

Graduate Student Organization (GSO)
Fall 2020 General Meeting 3
November 13, 2020 at 1:30pm | Location: [Zoom](#)

Meeting Agenda

1. Call Meeting to Order

President Sarah Smith, calls the meeting to order at 1:34 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 Addo (Public Relations—Rep for Civil Engineering)
4. Jung Tae Hwang (Treasurer—Rep for English)
5. Patricia Arias Hunt (Secretary—Rep for Communicative Disorders)

Members:

7. John Bowman (Rep for Architecture)
8. Juíta Martínez (Rep for Biology)
8. Garrett Ohlmeyer (Rep for Business Administration)
9. Remil Aguda (Rep for Chemical Engineering)
10. Prudence Mbah (Rep for Communication)
11. Kasem Khalil (Rep for Computing & Informatics)
12. Victoria Mello (Rep for Criminal Justice)
13. Maggi Bienvenu (Rep for Educational Foundations & Leadership; proxy for Educational Curriculum & Instruction)
14. Nancy Nguyen/MacKensy Sanders (Rep for Psychology)
15. Elizabeth Heintz (Rep for Kinesiology; proxy for Counselor Education)
16. Srijana Ghimire (Rep for Mathematics)
17. Deepak Jain (Rep for Mechanical Engineering)
18. Chase Cormier (Rep for Modern Languages)
19. Christine Savoie (Rep for History)

Absent

21. Industrial Technology
22. Computer Informatics
23. Music
24. Physics

3. President's Welcome

President Sarah welcomed everyone and shared her enthusiasm for the great attendance!

4. Message from Graduate School

President Sarah is in constant communication with the Graduate School regarding events, funding, etc.

5. President's Report: Sarah Smith

- a. Follow weekly announcements in GSO Microsoft Teams group

If you are graduating, we will add the new representative to the group. Feel free to add any interesting events that other grad students would be interested in!

b. Importance of [GSO Advocacy Survey](#)

Sarah stated that she was very excited with the number of responses and began a report. There are 50 responses at the moment. However, Dr. Farmer-Kaiser stated that more people need to fill out the advocacy form in order for upper administration to see it. Sarah stated that our voices are being heard! Encourage students to fill out the advocacy form.

c. Schedule December/January meetings with interested departments on how GSO can better serve each program's needs

Sarah encouraged for departments that did not apply for funding this semester to schedule a time to meet with her to discuss how can GSO support their students.

d. Spring 2021: proposing bulk Bylaw updates (discard references to paper application procedures)

Sarah suggested that if members have time to please take a look at the Bylaws

6. Vice President's Report: Tolu Olukoga

VP, Tolu Olokoga, stated that she did not have a report.

7. Treasurer's Report: JT Hwang

a. Significant budget surplus projected for Spring 2021

Treasurer Hwang. There is a surplus to the fund of about \$50,000. He stated that we are in very good shape financially and the surplus will rollover to the Spring.

President Sarah shared that JT has done a phenomenal job at keeping up with the budget and transitioning to online applications.

8. Secretary's Report: Patricia Arias Hunt

Secretary, Patricia, stated that she did not have a report.

9. Public Relations' Report: Hilda Oforio-Addo

Hilda is waiting on "Meet the Rep" submissions to share on social media. Sarah encouraged members to participate in this activity so we can highlight all our new representatives.

10. Old Business

a. Provisional changes to Spring 2021 budget allocations?

Sarah discussed the 70% Travel 30% research budget allocation guidelines and opened the forum to discussion regarding changing the percentage

JT suggested that the surplus will give the opportunity to keep the current budget allocation without having to edit the bylaws. Maggi agreed with JT statement about waiting to change the bylaws. She thinks that as the Spring progresses, we will see more virtual events, small conferences, etc. She wondered if GSO could potentially open for more than one application a semester.

Sarah is in support of keeping the current budget allocation. She also stated that she is under the impression that each student is allowed to be funded for \$400 total with individual limits per category (i.e. more than one TWOAD application per student, per semester, up to \$100). She will look into it for further information.

b. Suggestions for new funding category opportunities or changes to funding amounts?

Sarah did not get suggestions regarding this and any bylaw suggestions. Come to GSO to let us know what you need to find a way to fund it and expanding the categories to meet department's needs. GSO wants to expand to other fields. She opened the forum to discussion regarding funding categories.

11. New Business

- a. Funding Applications for General Meeting 3 [see budget spreadsheet]
 - i. "Travel" With Academic Duties Appropriations: 1 application received
 - ii. "Travel" Without Academic Duties Appropriations: 3 applications received (including 1 rejected application)
 - iii. Research Supplies Appropriations: 4 applications received (including 1 rejected application)
 - iv. Research Thesis/Dissertation: 1 application received
 - v. Other funding: 4 applications received

Treasurer JT shared his screen with the application spreadsheet to explain the funding process. He reported that there is nothing out of the ordinary, but that under the travel area, GSO has applied for money to fund the series of speakers.

President Sarah explained that the bylaws state that funding can be used to cover honorarium fees for speakers that will benefit Graduate Students. Four speakers have been identified to present for grad students and GSO is estimating to pay approximately \$500 per speaker. All students will be invited and encouraged to participate in these events. Professional and career-oriented topics will take place in the Spring. The Fall topics will focus on wellness topics to prepare for the Spring semester. One of the speakers is planning on making her presentation interactive. Sarah is planning to have a prize pack for attending the events. Motion to block vote on all applications and approve as suggested by Funding Committee and as outlined in budget spreadsheet, motion passes with unanimous vote.

- b. Nomination for Treasurer
 - i. Role of Treasurer, from Bylaws: "Shall report on the status of the GSO account at each meeting and serve as the chair and ex-officio member of the Funding Committee formed under the provision of Section IV."
 - ii. Treasurer 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 explained the role of Treasurer in regard to bylaws. Treasurer JT explained the treasurer role from his perspective. He stated that the role has become easier and manageable. As a treasurer you have communication with the Graduate School to oversee funding. You also have contact with representatives for the application process. Sarah stated that Treasurer is one of the most valued positions on a CV. JT supported that statement, and that he has learned a vast amount of information regarding administration. Sarah explained that JT will help with the transition process, and JT is willing to continue helping as needed throughout the years. Sarah opened the floor for questions. No questions were asked. Sarah proceeded to open the floor for nominations.

Rep. Maggi stated that it is important to consider how long a representative will stay with GSO to promote continuity. The role will be highly supported by executive board members. Future rep. Scott self-nominated for the role of treasurer. Motion to override Bylaw requirement of previous GSO Department Representative service passes.

Rep. Scott Dufreche will take the position of treasurer. President Sarah shared her relief with having a new treasurer.

12. Other Advocacy/Concerns/Questions

- a. **Scheduling and format (in person vs. online) of GSO meetings in Spring 2021?**

Sarah reported that virtual meetings seem to be working but would like to discuss the options available for next semester such as meeting in person or completely online. The questions were what day to pick and the format for meetings. Rep. Maggi and John stated that they find the Zoom format beneficial. VP Tolu stated that it would be beneficial for new members to meet in person to form connections. However, that if activities such as break out rooms

continued to be used for networking it would be equally beneficial. Sarah stated that she would like to have more interaction through Zoom by turning on cameras. Members agreed to continue to meet through Zoom. Rep. Scott stated that he has class at the current times on Friday. Sarah asked if he would be able to step out from class to participate in meetings. JT asked if his schedule will remain the same time. Scott confirmed that the time it is probably stay the same. Sarah stated that for now we will keep the same date and time for the time being, and if Scott's schedule changes/conflicts with this time we might have to find a new time to meet.

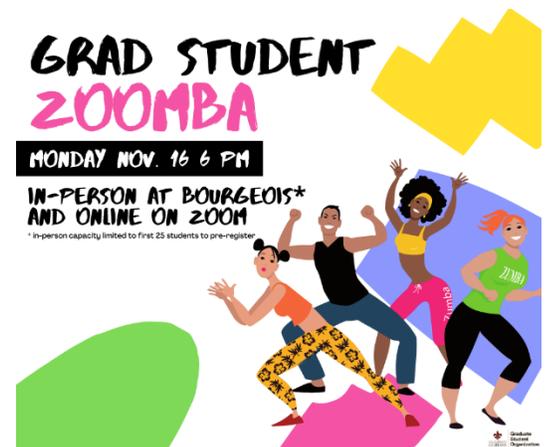
- b. Representative Remil inquired about the possibility for resources/training to incentivize officers for participation in GSO. Sarah shared that in other universities there is funding provided for GSO members for participation in addition to their stipends. She suggested for the discussion to continue on ways to incentivize participation and to find a way to propose this to administration. Sarah requested from Remil to send her a description of what he envisions. Remil stated that he will email her and that perhaps it could be resources that are not in the form of funding.
- c. STEP Grant Funding—Sarah explained that there is STEP Grant funding for departments to purchase equipment that needs to be updated, research software, printers, etc. Faculty needs to apply for this type of funding.

13. Announcements

- a. Graduate Student Zoomba hosted by GSO and Rec Sports: Monday, November 16 at 6 PM. In-person event at Bourgeois Hall Dance Studio, limited to 25 attendees who must pre-register. Or, join from home on Zoom! Link to register for in-person [here](#), Facebook event [here](#).

Thank you to Rep. Liz for helping coordinate this event. Due to COVID, the event will be completely online through Zoom. Sarah encourages members to attend to have a fun time!

- b. Upcoming Graduate School events:
 - i. [Town Hall with the Dean](#): Thursday, December 1 at 6 PM
 - ii. [Three Minute Thesis Finals](#): Thursday, December 17 at 6 PM



Sarah recognized Representatives Liz from Kinesiology and Chase from Modern languages who will move to the next round (finals) in Three Minute Thesis competition. Congratulations!!

- c. Stay tuned for information as we schedule our GSO-sponsored external speaker series in December and January.

As explained earlier, GSO will fund these speakers. Sarah encourages reps to invite all their graduate students to participate in these events. Grad School is going to help spread the word amongst faculty and staff members to encourage participation.

- d. Putting the “FUN” in GSO’s Friday FUND-day meetings!

Sarah spined the wheel for a prize, the winner was.....Rep. Liz from Kinesiology!

- e. After this meeting, GSO will follow-up via email to Reps with notes you can relay to your departments' students.

- f. GSO Funding Applications will open for submission on January 13 (the first day of classes of Spring 2021 semester). —The webform has been disabled until the time being.
- g. Sarah clarified the new representatives for each department. Thank you for being so diligent finding a replacement. We will miss our reps! Thank you for your service!

14. Adjournment

President Sarah Smith adjourns meeting at 2:17 p.m.

GSO Department Representatives List for Meeting Attendance:

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|-------------------------|--------------------------------------|------------------------|
| Accounting | Counselor Education | Kinesiology |
| Architecture | Criminal Justice | Mathematics |
| Biology | Educational Curriculum & Instruction | Mechanical Engineering |
| Business Administration | Educational Foundations & Leadership | Modern Languages |
| Chemical Engineering | Electrical Engineering | Music |
| Civil Engineering | English | Nursing |
| Communication | Geosciences | Petroleum Engineering |
| Communicative Disorders | History | Physics |
| Computing & Informatics | Industrial Technology | Psychology |

Minutes prepared by Patricia Arias Hunt (GSO Secretary, Department Representative for Communicative Disorders)