



Reminders

- GSA Retreat on May 10th, at Lancaster 1004, time TBD
- Submit your Reports as soon as possible

General meeting

1. President call to order
2. Roll call by Secretary
 - o Quorum - Yes
3. Review and approval of meeting minutes from Meeting with Joe Rufo to discuss the ITS Cameras Issue
 - o Motion to Approve Minutes: Scott Bergey
 - o Second: Ely Margolis
 - o Unanimously approved
4. Review and approval of meeting minutes from April 16th, 2014
 - o Motion to Approve Minutes: Owen Hunter
 - o Second: Scott Bergey
 - o Unanimously approved

Old Business

1. Bylaws Amendment

- Add definition of the Elections timeline to be held at the beginning of the Spring semester to Section VI.B.1 (Elections/Process/Timing)
 1. No observations, this item will be added as stated.
- Remove self-nominations in the form of a voice nomination presented at a meeting of the GSA Senate and add self-nominations shall take the form a written declaration of intent to run submitted through the GSA Website to Section VI.B.2 (Elections/Process/Senate Nominations and Eligibility)
 1. Eileen: The idea is that only submission of a statement of intent online makes a self-nomination official. This way, we can ensure that the name will be available to submit to ITS and include on the ballot
 2. Ely: will this mean that the nomination form will have to be available online the whole year? Currently we only make the nomination form available during the nomination process
 3. Eileen: no, that procedure will continue the way it is. The only difference will be the removal of the voice nomination at the GSA office.
 4. Ely: What about vacancies?
 5. John: The process we are discussing is for self-nominations for the regular Election process, the one that goes through MyESF and is voted by the whole Graduate Community. For vacancies, there is a different process, where candidates are to be appointed by the President and approved by the Senate. This process allows voice nomination at a GSA meeting.
 6. Scott: This amendment refers to self-nomination for the regular election process, not for vacancies occurring throughout the semester.
 7. Process for self-nomination will be stated as a written statement of intent, submitted through the GSA Website, strictly during the Nomination Period
- Replace “ballots must include a description of all positions and candidates” with “a description of all positions and candidates must be posted on the GSA Website” in Section VI.B.3 (Elections/Process/Voting)
 1. Eileen: The way stated in the Bylaws is not how it was actually held this year. I don't think there were statements on the ballot in previous years,

either. I believe this information should be posted on the Website and a link to it should be displayed on the ballot. This would simplify the content on the ballot and the access to additional content.

2. Abbie: I believe it will facilitate an informed voting process to have all the information on the ballot
 3. Emily: I think having the description on the ballot won't be too much, as each student only sees candidates for their own Department Representative and other Executives.
 4. John: Is there capability in the system for all that info to be included? We should find out before making a decision about it.
 5. Ely: in practical terms, there was trouble with setting up the site just with names, so adding more information would potentially only complicate the process. I believe informing themselves about the candidates should be the voters' responsibility.
 6. Allison: In any type of elections, the ballot only has the name of the candidates and there is no other information. There should probably be an option to not vote or submit a blank vote.
 7. Ingrid: blank option is available, the system does not require for people to mark an option in each position to submit their vote.
 8. Abbie: You could limit the amount of information in the statement
 9. Ingrid: There were issues with the ballot not having the appropriate options. Unfortunately, we don't have access to the system and these issues come to our attention once the voting has already started. Having more information on the ballot, will only complicate it.
 10. John: The Bylaws could state that all link should be displayed always and the description, if possible.
 11. "Ballots must include a description of all positions and candidates" will be replaced with "A description of all positions and candidates must be posted on the GSA Website and a link must be included on the ballot. When possible, descriptions should also be included on the ballot" in Section VI.B.3 (Elections/Process/Voting)
- Add timing to submit Events Summaries, within (?) weeks of the Event, to Section VIII.B (Assessment/ Event Assessment)
 1. Eileen: The idea is to encourage the VPs to keep a record of the details of each event in a timely manner. For this, we would establish a timeline to

complete Events Summaries, of let's say a few weeks. The VPs can probably tell how long it takes to have those summaries compiled.

2. Natalia: for a big event like international night, it takes about a week to close all payments and other related elements. After that, maybe give a week to elaborate the summary, for a total of 2 weeks after the event
3. John: will those summaries be submitted to someone, or how would it be controlled that they are being developed?
4. Eileen: if we think is best, they could be submitted to the President and/or the Secretary
5. John: This would add work to the Executives. The President will need to be requesting these reports within the timeline.
6. Tom: it's better to have the control and management of the summary reports by the VPs themselves, and within the Committee
7. Natalia: It would be important to have the reports reviewed by the Committee members, in case the VP missed anything
8. Natalia: Should all the working files be submitted as part of the End of the Year report as well? this is not included in the Bylaws, but it would be very beneficial for the incoming VPs. Many events take a lot of planning and work, and having these materials available would save much time.
9. Eileen: I would not feel that comfortable including this in the Bylaws, as it may be a time-consuming requirement and I'm not sure all VPs will be able to comply with it
10. John: It's important to pass on these materials, we got stuff from previous VPs as well, and it should be required. It should not take much from anyone to pass it on.
11. Natalia: Well, it does take some work to take everything into a digital, shareable, readable format. It would not be that helpful to pass everything just as it is, but in a more organized way.
12. Allison: Maybe a full set of documents should be suggested, not required
13. Ingrid: The VPs have been passing on this information
14. Eileen: I guess what we are discussing is whether this should be a GSA Report requirement in the Bylaws (submitted to the President and Secretary to be stored in the External Hard Drive and Google Drive) or if it should continue to be at the VPs' discretion to pass it to the next VP as they decide.

15. Allison: Even including it in the Bylaws won't ensure that VPs submit all their material. You can't prevent from people dropping the ball.
 16. Craig: I believe we should request for the VPs to submit this information
 17. Rigo: These documents will definitely be used in the future, so it's important to have them passed on.
 18. Terra: it seems like many of the titles in the Bylaws are not highly enforced, they have the structure of suggestion rather than requirements
 19. John: Whereas the Bylaws attempt to be statutes, we try to be realistic.
 20. Timing to fill Events Summaries will be added as "within 2 weeks of the Event", to Section VIII.B (Assessment/ Event Assessment). Additionally, it will be added that "Events summaries shall be circulated among Committee members, by the VP, to ensure that details are properly reported."
- Minor edits to the Bylaws document:
 1. Number of representatives
 1. Eileen: Enrollment for this spring semester leads to one FNRM Representative to be required for the 2014-15 academic year. The number of the rest of the Representatives will remain as for the 2013-14 academic year.
 2. This will be amended as required in the Bylaws
 2. Timing of International Committee Events
 1. Eileen: It's indicated in the Bylaws that the International Committee should host an Open Forum in the spring semester and International Night in the Fall Semester. The timing for these events was changed during this year. International Night was held during the fall and the Open Forum was scheduled for the spring.
 2. Natalia: The Open Forum was cancelled, so we did not have it at all. We did have Chinese Night, instead.
 3. John: These activities should be listed in the Bylaws as suggestions, to give the VPs flexibility. The wording should list the in the way of "such as".
 4. Section in VII.A.3.iii in the Bylaws will be modified to state: "This committee shall host events such as: a panel to discuss

international student rights and a multicultural celebration in the fall.

3. Says “administer and moderate the Facebook Page”, should say “Group and Page”
 1. Eileen: This section was probably written when there was only a Facebook Page, but currently, there is a Facebook Page (official GSA voice) and a Facebook Group (Forum, where everyone can discuss any topic). I believe Ely administers both of them, right?
 2. Ely: I administer the Facebook Page, but who administers the Facebook Group/Page?
 3. Abbie: If you are not the administrator, someone from last year’s Senate is.
 4. John: The webmaster should be administering the Group. We will find out how to make him administrator and it should be stated that way in the Bylaws.
 5. The Bylaws will be amended to say “administer and moderate the Facebook Group and Page”
 4. Says “A GSA Senate member may be excused from regularly scheduled meetings if they have a scheduled class conflict that is recognized by the President. He or she must otherwise remain involved in a GSA Senate committee and events and is not excused from previously stated duties outlined in Sections I-III”, the word “otherwise” will be removed.
 5. Repeated sentences will be eliminated
- Approval of Bylaws Amendment
 1. Motion to approve Bylaws Amendments stated above and those agreed on during the Official GSA Meeting held on April 16th, 2014: Eileen Leon
 2. Second: Silvia Saldivar
 3. Unanimously approved
 - Bylaws Amendments in discussion
 1. The following Bylaws amendment will be passed on to the incoming Senate for further discussion and approval, if estimated necessary: Add voting and approval of budget for Orientation Week Activities by the outgoing Senate during the final meeting of the semester in Section V.I (Meetings/ Final Meeting of the Academic Year) and to Section IX

(Budget). This action should be voted and approved by the outgoing Senate and rolled over accordingly.

1. Abbie: during several years there weren't any activities during orientation week. Whereas it's good to have them, there should not be mandatory, as they require preparation before the Academic year and senators may not be available.
2. Allison: for the incoming treasurer it's, often, very difficult to get it touch with the outgoing treasurer. It would be great to have some budget matters pre-stated, as that'd give a starting point to the new executive.
3. John: This may not be allowed. Figuring out this issue could be the first task of the incoming senate.

New Business

1. Budget Approval

- Allison: currently, there are \$3142 of unspent funds, to be re-allocated or rolled over as necessary
- Tom: The Professional Development Committee has \$1060 unspent, mainly saved from the Spotlight since this year the event was financed completely from Departments' contributions
- Rigo: I want to propose that we open a Savings account, so that unspent funds can be saved for future events
- Allison: All of our funds need to be spent now; there could be a bit of roll-over, but not as much as \$4000. It is a general policy at ESF that clubs should not save money
- John: We could fund a number of eligible Grants, which application was already submitted
- Motion to move funds from the Professional Development Committee into the General Fund
 1. Motion to move \$1060.88 from the Professional Development Committee into the General Fund: Tom Taggart
 2. Second: Abbie Larkin
 3. Unanimously Approved

- Motion to approve funds for the Social Committee
 1. Motion to approve \$360 for the Social Committee, to be spent in the last TG of the year and \$300 from this year's budget to be rolled-over for Fall Orientation activities: Owen Hunter
 2. Second: Tom Taggart
 3. Approved with 16 votes for and 1 opposed
- Purchasing a Lapel Microphone/Hardware Account (\$350)
 1. Abbie: Are there enough opportunities to use a microphone?
 2. Craig: High profile speakers could use it.
 3. John: Spokesperson at Moon Library said they would purchase a microphone, which will belong to the library itself and will be available for us to check out.
 4. Tom: who? John: Jessica Clemons.
 5. Abbie: Would hate for us to purchase a microphone that we won't use.
 6. Peter: During Orientation this year, there was need for a microphone.
 7. John: Is anyone interested on making a motion for this? If not, we shall proceed with the agenda.
- Office Supplies (\$250)
 1. Motion to approve \$250 for office supplies, such as file folders, printer ink, binders and paper: Allison Oakes
 2. Second: Abbie Larkin
 3. Unanimously approved
- Additional funding for Grants (remainder of funds)
 1. John: we received 19 applications for Travel Grants, of which, there are 10 eligible applications that could be funded at \$250 each for a total \$2500. We could also fund one Research grant at \$500. This could all be done for a total of \$3000
 2. Motion to approve the allocation of \$3000 for the Grants and Awards Committee: John Wiley
 3. Second: Scott Bergey

4. Unanimously approved
- Microphone
 1. Natalia: going back to the microphone topic, I think the International committee could use it for international night
 2. Tom: who will be in charge of buying it, making sure it's the right kind, etc.?
 3. Allison: I could take care of that.
 4. Motion to approve \$293 to buy a microphone, to be bought by Allison (treasurer): Rigo Melgar
 5. Second: Yunyun Bi
 6. Approved with 14 votes for and 6 votes against
 - USA Morning Munch
 1. During the last Morning Munch of the Spring Semester, GSA received a note from USA Representatives with concerns about the presence of an important amount Graduate Student at the Undergrad event. They indicated that the costs of the event are supported by undergrad fees and grads should take a share on them if they wish to continue attending these events.
 2. Eugene: Maybe we could approve a small amount to contribute with USA expenses for this event, such as \$100
 3. Scott: If we co-sponsor this event, we would definitely have to promote it, so that it's clear that graduates are invited and they can take advantage of it. That said, it would be inappropriate for us to retroactively sponsor an event that we never got to promote. We can talk with USA Representatives next year to figure out how to act in this matter.
2. Vote-In EFB rep vacancies
 - Melissa: first semester MSc at EFB, has participated in a variety of activities, beyond the classroom, she was president of her Student Senate at Green Mountain College, Vermont. She states to have great communication skills, to be enthusiastic, to have an overactive work ethic, which would make her an asset for GSA.
 - Terra: first semester EFB student. She was part of the professional wildlife society, as undergrad; and has worked closely with the faculty, union, in student

governance. Her professional focus is Organizational practices and effectiveness; she is looking forward to connect with faculty and students.

- Jay: 3rd year PhD student at EFB, he knows faculty members, dept. chair. He served in the Research Grants Committee during the current academic year. As an ERE Representative, he'd work in the best interest of the grad students in the department.
- Voting
 1. John Wiley: I would like to propose a voting procedure in two rounds, during the first round we vote for our top choice for EFB Representative among the 3 candidates, the person with the most votes is appointed as the first Representative. Then, during the second round, we vote for one of the 2 candidates left, the top choice becomes the second EFB Representative.
 2. Motion to approve voting procedure in two rounds as stated above: John Wiley
 3. Second: Eileen Leon
 4. First Round: Jay obtained the majority with 7 votes.
 5. Second Round: Terra obtained the majority with 13 votes
 1. Jay Wason and Terra Rentz will serve as EFB representatives during the 2014-15 Academic Year
- 3. Vote-In Shared SU GSO Reps
 - Motion to approve Peter (Young Seuk) Kwon as SU GSO Representative for the Fall 2014 period: Scott Bergey
 - Second: John Wiley
 - Unanimously approved
 - Motion to approve Brandon as SU GSO Representative for the Spring 2015 period: Scott Bergey
 - Second: Owen Hunter
 - Unanimously approved
- 4. Officer Reports
 - Eileen: There are still a number of reports missing. I have only received two Executive Reports (From VPs). I have received most of the Department

Representative Reports and some General Representatives Reports. Each Senator knows whether they have submitted their report or not. Please VPs, let me know when you will submit your reports, so that I can plan time to write the Summary Report, which will be based on the Reports you send me.

5. Presidential Inauguration Announcements

- Scott: There will be a meeting this Friday in 14 Bray at 10 am to discuss ideas for Presidential Inauguration, a big event to be held in the fall semester.

6. ITS Cameras

- Rigo: In the cameras issue, seems like ITS will be turning off audio permanently. The cameras may be kept for Security, which was the initial purpose; the official recommendations will be ready and handed to the President next week.

7. Adjourn the Meeting

- Motion to adjourn: Laura Bartock
- Second: Eugene Law
- Meeting Adjourned

Upcoming events:

- TGIO: Friday, May 2nd, 4-7pm, @The Inn Complete
- Meeting for Presidential Inauguration Planning: May 2nd, 10am, @Bray 14

Attendance:

GSA Senate

- | | |
|-------------------------|---|
| 1. Craig Lazzar | President |
| 2. John Wiley | VP Grants and Awards |
| 3. Natalia Cagide | VP of International Activities |
| 4. Tom Taggart | VP of Professional Development |
| 5. Owen Hunter | VP of Social Activities |
| 6. Matt Regan | VP of Speakers and Presentations |
| 7. Eileen Leon | Secretary |
| 8. Allison Oakes | Treasurer |
| 9. Ely Margolis | Webmaster / Communications |
| 10. Christopher Foelker | Board of Trustees Representative |
| 11. Eugene Law | USA Representative |
| 12. Melisa Keskin | Syracuse GSO Representative |
| 13. Jonathan Masih Das | Syracuse GSO Representative |
| 14. Hope Ansanelli | Syracuse GSO Representative |
| 15. Emily Handelman | Landscape Architecture Representative |
| 16. Becky Meissner | Environmental Resource Engineering Representative |
| 17. Stacey Mack | Absent, with a proxy |
| 18. Forrest Baird | PBE Representative |
| 19. Silvia Saldivar | Environmental Forest Biology Representative (I) |
| 20. Ingrid Brofman | Environmental Science Representative (I) |
| 21. Rigoberto Melgar | Environmental Science Representative (II) |
| 22. Yunyun Bi | SCME Representative |
| 23. N. Scott Bergey | Chemistry Representative |
| 24. Doug Morrison | Faculty Advisor |

Guests

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|---------------------------|-----------------------------------|
| Hayley Kopelson | Incoming Secretary |
| Rick Joseph | Incoming Chemistry Representative |
| Becky Fuda | Incoming EFB Representative |
| Xolile Maphanga | Incoming ERE Representative |
| Laura Bartock | Incoming GPES Representative |
| Mirian Roxana Calderon | Incoming GPES Representative |
| Keshav Sauba | Incoming SU GSO Representative |
| Ian J MacColl | Incoming SU GSO Representative |
| Melissa Althouse | |
| Jay Ward Wason – EFB | Incoming EFB Representative |
| Terra Rentz – EFB | Incoming EFB Representative |
| Peter Kwon – ERE | Incoming SU GSO Representative |
| Brandon John Haynes – ERE | Incoming SU GSO Representative |
| Abbie Larkin – FNRM | Proxy for Stacey Mack |