1. Call to Order / Roll Call

2. Approval of the Minutes
   a. Minutes approved without objection

3. Open Forum
   a. Office of Graduate Studies Liaison Elizabeth Edwards
      i. Don’t forget to sign up for newsletter
      ii. Grad Studies is sponsoring a workshop on CVs and cover letters
           1. Jan 28 @ 10 AM
      iii. Grad Connections blog has a new update
   b. Contact Joe Reed if you are interested in serving on campus-wide committee

4. Business of the Day
   a. Resolution SP15-16-04: GSA 2016-2017 Budget (Enclosed)
      i. Can request funds through fee allocations to support our budget
      ii. Questions and comments
         1. Column entitled “process needed”?
            a. Refers to implementing a process in which a department, committee, or graduate student would need to apply to receive some money from that line item.
               i. Is there something in place for application process?
                  1. Not specifically, but hoping to use model from other universities
               ii. Follow-up comment: review process will be in place in which it will be a competitive process and hope is that experts in that area will review the applications.
                  1. Ideally, review would be done by profs and post docs to avoid any potential bias
            iii.
         2. What is “printing and advertising” line item for?
            a. For advertising events and recruitment and potentially have a graphic designer.
               i. Kofi volunteered to help with design and will send contact information
         3. NAGPS- what is it and why do we need a line item for it / why do we need to belong to it?

Adjournment
It is the national association for graduate students. It lobbies on behalf of graduate students to the U.S. government. By being a member, we can tap into their resources and support.

Undergraduates have a similar organization

4. What is Networking and special events line item for?
   a. Various social events and Graduate Student Appreciation Week. Also goes to one-time events, such as providing the buses to the Career Fair in Omaha last year. Issue has been raised to executives about lowering amount since some of the events can be rolled into the Professional development events.
   b. Follow-up comment: should provide specification and details about each line-item
      i. We can provide documentation of costs from last year and what the money went to in order to support budget justification
      ii. We don’t need to provide specific line item for another four months. We just need to propose general budget proposal. Proposal is due before the next GSA Legislative Assembly

5. Can money roll over and/or re-allocated?
   a. We can roll over approximately 10% of funds from previous year. We shouldn’t shoot to roll over too much or every year or else ASUN will cut how much they give us after a few years of rolling over too much.
   b. After we are awarded the money, we can re-allocate money that we receive to different line items

6. Motion to amend the resolution so specify what we are requesting money for (general line items)
   a. 2nded and approved
      iii. Voice vote:
          1. Approved without “nays” or abstentions

5. Executive and Committee Reports – See Blackboard & Box
   a. Career Fair Progress Report
      i. Joe Reed
         1. Registration forms are going live at end of the week. Will send out an e-mail.
         2. Firm comment from Career Services
a. They are recruiting employers
b. Should be employers that will hire a broad range of graduate students.

c. Special thanks for Elizabeth Edwards and Jaye Stenz for helping us networking

3. **Date: Feb 17**

4. While we are working with Career Services, we need graduate students to sit on committee to send a follow-up phone call with the potential employers to help promote the employers’ attendance at the Career Fair

5. Please advertise this event to your departments

6. E-mail Joe.reed@huskers.unl.edu for details or to help out

ii. Is there a website?
   1. Yes, we are finalizing it with Career Services and sending it out by the end of this week/beginning of next week. Will also be on the GSA website

b. **Graduate Student Appreciation Week, April 4-8, 2016**
   i. It usually 1st week in April. E-mail Karen (Chair of Professional Development committee) if you are interested in helping or have ideas.
   ii. Ashley Foster will provide info form last year

c. **GSA March 2016 Elections**
   i. Start thinking about running for position
   ii. Curtis, Maggie, Joe, and Greg are not planning on running for an Executive position for 2016-2017 school year
   iii. Email any of the Executive members with questions or concerns.
   iv. There is some additional paperwork requirements for President and Executive VP

6. Announcements

7. **Next Meeting: Tuesday, February 2nd @ 7pm in Nebraska Union Colonial Room A**