

Summary:

* Bylaw and constitutional amendments passed unanimously
* Shared resources classes were discussed
* Student Assembly conferences were discussed
* Next GSA meeting is on March 23, 2015 at 12:45pm

Old Business:

1. Approve previous meeting’s minutes
	1. Motion: Leanna Kirschen
	2. Second: Emma Putman

New Business:

* + - 1. Constitutional amendment
			2. Bylaws amendments for Webmaster
				1. Approve changes to Constitution (attached)
				2. Motion: Becky Meissner
				3. Second: Alison Oakes
				4. Unanimously approved
			3. Motion to approve bylaws amendments plus addition of computer/printer maintenance. (attached)
				1. Motion: Emma Putman
				2. Second: Leanna Kirschen
			4. SUNY Student Assembly (SA) Conferences
				1. SUNY Voices at Onondaga Community College from 3/20 - 3/21

Concerned with governance

How to get administration to work with student groups

Free to register, consider attending if you can since it’s right in Syracuse. Scott will send out details to Senate.

* + - * 1. SUNY SA spring conference is 4/10 – 4/12 in Binghamton

Early Registration $145 until 3/10

Hotel costs $97 a night, for at least two nights

Leanna: Attended a few years ago with other USA members, seems to recall that it was more undergrad-focused.

Scott will clarify with Eugene (who has previously attended SUNY SA conference(s)) to provide more information about the benefits of attending and if it would be worth our current funding and/or future planning.

* + - 1. Next meeting—2 weeks from today falls over Spring Break
				1. Scott: Unavailable Monday after Spring Break (3/16); College Hour 3/18 or following Monday 3/23?
				2. Monday, March 23rd, is the next meeting date
			2. Faculty governance update- SUNY RF funding for proposal writing
				1. SUNY Faculty Senate passed resolution to allocate some money within SUNY RF to provide ‘very small’ financial incentive for grad students for applying for grants from outside agencies—look for more details to follow.

# Committee Updates

* + Speaker: Last Wednesday’s event turned out well – the turnout was diverse. LA students, undergrads, grads, outreach STEM mentors, CCE, Chuck Spuches, President Wheeler, etc. showed up. Next event will be in March with WISE – joint speaker event.
	+ Social: Friday’s TG had a great turnout. 132 people, but most just ate and left.
		1. Discussion
			1. Is this really a ‘social’ event, or are we just providing food in much the same way as handing out gift cards?
			2. Suggestions to make event more social/keep people around:
				1. Appetizers first, then main meal
				2. GSA serve food rather than self-serve
				3. Other activities associated with the event
			3. People really enjoyed the quality of the food
			4. Rental plates worked out well
	+ Professional Development: No updates
	+ Grants and Awards: Accepting applications for travel and research grants. Travel grants due 3/6.
	+ International: May or may not have a movie night in March. Latin American night is on April 12th. Food, performance, or culture events. Email YunYun with ideas, if you have any.

# General Updates

* + Ely: Faculty Governance Committee on Curriculum—Shared resources: mixed grad/undergrad courses (300/500 level, or 400/600 level). Professors don’t think these courses are suitable for PhD students to utilize. There may be a document indicating required differences for undergraduate and graduate students in the future.
		1. Mixed feedback, seems very course- and instructor-dependent. Some feel that they are borderline waste of time, others have had positive experience from the grad-portion of the class. Concerns over value to grad students versus extra workload. Most valuable when professor actually gives more time to grad students.
		2. Allison: Some classes have policies written in syllabus to give grads extra requirements, but aren’t enforced.
		3. Alex: Why not reduce the total credit requirement for PhD students so that shared-resource courses aren’t necessarily required to fill out schedule?
		4. Send an email out asking students for opinions on shared-resource classes, making sure to request both positive and negative feedback.
	+ Allison: GSA presence as advocacy for grad students with general grad/work/thesis issues.
		1. How can GSA be involved? Know what resources there are and how to get into contact with the right people
		2. Possibly put together an event regarding how to deal with these types of issues.
		3. OIGS supposed to be a resource, but Senators express hesitancy to approach OIGS office due to negative past experiences with certain OIGS staff.
		4. Scott will invite Dean Shannon to an upcoming meeting to discuss some of these concerns and other general topics.
* Motion to adjourn
	+ Motion: Becky Meissner
	+ Second: Rick Joseph
	+ Unanimously approved

**Upcoming events**

* Travel Grants due 3/6
* Elevator pitch 3/27
* Spotlight on Student Research 4/16-17
* St. Patty’s TG 3/20

**Attendance**

*GSA Senate*

1. Scott Bergey - President

2. Jonathan Masih Das -VP Grants and Awards (absent)

3. YunYun Bi -VP of International Activities

4. Stacey Mack -VP of Professional Development (absent, sick)

5. Eileen Leon -VP of Social Activities (absent)

6. Alex Poisson -VP of Speakers and Presentations

7. Hayley Kopelson - Secretary

8. Alison Oakes - Treasurer

9. Becky Meissner - SU GSO Representative

10. Keshav Sauba - SU GSO Representative (absent)

11. Sarita Bassil - SU GSO Representative

12. Leanna Kirschen - Environmental Studies Representative

13. Colin Bragg - SCME representation (absent)

14. Sara Reinstein - Landscape Architecture Representative (absent)

15. Laura Gonzalez - ERE Representative

16. Emma Putman - PBE representative

17. Veronica Gonzalez - FNRM Representative (I) (absent)

18. Becky Fuda - Environmental Forest Biology Representative (I)

19. Jay Wason - Environmental Forest Biology Representative (II)

21. Harold Nugent - EFB (III) (absent)

22. Mirian Calderon - Environmental Science Representative (I) (absent)

23. Laura Bartock - Environmental Science Representative (II) (absent)

24. Rick Joseph - Chemistry Representative

25. Doug Morrison - Faculty Advisor

26. Eugene Law - Board of Trustees (absent)

27. Ely Margolis - Webmaster

28. Zachary Lefaver- USA representative

*Guests*

None.

Approved Constitutional Amendment:

IV. Membership

1. No one person shall hold more than one position on the GSA Senate.
2. The GSA Senate shall have the following structure and representation:
	1. Executives
		1. Shall carry out the business of the GSA Senate and shall consist of the following positions:
			1. President
			2. Vice President of Grants & Awards
			3. Vice President of International Activities
			4. Vice President of Professional Development
			5. Vice President of Social Activities
			6. Vice President of Speakers & Presentations
			7. Vice President of Communications
			8. Treasurer
			9. Secretary
	2. Department Representatives
		1. Shall be the voice of the graduate students of his or her own constituency and shall make known their needs and concerns.
		2. Shall be elected from all degree granting departments of the College.
	3. General Representatives
		1. Shall represent the interests of graduate students to the following bodies and organizations:
			1. Undergraduate Student Association (USA).
			2. Graduate Student Organization at Syracuse University (GSO).
			3. SUNY-ESF Board of Trustees.

Approved Bylaws Changes:

1. Duties of the Executives
	1. The President shall:
	2. The Vice President of Grants & Awards shall:
	3. The Vice President of International Activities shall:
	4. The Vice President of Professional Development shall:
	5. The Vice President of Social Activities shall:
	6. The Vice President of Speakers & Presentations shall:
	7. The Vice President of Communications shall:
		1. Constitute and chair the Communications Committee to manage and maintain GSA’s online presence and facilitate and execute the annual GSA Survey and GSA Elections.
		2. Maintain the GSA website hosted at www.esfgsa.com and the GSA GMail account.
		3. Maintain the GSA calendar of events, including GSA Senate meetings, on the GSA Google Calendar
		4. Maintain the organization of Google Drive through the GMail account, and archive all contents onto the GSA harddrive at the end of the academic year.
		5. Archive meeting minutes on the GSA website.
		6. Post GSA event descriptions, information, and advertisement flyers on the website in a timely manner.
		7. Administer and moderate the Facebook GSA Group and Page.
		8. Organize and execute the GSA Survey within the first X weeks of each Fall semester
		9. Organize and execute GSA Elections according to the guidelines laid out in Elections Section VI.B.
		10. Attend regularly scheduled meetings of the GSA Senate or identify a proxy.
		11. Serve in at least one Committee per semester.
		12. Prepare an Officer Report prior to the final meeting of the academic year, to be delivered to both the President and the incoming Senator for the following academic year, documenting and assessing responsibilities, resources, challenges and recommendations.
	8. The Treasurer shall:
	9. The Secretary shall:

1. Elections
	1. Elections shall be coordinated by the Communications Committee
		1. The Vice President of Communications shall complete the Election Form and Coordinate with the Director of Information Technology to link to MyESF and initiate electronic voting.
		2. All positions must be summarized and posted.
		3. Individuals are only eligible to run for one position during an election cycle.
		4. The Secretary shall confirm the population of graduate students in each department and update the total number of representative positions accordingly. Any change in the total number of representatives will result in an official amendment to the Bylaws which will occur during the last meeting of the Spring semester.
2. Committees
	1. Standing Committees
		1. Communications
			1. Focused on ensuring that GSA maintains a visible and accessible online presence.
			2. Maintains and manages GSA website and calendar as well as the GSA Facebook Page.
			3. Organizes and executes GSA Survey each Fall and GSA Elections each Spring.
			4. Maintains GSA’s Weebly web-hosting account and informs GSA Senate when the subscription needs to be renewed such that funds can be allocated from the General Fund prior to committee budget allocation.
			5. Ensure that the computer and printer in the GSA Office are in working order by coordinating with ITS to resolve sign-in and internet issues and informing the Senate when new printer ink is needed.
	2. Special Committees
		1. Orientation Committee
		2. Additional committees can be proposed by the President and approved by a vote of the GSA Senate to address specific needs of the GSA Senate.
3. Assessment
	1. Surveys
		1. The Communications Committee shall design and distribute an annual survey to all graduate students at the start of each academic year to solicit feedback from the GSA. The results of the survey are to be used to guide event planning and budget allocation.
		2. The GSA Senate or independent committees may develop additional surveys to solicit feedback from the GSA.
		3. All surveys must follow the official College protocol and pass through the Assessment Office for approval as outlined at http://www.esf.edu/assessment/policies.htm.

Change “Webmaster” to “VP of Communications” in V.C.5, V.I.3, XII.G

Remove VII.A.5.i – orientation week no longer necessarily duty of Social Activities Committee.