



## Purdue Graduate Student Senate (PGSS)

Seventh Meeting

Wednesday, November 29<sup>th</sup>, 2023; 6:00 PM - **End Time: 8:20 PM**

*Purdue Graduate Student Center (PGSC), Room 105 A/B*

**Guest Speaker:** Dr. Brenda Masiga-Crowell, Senior Director, PUSH (6:00 - 6:20 PM)

- I. Student Health services. PUSH tends to carry myths and beliefs, so prefers to call it Student Health Services.
- II. Serves the primary care needs of the Purdue Student community
  - A. Located at 601 Stadium Mall Drive.
  - B. Office visits for illness or injury are free for full-time students
  - C. There are fees for physical exams and other services.
- III. Physicians, Nurse Practitioners, and more. 65-person interdisciplinary team of people working to provide health care to students.
  - A. Wellness and prevention, illness and injury, etc.
  - B. Part-time and non-degree seeking students have to pay a fee
- IV. Services and supports
  - A. General medicine
  - B. Acute and chronic illness/injury
  - C. sexual and reproductive health
  - D. and more
- V. 42 openings for unplanned visits per day
- VI. Opened M-F 8-5, Saturday 10-6:00 pm
  - A. Schedule an appointment through the patient portal by visiting [purdue.edu/push](http://purdue.edu/push)
    1. or call 765-494-1700
  - B. If you have trouble with the portal you can always call
- VII. Insurance is available for students attending classes on campus.
  - A. If you need insurance now (life-changing events) you can call and someone will assist you to get insurance
- VIII. There is a lot of info on our website – we are working on changing the website. [purdue.edu/push](http://purdue.edu/push)
- IX. Immunization history must be uploaded prior to september 30
  - A. Any missing immunizations must be obtained by this date.
  - B. You will not be able to register for next semester if you are not up-to-date on your immunizations.
- X. Insurance support team
  - A. email [student-insurance@purdue.edu](mailto:student-insurance@purdue.edu)
  - B. or call 765-496-3998
  - C. Student health plan is managed by the Purdue HR student benefits office.
  - D. If you have any questions or concerns regarding the plan itself, you can send them to me, but I will send them to the benefits office.
- XI. Our staff is passionate about what we do.
- XII. Period of questions
  - A. Are free services only free for those on the health plan, or if you are a student?
    1. Free to those who are a full time student on campus.
  - B. What categorizes us as full-time?
    1. It is based on credit hours
  - C. Do you take blood testing?
    1. Yes we do. We will draw blood and send it to be analyzed.
    2. It is a different service through us.
    3. You do not need to go through PUSH to get blood drawn.

4. If you are new to blood testing, yes you can still go to the lab corps. You have to get orders from a provider.
5. It can be any provider, in and out of state.
- D. LabCorps is located in PUSH – are there discounts based on who you are referred by?
  1. The charge is the same, but the pricing is different for students. So you will get the student pricing, regardless of your provider.
  2. If you go to labcorps elsewhere, you will not get the student discount.
- E. What percentage of consultation fees are covered for part-time students
  1. \$15 copay – you will not pay more than \$15
- F. Where can I find information about services provided by PUSH?
  1. They are on the website under “Medical Services”
  2. 11 Nurse practitioners and physicians
  3. Care providers will give you care to the extent of their education
  4. We want to help with more than just colds
  5. We are accredited through the AAAHC – We are on our 6th year of accreditation
    - a) There are standards we have to meet to earn and keep this accreditation

## **AGENDA**

- I. Call to Order**
  - a. Called to order at 6:21 p.m.
- II. Roll Call\***
  - a. Announcement of Newly Elected Senators and Alternates
    - i. Newly Elected Senators will be appended to these minutes (Appendix A)
  - b. Executive Board
    - i. Present
      1. President
      2. Parliamentarian
      3. Diversity Chair
      4. Senate Chair
      5. Grant Review and Allocation Committee Chair
      6. Chief of Staff
      7. Public Relations Officer
      8. Community Team Chair
      9. Treasurer
    - ii. Not Present
      1. Career Team Chair
      2. Life Team Chair
      3. Legislative Affairs Officer
  - c. Senators
    - i. 46 of 61 Senators present. Quorum is met.
    - ii. The Senator Attendance List will be appended to these minutes (Appendix B).
- III. Approval of Minutes (*General Consent*)**
  - a. Reading waived by general consent.
  - b. No amendments to the minutes were made.
  - c. Minutes approved by general consent.
- IV. Approval of the Agenda**
  - a. Motion to move consideration of other unfinished business to the end of the meeting made by Parliamentarian
    - i. Seconded by Senator from History

- ii. Amendment is so approved
  - b. No other amendments made to the agenda
  - c. Agenda approved by general consent
- V. **Consent Agenda** (*any item may be removed by a single voice*)
  - a. **Committee and Team Reports**
    - i. **Career Team Minutes - November 2023**
      - 1. The Career Team Minutes will be appended to these minutes (Appendix C).
    - ii. **LRC Minutes**
      - 1. **October 2023**
        - a. The October LRC Minutes will be appended to these minutes (Appendix D).
      - 2. **November 2023**
        - a. The November LRC Minutes will be appended to these minutes (Appendix E).
  - b. **Other Reports**
    - i. **University Senate Newsletter - November 2023**
      - 1. The University Senate Newsletter will be appended to these minutes (Appendix F).
    - ii. **LRC Constitutionality Reports**
      - 1. **Constitutional Opinion 1: *Constitutional interpretation of a PGSG official sending out an email to the broader public without the knowledge of the Public Relations Officer***
        - a. The LRC Constitutionality Report, Constitutional Opinion 1 will be appended to these minutes (Appendix G).
  - c. **Reports of University Committees and Boards**
    - i. No reports
  - d. **Officer Reports**
    - i. **December Officer Reports**
      - 1. Officer Reports will be appended to these minutes (Appendix H).
    - ii. **Treasurer - PGSG Record of Expenses**
      - 1. The PGSG Record of Expenses will be appended to these minutes (Appendix I).
- VI. **Other Reports**
  - a. **LRC Constitutionality Report (For a procedural vote on adoption by the Senate)**
    - i. **Constitutional Opinion 2: Duties of the PRO and PR Committee**
      - 1. The LRC Constitutionality Report, Constitutional Opinion 2 will be appended to these minutes (Appendix J).
      - 2. Parliamentarian/Chair of LRC – the first report addressed a question and does not make any claims that need to be adopted
        - a. This second one requires adoption by the Senate body.
        - b. It covers and clarifies the duties of the PRO seeing as there was a lot of confusion after the last Senate meeting
        - c. Move for adoption of resolved clauses in LRC constitutional opinion #2
        - d. Senate Chair reads the summary of the report
      - 3. Discussion
        - a. Question (Q) – Is there a finite definition for publicity materials?
          - i. Parliamentarian – if you check the ruling, it goes into more detail, but it includes flyers, blog posts, etc.

- ii. Senator feels like it is too broad of a definition. This would include stuff like a billboard.
    - iii. Parliamentarian – the current wording is to allow people to request it, but the process is long enough that someone may not want to do that. We do not want to limit growth and opportunities.
  - b. Q – Clauses that the PRO does not need final approval for final materials – is there a concrete definition for “already aware of”? Feels like this is an easy way for things to get stuck in the process. Sort of a yellow flag and makes me think that there is not clear guidelines of the process, just what is required in general and could make things get stuck easily
    - i. Parliamentarian/Chair of LRC – the limitation to this ruling is that it is an interpretation of the current governing documents
      - 1. The current documents have this yellow flag
      - 2. We are walking a tightrope between allowing opportunities and growth.
      - 3. Requiring the approval of the entire EBoard would tie things up as well.
      - 4. This ruling is just an interpretation of what we have
      - 5. If you want to tighten this up, I recommend writing amendments to our constitution. The LRC is willing to help with this if anyone is interested
  - c. Q – Would there be a time period for these periods and expectations and such?
    - i. Like for flyers, videos, etc.?
    - ii. Parliamentarian/Chair of LRC – nothing here limits timing. They are left up to specifications of the bodies requesting help.
      - 1. These can be set by the PR committee. They are required to have a code of operations. Currently only the LRC has a code of operations.
  - d. Q – Could the parliamentarian provide justification for the second to last clause?
    - i. Parliamentarian/Chair of LRC – the parliamentarian technically cannot, but the chair of the LRC can
      - 1. Limitations to the publicity materials – it is not only the PRO and his committee who makes these materials. Teams can do their own materials. PRO will need to give some branding guideline checks, but otherwise it is okay for teams to do their own thing.
  - e. What is the constitutional requirement for Purdue for branding requirements?
    - i. Parliamentarian/Chair of LRC – it is up in the document, just not in this summary.
  - f. Q from PRO – Few main questions – 1) Sections E and L, second paragraph
    - i. Would it be possible to have a caveat for links and passwords? – Shared risk?

- ii. Also, for section G – PRO has freedom to choose medium of communication – in times where the PRO, where do we draw the line?
- iii. What will the LRC committee agree to in terms of the published protocols – do you want me to take it off or to revise it and send it for approval?
- iv. Need clarified if the PRO needs approval and other members of the EBoard?
- v. Parliamentarian/Chair of LRC – the LRC takes into consideration all historical aspects that are needed. Not aware of any times that social media has been hacked. Historically, passwords have been accessed to social media passwords, if they need to post in a more time constrained manner
  - 1. It is a small risk.
  - 2. Not purview of the LRC to make these decisions and such.
  - 3. Based on wording “to make things easier” – restricting access does not make things easier
- vi. Parliamentarian/Chair of LRC – Media/medium
  - 1. A lot of this info comes from the constitution and bylaws.
  - 2. If you see chalking on campus, we do not really see PGSG do this currently, but we also do not want to limit what PGSG can do if we have the creative and monetary means to do so
- vii. Parliamentarian/Chair of LRC – protocols
  - 1. This report does not make a decree of what should be done with current protocols, just that they are unconstitutional. Should be taken down or revised. The LRC does offer to review all future protocols to make sure they are constitutional.
    - a. to the guidance of the committee to make them constitutional.
- viii. Parliamentarian/Chair of LRC – EBoard
  - 1. The current language in the constitution says “president and EBoard” which means they are recognized as separate entities and need to be given a chance to provide feedback.
  - 2. Being aware does not require a formal meeting, nor does providing feedback.
  - 3. Groupme and such is an okay way to get this feedback.
- g. Q – If the PRO has the freedom to choose the medium of media, what happens if the PRO wants a different media than what is requested
  - i. Parliamentarian/Chair of LRC – This would be something that needs to be dictated by the PR committee’s code of operations

1. Would hope that these discussions could happen without issue
  2. If there is a dispute, this indicates that a request has been made that was not complied with
  3. No one has made a direct ruling on several of these questions
  4. if the PRO were to use something different, it would not be in good nature.
  5. When dealing with the newsletter, the PRO and committee is free to do their own thing.
- h. Q – For sections E and F – talking about risks – thinks it should specify who is allowed to request passwords. The way it is currently written, anyone associated with PGSG can request passwords.
- i. Parliamentarian/Chair of LRC – Is this a motion to amend?
  - ii. Motion to amend to add executive board members Senator from ABE; Properly seconded
  - iii. Amendment made with no objection
- i. Q – Do not see it spelled out that he cannot choose the medium when a request is made of him – can we change this?
- i. Parliamentarian/Chair of LRC – there is not a resolved clause dealing with that particular interpretation, so this concern is not represented in what we are discussing in the Senate. It is discussed above, but did not feel it was questioned enough to make it a resolved clause.
    1. Since not in resolve clauses, this issue can be dealt with at another time.
    - ii. Senate Chair – Basically, it cannot be changed here.
- j. Q – Who determines what is an effective medium/media? is it the specific team chair, the PRO, or the PR committee? These clauses are vague and need clarification.
- i. Parliamentarian/Chair of LRC – Nothing is outlined to say that. It is also not outlined in our documents.
    1. If something wants to use a new form of media, ask. If nobody has an issue, go ahead.
    2. I'd say it is up to everyone involved to weigh in on this determination and have a discussion about it
    3. Cannot dictate everything here because it is time consuming and limiting to the organization.
    4. This is where we rely on people being communicative
- k. Q – Could it be possible for the PR committee to work on revised protocol with a lot of these nitty gritty details within it?
- i. Parliamentarian/Chair of LRC – nothing deals with this in this report
  - ii. Senate Chair – ruled out of order.
- l. Q – If the PRO or PR committee reaches out to the EBoard, and they do not get a response, are they free to act? If they do act, and someone disagrees afterwards, is it constitutional or unconstitutional?

- i. Parliamentarian/Chair of LRC – depends on the process. Currently policies say that e-board members have 2 days to respond to emails.
  - 1. After this, they are not fulfilling their constitutional duties.
- ii. Senate Chair – it is 4 business days via email
- iii. President – it's 4 for all of them.
- iv. Senate Chair – there is nothing saying it is constitutional or not
- m. Motion to end discussion by senator from ABE
  - i. Seconded Senator from Chem
  - ii. Motion carries. Questions end.
- 4. General discussion
  - a. Recommend that the PR committee identify their roles. How much freedom does the committee have? This is what we can do, number of days, etc.
    - i. Seemed to be a loophole in the last meeting.
    - ii. Could there be a profile of officer training
    - iii. Suggestion that the LRC make a code of operation and outline how much latitude the PR committee has
    - iv. Second suggestion was to make an officer orientation.
    - v. Parliamentarian/Chair of LRC – The PR committee has complete freedom to create a code of operations
      - 1. The Senate is allowed to request them to change or delete or add anything
      - 2. Institutional knowledge side of things – Parliamentarian/Chair of LRC was not onboarded to this position. Would love to have an official onboarding process, but not sure how realistic this is.
    - vi. Motion to end discussion and move to voting made by President
      - 1. Second from Senator from PULSe
      - 2. Requires  $\frac{2}{3}$  majority to end discussion
      - 3. Motion carries by voice vote
    - vii. Period of voting
      - 1. Aye – 45
      - 2. Nay – 0
      - 3. Ayes have it. This resolution carries.

## VII. Old Business

### a. Legislation in Line for a Procedural Vote

#### i. FA23-B005 - "Executive Board Voting Clarification"

- 1. Discussion for debate
  - a. Motion to end discussion and move to vote made by President
    - i. Seconded by Senator from ABE
    - ii.  $\frac{2}{3}$  majority required
    - iii. Motion carries. Discussion ends
  - b. Point of privilege by Senator from ECE – didn't we just go over this and pass stuff that cleared this up?

- i. Senate Chair – This is about clarification, it is not over the information covered previously but something else.
- c. Period of voting
  - i. Ayes – 39
  - ii. Nays – 0
  - iii. Abstentions – 0

## VIII. New Business\*\*\*

### a. Introduction of Emergency Legislation

#### i. FA23-R004 - “Resolution Adding Mental Health Action Week to the Purdue University Academic Calendar”

1. Motion to introduce FA23-R004 made by President
  - a. Reading of emergency legislation
  - b. Motion seconded by Senator from ABE
  - c. Requires a vote by the senate to decide if it classifies as emergency legislation.
    - i. Requires 50% majority
    - ii. Motion carries.
2. Author/President – When it comes to this resolution, there is a lot that goes into play
  - a. What is mental health and what does it matter to our academic lives?
    - i. With the change in transition of administration – there is more acceptance to mental health as a contributor to your academic wellbeing
  - b. There is a need for this/support for this.
    - i. Provost office is already supporting this.
    - ii. The Educational Policy Committee controls the academic calendar
    - iii. There is a need to put this on the calendar
3. Parliamentarian – Resolutions are difficult to make unconstitutional. inclusion of this as emergency legislation is not my favorite thing as I would’ve liked to see this a month ago, but right now it is all good;.
4. President – consider the fact that in FA21 a similar legislation was proposed
  - a. Why is it different this time?
    - i. More background discussion with admin who were not here in fall of 2021
    - ii. Since that time, mental health has been much more publicly acknowledged.
    - iii. Council for student wellbeing says that this is a need that needs to be identified.
5. Period of questions seeking factual clarification
  - a. Speaking order exhausted, moving to period of discussion
6. Period of discussion
  - a. Parliamentarian – What is the current status of the last previous legislation to add to academic calendar?
    - i. President – Juneteenth is currently under discussion within the different committees – both committees have decided they want to include a recognition on the academic calendar.



ii. Parliamentarian – this would be the first recognition, that does not take a day off?

1. President – This is not correct – they swap holidays around and have other recognitions there (MLK birthday as example)

b. President – motion to end discussion

i. Seconded by Senator from Political Science

ii.  $\frac{2}{3}$  majority vote

iii. Ayes have it

c. Period of voting

i. Ayes – 39

ii. Nays – 0

iii. Abstentions – 0

d. Resolution passes

**b. Consideration of Emergency Legislation**

**IX. Other Unfinished Business\*\***

a. Parliamentarian – move to postpone the other unfinished business indefinitely

i. President – if the business not picked up after 3 meetings it dies completely

ii. Senate Chair – Senate will have to put it back on the agenda later. If not picked up after 3 meetings, it will have to be reintroduced.

iii. Point of information from Senator from ECE – Is there a reason that this is not just being officially pulled completely?

1. Chair Chair – there is a way to do this, yes, but that would require a vote, which is an official stance. This way, the senate does not officially take a stance and instead the item just dies after the time has elapsed.

iv. Motion Seconded by Senator from Animal Science

v. 50% majority to carry

1. Ayes have it, legislation tabled indefinitely

**X. Announcements**

a. No submitted announcements, but if anyone would like to entertain a verbal announcement we can.

b. Senator from ABE – We have a coffee corner on Tuesday from 11 am to 1:00 pm

c. COS – Team night, December 6th here at PGSC – Would like all to be there

d. Senate Chair – last meeting of the semester.

i. If you have legislation you are drafting, you are welcome to reach out to me as well as others on the senate.

ii. Other legislation has been introduced by this next week

iii. Team assignments – if the COS has not sent it out, there will be an email sent out. You need to attend team nights and participate.

**XI. Adjournment (8:20 PM)**

a. Motion to adjourn made by Senator from History/Senate Clerk

i. Second by Senator from ABE

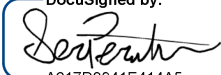
ii. Needs  $\frac{2}{3}$  majority to carry

iii. Ayes have it

iv. 7:28 pm



Minutes APPROVED by unanimous consent at the PGSS meeting held on January 24, 2024.

DocuSigned by:  
  
A647D3044E414A6...  
Secret Permenter, Senate Clerk



## APPENDIX A

### NEWLY ELECTED SENATORS

[SEE ATTACHED ONE (1) PAGE]





Newly Elected Senator

Department	College	Senator
Food Science	Agriculture	Elma Kontor-Manu



## APPENDIX B

### SENATOR ROLL CALL

[SEE ATTACHED TWO (2) PAGES]





Present (46):

Aeronautics and Astronautics (AAE) - Arjun Rajashekar Adiga [Acting Senator]  
Agricultural and Biological Engineering (ABE) - Daphne Fauber  
Agricultural Economics - Diamilatou Kane  
Agricultural Sciences Education and Communication (AgSEC) - Alejandra Jaramillo [Acting Senator]  
Animal Sciences - Opeadura Timileyin Osunbami  
Aviation and Transportation Technology (ATT) - Luigi Raphael Dy  
Basic Medical Sciences - Naseem Alfadhli  
Biochemistry - Victor Gutierrez-Schultz  
Biological Sciences - Morgan Chaney  
Biomedical Engineering - Mikayla Roach  
Botany and Plant Pathology - Pascal Okoye  
Chemical Engineering - Isaac S. Wheeler  
Chemistry - Temitope Olayemi  
Computer Science (CS) - Jacob White  
Doctor of Veterinary Medicine (DVM) - Jacob Mishne  
Earth, Atmospheric, and Planetary Sciences (EAPS) - Michael Oyelakin  
Ecological Sciences and Engineering (ESE) - Jamie Klamerus  
Educational Studies - Ali Holmes  
Electrical and Computer Engineering (ECE) - Paschal Amusuo  
Engineering Management - Titiksha Wagh  
Engineering Technology - Praga Giri  
Environmental and Ecological Engineering (EEE) - Chris Copeland [Acting Senator]  
Food Science - Elma Kontor-Manu  
Forestry and Natural Resources (FNR) - Desmond Sosu Mensah  
Gerontology - Destiny Ogle  
Health Sciences - Joseph Speth  
History - Secret Permenter  
Horticulture and Landscape Architecture (HLA) - Ishraq Awashra  
Human Development and Family Sciences (HDFS) - Inga Nordgren  
Industrial and Physical Pharmacy (IPPH) - Shambhavi Borde  
Industrial Engineering - Mohammad Ahmadi Gharehtoragh  
Interdisciplinary Biomedical Sciences (IBSC) - Tuba Marjan  
Languages and Cultures - Roseline Adewuyi  
Materials Engineering - Daniel Sinclair  
Mathematics - Patrick Henry Debonis  
Mechanical Engineering (ME) - Meghavin Bhatasana  
Nuclear Engineering (NE) - Stepan Ozerov  
Nutrition Science - Qianyue Wang  
Philosophy - James Emery  
Philosophy and Literature - Ramona Bergman  
Purdue University Interdisciplinary Life Sciences (PULSe) - Lauren Wilbanks  
Sociology - Corey Resweber  
Speech, Language, and Hearing Sciences (SLHS) - Margaret Ziko  
Statistics - Kyle Conrad



Technology, Leadership, and Innovation (TLI) - Elizabeth Thompson  
Veterinary Clinical Sciences (VCS) - Oluwabunmi Titilope Oladele

Not Present (15):

Agronomy - Lynda Peter  
Anthropology - Rebecca Gale Martinez  
Civil Engineering - Jose Capa Salinas  
Communication - Husen-Chi Chiu  
Comparative Literature - Marisa J Bryans  
Comparative Pathobiology - Omnia Ibrahim  
Computational Interdisciplinary Graduate Program (CIGP) - Meenakshi Narayanaswami  
Engineering Education - Kevin Jay Kaufman-Ortiz  
English - Jeeyoung Choi  
Entomology - Leslie Aviles  
Global Supply Chain Management (GSM) - Rohan Saini  
Hospitality and Tourism Management (HTM) - Chang Ma  
Management (MGMT) - Jinfeng "Phoenix" Chen  
Physics and Astronomy - Soumik Chandra  
Political Science - Benjamin E Torres

## APPENDIX C

### CAREER TEAM MINUTES

[SEE ATTACHED THREE (3) PAGES]





**Purdue Graduate Student Senate (PGSS)**  
*Career Team Meeting Minutes*

1st Meeting  
Wednesday, November 8th, 2023, 7:00 PM  
Location PHYS

**AGENDA**

**I. Call to Order**

- a. Call to order at 7pm

**II. Roll Call**

- a. Chair, Vice Chair
- b. Diana and Johnson

**III. Approval of the Agenda**

- a. Motion by Vice Chair
- b. Second by Diana
- c. Approved unanimously

**IV. Old Business**

- a. **Increase participation**

**V. New Business**

- a. Planning for the Professional Networking Training
  - i. 30th November, 6pm onwards
  - ii. Send survey to PRO for circulation
  - iii. Collaboration with AAARC for resume review
  - iv. Diana to do email introduction
  - v. Food suggestions:
    - 1. Talk to Jill and seek help with catering
  - vi. Publicity through PRO team
    - 1. Email
    - 2. Social media
    - 3. Flyer in the center
  - vii. Appendix has more information

**VI. Open Forum**

- a. Share further resources - Diana
  - i. Resume review
  - ii. Mock interviews
- b. Create a resource document
  - i. Diana will create a resource document along with Chair and Vice Chair
  - ii. Team will review
  - iii. Potentially circulate beginning of Spring semester

**VII. Adjournment**

- a. Motion to adjourn - Vice Chair, Second by Chair
- b. No objections. Adjourned at 7:48pm

# Appendix

## Purdue Graduate Student Professional Networking Training

### Purpose

Provide training on important professional networking skills aimed at graduate students looking to pursue careers in both industry and academia.

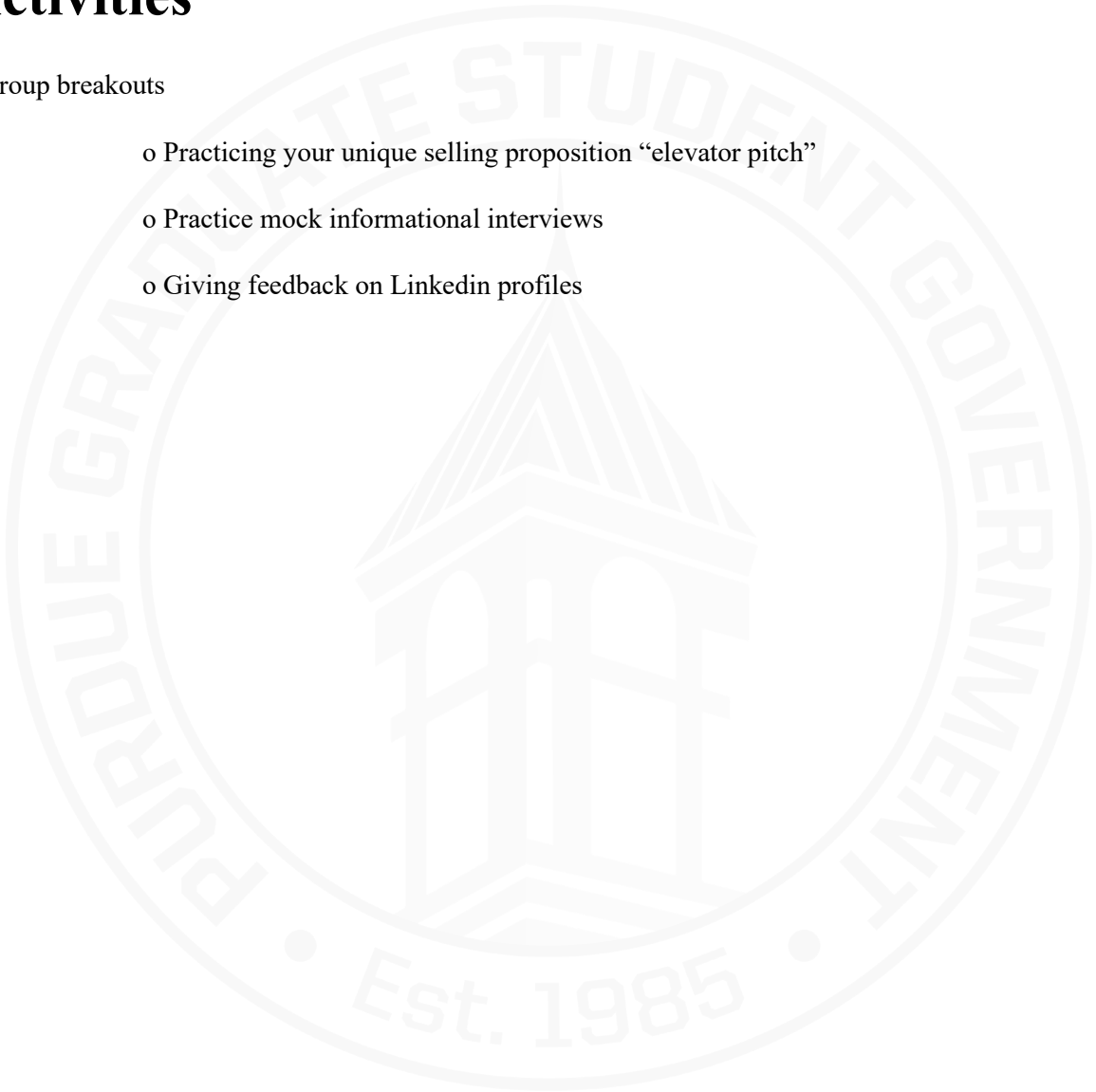
### Topics

- LinkedIn à Why do I need it and how do I use it?
- Types of networking
  - o Online networking
  - o Networking in groups
  - o Event networking
    - § Blue ocean vs red ocean events
  - o Formal vs informal networking
- Informational interviews
  - o Current fit
  - o Future fit
  - o Company fit
- **Generating Referrals**
- Following up on connections
  - o Adding value in online interactions
- Preparing and understanding your unique selling proposition (USP)
- For international students
  - o CPT – curricular practical training à Relevant for F1 visa holders
  - o OPT – optional practical training à Relevant for F1 visa holders
- Networking at conferences

- o How to network 1v1, groups, etc.
- o Learning about your community
- Collaborate with AARC on CV review and LinkedIn

## Activities

- Group breakouts
  - o Practicing your unique selling proposition “elevator pitch”
  - o Practice mock informational interviews
  - o Giving feedback on LinkedIn profiles



## APPENDIX D

### LEGISLATIVE REVIEW COMMITTEE OCTOBER MINUTES

[SEE ATTACHED EIGHT (8) PAGES]



# Purdue Graduate Student Senate (PGSS)

## *LRC Meeting Minutes*

2nd Meeting

Wednesday, October 11th, 2023, 6:20 PM

Location: SMTH 201

### **AGENDA**

- I. Call to Order**
  - a. 6:38 pm**
- II. Roll Call\***
  - a. Rae
  - b. James
  - c. Josiah (non-voting)
  - d. Swati (non-voting)
  - e. Victor
  - f. Titksha
  - g. Jacob
  - h. Chris
  - i. Andrew (chair)
- III. Approval of Minutes**
  - j. Approved by unanimous consent.**
- IV. Approval of the Agenda**
- V. Special Order**
  - a. Recorder Election
    - I. Nominations opened
    - II. Jacob Self Nominated
    - III. Nominations closed (Josiah, Victor)
    - IV. Speech from candidate
    - V. Unanimous vote 7-0-0
  - b. Vice Chair Election
    - I. Titiksha
      - I. Intern of SAP, handling logistics meetings other activities
      - II. Served 1 year tenure at student org (robotics and circuits) Chair
      - III. Looking forward to bringing great and impactful constitutional legislations to the Senate Floor
      - IV. Questions
        - I. Josiah: Chair of LRC requires responsibility, deep knowledge of governing documents oftentimes [in the Parliamentarian's absence]. How to communicate these to the rest of the LRC?
        - II. Answer: Talked to Parliamentarian Andrew regarding filling his absences, and ex officio members reachable to help in this regard as well. Working towards it and open to learning.

III. 7-0-0, Pass

**VI. Parliamentary Report**

- a. Concerned about operations and contradictions in Constitutions.
- b. Will try to make past editions available within the next week (entire overhaul during 2018-2019, new wording and sections were added)
- c. Old versions might be better (opinion of Parliamentarian), open to consideration
- d. Feedback form for governing documents + e-board comments for concerns of organization and LRC will be discussed, with ad-hoc guidelines for this process
- e. 2 pieces pending. Josiah expects these to be submitted before November Senate
- f. Small research grant withdrawn, no longer to be addressed

**VII. Old Business**

- a. None.

**VIII. New Business**

- a. Budget Amendments
  - i. [https://drive.google.com/drive/folders/1Ocxkkne0TAQH-0jUaf2GN\\_5RHxkQNiNp?usp=sharing](https://drive.google.com/drive/folders/1Ocxkkne0TAQH-0jUaf2GN_5RHxkQNiNp?usp=sharing)
  - ii. Budget required to be approved by SAO and BOSO, not signed off – wrong numbers
  - iii. Scaled back budget
  - iv. Swati [Treasurer] introducing budget changes to account for this
    - 1. Last year PGSS budget, SAO and BOSO suggested revisions – total allocations much less (by ~14k). Re-work, re-budget needed.
    - 2. Breakdown of changes to line items, questions
  - v. Parliamentarian: Totaled, old passed budget was \$~360k before changes, \$~325k now (Treasurer: correction, \$431k. No life team budget – something was missing from Docs budget distributed to LRC. Full budget shown hereafter).
  - vi. Red reflects decreased item, green reflects increased item (see key). Purple, changed from old to new.
  - vii. Treasurer: Most line items are decreased allocation except for Undergrad Work Study (Parliamentarian: And Travel Grants, by request of Graduate School).
  - viii. Parliamentarian: Last year's stipend increases rejected by SAO/BOSO. Specific call-out or measure?
    - 1. Treasurer: Point of contention. Given our money comes from student fees, concerns over why this should go to specific subset of individuals?
    - 2. Parliamentarian: Did president's stipends increase?
    - 3. Treasurer: Motion to increase to \$25k, but did not go through.
  - ix. Josiah (Directed to Treasurer): Fielding questions on the floor, broad overview of changes specifically calling attention to which line items were increased vs. not?
    - 1. Treasurer: Initially, Grad School covered Undergrad Work Study but PGSG now asked to cover. The others discussed by Chairs, decreased stipends helped account for a lot.
    - 2. Parliamentarian: This year, PGSC Secretary budget not being taken out of budget this year but we had talked about it (salaried fiscal year)
    - 3. Parliamentarian: Why did Professional Development Workshops go up?
      - a. Treasurer: allocated from Career Fair de-allocations.

4. **[?]**: Discretionary funding is \$0. Coming from elsewhere but not from PGSG?
  - a. Treasurer: SAO/BOSO strongly dislike discretionary funds from teams.
5. Parliamentarian: LRC not included in budget. Why is this?
  - a. Treasurer: given history and context last year, LRC mostly dead and revival was not anticipated. Regarding SAO/BOSO approval, additional revisions will cause problems, so including it now would be difficult.
6. **[?]**: Comment: Last year included money for LRC vice chair?
  - a. Parliamentarian: In “Officer payments and stipends” – Team Chair Scholarships. We’re not technically a Team but GRAC also gets covered under this section, and so at least by precedence encompassed by this.
  - b. Parliamentarian: LRC Vice chair is not a paid position
  - c. Treasurer: But there are awards from e-board.
  - d. Parliamentarian: LRC not being included as team initially, and excluded by technicality, but given current team verbiage we effectively are. Not counted for “points” – looking to remedy but conflicted on how. By number of legislation is easy to game, but contingent by passage of Senate is also hard. Looking to figure out, but quantifying team recognition night is hard.)
7. Josiah: For the record, regarding budget cuts and recommendations, each team chair reached out to. Was same courtesy extended to LRC or Diversity Team chair considering pending legislation
8. Josiah: There was a Parliamentarian last year, and LRC was not consented. Diversity Chair had despite not having been officially designated a Team however?
  - a. Treasurer: Diversity is listed as an existing line item, so yes.
9. Josiah: Very explicitly, student-fee derived. Chair had asked earlier about Travel Grants from grad school by request – is this included in legislation and, if so, can we reword this to make it more clear?
  - a. Treasurer: 3 travel grants funded by Graduate School, comes from them. Earlier, \$250 increased to \$300 funded by them. Source of funding for Travel Grant line item is from them, not simply student fees) (Parliamentarian: Helpful to have separate Income vs. Student Fees budget)
  - b. Chris [Point of Information]: Regarding body of proposed budget formatting, language denoting “Now, therefore, be it enacted”, why more appropriate to have budget following main body rather than prior to it. Asking for clarification not constitutionality.
    - i. Parliamentarian: Bulk of the budget is listed as an appendix to the legislation. Advised to be formatted as such by Parliamentarian and Josiah, not sure how to articulate otherwise, but the primary part is the appendix. Perhaps it could fall in the “Whereas” clauses, but not unconstitutional as currently stated. “Whereas” only gives context for legislation existing its conditions.

- c. Chris: "PGSS [...] amend budget as needed for their approval" can be interpreted by my understanding that budget would be introduced in next and voting in future amendment, but is that the case?  
(Parliamentarian: Nope. Agree it's vague regarding passage not constituting an amendment, but a consideration of one. Wording was proposed to be "PGSS [...] review *and approve* the budget"

**10.** Adopted as friendly amendment by Author [Treasurer]

- x. Josiah: Unanswered question from Chris, deferring.
1. Chris: Will PGSS vote on this next meeting?
    - a. Parliamentarian: Will be *considered*, yes.
    - b. Josiah: The additional proposed line item will not be considered next meeting. Cannot guarantee it will be voted or even spoken on, technically.
    - c. Parliamentarian: Procedurally must address all Old Business before considering new legislation.
    - d. Josiah: Yes, will talk after. No current procedures regarding how this should be handled yet.
  - xi. Josiah: Hedging bets anticipating questions on the floor: for Transitional Housing and Accessibility grant, ready for handling and dispersal?
    1. Treasurer: As of yet no.
  - xii. Josiah: Timeline?
    1. Treasurer: Not certain. Might be improved by Spring. Have talked with Legal, but no clear timeline.
  - xiii. Josiah: Not confrontational but for the record, \$10k not accessible and may not be able to be accessed before Fiscal year.
    1. Treasurer: Passed legislation regarding enablement to move money around.
  - xiv. Josiah: If these Grants aren't active, why not allocate elsewhere?
    1. Treasurer: Did not anticipate taking so long to address.
    2. Parliamentarian: Allows us to move money *out* but not *in*, so including it as a line-item *now* allows us to provide funding this year.
    3. Treasurer: Correct.
  - xv. Josiah: Speculative question, if not approved by Spring semester who makes the decision?
    1. Treasurer: GRAC and Vice chairs solely.
    2. Parliamentarian: Resolution could be passed as preferential motion of money, GRAC and Vice Chair would be obligated to follow in line with said resolution.
    3. Parliamentarian: Need to get clarifications now, since Treasurer will not be at the following Senate meeting.
  - xvi. Josiah: Procedural questions regarding sponsors of the bill – why listed as SAO/BOSO?
    1. Parliamentarian: Sponsor can be changed, fluid up until introduction on the floor. Will need Senator sponsor on the floor, however said sponsor can defer all speaking to Josiah or Parliamentarian.
    2. Jacob [Recorder] volunteered as floor sponsor for the bill.
- b. Chris motions to floor to end discussion, Rei Second. No opposition, move to vote.



- i. Pass to Senate for consideration, 7-0-0, Pass.
- c. Code of Operations
  - i. [https://docs.google.com/document/d/1rdG9OAV5yzE9AXPS3ESqcxrR\\_THSlpvYWDqghGyDUo/edit?usp=sharing](https://docs.google.com/document/d/1rdG9OAV5yzE9AXPS3ESqcxrR_THSlpvYWDqghGyDUo/edit?usp=sharing)
  - ii. First piece of internal legislation being introduced by LRC
  - iii. Parliamentarian providing context:
    - 1. Every team and committee requires Code of Operations (COO) – governing documents for team/committee specific elections
    - 2. LRC is tasked with creating 2 main documents – 1) governing documents 2) general document template for COO adopted by most teams (besides GRAC) to allow them to more easily establish their own COO.
    - 3. Found 2017 documents in archives of PGSG Google Drive
    - 4. Commenting is allowed
    - 5. Red-line is what's removed from 2017 document, highlighting added. Filled in to best of ability, or modified from existing senate procedures (e.g. attendance, ratifications) to be in line with organization
  - iv. Motion to waive reading – Jacob motions, Josiah seconds.
  - v. Questions for Parliamentarian about LRC COO:
    - 1. Jacob [Point of Information]: Is the LRC's COO still open for comments and revisions?
      - a. Parliamentarian: Comments open until commenter resolved. Concerns, comments, etc. still open to add, and Parliamentarian will not resolve until Commenter designates. Outside discussion of committee, these comments may not be reflected in minutes. Without governing documents though, rules for doing this are informal currently.
    - 2. [?]: Question about Review of Governing Documents – Why Fall semester and not Spring for delivering LRC report?
      - a. Parliamentarian: According to our governing documents, we review COO and governing documents every 2 years. Condensing that doing this in a single semester is not realistic, want to spread out across academic year so a single committee and work on it. Otherwise, easy to get lost in translation or forgotten about if across 2 different sitting members of a committee. This is why the clause regarding report mentions delivering before conclusion of Spring semester – legislation and report written so review is recorded. Constitutionally not done last year, so it must be done this year. Fair amount of work to be done especially last semester, so some creativity needed on how to write legislation to pass in an effective manner within PGSG. This semester is more regarding processing previous documents, we'll get to the reports and legislation writing later.
    - 3. Jacob: What happens if we happen to miss Spring deadline for our legislations?
      - a. Parliamentarian: Robert rules very clear that after ¼ gap (this includes Summer), all legislation on the table dies and must be re-introduced. Contending with this challenge – new Sponsors, re-introduced from

scratch through new iteration of LRC. Passage of amendments up to PGSS, but the primary duty of LRC is moreso to assemble and deliver the report, and record why/how we did or did not address given comments. Even if status quo is held, we want to codify our thoughts so it would not be missed or lost in transition in future body. Up to the future Senate to pass, though. LRC duty is fulfilled with passage of report.

4. Chris [Point of Clarification]: Section VI, “provided general consensus” – is there a difference between consensus and general consensus, was this language left in for a reason?
  - a. Parliamentarian: I only included what was necessary for functionality, left specifics like this to future discussion for LRC.
5. Chris [Point of Procedure]: Since we create the LRC COO here, how do we operate under this currently?
  - a. Parliamentarian: COO currently not in effect, so acts similarly as standard amendment procedures as seen in Senate with legislation. Difference being, proposals for amendments don’t need to be prior written – on the fly is acceptable.
- vi. Chris [Motion to Amend]: Provided general consensus, change “provided that there is a general consensus” to “following a two-thirds ( $\frac{2}{3}$ ) majority vote to reconsider... “
  1. Seconded by Jacob.
  2. No questions or discussions given.
  3. Rae motioned to vote, Chris seconded. In favor adopting amendment; Parliamentarian/Chair is not in doubt, 7-0-0 Pass.
- vii. Parliamentarian [Point of Information]: Will consider vote to adopt redline-highlight changes during this meeting ideally. Could also vote to ratify now, but would advise against that.
- viii. Chris: Section III.2.f.i, apostrophe in “members records. Grammar amendment made without amendment.
- ix. Rae: Section IV.8.a, why would that happen?
  1. Parliamentarian: Chair not elected as standard procedure, appointed by President. No procedures for voting for Chair as such. As such, if Parliamentarian is vacant, procedures needed on how to proceed with Chair. Following existing procedure makes sense here. Parliamentarian currently acts as Chair, but LRC as a group does need a Chair in the event that Parliamentarian is vacant. On that note, if you would like to represent as Chair of LRC at executive board meetings, that is possible. By Parliamentarian’s designee, can be granted a vote. Let me know if this is desirable. By default, however Vice Chair cannot vote given that Parliamentarian is absent, and not Vice Chair’s enumerated responsibility to do so.
  2. Josiah: Wednesday nights virtual 6pm-10pm. Not bound to stay the full time as Chair, as long as permitted for committee to have a vote.
  3. Parliamentarian: Parliamentarian does not have a vote. So, if LRC makes a vote, separating Parliamentarian from Chair allows Chair to be entitled as a vote.

4. Josiah: Express favor regarding budget etc., considering LRC as committee, although not functionally treated as such; voting on e-board helps support this.
5. Treasurer: Keep in mind: e-board's meetings aren't exactly closed, but meetings not made public.
6. Parliamentarian: Dinner to board members, dinner not provided to additional people on Parliamentarian's behalf. Up to 19 people provided for food, \$80 up to Treasurer's discretion.
7. Jacob: Can Recorder, Vice Chair, etc. of LRC Designee be granted vote by Parliamentarian, or is this limited to non-position holding members of the LRC?
  - a. Parliamentarian: Anyone can be designated a vote during these meetings at Parliamentarian's discretion.
  - b. [?]: Why not split LRC Chair and Parliamentarian then?
    - i. Parliamentarian: Intent of this is that I'm most knowledgeable on governing documents. Final say and signature on constitutionality, not by vote of LRC. In that capacity, "head" of LRC makes sense, and separating those out could make sense. However, function of organization not having judicial branch on our behalf. LRC's responsibility to perfect wording as screening. Judicial power spread by executive board by LRC having vote and Parliamentarian having a say. Not setup to have advisors for teams/committees either (which Parliamentarian might otherwise have been more fitting, in parallel orgs). Good to pass on Chair for passing on institutional knowledge, but elected by organization.
8. [?]: Could we at some point add to COO regarding issues for adding / not adding a vote?
  - a. Parliamentarian: ...to duties of Chair and Parliamentarian, I am considering on making amendments to include "Represent the LRC at all Executive Board meetings" as duty of Vice Chair. Makes sense as default designee, but within the powers of the Chair/Parliamentarian to designee as required (not barring). Unanimously agreed.
- x. Chris: Regarding Section VI.5 [Review of Legislation], regarding votes of constitutionality not split into categories. If ratified as stated, vote by majority how would this function?
  1. Parliamentarian: Order of vote by Chair, same order as written. 3 Options to vote, and 1 needs majority – could be  $\frac{1}{3}$ – $\frac{1}{3}$ – $\frac{1}{3}$ , but contingency being that lack of majority warrants further discussion (i.e., election without runoff).
  2. Chris: Then, up to Parliamentarian's discretion on how it's constitutional?
  3. Parliamentarian: Instead of me saying in favor of passing onto Senate, verbiage would be all in favor of voting constitutional, constitution with reservations, unconstitutional. Similar to yes, no, abstain voting procedures. If reservations, specified following the vote, agreed upon.
  4. Chris: Regarding with/without reservation, initial impression being not constitutionality reservation, but what would be example?
  5. Parliamentarian: e.g. Funding stipulations by Treasurer and President, SAO/BOSO, etc.. If not approved prior passage, stated approval pending

approval from X Y Z... Could also be conditional on not touching specific lines. Efficacy here debatable given of course no changes made, since Parliamentarian has final say [essentially judicial branch as LRC COO currently stands]. Requires further discussion, and its use “in the eye of the beholder” that can and likely will change across LRC chairs and committees. Committee articulated on reservations agreed upon as a body.

6. Parliamentarian: Clarification from Parliamentarian to LRC report would be a good amendment to make in the future. Would also help with this.
- xi. Parliamentarian entertains further discussions, but opens the floor to end discussion given time of adjournment.
  1. Josiah: Regarding timing reference for amendment compared to time of introduction in Senate (Section VI.6)...
  2. Parliamentarian: Completely transparent, consideration upon table on Senate, for this body to declare constitutional, spreading to LRC committee to avoid Parliamentarian. In 2nd round, Parliamentarian’s intent for procedures for Senate to also have procedures for making comments. Questions resolved for now.
- xii. Parliamentarian: Request for changes to remain red-lined? If not, will removed red-lined and highlighted would be un-highlighted. Barring format changes, we could in theory again move to ratify but some changes still appear to be in progress.
  1. Josiah motions to “clean up” the document as previously stated, Chris seconds. Unanimously passes.
  2. Titiksha [Vice Chair] motions to table, Josiah seconds. Vote to table with understanding of continued comments. 7-0-0.

## IX. Open Forum

- a. Treasurer: Can LRC also discuss budget needs for upcoming need so that when we do formulate next year, can keep LRC in mind?
  - i. Parliamentarian: Can add to list of future projects, doable by request. Does that include stipends?
  - ii. Treasurer: Interesting conversation there.
  - iii. Parliamentarian: We can make our case at a future meeting if grouped in with Team Night food costs.
  - iv. Josiah: For future budget lines or budget line all together?
  - v. Treasurer: Only requesting input on LRC’s needs, not whole budget.

## X. Adjournment

- a. Treasurer motions to adjourn, Chris seconded.
- b.  $\frac{2}{3}$  vote to adjourn, none in opposition.
- c. Adjourned 8:13pm.

## APPENDIX E

### LEGISLATIVE REVIEW COMMITTEE NOVEMBER MINUTES

[SEE ATTACHED SIX (6) PAGES]





# Purdue Graduate Student Senate (PGSS)

## *LRC Meeting Minutes*

4th Meeting

Thursday, November, 2nd, 2023, 6:07 PM

Location: PGSC 108

### **AGENDA**

- I. Call to Order**
  - a. 6:07 PM
- II. Roll Call\***
  - a. 6 members present during Roll Call, quorum met.
    - i. Andrew [Parliamentarian]
    - ii. Chris
    - iii. Jacob [Recorder]
    - iv. Rae
    - v. Somosmita [President]
    - vi. Victor
  - b. Other attendees.
    - i. Solita
    - ii. Josiah [Senate Chair], present after Roll Call.
- III. Approval of Minutes**
  - a. Motioned by Chris, seconded by Somosmita.
  - b. Approved by unanimous consent.
- IV. Approval of the Agenda**
  - a. Motioned by Chris, seconded by Rae.
  - b. Approved by unanimous consent.
  - c. Adjournment time set to 8:00 PM.
- V. Parliamentary Report**
  - a. Discussed takeaways from e-board meeting.
    - i. LRC now operates on a points system to benefit active + volunteering members, same as the other Teams and Committees.
    - ii. Parliamentarian deemed that LRC will not need a page on PGSG website.
  - b. Parliamentarian authored a legislation regarding representation of LRC at future e-board meetings, plans are as discussed in previous LRC meeting.
  - c. Rae made updates to common language and removal of “shall” from LRC’s Code of Operations, edited by Parliamentarian and Rae.
- VI. Old Business**
  - a. Parliamentarian indicates intent to table Code of Operations until end of new business.
    - i. Motioned by Rae, seconded by Chris.
    - ii. Approved by unanimous consent.
  - b. [following New Business] LRC’s Code of Operations (COO)

- i. Rae and Parliamentarian replaced “shall” is federal recommendations, to avoid an obsolete and ambiguous term. The 4 general replacements are 1) “must” (obligation), 2) “must not” (natural prohibition), 3) “may” (possibility), 4) “should” (discretion). Used 5) “will” if the others don’t sound right.
  1. Jacob: “will” works, moreso a fact or obligation following a prior one.
  2. Chris: “will” rather than “must” works as a lead-in. And Rae had a previous comment to clarify on “will” vs. “must” on voting on LRC leadership. In no place could it take place during 2nd meeting?
    - a. Parliamentarian: Not holding it during 1st meeting would be unconstitutional. Thereafter it would be a Vacancy (further enumerated in Code of Operations). Not ideal, but we need a Vice Chair and Recorder very quickly. This is from a past version though, not against changing per se.
    - b. Chris: Suggestion – “should be elected during the 1st meeting and no later than the 2nd or 3rd meeting” to ensure some flexibility and discretion among the members if need be?
    - c. Parliamentarian: Is no later than second agreeable?
      - i. None in opposition.
      - ii. Friendly amendment, reflected by Parliamentarian.
  3. Josiah and Parliamentarian clarify new wording should say “Annual Senator Workshop” and not “PGSS Retreat”.
    - a. Friendly amendment, reflected by Parliamentarian.
  4. Parliamentarian: Clarifying all of the modals (i.e., replacement of shall), do they work as worded?
    - a. None in opposition.
- ii. Parliamentarian: Addressing the term “guarantee”: LRC are guarantors of constitutionality in the same way that co-signers of a contract are your guarantors. Is a different word more appropriate?
  1. Chris: In usual parlance, 2 ways: 1) ”Guarantor” vs. 2) “Overseer” with less promise of responsibility. Both would work.
  2. Parliamentarian: It’s indeed our responsibility. Yes it’s strong duty, but instills responsibility to ensure it’s good as well.
  3. None in opposition.
- iii. Chris: In membership section, different usages of “LRC” vs “the LRC” as a PGSG body, do we want to be consistent about that?
  1. Parliamentarian: Original document did not use “the”. Which we use isn’t very important.
  2. Jacob and Chris agree, if using consistent wording. None in opposition.
  3. Friendly amendment, reflected by Parliamentarian.
- iv. Parliamentarian: For those members of the LRC who are not here today, they still have rights and so we should clarify that the vote is for all those in attendance [present, abstentions counted] of the LRC meeting in which it was considered.
- v. Chris motions to proceed to vote for ratification, Rae seconds.
  1. Approved by unanimous consent, move to a vote.

- vi. Parliamentarian: All in favor of approving and ratifying the LRC's Code of Operations?
  1. Passes 5-0-0.
- vii. With the conclusion of Old and New Business, proceeds to Open Forum.

## VII. New Business

- a. Legislation 20231023\_08\_FA23-R00X – “Resolution Empowering Graduate Staff to Use or Be Compensated for Vacation Time”
  - i. Solita introduces the aims of this legislation.
    1. Vacation time important for graduate students, improves mental health.
    2. Discussed with graduate students across departments, colleges, etc. (in and outside STEM), business office, admins, deans, etc.
    3. Currently contracted to 22 days of time off by Purdue University, research group policies notwithstanding.
    4. Financial considerations like these are intended to help to close the gap between Cost of Living and current stipend/pay rates for students.
  - ii. Parliamentarian brought up concerns that terminal vacation pay cannot be funded by federal grants, at least not in STEM fields.
    1. Somosmita agrees with Parli from talking with Liberal Arts departments.
  - iii. Parliamentarian opened the table for clarifying comments and/or discussions.
    1. Chris: Could not find the “3x” number cited, mentioned “more than 2x”.
      - a. Friendly amendment by Solita and Somosmita [Authors], edits reflected by Parliamentarian.
    2. Rae: Regarding fiscal (e.g. RA) vs. academic (e.g. TA) appointments, were these differences addressed?
      - a. Parliamentarian, Solita, and Somosmita clarifies that switching between TA and RA appointment (and vice versa) technically is a fire and re-hire, eliminating accrued vacation time.
      - b. Solita notes existing Purdue systems for tracking vacation time.
      - c. Somosmita and Solita agree that the relevant committees will reword policies as needed, our goal is only to convey the intent.
    3. Parliamentarian asked about base salary numbers.
      - a. Solita used her own as a baseline, but did ask others' tax vs. gross across departments and it seemed like a decent average.
    4. Parliamentarian also looked into vacation for other 0.5 FTE staff: while only 22 vacation days per year, can store up to 2 years-worth of vacation. If implemented similarly, many PhDs would reach this cap in 5 years.
      - a. Solita: As a reference point to consider, it's fine. Currently 3 tiers for vacation time: (1) faculty-tier, (2) staff-tier (business office, administrative operations, etc.), and (3) student-tier packages.
      - b. Parliamentarian: Also, when placed on fellowship, eligible for other benefits not normally granted to graduate students.
    5. Somosmita: Learned since initial framing that (1) Action Council on Student Housing and Well-Being (ACSHW) exists; (2) we should send



this to the University Senate’s Student Affairs Committee (SAC) and Educational Policy Committee (EPC), to be discussed with the Provost.  
 (3) Not sure what the Campus Support Staff and Advisory committee is;  
 (4) We do not cite which universities within Big10 committee have provisions for vacation leave.

- a. Solita: Ask Alex [Author] why these committees were listed.
- b. Parliamentarian and Solita discuss friendly amendments for these changes between now and introduction on the Senate floor.
- c. Parliamentarian: “devil’s advocate” discussion: As 0.5 FTE, FTE salary would be \$60k, well above living wage. How do you address us going above minimum wage with respect to hours?
  - i. Solita: Many students cannot go above 0.5 FTE, requiring other benefits as full-time staff.
  - ii. Somosmita: Especially when Dean Mason came to talk in elections for 2021 (see Purdue Exponent), she said something about how we’re students at the end of the day and not just here to work. Even still, many of us are trying to provide for ourselves and our families, and yet it’s difficult to request for time off to see them.
  - iii. Somosmita: Also, international students are generally limited to 0.5 FTE by visas, whereas domestic students are generally limited to 0.75 FTE.
    1. Jacob and Solita confirmed this point.
  - iv. Solita: Perhaps rephrase around a living “salary” instead of a living “wage”? Solita and Somosmita are unsure.
  - v. Somosmita: For reference, \$28k promised by next August. Not certain but advocating for \$32k minimum.
6. Parliamentarian: Wording changes in last clause, annually vs. yearly?
  - a. Solita: Gives more general language here for TA/RA as well.
  - b. Friendly amendment by Solita [Author], edits reflected by Parliamentarian.
7. Chris: When saying that “Less than half” live under the minimum Cost of Living, as in “almost half” or as in “much less than”? The latter way of interpreting this phrasing may detract from the intent here.
  - a. Solita: Wanted to highlight it was significant in a general way. Discussed language to make this clearer.
  - b. Parliamentarian: A related number was quoted to us by a presenter at PGSG, “17% paid at minimum assistantship rate?”
    - i. Somosmita: He did say he was going to double check this in a meeting with the Treasurer on October 25th.
    - ii. Somosmita: Very rarely at or above \$30k stipend.
    - iii. Parliamentarian: Chemistry is one, not sure of others.
  - c. Rae: Would the PGSG travel and housing data help here?

- i. Somosmita: in December 2022 it was \$1250/month average, compared to 2017 where it was \$750/month.
- ii. Somosmita: Point of Information, shared aggregated housing survey results in LRC GroupMe.
- iii. Somosmita: Graduate students paying upwards of 50% of income on rent, when general rule of thumb is 30%.
- iv. Jacob: “devil’s advocate” discussion, often heard others say 50+% is tolerable since graduate students are in a different stage of life. How would you defend?
  1. Solita: If Cost of Living were adjusted, this argument might be tolerable, but inequities exist where rent outside campus is far, far higher near campus in West Lafayette compared to outside campus in Lafayette. Besides that, we still need money to eat, and provide for other living costs.
- v. Somosmita: We could add to this legislation that Purdue is at the bottom of Big10 graduate student pay; previously suggested we move toward the middle, 24k→26k, but others moved as well. e.g. Michigan State is moving to \$38k, UMD is moving to \$32k. Note this gap and consider that others will adjust with us.
- vi. Rae: With employers talking about benefits packages evaluated at e.g. 80k/year, this might inflate that.
- vii. Somosmita: Very fair but, given they are receptive to increasing our pay already, and that we have already been in conversation to make them aware of this, I’m unsure now whether to include this in the legislation.
- d. Friendly amendment by Solita [Author] to change to “significant proportion of”, reflected by Parliamentarian.
8. Parliamentarian: Any concerns about constitutionality? We want to ensure accuracy as well to allow authors to draft impactful legislation.
  - a. Somosmita: Concerns regarding citing Big10 precedence?
    - i. Rae: We can clarify what was agreed upon to handle this after the meeting, cited facts could be worded better.
    - ii. Parliamentarian: Very unlikely to affect constitutionality.
9. Parliamentarian: In the interests of time, 2 other pieces of legislation and LRC COO items still on the agenda. If we pass this tonight, this resolution can be introduced to the floor this semester.
10. Parliamentarian: All in favor of passing legislation to senate as constitutional, conditional on amendments to fix some citations?
  - a. Passed 5-0-0, approved as constitutional.
- b. Legislation 20231027\_08\_FA23-B00X “Executive Board Voting Clarification”

- i. Parliamentarian: As discussed from last meeting, LRC not currently represented in executive board. Bill to allow non-voting executive officer and Chair (i.e., Parliamentarian) to use designee as voting representative, but they themselves should not vote. Voting as a chair of body does not seem appropriate when the position is fully-appointed and not elective.
- ii. Somosmita: What happens when designee for e.g. LRC cannot attend?
  1. Parliamentarian: Non-voting position takes precedence over chair position, explicitly cannot vote on behalf of their own absent designee.
- iii. Jacob: Why are there non-voting members of executive board to begin with?
  1. Parliamentarian: Team and Committee chairs are usually voted in, but Parliamentarian is the only appointed member not voted in as rep.
- iv. Josiah: Is it clear on what place in the Constitution is being edited?
  1. Parliamentarian: Should be clear already, specifies section and that it goes at the end. Bylaws do not have articles, and so it's the Constitution.
- v. Chris: Formal reason for past tense of "amendment", not consistent.
  1. Friendly amendment, reflected by Parliamentarian.
- vi. Rae volunteers to sponsor, Jacob to co-sponsor.
- vii. Solita adjourns.
- viii. Somosmita motions to move to a vote on constitutionality, Chris seconds.
  1. Passed 5-0-0, approved as constitutional.
- c. Old Business picked back up from the table [see above].

#### **VIII. Open Forum**

- a. Rae turned in her thesis, defending later this month. Leaving LRC after sponsored legislation moves to the floor in November, looking for Senator to take her place in LRC.
- b. Parliamentarian: Will be meeting only in scheduled team nights next semester. Next meeting outside of team night presumably February 8th, PGSC 108 as usual. Further non-team nights, March 7th, April 4th. Next team night is next week.
- c. Jacob has a CS Graduate Town Hall at the same time as next PGSG Team Night, conflict between LRC and CSGSA. Requesting excused absence for next week's meeting.
  - i. Parliamentarian has the power designate and will do so in Recorder's absence.
  - ii. Chris volunteers as Recorder for next week, designated by Parliamentarian.

#### **IX. Adjournment**

- a. Chris motions to adjourn, Rae seconded.
- b.  $\frac{2}{3}$  vote to adjourn, none in opposition.
- c. Adjourned 7:49 PM.

## APPENDIX F

### UNIVERSITY SENATE NEWSLETTER

[SEE ATTACHED TWO (2) PAGES]



**University Senate Newsletter**

Third Meeting, 20 November 2023, Virtual

**Senate Chair's Remarks:**

Chair Brian Leung described his brief remarks as “pre-Thanksgiving Break hors d’oeuvres,” a phrase the Secretary absolutely spelled correctly on the first try. He gave a shout-out to the performance of our student athletes, particularly praising the recent volleyball triumph in which #16 Purdue upset #3 Wisconsin and then swept Maryland.

Chair Leung and Secretary Powell recently participated in the [BTAA leadership conference](#) in at the University of Minnesota (it will come to Purdue in 2026). The conference addressed the expansion of the B1G, campus sustainability initiatives, various governance structures and actions, and the meaning and purpose of institutional neutrality. He described the gathering as a best practices forum that benefits our university. He also explained that Purdue West Lafayette is a member of the [Intercampus Faculty Council](#) and meets regularly with representatives from all Purdue campuses; this is another best practices forum.

He then returned to the previous meeting’s cliffhanger. In October, he had promoted the merits of university tenure, and asked whether Purdue is a place of practical and intellectual discovery, or a business interest best served by a CEO model. Like many in our community, Chair Leung was taken aback by the IND airport floor banner congratulating Purdue on being the [#16<sup>th</sup> Most Innovative Company](#) in the world. Purdue conducts, does, and creates businesses, he said, but it is not a business. We are a land-grant university with a mandate for a broad public teaching mission, and we should market that educational mandate as well.

Still, are all seeing headlines about universities in financial distress. There are good reasons for our university to give the attention it does to financial matters. While honoring this imperative, we should all work together to make sure our land grant mission is our enduring brand, too.

Finally Chair Leung made a recommendation: “no matter how much work you have, in this Thanksgiving break, take a day for yourself.”

**Purdue President's Remarks:**

President Mung Chiang called in from the men’s basketball game in Hawai’i and wished the Senate a happy Thanksgiving and successful conclusion to the semester. He also praised the recent successes of the women’s basketball and volleyball teams.

He noted proudly that Professor Gebisa Ejeta (College of Agriculture) had [recently received the National Medal of Science](#) from President Biden. Also, in the past few months, Purdue has won three out of three national hubs competitions, which he said reflected the high abilities of the students, faculty, and staff at Purdue West Lafayette, Northwest, and Indianapolis.

He provided an update on the Action Council on Student Housing and Well-being. Its work included the blueprint for two new additional university residences, one of them already under construction; the devotion of \$1 million to mental health support; and a [survey](#) just sent to the campus community regarding pedestrian and transportation safety, in which he encouraged everyone to participate.

President Chiang also addressed the most recent admissions cycle, which featured an acceptance rate of 50% among 72,800 applications, the highest number ever.

**Purdue President's Remarks (continued):**

He stressed that Purdue does not intend to lean into exclusivity, but said that we cannot continue to accept more students if the application rate continues to rise—meaning that the rejection rate for qualified students will have to rise if we are to hold the population steady.

He reiterated that the Chair’s ad hoc committee as well as the Provost and other stakeholders were in frequent contact on the issue of AI, and that they were considering when to provide a draft statement for the entire university to weigh in.

Finally, he announced that [ground had been broken](#) on the new fully funded nursing and pharmacology building, and added that there had been 23 fiscal facility projects completed or started in 2023, for a total of a \$1.3 billion cash outlay. He expressed a belief that we will continue investing in the places, people, and programs of this university.

Provost Patrick Wolfe also urged community members to fill out the pedestrian safety [survey](#). He added that while we do not yet have a complete look at the new admissions cycle, early data suggests a robust pool, including healthy interest in Purdue Indianapolis. More data will be available in January and in April. He highlighted the [recent announcements](#) about John Harbor’s return to Purdue West Lafayette and the formation of the new Provost’s Advisory Committee. He then congratulated the College of Agriculture in developing the first of Purdue’s Dream Hires, and said a press release on that matter would appear shortly.

**Question Time**

Presubmitted [questions and responses](#) are on the Senate website. Also, President Chiang said the administration was looking at CityBus schedules to be sure that students had access to transportation to and from campus, especially during the winter.

**\*\*\* Status of Legislation \*\*\*****Documents for Action – passed**

- SD 23-01 Proposed amendment: Committee for Sustainability Planning and Assessment (revised)
- SD 23-08 Update to Academic Regulations to Allow Larger Graduate Student Credit Limit
- SD 23-09 Recommended Changes in the Communication, Ways of Thinking, and Interpersonal Skills and Cultural Knowledge Embedded Learning Outcomes (ELOs) (EPC)
- SD 23-15 Reapportionment of the Senate for AY 2023-2024

**Documents for Discussion**

- SD 23-16 Resolution Concerning David Malpass

**For Information**

- Pre-submitted Questions & Administrative Answers
- Report from the Office of the Provost: Faculty at IUPUI/PIN
- Report from Purdue Indianapolis Faculty Senate

**University Senate Website**

Please visit the Senate website for copies of Documents, Reports, Slides, etc. [www.purdue.edu/senate/](http://www.purdue.edu/senate/)

**Standing Committees**
**Educational Policy Committee**, Eric Kvam, [kvam@purdue.edu](mailto:kvam@purdue.edu)

- Assessing what AI regulations are needed
- Considering ways to improve the Grade Appeal process
- Updating MEAPS language as per SB22-08
- Juneteenth holiday recognition

**Equity, Diversity, and Inclusion Committee**, Brian Dilkes, [bdilkes@purdue.edu](mailto:bdilkes@purdue.edu) and Geraldine Friedman, [friedman@purdue.edu](mailto:friedman@purdue.edu)

- DEI efforts in the wake of the SFFA v. Harvard and SFFA v. UNC decision
- Students proposing a center for students from western Asia and North Africa presenting to The EDIC at our next meeting (11/27)

**Faculty Affairs Committee**, Eric N. Waltenburg, [ewaltenb@purdue.edu](mailto:ewaltenb@purdue.edu)

- Evaluating Senate size; apportionment; quorum rules
- Assessment of Recent Changes in P&T Process
- Request for MaPSAC and CSSAC to have voting members on Senate
- Lecturers Advisory Board presence on University Senate

**Nominating Committee**, Richard D. Mattes, [mattes@purdue.edu](mailto:mattes@purdue.edu)

- Managing new committee vacancies
- Studying number and disposition of Senate advisors

**Steering Committee**, Libby Richards, [erichards@purdue.edu](mailto:erichards@purdue.edu)

- Monitoring faculty affair processes at Purdue Indianapolis including department absorption, university tenure, and P&T evaluation at Purdue Indianapolis
- Soliciting reports and informational sessions in response to faculty and committee requests
- Requested FAC to review recent administrative changes to promotion and tenure process
- Requested FAC to review Senate apportionment in consideration of lecturers, MAPSAC, CASAC, Purdue Global, Purdue Indy

**Student Affairs Committee**, David Sanders, [retrovir@purdue.edu](mailto:retrovir@purdue.edu)

- Graduate Student Compensation
- Juneteenth Holiday Recognition
- Student Housing

**University Resource Policy Committee**, Lori Hoagland, [lhoaglan@purdue.edu](mailto:lhoaglan@purdue.edu)

- Sustainability Committee proposed reorganization
- Parking regulations and appeals process

**Faculty Committees**

Members are any tenured/tenure-track, clinical, & prof. faculty who volunteer. Please respond to the call for volunteers issued in January or contact the relevant committee chairs directly if you are interested in serving.

- **Academic Organization** ([Mark Wilson](#), Aeronautics and Astronautics / EPC)
- **Academic Progress and Records** ([Lei Wang](#), EAPS / EPC)
- **Athletic Affairs** ([Kip Williams](#), Psychological Sciences/Steering)
- **Budget Interpretation, Evaluation, & Review** ([Victor Chen](#), CGT/ URPC and [George Zhou](#), Civil Engineering)
- **Faculty Compensation and Benefits** ([Mireille Boutin](#), Electrical and Computer Engineering / FAC)
- **Grade Appeals** ([Rebecca Johnson](#), Associate Professor Visual and Performing Art)
- **Library Committee** ([Alexander Francis](#), ULC Chair, Speech, Language & Hearing Sciences)
- **Parking and Traffic** ([Joel Ebarb](#), Design, Art, and Performance / URPC)
- **Scholastic Delinquencies and Readmissions** ([Megan Dorton](#), Sr. Assoc Director of Admissions / EPC)
- **Staff Appeal Board for Traffic Regulations** ([Stephanie Winder](#), MaPSAC / URPC)
- **Undergraduate Curriculum Council** ([Chad Brown](#), Veterinary Medicine / EPC)
- **Sustainability** ([Michael Johnston](#), English / URPC)
- **Visual Arts and Design** ([Laura Bittner](#), Design, Art, and Performance/ URPC)

Contact the committee chairs (listed above) for more information.

\*\*\*\*\*

Most of the work of the University Senate happens in committees. Standing Committees are composed of Senate members and university advisors. Faculty committees are composed of faculty members and often have non-faculty liaisons. Recommendations from committees come to the full Senate for consideration and vote.

**Charge of the Purdue University Senate:** The University Senate is the governing body of the faculty, subject to the authority of the Board of Trustees and in consultation with the President, it has the power and responsibility to propose or to adopt policies, regulations and procedures intended to achieve the educational objectives of Purdue University and the general welfare of those involved in these educational processes. The University Senate follows the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* and our [Bylaws](#).

## APPENDIX G

### LRC CONSTITUTIONAL OPINION 1

[SEE ATTACHED SIX (6) PAGES]



**To:** Purdue Graduate Student Senate  
**From:** Andrew Mitchell, Parliamentarian, Purdue Graduate Student Government  
**Date:** November XX, 2023  
**Re:** Constitutional Opinion 1: Constitutional interpretation of a PGSG official sending out an email to the broader public without the knowledge of the Public Relations Officer

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To whom it may concern,

The following is an official letter from the Parliamentarian and the Chair of the Legislative Review Committee (LRC) in response to a request from the Public Relations Officer on “the constitutional interpretation of a PGSG official sending out an email to the broader public without the knowledge of the Public Relations Officer.”

## Background;

The Public Relations Officer (PRO) has requested of the Parliamentarian an official ruling on the constitutionality of the distribution of an email to attendees of a Mental Health Action Week (MHAW) event by the MHAW director.

The email in question was sent on Nov 15<sup>th</sup> at 9:53am from the Purdue email account of Qianyue Wang ([wang4984@purdue.edu](mailto:wang4984@purdue.edu)), the Chair of the Life Team and Director of MHAW. The email was sent to 116 recipients, presumably all Purdue graduate students.

In his request the PRO cited Article III.9.E&F of the PGSG Constitution which concern the duties of the PRO and read as follows;

- E. Facilitate communication within PGSG, such as managing messaging platforms.
- F. Facilitate communication with the broader public, such as managing the website, social media, and maintaining templates for letterhead and flyers.

The PRO believes that this section requires all Purdue Graduate Student Government (PGSG) communications to be approved by the PRO and the Executive Board (EBoard) and as a result believes that the above referenced communication is unconstitutional.

## Parliamentarian Grounds;

Purdue Graduate Student Center  
504 Northwestern Ave, West Lafayette, IN 47906  
[www.purduegradstudents.com](http://www.purduegradstudents.com)



Before addressing the posed question, the ability of the parliamentarian to issue this opinion must first be ensured. The duties of the Parliamentarian are laid out in Article III.10.A-E and read as follows;

SECTION 10. DUTIES AND POWERS OF THE PARLIAMENTARIAN In accordance with this Constitution, the Parliamentarian shall:

- A. Ensure that the Constitution, Bylaws, and Parliamentary Authority are adhered to in all meetings of the PGSS.
- B. With the assistance of any relevant committees, oversee the maintenance of all PGSS governing documents.
- C. Assist the Senate Chair in organizing the annual Senate Workshop.
- D. Attend all meetings of the PGSS as an ex-officio non-voting member.
- E. Attend all meetings of the Executive Board as an ex-officio non-voting member.

The duties of the parliamentarian can be summarized and simplified as; Ensure the senate follows the constitution and parli pro, maintain governing docs, help with the Senate Workshop, and go to meetings.

Not included in this list is the interpretation of the constitution and bylaws outside of PGSS. This is notable because the PRO is requesting such an interpretation.

It is on these grounds that the Parliamentarian declines to make any decision in this case.

## Legislative Review Committee Grounds;

The lack of parliamentarian powers to interpret the constitution outside of the PGSS naturally raises the question of who is empowered to issue such rulings. For this we can turn to the LRC who's duties are outlined by section III.C.3 of the PGSS Bylaws and read as follows;

Legislative Review Committee

a)The Legislative Review Committee shall:

- b) Analyze and revise the Constitution and Bylaws of the PGSS as necessary.
- c) Develop and encourage parliamentary expertise to assist in the smooth operation of the PGSS.
- d) Scrutinize and propose amendments to bills and resolutions referred to the committee from the Senate.
- e) Perform a formal review on the Constitution and Bylaws every second year, which shall be reported to the Senate with recommendations.

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f) Assist in the resolution of questions pertaining to the scope of activities of the PGSG, PGSS, the Executive Board, and the various PGSG committees, as they are outlined in the Constitution and Bylaws.

g) The PGSG Parliamentarian shall be the Chair of the Legislative Review Committee and report to the Senate Chair.

Of particular note in this section is subsection f. As the initial question posed by the PRO directly deals with the scope of activities of the various PGSG committees (particularly the Life Team) the LRC is the appropriate body to hear and rule on such a question.

Functionally, as the head of the LRC, the chair becomes the natural entry point for these questions. In times where urgent consideration is required it is reasonable to permit preliminary interpretations to come from the chair, but the LRC should always be aware of such interpretations and be allowed the opportunity to review/reconsider any interpretation offered by the chair. Such a practice can be seen to be essential to smooth operations of PGSG as an organization and as a governing body. Without allowances for preliminary interpretations and clarification by the chair, all questions would be required to be answered by a body that meets only once or twice a month, greatly slowing the timeline for resolution of these questions. Furthermore, by removing what can at times be a time-consuming assessment, the LRC is able to focus on legislative tasks required for the continued operation of the PGSS.

The LRC has permitted the Chair to submit a ruling on this question as follows:

### Preliminary Interpretation;

In accordance with the above statements, the Chair of the LRC is willing to offer the following ruling, with the understanding that it was discussed and approved in emergency session on November 22nd 2023.

The LRC believes that there is no breach of the constitution in this case. However, it is recommended that the PRO be made aware of all emails to be sent to more than 100 recipients or that will utilize an email list with more than 150 recipients as a courtesy.

The rationale for this decision is based on two key aspects of PGSG. First is the word “facilitate” in Article III.9.E&F. Second is implications for limitations on the standard of communication required for the operation of the organization, including committee/team meetings as well as senate communications.

### First;

From Marriam Webster; Facilitate; to make (something) easier: such as

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a: to help bring (something) about

b: to help (something, such as a discussion) run more smoothly and effectively

This definition does not require that the PRO be the only individual who sends email communications within PGSG or to the broader public, nor does it bind others to notify the PRO of every communication that they wish to make. What these sections do require, is that the PRO assist with the communications of the organization. Historically this has included authoring and distributing general communications and publicity including the weekly newsletter, now branded as the PGSG Express, as well as posting to the social media sites. In these cases, making the PRO responsible for these regular and significant communications eases the load on the rest of the organization, in support of the above definition of the requirement to facilitate. However, in this particular case it is likely that this communication was simpler to be managed by a single individual given that it was a one-time communication with details known only by the sender (like the link to a feedback form and list of recipients). Given that the communication was made easier by the removal of the PRO from the immediate process, there is no breach of the constitution in this case. In fact, if the inclusion of the PRO makes the task more difficult it could be considered unconstitutional as it can be hindering rather than facilitating the communication.

### Second;

Many communications are sent by the members of PGSG both internally and externally. The generality of Article III.9.E&F referring to all communications would make any interpretation where the PRO is the sole source of PGSG communications unrealistic. Such an interpretation would require that notices of senate meeting, executive meetings, or any emails not directed to the PRO would be improper.

Any interpretation barring Executive Board members from sending communications would greatly hinder the organization by further requiring the PRO to be the source of all senate, team, committee, team night, and other emails to any group of students. This would both delay all such communications and overwhelm the PRO, neither of which are desirable for PGSG.

### Limitations;

As one might expect, this ruling does not cover every eventuality for every communication in/from PGSG. Let it be noted that the PGSS, EBoard, and any team/committee may add additional restrictions/requirements to their communications as long as they pertain to the communications of that body/group. An example of this would include the request of the EBoard to approve of the PGSG Express before distribution or a request from a team/committee to reserve final approval of flyers pertaining to events run by their members.

It is the right of each body/group to dictate how their communications are to be handled, and when requested, it is the duty of the PRO to facilitate these communications.

Furthermore, the determination of making something easier as outlined in the definition of “facilitate”, is subjective. It is recommended that the “reasonable person” test be applied in these situations. This test is often used by HR for determining inappropriate conduct in the workplace, and anyone unfamiliar with this standard is recommended to review HR policies for an overview of how to apply the “reasonable person” test.

Lastly, all communications of PGSG should be made in good faith and be of a professional nature. While an individual need not seek approval for communications (unless limitations have been put in place as described above) this does not mean that all communications made by that individual are permissible. If any communications are made that smear the name of the organization or otherwise worsen its reputation, or that make personal attacks/accusations on its members without following formal procedure for such, they are considered to be unconstitutional and may be grounds for disciplinary action up to and including expulsion.

## Summary;

The PRO has requested a ruling on “the constitutional interpretation of a PGSG official sending out an email to the broader public without the knowledge of the Public Relations Officer.”

The parliamentarian cannot make a ruling on the question, but the Chair of the LRC may (given approval of the LRC).

Given the permission and approval of the LRC, the ruling is that the actions in question are constitutional for two reasons.

- 1) The role of the PRO is to make communication easier, which their consultation would not have done in this case.
- 2) Requiring PRO and EBoard approval for all communications would prevent effective operation of the organization.

The limitations of this ruling are that;

- 1) Further restrictions may be placed on communications by the body/group issuing them.
- 2) With regards to the definition of “facilitate” the “reasonable person” test should be applied.
- 3) Communications that are unprofessional or damaging to the organization are not acceptable in any situation.

Sincerely,

Andrew Mitchell  
Parliamentarian, PGSG, 2023-2024  
Chair, Legislative Review Committee



**APPENDIX H**  
**OFFICER REPORTS**

[SEE ATTACHED FIVE (5) PAGES]



**President - Somosmita Mitra([pgsg.president@gmail.com](mailto:pgsg.president@gmail.com))**

Congratulations on completing an entire semester in your role as Senator to the PGSS. This report will be rather short and talking about our activities for the last two weeks. So here goes:

- Attended the Meeting on Transportation and Pedestrian Safety with Provost, Associate Provost, Purdue Auxiliary services and Transportation:
  - Waiting on receiving communication to circulate on new facilities on campus.
  - There is room for one other person wishing to join me in these meetings, and potentially be involved in the renegotiation of the CityBus contract.
- Attended GradCouncil Meeting:
  - Learnt about the quickly forming plans and solidification of intentions to raise graduate student stipends.
  - Awaiting formal minutes to share with the Senate.
- Attended Purdue University Senate:
  - Juneteenth still within committee discussion in SAC and EPC.
- Attended Biweekly PGSG Logistics support meetings with Advisor, Treasurer and Vice Treasurer.
- Involved in ongoing conversation for the dissolution of the childcare grant until formal legislation can be brought in to rework the review process.
- Attended a meeting with COS, PRO and GRAC Chair to discuss GRAC communications.
- Updates on the shuttle service to ORD/IND:
  - Graduate School has agreed to fund this.
  - Initial purchase of 50 vouchers to ORD and 50 to IND made. Next ones to be made in January.
  - Reindeer offered about 25% discount with the cost of 100 vouchers being \$4500, but a discounted sum of \$3,375 was paid. Money saved can go towards more vouchers based on demand.
  - Forms shared and deadline announced in PGSG newsletter.
  - Website updated with help from PR Committee.
  - As of right now, I remain the sole co-ordinator of this service, any senator/board member wanting to assist/take over is welcome.
- Updates on the on demand shuttle service:
  - Continuing to work with Rides2U with the contract ending on 17 December.
  - As conversations with CityBus continue, we will look into renewing this contract in January.
  - I remain the sole co-coordinator of this service as well, any Senator/Board member wanting to assist/take over is welcome.
- With consent of the Treasurer and Advisor \$500 was approved from the PGSG Outreach budget to purchase pantry items to be kept at the PGSC during the holidays for graduate students to grab as needed.
- Working on legislation for the MHAW on Purdue Academic Calendar.
- Attended monthly meeting with Vice Provost of Student Life and Dean of Students.
- Attended Action Council on Student Housing and Well Being.

- Resumed monthly meetings with the Director of CAPS.
  - PGSG to collaborate on surveys of grad students.
- Partially attended Student Advisory Board Meetings (which is at the same time as Senate on 11.29.2023)

**Chief of Staff - Oluwatosin Benjamin Fakunle ([pgsg.cos@gmail.com](mailto:pgsg.cos@gmail.com))**

- Organized team appreciation event:
  - Food
  - Appreciation item- (PGSG branded shirt)
- Attended MHAW.
- Organized a round-table discussion to settle the misunderstanding and miscommunication between the GRAC chair and PRO with the President in attendance.
- Recruited interested grad students to PGSG teams.
- Sorted names of PGSG senators not yet on a team.
- Attended senate meeting.

**Treasurer - Swati Shikha ([pgsg.treasurer@gmail.com](mailto:pgsg.treasurer@gmail.com))**

- Continued meetings with BOSO and SAO.
- Continued to update and maintain a record of all PGSG expenses.

**Senate Chair - Josiah Davidson ([pgsg.senatechair@gmail.com](mailto:pgsg.senatechair@gmail.com))**

- Assisted in resolving questions and finalizing documents for Nov 15 senate meeting with Senate Clerk
- Handled all matters related to setting up the Nov 29 senate meeting
- Received several officer reports
- Began uploading documents to the PGSG website from this semester's senate business; website is not yet updated, but the goal is to have all the updates live by Dec 10.
- Met with Parliamentarian and LRC concerning PRO constitutionality questions to be reported on in Senate

**Public Relations - Emmanuel Babalola ([pro@purduegradstudents.com](mailto:pro@purduegradstudents.com))**

- Raised the Purdue's branding and alignment consistency with the PGSG webpage (Resolved - as not a requirement)
- Created a new page for ORD/IND Shuttle program with content provided by the President
- Advertised all PGSG programs
- Created GRAC flyers as needed
- Made corrections requested by the GRAC Chair
- Held two training sessions: Video Editing using CapCut (Last Team's Night) and Newsletter Training on 11/19/2023
- Attended PGSG events, took pictures, and created a database of links due to limited drive space



- Represented PGSG on the Educational Policy Committee, discussing a potential recommendation on AI use
- Oversaw Team's activities and provided support to Vice PRs
- Personally handled President's and GRAC Chair's requests
- Deactivated and unpublished the old Wixsite website to address duplicated content error and limited visibility
- Shared password access with five eBoard members
- Created two new emails, one of which is fully active
- Maintained social media and collaborated with Vice PRs to ensure real-time information dissemination approved by team chairs
- Addressed website feedback raised by the parliamentarian

**Parliamentarian - TBD ([pgsg.parliamentarian@gmail.com](mailto:pgsg.parliamentarian@gmail.com))**

**Diversity Officer - Rachel Zhang ([pgsg.diversity@gmail.com](mailto:pgsg.diversity@gmail.com))**

- DEI open house on Nov 29 at Lavazza 11am-12pm. Submitted APF and marketing.
- Celebrate Native American Heritage Month: Indigenous tea giveaway at PGSC on Nov 30 (Thu) 9am-4pm. Designed poster and marketing.
- Reached out to potential senators from cultural centers.
- Met with CARE to discuss (1) spring lunch & learn series; (2) "I am a stalker" movie discussion; (3) bystander intervention and survivor support training programs.
- Met with Equity, Diversity, and Inclusion Committee on Nov 27. Connect SWANA student representatives on the creation of the cultural center.
- Completed Writefull accessibility information.

**Legislative Affairs - Alex Seto ([pgsg.lad@gmail.com](mailto:pgsg.lad@gmail.com))**

- Met with NAGPS board re legislative advocacy initiatives
- Ongoing monitoring of legislation concerning graduate students
- Continued planning for spring legislative advocacy efforts
- Worked with legislative affairs officers of other universities
- Attended senate meeting
- Assisted other board members with their duties

**Career Chair - Akshita Ramya Kamsali ([pgsg.career@gmail.com](mailto:pgsg.career@gmail.com))**

- Graduate Student Networking Training on Nov30th
- Reached out to Library Department for a workshop
- Working on a resource booklet for students
- Resume review at the beginning of Spring
- Mock interviews at the beginning of Spring

**Community Chair - Qiangyue Wang([pgsg.community@gmail.com](mailto:pgsg.community@gmail.com))**

- Had meetings with the CAPS director on 11-16-2023 and will have another meeting on 11-30-2023.

- Reached out to Assistant Director of Operations, Outreach & Campus Engagement in CAPS for potential collaboration of MHAW video next semester.
- Organized literature club on Saturday afternoons.
- Prepared for Research-O-Rama next semester.

**Life Chair - Michael Zimmerman ([pgs.g.life@gmail.com](mailto:pgs.g.life@gmail.com))**

1. Attended the RecWell Advisory Board meeting - heard about the Master Plan for developing and expanding the Rec facilities (in brief, adding 10-12 new pickleball courts)
2. Attended the URPC meeting - big focus on parking issues and teaching people about where to walk or bike across campus (aka using designated bike lanes), especially in high traffic areas (WALC)
3. Prepared for another Coffee Corner at Greyhouse across from Lilly Hall for December 5th, 11am-1pm
4. Otherwise prepping for the Spring Semester and having more events then!

**Grant Review and Allocation Chair - Ali Holmes ([pgs.g.grantreview@gmail.com](mailto:pgs.g.grantreview@gmail.com))**

1. Updated all SCHWAG points
2. Discussed with E-team regarding a writing workshop for applicants
  - a. In-person/via zoom and recording and posting to the website for reference for applicants
  - b. Date set January 23rd 6-8pm PGSC
    - i. Worked with PRO to create and disseminate flyers for the event
3. Attended e-board meetings
4. Attended senate meeting
5. Attended Mental Health First Aid Training
6. Helped at Mental Health Week breakfast
7. Communicated with COS all inactive senators (resolved)
8. Working with PR officer to correct all mistakes on the website; the strategic grant is not live (ongoing)
9. Communicated with PR officer to update grant deadlines on the website & update flyers
  - a. Met with PRO, COS, and President on Nov 21st to improve internal operations and streamline GRAC & PRO communication. Action plan created.
10. Mental Health Partnership- \$125 spent/ \$1,500.00- 8.3% spent.
11. Strategic Partnership Grant - \$0.00/ \$2,000.00- 0% spent.
12. Graduate Student Equipment Fall- \$1,254.00/ \$2,500- 50% spent.
13. Child care grant open for Fall. Fall applications close on the 23rd of September, 2023. Allocated \$15,000.00/ \$40,000.00
  - a. NOTE: Financial Aid has communicated they would like to “streamline” the child care grant by dissolving their review of applicant's financial aid. Dissolving the financial aid involvement in the process would dissolve the grant.
  - b. I have been working with our advisor to find the legislation, the division of financial aid and the legal department’s rationale for not allowing GRAC to review childcare grants.

- i. UPDATE: Financial Aid does not have original documentation and suggests the financial need component be removed from the grant- Thus suggesting we remove the criteria on which the grant has been built and operated with.
14. Professional-35% spent \$10,719=/ \$30,570.00
15. GSOGA- 30% spent \$11,972/ \$40,000.00
16. Symposium -17.37% spent /\$11,500
17. Travel- 34.04% spent \$22,000/ \$63,630.00
  - a. (NOTE: Graduate School Tier 3, \$14400/\$45,000.00; 32% spent)
18. Child care grant open for Fall. Fall applications close on the 23rd of September, 2023. Allocated \$15,000.00/ \$40,000.00; 37% spent
19. Note: Virtual asynchronous voting:
  - a. Monthly Voting Outcomes: October Round: All eligible applications awarded
    - i. Professional Grant
      1. 13 applications received, 5 ineligible
        - a. 8 applications were reviewed, 8 applications funded
          - i. 1 \$750
          - ii. .94 \$711.03
          - iii. .92 \$599.62
          - iv. .90 450.97
          - v. .89 \$670.62
          - vi. .88 \$661.11
          - vii. .83 \$623.62
          - viii. .50 \$279.00
          - ix. **TOTAL \$4745.96**
      - ii. Travel Grant
        1. 24 applications received, 20 eligible
          - a. 20 applications reviewed, 17 funded
            - i. Tier 1: 3 x \$750.00
            - ii. Tier 2: 4 x \$500
            - iii. Tier 3: 10 x \$250 (with \$50 supplement from Graduate school)
            - iv. **Total: \$3250 (PGSG) \$3500 (GS)**
      - iii. GSOGA
        1. 5 applications were received, 5 eligible
          - a. 5 applications reviewed, 5 applications funded
            - i. 1 \$1028
            - ii. .65 \$975
            - iii. .60 \$884
            - iv. .65 \$975
            - v. .5 \$750
            - vi. **Total: \$4612**
      - iv. Symposium n/a

## APPENDIX I

### LRC CONSTITUTIONAL OPINION 2

[SEE ATTACHED SIX (6) PAGES]



**To:** Purdue Graduate Student Senate  
**From:** Legislative Review Committee  
**Date:** November 29, 2023  
**Re:** Constitutional Opinion 2: Duties of the PRO and PR Committee

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To whom it may concern,

Recent emergency legislation introduced in the Purdue Graduate Student Senate (PGSS) and subsequent discussion has brought into question the duties of the Public Relations Officer (PRO) and PR Committee as defined in the constitution, bylaws, and FA21-B001 which serves as the guiding document for the committee.

In response the Legislative Review Committee is exercising their power as laid out in section III.C.3.f of the PGSG Bylaws which reads as follows;

Assist in the resolution of questions pertaining to the scope of activities of the PGSG, PGSS, the Executive Board, and the various PGSG committees, as they are outlined in the Constitution and Bylaws.

## Background

Legislation FA23-R003 was introduced in an executive session of PGSS on November 15th, 2023. While keeping the legislation confidential as required by the executive session, some aspects can be discussed here. In particular, Article III.9 of the PGSG Constitution is referenced multiple times to discuss the duties of the PRO. FA21-B001 is also referenced regarding the formation and duties of the PR Committee. During debate, questions were raised several times as to the accuracy of claims made with regard to these sections and the constitutional interpretations that supported them.

The PR Protocols issued by the PR Committee on November 10th, 2023 also reference the PRO duties (Const. Art. III.9). These protocols claim that “the primary responsibility of the Public Relations Officer is to **maintain** templates for letterhead and flyers.”

Notably, the interpretations of these two sources (FA23-R003 and the PR Protocols) make differing claims with respect to the duties of the PRO and PR Committee, particularly with regards to the production of flyers (which can be framed generally as the production of publicity materials). Clarifying the respective duties of the PRO and PR committee with respect to the production of publicity materials is the main focus of this constitutional interpretation.

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## PRO vs. PR Committee

The LRC would like to highlight a false equivalency that has been made in several arguments. While the PGSG Constitution defines the duties of the PRO, this is not applicable to the PR Committee as a whole. This is because the PR Committee is not established in the PGSG Constitution or Bylaws. Instead, the PR Committee is established by FA21-B001 under the power of the PGSS granted by Article II.6.I of the PGSG Constitution. As such, the PR Committee should be considered as an operational committee (Const. III.C) rather than as a team (Const. III.C).

## PR Protocols

The LRC's largest concern with the PR Protocols as they were introduced on November 10th, 2023 is the lack of reference to FA21-B001, which is the legislative guide for the committee. While the protocols cite several sections regarding the duties of the PRO, these sections pertain only to one member of the committee and should not be a guide for the committee as a whole. As such, Article III.9 provides no grounds for the PR Committee to make any promises or refusals as it does not pertain to the committee.

As a result of these improper citations and false equivalencies, the PR Protocols cannot be considered constitutional and must be rewritten.

The LRC recommends that FA21-B001 be made the basis of the PR Protocols. In particular, the LRC recommends greater attention to the primary responsibility of the committee as clearly laid out in FA21-B001: "to ensure sustained and frequent engagement of PGSG with the Purdue community and to provide public relations support to PGSS Teams and Executive Board."

Furthermore, the LRC formally offers its assistance in reviewing future PR Protocols to avoid further issues.

## PRO Duties

The greatest point of confusion in recent discussions has been the requirements of the PRO. The duties of the PRO as written in the constitution are as follows:

- SECTION 9. DUTIES AND POWERS OF THE PUBLIC RELATIONS OFFICER In accordance with this Constitution and under the direction of the President and the Executive Board, the Public Relations Officer shall:
- A. Record minutes of all Executive Board meetings.
  - B. Attend all meetings of the PGSS and Executive Board.

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- C. With the Senate Clerk, maintain an archive of all correspondence and minutes.
- D. Make wide and known the mission, values, and activities of the PGSG but shall make decisions with consultation from the President and Executive Board.
- E. Facilitate communication within PGSG, such as managing messaging platforms.
- F. Facilitate communication with the broader public, such as managing the website, social media, and maintaining templates for letterhead and flyers.
- G. With the assistance of designated committee and team correspondents, promote and publicize PGSG and its events using all available and appropriate media of communication including the PGSG website and social media outlets.
- H. Prepare and disseminate a PGSG Annual Report including, but not limited to, reports of PGSG spending, activities and accomplishments.
- I. Have the power to appoint two (2) deputies with the express purpose of interfacing the office of PR with non-senate PGSG events, activities, and goings on.
- J. Serve as a member of relevant community boards and committees.

## Under the Direction of

All duties of the PRO are to be “In accordance with this Constitution and under the direction of the President and the Executive Board.”

This phrasing in the context of a subsidiary member acting under the direction of an overseeing and superior body indicates that the instructions given, even without written motion, should be followed. However, the actions of the PRO can only be mandated by a written motion of the EBoard or PGSS which must be itself constitutional. Members of a deliberative assembly are always empowered to bind the actions of their members by such a vote, but should not exercise this power lightly.

## Sections A, B, C, H, I, and J

These sections are clear and their contents are not currently being questioned. If further clarification is needed in the future it can be requested specifically.

## Section D

The first portion of this section is an abbreviated collection of the following duties and will be addressed along with later sections. The key portion of this section is the second half which explicitly requires all decisions regarding the remaining sections to be made

with the knowledge of the President and the Executive Board. The LRC interprets “consultation” as only requiring knowledge, and not approval. An example may be the PRO telling the EBoard that they intend to send an update email on a particular topic. The EBoard would then be able to provide input on what information should be included prior to publication, but need not approve of a final draft before release. However, if actions are explicitly disapproved of by resolution of the EBoard, then it would be disallowed by the “Under the direction of” clause. Furthermore, requests to approve final drafts before release can override this section if made formally. In cases of informal requests, it is still advisable for the PRO to comply when possible so as to build trust and a spirit of cooperation within the organization.

## Sections E & F

These sections both pertain to the facilitation of communications (internal and external). These sections were clarified at the request of the PRO in a previous decision. To summarize, “facilitate” means “to make easier.” As such, the PRO is not the only one who may communicate on behalf of PGSG, but given that most mass communications are easier when handled by the PRO, they are the responsibility of the PRO (this includes things like the PGSG Express and social media posts).

Given that the PRO is not the only individual that may make these communications, they may not be a gatekeeper to these platforms. As such, refusing to share passwords to social media, websites, or other communication platforms is in direct opposition to these sections.

Of particular note in section F is the list of duties that has been used in the PR Protocols. This list should not be viewed as an exhaustive list of all the duties of the PRO. The use of the phrase “such as” makes clear that these are examples of just some possibilities to fulfill the duties of the PRO. As such, this section cannot be used as justification to bar the production of publication materials from the purview of the PRO or PR Committee.

## Section G

This section deals with publicity as opposed to just communications. Therefore, this is the section most applicable to the question of the PRO’s duty to produce publicity materials (including flyers). One thing that is immediately clear is that the PRO is not required to do anything in this section alone and the assistance of committee and team members is clearly required. However, the PRO is intended as the main actor given that the team and committee members are only required to assist.



The later portion of this section requires the PRO to “promote and publicize PGSG and its events using all available and appropriate media.” The LRC interprets the terms “promote and publicize” to allow but not require the production of publicity material. However, as the chair of the PR Committee, there may be additional duties to create publicity materials in their additional role. The chair would hold particular liability to produce these materials if not delegated.

Here media is the plural form of medium. Therefore the PRO has freedom to choose the medium of communication. Some examples might include flyers, poems, blog posts, or tweets. Media does not refer to existing physical or digital items being available to the PRO but rather the formats for communication.

No clause here bars other teams/committees from producing their own materials (with final approval by the PRO to assure branding is correct). With this in mind teams may choose to make their own materials if desired.

## PR Committee Duties

As previously explained, FA21-B001 is the guiding document for the duties and scope of the PR Committee. As stated in that document “[the committee’s] primary mission will be to ensure sustained and frequent engagement of PGSG with the Purdue community and to provide public relations support to PGSG Teams and Executive Board”

Here public relations support is taken in context of the legislation and surrounding discussion as recorded in the minutes of PGSS. These documents make it clear that the creation of publicity materials was one of the main duties covered by this support:

“NOTING

That the Executive Board members of PGSG have requested for additional assistance for maintenance of the PGSG website and development of publicity material.”

And from the minutes:

“[We plan to have a] set of volunteers to develop posters and write on blogs”

These make clear that the creation of posters/flyers is and has always been an intended duty of the PR Committee.

This is significant to the PRO as the chair of this committee is responsible for ensuring that the committee completes its required duties.

# Summary

Resolved; Current PR Protocols are unconstitutional due to referencing improper sections of the PGSG constitution.

Resolved; Future PR Protocols should cite FA21-B001 as the guide for committee duties until legislation is passed to add sections to the constitution and/or bylaws dealing with the PR Committee.

Resolved; The PRO is required to follow the direction of the President and the Executive Board as outlined in resolutions of the EBoard and should strive to follow even informal requests/limitations.

Resolved; The PRO does not need final approval of the President and EBoard for items that they are already aware of and have been able to provide feedback on (unless otherwise requested).

Resolved; The main duty of the PRO is to make PGSG communications easier. Actions counter to this, including refusal to share passwords with executive board members, are unconstitutional.

Resolved; When requested, the PRO must be involved in publicity.

Resolved; The list found in Art. III.9.F is not exhaustive. Therefore, requests to assist with making flyers are constitutional and the PRO must assist.

Resolved; Committees and teams may produce their own publicity materials, but must have them reviewed by the PRO prior to use.

Resolved; The PR Committee is required to make publicity materials as a key aspect of their creation. The committee may recruit a member or members explicitly for this purpose.

Sincerely,  
The Members of the Legislative Review Committee