



## Graduate and Professional Student Association

The Pennsylvania State University  
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GPSA 72 <sup>nd</sup> Assembly Meeting	Wednesday, April 6, 2022	6:00 PM	Zoom
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### Action Items:

- Publicize the Executive Directors application: <https://tinyurl.com/GPSAEDApp>
- Publicize open delegate (College, At-Large, Graduate Council) positions by directing people to <https://gpsa.psu.edu/join/>

### Business Conducted:

- Justin Baker was elected as Speaker of the Assembly
- From March 30th-31st, the GPSA conducted elections for President, Vice President, Faculty Senator, Graduate Council, Academic College Delegates, and UPAC representatives, the results of which can be found here: <https://gpsa.psu.edu/2022/04/04/72nd-assembly-election-results/>
- During this time, the outgoing 71st Assembly also conducted electronic votes on two pieces of legislation:
  - Bill 71-26 ([CERS 2022](#)) authorized the GPSA to spend \$6665.20 to co-sponsor the College of Engineering Research symposium by funding lunch for the attendees. The vote on this legislation was 15 yes, 0 no, and 3 abstentions.
  - Resolution # 71-16 ([Transition Plan Amendment Resolution](#)) modified the transition plan for the GPSA given recent constitutional amendments changing the Treasurer and Secretary positions from elected to appointed roles. Due to the unique timing of these changes, the Secretary and Treasurer of the 71st Assembly will stay on as acting Executive Director of Communication and Acting Executive Director of Finance, respectively, until the application process is concluded and permanent replacements for the 72nd Assembly are appointed by the end of the spring semester. The vote on this legislation was 15 yes, 0 no, and 3 abstentions.

### Agenda

- I. Meeting called to order at 6:02 PM
- II. Roll Call – See Appendix I
- III. Adoption of the Agenda
- IV. Approval of Past Meeting Minutes from 3/23/2022: Approved
- V. Open Student Forum
- VI. Special Presentation: Schönn Franklin, President of the 71st GPSA Assembly
  - a. Mission of the GPSA
    - i. Unified voice representing graduate/profesional students to administration and others
    - ii. Forum to address ideas and concerns

- iii. Support of scholarly activities and professional development
    - iv. Leadership, social, and service opportunities
    - v. Events and activities to promote sense of community
  - b. Governance and Order
    - i. University Policies and Guidelines
    - ii. Constitution, Bylaws
    - iii. Unofficial handbook
    - iv. Robert's Rules of Order
  - c. Executive Branch
    - i. President -> Vice President
    - ii. 3 Departments reporting to VP:
      - 1. Communications (Exec Director of Comms)
      - 2. Finance (Exec Director of Finance)
      - 3. External Affairs (Exec Director of External Affairs)
    - iii. President is CEO of GPSA, presides over executive branch, primary spokesperson and can submit legislation on behalf of GPSA
    - iv. Vice President fulfills presidential roles in the absence of the president, chair Assembly meetings, and runs the day to day of the executive branch
    - v. Exec Director of Communications responsible for publishing information and distributing materials on behalf of the GPSA, taking minutes and recording and publicizing special presentations
    - vi. Exec Director of Finance is responsible for the budget and managing GPSA income and expenditures in line with decisions of the GPSA
    - vii. Exec Director of External Affairs is responsible for maintaining relationships with other offices outside of the GPSA, managing liaisons, getting out information about the GPSA
  - d. Judiciary
  - e. Assembly of Delegates
    - i. Led by Speaker of Assembly
    - ii. Internal Development
    - iii. Professional Development
    - iv. Advocacy and Diversity
    - v. Student Engagement
  - f. **Questions and Comments**
    - i. **Avery** – Are you open to communication about questions in the future?
      - 1. **Schonn** – Of course, I will drop this presentation in the Slack channel in the chat
- VII. Executive Board Reports
- a. President – **Jada Quinland**
    - i. From Jamaica and Antigua, went to undergrad in NYC studying accounting
    - ii. Student Leader Roundtable meeting
      - 1. Mostly an introduction, outgoing leaders mentioning what they have been doing and what they're planning on doing
    - iii. Will be reaching out so that everyone can meet, potentially a dinner with everyone
    - iv. **Questions and Comments**

1. **Matt** – now that you’re taking on this role to lead the GPSA, what do you see as the specific focuses of the GPSA and the role that the GPSA should take?
  - a. **Jada** – I do want to meet with everyone to see what all of our priorities are, I think it’s important to learn about everyone’s personalities and to see what we want to do in terms of outreach, I want to make sure that all graduate and professional students know that we’re here by being more visible on campus
- b. Vice President – **Kailey Elrod**
  - i. Completing my first year of my JD degree, went to Penn State Harrisburg for undergrad, reactivated a student org in the past, excited to get very involved here with GPSA
  - ii. Overview of Robert’s Rules of Order
    1. Motions
      - a. A motion is made
      - b. Second
      - c. Restate the motion
        - i. If there are no objections motions usually stop here
      - d. Active Debate and Discussion
        - i. Will make sure everyone has a chance to speak, please don’t speak over each other on Zoom
      - e. Vote
      - f. Announcement
    2. Types of Motions
      - a. Main motion – Introduces new item
      - b. Subsidiary motion
        - i. Change how motion is handled (amend, previous question ie vote, postpone, refer to committee, postpone indefinitely)
      - c. Incidental Motion
        - i. Housekeeping motions (point of order, information, request to withdraw motion)
      - d. Questions of Privilege
        - i. Motion/point of privilege
  - iii. **Questions and Comments**
    1. **Alex** – motion to previous question (for voting) isn’t the actual vote on legislation, and can just be done with no objection?
      - a. **Kailey** – yes, it’s just to get to the vote, only need the vote in case someone wants to keep discussing
    2. **Rola** – will this be saved anywhere?
      - a. **Kailey** – yes, will make a cheat sheet
    3. **Matt** – is there a place with shared documents?
      - a. **Alex** – yes, I will add to the Slack channel
- c. Executive Director of Communications – **Alex Zhao**
  - i. Outgoing/acting, 6th year PhD student
  - ii. Check sharepoint and make sure you have access
  - iii. Please notify if mispronouncing delegates’ names or if delegates enter the meeting after attendance has been taken.

- iv. Sending out the newswire tomorrow, please submit any event announcements or graphics by noon.
- v. Please notify if you want to be excluded from public recordings.
- d. Executive Director of Finance – **Matt Billups**
  - i. Treasurer for 2 years and will stay on until new Executive Director of Finance is appointed, 4th year Chemical Engineering student
  - ii. Role of Executive Director of Finance
    - 1. Manage GPSA funds
    - 2. Update budget spreadsheet (available to everyone and made available on website and shared folder)
    - 3. Help Assembly members get paid, communicate with ASA office, coordinate vendor agreements, submit personal reimbursements
  - iii. Two accounts
    - 1. Restricted (40) – allocated by Student Fee Board, each year allocated \$59,542 (+ up to 4763 of carry over), evaluated every few years to make sure we are spending money well
    - 2. Unrestricted (30) – organizational funds
    - 3. Legislation passed which authorizes GPSA funds to be spent
      - a. Some non-legislative expenses allowed but must be announced and allow Assembly to object
    - 4. Must follow Student Fee Board rules for restricted (40) account, must follow university guidelines for any purchases
    - 5. Allocations don't align between terms versus fiscal year, this Assembly can spend some of the 2021-2022 funds
  - iv. Purchasing goods or products for GPSA events
    - 1. Pay personally and get reimbursement – make sure to keep receipts
    - 2. Purchase orders or invoices – paid out later
    - 3. Hiring a professional service (DJ, headshots, etc) – must do contract work and become approved vendor, long process so start early
  - v. Co-sponsor event with outside org
    - 1. Cultural events, symposiums, etc
    - 2. GPSA can fund up to 90% of the cost, must have GPSA representative bring legislation to co-sponsor and Assembly approve
    - 3. Fill out co-sponsorship form, can pay for specific line items (food for example)
  - vi. Reach out by email or Slack, please make sure to reach out before buying something (much harder to reimburse later)
  - vii. **Questions and Comments**
    - 1. **Kailey** – Jada and I were talking about putting on a social event so be on the lookout for that
    - 2. **Jada** – is there anything that you want us to emphasize about the budget or spending to pass on to the next Executive Director of Finance?
      - a. **Matt** – the 72nd Assembly does have some responsibility to manage the funds left in this fiscal year, the fiscal year ends June 30th (2 months after our last meeting this year), there isn't a lot of time to pass legislation, it is encouraged to pass and draft that legislation by the next Assembly meeting, you have to

actually use the money not just pass the legislation, there is a responsibility to utilize the allocation

3. **Ian** – if you want to spend more than \$1500 in a single piece of legislation, that requires a roll call vote
- e. Executive Director of External Affairs – Vacant
  - i. No report
- f. Faculty Senate – **Lillian Schaeffer**
  - i. Current Faculty Senator for 2021-2022, responsible for attending Faculty Senate meetings, assigned a committee (Educational Equity), Student Caucus meetings, vote on legislation on behalf of GPSA
- g. Graduate Council – **Claire Kelling**
  - i. Outgoing chair, finishing up 5th year on GPSA so if you have any questions I am happy to help answer them (reach out on Slack)
  - ii. Graduate Council Student Caucus
    1. New chair to be elected in transition meeting
  - iii. Our terms are the whole academic year even though the elections happen earlier
  - iv. Grad Council members vote in GPSA, and Graduate Council
    1. Graduate Council sets academic policies for all graduate programs at Penn State
    2. If you see something that is important to you policy-wise, let me know so they can add that to the agenda for the upcoming year
    3. Current topics include the remote exam policy
      - a. Remote exam blanket exception will be extended through the summer
  - v. If you have any questions about the Student Fee Board also let me know as I was chair for two years
  - vi. Encouraged to hear what Jada said about building community in GPSA, it is one of the most important things about GPSA, building community helps to do good work but also helps to establish friendships
  - vii. **Questions and Comments**
- h. Speaker of the Assembly – Vacant
  - i. No report
- i. Chief Justice – The Honorable **Ian Tennison**
  - i. Thank you so much to everyone who ran, we had a wonderful election
  - ii. Came into the Judiciary last December and have been serving as Chief Justice ever since
  - iii. Judiciary overview
    1. Separate from the Assembly and Executive Branches
    2. Interpret Bylaws, run elections, audit financials
    3. Deal with appeals
  - iv. Chief Justice is ex-officio member of the Internal Development
  - v. Drake Broussard is an associate justice, expecting to nominate the 3rd member soon
  - vi. Thank you so much for getting involved in GPSA and for those who have returned from the last Assembly
  - vii. We do have some spots open (Executive Directors of Comms/Finance/External Affairs), please encourage people to apply to these positions

- viii. Judiciary also in charge of ByLaws and Constitution, recently updated
  - ix. **Questions and Comments**
    - 1. **Matt** – the open positions for the executive directors, how long are those accepting applications?
      - a. **Ian** – we’re working on those, under the Bylaws is that they are open for at least 5 academic days
    - 2. **Rola** – typo on website
      - a. **Alex** – changing now
- VIII. Election of the Speaker of the Assembly
- a. Call for delegates wanting to run for Speaker
    - i. Justin Baker
      - 1. **Justin** – 1st year SIA student, would love to be Assembly Speaker, organization and communication are key, I believe that I have demeanor, manner, and time management skills to make sure anything we want to get done will get done.
  - b. **Questions**
    - i. **Rola** – one of the roles is supporting the work of the committees and chairs, can you tell us more about how you want to do that? Can you tell us more about how you can connect the committees?
      - 1. **Justin** – through teamwork and me making sure that everyone is on the same page, that whatever projects are being worked on that there is no miscommunication
    - ii. **Matt** – have you been able to speak with our former Speaker Sandeep yet?
      - 1. **Justin** – yes, we took some time and making sure I understood the role
    - iii. **Kenneth** – do you have any legislative ideas you think the Assembly should pursue?
      - 1. **Justin** – help the students as much as possible with the little things, making our presence known, me personally give everyone \$5 on their cards for printing
  - c. **Discussion**
    - i. Motion to previous question, seconded, vote by roll call
  - d. **Justin Baker Elected 13-0-1, see Appendix II for details**
- IX. Review of Standing Committees of the GPSA
- X. Reports
- a. Advocacy and Diversity – Vacant
    - i. No reports at this time
  - b. Professional Development – Vacant
    - i. No reports at this time
  - c. Student Engagement – **Ama Agyapong**
    - i. THIS event coming up on April 16, capacity of 55 people who have signed up, hoping to get 120
  - d. Internal Development – Vacant
    - i. No reports at this time
  - e. Liaison Reports
    - i. None
  - f. Student Trustee – Janiyah Davis

- i. Not in attendance
  - g. Advisor – Adam Christensen
    - i. Director of Student Affairs, Research and Assessment, advisor to GPSA
    - ii. Looking forward to working all of you, especially Jada
- XI. Comments for the Good of the Order
- XII. Meeting adjourned at 7:54 PM

### Appendix I

U= Unexcused Absence | E= Excused Absence | P= Present | L= Late | Proxy = Proxy

Position	Name	4/6/22
<b>Executive Board</b>		
President	Jada Quinland	P
Vice President	Kailey Elrod	P
Executive Director of Communications	Alex Zhao	P
Executive Director of Finance	Matthew Billups	P
Faculty Senator (Graduate School)	Savanah Jackson	P
Faculty Senator (Graduate School)	Ali Watts	P
Faculty Senator (GPSA Appointed)	Lillian Schaeffer	P
<b>Judiciary</b>		
Chief Justice	Ian Tennison	P
Associate Justice	Drake Broussard	P
<b>Graduate Council</b>		
Graduate Council	Andrew Miles (IGDP)	P
Graduate Council	Emanuel Chirayath (Engineering)	P
Graduate Council	Tara L. Pickens (Agricultural Sciences)	P
<b>Assembly</b>		
Agricultural Sciences	Sailesh Sigdel	P
Arts and Architecture	Nusrat Tabassum	P
Education	Minyoung Gil	P
Education	Rola Tarek	L
Education	Sean Hembrick	E
Engineering	Arnab Chatterjee	L
Engineering	Tanveer Ahmed	P
Liberal Arts	Kenneth Gatten III	P
Penn State Law	Alejandra Amendola	P
Penn State Law	Avery McLean	P
Penn State Law	Dale Roeck	P
School of International Affairs	Justin Baker	P

## Appendix II

Y=Yes | N= No | A = Abstain | Blank Cell = No Vote

Office	Name	Attendance	Speaker Election: Justin Baker
<b>Graduate Council</b>			
Graduate Council	Andrew Miles (IGDP)	P	Y
Graduate Council	Emanuel Chirayath (Engineering)	P	Y
Graduate Council	Tara L. Pickens (Agricultural Sciences)	P	Y
<b>Assembly</b>			
Agricultural Sciences	Sailesh Sigdel	P	Y
Arts and Architecture	Nusrat Tabassum	P	Y
Education	Minyoung Gil	P	Y
Education	Rola Tarek	L	Y
Education	Sean Hembrick	E	
Engineering	Arnab Chatterjee	L	Y
Engineering	Tanveer Ahmed	P	Y
Liberal Arts	Kenneth Gatten III	P	Y
Penn State Law	Alejandra Amendola	P	Y
Penn State Law	Avery McLean	P	Y
Penn State Law	Dale Roeck	P	Y
School of International Affairs	Justin Baker	P	A
Number of voters in Assembly:	15	Yes (Y)	13
Number of voters present:	14	No (N)	0
	<b>DID I MISS ANYONE?</b>	Abstain (A)	1
		Veto	No