve since there are limited spots? → There are more spots on internal committees where we can accommodate more people. Everyone will have the ability to serve, and in fact are required to do so.
  - Kristy McDaniel, Fuqua MMS: Does the basketball committee count? → yes!

### 7:35pm: Proposal of GA Meeting Dates, Fall 2013

*Shannon O'Connor*

Proposed schedule, Tuesdays at 6:30pm:

9/3/12	10/29/12
9/17/12	11/12/12
10/1/12	12/10/12 (if needed)

- Shannon has looked at all the schools' schedules and figured in all the breaks, basketball games, etc.
- Questions from GA:
  - Stephanie Rice, MPP: How many meetings were there last fall? → 6 meetings with a 7<sup>th</sup> that was tentative and not used. This year we have 5 meetings plus a tentative. This is because of how the schedule worked with Thanksgiving break, other breaks, basketball games. We could have also done October 8<sup>th</sup> but that would have been two GA meetings in consecutive weeks which is not very useful.

- Christine Chai, Statistical Science: Are GPSC reps required to be at all meetings? → You are required to attend all meetings. If you cannot make a meeting, please send a proxy and you must email Betty our secretary ([betty.jiang@duke.edu](mailto:betty.jiang@duke.edu)) before the meeting. Please also have the proxy sign in up front at the meeting
- Colleen McClean from the School of Medicine motioned to vote to approve the meeting dates. This was seconded by the rep from the Sanford School and the motion to vote passed.
- Paul Triulzi, Liberal Studies, called the previous question. This was seconded and the vote to approve the meeting dates passed.
- Paul Triulzi, Liberal Studies, also asked if the GA was larger than last year (yes it is) and requested that we order more food for the next meeting because we ran out and many people were not fed.

### 7:29pm: Officer Updates

- Student Housing – Amol Yadav
  - We are trying to address concerns and complaints about student housing. We started a new committee this summer to study graduate student housing issues
  - Committee leaders are Matthew Panhans (presenting the issues below) and Peter Chhoy
  - What the committee has done already this summer:
    - Have been trying to figure out what are the issues that grad students face
    - Met with Linda Moiseenko, who is an administrator that is now part of student affairs.
      - Background: central campus was where grad students used to live but now is an undergrad residential campus and won't change. Now, students live off campus. While there are many advantages, there are also disadvantages, such as finding safe and affordable housing.
      - Some time ago, GPSC passed a resolution for full time position to help grad students find housing.
      - That's when Linda was hired. She has been here at Duke for 15 years. Did graduate student housing 10 of those years.
      - She ran Duke community housing, had a flourishing website, and at the request of GPSC, she compiled departmental reports, popular places to live, student comments (net id protected so landlords were not posting), prices, crime statistics. She was regularly meeting with grad students, and overall has ton of knowledge and community connections.
      - What happened was a financial crisis (Duke lost 25% of investments, and merges occurred). She took on a lot of other responsibilities with on campus housing and that is mostly what she spends her time on now. She has no time to spend on grad student housing.
      - Duke community housing has been compromised. Website is in shambles. The website was integrated into Student Affairs and is poorly maintained. The apartment and neighborhood report hasn't been published since 2009. She doesn't have time staff or resources to do it anymore
  - The committee's proposal:
    - We need to get someone to manage graduate student housing full-time. Getting this person needs to be our priority, and we hope that we can get Linda back.

- Housing committee with GPSC would work with her to update website, neighborhood and apartment complex report, run surveys and disseminate information
      - They would, together, get data to find out what situations grad students are facing. They would work with the city of Durham and landlords.
    - We need to pass a resolution in the GA to make it a priority among administrators to get this full-time position
      - This way, Amol can meet with admins (Jackie Looney, Larry Moneta), and can advocate much more strongly on this issue
  - Questions from GA
    - Paul Triulzi, Liberal Studies: Is GPSC responsible for the housing website? →
      - Previously Linda was in charge of it, and it was a standalone website. It was used a lot but it no longer exists. The committee would work with her to make it useful again
    - Steve Harward, Neurobiology: If we can't get an administrator in this graduate student housing role, what else can we do? Can the committee do anything about these issues? →
      - The committee can try, however the amount of time this takes is huge. Linda just knows a lot too and has relationships with landlords.
    - Chase Bebout, Fuqua MMS: Have you thought of outsourcing the website? They are thinking of doing this as a startup →
      - Interesting idea! Please email the housing committee with suggestions.
    - Umar Nadeem (?), Masters of Engineering Management: Is Linda in charge of on campus or off campus housing? → now only on campus. Admins won't increase spots on campus so off campus is our focus.
  - Will write a resolution first to send out to GA before the next meeting. Please contact the committee if this is something you are passionate about and want to help write the resolution.
- Apportionment Update – Betty Jiang
  - We are representatives of ~ 69 programs throughout all the graduate and professional schools
  - Reps are allotted such that each program gets 1 rep automatically, then 1 more for each time they hit 100 more students. Enrollment figures were obtained from the registrars and Directors of Graduate Studies at each of your programs
  - Schools with the most reps are Fuqua, Law, Divinity, and the Medical School
  - Currently, we have 75 seated reps out of a possible 110. Next week, we will have an ever more full room as we expect 20 more reps to be seated since many schools haven't yet held their elections
  - Questions from GA:
    - Jenny Rinker, Civil and Environmental Engineering: Should we be concerned that people are being tagged by an administrator in their program rather than be elected? → Each program selects their reps in different ways and we as the exec have no say in this. In programs that don't have a student body government, or that didn't have a rep last year, and administrator is usually the one that is the point of contact and may select a student they know personally. This has worked out okay in the past, but if you are concerned about it, this should be something you may want to work on as your program's rep for elections in the future.
- GPSC Luncheon Series – Yilin Liu

- She has set up administrative lunch series to engage with university admins, and to help grad students learn about available services
- Free lunch
- This year we have 7 lunches
  - First one is September 17<sup>th</sup> Tuesday. Rest of lunches on Wednesdays at 11am.
  - Will be held in the Commons restaurant in the Duke Hospital area, beside the Searle Center in the basement of the Seeley Mudd building.
  - Will send registration information through GPSC news
- Questions from GA:
  - Xiaoxing Cui, Toxicology: A concern was raised that all the lunches on Wednesdays at the same time would exclude people who had class or meetings at that time.
  - Response: Yilin says she has some flexibility with the dates and times and will look into diversifying it
- Bridging GaPS Program and GPSC House Thursdays – Abbe LaBella
  - New initiative!
    - Last year Shannon put together retreat to propose ideas about how to get students into community and meet each other. Eg. GradX talks, beginning of the year block party, common area to congregate
    - Our ideas were awarded a small amount of start-up money by Dean Looney, which we are waiting to be spend!
  - Use GPSC house to bring students together?
    - Near Ronald McDonald house
    - We can hold events there Thursday nights
      - Many programs have Friday night events
      - GPSC is already associated with Thirsty Thursdays which are not every week
      - If we have an event here on the alternating Thursdays, at least at first, people will know that GPSC always has something going on Thursdays.
    - Start small: Mini symposium, social evenings, board games, etc
    - If you want to help out, email Abbe or exec board ([abigail.labela@duke.edu](mailto:abigail.labela@duke.edu))
- Fall Social Events and call for Social Committee – Ben Shellhorn, Tiffany Wilson
  - Need social committee members!
  - You will plan all GPSC social events, including: thirsty Thursday, tailgates, skating, bowling, winter formal
  - You will work with local business; eg. Food trucks, and they love getting our money!
  - Need 2-3 more people. Email [tiffany.g.wilson@duke.edu](mailto:tiffany.g.wilson@duke.edu),
  - Benefits of working on this committee:
    - Ben had a lot of fun being on this committee, and enjoys planing. Last year he did a beer tasting. You will have the opportunity to plan an event yourself, so you can really have ownership of what is going on socially with GPSC
  - They are for events outside alcohol oriented events and are open to all ideas
  - Fall events calendar
    - Magnets: please take a handful and take them for people in your program
    - Has info on how to reach them
    - Join the Facebook page to get up to date information about events
    - All events are on GPSC news
  - New for this year: they will be publishing a Google calendar with GPSC events
    - Subscribe to it!

- Anyone with a marketing background? To help with GPSC news
- Community Service Events – Daniel Brown
  - One major events every single semester
  - Upcoming:
    - central campus event, soccer game (refugees, immigrants and native Americans)
    - Al Bueler 5K for refugee resettlement
  - Look out for this on GPSC news! And like the Facebook page
- GPSC News – Fumiko Chino
  - Weekly newsletter, sent out every Monday (occasionally on Tuesdays) to all 8000+ GPSC students
  - Cannot unsubscribe so don't ask her! ☺
  - Lists events for the upcoming 2 weeks
  - All student life events are in red. It is also frontloaded with important announcements.
  - How to help
    - Formatting guidelines to help make her life easier:  
<http://gpsc.duke.edu/student-groups/advertising-with-gpsc/>
    - Please forward exciting events to your constituents. They are more likely to attend if they hear from you
  - Where she gets the events: some are sent directly to her, she also pulls from events website, but if there is something in your program with broader audience, submit it to her according to the formatting guide
  - She keeps it to Duke only events. May occasionally throw in something from the community
  - Everything that is funded by GPSC **MUST** be in GPSC news...or else...
- Brad Hover (attorney general)
  - We will have elections for 2 committees at the next meeting
    - YTSC (young trustee screening committee)
      - This committee narrows down the ~30 apps from all schools to 3 people the GA will vote on to select the one young trustee to represent them
      - Eden Ellis: served last year. It's great because you do the full interview process, see other side of the interview process, and meet some of the most amazing people on campus. Not a major time commitment either
    - Judicial committee
      - Review bylaws, look for gross misconduct
      - Not a big time commitment and is overseen by Brad
- Amol (president)
  - Tomorrow the exec board is meeting with duke police chief (9/4/2013)
    - If there are any topics you want to talk about, just shoot him an email
  - Also, Amol has been nominated to be on the Provost search committee.
    - He is looking for nominations from the GA. Do you know a great dean in your department, or know of another excellent candidate? Forward their name to Amol so he can suggest them to the search committee
- Eden (treasurer): Have you all had a chance to fill out safety survey? Almost 3000 responses so far
- Amol and Shannon (president and VP)
  - GPSC will now have a presence in the Chronicle.
  - In fact, they are in today's Chronicle!
  - We will have 2 reporters here at all our GPSC meetings. Also, if you don't want your comments published, we are allowed to close the meeting to all non-reps.

- Graduate and professional student activities/issues will be featured every Tuesday
- Tiffany (student life co-chair)
  - After next GA meeting in 2 weeks, we will have our first happy hour. Encourage people to come for happy hour!
  - This was Sam Brody's idea (Fuqua MBA). It started last semester and was a huge success. It's a great way for the reps to get to know each other
- Questions from GA:
  - Alton Wright, Sanford: Where is it? → Come to meeting and you'll find out! ...We don't know yet, but we'll put it in the email with the agenda for next meeting
  - Stephanie Rice, Sanford: Does the chair of the YTSC have to be a general assembly member? → No, it can be any graduate or professional student. Usually about 6 people want to be on this committee, a couple want to be chair, and so those wanting to chair it will speak to the GA and the GA will vote on it

### 8:02pm: New Issues/Announcements

- This is where you can ask questions, make announcements, raise concerns!
- Kirsten Bedford, MFAEDA:
  - She is a photographer and her exhibition is opening next Thursday September 12<sup>th</sup> in the Allen building on 2<sup>nd</sup> floor. The reception will be 5:30-7pm. The gallery is open M-F 8am-7pm and her work will be on display for the next 6 months. This will be advertised on the GPSC news and EDS website. Check it out!
- Jenny Rinker, CEE:
  - There is annual Mahato Memorial photo contest. Working on getting submission process finalized. Keep your ears open for this!
  - Shannon O'Connor (VP): usually they have a speaker come.
  - Working on getting Ramesh Mosca professor at MIT on femtophotography (coke bottle) come speak
- Paul Triulzi, Liberal Studies: is GPSC house open during the day?
  - As of now, it is not open during day. Card access for exec members only.
  - We will then start with Thursday events.
  - The problem is that student groups are still using it as a storage place, and we have documents and equipment. We need to work on making it secure but accessible. We just moved in last semester
- Fumiko Chino (communications)
  - There is a designated Grad and professional reading room in the library just for us. In Link to the location is in GPSC news
- Umar Naadeem, Engineering Management (?): MEM program applied for an RV space but did not receive one. Now there is no place to set up a place for the dinner we organize. The concern is that campout is attended by 100-200 students, from their program and is one of the bigger events of the year. Should this be prioritized versus a group of lesser number of students?
  - Ben (student life co chair): basketball committee was limited by the school on RVs
  - Tiffany (student life cochair and member of basketball committee):
    - She would suggest getting to the top parking lot for tents and getting your whole group to set up tent in one section. Can't set up table in lower tent lot, but can in upper lot. Can have area with table there.
    - But before, email the basketball committee cochairs (on gpsc website ) to bring up that concern and ask them what they suggest
  - Abbe: after campout is finished, this is an important issue that you can work on with the committee for the next campout

- Jenny Rinker, CEE and member of committee: There are options for renting tents. Outpost is somewhere where you can rent a tent. REI may also rent tents. Not sure if we'll be able to leave space for tables....should be enough space on parking lot. Good question for chairs
- MEM: When to set up on top lot? → Friday after 6pm for top lot because people will still be parking there until 6pm

### **8:15pm: Reminders and Wrap-up**

- Make sure to apply for committees; each GPSC Rep needs to serve on at least one committee.
- Go ahead and send an email to your constituents to introduce yourself as their GPSC rep! The more likely they are to go to events.
- If you cannot attend a meeting, email [Betty.Jiang@duke.edu](mailto:Betty.Jiang@duke.edu), and send a proxy.
- Email her to get things put on the agenda but let her know first

### **8:16pm: Adjournment**