

**Graduate Student Organization (GSO)**  
Fall 2020 General Meeting 1  
Friday, September 11, 2020 at 1:30pm | Location: Zoom

**Meeting Minutes**

**1. Call Meeting to Order**

President Sarah Smith, calls the meeting to order at 1:32 p.m.

**2. Attendance** [establish quorum: 50% +1 of current membership]

Present:

Executives:

1. Sarah Smith (President)
2. Tolu Olukoga (Vice President—Rep for Petroleum Engineering)
3. Hilda Oforio-Ado (Public Relations—Rep for Civil Engineering)
4. Jun Tae Hwang (Treasurer—Rep for English)
5. Secretary –Vacant

Members:

6. John Bowman (Rep for Architecture)
7. Erin Antia (Rep for Industrial Technology)
8. Juita Martinez (Rep for Biology)
9. Garrett Ohlmeyer (Rep for Business Administration)
10. Remil Aguda (Rep for Chemical Engineering)
11. Christopher Imalaru (Proxy Rep for Communication)
12. Patricia Arias Hunt (Rep for Communicative Disorders)
13. Kasem Khali (Rep for Computing & Informatics)
14. Victoria Mello (Rep for Criminal Justice)
15. Maggi Bienvenu (Rep for Educational Foundations & Leadership & proxy for Educational Curriculum & Instruction)
16. Patrick Taylor (Rep for Geosciences)
17. Nancy Nguyen (Rep for Psychology)
18. Elizabeth Heintz (Rep for Kinesiology)
19. Srijana Ghimire (Rep for Mathematics)
20. Deepak Jain (Rep for Mechanical Engineering)
21. Chase Cormier (Rep for Modern Languages)
22. Louisa Peng (Rep for Music)

Absent:

23. Accounting
24. Nursing
25. Physics
26. Counselor Education
27. Electrical Engineering
28. History

**3. President's Welcome**

President Sarah Smith thanks past representatives who have returned and introduced 6 new representatives from the following departments: Business Administration, Communicative Disorders, Criminal Justice, Industrial Technology, Modern Languages, Music)

**4. Message from Graduate School**

President Sarah Smith introduces Dr. Philip de Mahy who will introduce Graduate School Updates and Programing. All remote events for the semester are up on the Graduate School website. One of the main events is a recurring series. He described it as being to a town hall. One is coming up on September 16<sup>th</sup> at 6p.m. This event is in partnership with

the Office of Diversity and Inclusion. At this event the Graduate school wants to promote conversation regarding diversity and inclusion and hear from graduate students. He would like representatives to encourage their department students to participate in this event. The purpose of these events is to give graduate students a venue to be heard.

Thesis and dissertation workshop are this upcoming week on Tuesday, September 15, at noon via Zoom.

In addition, there will be workshops regarding networking remotely and long-term job process after graduate school and how that will be impacted due to COVID-19. Dr. de Mahy thanked President Sarah Smith for participating on their video study series. They use these videos to highlight graduate students and the research that they are working on. If you would like to participate please reach out to Dr. Phillip de Mahy through email, because they would like to continue showcasing graduate students, spaces, and the context in which we work. All you need to do is bring your research that you would like to showcase.

Dr. DeMahy emphasized that the Graduate School is working primarily remote/online and he can be reached through Teams with any question regarding Graduate School. His email is: [phillip.de-mahy@louisiana.edu](mailto:phillip.de-mahy@louisiana.edu). Graduate school website for events: <https://gradschool.louisiana.edu/current-students>.

## 5. President's Report: Sarah Smith

- a. **Department Representative Duties (attendance at meetings, shepherd funding applications, liaison between department and GSO, attentive to advocacy concerns)**—Representatives are the liaison for students within our department regarding funding. They are working on the website having the entire funding process. President Sarah recommended having a Facebook page for your department to communicate news to students regarding GSO updates.

As a representative if you know there is something going on within your department that might be affecting students reach out to GSO.

- b. **Committee Participation (Advocacy, Funding, Communication) – email GSO if interested**  
Bylaws require representatives to participate in a committee. However, President Sarah stated that at this time participation is voluntary. The three committees are: advocacy, funding, or communication.

- c. **New GSO initiatives/programming during semesters of light travel**

The largest expense for GSO is typically travelling, but since there is no travel due to COVID, President Sarah encouraged representatives to think about, what are some other areas in which GSO can invest to support graduate students?

- d. **Encouragement to all graduate students to pursue presentation and attendance at virtual conferences**

President Sarah Smith recommended to look into virtual conferences because it is a great opportunity to build your resume and participate in networking experiences.

Rep Erin Usen Antia inquired about the use of Marco Polo to reach out to people on demand and recommended potentially using it for representatives and executive board to communicate any questions. Rep Maggi Bienvenu stated that perhaps it could be integrated to the UL Lafayette Moodle app in order to maximize communication.

Sarah Smith recommended to use the tools we have at hand to reach out to students within our department; however, it would be beneficial to look into the use of Marco Polo as suggested by Rep Erin.

## 6. Vice President's Report: Tolu Olukoga

VP thanked Sarah Smith for taking over the position of president and reminded representatives to introduce themselves to the students within the department in order to ensure that we are advocating for the students in our department.

## 7. Treasurer's Report: JT Hwang

### a. Notes on applications / check requests from Spring 2020 and Summer 2020

GSO is receiving less applications than usual. If the Graduate School hasn't contacted yet applicants from the Summer and Spring that will happen soon and once that is completed GSO will be up to date with applications.

Maggi Bienvenu inquired about different places that GSO would fund for funding and how geographical location would affect the funding for non-travel events. Sarah has discussed with advisor the threshold for tiers regarding geographical locations. So far, the tiers are working for remote events.

Victoria (Rep for Criminal Justice) inquired about her participation in a conference in the Spring that it is still being held in person as of right now. If students were to apply for conferences that are listed as in person were to change to remote, how would GSO remediate that situation? Treasurer Jung Tae requested that if that was the case, GSO would have to be informed about the change from in person to remote, because the reimbursement process would potentially be different.

### b. Current budget for Fall 2020: \$18,000 (+ rollover money from summer, exact balance info pending)

### c. Reminder of funding categories:

#### i. 70% of budget: Travel

1. "Travel" With Academic Duties (up to \$500): considered at first meeting
2. "Travel" Without Academic Duties (up to \$100): considered at second meeting

#### ii. 30% of budget: Research

1. Research Supplies (up to \$160): considered at first meeting
2. Thesis/Dissertation Printing (up to \$100): considered at second meeting

Treasurer Hwang (JT) reminded representatives that the applications that are received are vote on within the first meeting. GSO will vote on all the applications that are received.

## 8. Secretary's Report: [vacant]

## 9. Public Relations' Report: Hilda Oforio-Addo

### a. Website updates <https://gso.louisiana.edu/>

#### i. Funding pages now include new checklist and fillable PDF funding application: <https://gso.louisiana.edu/funding> (easier web form coming soon!?)

#### ii. Representatives page now includes new representatives' information:

<https://gso.louisiana.edu/representatives/representatives-department> -- email GSO with photo

The website has been updated with representative pictures, if you have a picture please email GSO with your picture. President Sarah Smith stated that GSO is very close on having the entire application process available through the website rather than having to fill out different forms.

### b. Facebook: <https://www.facebook.com/ULLafayetteGSO>

#### i. Follow us on Facebook, share our information with your students

#### ii. Email GSO if you want an event/milestone shared on the Facebook page

If you are not following the GSO Facebook page, Hilda kindly asked to follow the page so you can be up to date with new events and information.

## 10. Old Business

President Sarah stated that there was no old business to discuss.

## 11. New Business

### a. Funding Applications for General Meeting 1

- i. "Travel" With Academic Duties Appropriations: 4 applications received [see budget spreadsheet]
- ii. Research Supplies Appropriations: 5 applications received [see budget spreadsheet]

President Sarah motion to vote on Travel with academic duties to approve all 4 applications. The motion was passed. President Sarah motion to vote on Research Supplies Appropriations to approve all 5 applications. The motion was passed.

### b. Nomination for Secretary

- i. Role of Secretary, from Bylaws: "Shall take and record the minutes of the General Council meetings, maintain the file of approved minutes, and aid the other executive officers in their duties."
- ii. Secretary requirement, from Bylaws: One semester of previous GSO Department Representative experience (excluding summer) -or- bypass requirement with 2/3 majority vote.
- iii. Nominations from the floor

President Sarah motion to election of Secretary. Asks for nominees for Secretary.

Nominations include Elizabeth Heintz from Kinesiology and Patricia Hunt from Communicative Disorders nominate themselves as Secretary of GSO.

President Sarah motions to vote for GSO representatives to accept nomination from representative Patricia Hunt as she does not have a semester of experience in GSO. The motion was passed.

Elizabeth and Patricia introduce themselves and why they want to be secretary of GSO. Sarah proposes to have elections either be closed through a poll/form due on Saturday by noon or to be during meeting. Rep Maggi proposes the motion to have closed elections due on Tuesday evening. The motion is passed by President Sarah to have closed elections and votes to be due by Tuesday, September 14<sup>th</sup> at noon.

VP stated that if you are not elected there is plenty of opportunities to be involved in helping the GSO board. Fellow executive member, Hilda, supports this statement.

## 12. Other Advocacy/Concerns/Questions

President Sarah Smith presented the following reminders regarding support and resources for graduate students.

### a. Reminders about Campus Services:

- i. Graduate School ([website](#), [Facebook](#), [Instagram](#))
- ii. Campus Cupboard ([website](#), [Facebook](#), [Instagram](#))
- iii. Counseling & Testing Center: telehealth counseling ([website](#), [Facebook](#))  
The \$25 enrollment fee is waived for students. Please remember to keep tabs on each other, since graduate students might be experiencing isolation caused by COVID and not being on campus as much or sharing spaces with fellow students.
- iv. Student Health Services ([website](#)) and free COVID testing sites in the community ([LA Dept of Health](#))
- v. Reserve a conference space on campus for your virtual presentation: Ernest J. Gaines Center ([website](#))

### b. Take the [GSO Advocacy Survey](#). The results of the survey will inform the areas GSO prioritizes this year.

The survey is important in order to identify other potential areas that GSO could potentially fund. President Sarah requested for representatives to fill it out and encourage students within their department to fill it out as well.

- c. Antiracism Resources – GSO is currently seeking recommendations *from* graduate students *for* graduate students. Email GSO.

Sarah proposed for a “Representative Pick” (similar to Barnes & Nobles suggestions) in which each representative proposes a resource to be up in the website for fellow students to access. There would be a form available to fill out for recommendations and it is encouraged to include an excerpt of why you recommended that particular movie, book, podcast, etc.

Representatives Maggie and Erin recommended to create a positive campaign that promotes the resources that will be up on the website. Representative Garret Ohlmeyer recommended reaching out to Ruben Henderson as a speaker.

### 13. Announcements

- a. Two Graduate School Senator vacancies in Student Government Association (SGA). Email SGA for more information: [sga@louisiana.edu](mailto:sga@louisiana.edu)
- b. UL Career Services Suit Up Event Sept 13 at JC Penney ([Facebook](#))
- c. Putting the “FUN” in GSO’s Friday FUND-day meetings

The winner was representative from Educational Curriculum (Proxy, Maggie Bienvenu). Representative will receive an email with Amazon Gift Card.

- d. After this meeting, GSO will follow-up via email to Reps with notes you can relay to your departments’ students
- e. Next GSO meeting: Friday, October 9 at 1:30pm – vote on funding appropriations (for “Travel” Without Academic Duties and Thesis/Dissertation Printing) and any *new* applications for “Travel” with Academic Duties and Research Supplies

### 14. Adjournment

President Sarah Smith adjourns meeting at 2:36 p.m.