

Graduate Student Association  
Northwestern University  
Officer Meeting  
21 September 2009

## Present

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

## Action Items

Louise

- Send biographies and meeting minutes to Alex for the website update.
- Confirm space for the GSA general meeting on October 8. Place catering order.

Kate, Roxy, and Patrick

- Draft and circulate Community Building Grant proposals by Wednesday, September 30, if you would like the other officers to review it prior to our next officer meeting on Friday, October 2.

Alex

- Update the GSA website with current information.

Eric

- Contact US Bank about financial seminars for this year and determine which seminar should be offered this fall.

Sara

- Email the GSA listserv.
- Check with Penny Warren about an email list for the graduate program coordinators.

## Agenda

### 1. Upcoming Meetings and Events

- GSA Officers Meeting, Friday, October 2, 10:30-11:30 AM, Norris.  
*Note that this will be the regular time for the bimonthly officer meetings.*
- GSA General Meeting, Thursday, October 8, 5:30-6:30 PM, TECH LR4 (Room M113)

### 2. Advocacy

- Kristin and Brooke from GWAN joined us for the first part of the meeting. They were involved in coordinating a support network for mothers last year. They would be interested in partnering with the GSA for events this year.

- Kristin and Brooke noted that many of the child care options are not geared towards graduate students. Continuing regular meetings for mothers and/or parents would be a good way to gauge their issues, needs, and interests with regards to child care and other concerns. They would also provide an opportunity for parents to meet regularly, even if it is twice a month.
- Last year GWAN received approximately \$300 to sponsor an event for mothers last year. Roxy, with input from Kristin and Brooke, will write a Community Building Grant proposal for a series of events this year. The grant is due October 15.
  - Kristin and Brooke recommended that we do something during work hours without kids because it can be difficult for parents to pick kids up after work and come back to campus. They also suggested that we consider doing something during lunch time when graduate students are free. Also, when planning a family event, it is important to have parking available (even if it is not free) to make it easier for parents to attend.
  - Roxy contacted the coordinator at Englehart Hall and is waiting to hear back from her about using their space for an event.
  - Roxy thinks that the first event would take place late in October or in November. We discussed starting with a smaller event, like an opportunity for moms to meet every other week, then having an event for parents in general, and building toward a larger family event later in the year. This might be a good way to pitch a series of events for the grant proposal and use the funds if the grant is secured. Kristin and Brooke said they would be happy to organize an informal meeting sometime soon by using the email list of people who met last year, especially if this would be a good foundation for the grant proposal.
- At a recent meeting with the new president, he expressed surprise that there was not any child care service at Northwestern. Alex suggested that these events could lead to a petition for this service, a petition that could be supported by faculty and staff as well.
- Kristin and Brooke also noted the high use of the pumping rooms on campus. Currently, there are three.
- Patrick will add questions to the GLC survey regarding: 1) the number of graduate students who are parents; 2) the number of children and their ages; 3) awareness of services for parents (like pumping rooms).
- Patrick will also submit a Community Building Grant proposal for an event where undergraduates (likely sophomores and juniors) could attend a Q&A with graduate students to learn more about graduate school. We would like it to be open to students across the humanities and sciences. Sara suggested that a large panel with graduates representatives from across TGS could be followed by smaller “break out” groups to discuss discipline specific interests and questions.
- Roxy shared that the pharmacy will remain open until it has been reviewed by the new president.
- Luciana sent Roxy the documents related to student health issues. Roxy will update this, and then it can be posted on the GSA website as a resource for graduate students.
- Roxy also thinks we should be encouraging safety on campus by promoting services like Safe Ride.
- Questions regarding the possibility of adding stops on the intercampus shuttle will be included on the GLC survey.
- Patrick has contacted Simon Greenwald about making business cards available for graduate students throughout TGS to order for their personal use.

### 3. Social

- Kate plans to submit a Community Building Grant proposal for the 5K. She is unsure how much money to request for the event. Patrick will email Harold about how much they received last year. Louise will check last year's files to see if there is a copy of the grant proposal. This event will be combined with the annual GSA BBQ and will not be scheduled during finals week! Kate is still thinking about charging a \$5 registration fee to encourage those who register for the event to attend. She is also considering how participants might partner with charities to raise money for the run, but she needs to do more research regarding the logistics of this.
- Kate is following up with athletics to see if we can get discounted tickets for the Northwestern-Indiana football game on Saturday, October 24. Graduate students would purchase tickets at the discounted rate, GSA would provide food at a tailgate, and those who attend could BYOB.

### 4. Finance

- Eric has four ideas for financial seminars this year: 1) services provided by US Bank (not just checking and savings but services like home loans); 2) credit – what it is, how you use/build it, managing credit card debt; 3) tax information; 4) investment. We discussed having the credit seminar in the fall, the tax seminar in the winter, and the third seminar in the spring.
- Alex expressed interest in a seminar about start-ups. Is this currently covered by another group on campus?
- Patrick will attend SOFO training this week.

### 5. Communications

- Sara will be sending out the first email this week. The email will include information about:
  - GSA general meeting, October 8
  - Service Chair for GSA
  - service opportunity with Mather Pavilion
  - GSA tailgate for Northwestern-Indiana football game, October 24
  - TGS professional development event on making the most of your presentation
  - Stu's View
  - Alumni
- We would like to encourage department representatives to attend the GSA general meeting on October 8. Contacting the graduate program coordinators/administrators might be a good way to get in touch with the department representatives. Sara will check with Penny Warren at TGS to see if she has an email list for the graduate program coordinators.
- GSA received an email from someone interested in intramural team sign-ups. Are we helping with this coordination this year?

### 6. Operations

- Alex would like to update the GSA website this weekend.
- Please send Louise your brief biography ASAP.
- Louise will email Alex the meeting minutes from this fall to be posted on the website.