GSA Officer Meeting  
January 27, 2014  
10:15am-12:00pm  
Wilson Commons 121

Attending:  
President Laura Desplans  
Academic Programming Officer Serenity Sutherland  
Information Technology Officer Carmen Cortazar  
Student Advocacy Officer Keturah Bixby  
Treasurer Jingqiu Li

Not Attending:  
Social Programming Officer Kamecia Bruce

**Website**  
Carmen’s redesign looks great. The facebook link needs to be updated.

**Event Funding**  
Need the date and time for event funding forms  
Requests for funding coming in: Graduate History Society, Tango Group, SBAI (need to submit form) and GSOC (Graduate Students of Color).

**Conference Travel Funding**  
Will give 18 of the 32 applicants $300 in funding.  
We can pick the two or three of the top applicants to post their applications on website to model what makes a successful applicant. All winners will be asked if they mind having their names posted on the website and will publish them there.  
Serenity will send the acceptance and denial letter to board members for feedback before sending them to applicants. Hope to get the letters out by Wednesday.

**Communications Officer**  
Deadline for nominations is January 28.  
There are no nominations so far and if no one is nominated our board can continue operating successfully without that officer.

**GSA Logo**  
No one has yet submitted a GSA logo. The deadline is February 14, and we will wait and see if anyone submits. In the meantime, Janice will contact the undergraduate’s graphic artist to see if she is available.

**Graduate Group Forms**  
- Having graduate groups fill out the forms and submit the information for their groups to be registered through GSA. Should we still have them do this? It seems a little disorganized and time consuming.
- It seems wise to put the form on the website and a renewal form for graduate groups, too. Eliminating the hard copy would be best. Ask who the current officers are, purpose of the group, their contact information and what the group plans to do/mission/goals. Have the forms go to Janice. Janice will edit the form and then send out the email to Carmen to load onto the website.
- Will the DGS still need to sign? It seems a bit unnecessary and so not having that is fine.

**Newsletter info**

- **for this week**: GSA Logo, Communications Officer, Smoking Forum
- **next newsletter**: Graduate group forms, Travel funding results

**Social Activities**

Have we been able to schedule any? Waiting to hear from Kamecia.
Laura will email the undergrad Student Association to ask how they have arranged to have Rettner Hall and to sell alcohol.
We are not certain about alcohol policies on campus. Can we sell it? Serve it for free? Carmen suggested looking into the Friday social hour at Meliora as an example to see what the case is.
All officers will check with Kamecia and offer to help plan these events.

**Non-traditional career event**

Should we do it as a single event on one big day? Or should we do it one by one with Skype?
Which is more realistic?
The majority of officers seem to think that having one event would be best. Potential dates would be March 28 and 29 or April 4 or 5. Perhaps on a Saturday? The benefit of being a Friday is that students can drop in and drop out. If it is on a Saturday folks would have to make a deliberate effort to come.
Definitely ask students to register.
For food offer folks a light refreshment such as coffee and bagels.

**Ice Skating Event**

Some university housing has already had ice skating but we will go ahead and have this event.

**Funding Requests**

The constitution says the Treasurer decides all funding requests, but the Treasurer or Janice will send around event funding requests to all the officers for feedback before approving and rejecting requests. We will put this in the bylaws.