**Graduate Student Association - Meeting Agenda**

**10-04-18 (3:30 pm – 4:30 pm)**

1. **GSA constitution**:
   * Needs to be updated this academic year, by Spring 2019
     1. Any suggestions? If you have any suggestions please write an email to Monica. Some suggestions during the meeting include: Incentives for SGA and GSA officers- Particularly senators because they have double duties in GSA and SGA. Maybe have a co- treasurer position to be able to help out with fundraising events, etc.
     2. Changes in Travel requirements. Can GSA officers get an increase in the funds just as the SRW officers do? Maybe include this in the constitution? (Note: currently SRW officers are awarded $750. ($500 from SGA account and $250 from GSBS account.) Keep in mind: If the funds from the SGA account aren’t eligible for scholarship increases, we’ll have to raise more money during fundraising events. Do we have funds leftover from last year?
     3. Responsibilities and scholarships for GSA officers. See previous bullet point.
     4. Special Elections
2. **Group photo of GSA officers: October 17th (Wednesday) 3-4pm** Dress code- Business casual (No Jeans or T- shirts!)
3. **Senators:**
   * Any updates? We might need more senators. But maybe not because public health students have their own senators. To determine exactly how many senators we’ll need, we will have to know how many students are in each school. Pam will look into this and let David and Monica know via email.
   * During the SGA meeting: several bills were approved and shutdown. Working on increasing the number of people on finance committee. Our senators were allocated to the following committees:
   * Omar and David- operations
   * Stephany- scholarship
   * Ryan- community service
   * Tim- social
4. **Travel scholarships:**
   * No. of students interested in applying for travel scholarship this year: 14 (11+3)
     1. Jessica and Victoria have been given the $500 travel scholarships each.
     2. Any other students signed up? Caitlyn will send out another email asking students about who’s interested in travel. List of students will be given scholarships on a first come first serve basis. We will wait to send this email. TBD by next meeting.
   * Minimum amount to be raised: $7750- May be reduced to $7500?
   * SGA account: $6,040.13: we can probably ask for more money from SGA account so that we will have extra funds available for additional scholarships (travel, other). We might be able to increase the budget by including scholarships in the budget. However, additional scholarships will have to be put into the budget well in advance. Before doing this we will have to confirm that this is an eligible request. We can pull from SGA account first; however it is designated for only travel and 2 meals currently.
   * How much did we ask for in the previous years?
   * Encourage traveling (maybe for the IPE event for example). SRW does not count towards IPE credit.
   * Funds raised:
     1. Moving cart sale (August): $1111
     2. Bahama Buck’s (Sept 20th): $100
     3. Fall Bake Sale (Sept 27th and 28th): $754.74
        1. NOTE: In future, organize bake sale around mid-week. Avoid having a bake sale on Fridays. So many seminars with free food we taking place at the same time and free T- shirts we being given out at another event which reduced our sales. Because of these reasons and others we should avoid bake sales on Fridays or when there’s a major event happening on campus.
     4. Total funds raised = $1964.74
   * Future events in Fall:
     1. Polo T-shirts and Jackets: pre-orders starting Sept 20th- October 22nd (Stephany and Caitlyn are still working on it)
     2. Chipotle: Nov 5th
     3. Any other plans?
   * Credit Card payment (6-8 weeks for processing) we can have two fundraisers that are tax free.
5. **Journal Club:** any updates? The attendance is low. Can be due to the fact that it’s on a Monday. Maybe give incentives to students to make them want to present and attend JC?
6. **Volunteering events:**
   * American Heart Association: Saturday, October 13th
   * Spooky Science Carnival: October 27th, 4:30pm-9:15pm
   * Silly Science Carnival: October 31st, 9:30am-12:15pm
   * Bubble Fest:
     1. November 16th (Member's night), 6:00pm-8:45pm
     2. November 17th (Public event), 9:30am-6:15pm (Multiple shifts)
   * Ronald McDonald House: November/December
   * Haven Animal Shelter: November/December
   * Science spectrum: outline on what it entails? Monica will send another email.