SSW GSO Executive Meeting Minutes

September 5, 2017

HSSW Building -104

Members Present

Naomi Reid – Graduate Student Organization Co-Chair / Educational Review Committee Representative

Stephanie Luczak – Graduate Student Organization Co-Chair / Educational Review Committee Representative

Cassandra Marrero – Graduate Student Organization Treasurer

Jennifer Lassman – Graduate Student Organization Secretary

Milagros Marrero-Johnson (VIA Phone) - Director of Student and Academic Services / GSO Advisor

Call to Order:

I. Meeting was called to order on September 5, 2017 at 6:06 pm by Stephanie
II. Naomi discussed Hurricane Harvey Aid
   a. Expenditure forms to be discussed
   b. Discussed having a program to address natural disasters (Draft to be sent to Milagros)
   c. Making Care Kits
   d. Collecting donations
III. Naomi and Stephanie discussed Steering Committee Agenda – September 12, 2017
    a. Approve minutes from June, July, August
    b. Discuss perspectives on Charlottesville
       i. Plan to have support event in month of September - Continue Discussion at Steering Committee meeting
    c. Discuss Budget
       i. Cassandra to discuss allocation of funds – due Oct 10th
    d. Discuss updated policies and procedures
IV. Naomi asked for a motion to approve Executive Minutes
    a. Stephanie Approved
    b. Cassandra seconds motion
    c. 4 in favor, 0 opposed, 0 abstention
V. Discussion of co-chair goals
    a. Discussion of self evaluations
       i. Milagros to send evaluations for secretary and treasurer
       ii. Create survey for co-chairs
       iii. Create survey for student body to evaluate GSO
    1. Concern of lack of responses
VI. General updates
    a. Voting on constitution
i. Vote approval still in process  
ii. Milagros to be in touch with Sylvie on approval

b. Interest Group  
   i. Application now available  
   ii. Encouraged advertising  
   iii. Further discuss of recruitment at Steering Committee

c. Dean Heller to attend October Meeting

d. Advertisement  
   i. Lounge in SSW can be used  
      1. Discussed lounge as new possible meeting space  
   ii. TV in SSW entrance displays events

e. Recruitment  
   i. Pride – discussed need for more advertising  
   ii. Laso- New LASO Chair  
   iii. Discussed need for Micro/IGF chair

f. Giveaways  
   i. Draft expenditure form  
   ii. To discuss further with Milagros

g. Review:  
   i. GSO Leadership training  
      1. Discussed importance of avoiding reimbursements  
   ii. GSO Mixer  
      1. Positive feedback  
      2. Importance of remembering sign in sheet  
   iii. Fall Social  
      1. Location: City Steam  
      2. Date/Time: Thursday, October 5th at 6pm-8pm  
      3. Complete expenditure form: Max $700

   iv. Community Service Event:  
      1. A21 walk – to be further discussed  
      2. Further discussion at Steering Committee Meeting

   v. Logo Creating Contest  
      1. Wait to hear from Milagros

**Adjournment:**  
Meeting adjourned at 7:07 pm

**Signatures:**

Jennifer Lasman  
GSO Secretary

Milagros Marrero-Johnson  
GSO Advisor

Date: 10/24/17

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