

Minutes of the GSG Meeting, 10 April 2002

SUMMARY OF THE MINUTES

1. Call to order
2. Approval of previous minutes
3. Officer reports
 - Chair -- GSG Executive meeting, correspondence with President Tilghman, U-Store Board of Trustees graduate student representatives
4. Guest speaker: Thema Bryant, SHARE
 - sexual harassment / assault
 - SHARE
5. Officer reports (cont'd)
 - Treasurer's Report -- financial statement, no funding requests, Butler Chinese New Year party, disbursement of funds (note: 2 new policies!)
 - Social Chair's Report -- no report, Social Chair appointed to fill vacancy
 - Parliamentary Secretary -- no report
 - Press Secretary -- publications relating to graduate students, newsletter
6. Old business
 - CPUC nominations
 - Committee reports
 - Housing
 - Post-enrollment
 - Parking and Transportation
 - Elections
 - Status of committees
7. New Business
 - Frist Campus Centre Programming Board
 - Princeton University Environmental Oversight Committee
 - Women's Centre
 - Housing draws -- problems associated with Hibben-Magie draw
8. Scheduling of next meeting

9. Adjournment

MINUTES OF THE GSG MEETING, APRIL 10 2002

Attendance

Officers Present: Chair Scott Miller, Parl. Sec'y Lior Silberman, Corr. Sec'y Eric Adelizzi, Press Sec'y Meredith Safran, Rec. Sec'y Anita Adhitya, Treasurer Donnell Butler, Social Chair Kerry Bystrom

Representatives Present: AOS Anita Adhitya, CHE Eric Adelizzi, CLA Meredith Safran, EAS Brigitta Lee, ELE Bill Jordan, ENG Kerry Bystrom, FRE Juliet O'Brien, MAT Hadi Jorati, MOL Jessica Bessler, ORFE Michael Ludkovsky, PACM Cynthia Rudin, POL Jason Casellas, PHY Tamar Friedmann, SOC Donnell Butler, WWS Toni Fiori

Delegates Present: Butler Huiyan Yang, GCHC Lior Silberman, Women's Centre Heather White

Councillors Present: CPUC Donnell Butler SOC; CPUC, Exec Matt Fouse POL, Past Chair; CPUC, RRR Tamar Friedmann PHY; CPUC, Exec Lauren Hale WWS, Past Chair, Press Secretary, and Social Chair; CPUC Lior Silberman; CPUC, PriCom Jim Vere; RRR Jason Casellas;

Others Present: Steven Miller MAT, Past Treasurer; Leonard Pease CHE; Lisa Sherov, GC RLC

Representatives Absent: ARC Zach Riddley, ANT Riaz Tejani, COM Seth Abelson, COS Robert Osada, EEB Sarah Smith, ECO Tanjim Hossain, GER Brian Tucker, HIS Joseph November, HOS Ishita Pande, MUS Emily Snow, NES David Brenner, PPL Ethan Schartman, PSY Cara Talaska, OPR Patrick Gerland

Delegates Absent: Hibben-Magie Nate Gleason, Lawrence Eszter Hargittai, Millstone Matt Moore, Off-Campus Upma Sharma, ACSS Haizhou Yin, BGC Ade Artis

The following representative seats were vacant: ART, AST, CHM, GEO, PHI, SLA, SPA

The following delegate seats were vacant: CIGS

1. CALL TO ORDER

- The meeting was called to order at 6:04pm by Scott Miller, Chair.

2.

3. APPROVAL OF PREVIOUS MINUTES

- The additions to the minutes of the February meeting had not yet been completed, for which Lior Silberman apologised. Ratification of the February meetings was postponed to the next meeting.
- Lauren Hale moved to approve the minutes of the March meeting, seconded by Mr. Miller. The minutes were approved with no opposition.

4.

5. OFFICER REPORTS (Part I) 3.1 Chair -- Scott Miller

- Mr. Miller announced that a GSG Executive meeting had been held between the last and current meetings, and gave the following summary of what had been discussed...
 - Policies regarding email lists
 - Mr. Miller summarised the various GSG mailing lists: gsg-global, gsg-active, gsg-list, gsg-assembly, and gsgexec.
 - Gsg-global, the global mailing list, reaches the Graduate Student Body (GSB). Majority approval by the Officers is required to send to this list.
 - Gsg-active is an optional mailing list, used for large-scale debates and high traffic.
 - Gsg-assembly contains all Assembly members.
 - Gsg-list reaches both Assembly members and those who have requested to be on the list, and is used for sending out the minutes and the agenda.
 - Gsg-exec is used only by the Officers.
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 - Standing Committees status
 - Mr. Miller invited those interested to participate in the standing committees; new members would be most welcome. In particular, the Healthcare Committee -- currently only Donnell Butler -- is in need of new members.
 - Mr. Miller announced that an *ad hoc* Housing Committee had been started.
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- Mr. Miller informed the Assembly that he had had correspondence with President Shirley Tilghman.

- Mr. Miller was pleased to announce that President Tilghman would attend GSG meetings on an annual basis. It was noted that the February 13 meeting was the first time that the University President had attended a GSG meeting. Dean Wilson was also present at that meeting, and Ms. Hale suggested that it also the first time a GSG meeting had been attended by a Dean. However, Eric Adelizzi informed the Assembly that this had occurred once before. [Deans Wilson and Taylor attended the 15 February 2000 meeting].
- President Tilghman had also informed Mr. Miller that a University committee had been created to discuss the post-enrollment issue.
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- Mr. Miller informed the Assembly that he had received an email from Reza Banki, a member of the U-Store Board of Trustees whose term in office would end next month.
- Mr. Banki's letter was read to the Assembly by Mr. Miller. The contents of the letter is summarised below...
 - Mr. Banki was one of the 2 graduate student representatives on the Board of Trustees. The Board of Trustees consisted of a range of members, including 6 undergraduate representatives. The Board meets 3 times a year.
 - The U-Store by-laws had been changed over the last 2 meetings, affecting the elections for Graduate Student representatives: 1) a change had been made to the requirements for dissemination of the information regarding the elections was now required, resulting in greater publicity of the information, and 2) the representatives would be elected by the graduate students.
 - Representatives served a 2 year term, and the 2 positions available to graduate students were staggered by a year. As Mr. Banki's term was ending soon, there would be elections later this year.
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- During and after the reading of the letter, several comments were made. Ms. Hale noted that in the past, the representative was appointed by the Graduate School. This raised the issue of democracy. Also, a contrast was made between the previous requirements for announcement of

graduate student representative elections, which were minimal, and the requirements for announcement of undergraduate student representative elections, which were not-so-minimal.

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o Mr. Miller asked the Assembly to inform the GSB of the open position.

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o A motion was made by Mr. Adelizzi, and seconded by Mr. Butler, to thank Mr. Banki.

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GUEST SPEAKER: THEMA BRYANT, SHARE

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Thema Bryant, coordinator of the Sexual Harassment / Assault Advising, Resources, and Education (SHARE) Programme, introduced herself to the Assembly and stated that her presentation would cover University policy regarding sexual harassment and assault and the choices available to those involved in such situations.

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Ms. Bryant began by defining sexual assault. As your scribe was not quick enough to write down the definition given at the time, the reader is offered the following definition, quoted from a SHARE webpage (<http://www.princeton.edu/puhs/sharass.shtml#What>, 22 April 2002): Sexual harassment is unwanted sexual attention that makes a person uncomfortable or causes problems in school, at work, or in social settings. Either men or women can be targets of sexual harassment, and sexual harassment can occur between individuals of the same gender. It may result from an intentional or unintentional action and can be subtle or blatant. Ms. Bryant noted that sexual harassment can include any contact. She also noted that sexual harassment was not just physical, and that intimidation was a form of sexual harassment. The issue of sexual harassment whilst under the influence of drugs, alcohol, sleep, *etc.*, was also mentioned.

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Ms. Bryant stated that the majority of cases involved acquaintances and sexual harassment of females, but that people of both sexes were subject to sexual harassment and that cases were not confined to people of any particular sexual preference.

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Ms. Bryant noted 3 components of sexual harassment:

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requests in return for something in relation to a job, class, advisor, *etc.*

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sexual harassment related to obtaining a grade, promotion, raise, or

improvement

- creation of a hostile environment, for example by using intimidating or offending verbal communication or behaviour
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- Ms. Bryant informed the Assembly that there were 4 options available to those who had been involved in sexual harassment incidents:
 - Free confidential counselling, available to students, staff and faculty -- There is no limit to the number of counselling sessions one may have. Sessions do not have to lead to an investigation. Sessions with the 3 Deans of Religious Life are also available and confidential.
 - Informal Process -- This is a mediation process.
 - Formal Process -- This process involves a hearing committee. It may lead to a disciplinary decision, such as a written warning in the respondent's record or expulsion.
 - Criminal court -- Accusants can request this option instead of or in addition to University procedures.
- Ms. Bryant pointed out that these options are available to both accusants or respondents.
- Ms. Bryant stated that sexual harassment did not necessarily involve a power difference between the parties involved, and that incidents involving peers also took place.
- Victims of sexual assault were advised to take care of their medical concerns; Ms. Bryant referred victims to McCosh Health Centre. SHARE is located on the second floor of McCosh. Primary hours of the office are 9am-6pm, but other times can be arranged and there are provisions for emergencies.
- Those involved in sexual harassment incidents were also advised by Ms. Bryant to make a written note of the details of their complaint, for example the date and time of the incident, and to keep any pertinent emails if any.
- Upon opening the floor to questions, a query regarding disciplinary measures taken was made. Ms. Bryant informed the Assembly that such measures may result in a written record in the respondent's record and/or expulsion or termination, depending on the nature of the harassment.
- Ms. Hale asked what percentage of SHARE's interaction was with graduate

students. A number was not given, but Ms. Bryant informed the Assembly that most of the graduate student cases brought to SHARE's attention involved harassment rather than assault. Ms. Bryant also stated that the number of counselling sessions undertaken was greater than that of the number of informal or formal processes. Noting that this could be due to fear of retaliation that might follow an informal or formal process, she informed the Assembly that the University had a non-retaliation policy that would result in additional University charges if the accuser was subject to retaliation as a result of their decision to involve SHARE.

- Upon Ms. Safran's question of whether or not there were any graduate student peer advisors, Ms. Bryant expressed SHARE's interest in starting such a scheme with graduate students, and invited graduate students to volunteer. The time commitment would be flexible -- for the undergraduate peer advisors it is approximately 1 hour per fortnight; there is also 1 training session per week, but the undergraduate peer advisors did not have to attend every session.
- Ms. Safran also queried whether or not a non-retaliation policy for witnesses existed, to which the answer was that there is. Ms. Bryant informed the Assembly that the witness never has to be in the same room as the respondent. The witness also has the option of submitting a written statement to the Dean. In the formal process, the witness may have an advisor in the room. Only the panel asks questions of the witness; the respondent will not be in the same room.
- Lisa Sherov queried the number of graduate students that went through the SHARE office. The number was unclear but, after further questioning by Ms. Hale, was revealed to be of the order of 20 per year. However, Ms. Bryant noted that cases were not always reported in the same year in which they took place.
- Ms. Bryant also stated that people who were not the primary person involved in an incident were also welcome to contact SHARE. For example, they can ask questions for someone else, pick up literature, and so on.

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9. **OFFICER REPORTS (Part II) 5.1 Treasurer -- Donnell Butler**

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- Mr. Butler presented a current financial statement and reported that the financial balance, as of 2 March 2002, was \$8871.74.
- No funding requests had been made.
- Bill Jordan asked if the financial statement would be posted on the web.
 - Ms. Hale suggested that the financial records should not be placed on-line where anyone could read them. Someone suggested that the reports could be password-protected so as to be accessible only to members of the GSG. Mr. Adelizzi questioned the need to restrict the information and asked why it should be kept from the general public.
 - Mr. Butler stated that the Undergraduate Student Government (USG) did not post their financial statements on the web, but did post their budget.
 - Meredith Safran queried the advantages to putting the financial statement on the web. Mr. Jordan replied that it would allow groups requesting funding to know how much money was available. He stated that he was not necessarily advocating the posting of the information, but was only asking of it would be.
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- Mr. Butler acknowledged that the GSG had more money than usual at this point because of the work of Yesim Tozan, outgoing Social Chair, who had been successful in obtaining cosponsorship of events initiated by the GSG. Therefore, the GSG funds were not stretched to their full capacity at this point.
- Huiyan Yang, Butler delegate, raised the issue of funding for the Butler Chinese New Year party. Mr. Butler stated that GSG funding for this event had not yet been paid to Butler and Ms. Yang informed him that the funding had already been approved.
- Mr. Butler informed the Assembly that there were several such occurrences at present:
 - According to the August 22 minutes, \$50 had been approved for a speaker and film for PCOP. The money had not yet been asked for and had not been paid.
 - \$160 had been approved, but not paid, to the Democratic Left organisation for non-violent protest training. Mr. Butler informed the Assembly that he had contacted Elliot Ratzman regarding the matter.

- Money had been approved for the Butler Chinese New Year party but had not yet been paid, as had been raised by Ms. Yang.
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- Returning to the Chinese New Year party... Ms. Yang informed the Assembly that, in the past, the GSG had given the funding to Butler before the event. Ms. Hale stated that usually reimbursement was given after the event, and that the receipts were required before Shelley Wester transferred the money. Ms. Yang suggested that it was not usually so formal. She observed that it was not done this way the previous year, and asked if this was the procedure. Ms. Yang said she would bring in the receipts next time. Mr. Silberman suggested that it is easier if a formal procedure is followed.
- On the disbursement of funds (**2 new policies!**)...
 - Mr. Butler stated that he did know of a case in which Ori Heffetz had disbursed funding prior to an event, and speculated that it was because Shelley Wester knew about the event.
 - Mr. Butler offered to draft a formal policy: since the GSG knows the Butler Chinese New Year party is an annual event, if approved by the Assembly the money could be transferred and it could be left to Shelley Wester or Dean Montero to "sign-off" on it [sign the interdepartmental invoice].
 - The question was raised as to what would happen if less money was spent than was asked for, to which Mr. Silberman replied that it was easy to transfer money to an organisation such as the Butler community and that unspent money could just be transferred back. After some more discussion in this vein...
 - Mr. Butler noted that a University account was required for money to be transferred. [The Graduate School will not allow money to be paid out of the University system without receipts, but money transferred between accounts is internal and money can be moved via interdepartmental invoices (e.g., to the Butler Committee) without receipts since they have a University organization account.] Steve J. Miller stated that individuals have been paid in the past, and Mr. Adelizzi noted that some organisations did not have an account. Mr. S. J. Miller noted that most purchases were made by credit card. Mr. Butler said he could set up

advance payments, which Mr. Adelizzi suggested should be at the Treasurer's discretion. Mr. Silberman suggested that the Treasurer could disburse funds ahead of time to those organisations that have internal University accounts.

- Ms. Safran proposed a policy in which funding was disbursed only after the receipts had been submitted. To this policy, Ms. Safran added the qualification that, if the funding was to be given to an organisation, the funds could be disbursed ahead of time at the Treasurer's discretion. This policy was seconded by Mr. Adelizzi and passed unanimously with no amendments.
- Ms. Sherov suggested that there be a policy regarding limits to the time within which receipts should be presented. Ms. Hale suggested a time limit of 3 months. Mr. Adelizzi proposed a policy in which funding expires within 3 months from today and future events. That is, for events that have already occurred, receipts must be submitted by 3 months from today or the funding will expire. For future events, the receipts must be presented within 3 months of the event. The policy was passed with one objection noted: Cynthia Rudin raised the question of what would happen if the Treasurer was not available (e.g. summer). Mr. Adelizzi pointed out that the GSG continues over the summer, as it does over the winter, and that there is always someone in charge of finances.
- Mr. Butler stated he would contact pending requests to inform them of the 3 month deadline.

10. **5.2 Social Chair (Report and Vacancy)**

- Ms. Tozan, interim Social Chair, was not present. There was no report.
- The Social Chair vacancy was discussed.
- Ms. Hale nominated Kerry Bystrom for the position of Social Chair, given that there was a vacancy and Ms. Bystrom had expressed interest in the position.
- Ms. Bystrom confirmed that she would indeed be here next year (at the March meeting she was unsure of whether this would be the case). Ms. Bystrom wanted to confirm the arrangement that Weining Man would act as a co-Social Chair and help organise non-Western events. These arrangements had been suggested at the previous meeting. Ms. Man was

not present at this meeting and therefore unavailable to respond to Ms. Bystrom's query.

- Mr. Miller called for further nominations. Neither nominations nor oppositions forthcoming, Ms. Bystrom was appointed to the position of Social Chair.

11. **5.3 Parliamentary Secretary -- Lior Silberman**

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- Mr. Silberman had no report, other than that it was necessary to nominate representatives to the Council of the Princeton University Community (CPUC). This was scheduled for later in the meeting ('Old Business').

12. **5.4 Press Secretary Report -- Meredith Safran**

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- Ms. Safran informed the Assembly of two publications featuring graduate student issues. These were an article in the Princeton Alumni Weekly about the Lawrence construction, and an article in The Daily Princetonian about Graduate Student Appreciation Week. The former was mostly informal and included a quotation of Mr. Adelizzi. The Princetonian article was based on a telephone interview and would hopefully solicit more empathy from undergraduates. Mr. Miller added that the Princetonian had also published an article announcing the new Officers.
- Ms. Safran also (re-)raised the idea of a newsletter for the GSB. This had been mentioned in the previous meeting, but no vote on the idea had been made. However, Ms. Safran suggested postponing this to the following month to allow her to prepare further details.

13.

14. **OLD BUSINESS 6.1 CPUC Nominations**

- Mr. Silberman began with a brief description of the Council of the Princeton University Community (CPUC), whose members includes administrators, faculty, staff, alumni, graduate students, and undergraduates. For the convenience of the reader, the following description is quoted from the minutes of the March meeting: There are 7 graduate student representatives to the Council of the Princeton University Community (CPUC), of who 5 are elected by the Assembly. The other 2 graduate students are the GSG Chair and

Parliamentary Secretary, who serve ex officio. The CPUC also has several sub-committees (the Executive Committee, the Priorities Committee (2), the Resources Committee (1), the Judicial Committee (1), the Governance Committee (1), and the Rights and Rules Committee (2). The Chair serves ex officio on the Executive Committee and the 7 CPUC representatives elect the other CPUC Executive Committee member from amongst their own number; this may not be the Parliamentary Secretary unless no one else wishes to serve. Mr. Miller noted that the representative to the Judicial Committee may not serve on the CPUC itself, so a minimum of 8 people are required to fill the posts. The Assembly nominates graduate students to all committees other than Executive.

- Next followed the nominations of CPUC representatives. The GSG can elect representatives to the CPUC and Executive Committee, and can nominate representatives for the other committees. The following nominations were all preceded by a description of the position, as given by Mr. Silberman and, where available, the current-to-be-past representative. However, the position descriptions presented at the meeting are omitted from these minutes, as they can be found on the GSG website (<http://www.princeton.edu/~gradcpuc/description.html>). The CPUC charter also contains the details of the positions, and is available at <http://www.princeton.edu/~vp/cpuc/charter.html>

15. 6.1.1 CPUC

- Mr. Silberman announced that Ms. Friedmann and Brigitta Lee were interested in representing graduate students on the CPUC and had submitted statements. Toni Fiori and Joe Valentino expressed their interest in the CPUC positions, leaving one CPUC seat without a candidate.
- Ms. Hale suggested postponing the nominations as there were so few candidates this year -- the Assembly was informed that there is usually more competition for the positions -- but was informed that the nominations could not take place in the May meeting as they had to be completed by 30 April. In any case, Mr. Adelizzi noted that there was a shortage of only one candidate.
- Ms. Yang volunteered to serve on the CPUC.
- Mr. Miller was pleased to note that all four divisions of the University were represented by the interested candidates.

- Mr. Adelizzi moved to appoint Mr. Fiori, Ms. Friedmann, Ms. Lee, Mr. Miller, Mr. Silberman, Mr. Valentino, and Ms. Yang to the CPUC, seconded by Ms. Safran. The motion was passed with no opposition.

16. 6.1.2 *Priorities Committee*

- Following a description of the responsibilities of the position, supplemented by current Priorities Committee (PriComm) member Jim Vere, Mr. Silberman announced that Leonard Pease and Mr. Fiori were interested candidates.
- Ms. Hale asked if post-enrolled students could serve. Mr. Miller stated that he had contacted Ann Halliday, Associate Secretary of the University and *ex officio* secretary of the CPUC, regarding this and had been informed that they could not serve on the CPUC body. The University's reason for this was that most post-enrolled students were also staff and alumni, and thus were already represented. A post-enrolled student can, however, serve on the CPUC as an alumnus. Mr. Vere rightly pointed out that enrolled students can also serve as alumni.
- The two interested candidates presented brief statements. Mr. Fiori introduced himself and informed the Assembly that he had served on the budget committee at UCSD, experience that may be of relevance to PriComm. He stated that he would turn to the GSG regarding issues. Mr. Pease stated that he wished to gain experience, to see how the University runs, and to work for graduate students.
- Mr. Vere made a request to question the candidates. He began by stating that he had fought for the rights of the GSG to appoint graduate student representatives. In the past, the Graduate School had made the nominations, which tended to be unfavourable in terms of the sharing of information, as the representatives did not have an obligation to report to the GSB. With the current system, the GSG could more easily keep in contact with the representatives. Mr. Vere asked the candidates if they were willing to work with the GSG, to which both replied affirmatively.
- Mr. Silberman moved to nominate Messrs. Fiori and Pease for the Priorities Committee. The motion passed with no opposition.

17. 6.1.3 *Resources Committee*

- A description of the position, provided to Mr. Silberman by Mr. Ratzman, was

given.

- Mr. Adelizzi noted that the interested candidate, Elliot Ratzman, had served on the committee for 2 years already. Mr. Ratzman's statement was read out to the Assembly by Mr. Silberman.
- Hadi Jorati expressed interest in serving on the Resources Committee. He stated that he was interested in gaining experience. Mr. Jorati was questioned by Ms. Safran and Mr. Vere.
- As there were 2 candidates and 1 position, a vote was required. It was agreed that the vote should take place by secret ballot.
- Mr. Jorati withdrew his candidacy. Due to a misunderstanding, he thought that he would be serving with Mr. Ratzman and had not realised that only one position was available. Mr. Jorati stated that he did not wish to contest Mr. Ratzman for the position.
- Mr. Silberman moved to nominate Mr. Ratzman for the Resources Committee. The motion passed with no opposition.

18. 6.1.4 Rights and Rules Committee

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- Ms. Safran raised the issue of enforcement if departments were not performing their roles, for example with relation to departmental Graduate Student Committees (GSCs). Ms. Friedmann suggested that the Dean of the Faculty would be the appropriate person to talk to and that the Rights and Rules Committee (R&R Committee) did not have any known activity. It was later noted by Mr. Miller that it was not the responsibility of the R&R Committee to take action against departments not complying with their duties; rather, this is the role of the Judicial Committee. To this, Ms. Friedmann added that the R&R Committee was not a disciplinary committee.
- Ms. Friedmann stated that it was important that the *Rights, Rules and Responsibilities* book be read, and that readers of the book tell others of its contents.
- Mr. Miller suggested that the GSG would like the contents of the *Rights, Rules and Responsibilities* book to be updated to reflect the greater prominence that the GSG now held as the representative body of all graduate students. He asked if Ms. Friedmann would be willing to advocate this to the R&R

to the GSG.

- Mr. Adelizzi stated that Mr. Vere had worked to give the GSG the right to nominate representatives for the CPUC during his term of service on the CPUC. Mr. Adelizzi further informed the Assembly that, in the past, he and Jason Brownlee had been involved in trying to have all requests for graduate student representatives brought through the GSG. A problem was that different committees were convened by different people or different parts of administration, and that there was no master list of convenors.

25.

26. **SCHEDULING OF NEXT MEETING**

- The next meeting of the GSG is scheduled for 6pm, Wednesday 8 May, 2002, in Frist 309.
- The Assembly was asked by Mr. Miller if any changes to the meeting schedule (every second Wednesday of the month) were required over summer. No scheduling change requests were made.

27.

28. **ADJOURNMENT**

- The meeting was adjourned at 8:35pm.

Respectfully submitted, Anita Adhitya
Recording Secretary