

## **GSA Executive Committee Meeting Minutes March 29, 2010**

1. April LA Meeting Agenda
  - Introduce New Reps/Thank Retiring Reps for service
  - Elect Campus Representatives (1 person running so far)
  - GSAW Schedule
  - Big XII Meeting Report
  - Book Drive
  - Resolution for Fee Deferment Extension to Fellowship Recipients
    - Bethany will write resolution. Laura will send her details.
2. Constitution: Eric/Emile will check with ASUN to see if it has been approved.
3. GSA Office: We've lost our union space for next year. We will appeal the union board on Thursday, April 8. Laura will email everyone time of appeal- the more people who come, the stronger GSA looks. Shannon, Sylvia, Eric M tentatively agreed to join.
4. New Advisor: Dr. Nancy Lewis will be replacing Dr. Milford Hanna as soon as forms are signed and turned in.
5. Graduate Student Appreciation Week Update by Emile:
  - To strengthen our relationship with administration, we are inviting them to the Wednesday GSAW event, which starts at 7pm GSAW would like to hire a live band for the start of the event to make it more appealing to administrators.
  - Three Vice Chancellors and 10 people from grad studies will be invited as per Michelle Howell Smith's recommendation.
  - There will be an open bar (serving up to 75 people)
  - Exec Votes to approve allocating \$100 for live band to perform.
  - Will be awarding Outstanding Student/Group/Advisor awards on Monday of GSAW.
  - If you want a big GSAW flier for your department, email Emile.
  - There is an ongoing photo contest for GSAW.
  - The Governor will be signing a proclamation for GSAW on April 7 at 10:30 in the courthouse (Warner Chamber, 2<sup>nd</sup> floor). This will last until around 11:30-11:45. Email Emile if you wish to attend.
  - Emile looked to ASUN for funding, but policy dictates they cannot fund RSOs.
6. Regional NAGPS/Big XII Conference Report by Emile:
  - There were 14 attending schools
  - There was a great information flow and cooperation at this meeting compared to the national NAGPS meeting.
  - One Big XII school has same parking for grads and faculty- all others have same parking for grads and undergrads.
  - OSU seems by far to be the most organized and involved Big XII GSA, with many programs, workshops, mentoring, external link/exposure programs, etc. See Emile for a complete listing.
  - The OSU website uses a free program that allows users to RSVP for the events. They have a 90% turnout rate for those who RSVP.
  - OSU has a family resource center with two hour daily care available for dependents.
  - Most GSAs present at the meeting got funding from student fees.
  - Emile will give presentation of further details at GSA LA Meeting.
  - UNL (ASUN) will host Big XII meeting next year for student governments. We should participate.
7. Publicizing our GSA:
  - Annual newsletter sent out to all grad students
    - Laura and Emile will meet with Dr. Franco to get ok.
  - Laura says we can include fliers in new student packets
  - Laura also suggests a "Concerns" Flier to urge people to bring issues to GSA

- Put on bulletin boards and email
  - Emile suggests introducing GSA to each department at the departmental orientation meetings. Exec can make an “introduction to GSA” presentation to administer to all LA members. The LA can then present it to their departments.
- 8. Past Undertakings:
  - Travel and Research Grants:
    - Shannon will email Shelley Zabrowski for update on Alumni Association funding.
  - Interfolio
    - Laura emailed Interfolio inviting them to speak in the Fall to all interested students on campus. Awaiting reply.
  - inDegree.com/Using Alumni to help current grads
    - Laura and Michelle Howell Smith have come up with an idea for Departmental Newsletters. The Alumni Association could create a template to distribute to the departments making a newsletter super easy to assemble. Departmental secretaries could include news of current graduate students and past alumni. This creates a connection among current and past students that can be utilized to find information out on job searches. Michelle’s Bachelors institution does this monthly with great success. Shannon’s department (Marketing) does the annually, also with success. For marketing, Michelle Jacobs ([mjacobs1@unl.edu](mailto:mjacobs1@unl.edu)) puts the newsletter together.
    - Laura will set up meeting with Alumni Association Director and Michelle to pitch the idea.
  - NCards
    - Possible advantage for libraries to have “Graduate Student” written on them? Laura will email Associate Dean of Libraries for her opinion.
- 9. Committee Involvement
  - Exec decides to make a committee chair handbook over the summer. The handbook needs only be a few pages of standard information and then information pertinent to the individual committees. Hopefully, this will give committee members a better idea of what to do so that they are more involved.
  - Hopefully, the inclusion of campus reps will also help committee involvement as each campus rep is required to sit on a committee.
  - We need to emphasize the importance of monthly reports (this is a great way for future committee members to see what has been done in the past)- maybe even have an annual report.
  - We’d like to see committees working over the summer.
- 10. LA Rep turnover
  - Have LA reps write if they will continue next year on sign up sheet.
  - After meeting, email reps who did not attend to determine who will continue- give them one week.
  - Email department chairs asking for reps – specify that GSA will be working over the summer and should identify a rep ASAP. Also, include list of GSA accomplishments in email.
- 11. Book Drive: Coming Up!!
- 12. Other:
  - Emile suggests different table arrangement at LA meetings: Have tables set up in a big “U” shape or square so everyone can see each other. This promotes discussion over eating.
  - Emile suggest that Grad Studies should sponsor some sort of assistantship or stipend for the GSA President (or other GSA position). Ten of the 12 Big XII schools have this. It would help continue big issues, do pertinent work and research and move the GSA forward.