AGENDA
GRADUATE AND PROFESSIONAL STUDENT ASSEMBLY
44th GENERAL ASSEMBLY SESSION
November 30th, 2022; 6:30PM
Steinberg Dietrich Hall 211; Zoom Link (In-Person attendance required for GA Reps unless otherwise excused): https://upenn.zoom.us/j/91579346701

- Call to Order, Approval of Minutes and Agenda (2) Welfer
- Finance Sunshine Reports (5) Senthil
- Operations Budget Amendment (15) Jin
- Red & Blue Strategic Committee Updates (1) Watson
- GAPSA Executive Board Special Election (60) Welfer
- Open Floor (5) Welfer
- Adjournment Welfer

MINUTES

6:58 PM

I. Call to Order, Approval of Minutes, and Agenda
   a. Motion to approve minutes, passed
   b. Motion to approve agenda, passed

II. CORRECTION MINUTES AND AGENDA NOT PASSED

7:00pm

III. Finance Sunshine Reports
   a. Number was calculated from resources from Office of Student Affairs
   b. During transition in June and July – June transactions will show up in July, but it was charged from previous fiscal year
   c. Most of the grants have not gone out yet – more accurate reflection by the end of the year
   d. Budgets and reporting from G12 schools are out of finance scope, but will be working on it
   e. If you’re interested in utilization, please check out the GAPSA financing website
f. Question: What is the largest factor of underspending? A: That goes under each division and committee and how each individual group utilizes its allocations. It varies.
g. The goal is to spend 40%. Getting the student group and travel grants go out there’s a time delay between the claim and the use of the fund.
h. Per the constitution, you will more regularly see the sunshine report

7:09PM

IV. Operations Budget Amendment
a. Not able to do dinners for December
b. Question: Is the $30 per person on the higher end?
   i. When you order from catering for massive amounts of people, it’s hard to quantify and measure the amount of food per person
   ii. We also need to think about the diversity of the food/allergies – when we decrease the amount, we lose contingency
c. Question: What is the contingency for?
   i. A: There are a lot of hidden costs – small fees to pay for delivery for example. The contingency is a buffer.
d. Move to a period of debate
   i. On the $30 per person – the bill you start off with isn’t the final amount at the end of the day.
   ii. Comment: Cost of meal is consistent across 110 people and 30 people, the pricing of each meal should be the same economically? With more people, service costs goes up but the cost of the meal should go down. How much of the cost is the meal and how much is the service?
e. *Motion to formally adopt the amend the 2022-2023 budget to move $30,000 from the reserves into logistics. Motion Passes.*
To: The General Assembly of the Graduate and Professional Student Assembly

Author: Alexander Chmielinski

RE: Amendment to GAPSA’s 2022/2023 budget to reallocate $30,000 from Reserve to Operations Logistics Funding

ABSTRACT:
The Graduate and Professional Student Assembly (GAPSA) should commit to reallocate $30,000 from the 2022/2023 budget reserves to Operations Logistics Fund to increase engagement within the graduate student assembly, to foster a social environment that is conducive to bettering our university, creating lasting bonds within the GA Assembly, and providing incentive for better member engagement.

At the present moment, the two largest costs of the Logistics budget are feeding the (1) GA and sponsoring the (2) Happy Hours following the meetings. Following this, the logistics budget is also responsible for (3) Exec food during their meetings and (4) small group meetings within subcommittees.

With the newly added $30,000 proposal to the Logistics budget we foresee the budget amounts needed to continue these operations going to:

1. GA Meeting = 110 (people) x 30 (cost/meal) x 14 (# of events) = $46,200
2. Happy Hour = 50 (people) x 35 (cost/meal) x 14 (# of events) = $24,500
3. Exec Meeting = 30 (people) x 30 (cost/meal) x 14 (# of events) = $12,600
4. Small Group = 100 (people) x 20 (cost/meal) x 4 (# of events) = $8,000

In addition to these costs, we also would like to increase the number of GA retreats to two per academic year instead of one bringing an additional cost of:

5. GA retreat/GA end of the Year Dinner = 100 (people) x 60 (cost/meal) x 2 (# of events) = $12,000

In total this would bring the total budget from $85,000 to 103,300 but in anticipation of unforeseen expenses we would also like to add an additional 10% contingency on top of this bringing Logistics total budget amount to 115,000.

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COMMENTS:
Ordering for a conglomorate is not the same as ordering for individuals and the costs of these experiences add up. With rising food costs, increased delivery costs, as well as other misc. expenses (plates, cups, utensils, etc.) we hope to take precautionary measures to make sure the GA is well assured that their work and efforts are acknowledged with a healthy meal and appropriate refreshments (alcoholic and non-alcoholic).

GAPSA Alumni Relations

a. Q: What is GAPSA4LYF? A: An award that looks into the service to GAPSA. Each director nominates a person.

b. Q: Regional meetups vs Global Alumni mixers? Who’s attending?
   i. Regional meetups – local areas – DC, New York, Boston – tied to those cities so there are no transportation costs. We try to have a ratio of twice as many students than alumni.
   ii. Global Mixers: Part of Penn Global, engaging alumni there (July 6, New Delhi), to raise funds and networking, to also put GAPSA as part of it. Purpose? It’s largely for career networking and mentorships between alumni and students. Especially students who are considering Penn for school. Those connections are there, but we find that those that are extroverted fair fine in these events but not so for everybody else.

c. What does the cost cover? Food drink, cost of the venue. For example in 2022 – providing facemasks “Delhi program”

d. Alumni ticketing and contribution program? It cost us nothing.
I. When there are large-scale events, a portion of the ticketing goes to alumni. If they don’t claim it, it opens up to students. Trying to get alumni to come back.

- Don’t want alumni relations to be a cost to students, but a benefit to students.
- It’s an entirely opt-in program, voluntary by students and alumni. About 2000 out of 9000 checked the box. Leftover money goes to “Other Encumbrances”
- The alumni association is nascent and in formation, the operating assumptions are that there are ex officio seats – from different departments
  - In the actual resolution, it is subject to approval from the Alumni Relations and Finance committee.
- Do you see more alumni engagement? How many were open to mentorship after attending these events
  - Alumni engagement survey
- Concerns around where student representation comes in an organization we have zero control or visibility over?
  - It’s not up to two people, it is the Alumni relations and finance committee which is made up by the GA
  - You have at least two seats on the board
  - If you pass the second resolution, GA can stop it. It is full disclosure.
  - Question: Associations? A: TBD.
  - Motion to adopt this resolution, debated.
  - Motion to amend the amendment the section (3) release to alumni relation, second.
  - Open to debate period
  - Remove course 3 from the amendment
  - Before the amendment, are we able to know the details? A: no we vote on the original
  - Motion to table the amendment
  - Motion to close the debate to remove the 3rd course and moving to vote
  - The amendment failed
  - Motion to close and vote – passed
  - The amendment passed!
  - Motion to table the Executive Board Service Awards Model and Accountability System to the next meeting – passed
To: The General Assembly of the Graduate and Professional Student Assembly  
Author(s): Paul Weller, Director of Alumni Relations  
Sponsor(s): GAPSA Operations Division  
Date: 20 November 2022  
RE: Resolution to Amend the GAPSA Alumni Relations Budget

ABSTRACT:
Pursuant to Article VIII.A.3 of the GAPSA Constitution, GAPSA hereby releases $19,500 from the FY2022/2023 Budget reserve to GAPSA Alumni Relations for: GAPSA alumni mentor & meetings ($9,000), alumni regional mixers ($3,000), GAPSA4lyf awards ($1,500), and global alumni mixers ($6,000). GAPSA authorizes the alumni ticketing and contribution program in perpetuity. The GAPSA Director of Alumni Relations is directed to coordinate alumni programming with the related councils and (sub)committees of GAPSA, accordingly.

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WHEREAS, the Graduate and Professional Student Assembly (GAPSA) is charged with representing all graduate and professional students enrolled at the University of Pennsylvania;

WHEREAS, GAPSA sponsors academic, cultural, and social events of interest to the graduate and professional student community;

WHEREAS, GAPSA established an alumni tickets and contributions program in FY 2021/2022, including (1) alumni tickets to GAPSA events and (2) contributions from tickets for alumni development and programs;

WHEREAS, GAPSA collected $31,563.57 in contributions from ticket revenue for alumni development and programs in FY 2021/2022;

WHEREAS, the GAPSA General Assembly amended the GAPSA Constitution on March 30, 2022, institutionalizing alumni relations as a core function of GAPSA;

WHEREAS, the Director of Alumni Relations and Subcommittee on Alumni Relations are charged with alumni outreach, communications, updates across GAPSA and the G12 schools, seeking alumni engagement at events sponsored by GAPSA or the University, and maintaining a close relationship with the Alumni Relations office of the University;

WHEREAS, the GAPSA General Assembly approved the GAPSA Alumni Development Contribution Resolution on May 11, 2022, to direct the release of the ticket revenue earmarked for alumni development toward establishing the GAPSA Alumni Association;
V. Red & Blue Strategic Committee Updates
   a. Please email President and advocacy
   b. Each council is doing a meeting with the Red & Blue Committee in Spring

7:50 PM

VI. GAPSA Executive Board Special Election
   a. Motion to extend meeting up to 30 minutes, second. Passed.
   b. Motion to extend by an hour. No objection. Passed.
   c. Motion to extend the meeting by up to 30 minutes. Passed.
   d. The General Assembly has voted upon the following:
      i. EVP: Hoang Anh Phan
      ii. VP of Finance: Rexy Miao
      iii. VP of Programming: Keshara Senanayake

VII. Announcement of Election for VP of Advocacy at next GA meeting
VIII. Adjournment