18:34  Call to Order
Abigail LaBella

18:35  Expected GA member behavior
Abigail LaBella
  ●  Apparently there was a significant mess after the last meeting in Westbrook; we need to clean up after ourselves at GA meetings
  ●  We have one more chance to use Westbrook, if we get kicked out then there will be no more food at GA meetings

18:36  Fall Funding Allocations
Finance Committee
  ●  Finance committee allocated funds for student groups. 86 applications for $144k requested, funded nearly $21k.
  ●  Reasons to not fund: non-integral food and drinks, speaker fees, shirts, awards, donations, travel expenses.
  ●  Some groups received large amounts based on larger audiences and projects
  ●  Abhi Chhetri, Biochemistry: how much was available to allocate? Just over $30k was available, but every dollar that was requested that was not something we cannot fund was funded
  ●  Aaron Towers, Dir. of Advocacy: how was non-integral food defined? If food is part of a cultural experience, cooking contest, etc. it is ok, but not food that is just to encourage people to attend the event
  ●  Abhi Chhetri, Biochemistry: how is partial funding determined? Can events still happen? Partial funding allocated if groups said they could still have the event, not arbitrary.
  ●  Aaron Towers, Dir. of Advocacy: why food for Med Mentors? Event with children, can’t have the event and not feed the children because of their ages.
  ●  Gary Carbell, Global Health: are criteria listed? Yes, on website and in bylaws.
  ●  Patrick Flowers, Chemistry: motion to vote. Second by Bryn McMahon, Nursing (MSN). No opposition to vote, funding allocation passed unanimously.
  ●  Reminder that student groups can apply for funding in the spring cycle.

18:46  Committee Appointments
Colleen McClean
New reps since last meeting, have been placed on committees
Patrick Flowers, Chemistry, motioned to vote on the slate, second by Pablo Fulcheri, Fuqua (MBA).
No opposition to vote or to approving slate.

18:47  GPSC Luncheon Series
Rachel Hessler
- Next luncheon is with Deans McClain and Kendrick, four slots open.
- Email Rachel if interested.

18:48  New Issues/Announcements
General Assembly
- What if not contacted by committee? There is a way to indicate this in the caucus spreadsheets, Colleen will follow up.

18:48  Officer Updates
Executive Board
- Aaron Towers, Dir. of Advocacy: NAGPS Legislative Action Days last weekend. Topics included grad loan interest rates, research funding, visa processes, etc. Presentation in a few weeks (next GA)
- Abbe LaBella, VP: Recognition of Basketball Committee for Campout

18:50  Caucus Breakout Session
Colleen McClean
- Social and athletics has been split into two caucuses
- Goal of caucuses is to work towards small goals. Don't be scared, brainstorm and get creative
- Want GA to be empowered, but we need to be organized
- Rooted in service to others
- You may have to get more or less excited to make sure you do something right
- Don't be afraid of the long view, and don't minimize the small steps
- Ground rules for diplomacy are outlined in the meeting slides. Be respectful of all administrators and faculty. Go through appropriate channels. Avoid disorganized contacts. Don't want caucuses working on the same issue separately. Can bring issues to other caucuses.
- Exec. facilitators there to help with making contacts, not there to run the caucus meetings. Delegate one person to make contact and allow appropriate time to follow up.
- Research: can know topic better than administrators. Don't be intimidated, reach out and learn what you don't know. Get comparison data, look at literature to see what has been shown to be effective, etc.
- Don't try to re-address issues already handled by services at Duke
- Steps:
  1. Think about a problem
2. Think about the solutions
3. Ask others about the issue
4. Do the research
5. Make a plan
6. Take action

The long view: want to get something done this year. Want to develop a strategic plan so next GA can pick up where this one leaves off. Demonstrate organization of GPSC and ability to get things done.

Today: break into groups. Instructions, contact sheets, and note tools sent out during the meeting.

Note from the Executive Secretary: At this point, the GA split into caucuses for introductions and brainstorming. The summary document follows the minutes in this document.

20:05 Reconvene for Caucus Summaries
- Social: more events across schools
- Sustainability: more available recycling, social events
- Athletics: policy and event ideas. Extend Quenchers hours, extend weekday hours. Events: athletics-related events. Run club, yoga group, intramural sports as an idea to get people together. Wellness week during finals.
- Internal action: sexual misconduct as graduate student conversation; campus-wide discussion about suicide - work with CAPS; transparency among Basketball Committee; President’s Council; make Graduate School about learning; divesting
- Alumni: split into career and alumni. Career - share resources among different schools' career centers. Alumni - partner with Duke Triangle Club or alumni associations
- External action: big events for G&P students outreach, more active on Facebook, use calendar. Advocacy: continuation fees - rare to finish in five years, fees after that.
- Integrity: two main issues - harassment and effectively communicating standards of academic integrity
- Interdisciplinary: continuation fees, communication and marketing for interdisciplinary opportunities; promote research connections
- Transportation: priorities are bus optimization (location of stops and bus timing); expansion of late-night van; improved bike lanes on and around campus
- University services: dental plan - more information on what other schools are doing; increase knowledge about off-campus housing website

20:37 Announcements
Upcoming Thirsty Friday 10/3, Bowling 10/9, Tailgate 10/18

20:38 Approval of Minutes and Adjournment
- Patrick Flowers, Chemistry motion to approve previous meeting minutes and adjourn. Motion seconded by rep from Fuqua, no opposition in vote.
Next Meeting: 6:30pm in 0016 Westbrook on October 21st. Excused absence for GA members on Fall Break (e-mail Tiffany.g.Wilson@duke.edu if this applies to you.)
Summary of Ideas from Caucuses:

Please note in the summaries below that when a particular caucus best fits the charge for the proposed idea it has been listed in bold. If your caucus has expressed interest in pursuing an idea that is listed as bold for another caucus please be certain to coordinate with the listed caucus in your actions.

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<tr>
<th>Idea</th>
<th>Proposing Caucuses</th>
<th>Tasks and Points made</th>
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| 1. Improving Professional Development Resources, particularly via the Career Center of the graduate school | Alumni, Advocacy, Internal Action | - Re-establish Career Center Advisory Committee. Use to advocate based on identified student needs (time, event sizes, etc).  
- Better define the role of the career center as compared to the roles of departmental entities and other on campus groups.  
- Develop relationships with Emerging Leaders Institute, Feagin Leadership program, PhD plus and other professional development programs on campus to understand the diversity of programs and act as a central resource for programs on campus. Do the same for career centers in professional school enabling pooling of resources and sharing of success.  
- Develop surveys to investigate missing resources, reasons for proliferation of student developed programming, reasons for poor utilization of career center resources or reach to low % of students, and professional development programs and curricular developments by departments, including push toward student individual development plans. Survey should reach both students and faculty in order to understand the picture of professional development at Duke broadly.  
- Consider drafting resolutions as necessary after clarified identification of interventional needs. |
| 2. Improving Alumni Networking and Interaction | Alumni, Internal Action | - Work with alumni office to incentivize and carry out survey to students regarding attitudes around giving/motivations for not giving and opportunities to improve relationship.  
- Increase awareness of existing alumni programming  
- Develop application with alumni office for funding alumni visits to campus for student engagement and programming events. |
| 3. Events to be planned | Athletics, Community Outreach, Social | Athletics: Campus Wellness Week (be certain to check on the activities available already through the wellness center)  
Community Outreach: Expand Duke in Durham to all graduate populations. Work with Duke Durham and Regional Affairs in planning events organized around outreach days.  
Social: Durham Scavenger hunt for student orientation to area, Campus-wide team-building event |
| 4. Continuation Fees | Advocacy, Interdisciplinary | - Investigation the situation for students at peer institutions  
- Investigation impact on student progress toward graduation, quality of dissertation, and time to graduation  
- Work with graduate school to change fee schedule  
- Draft resolution for GPSC endorsement. |
| 5. Collaboration | Community Outreach, Internal Action | - Develop improved listing and communication between campus student groups for collaborative work  
- Accessible calendar of community service events taking place by Duke students  
- Accessible calendar of interdisciplinary events |
| 6. Collecting Concerns from Students | Advocacy, Internal Action | - Work with Fix My Campus to satisfy facilities concerns of graduate students. Place graduate students onto Fix My Campus committee.  
- Develop survey to address student concerns or develop central mechanism and campaign soliciting graduate student narratives about issues they see on campus. |
|   | Graduate Student Spaces on Campus | Facilities | - Work with administration towards a graduate student union in a main campus location.  
- Collect data on use of the GPSC house and shortfalls of house facility.  
- Work for dedicated lounges and study rooms for graduate students.  
- Increase carrels for graduate students  
- Develop a centralized listing of all physical resources available for graduate students to rent out/use from both campus offices and graduate student organizations without fees. Encourage sharing of physical supplies between graduate student groups. |
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<td>Green Facilitates</td>
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|   | Sexual Misconduct | Integrity, Internal Action | - Work with the Sexual Misconduct Task Force to focus attention on issues of sexual misconduct more relevant to graduate students (ie coerced sex, harassment, and impact of personal life on professional).  
- Work to reformat reporting tool at [http://studentaffairs.duke.edu/conduct/report-incident](http://studentaffairs.duke.edu/conduct/report-incident) to include reporting about incidents with graduate students.  
- Work to improve resources of the office of case management and women’s center to be oriented to assisting graduate students.  
- Work to clarify conflict of interest policies to ensure that students accusing a staff member are dealt with by an unbiased third party and that confidentiality is respected.  
- Survey students to understand the nature and breadth of issues faced by graduate students.  
- Identify point persons at each school to provide resources to graduate students seeking assistance. |
|   | Suicide on Campus | Internal Action | - Implement a campus-side discussion of suicide on campus and among graduate students. |
|   | Plagiarism and Group Work Policy | Integrity | - Clarify the Duke plagiarism policy and consequences of plagiarism.  
- Develop a policy for group work and standards for grading of group work to ensure involvement.  
- Work to develop training aimed at international graduate students who lack an understanding of the US definitions of plagiarism and standards for group work. |
|   | Mobile Research Funds | Interdisciplinary | - Develop a mechanism for mobilizing funding between departments to encourage interdisciplinary work  
- Allow for mobile RA/TAships to encourage interdisciplinary work. |
|   | Expanding interdisciplinarity | Interdisciplinary, Internal Action | - Create a calendar of interdisciplinary events at interdisciplinarity.duke.edu  
- Survey students and faculty about how they identify opportunities for interdisciplinary work.  
- Expand Bass Connections programming and connect granting structure to the Mellon grant. Work to develop additional funding pools for interdisciplinary work.  
- Develop a website like scholars at Duke for graduate student and postdoc work in order to amplify collaborations. |
|   | Basketball Committee Transparency | Internal Action | - Define the accountability of the committee and work to develop clear guidelines for action.  
- Define the relationship to GPSC and oversight by GPSC.  
- Reduce negative feelings associated with campout by making allocation activities more clear. |
<p>|   | President’s Council | Internal Action | - Develop a council of the 9 school presidents |</p>
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<td>16. Duke Divest</td>
<td><strong>Internal Action</strong></td>
<td>- Revisit discussions about Duke Divest and consideration of resolutions by GPSC.</td>
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| 17. Dental Plan | **University Services** | - Survey students to identify needs for a Dental Plan. Include survey to undergraduates about need and interest in dental services.  
- Look at comparable plans at peer institutions.  
- Write a resolution expressing desire of graduate student population to have dental coverage. |
| 18. Social Event Calendar | **Social** | - Promote the GPSC events calendar  
- Consider development of an app to promote GPSC programming |
| 19. Collaboration with Duke Student Government (DSG) | **Social, Internal Action** | - Implement discussion of campus safety with DSG  
- Work to have joint social programming with DSG including activities of DUU.  
- Collaborate with Vice President’s to align action plans and work collaboratively  
- Develop a formal mentoring program between upperclassmen and graduate students  
- Act as technical advisors to DSGRU. |
| 20. Transportation Improvement | **Transportation** | - Work to improve bus routing.  
- Improve night van utility  
- Go pass integrated with Duke Card  
- Improve bus routes in Durham that go past campus without changes at downtown station  
- Ride Share app embedded in Duke App, Improve Transloc  
- Improve options for parking on athletic game days for mission staff (including graduate students). |
| 21. Bicycle Master Plan | **Transportation** | - Work with DSG to expand bicycle share program to graduate and professional student areas on campus.  
- Work with campus in development of improved bike lanes through city of Durham and improved bicycle routes on campus (ie eliminating stairs, bike routes through campus, etc). |
| 22. Campus-wide communication services | **University Services** | - Work with the Information Technology Advisory Committee to improve internet across campus and develop a unified network.  
- Improve cell service in research and medical buildings. |

**Additional Ideas:**

1) Get Lifetime Email Addresses for students → Alumni  
2) Extend Gym hours on weekends and weekdays → Athletics  
3) Align Quenchers hours with Gym hours more fully → Athletics  
4) Increase # and distribution of recycling bins on campus → Facilities  
5) Put in battery recycling containers across campus → Facilities  
6) Campus Composting → Facilities  
7) Address “co-sponsorship” and make clear guidelines for these events → Social, Finance  
8) Clarify after hours parking rules → Transportation  
9) Publicize offcampushousing.duke.edu (particularly to individual programs) → All reps

**Things to keep in mind:**
A lot of caucuses have developed ideas to survey graduate students. This is wonderful as it is an integral part of needs assessment, however we should consider population burn out to surveying and consider novel ways to coordinate efforts or incentivize survey taking.