



Reminders:

- Everyone must indicate their SU ID# to the Secretary (Eileen) to get access to the GSA office with their student ID cards.
- Think about what committee you would like to join and contact the VP of the Committee to let them know.

General meeting:

Introduction of meeting structure

1. President call to order
2. Roll call by Secretary
 - o Attendants required for Quorum: 15
 - o Attendees: 16

New Business:

- 1) Review and accept the Bylaws from 2012-13. Discussion:
 - a. Get a summary for new topics in the meeting. John Wiley indicated that there is no need to have it in the Bylaws. Craig should ask for it whenever someone asks to add a topic into the Agenda.
 - b. Urgent or last minute topics: There is an item in the Bylaws indicating what should be done in case of a necessary additional emergency meeting.
 - c. E-mail of the GSA
 - i. Who has access? John Wiley has access to it, as is mostly used by the Grants and Awards Committee
 - ii. How to access g-mail account:
User: xxxxxxx
Password: xxxxxxx

- d. Should we require an early meeting before the semester starts, to plan for orientation week: might be too much complication, might be a high requirement, because people might be on the field over summer, etc. Possible online access for meetings.
 - e. Bylaws next meeting so that everyone gets to see them and brings any comments into discussion
- 2) Access to alcohol (Scott Bergey)
- a. What is the distinction between on campus and off-campus events? The policy says no fees in events that have alcohol. We can't charge for alcohol.
 - b. BYOB: not allowed for official events, stated in the policy as well
- 3) Review and approval of meeting minutes from 5-1-13
- a. Motion to Approve Minutes from May 1st, 2012: Eileen Leon
 - b. Second: Stacey Mack
 - c. Unanimously approved
- 4) Announce/Fill vacant positions
- a. Forrest for PBE
 - i. Motion to approve Forrest Baird as the new Paper and Bioprocess Engineering Representative: Owen Hunter
 - ii. Second: Ely Margolis
 - iii. Unanimously approved
 - b. Other vacant positions: SCME and FNRM Representatives
 - i. Try to recruit people to fill these spots
 - ii. First TG might be a good opportunity to do it
- 5) First TG:
- a. Possible dates
 - i. August 30th could be an option but without alcohol, because a form needed to be filled 2 weeks in advance, we are already late for that.
 - ii. September 6th would be a better option.
 - b. Possible locations
 - i. Gateway roof: Could be used, needs to be consulted with the office of Outreach. Beautiful scenery, but lack of shade issue
 - ii. Nifkin: it gets very warm
 - iii. Baker 408: when a TG was held there last semester, positive feedback from the students, but the department is reluctant to have this type of event in there.

- 6) Determine order of succession for office of President
 - a. Postponed until next meeting

- 7) Allison Oaks: '13-'14 Budget update from the Treasurer
 - a. New students and total budget: no idea about the exact number yet, will be getting some info during the week
 - b. Reimbursement for Orientation week
 - i. \$120 Pizza for this meeting
 - ii. Ice cream social \$24
 - iii. Empire expenses for appetizers \$40
 - Motion to Approve Orientation Week activities for \$190: Eileen Leon
 - Second: John Wiley
 - Unanimously approved

- 8) Set a timeline for Committee budget submission
 - a. Will be postponed for next meeting or the following one
 - b. Committees still need to be formed
 - c. First official meeting (next one) have total budget from treasurer
 - d. Before second meeting have the committee budgets sent to the President (Craig) and then discuss them during the meeting for approval

- 9) Outline/discuss major issues and goals for '13-'14
 - a. Calendar
 - b. Some ideas
 - i. WINE TOUR: Filled last year, have it during the fall semester
 - ii. HALLOWEEN: event outside campus
 - iii. APPLE PICKING: cider, apples
 - iv. 5K RUN with SU: good feedback from last year
 - v. Try to partner events with SU GSO, avoid some space conflicts such as in the Ice Skating
 - vi. GSO funding for activities, find out what will qualify, task for GSO representatives for this semester
 - vii. Survey

- 10) SCHEDULE FOR GSA MEETING: College hour is Wednesday 12:45-1:40pm, but won't work because of other duties, Doodle poll for schedule of next meeting. Time of the meeting: 1 hour meeting, time management is important to avoid extending meetings.
 1. First Official GSA meeting September 3-6
 - a. A Doodle poll, every 15 min

- b. Then we will decide for following meetings
 - c. Meeting length: 1.5h (for first meeting only)
- 2. First TG September the 6th

- 11) SPECIAL COMMITTEE to re-organize the office (Treasurer). Review options of other rooms, cleaning or getting items that we need. Maybe get new tables to have larger space for all the senate members, and guests.

- 12) The GSA website needs to include the bylaws

- 13) Archive: in external hard drive, has information from previous years, including planning, budgets, flyers, and other resources that might be useful for committees.

- 14) Professional Development (Tom Taggart):
 - a. VP won't be here for first meeting, will likely have a proxy.
 - b. Early event "How to prepare for defense" to be held soon after the first meeting, the details will be arranged by VP.

- 15) Facebook Forum Group and Facebook Page: Webmaster (Ely) has access to page, forum and website, also the e-mail of the GSA. Everyone has access to the Facebook Forum. Ely will also work on any necessary flyers, please send information and ideas for flyers at least a week in advance.

- 16) Social Committee update (Owen Hunter, VP):
 - a. Ice Cream Social and Yard Games yesterday was a success, about 60 people attended
 - b. Upcoming orientation week events: Bowling, Empire, SU GSO Picnic and Green Lakes trip.

Old Business:

- 1. Follow up on last year's budget expenses (bookstore debt, etc.)
 - a. Bookstore: already approved budget, to be taken from rolled-over money
 - b. Social Committee: budget was allocated to cover over-expenses from last year, so no debt will be rolled-over

- 2. The President (Craig) requests a Motion to adjourn the meeting

- a. Motion to adjourn: Eileen Leon
- b. Second: Owen Hunter
- c. Unanimously approved

Upcoming events:

- Chiefs game tonight Tuesday, August 20th, 2013
- Bowling tomorrow, August 21st, 2013
- Empire Brewfest: 8:30 pm August 22nd, 2013
- Friday August 23rd, 2013: SU GSO Picnic
- Saturday or Sunday (weather pendant): Green Lakes trip
- First TG, September 6th

Attendance:

GSA Senate

1. Craig Lazzar
2. John Wiley
3. Tom Taggart
4. Owen Hunter
5. Eileen Leon
6. Allison Oaks
7. Ely Margolis
8. Christopher Foelker
9. Samantha Weber
10. Johnathan Masih Das
11. Emily Handelman
12. Becky Meissner
13. Stacey Mack
14. Forrest Baird
15. Silvia Saldivar
16. N. Scott Bergey