Graduate Student Organization

Third Fall Meeting 28 November 2018

Agenda

1. Call Meeting to Order
   1. Jonah starts the meeting. Suggests if the construction is too loud we will cut the powerpoint. Welcomes reps to the last meeting.
2. Attendance
   1. Quorum made
      1. Departments: Architecture, MAT, System’s Tech, ENVS, GEOL, BIO, Coun. Ed., Ed., Music, Crim. Jus., Informatics, Modern Language, KNES, MechE, COD, PETE, English, CACS, ChemE, Psych.
3. President’s Welcome
   1. Introduce Philip de Mahy
      1. Phil did not attend this meeting – included in agenda just in case!
      2. Discusses how many apps were received, how many people were funded/not funded.
      3. Please contact Jonah or Jamie for rep replacement if current department rep is leaving/stepping down.
4. President’s Report
   1. GSO/SGA Meeting
      1. MFK meeting about treasurer change, working on by-laws.
         1. Had not jobs for GSO at the moment
   2. Parking Update
      1. Parking office working on updates and has implemented changes and working on implementing these changes that the GSO has suggested.
   3. Guest Speaker: Philip de Mahy
      1. Not in attendance.
5. VP’s Report
   1. Advocacy committee – let’s meet after this meeting.
6. Secretary’s Report
   1. Website Overhaul
      1. Please suggest things for the website if we are missing anything!
   2. GSO Facebook - <https://www.facebook.com/ULLafayetteGSO/>
      1. Check for upcoming events and socials.
      2. Like the page!
7. Treasurer’s Report
   1. Receipts
      1. Remind students that they have two weeks into next semester to send in receipts with check request form and yellow sheet from approved application. If you are missing pieces notify GSO asap!!!!! Do not forget!!!
         1. Com. Dis – did not get green packets, did not get check request forms, did not get yellow sheets
            1. Justin – email Tanya, she will contact Justin, let him know who has/needs the yellow forms. Yellow form shows you were approved
      2. Vendor purchasing
         1. If you need to go through a vendor that is contracted through the University with a professor/need a La Carte card – how do we go about accounting for that since the receipt is in the professor’s name? We need to fix this so there is a good paper trail
            1. If you can – see if you can use the student’s credit card so the student name is on the receipt.
            2. IF NOT POSSIBLE, currently working through this issue so students will not have to deal with this issue. Can go through a case by case basis if necessary but will provide update soon.
            3. Jonah – cc president as well for back up on these emails.
   2. Current Budget
      1. At this moment – not a lot of money. In the red $100 for travel reimbursements but will be fixed.
      2. Current budget – without the approval of apps for this meeting, $1798.81 left for things not travel related
   3. Make sure applications are good to go before rep approval/signature.
   4. Do not submit forms without GSO approval for funds.
8. Report from Communication Committee
   1. No major update.
   2. Will be meeting next time next semester
      1. YOUR ideas for communications through different means.
9. Old Business
   1. Co-presenter/Co-author Clarification
      1. Co-author – authors on a paper/poster/research together
         1. If a co-author IS NOT PRESENTING at a conference, they will be awarded TWOAD if attending same conference as presenter.
         2. Presenter will receive TWAD.
         3. If both are presenting, both can apply for TWAD since both students are presenting the research together.
         4. Justin – based on language about TWAD and TWOAD in the by-laws
         5. Layla – language on the website was what caused the confusion. Will be fixed!
         6. Maggi – limit on co-presenters? Website confusion
            1. Jonah and Justin – first come, first serve basis for funding. Provide proof/acceptance/etc provided by the conference to show you will be presenting at the conference. If no confirmation is provided they will get TWOAD. Confirmation from the conference allows for TWAD.
   2. By-law Change – Section V, 3A and 4
      1. Justin – was suggested last meeting.
      2. Layla – additional $100. $160 and an additional $100 for paper?
         1. Justin – yes, one-time grant.
         2. Jonah – will subtract from the total $400 per student per semester.
         3. Every present rep votes for the change – **APPROVED.**
10. New Business
    1. Clarification of dates on Accepting/Honoring Funding Applications
       1. Jonah has been discussing this with MFK.
       2. Grad Office is doing GSO a favor by accepting applications. Reps used to have to take applications to the treasurer, leading to missing applications. Grad office accepts apps to prevents this. Helps treasurer out in the long run.
       3. Because these are student workers in the grad office helping us out, they aren’t sure of when to start accepting applications for the GSO meetings. Reps should have the responsibility to know when applications should be handed in.
       4. First day of actual classes, when professors are teaching, is when applications are accepted by the grad office.
       5. If handed in early, will be honored, but may be put at bottom of stack because rules were not followed, but can work with this to determine a better system.
       6. This gives international students a chance to get everything in order after moving to UL so that everyone has a fair chance at being funded.
       7. January 16 is the first day that funding applications can be submitted to the grad office and be honored for spring 2019.
       8. Move to by law changes.
    2. Approval of Appropriations
       1. Starts new business with this point.
       2. Motion to move to old business – Layla motions, Justin and others seconds. Approved my reps.
       3. Bold and italicized on sheet were apps received. David Herbert app gets remaining $24.28, Francisco Farrera was not able to be funded. All other apps can be funded. All issues addressed if there were any, little to no issues seen.
          1. All reps motion to pass the applications – **APPROVED.**
       4. Justin – clarification
          1. Make sure students know that applicants should be receiving their check request forms within 2-3 weeks.
          2. No more funding coming in at this time. Any other applications or more being sent in will not be funded at this point for the remainder of the semester
          3. Mechanical Engineering – first come first serve is it a by-law?
             1. Jonah and Justin – yes
             2. MechE – should we spread the wealth rather than first come first serve basis?
             3. Maggi – we discussed this during the Spring 2018 meeting.
             4. Justin – no first come first serve, but everyone gets less?
             5. MechE – should we do this and make this a by-law? Ex: $2 from each applicant to fund apps that can’t be fully funded.
       5. Move to date clarification for applications.
    3. By-law Change – Adding Public Relations Chair to E-Board
       1. Is she technically an e-board member? She goes to e-board meetings and helps run the communication committee.
       2. Should we vote to add her to the e-board?
       3. Will lead to a by-law and constitution change.
       4. Kemi – I would love to be on the e-board. Confusing what the job title actually is.
       5. Layla – this makes sense.
       6. Layla motions, Music, Bio, others second.
       7. In favor of starting the process of adding PR to e-board – all reps – **APPROVED.**
    4. By-law Clarification – Entirety of GSO By-laws
       1. Changes over time (adding, removal, language change, etc) have led to some confusion.
       2. Can the e-board go in to clarify the by-laws over time? Will be treated the same as any change and allow reps to edit/suggest clarifications that are proposed to the reps. The goal is to make the by-laws clearer across the board, not change by-laws to something entirely different.
       3. Should we make a sub-committee or allow the e-board to work on this and then propose these clarifications to reps?
       4. Justin – not asking for specific things to change now but email us/contact us over time so they can be addressed. Trying to be proactive before an issue arises.
       5. Jonah – asking for the power rather than just doing it without any approval.
       6. Layla motions, Maggi seconds to start this process. All reps for this – **APPROVED.**
       7. Please tell GSO if you have suggestions to change things or if you want to help the e-board!!
    5. By-law Change – Your Suggestions
       1. To be submitted to the GSO e-mail account ([gso@louisiana.edu](mailto:gso@louisiana.edu))
       2. Justin – two suggestions from the Funding Committee
          1. TWOAD – not very clear when these should be funded in the by-laws. Historically done during the second meeting, but not in the by-laws specifically. Proposing to write language more clearly.
             1. Layla and Communication motion, Kemi seconds
             2. All reps in favor – **APPROVED.**
          2. Tier systems for funding ask for specific/physical location of the conference must match the tier city location. But suburbs can be just as expensive. Ex. Cambridge just as expensive as Boston.
             1. Propose to change by-laws to allow suburbs within the same economic region as a tier city to receive same funding amount.
             2. PetE – where can we look this up?
             3. Justin – census data
             4. PetE – should reps look this up? Should we be trained to do this? Should we make reps forever do this?
             5. Justin – will be written in the by-laws to account for all of this.
             6. Justin – to be clear, includes extra work, ex a google search. Implied so this is not abused in the future, but totally worth it.
             7. Motion to create this by-law – Jamie motions, Layla seconds
             8. All in favor – all reps – **APPROVED.**
    6. GSO Meeting Dates for Spring 2019 Semester
       1. Typically do third Wednesday of the month at 5 give or take 30 mins.
       2. Bylaws require 3 meetings during normal semesters/1 during summer, so let’s see if there is a better time/day of the week for all departments.
       3. Poll
          1. Sent out to reps to determine best times for everyone. In 30 minute increments for Tuesdays, Wednesdays, and Thursdays
          2. Be aware that this also depends on when rooms are available.
          3. Kemi – only reps vote?
          4. Jonah – yes since reps have to be here. Applicants no longer an issue since they are not required to attend unless there is an issue, in this case register a proxy.
11. Other Advocacy/Concerns/Questions
    1. None.
12. Announcements
    1. GRADitude Event Advertisement
    2. Go to lunch and learn!
13. Adjournment
    1. All reps in favor to adjourn the meeting.