

GRADUATE STUDENT GOVERNMENT

Public Meeting Minutes

March 13, 2014

I. CALL TO ORDER & WELCOME

The meeting was called to order at 5:30 pm.

II. GUEST SPEAKERS

Dr. Tim Dowling, Director of Student Health Services

Dr. Tim Dowling started his presentation by explaining the mission of Student Health Services. Student Health Services provides students with quality primary health care along with education regarding healthy lifestyles. Similarly, Student Health is in charge of providing students with the highest quality healthcare, but asks students to participate in their healthcare by being an active and informed consumer. The healthcare providers and staff on campus are a resource for students to achieve an optimal state of well-being.

Student Health provides services to students, student athletes, graduate students, ELI students along with limited services to faculty and staff. During the Fall and Spring semester, Student Health is open 24 hours a day and during the Winter and Summer Sessions, they are open from 8:00 am to 5:00 pm during weekdays.

Some services offered at Student Health include but are not limited to the following: primary care, urgent care services, women's/men's health, in-patient care, dispensary services, x-ray services, and immunization and allergy clinics.

Dr. Dowling continued his presentation by explaining the quality of services Student health offers and the rigorous accreditation process that is completed every three years. He also provided some statistics from both the 2012-2013 fiscal year along with statistics from the Fall 2013 academic semester. Analogously, he explained the transition between treatment models Student Services currently uses compared to what was once used. Presently, Student Health uses a primary care model where the primary complaint is addressed but a student is viewed as a whole person, assuring continuity of care for the student during the entire process.

Dr. Dowling concluded his presentation by answering a few questions specifically asked by graduate students.

Dr. Sandra Millard, Associate University Librarian

Dr. Sandra Millard followed Dr. Dowling's presentation by addressing the GSG about the upcoming library renovations and the renovations that are currently taking place. Renovations are currently happening in the information room, right as you walk into the lobby of the library. Likewise, room 125A is in the process of being transformed into a graduate study area. This room

will become a multipurpose room regarding graduate student use. Dr. Millard said she is looking for graduate students to be a part of a committee that represents all graduate students and their needs in the library. Anyone interested in providing feedback or assisting with a steering committee for the space should contact President Castillo (castillo@udel.edu).

III.A. INTERNAL AFFAIRS COMMITTEE REPORTS

There were no questions on Internal Affairs committee reports.

Communications Committee – Stephanie Luff (sluff@udel.edu)

- a. VIP invitations for the Graduate Student Forum are in development and will be sent to designated UD administration, faculty, staff, and external community members.
- b. GSG website is under redevelopment: please explore the site and offer comments! (Bear in mind that site is under construction, and updates are ongoing.)
- c. Events Calendar
 - i. A central calendar of events for GSO's is undergoing further planning and will roll out by the end of the academic year or during summer.
 - ii. It will include short weekly e-mails detailing upcoming events from the calendar.
- d. Tagline
 - i. In addition to logo and stylebook, we would like a textual tagline to sum up GSG's mission on the website, printed promotional materials, etc.
 - ii. Current tagline on GSG website: "Advocating for Graduate Students at the University of Delaware." Does this accurately sum up GSG's purpose? Do you have other suggestions for catchy taglines to use on our marketing and promotional materials? Please send ideas to Stephanie Luff (sluff@udel.edu) and/or Alex Ames (alames@udel.edu).

Events Committee – Joe Brodie (jbrodie@udel.edu)

- a. Graduate Student Forum Submissions: 121
 - i. 73 oral presentations (40% increase from last year); 42 poster presentations (83% increase from last year); 6 creative presentations (up from 0 last year).
 - ii. 68% of submitters have never attended a Forum before; 78% have not presented before.
 - iii. 22% say they were primarily motivated to participate in order to practice for delivery of presentation at a professional conference.
 - iv. Please see attached file for full details on submissions.
- b. Paper proposals were distributed into panels during two recent committee meetings.
- c. Next Steps:
 - i. OG&PE will place order for copy of Susan May's book as gift for presenters, faculty moderators, etc.

1. Committee will place commemorative GSG/Forum bookplates in the volumes.
- ii. Committee will assemble list of VIP invitees and write/mail personal invitations.
- iii. OG&PE/committee will contact Office of Communications & Marketing to discuss event publicity.
- iv. Registration for event opens on March 24!
 1. Publicity forthcoming from Communications Committee.
- v. Please plan to volunteer on April 23; we will need your assistance.
 1. We are looking for graduate students interested in serving as panel chairs.
 2. We will also need volunteers to help with sign-in and other tasks on day of the Forum.
 3. Please e-mail Joe Brodie (jbrodie@udel.edu) if you are interested or want more information.

Committee meetings will be held the third Thursday of the month at 6:00 pm in 44 Kent Way.

Social Committee – Gabrielle Vicari (gvicari@udel.edu)

- a. Upcoming Event: UD Night at the Museum
 - i. Social Committee is planning a graduate student visit to a University Museum on May 1 at 6:30 PM (after meeting with Provost).
 - ii. More details will be announced via e-mail soon.
- b. Speakeasy Decoration
 - i. First stage completed; +/- 15 images from UD Archives hung on walls
 - ii. Nine Prohibition-era images from Winterthur Library selected for display; images ordered and scanned, awaiting printing and framing.
 - iii. Hagley Museum collections currently under investigation for appropriate images (+/- 20 to be purchased).
 1. Images of historic breweries in Wilmington/Brandywine River valley
 2. Documents directly related to Prohibition in Delaware
 - iv. After these images printed, hung, and captioned, all concerned parties will convene to plan long-term goals for decoration of space.
 - v. Special thanks to Jane Wessel for coordinating Winterthur and Hagley research.
- c. Events and Social Programming for Summer and Next Year
 - i. Social Committee has assembled a roster of proposed events and social programs for July, 2014 – May, 2015.
 - ii. Goal #1: Have a solidified schedule of offerings for summer, 2014 and fall semester, 2014, to advertise at Graduate Student Forum on April 23. Goal #2: Have confirmed dates for all events by end of spring semester, so planning and promotion can begin during summer.
 - iii. Feedback is invited from the Senate on this proposed list. Please contact Gabrielle Vicari (gvicari@udel.edu) and/or Alex Ames (alames@udel.edu) with comments.

- iv. Proposed GSG Events and Social Programming, July, 2014 – May, 2015
 1. Saturday, July 19, 2014: GSG Day at the Beach (rain date Saturday, July 26)
 2. Friday, August 15, 2014: Graduate Student Night at the Ballpark: Baseball Game and Fireworks with the Wilmington Blue Rocks (rain date Friday, August 29)
 - (a). Blue Rocks have been approached re: event; awaiting final confirmation.
 3. Thursday, September 12, 2014, 5:00 – 9:00 PM: Graduate Student Meet & Greet at The Speakeasy, 44 Kent Way
 4. Friday, October 10, 17, OR 24, 2014: Graduate Student Gala with UD Museums
 - (a). UD Museums have been approached with request for collaboration; currently awaiting response.
 5. Friday, November 14, 2014: Graduate Student Meet & Greet at The Speakeasy, 44 Kent Way
 6. Wednesday, December 4 OR Thursday, December 5, 2014, 4:30 – 9:00 PM: UD Night @ Yuletide at Winterthur
 - (a). Actual date to be determined based on willingness of UD Alumni Relations to partner in opening event to all UD alumni (at a different price-point from current UD affiliates), which would necessitate a Thursday evening event.
 7. Friday, January 9, 2015, 5:00 – 9:00 PM Graduate Student Meet & Greet at The Speakeasy, 44 Kent Way
 8. February __, 2015: Graduate Student Evening at the Theatre (collaboration with the UD Resident Ensemble Players)
 - (a). Currently speaking with REP about repertoire for next spring semester, available dates, etc.
 9. March __, 2015: Graduate Student Meet & Greet at The Speakeasy, 44 Kent Way
 10. April __, 2015: Graduate Student Forum
 11. May __, 2015: Graduate Student Meet & Greet at The Speakeasy, 44 Kent Way

III.B. STUDENT AFFAIRS COMMITTEE REPORTS

There were no questions on Student Affairs committee reports.

Diversity Committee – Holly Johnson (hollylyn@udel.edu) & Katie Minker (kminker@udel.edu)

- Last Diversity Committee meeting held on Friday, February 28th
- Main agenda items was the Diversity Committee Preliminary Report and planning large cultural event
- For report, Diversity Committee has been in contact with Communication Committee for ways to advertise and release report

- Report requires GSG executive board and senator feedback before release
- For large cultural event, Diversity Committee members attended Graduate Student Planning Student Event on Friday, March 7th to market idea; awaiting review of Graduate Student Diversity Working Group on interest

Student Life Committee – Akisha Jones (jakisha@udel.edu) & Nick Levy (nicklevy@udel.edu)

- Update on Recreation Services
- Safety Update
 - Campus Safety Walk is scheduled for April 7
- Health Center/Insurance Update
 - Dr. Dowling will be speaking at the March meeting
- Housing Update
 - Still waiting for approval to post list of available housing online
- Parking Advisory Board Update
- Bus/Pedestrian Walkway Concerns

III.C. SENATE COMMITTEE REPORTS

There were no questions on the Governance or Elections committee reports.

Governance Committee – Isaac Harris (iharris@udel.edu)

The Governance committee this month has been looking over the membership policy discussed at the general meeting and in our committee meetings. The membership policy is to address the issue of quorum and allows excused absences to our Senators. This will allow our organization to be more flexible in our ability to conduct routine business while accommodating our members hectic schedule. Proposed legislation was submitted to the Governance committee that we have looked over and have some minor amendments to the legislation.

Elections Committee – Hetty Nie (htnie@udel.edu)

- Officer Elections
 - Developed Qualtrics Survey with necessary features for Officer Elections
 - Accepted nominations and contacted Nominees
 - Assembled and distributed Candidate biographies
- Senator Elections
 - Developed and tested Qualtrics Survey containing features needed for senator elections, test was successful

III.D. EXTERNAL COMMITTEE REPORTS

There were no questions on external committee reports.

Parking and Transportation Advisory Council – Nick Levy (nicklevy@udel.edu)

Parking meter changes: As of December, all campus meters (meters in campus lots only, street meters are owned by the city) now take credit cards. In addition, there is no longer a parking time limit. There is now a tiered pricing system that increases the price after the first 2 or 4 hours. All meters have a daily limit of \$15/day during the week and \$8/day on weekends. \$5 Fridays in all garages will continue.

East/west express: Currently only running 7a-10a and one of the most popular routes. They are looking at costs for expanding the hours and it seems likely that this route will run from 7a-6p starting soon.

Star campus parking: Slightly different parking model from the rest of campus. There are now a large number of reserved spots for patients/visitors etc. The rest of the lot is a 'red' lot, which means that all permits will work for unreserved spots. After hours parking is open to anyone, including those with no permit.

Gym parking: It is likely that additional meter will be added to the lot in front of CSB to accommodate those without permits.

FYI: Parking services does things other than write tickets. If you are parked on campus and are in need of tire inflection, a jump start or you are locked out of your car they will come help you. Just call parking services.

Finally, we need to recruit a new parking services rep. Here's a blurb about the position to pass along:

Parking and transportation advisory council (PTAC) graduate representative

This advisor council includes representation from undergraduates, graduates, staff, faculty, and facilities. The council meets with Richard Rind once every semester to discuss upcoming changes to parking and campus buses. This is a chance to voice the concerns of graduate students regarding parking and transportation. Richard is very receptive to new ideas and has responded well to our concerns/complaints in the past. If you care about parking/transportation this is a great chance to be heard.

III.E. ORGANIZATIONAL DELEGATE REPORTS

South Campus Graduate Student Advisory Council – Sarah Markland (sarmark@udel.edu)

Sarah Markland explained a little bit about the South Campus Graduate Student Advisory Council and what exactly they do on campus. The GSAC was a result of the graduate student survey several years ago. The council consists of representatives from each program within the

College of Agriculture and Natural Resources, as well as several other departments geographically located on South Campus, with the purpose of enhancing the lives of graduate students and their education. Anyone interested in participating can email her or visit the GSAC website at sites.udel.edu/gsac for more information.

Black Graduate Student Association – Roddel Remy (roddel@udel.edu)

Roddel Remy gave a recap of the events the BGSA has had over the last few months. He talked a little bit about their Welcome Back Mixer at Mechanical Hall and the reception that accompanied the event to welcome the students back for the upcoming semester. One of the upcoming events planned included a community service event from 9:00 am to 12:00 pm on March 22 to clean up a men's dormitory at the Sunday Breakfast Mission in Wilmington. Anyone interested in participating in the event should contact mjohn@udel.edu to RSVP and receive more information.

IV. OPEN FLOOR

Presentation: Online Voting Tutorial

Senator Nie, the Elections Committee Chair, gave a brief presentation regarding an online voting tutorial. She explained the elections process and how it will work for the upcoming Executive Member election. She also explained the terminology that the voting program will be using along with the ranking system. If you have any questions please contact her.

Discussion: Location of Future GSG Meetings

President Castillo followed Senator Nie with a very brief discussion regarding the future location of the monthly GSG General meetings. It has been suggested that it might be a good idea to have a meeting at Star Campus along with a potential joint meeting at the Winterthur event, in order to increase attendance and participation by graduate students. This suggestion was made due in part to the GSG meetings always being located near the center of campus making it difficult for some students to attend the meetings. There was a lot of positive feedback from the GSG. President Castillo will share more information and details in the future regarding a final decision.

Discussion: Membership Policy Legislation

Parliamentarian Harris followed President Castillo with a discussion regarding the membership policy legislation that would be voted on during the Senate Floor. He explained that section 1 of the legislation was to amend the by-laws themselves while section 2 was the interpretation of the membership policy.

Public Comments and Concerns

Senator Bonistall thanked Senator Luff for doing a great job updating the GSG website.

V. SENATE FLOOR

Parliamentarian Harris opened the Senate Floor at 6:50 pm and announced that the quorum of 26 Senators was met with 29 Senators present.

Old Business

It was moved and seconded to approve the Minutes from February 20. There was no discussion and the Minutes were approved.

New Business

It was moved and seconded to consider the following amendment to the By-Laws:

Definition of Excused Absence

Amend the By-Laws to add Article I, Section 7, clause (b), which shall read:

(b) A Senator may request excuse from absence at a public GSG meeting due to exceptional circumstances from the Membership Officer in advance of the meeting. Such an excused absence will not count against the Senator's fulfillment of his/her duties.

And amend the By-Laws Article II, Section 2, clause (a) 4 to insert a new item following item a, which shall read:

b. Grant Senators excuse from absence at public GSG meetings at his/her discretion.

Definition of Quorum

Amend the By-Laws to add Article VIII: Conduct of GSG Meetings, Section 1: Quorum, which shall read:

- (a) Quorum is defined to be a simple majority of active Senators.
- (b) Senators who have an excused absence from a GSG public meeting are counted as being present at that meeting for the purposes of determining whether quorum is met and determining the number of votes needed to pass legislation.
- (c) Quorum must be present at the time the Senate Floor is opened in order to conduct any official GSG business.

Clarification of Voting Procedures

Amend the By-Laws to add Article VIII, Section 2: Voting Procedures, which shall read:

- (a) All votes taken shall require an appropriate majority or supermajority of those Senators present, excepting abstentions, to be in favor of the motion.
- (b) Senators who are granted an excused absence shall submit their votes for pending legislation to the Membership Officer in advance of the meeting.

[Note that clause (a) clarifies how the votes specified in the following locations are to be taken: Constitution Article VI, Section 1; By-Laws, Article V, Section 1, clause (a) 2; By-Laws Article VI, Section 1; By-Laws Article VII, Section 1.]

And amend the By-Laws Article V, Section 1, clause (a) to insert a new item following item 2, which shall read:

3. Removal of an officer requires a two-thirds Senate vote.

There was no discussion and the motion passed.

It was moved and seconded to approve the following legislation as an official interpretation of the foregoing By-Laws amendments:

The following policy is intended as an interpretation and clarification of excused absences, as (vaguely) defined and referenced in the above By-Laws amendments. It is recommended that this be approved as a standing policy by a majority vote.

Implications of the Policy

The Membership Officer has the authority to grant an excused absence for a Senator who has a legitimate excuse for not attending a meeting. The granting of an excused absence should be understood to indicate a cooperative exchange between the Senator and the Membership Officer, where the Senator has already made appropriate effort to secure his/her attendance and to arrange a proxy. This exchange should ensure that the Senator fully understands that he/she must still perform his/her duties in absentium, as described below.

A Senator who must leave the meeting early should follow the same procedures to notify the Membership Officer of his/her absence, request that it be excused, and submit votes for items of legislation for which he/she may be absent.

Expectations for Senators Granted an Excused Absence

A Senator who is granted an excused absence has a responsibility to submit a vote for each item of legislation on the agenda. To be specific, the excuse releases the Senator from fulfilling the duty of attendance (By-Laws Article II, Section 3, clause (c), item 1), but it does *not* excuse the Senator from fulfilling the duty of voting (loc. cit. item 2).

Votes must be submitted to both the Membership Officer and Parliamentarian in writing (email is acceptable) by noon of the day of the meeting. The submitted vote should specify one of the following for *each* item of legislation:

- Unconditional approval: a vote in favor of the legislation, even if the original legislation is amended.
- Conditional approval: a vote in favor of the original legislation, and either an abstention or a vote against the legislation if it is amended on the floor.
- Denial: a vote against the legislation, whether in original form or amended.
- Abstention: abstaining from the vote on the legislation.

A vote of abstention is the default vote cast for a Senator with an excused absence on an item of legislation introduced on the floor.

Senators who are granted an excused absence are expected to give careful consideration to the legislation at hand and, accordingly, to cast an informed vote. As a guideline, an abstain vote should not be a Senator's default vote and should be cast only if there are extenuating circumstances.

Senator Bonistall moved to insert the following sentence at the end of the first paragraph in the "Expectations" section: "Granting of an excused absence is contingent upon receipt of votes." The amendment was passed.

There was no further discussion on the legislation, and the legislation passed as amended.

There was no legislation from the floor.

The Senate Floor closed at 7:01 pm.

VI. ANNOUNCEMENTS

GSG Meetings: second Thursday of the month at 5:30 pm in 127 Memorial Hall

- April 10
- May 8

Elections events:

- Special Elections Meeting: March 20 at 5:30 pm in 127 Memorial Hall
- Voting for officers: March 20-27 online

Fourth Annual Graduate Student Forum: Wednesday, April 23 from 11:00 am to 9:00 pm

- Call for Proposals due February 28
- Registration opens March 24
- Registration closes April 18
- Volunteers are needed to help staff the event and serve as panel moderators. Please contact Joe Brodie at jbrodie@udel.edu if you are interested in helping.

President's Luncheon (for Senators): Monday, May 5 at noon at the President's House

Campus Safety Walk: Monday, April 7 at 7:00 pm. There is limited availability for participation; contact Chris Castillo at castillo@udel.edu if you are interested.

VII. ADJOURNMENT

The meeting adjourned at 7:12 pm.

Respectfully submitted,

Brian Gildemeyer
Graduate Student Government Secretary