

**CGPSA- Commission on Graduate and Professional Student Affairs**  
**November 1, 2022**  
**3:30-5:00**  
**GLC Conference Room 238**  
<https://virginiatech.zoom.us/j/85958241361>

Meeting ID: 859 5824 1361

**Present:** Alice Fox, Aimée Surprenant, Carrie Mayer, Kayla Alward, Janice Austin, John Barbish, Arthur Ball, Anna Buhle, Caroline de Jager, Martha Glass, Stephen Kleiber, Lee Learman, Jack Leff, Lauren Panny, Sally Shupe, Lauren Surface, Nick Whitesell, Kenneth Wong

**Absent with Notice:**

**Absent:** Stephen Kleiber, Tyler Walters

**Guests:** Lori Buchanan, Monika Gibson, Todd Schenk

Alice called the meeting to order at 3:30. A quorum was present.

**1. Adoption of Agenda**

Alice made a motion to adopt the agenda. The motion carried.

**2. Approval of Minutes**

Alice made a motion that minutes from the September 6<sup>th</sup> and October 4<sup>th</sup> meetings be approved. The motion carried.

**3. Member Reports**

**a. Graduate School Updates—Dean Surprenant**

\*Grad Stipend Task Force is continuing to meet and great progress is being made. There are going to be 2 recommendations made to the provost in December. One is to recommend that comprehensive fees are covered. Two is to reduce the lowest steps of the stipend scale. Step 13 should be the minimum and other steps will be gradually deleted to phase in minimum assistantship stipend.

\*Dean Surprenant is looking into micro credentials earned by doing professional development.

**b. Faculty Senate Update—None**

**c. UGSS**-No reps yet and no report

**d. CUSP**-Alice

\*working on a resolution to waive entry requirements for Pathway students getting a second degree (bachelor's).

**e. GPSS**-Alice

\*There was the first discussion of the sanitary napkin resolution. There will be more discussion on the topic.

\*House survey is ongoing.

**4. General Orders**

**a. Presentation from The Market at VT—Kas Church**

Kas discussed what The Market is. Fall 2021 is when they first started in their space in the University City Blvd Mall. There are 115 students enrolled. 85% are graduate students. There is currently a waitlist. The Market provides groceries on a weekly basis. There are about 7 or 8 pocket markets around campus, are mini pantries. This is still a pilot program. Kas will send the commission a one-page flier to outline all of this information more.

**b. Presentation from Office of Sustainability—Todd Schenk and Jack Leff**

Todd and Jack shared a presentation of 15 goals of the Climate Action Commitment. The presentation is in the shared drive.

**c. Discussion on finalized composition and responsibilities of the Student Fee Allocation Approval Committee (joint sub-committee between CUSA and CGPSA).**

\*Alice was looking for 4 members from each commission to be a part of this study. Two needs to be students and two needs to be non-students. Caroline de Jager, Jack Leff, Kenneth Wong, and Sally Shupe all volunteered.

**d. Initial discussion/feedback New Graduate and Professional Conflict of Interest Policy, Graduate and Professional Contract Policy, Graduate Accommodations Policy, Graduate Instructor of Record Policy and Working with DAP (CGPSP-SC)**

**\*Grad Contract Policy—**

- ❖ HR and career services have both seen the document
- ❖ It was suggested to remove the section on wages, fellowships, and internships (co-ops).
- ❖ Wage positions are project-based and have no end date.
- ❖ A suggestion was made to do assistantships first or in two different resolutions.
- ❖ Fellowships allow students to be paid over the summer.
- ❖ Keep the policy simple. For example, department will provide a general description of duties, work location, etc.
- ❖ This contract will make details clearer when contracts are generated.
- ❖ A member suggested students on assistantship have a dialogue early on with their department to go over expectations.

**\*Conflict of Interest Policy---**

- ❖ DAP Committee is currently working on this.
- ❖ The policy is missing: what happens when a conflict is identified? What's the next step? Who is it reported to? What's the reporting mechanism?

**\*Assistantship Policy---**

- ❖ Increases the capacities of SSD
- ❖ Alice is working with Shernita Lee and Kelly Oakes.

**5. New Business**

**GPSS Resolution 2022-2023 A: Resolution to Provide Sanitary Products for All Campus Bathrooms**

There were no objections to this proposed resolution.

A member mentioned tuition funds cannot be used for this.

**6. Adjournment-**

There being no further business, a motion was made to adjourn the meeting at 5:04.