

**GSA Executive Board Meeting
October 17, 2007
Campus Life Conference Room**

Present: Franklin Soares- *President*
Jacinta Avery- *VP University Park Campus*
Jason Ingrao- *VP Biscayne Bay & Pines*
Hanh Lai- *Treasurer*
Roseline Telfort- *GSO Liaison*
Kamila Kasprzycka- *Marketing Chair (BBC)*
Jen Fransen- *Marketing Chair (UP) (Recording)*
Antonio Jefferson- *SGA Graduate Representative*
Cara Witttaker- *Office Administrator*

Ann Marie Hibbert (secretary) had submitted an apology for her unavoidable absence since she was attending a conference.

The meeting was called to order at 2:47PM by the President.

Business Etiquette Lunch

- Franklin reported that the Business Etiquette Lunch was a success and thanked all Executive Board members for helping out. Lenroy Jones, Lauren, and the Aramark Staff were also lauded for doing an exceptional job.
- Jacinta suggested having a central location to keep all evaluations so that the next E-Board could have all those evaluations for events readily accessible in a binder.
- Franklin reported that he thought the card reader worked very well and asked that it be reserved for the next Gradskellar on October 18.
- The Fall Family Festival and the next General Meeting will be held in the week of October 22.
- Jacinta suggested that there needs to be a better way for individuals to confirm their attendance for events. For example there should be one central location that attendees are told to RSVP to. It was suggested that points should be deducted from no-shows.

Budget Update

- Hanh circulated an updated budget for the E-Board to review. Some of the key points are:
 - We currently have one Administrative Assistant even though the SGA had approved funding for two.
 - The NAGPS Conference has an allocation of \$1,000.
 - \$800 has been allocated for webinars. Jason indicated that the webinars will be on November 25 and 29. They will be free for all graduate students.

Conference Funding

- Franklin raised the issue of a graduate student who was accepted for a conference back in March, 2007 but had not applied for funding until five weeks later. This student has been a member of the GSA for four years but has not attended 4 GSA events in order to have the required 4 points necessary for conference funding. After discussing the case in details, the Executive Board made a decision that the application for funding for this conference would not be approved based on the GSA policy that 4 points is required to qualify for conference funding.
- Another graduate student was approved for an International Conference and has asked for \$900 in funding. There was a unanimous agreement by the Executive Board that the standard protocol of funding international Conference to a MAXIMUM of \$500 should be strictly adhered to.

UP Gradskellar

- Roseline reported that she has sent an email to request the AV equipment and that everything was in place for the next Gradskellar.

General Meeting next week

- The next General meeting will be on October 24 in GC 140. Jason & Jen volunteered to purchase snacks and fruits for the meeting and Franklin would ensure that a head table is in place.
- Franklin asked that all reports for the General Meetings be submitted to him by the Friday before the meeting.

Family Festival

- Jacinta reported that she has submitted the Purchase Order for the food. Kamila & Jen will make flyers that inform graduate students that everyone is welcome to come. There will be caricature, a balloon artist, face artist, decorations and candy for the kids.
- Volunteers who will be assisting with setting up for the event are to meet at the Campus Life office at 4:30pm.

Recycling Issues

- The GSA will be assisting in the University's recycling initiative. Nora will post the details of the initiative on the GSA website and Franklin will send an email to advise everyone of the starting date.

Hispanic Heritage

- Jacinta reported that SPC was inquiring if GSA wanted to participate in the Carnival by taking on a country and having a booth on October 27. The decision not to participate was decided by a vote. This is due to the fact that most officers would not be able to commit the necessary time on that particular Saturday.

Graduate School Symposium

- Antonio reported that the Graduate School Symposium would be on Tuesday, October 23, 2007 at noon in GC 305. The symposium is geared towards upper division students and that there is still a need for panelist in the current graduate programs. A tentative script was circulated and Antonio asked if anyone had a contact of a student in the Law School. Jen indicated that she knew of someone and would inquire to see if they would be able to be on the panel of speakers.

Feedback from Graduate Students

- Franklin reported that there has been negative feedback from some members and proposed that a survey instrument be sent to all GSA members to see how we can improve and serve graduate students better.
- Jacinta proposed using Survey Monkey for the survey.
- Franklin encouraged the officers that even though we have received some negative feedback, we all need to maintain a positive attitude and try to keep doing a great job with improvements where necessary.

The meeting adjourned at 3:53PM. The next Executive Board Meeting is on October 31, 2007 at 1:00PM.

Respectfully Submitted by,

Ann Marie Hibbert
GSA Secretary