

Cornell University  
Graduate and Professional  
Student Assembly

**Cornell University Graduate and Professional Student Assembly**

Agenda of the September 12, 2022 Meeting

5 PM – 6:30 PM

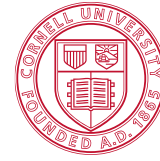
Physical Sciences Building room 401 or via [Zoom](#)

*Join us at the Big Red Barn after the meeting for drinks!*

- I. Call to Order
- II. Roll Call
- III. Late Additions to the Agenda
- IV. Approval of the Meeting Minutes
- V. Presentations
  - a. Jen Forbes: Big Red Barn updates
  - b. Andrew Murtha: event funding
- VI. Breakout Session by Division
- VII. New Business
- VIII. Business of the Day
  - a. Retreat updates
  - b. Graduate/ professional student elected trustee information and election
  - c. Committee appointments for all voting members
- IX. Reports of Officers and Committee Updates
  - a. Executive Committee
  - b. Operations
  - c. Appropriations
  - d. Communications
  - e. Finance
  - f. Student Advocacy
  - g. Diversity and International Students
  - h. Programming
  - i. Faculty Awards
  - j. General Committee
  - k. Graduate School
- X. Open Forum
- XI. Adjournment

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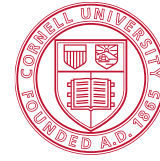
*If you are in need of special accommodations in order to fully participate, please contact Student Disability Services at (607) 254-4545 or the Office of the Assemblies at (607) 255-3715 or [assembly@cornell.edu](mailto:assembly@cornell.edu) prior to the meeting.*



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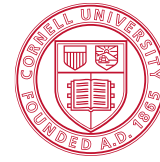
# GPSA Finance Commission

Andrew Murtha, Chair  
GPSA General Meeting  
9/12/2022



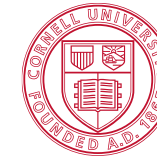
# Outline

- Who are we?
- How do you get money?
- How do we review budgets?
- What has changed for this year?



# What is the GPSAFC?

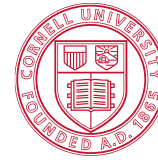
- We fund events put on by grad/professional students
- Funds are from student activity fee
- Events must be:
  - Inclusive - open to all grad/professional students
  - Need-based - funding is event-specific
  - Extracurricular - not directly funding academic uses



# How do you get money?

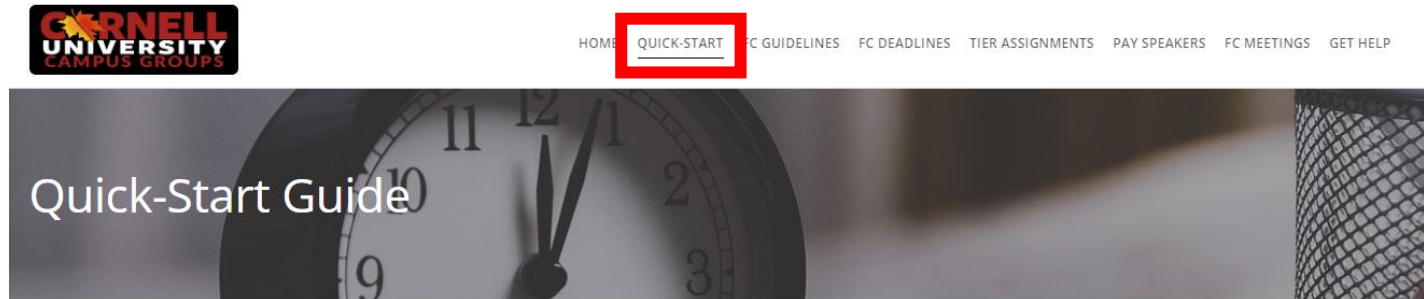
- **Campus Groups**
  - Submit budget request before date of event
  - Reviews start first Tue of month
  
- **SOBO**
  - Payment requests
  - Reimbursement

Type	Budget Opens	Submission Deadline	Review Date
Tier-Related	N/A, email gpsafc@cornell.edu to apply for tier increases/appeals	Aug. 26 <sup>th</sup> , 2022 - Application for Tier Increase	Sept. 15 <sup>th</sup> , 2022
		Oct. 3 <sup>rd</sup> , 2022 – Tier Appeal	Oct. 15 <sup>th</sup> , 2022
Fall/Spring Budgets			
August	Aug. 8 <sup>th</sup> , 2022	Aug. 26 <sup>th</sup> , 2022	Sep. 15 <sup>th</sup> , 2022
September	Aug. 26 <sup>th</sup> , 2022	Sep. 30 <sup>th</sup> , 2022	Oct. 15 <sup>th</sup> , 2022
October	Sep. 30 <sup>th</sup> , 2022	Oct. 28 <sup>th</sup> , 2022	Nov. 15 <sup>th</sup> , 2022
November	Oct. 28 <sup>th</sup> , 2022	Nov. 25 <sup>th</sup> , 2022	Dec. 15 <sup>th</sup> , 2022
January	Jan. 3 <sup>rd</sup> , 2023	Jan. 27 <sup>th</sup> , 2023	Feb. 15 <sup>th</sup> , 2023
February	Jan. 27 <sup>th</sup> , 2023	Feb. 24 <sup>th</sup> , 2023	Mar. 15 <sup>th</sup> , 2023
March	Feb. 24 <sup>th</sup> , 2023	Mar. 31 <sup>st</sup> , 2023	Apr. 15 <sup>th</sup> , 2023
April	Mar. 31 <sup>st</sup> , 2023	Apr. 28 <sup>th</sup> , 2023 <b>(Last date to submit budgets for the current academic year)</b>	May 15 <sup>th</sup> , 2023
Summer 2023	Mar. 31 <sup>st</sup> , 2023	May 19 <sup>th</sup> , 2023	May 26 <sup>th</sup> , 2023



# How do you get money?

- Campus Groups
  - Submit budget request before date of event
  - Reviews start first Tue of month
- SOBO
  - Payment requests
  - Reimbursement

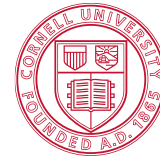


Click the Quick-Start Guide for easy instructions on using CampusGroups!

[CampusGroups Quick-Start Guide](#)

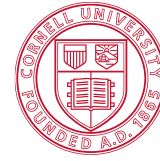
This guide contains instructions on how to create budget requests as well as payment requests.

Note that as of August 25, 2020, temporary COVID-related policies have been put into place for 2020-2022, and several permanent changes have been made to the FC guidelines. You can find those changes [here](#).



# How do we review requests?

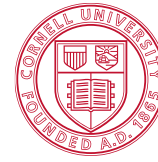
- Commissioners meet (Tier 4 reps + other volunteers)
- Two commissioners review each budget
- Comments/need for more info is initiated through Campus groups
- Allocation finalized by 15<sup>th</sup> of month



# Tiers

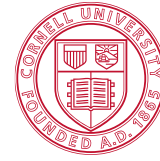
- Total allocations for academic year
- Tier 1: \$500
- Tier 2: \$1,500
- Tier 3: \$2,500 (50% attendance at GPSA meetings)
- Tier 4: \$3,500 (above requirement + FC representative)
- Moving up/down
  - Up - 90% fund utilization + org growth (Tier 4 must reapply)
    - application opens in April, closes end of next August
  - Down - failure to use 80% of allocated funds





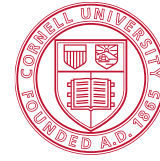
# What we cannot fund

- Events not open to all grad/professional students
- Events that occurred before date of budget submission
- Off-campus events (exceptions are rarely made)
- Religious events and partisan political activities
- Direct donations to charities
- Money, trophies, or prizes for Cornell students, faculty, or staff (3 prizes each below \$75 are ok)
- Web design and web hosting unless for an online publication
- T-shirts and clothing (except non-personal jerseys for club sports and prizes)
- Hard alcohol
- Alcohol expenditures above 10% of an organization's Tier Cap (exceptions are sometimes made; contact the GPSAFC Chair if you have questions about this)
- Publicity and media expenditures (e.g. stickers) above 5% of the Tier Cap
- More in [GPSAFC guidelines!](#)



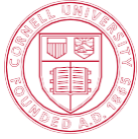
# What has changed for AY 2022-23?

- Events with admission cost prohibited, unless clear and accessible fee waiver option is provided
- Honorarium cap raised to \$1000 from \$500
- Proof of Big Red Barn reservation



# Get in touch!

- [gpsafc@cornell.edu](mailto:gpsafc@cornell.edu) or [anm247@cornell.edu](mailto:anm247@cornell.edu)
- Meetings are open - schedule is on our website
- Anyone can be a commissioner (new chair elections in Jan. 23)



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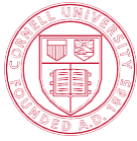
**Cornell University Graduate and Professional Student  
Assembly**

Minutes of the August 29, 2022

Meeting 5:00 PM – 6:30 PM

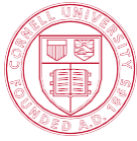
165 McGraw Hall | Zoom

- I. Call to Order**
  - a. P. Hanley called the meeting to order at 5:04 PM.
- II. Roll Call – *Met Quorum***
  - a. *Present* : S. Bright-Thonney, K. Cram, M. Dew, S. Graham, M. Heene, Y. Joo-Kang, K. Karnuta, A. Khylyustova, J. Kim, A. Majumdar, M. Matthews, M. Minelli, N. Moore, C. Ohenewah, A. Patel, N. Perez, G. Smits, J. Washington, T. Wolford, S. Yang
  - b. *Absent* : E. Arnot, B. Hayes, A. Murtha, A. Wunsch,
  - c. *Guests/Non-Voting Members* : Y. Cho, P. Hanley, E. La, K. Lee, E. Ma, S. Sydorenko, K. Boardman
- III. Late Additions to the Agenda**
  - a. There were no late additions to the Agenda.
- IV. Approval of the Meeting Minutes**
  - a. There were no meeting minutes to approve.
- V. Presentations**
  - a. No presentations.
- VI. Breakout Session by Division**
  - a. P. Hanley stated that members would divide into 5 breakout groups to discuss issues and ideas.
  - b. P. Hanley stated that for this meeting, attendance for individual breakout sessions would not be monitored as the groups still need to be finalized.
- VII. New Business**
  - a. Election for the VP of Communications
    - i. P. Hanley stated an overview of the VP of Communications role and began nominations.
      1. Kate Boardman introduced themselves to the assembly.
      2. **K. Boardman** was elected to serve as VP of Communications with 27 votes in favor, 0 abstentions, and 0 votes against.
  - b. Election for the Chair of the Student Advocacy Committee
    - i. P. Hanley stated an overview of the Chair of the Student Advocacy Committee role and began nominations.
    - ii. Annika McGraw nominated.



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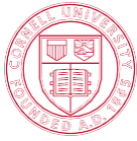
1. A. McGraw introduced themselves to the assembly.
2. A. McGraw was elected to serve as Chair of the Student Advocacy Committee with 27 votes in favor, 0 abstentions, and 0 votes against.
- c. Sarah Carillo nominated for Social Sciences Representative
  - i. S. Carillo introduced herself
  - ii. **S. Carillo** was elected to serve as Social Sciences Representative with 28 votes in favor, 0 abstentions, and 0 votes against.
- d. Katie Chapman nominated for Physical Sciences Representative
  - i. K. Chapman introduced herself
  - ii. **K. Chapman** was elected to serve as Physical Sciences Representative with 28 votes in favor, 0 abstentions, and 0 votes against.
- e. Nominate a GPSA Representative to the Graduate School General Committee
  - i. K. Boor introduced herself as the Dean of the Graduate School and introduced the General Assembly. K. Boor stated that there are 2 graduate student positions and 1 position currently open after a student stepped down. K. Gore noted that the term is 2 years long.
    1. In response to question if the role would be necessitated for 2-years when one's program is not the full 2-year duration, K. Boor noted that the 2 year commitment is a preference, though not a requirement.
    2. R. Horner noted that Zoom participants could not hear and asked for words to be repeated.
  - ii. P. Hanley opened the floor for nominations.
    1. Jean Saberty self-nominated themselves and introduced themselves.
    2. Michell Heeny self-nominated themselves and introduced themselves.
    3. Raksha Thapa self-nominated themselves and introduced themselves.
    4. A. McGraw self-nominated themselves and introduced themselves.
    5. G. Smits self-nominated themselves and introduced themselves.
  - iii. **G. Smits** was elected to serve as GPSA representation to the Graduate School General Committee.
- f. Resolution 1: GPSA Internal Budget 2022-2023**
  - i. N. Moore (VP of Finance) introduced the draft for the GPSA Internal Budget for the 2022-2023 academic year. N. Moore stated that the total income is taken from the student activity fee and noted that no money from the GPSA reserve would be planned for use this year unless brought up in a resolution. N. Moore noted that approximately 80% of the previous year's budget was spent.
  - ii. P. Hanley noted that the Big Red Barn resolution did not fail but instead did not receive enough votes, meaning that all the reserve money is still available.
  - iii. N. Moore noted that no budget was cut, and that the GPSA Annual Retreat



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and Training Day has also been allocated money and emphasized the importance of the day to share a vision and understanding with one another. N. Moore noted the Student and Organization Hardship line in the budget due to the \$20,000 excess now available since 3-years of Annabel's Grocery funding has been completed.

1. Dean Boor stated that the Dean of Students has an Emergency Action Fund that would be a better funnel for money rather than through financial aid.
  2. N. Moore noted the importance of equity between masters and doctorate students.
  3. In response to question regarding how students would gain access to student hardship funds. N. Moore stated that the money would be accessed through the Dean of Students.
- iv. M. Matthews questioned the \$5,000 expenditure on the GPSA Annual Retreat.
1. N. Moore stated that there is a consultant being paid for to ensure that the retreat can be of good quality, and that as such this expenditure won't repeat in next years.
  2. M. Heeney questioned how it can be insured that information about the retreat can be continually passed down.
- v. P. Hanley opened the floor for voting on Resolution 1.
1. Resolution 1 was passed with a vote of 16-0-0.
- vi. N. Moore noted that the budget will be continually improved upon during the retreat and emphasized the importance of autonomy and knowledge of one's own spending. N. Moore stated details on the retreat and emphasized its importance.
1. K. Karnuta noted the 2-day layout of the retreat.
  2. P. Hanley noted that if, as a voting member, one is not yet part of a committee, to email indicating which they would be interested in joining.
- g. Overview of the new process for approving expenditure requests from parties outside of the GPSA, but using GPSA sub-committee funding
- i. P. Hanley stated that if under \$3000, the expenditure may be approved by a simple vote, while any over \$3,000 needs a 2/3 majority vote.
- h. Discuss upcoming strategic planning sessions
- i. Big Red Barn redesign and establishment of a planning committee
- i. K. Karnuta noted that the Big Red Barn could use a new special committee for input on both expenses and aesthetics for the Barn and take in input from other graduate students.
  1. P. Hanley stated that the GPSA can create ad hoc committees.

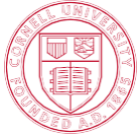


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- ii. P. Hanley motioned to extend the meeting by 10 minutes. () seconded. The motion was approved.
- j. GPSA training retreat update
- k. Vote on the Fall 2022 GPSA meeting calendar
  - i. P. Hanley brought the calendar to a vote.
  - ii. The motion **passed**.

**VIII. Reports of Officers and Committee Updates**

- a. Executive Committee
  - i. P. Hanley stated that there were no updates but emphasized outgoing emails coming soon.
- b. Operations
  - i. J. Washington stated that an email would be coming to help GPSA members get to know each other better through an introductory survey to fill out.
- c. Appropriations
  - i. No updates were reported.
- d. Communications
  - i. P. Hanley stated that a newsletter would go out soon.
- e. Finance
  - i. No updates were reported.
- f. Student Advocacy
  - i. No updates were reported.
- g. Diversity and International Students
  - i. N. Perez stated her desire to host a town hall to give space for students to offer input and emphasized that, should there be any organizations one might know of who'd like to get involved.
- h. Programming
  - i. M. Matthews stated that this morning, a NASA launch party was hosted in the Big Red Barn and emphasized her excitement to host some networking nights.
- j. Faculty Awards
  - i. No updates were reported.
- k. External Committee
  - i. No updates were reported.
- l. Graduate School
  - i. Dean Boor stated the Graduate School's excitement to hear input.
  - ii. Dean Boor noted a new art installation addressing issues of food insecurity and food waste and urged members to stop by.



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**IX. Open Forum**

- i. Nothing was discussed.

**X. Adjournment**

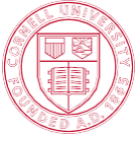
- i. The meeting was adjourned at 6:38 PM.

Respectfully Submitted,

*Jennifer J. Zhang*

Clerk of the Graduate and Professional Student Assembly





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