**Graduate Student Organization**

**Meeting Minutes**

**Fall 2016**

**Graduate Student Organization**

**October 26, 2016 – Meeting 2**

1. Meeting called to order – 4:32
2. Welcome
3. Introduce Dr. Emily Sandoz, GSO adviser
* Dr. Sandoz stayed throughout the whole meeting and she gave some important suggestions during the discussions. The council appreciates all her time and support highly.
1. Approve Meeting #1 Minutes (Motioned and seconded)

**Approved**

1. Current Budget
	1. Travel - $0.00
	2. Research - $3226.96
	3. Operating Costs - $637.06
2. Review Applications for Funding
3. Remaining fund for Meeting # 3, Fall 16
* Travel - $0.00
* Research - $2280.96
* Operating Costs - $637.06

 8) Old Business

1. Funding Allocation Task Force (Nicole, Jude, Ellie, Ashley, Khalid, Sal, Marissa)
* Jude Monte, the speaker from the task force presenting some suggestions: Here is the detail of the suggestion by task force which has already been sent out to all the representatives:

**Suggestion One**

SECTION FOUR. APPROPRIATIONS

Graduate students may request financial support from the GSO. Council determined funding limits should be in line with the anticipated budget for the semester. A graduate student is allotted a $400.00 maximum limit in funding per semester enrolled ($500.00 if traveling to a Tier IV city). This limit may be used for travel or split between travel and research.

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III. Funding up to $400.00 will be considered for the following ($500.00 for traveling to a Tier IV city).

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IX Travel Funding- Detailed

1. Tiers I-IV will be established by the most recent publishing of Louisiana’s Policy and Procedure Memoranda (PPM):
	1. Travel with academic duties to locations in Tier I shall be funded up to $200.
	2. Travel with academic duties to locations in Tier II shall be funded up to $300.
	3. Travel with academic duties to locations in Tier III shall be funded up to $400.
	4. Travel with academic duties to locations in Tier IV shall be funded up to $500.
2. Transportation costs by public carrier.
3. Mileage at the University’s standard rates for travel by personal or rental vehicle, provided that the student provides a photocopy of a valid driver’s license and proof of insurance with their application.
4. Lodging costs at the rates for a stay of reasonable duration.
5. Registration fees.
6. Expenses related to visa applications, provided a visa is essential for travel to the conference.
7. Cost of meals associated with attending a conference only, up to a maximum of $30.00 per day without receipts.

**Suggestion Two**

SECTION FOUR. APPROPRIATIONS

IX Travel Funding- Detailed

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B. Maximum limits will be placed on the following as determined by the Tier a conference is held in.

1. Lodging
	1. Tier I – Maximum of $75 a night
	2. Tier II – Maximum of $100 a night
	3. Tier III – Maximum of $125 a night
	4. Tier I V– Maximum of $150 a night
2. Meal per Diem
	1. Tier I – Maximum of $30 a day
	2. Tier II – Maximum of $35 a day
	3. Tier III – Maximum of $40 a day
	4. Tier I V– Maximum of $45 a day
3. Gas will be funded at $0.51/mile up to 99 miles for the entire trip.
4. Flights – Coach seat. Up to $200 within the continental US round-trip. Up to $500 non-continental US. Must show price of coach seat with receipt if coach seat was not purchased.
5. Registration maximum is $100 a day for the length of the conference up to $400 ($500 for Tier IV).
6. Visa will be funded up to $300

C. Transportation costs by public carrier.

D. Mileage at above mentioned rates for travel by personal or rental vehicle, provided that the student provides a photocopy of a valid driver’s license and proof of insurance with their application.

E. Lodging costs at the rates for a stay of reasonable duration.

F. Registration fees.

G. Expenses related to visa applications, provided a visa is essential for travel to the conference.

H. Cost of meals associated with attending a conference only.

**There was significant discussion which led to the council seemingly more in favor of Tier suggestion 1 and less in favor of Tier suggestion 2 (not enough individual discretion of funds). However, The voting will be done in the third meeting as representatives are interested in studying the proposal in detail and task force is still working on some other possible options.**

1. Online Application Task Force (Ellie, Jude**)**
* **Clarification by the president about the process of implementation of the online application. The discussion with Dean Farmer-Kaiser is still going on and once she approves the online application will be implemented.**
1. GSO Student Fee Increase:
	* Create a Marketing Campaign (Communications Rep? MBA rep? + President)
	* Suggestion by Dean to create Marketing Campaign. **She has asked the representatives about their interest on working on marketing campaign.**
	* Suggestion by Jude Monte: **Taking the agenda of increment of graduate students fee from GSO to SGA election for voting and then to UL system to vote. He also provided the number of total graduate students as 1521 .**
	* Look back at our history and provide our deficit.
	* Along with fee adjustment, all grad students not to pay undergraduate fees: **President presented idea by Dean Farmer Kaiser of advocating for not paying undergraduate students fee.**

 9) New Business

1. Shut Up and Write partner with Graduate School
* **Since students organizations will get free space.**
* **By helping staff.**
* **Providing some snacks and some soft drinks using the operating cost.**

**The decision will be made in the third meeting.**

1. How long to keep old apps (bylaw change)?
	1. 1 year old apps/indefinite time for archival of minutes and funding spreadsheets on Orgsync (suggested by Ellie Spain)

**(Motioned and seconded)**

**Approved**

* 1. **Ellie Spain, MBA Representative is nominated as Orgsync administrator.**
1. Card swipe machine for rep attendance (one time $44)
2. Elections – 3rd meeting
	1. Sarah Gawronski: President (**plans to remain in her position**)
	2. Brad Wedlock: Vice President (**Announced to step down from the position at the end of Fall 2016**)
	3. Subhash Subedi: Secretary/Treasurer (**Plans to run for Vice President**)
	4. Public Relations (Website/OrgSync/Facebook/Flyers): Open
		1. **Anybody can put in their name and call for an election at the 3rd meeting for the post of vice president and secretary. Email Sarah if you are interested.**
		2. **We are considering opening up the 4th position again. Email Sarah if you are interested.**

10) Other Advocacy/Concerns/Questions?

* Ana Costas, Biology (motion)

**Dissertation and research: Clarified in bylaws. Dissertations and research can be applied separately in one meeting but the total funding should not exceed $400 limit.**

11) Adjournment

**Attendance of the meeting:**

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| --- | --- | --- | --- |
| Department | Representative Name | Email | Attendance |
| Accounting |  |  |  |
| Architecture | Katie Leleaux | kll5523@louisiana.edu | Here |
| Biology | Ana P. Costa | abc2978@louisiana.edu | Here |
| Business Administration | Ellie Spain | ellie@louisiana.edu | Here |
| Chemical Engineering | Aderinsola Oduntan | aoo@louisiana.edu |  |
| Civil Engineering | Salma Sakib | Sxs3883@louisiana.edu |  |
| Communication | Tiffany Carrier | tiffcarrier@gmail.com | Here |
| Communicative Disorders | Marissa Young | mxy5598@louisiana.edu | Here |
| Computer Science & Engineering | Khalid Alattas | kaa5252@louisiana.edu | Here(proxy) |
| Counselor Education | Laura Loewer | lcl9704@louisiana.edu | Here(Proxy) |
| Criminal Justice | Tiffany Dugas | tiffany.dugas@bristowgroup.com |  |
| Education & Curriculum |  |  |  |
| Educational Foundations & Leadership | Brad C. Wedlock | Bcw1111@louisiana.edu | Here |
| Electrical Engineering | Jacob Martin | jlm4751@louisiana.edu | Here |
| English | Amber Slaven | amber.slaven@louisiana.edu | Here |
| Gifted Education | Kristi Gregoire | kgregoire@gmail.edu | Here |
| Geology | Sydne Workman | saw5055@louisiana.edu | Here |
| History | Abigail Enicke | ame4940@louisiana.edu | Here |
| Kinesiology | Stacy Imagbe | imagebestacy@gmail.com |  |
| Masters of Arts in Teaching  | Ashley Veillon | arv4057@louisiana.edu | Here |
| Mathematics | Subhash Subedi | sxs2754@louisiana.edu | Here |
| Mechanical Engineering | Nicole Barry | barrynicole@gmail.com | Here |
| Modern Languages | Prosper Amanoua | kpa9207@louisiana.edu | Here |
| Music | Sean Stone-Ashe | Sxs9045@louisiana.edu | Here |
| Nursing | Jude Monte | Jude.monte@yahoo.com | Here |
| Nursing (Alternate) | Kaylee Mahoney | Kjm1764@louisiana.edu |  |
| Physics | Kevin Pitre | kmp7935@louisiana.edu | Here |
| Petroleum Engineering  | Spencer Hamblin | sdh3723@louisiana.edu | Here |
| Psychology | Nick Connell | njconnell2@gmail.com | Here |
| Systems Technology | Daniel Forest | dxf685@gmail.com | Here |
| **Total No. of available representatives:27** | **Quorum:** **14 representatives** | **No. of representatives present:** **23 (85%)** |  |

**Representatives not attending fall meeting:**

1. Chemical Engineering
2. Civil Engineering
3. Criminal Justice
4. Kinesiology