18:30 Call to Order
Abigail LaBella

18:32 Second Quarter update
Ben Shellhorn

- Want to improve transparency for both Exec and GA. Three main update categories:
- Caucus work - New effort; administration seems impressed with action we have taken. Board of Trustees (BOT) Young Trustee resolution is going to BOT this weekend, and we have a few more resolutions in the pipeline. What happens after a resolution is passed? It is the GPSC opinion, used to let administration know what we think can be achieved or changed. Follow-up is usually required.
- Executive action - New Director of Finance. President’s Council established based on GA retreat last year; it has been a positive experience and collaboration will continue. Ben met with President Broadhead; he is happy with our progress. He also met with new Provost Sally Kornbluth - she is working on a new strategic plan for the University. Ben will also be meeting with someone who is spearheading the effort to hopefully have more grad/prof influence in the new plan.
- GPSC Directives - Initial document tied to start of GPSC for goals of the organization, we will revisit it to help shape GPSC for the next 5-10 years. Ben also wants input from GA on this document.
- Young Trustee application due this month; meeting attendance is really important for voting in YT, Executive Committee, and BOT Standing Committee elections.

18:41 Jo Rae Wright Award Nomination
Ben Shellhorn

- Advocacy award in Jo Rae Wright's name.
- Nomination is for Clay Adams, Associate Dean of Students in Student Affairs. He has had a large impact in the graduate community. Has made strides in welcoming students to Duke, veterans affairs, etc., and is also a night time MBA student.
- Vote to approve: all for, no against, no abstentions.
- Award will be given at GA retreat.
18:44  GPSC Budget overview
Ben Shellhorn

● There was a question from the GA about our budget; this is an overview of our annual budget process.
● Account-level budgeting - estimate budget based on enrollment and $17.50 student fees. Money allocated based on mission fulfillment first, then remaining budget lines filled in based on historical data and needed adjustments.
● Current breakdown - 41% to student group funding, 24% student life, 17% external operations, 9% internal operations, 6% basketball, 3% university and community outreach
● After elections, officers apportion their budget. Much of the activity is on the committee level (e.g. Student Life).
● Student group funding - three cycles per year. There are procedural requirements and substantive requirements.
● External Auditing - groups must submit receipts to show how they spend allocated funds. Unspent money returned to GPSC, and any group may be audited.
● Internal auditing - receipt tracking and online ledger, also must turn in receipts and forms to UCAE.
● Quarterly reports to EC and GA going forward.

18:53  Bicycle Safety Committee
Abigail LaBella and Tiffany Wilson

● Three cyclists were killed in Durham in October and November, including one experienced cyclist.
● People in Durham community are taking action but currently Duke appears to be doing nothing. There is very little information on the Parking & Transportation website about bicycle safety.
● Zagster bike share program on campus now has 50 additional bikes on and around campus. Only membership fee required, no safety training.
● Duke likes to compare itself to other institutions. Boston University seems to be best in class for bicycle safety - program was put in place after a student was killed. http://www.bu.edu/bikesafety/
● Request is to form a committee to help address the issue of Duke’s lack of bicycle safety resources before a student is injured or killed. Contact Abbe (abigail.labella@duke.edu) if you are interested in joining.
● Adrienne Fox, DPT - does the Zagster program provide helmets? No, currently up to student to get a helmet and it is not required.

18:58  Mid-year review survey
Tiffany Wilson

● Executive Committee wants to know what you think about your experience in GPSC.
● Survey will take less than ten minutes. Help us help you!
● Survey link: https://duke.qualtrics.com/SE/?SID=SV_4VgrxpI287OaDlh
**Spring Semester Preview**

Abigail LaBella

- Meeting schedule: Jan 20, Feb 3, Feb 10, Feb 24, Mar 24, Apr 7, Apr 14 (tentative)
- Extra meeting on April 14th is just in case we need more time to finish elections.
- January 20th - bylaw revisions, student group funding approval, basketball committee update
- February 3rd - YT voting, retreat prep, resolutions
- February 10th - GPSC Retreat - GA will choose one or two caucuses to present to the administration
- Feb 24th - GPSC Budget approval, resolutions
- March 24th - Exec election, Basketball Chair approval, Campout policy approval
- April 7th - Continue Exec elections, BOT standing committee elections
- Jan 20th, Feb 3rd, and Feb 24th will also have presentations of caucus work
- Judicial Committee meeting Jan 10th - send bylaws revisions to Paul Escjadillo (paul.escjadillo@fuqua.duke.edu).

**New Issues/Announcements**

General Assembly

- Scott Winton, Environment - Sustainability committee published their strategic plan, it is online but there is also a paper copy. [http://sustainability.duke.edu/about/reports/](http://sustainability.duke.edu/about/reports/)

**Officer Updates**

Executive Board

- Rachel Rothendler - Thirsty Thursday at Alivia's on December 4th.
- Colleen McClean - Trying to increase interaction with other student groups, particularly DSG. The new DSG Research Unit (DSGRU) has asked for grad student expertise in their research. Colleen will send out more information; pass it on to constituents or anybody you know who may be interested. This is a good opportunity for us to be leaders and mentors of undergrads.
- Aaron Towers - Thanks to those who participated in the Call Congress day. Next semester Aaron will have a call center. He received some feedback from NC representatives - they are keeping their eyes on the issue of graduate student loan interest rates.
- Abigail LaBella - BOT meeting is Friday. If you have something that you really want the BOT to hear, talk to Abbe, Ben Shellhorn, or any of the BOT Standing Committee members.

**Caucus Work**

30 minutes of work followed by caucus presentations:

**University Services**

- Main issue: Dental Insurance. Duke does not provide a group plan, many peer institutions do. Average price for a group plan is ~$22/month compared to the $40/month for the individual plan with BCBSNC. Seems that a group plan would be lower cost based on other schools.
- Only 30% of GA would be willing to consider paying at the $40 price point, but that would rise to 80 to 90% at the average price point.
- Should this be optional where students opt in, or where you can only opt out if you have other insurance?
- Issues - grad vs. prof students, where money actually comes from.
- Ben Shellhorn - what does UNC pay? Good comparison based on proximity.
- Abbe LaBella - maybe best to just focus on what students would be willing to pay rather than opt in/out.
- Plan to finalize by Jan 20th.

**External Action & Advocacy**

*Aaron Towers*
- Continuation fees. Resolution already passed, member of caucus following up to see action taken.
- Support ability of graduate students to pursue professional development and career exploration. Many students entering job market without proper preparation. Currently students not encouraged (generally) to pursue career development.
- Resolution to be presented Feb 3rd.
- Want professional development to be in the new Strategic Plan.

**Athletics**

*Laura Martens, DPT*
- Can currently smoke on concourse of stadium, want to have stadium smoke free. Most ACC schools and many others are smoke free stadiums.
- Will have info and powerpoint to the GA by Feb 24th.

**Internal Action**

*Jessica Lewis, Environment*
- Response to sexual assault: Improved reporting, sexual misconduct campus climate survey, free exams after assault, improved understanding of what to do, graduate student orientation, training and support for students working internationally.
- Have worked with DSG and Student Affairs
- Will present in February.

**Facilities**

*Scott Winton, Environment*
- Improve access to graduate student work space. Survey from 32 departments, 9/32 need more space - mostly humanities and professional students. Want to do better survey, draft resolution, improve use of GPSC House.
- Ongoing project about bird collisions on campus. Duke is #1 of 60 schools surveyed in bird deaths.
Parking and Transportation
Jeff Bryant, Molecular Genetics and Microbiology
- Parking and Transportation discussing having people pay for night parking if you don't already have a permit. Want to advocate for night parking remaining free.
- Consulted with DTAC on bus route optimization, they have already hired consultants.

Integrity
Julie Lilis, Religious Studies
- Improvements of communicating academic integrity standards. Not many standards in place for graduate and professional students. Not standard across all schools.
- Want to encourage schools to improve online resources. Want to provide a template, but need input from other schools.
- Want 1-2 volunteers from each school to provide input based on their experience. Contact Julie (julia.lilis@duke.edu) if you are interested.

Alumni
Connie Chang, MBA
- Plan networking events with Duke Alumni Association that are open to all graduate and professional students. Event will be hosted at Forlines House to align with Alumni Board of Directors meetings in February and April.
- Will likely cap at 40-50 students to gauge interest. Need to budget, invite allums, talk about adding to future GPSC budget.

Social
Cullen Roth, Genetics and Genomics
- Increase presence of grad/prof students in the Chronicle.
- Need to work with programs to gather news to funnel to the Chronicle.

Interdisciplinary
Andrew Heiss, Public Policy (PhD)
- January - Interdisciplinary project fair in the EDGE space in the library.
- March - Interdisciplinary research challenge. Will have people from different programs put together research plans and judge.

Community Outreach
- Want 100% GA to participate in community outreach. Will help promote events, provide incentives for school and individual. Have updated Facebook page, have process for finding events and reporting activities.
- Today is Giving Tuesday! Give to a local charity.
Finance
Umar Nadeem, Engineering Management
- Want to optimize funding application process to make sure we get better applications.
- Want to have workshops to help people, and make what is funded or not funded more clear.

20:33 Approval of Minutes and Adjournment
Motion to approve previous minutes and adjourn by Jon Howard, Divinity, second by John Bailey, Law. Motion approved unanimously.