

Graduate Professional Student Committee

July 16th 2018- Agenda

Time: 3:00pm

Start Time: 3:00pm

*Invitation sent to: Mitra, Nada, Leila, Constance, Dianelis, Teresa, Michelle*

**Attendees:** *Mitra, Nada, Leila, Dianelis*

- Last Meeting Minute Approval: Confirmed

I. Overview of the last meeting and results

A. TA Orientation final decision

1. Grab and go wraps + breakfast
2. CAT Center requires events to only have vegetarian food options
3. Budget → \$2,000 → Breakfast & Lunch for 2 days
4. Wait 1 week before event for final RSVP
  - a) 65 each day → might be less
  - b) Tablecloth → Jerome → August 14-15 (Nada left a note for Jerome to e-mail Mitra about where we can get it)
  - c) Registration table
  - d) Giveaways at TA orientation? (see below)
5. Water bottles → Answer questions about GPSC presentation

B. SOP edits and decisions

1. Teresa → Two revisions
  - a) Students applying for second time must have D2 and D3 approved definitely
  - b) Revised effective January 1, 2019
2. Revise powerpoint presentation for workshop
3. Changes to e-mail to UGS
  - a) Teresa → "1st June - May 30th" add to e-mail text

II. SOP Points of discussion

A. Do not add

1. Only travel + registration covered, wanted to add accommodation
  - a) Pilot later → too complicated

B. Summer School application - rejected- why?

- a) Anything for credit → not approved
  - b) Add to CV → not related to main education
2. Choice of student → summer school
  - a) Professional development → related to your degree

III. Approval of web form tutorial transcript

A. Teresa and Diego → changes to script

1. Need to talk to Teresa about the changes needed

IV. Discussion and action to open the vacant GPSC seat

- A. Election Commissioner → still none
- B. Can't have a new position elected until they're appointed
  - 1. Last senate meeting was cancelled due to lack of quorum

V. Fall semester for GPSC

A. Meetings

- 1. TBA → Will discuss committee member's schedules in group and send proposed time.
- 2. Tentatively looking at Mondays

B. Events

- 1. August: TA orientation (from Gradskellar funding)
- 2. Will plan more ideas in group chat and send via e-mail. Discuss next meeting

**Next meeting: August 20th @ 1pm**

**Meeting adjourned: 3:52pm**