UC SANTA BARBARA
Graduate Student Association
General Assembly Minutes
May 9th | 2023 | 6-8 PM
Hybrid Format

Meeting called by the GSA Co-Presidents Becky Martin and Eugene Riodan Jr
Minutes recorded by Annjulie Vester, VP of Communication & Events

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Introduction and sign-in

Community Agreements

Roll Call ( 23 representatives present)

Approval of last meeting minutes –– MOTION APPROVED

Approval of current agenda –– MOTION APPROVED

Co-Sponsorship Presentations ($300)
- Taco About the Job Market
  - MOTION: APPROVED
- EEMB Graduate Symposium
  - MOTION: APPROVED
- Math Department Spring BBQ
  - MOTION: APPROVED
- Chemical Engineering Chess Series
  - MOTION APPROVED
- Beyond Academia
  - MOTION APPROVED

Administrative Report: Graduate Division

- Graduate Student Experience Survey: Take the survey [here](#)!
  - This UCOP survey asks important questions about departments, mentorship, housing and graduate student representation
- Commencement Sign-up deadline is May 15th!

Administrative Report: Giuliana Perrone (Graduate Council - Academic Senate)

Executive Board Reports

- Internal Co-President (Becky Martin)
  - Changes to the General Assembly in the Fall
    - Introducing a General Assembly representative ‘social and orientation’
- Organizations presenting co-sponsorships must submit information on one single slide to streamline
- Encouraging Zoom participation
- Housing email
- Campus Housing will send an email to waitlisted students to gauge their housing situation

- VP Communications & Events (Annjulie Vester)
  - Election
    - Graduate Internship Fellowship has moved to the 2nd round to interview shortlisted candidates

- VP Graduate Student Affairs (Sara Tyberg)
  - UC SHIP rates have been published for the 2023-2024 academic year
    - Graduate Total bundles Premium ($6,200 per academic year)

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- VP Budget, Finance, & Committees (Adrienne Tsikewa)
  - Childcare Grant Deadline: last business day of Week 8 in each quarter
  - Committee and GA representative stipends must be submitted immediately after the last General Assembly meeting to ensure disbursement
  - Travel Grants: there remains a large surplus of grants, so consider applying here!

- VP External Affairs (Anne Berry)
  - May 3rd, 2023: Coordinating Committee on Graduate Affairs
    - Proposal to discontinue the Master of Advanced Studies in Leadership of Healthcare organizations (UCSD)
  - UC Student Regent interviews at UC Santa Cruz (May 8th, 2023)
  - May 30th and May 31st Sacramento Advocacy Days are postponed
  - June 3rd: Transition Meeting for the Vice Presidents of External Affairs
SPECIAL ELECTION: Vice President of Graduate Student Affairs

- Winner: Felicia Rutland (61.5%)
- Second: Janna Haider (38.5%)
- 1 abstention

ACTION ITEMS

1) General Assembly Representative Stipends - Constitution/Bylaws Change
   - Move to change language to reflect current CA state minimum wage: “The amount of the stipend shall correspond to the current CA state minimum wage times the length of the General Assembly (2 hours)”
   - No discussion
   - MOTION APPROVED

2) Committee Representative Stipends
   - Move to change language to reflect CA state minimum wage and eliminate pay schedule: “The quarterly stipend for serving as a GSA Committee Representative shall be set according to CA state minimum wage. Representatives shall report their committee hours through the Committee Representative Form to the VPFA at the end of each academic quarter.”
   - MOTION APPROVED

3) VPFA Position
   - Addition 1: the Co-President as secondary financial officer:
     - Bylaws: “The Internal Co-President shall be the secondary financial officer of the organization.”
     - Bylaws: “The Internal Co-President shall have access to the VPFA records, including Gmail and Google Drive at all times.”
     - Bylaws: “The Co-President shall attend the VPFA transitional meetings during the Summer before the start of the academic year”
     - Constitution: “If the Vice President of Budget, Finance, and Committees position becomes vacant, the Internal Co-President shall act as interim Finance officer until a special election is held at the next scheduled General Assembly meeting.”
     - MOTION APPROVED
   - Addition 2: VPFA Liaison
     - “The GSA shall hire a VPFA Liaison on an hourly basis to serve as assistant to the VPFA in the beginning of Fall Quarter. The GSA shall publish the announcement of this position widely. The VPFA may delegate responsibilities to the Liaison. The VPFA is responsible for training the Liaison and ensuring that the Liaison complies with any relevant university rules and regulations to protect privacy of students and data.”
     - MOTION APPROVED
   - Addition 3: VPFA stipend increase
     - Amendment to Bylaws, Bylaw V, H (b): “Vice President of Financial Affairs: $2250 during Fall, Winter, and $1000 during the Summer Quarter preceding and the Summer Quarter following their elected term.”
     - MOTION APPROVED

4) VPFA Committee Duties
   - Making the VPCE chief “committee” officer - currently, committee related duties are under the position of the VPFA. To streamline responsibilities, committee duties will be moved to the VPCE position and stricken from the VPFA duties
- “the VPCE shall maintain a list of all GSA Committee Representatives and their contact information“
- “The VPCE shall publicize vacant committee positions and recruit a diverse group of graduate students to serve on campus committees“
- “The VPFA shall handle correspondence regarding the application process for GSA Committee Representative positions“
- MOTION APPROVED

Discussion Items

- Election Committee Bylaw Change
  - UCSB Elections are entirely handled by a third party on campus
  - Existing language in the Constitution establishes a GSA Election Committee which has duties that are not applicable to the practical election process
  - Ranked Choice Voting for Special Elections
    - Current voting practice (plurality) does not reflect well democratic choice of representatives
    - Proposal to change Special Election voting method to ‘ranked choice’
  - MOTION TO INTRODUCE AS ACTION ITEM: APPROVED
- Thriving, Not Just Surviving (TNJS)
  - TNJS is requesting financial support from the GSA ($3000)
  - TNJS is a 501 (c)(3) non-profit organization that provides recovery programs for survivors of sexual assault
    - Graduate Student needs on campus are currently not met
  - MOTION TO INTRODUCE AS ACTION ITEM: APPROVED

Adjournment – – MOTION APPROVED
- Next General Assembly Meeting June 6, 2023

Questions or comments concerning the meeting minutes should be directed to the GSA Co-Presidents, Becky Martin, at int-co-president@gsa.ucsb.edu and Eugene Riordan Jr, at ext-co-president@gsa.ucsb.edu or the VP of Communications & Events, AnnjuMolie Vester, at vpce@gsa.ucsb.edu.
General Assembly
May 9th, 2023
Community Agreements
Community Agreements

- No recording
- Respect the speaker
- One mic one diva
- Step up step back
- Decorum

Zoom Specific Agreements

- Please keep your mic muted when you’re not speaking
- If you have any questions/doubts, please raise your Zoom hand and you will talk shortly.
Robert’s Rules of Order: A Brief Overview

Robert’s Rules of Order Motion Steps

1. Motion: A member rises or raises a hand to signal the chairperson. “I move to…” for approving, adjourning.

2. Second: Another member seconds the motion.
   “Second!” or “I second the motion”

3. Restate motion: The chairperson restates the motion.

4. Debate: The members debate the motion.

5. Vote: The chairperson restates the motion, and then first asks for affirmative votes, and then negative votes.
   “All in favor? Opposed? Abstaining?”

6. Announce the vote: The chairperson announces the result of the vote and any instructions.
Meeting Agenda & Last Meeting’s Minutes
Assembly Vote Required
Meeting Agenda

- Greetings
- Last Meeting Minutes/Current Agenda Approval
- Roll Call/Community Agreements
- Administration Reports
- Vice President of Graduate Student Affairs - Special Election
- Co-sponsorship Presentations (5)
- Executive Board Report
- Action Items (5)
- Discussion Items (2)
- Announcements
- Adjournment
Last Meeting Minutes and Current Agenda Approval
Assembly Vote Required
Administration Reports

GSA Advisor
Graduate Division
Graduate Council
Associated Students
COMMENCEMENT SIGNUP DEADLINE - MAY 15TH
A reminder will be sent out later in the week!

Please complete the Graduate Student Experience Survey
Vice President of Graduate Student Affairs - Vacancy Election
Nominations, Discussion, Voting
Administration Reports

GSA Advisor
Graduate Division
Graduate Council
Co-sponsorship Requests

Checks are no longer disbursed to an individual for co-sponsorships

- Two routes to receive funds
  - Department incurs expense
    - GSA reimburses department via transfer of expense (TOE)
    - This is the preferred route going forward
  - Individual reimbursement via Concur
    - Receipts are needed
      - no off-campus catering if event is on campus. Pizza is the exception
      - no alcohol purchases
      - Gift cards require a separate form
    - Info on how event was announced
      - Shoreline and/or email announcement
    - Info on how many people attended
      - sign in sheet/list of attendees needed
      - should only be name & relation to university (redact perm/phone number or other personal info)
  - VPFA becomes a delegate on Concur
    - this allows me to submit an expense report on your behalf to appropriate person
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Co-sponsorship Requests

- Let’s Taco Bout the Job Market
  - Dee Dee Hong

- EEMB Graduate Symposium
  - Victoria Jones

- Math Department Spring BBQ
  - Michael Keith

- Tea Time with AAUW
  - Miriam Burnett

- Chemical Engineering Seminar Series
  - Liz Schauer
Hey international graduate students,

Let's taco 'bout the job market

Monday, May 8, 1-3 pm
Kerr Hall 1126
Event Goals

For the last few quarters, Olga Faccani, Ph.D. (UCSB alum) from Instructional Development and Dee Dee Hong (2nd year doctoral student, GGSE) from Graduate Student Resource Center have created space for international graduate students to:

- **BUILD COMMUNITY**
- **SHARE RESOURCES**
- **BRAINSTORM**

When it comes to supporting your job search efforts, we’re jalapeño business!
Achievements

- EMAIL NETWORK
- NEW IDEAS
- ATTENDANCE
- FEEDBACK

It's the taco’ the town!
Our funding request

**Tacos:** $3.22 x 50 = $161 + $32 tip = $193

**Drinks:** 1 case of water + 2L of soda = $50

**cups, plates, napkins** = $30

**TOTAL:** $280
Thank you!
Have a spec-taco-lar day!
What is it?

- An Ecology, Evolution, Marine Biology Department Tradition!
  - This will be the 19th year since inception
- Current graduate students present their research
- UCSB community has opportunity to learn about ongoing research and interact with EEMB researchers
- Our primary community building event of the year!
When/ Where is it?

Saturday March 18th, 2023 | 8:30am - 7:00pm
MSI Auditorium and Balcony

Who attends?

- EEMB faculty
- Current graduate students
- Prospective students
- Undergraduate students

https://grad-symposium.eemb.ucsb.edu/
Budget

- Coffee/Tea (UCEN): $852.50
- Lunch (UCEN): $1,368.75 + $106.08 tax
- Dinner (UCEN): $1,325
- Pastries/snacks: $258.88
- Misc supplies (name tags, tacks, tablecloths, etc.): $177.52

Total Budget: $3,982.65

Expected funding from other sources (ASFB, AS startup, Graddiv, EEMB department, attendee donations): $3,978.19

Requesting from GSA for community dinner tablecloths: $77.75
Thanks for your consideration!
Math Department Spring BBQ
Co-Sponsorship Request

Michael Keith // Organized by 4th Year Cohort
• The Math Department Spring BBQ is a tradition bringing grad students and faculty together going back decades.

• It was postponed for the past several years due to the global pandemic.

• Events like this help revitalize department-wide connections that were lost over the COVID era.

• We hope to continue our tradition this spring with the help of the GSA who have historically assisted us in financing our BBQ.
Budget Breakdown

Estimated attendance of 80 people

- Venue: Goleta Beach Park (~$90)
- Food: standard BBQ fare (~$400)
- Drinks: Sparkling water + beer (~$150)
- Total Cost: ~$640

- Funding requested from GSA: $300
UCSB GSA
Co-sponsorship fund application
(Spring 2023)

CHEMICAL ENGINEERING
GRADUATE STUDENT ASSOCIATION

PROFESSIONAL DEVELOPMENT COMMITTEE CHAIR:
Tse-Chiang Huang

CAMPUS REPRESENTATIVES:
Colleen Ahern
Liz Schauer
ChESS: Chemical Engineering Seminar Series

**Goal:**
- Allow graduate students to present their research to a broader audience (campus-wide if funded by GSA)
- Encourage engagement & collaboration between researchers in different fields

**Publicity Plan:**
- ChESS website [chegsa.engineering.ucsb.edu/chess](http://chegsa.engineering.ucsb.edu/chess)
- Emails
- Flyers

**Dates for Spring/Summer Quarters:** 5 talks (~one every month)
- Dates TBD

**Location:** Engineering II, Room 1519 (capacity: 70)

**Requested funding from GSA:** $300 for Spring 2023 Quarter ($60/seminar)
Previous ChESS presenters

My Nguyen
“Studying solution phase behavior in complex formulation with molecularly informed field theories”

Gordon Pace
“Mixed lithium-electron conducting polymers as multifunctional battery binders”

David Zhao
“Multiscale Modeling of Nonionic Surfactant Phase Behavior”
Executive Board Report
Summary of all Executive Officers
Co-Presidents’ Report: Eugene Riordan Jr. and Becky Martin

• Please encourage your departments to take the Graduate Student Experience Survey!
  • Having this data (particularly around housing) is hugely helpful for advocacy on behalf of grad students

• Changes to the GA in the Fall
  • GA rep social and orientation
  • One-slide Co-sponsorships
  • Better involving zoom attendees

• We had an election! People got elected! We’ll be sending announcements this week!

• An email from housing is going to go out, so make sure you encourage your
VP Communication & Events: Annjulie Vester

No news! Managing the Election w/ Eugene and the Internship Fellowship Committee
Next year’s UC SHIP rates have been sent out to campuses - graduate insurance rate increase will be 13% for ‘23-’24 plan year.

- Graduate Total Bundles Premium: $6,200 ($2,067 per quarter)
  - Graduate rates are capped at $2,067/qtr as a result of the Glide Path Plan. This is the last year grad rates will be capped.

EOB voted to reserve $9 million of COVID reserves to cover COVID-19 vaccination in the next plan year for UCSHIP members, after federal emergency status for COVID ends.
VP Budget, Finance, & Committees: Adrienne Tsikewa

- Child care grant deadline is now by the end of Week 8 of every quarter
- GSA reps and committee hours deadline is immediately after final quarter GA meeting
  - This is to ensure that all receive funds in the appropriate quarter due to enrollment status and students can only receive funds from one fund per quarter (e.g. only one child care grant can be issued per quarter)
  - Fall and Winter quarters combined and should be processed soon
- Travel grants
  - Budget still very healthy and expect to pay out all eligible completed application received for rest of year
  - This includes summer conferences
    - Conferences after 9/16/2023 will be considered part of 2023-2024 academic year
  - No longer need to be enrolled in summer courses to receive travel grant.
  - No 2022-2023 conferences will be considered after 9/16/2023
May 3, 2023  Coordinating Committee on Graduate Affairs (CCGA)

- Proposal to Discontinue the Master of Advanced Studies in Leadership of Healthcare Organizations on the San Diego Campus.
- Coordinating Committee on Graduate Affairs (CCGA) - will be June 7 and July 5, 2023.

UCSA/UCGPC Meetings

- May 8, 2023 UCSA/UCGPC student Regent Interview in Santa Cruz.
- May 30 & 31, 2023 Sacramento Advocacy postponed
- June 3, 2023 Transition Meeting
Action Items

Assembly Vote Required

General Assembly Representative Stipends
Committee Representative Stipends
Moving “Committees” from VPFA to VPCE language in the Bylaws
VPFA position to ensure robustness of finances
Action Item 1: GA representative stipend

Current language in the Constitution:
- “The amount of the stipend shall be $22.50 per meeting”

Proposed language
- “The amount of the stipend shall correspond to the current CA state minimum wage times the length of the General Assembly (2 hours)”
  - Example 2023: minimum wage = $15.50, GA length = 2 hours, Amount per attended GA: $31)
Action Item 2: Committee stipends

Current language in the Constitution (p. 42-43)
- “The quarterly stipend for serving as a GSA Committee Representative shall be determined by the following guidelines”

Proposed language:
- “The quarterly stipend for serving as a GSA Committee Representative shall be set according to CA state minimum wage. Representatives shall report their committee hours through the Committee Representative Form to the VPFA at the end of each academic quarter.”
Action Item 3: VPFA position

- **Addition Language in the Bylaws:**
  - “The Internal Co-President shall be the secondary financial officer of the organization.”
  - “The Internal Co-President shall have access to the VPFA records, including Gmail and Google Drive at all times.”
  - “The Co-President shall attend the VPFA transitional meetings during the Summer before the start of the academic year.”

- **Language in the Constitution**
  - 2) Addition on page 11: “If the Vice President of Budget, Finance, and Committees position becomes vacant, the Internal Co-President shall act as interim Finance officer until a special election is held at the next scheduled General Assembly meeting.”

- **Proposal: VPFA stipend increase** for both 1st and 2nd summer ($1000 each)
  - has to train the new Liaison
  - has to train the new VPFA which is much more time intensive than the other officers
I. Creating a VPFA Liaison

a. The GSA Executive Board may choose to hire a VPFA Liaison on an hourly basis to serve as an assistant to the Vice President of Financial Affairs

b. The VPFA Liaison shall be appointed by the Internal Co-President in agreement with the Vice President of Financial Affairs and Chief of Staff

c. The Vice President of Communications and Events shall advertise the position widely at the beginning of the academic year or when the position becomes vacant

d. Duties of the VPFA Liaison:

i. The VPFA Liaison shall support the VPFA in their duties to manage the organization's finances, including but not limited to co-sponsorships, Concur reimbursements, documentation of applications materials etc.

ii. In accordance with their administrative needs, the VPFA shall determine a list of duties for the VPFA Liaison which shall amount to no more than 10 hours per week
Action Item 4: Committee Duties

Making the VPCE the chief “committee” officer

- Language in the Bylaws currently under VPFA position will be stricken from that position and moved to under the VPCE position

  s. The VPFA shall maintain a list of all GSA Committee Representatives and their contact information.
  t. The VPFA shall publicize vacant committee positions and recruit a diverse group of graduate students to serve on-campus committees.
  u. The VPFA shall handle correspondence regarding the application process for GSA Committee Representative positions.

- Language in the Bylaws
  - 1) Strike from the VPFA and move to the VPCE: “Serve as the primary liaison to campus committees and GSA Committee Representatives”
Vote here - only if you are a department representative!
Discussion Items
Election Committee
Thriving, Not Just Surviving
Discussion Item 1: Updating Election Process

*Updating bylaws to reflect reality of elections*

**BYLAW VI: GSA ELECTIONS AND VOTES**

**B. The GSA Election Committee**

a. The GSA VPCE shall open nominations and the GSA Assembly shall select the Election Committee members no later than the first meeting of Spring Quarter.

b. For any GSA election, the GSA Assembly shall select up to four (4) GSA members to serve on an ad hoc GSA Election Committee.

c. The GSA Election Committee membership shall include up to three GSA members and one (1) GSA Officer who does not intend to run for office.

d. The GSA Assembly shall appoint one of the Election Committee members to serve as Election Committee Chairperson.

e. A member of the Election Committee may be removed for cause by a two-thirds (66%) vote of the GSA Assembly.

f. c. As required by the Constitution, the GSA Co-Presidents shall also be ex-officio members of the Election Committee (GSA Constitution Article III).
Discussed Item 1: continued

E. Conducting Routine Elections
b. Immediately following the close of nominations, the GSA has the option to, though is not required to hold a Candidates’ Forum.

G. Conducting Special Elections
b. Nominations for a GSA Officer position shall be taken from the floor or by email preceding the special election.

h. The winner of the election shall be determined by a plurality of votes of ranked choice.

MOTION to introduce as Action Item?

Note: any bylaw changes we vote on today (this and others) need to be approved in our next meeting.
Discussion Item 2: Thriving, Not Just Surviving - Survivor Healing Program for Graduate Students

1) The Need
   ● High rates of IPV on college campuses heavily affect graduate students.
   ● However, graduate students don’t have access to resources and don’t feel comfortable going to the same programs undergraduate students do.
   ● The gap: a safe, and accessible healing space for graduate students offered at no cost.

2) Who We Are - The Thriving Initiative
   ● We are a 501(c)(3) nonprofit offering healing and recovery programs for survivors of sexual assault, stalking, dating and domestic violence (IPV).
   ● We deliver measurable improvements in mental health through community-based, survivor-centered programming.
   ● We run quarterly, seven week programs featuring diverse healing modalities such as dance, art, and earth as healing led by local clinicians and community members.
Thriving, Not Just Surviving - Survivor Healing Program for Graduate Students

1) Key Aspects
   ● We are an independent 501(c)(3) non profit organization
     ○ Non-institutional and no mandating reporting.
   ● Community and peer-based model, centering survivors - not trauma,
   ● Our programs are offered free of cost, we need your support to continue this crucial piece of our work!

2) Our Success
   ● Proven long-term healing benefits (based on survey results)*
   ● Decreased: symptoms of anxiety (-32.5%), sleeping difficulties (-24%), flashbacks (-29%)
   ● Increased: feelings of safety (+36%), sense of community (+26%), ability to use coping strategies in response to triggers (+38%)
Thriving, Not Just Surviving - History

- Three healing and recovery groups held last year
  - 65 interest forms filled out since Fall 2021.
  - Over 20 graduate students completed our seven week program.
  - We funded the first two programs and GSA generously funded $3,000 for our Spring Program in 2022.

- Hear from previous Grad student participants
  - “It felt good to know that there was a space specifically for graduate students because it feels a bit isolating on a campus that is mostly undergrads.”
  - This group really helped my mental health by making me feel like I had a community of resilient people outside of professional contexts or family.
  - I have learned new ways to care for myself and practical ways to incorporate them into my schedule. I also feel less alone in my fight against my trauma.

- Challenges this year.
  - Funding, consistency, volunteer engagement

- Spring 2023
  - Your support now doesn’t just influence this quarter but builds sustainability and continues last year’s precedent for the future.
Thriving, Not Just Surviving - Empowering Survivors

1) Impact of a $3,000 investment
   ● GSA’s $3,000 contribution would directly provide partial funds for essential grad-specific survivor programs.

   ● Ensure the continuity of the healing program for graduate student survivors and help us leverage support from the outside community.

   ● Champion a culture of supporting survivors.
Thriving, Not Just Surviving Budget - Spring 2023 Funding Request

1) Quarterly, seven-week healing and recovery series only for graduate students.
2) Full cost for this quarter are significantly higher, we are requesting $3,000 from GSA.

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<td>Workshop Associated Costs</td>
<td>$208.00</td>
<td>Parking at confidential workshops, space rental, transportation, officer stipends, etc.</td>
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<td>Thriving Facilitators Fee</td>
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<td>Provider/Clinician fees, staff hours to prepare, deliver, and conclude Graduate student only TNJS for the quarter</td>
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<td>* Please note the total cost to run the workshop is significantly higher than the costs represented here.</td>
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Help Our Community ~ Thrive ~
Additional Ways to Show Support

1) Tell your friends, students, supporters in the community

2) Volunteer with US!
https://forms.gle/88UkYijq6jj5ZxSj7

3) Share our social media
   - Every share counts towards expanding the accessibility and impact of this work!

Website: thethrivinginitiative.org
Instagram: https://www.instagram.com/thrivinginitiative
LinkedIn: https://www.linkedin.com/company/the-thriving-initiative
Announcements
Adjournment

Next General Assembly in April