



# IOWA STATE UNIVERSITY

## Graduate & Professional Student Senate

### GRADUATE AND PROFESSIONAL STUDENT SENATE Meeting Agenda

Monday, September 30, 2019; 6:30 PM  
Campanile Room, Memorial Union

- I. Call to order 6:30 PM
  - i. Roll Call (*54 senators and 1 substitute*)
  - ii. Statement of Quorum by the Vice President Klimavicz
  - iii. Approval of Meeting Notes from September 3<sup>rd</sup>, 2019 (*approved*)
  - iv. Amendments to the Agenda
    - a. *Modifications include those in Special Orders due to the resignation of the PAG Chair (see below)*
- II. Open Forum (*end 6:50PM*)
  - i. Idée Edalatishams (Center for Communications Excellence)
    1. *Center for Communication Excellence*
      1. *Overall functions*
        - (i) *Individual writing and speaking consultations*
        - (ii) *Seminars, workshops, and peer review groups*
        - (iii) *Courses for improving research and grant writing*
      2. *Academic Communication Program*
        - (i) *2 courses for graduate students (GR ST 536X and GR ST 569 offered in both the fall and spring semesters)*
        - (ii) *Writing seminar series, workshops and bootcamps*
        - (iii) *Tools:*
          1. *Online resource database <https://comm.grad-college.iastate.edu/cce/resources-database/>*
          2. *Research writing tutor → MUST be on ISU campus or on the ISU VPN to access the Research Writing Tutor*
      3. *Seminar Series (offered multiple between October 15th-November 6<sup>th</sup>)*
      4. *Grant Writing Seminar series (offered Nov 7<sup>th</sup>-Nov 21)*
      5. *Thesis/Dissertation Boot Campus: Formatting Manuscripts (first session PASSED; next coming up in October)*
      6. *Graduate Peer Review Groups (PRGs): 5-10 students meet once per week to review each other's work (must commit to the meetings)*
      7. *Graduate Peer Mentor Program: individualized support for research communication from qualified peer graduate students; trained on genre writing*
        - (i) *Disciplinary writing consultants (DWCs)*



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- (ii) *Interdisciplinary writing consultants (IWCs) – can work with anyone from any discipline*
        - (iii) *English writing consultation (EWCs) – language needs awareness and macro-/micro-level writing difficulties*
        - (iv) *DO NOT PROVIDE PROOFREADING SERVICES (teach students how to do it)*
      - 8. *Peer Speaking Practice Groups*
      - 9. *CCE Graduate Peer Mentors can be accessed on the website*
        - (i) *Thesis/Dissertation Writing consultations*
        - (ii) *Thesis/Dissertation Format check*
        - (iii) *English speaking consultations*
        - (iv) *Online writing consultation*
      - 10. *Can make appointments → <https://cce.grad-college.iastate.edu/> (can choose writing or speaking consultations)*
        - (i) *Who you make an appointment with depends on the document and type of feedback you would like?*
        - (ii) *Academic communication other than proofreading is available*
    - 2. *Questions?*
      - 1. *536 is the class focused on research writing and there is only one section*
- III. *Special Orders (ends 8:09PM)*
  - i. *Senate Order F19-05 Sequestration of Stipend Funds to the Former PAG Chair and Reallocation of Such Monies*
    - a. *Motion to consider it read (approved)*
    - b. *Result of PAG Chair resignation → allows former PAG Chair to keep \$412.50 of initial stipend*
      - 1. *Arp: Question about Carrie Ann Johnson as a sponsor*
      - 2. *Venkatesh: Usually GA get paid at end of work/term, would this not be easier?*
        - 1. *This is not germane to bill (would have to be changed in bylaws/constitution)*
        - 2. *Executive stipends are considered scholarships and are distributed in the beginning*
    - c. *Result: 59:0:2 - passes*
  - ii. *Senate Order F19-06 Establishment of Rules for Special Election to Fill the Role of PAG Chair*
    - a. *Motion to consider it read (approved)*
    - b. *Result: 58:1:2 - passes*
  - iii. *Special Election: PAG Chair*
    - a. *Delegation to Vice President Klimavicz as a member of EO committee (UC)*
    - b. *Former PAG chair and current President Eleanor Field*
      - 1. *More than just working one day a month*
      - 2. *Proper response/email etiquette and filing people appropriately into the queue*
        - 1. *Responsible for processing PAGs and assigning a status once a month*



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2. *Keeping up to date with PAG bylaws (many updated last year)*
3. *Committee in the Spring will assist you*
4. *~\$110,000 budget this year*
- c. *Questions directed to President Field*
  1. *PAG reports to themselves (decisions are at the discretion of the PAG chair, no one oversees their decision)*
    1. *PAG Chairs allow extensions on reimbursement, NOT yes/no on people's applications as most is automated; more of a steward in the process*
  2. *How many hours a week?*
    1. *Upfront work learning the system, but once you learn it is a lot easier*
    2. *Office hours (3 hours/week) to PAG; must attend executive meetings every other week and must attend senate*
    3. *15<sup>th</sup> of every month you MUST be available at 5PM*
  3. *How random is the lottery process built into the system?*
    1. *If there is a waitlist, it will choose a random number within the waitlist*
    2. *Working on having it completely automated at this time*
    3. *Second interface currently; PAG must have a second executive member present when a lottery is run*
    4. *If you received a PAG previously and come back a second year to apply, you're automatically put on a waitlist*
- d. *Floor opened for nominations*
  1. *Nomination for Senator Shook*
  2. *Nomination for Senator Patil*
  3. *Nomination for Senator Robertson*
  4. *Nomination for Senator Saavedra*
- e. *Recess till 7:17 PM*
- f. *Resume 7:17 PM*
  1. *Closed nominations (UC)*
- g. *Comments by Senator Shook (end 7:19PM)*
- h. *Comments by Senator Patil (end 7:20 PM)*
- i. *Comments by Senator Robertson (end 7:21PM)*
- j. *Comments by Senator Saavedra (end 7:22PM)*
- k. *Questions – no one present has served on the PAG committee*
- l. *Voting via secret ballot*
  1. *Result – 26:7:7:23 – no candidate has simple majority, revoting*
    1. *Senator Wongus: request to open floor for commentary for other senators and to have senators leave the room*



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- (i) *Objected by Senator Olafasakin*
          - (ii) *Withdrew proposal to request senators to leave temporarily*
      - 2. *Senator Pflanz: proposes an alternative of at three-minute Q/A*
        - 1. *Approved via UC*
- m. *Questions*
  - 1. *Any experience on committees prior to this, including GPSS?*
    - 1. *Shook: no GPSS committees to date, but other committees for other organizations within ISU*
    - 2. *Saavedra: no committees served, but experience with project manager in research based in kinesiology; multiple projects currently that involve communication and assessments*
    - 3. *Robertson: MEGSO Executive committee member; GPSS Social Committee and Rules Committee and Constitutional Review Committee*
    - 4. *Patil: work as treasurer for a club (creates budgets and handles finances)*
  - 2. *Senator Wongus: many of constituents are unaware of PAG, would you plan on expanding reach of PAG*
    - 1. *Shook: good thing as senators to send out to constituents and other funding opportunities*
    - 2. *Saavedra: also previously was unaware of PAG; in support of greater awareness; wishes to broaden the marketing and appeal of the award*
    - 3. *Robertson: push during executive summary to senators to meet with constituents (carries more weight from their department)*
    - 4. *Patil: supports spreading information to constituents and other graduate students; wishes senators would want to reach out to constituents*
  - 3. *Evaluating PAG Chair's responsibilities, most of description is nomination reviewing, do you have any experience reviewing the performance of others?*
    - 1. *Shook: worked with other UG students when transitioning to graduate school*
    - 2. *Saavedra: largest kinesiology department project is the one currently working on; history of unbiased analyses to evaluate performance of individuals working on research project*
    - 3. *Robertson: Calc tutor and sub-mentoring instructor; grader for Intro to Physics class and taught internationally; written LoRs and evaluated performance*
    - 4. *Patil: TA (grading), values communication in order to maximize communication*
  - 4. *What are the primary reasons that you want to fill the role?*
    - 1. *Shook: wishes to be involved and make a positive impact, valuable on resume, has time and ability to do it*
    - 2. *Saavedra: wishes to raise awareness about the benefits and access to PAG Chair*



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3. *Robertson: enjoy working, has time, enjoy rules and technical side of things; helping people connect*
4. *Patil: time is valuable, and likes this job; wants to execute ideas and make sure things happen*
- n. *Voting*
  1. *Result: 35:4:10:16 – Senator Shook elected the next PAG chair*
- iv. Senate Order F19-07 Formation of a Special committee for Constitutional Revision
  - a. *Constitution is about 9 years old (~2010)*
  - b. *Senator Eilers amends to include name*
  - c. *Senator Wongus amends to include name*
  - d. *Senator Pflanz: Friendly amendment to correct grammar of Senate Order*
  - e. *VP Klimavicz requests Veterinary Medicine Senator*
    1. *Senator Iennarella-Servantez motions to change to one additional senator for Veterinary Medicine college (passes UC)*
      1. *Senator Perella: how do we recruit more veterinary medicine college students within Senate*
        - (i) *Includes VDPAM, VMPPM, DVM; struggling to secure senators from VM*
  - f. *Senator Iennarella-Servantez amends to include name*
  - g. *Senator Jacob Johnson amends to include name*
  - h. *VP Klimavicz closes amendments to Senate Order*
  - i. *Result: 62:1:0 - passes*
- IV. Executive Reports to the Senate: (see **GPSS\_Exec\_Reports\_Sept2019**; anything additional will be documented below) end
  - i. Report of the President
    - a. *Who is your administrative assistant/contact for your department for Workday, and who handles reimbursements so that it can be put on the website?*
    - b. *Who handles your finances in your department?*
  - ii. Report of the Vice President
  - iii. Report of the Treasurer
    - a. *September 27 was when allocation applications were due, now will be discussing allocations with Finance Committee*
  - iv. Report of the Chief Information Officer
  - v. Report of the University Relations and Legislative Affairs Chair
  - vi. Report of the Graduate and Professional Student Research Conference Chair
    - a. *Attempted to fill committees; discussion was deemed out of order (will follow up in New Business)*
  - vii. Report of the Professional Advancement Grant Chair



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- viii. Report of the Graduate Student Government Senator
- ix. Report of the Special Committee on Graduate and Professional Student Wellness
- V. Unfinished Business (30 min)
  - i. None
- VI. New Business (40 min)
  - i. Call for Nominations for Graduate Student Government Senators
    - a. *One currently (elected, but not present)*
    - b. *\$200/semester stipend*
    - c. *Weekly meetings (Wednesday, 7pm), one office hour a week, and must join one of the committees*
  - ii. Appointments to University Committees (URLA Chair Jansen)
    - a. *Self-nominations open for the next 24 hours*
    - b. *Of the 50 committees, each will have various time commitments (determined by the Chair)*
    - c. *Open to graduate students, not just Senators (preferred to have GPSS Senators, but not required)*
    - d. *Graduate students will be informed of committee appointments*
    - e. *Both GPSS and university committees are accessible online (links to official websites and more information)*
  - iii. GPSS Goals and Open Forum Speakers (President Field)
    - a. *Looking for volunteers to discuss department next meeting (5 minutes )*
- VII. Senate Forum (20 min)
  - i. *Senator Genc: Last week went to pick up diploma, and I was given a larger envelope. We used to be given Master's degrees in folders, and copies used to be free and now they are \$25*
  - ii. *Senator Venkatesh: Attempting to start mental health initiative, and even though GPSS and other things exist, follow-through is poor. I wanted to know if other senators had other initiatives in your departments that might focus on mental health. I also want to keep track of mental health climate, and how do we improve the overall graduate student mental health*
    - a. *ISUSSHIP insurance allows good access to mental health counseling even off campus*
    - b. *Senator Wongus: GPSS has a wellness committee that is recruiting currently*
    - c. *Senator O'Leary: There has been several student surveys on mental health the past two years on both domestic students and international students (and now we are currently analyzing data on the wellness committee).*
    - d. *Senator Losby: Counseling center in Student Services building offers free counseling and offers crisis on Fridays. ISUSSHIP is also well accepted with community partners, and feel free to contact me with further questions.*
    - e. *Senator Vincent Sahayaraj: How do you know which nomination to forward for the Margaret Ellen White Faculty award?*



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1. *President Field: It comes from senators and PAG committees make their own decisions about it. Usually only receive one nomination per department (website shows the details of the MEW award).*
2. *Senator Bera: Do senators have to abstain if there is a conflict of interest in regards to the MEW faculty award?*
  1. *President Field: Yes, it is appropriate to abstain; a member of the executive committee would then assist in selection.*
3. *Senator Morris's stand-in: Concern for MEW rubric being too vague and numbers can be misleading?*
  1. *President Field: Encourages PAG Committee to pursue this, but it is there discretion*
4. *Senator Bera: No written feedback on MEW declinations*
5. *Senator Shook: Would we be interested in feedback going directly to the nominators or the professors we are nominated or how would we communicate professors would be a better fit?*
  1. *In favor, but would need a lot of time*
  2. *Senator Morris's stand-in: clear criteria is important, qualitative research evaluation experience may be beneficial*

### VIII. Roll Call and Announcements

- i. *Sign up sheets for committees in the front*
- ii. *Fall Social on October 19<sup>th</sup>*
- iii. *Roll-call (60 senators and 1 substitute)*

### IX. Adjournment