

Graduate Student Association
Northwestern University
Officer Meeting
8 September 2009

Present

Patrick Ryan, President
Louise Edwards, Secretary
Eric Berns, Treasurer
Roxanne Atienza, Advocacy Chair
Kate Newbold, Social Chair
Sara Armstrong, Communications Officer

Absent

Alex Spokoynyy, Operations Chair

Action Items

Everyone

- Send Louise your bio so that it can be posted on the GSA website! She has received bios from Patrick, Eric, and Sara.
- The next GSA Office Meeting will be Monday, September 21, from 10:00-11:00 AM in Norris.

Patrick

- contact Paul about accessing the GSA Facebook account
- check about the availability of business cards for all NU graduate students

Louise

- scan files from Luciana to see if we have a list of GSA department representatives
- schedule space for the GSA general meeting on Thursday, October 8, from 5:30-6:30 PM
- place catering order for GSA general meeting with chart string # from Kate

Agenda

1. Upcoming Meetings and Events

- International Graduate Student Orientation Resource Fair, September 8, 1:30-4:30 PM
- Graduate Student Orientation Resource Fair, September 14, 1:00-3:30 PM
- GSA Office Meeting, Monday, September 21, 10:00-11:00 AM in Norris
- GSA General Meeting, Thursday, October 8, 5:30-6:30 PM

2. Treasury

- Eric will get in touch with Ruth Schlitz who received a community building grant to help fund financial seminars.
- Eric will talk with US Bank about upcoming seminars. The next seminar will take place in late October or November. A seminar on credit may happen during the fall or winter quarter.
- SOFO training has still not been announced. Patrick and Eric will attend once the dates have been set.

3. Operations

- Louise would like to establish a better system for GSA file organization. She has asked that officers keep track of their contacts and files throughout the year. Suggestions for how to best organize this information is welcome. This is an ongoing project for the academic year. She will probably ask you to send her electronic copies of your files at the end of the academic year.

4. Social

- Kate would like to organize a monthly happy hour with local bars starting in October.
- Kate will check with the athletics department about the possibility for a reduced ticket price for a football this fall. If this is possible, we may organize a fall tailgate party.
- Kate would like to submit a community building grant for the 5K. This will be discussed at our next meeting so that we can finalize plans before the grant deadline on October 15. She also thinks that charging a \$5 registration fee might encourage attendance; attendance was much lower than registration last year (i.e. people registered for but did not attend the event).

5. Service

- Patrick still needs to meet with the Center for Civic Engagement. They would like to create more opportunities for interaction between graduates and undergraduates, graduates and athletics, and graduates and the Evanston community.

6. Communications

- Sara wants to send two emails per month, one email after each of our bimonthly GSA office meetings. After our next meeting, she will send out an email with the date for the GSA general meeting in October, information about other events, and a call for those interested in being the Service Chair.
- Sara is happy to communicate with GSA department representatives if we organize their involvement.

7. Advocacy

- Roxy is planning a parent/child event for the end of October or November. This social event / play date will be an opportunity for parents to discuss shared concerns and ideas for future events. She will try to reserve a space in Englehart. Sara plans to help coordinate this event.
- Roxy will talk with Luciana (former secretary) about the health care initiatives last year and her contacts with Health Services.
- Roxy wants to explore the possibility of additional stops for the Intercampus Shuttle (Rogers Park, Evanston). She needs to find out who was working on this last year.