

Graduate Student Association  
Northwestern University  
Officer Meeting  
16 October 2009

#### **Present**

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

#### **Absent**

Paula Tallman, Service Chair  
Alex Spokoyny, Operations Chair

#### **Agenda**

##### 1. Upcoming Meetings and Events

- Fairy Tale Trails, Friday, 30 October 2009, Women's Club of Evanston
- GSA/KSA Tailgate, Saturday, 24 October 2009, 9AM tailgate, 11AM kickoff
- GSA Officers Meeting, Friday, 30 October 2009, 10:30 AM, Norris

##### 2. General Meeting Review

- Patrick thought the general meeting went well. Total attendance was 19 (including officers).
- The winter meeting will be held in Norris to try and attract more students from other programs. The date will need to be set well in advance so that Louise can request space in Norris.
- Louise would like to receive slides for the Power Point presentation further in advance so that she can compile and circulate them before the meeting and so the other officers will know the order of the meeting's agenda.
- We discussed getting the department representatives involved in the next meeting. Sara suggested that we have a specific reason for them to attend. This might require that we change the format of the meeting to allow for this kind of interaction. We could ask them to gauge issues in advance of the meeting, for example. Sara will pull together email lists for the graduate programs so that we can contact them once a decision has been made about how to get them involved.

##### 3. Social

- GSA/KSA Tailgate: Kate met with David Stone from KSA. They plan to split cost down the middle since they expect an equal number of attendees from TGS and Kellogg. KSA will buy alcohol and pay for parking permit. GSA will pay for the food, rental truck, and ice. Kate and Eric need to figure out payment options. Kate plans to go to Sam's Club on Thursday with Patrick. She also needs help loading the truck Friday night; setting up the tailgate at 7:30 AM Saturday morning; and cleaning up after the game ends Saturday afternoon (recycling has been set up). Eric will be there, and Kate has another friend who can help. Patrick asked Kate to bring a camera to the event for candid photos. Kate has sold around 50 tickets to date, and expects to sell around 60-65 total. Sara will not advertise the event again since the RSVP deadline has passed.
- Happy Hours – Kate will work on details for these events after the tailgate. She plans to advertise an open invitation for a Tuesday night happy hour with KSA later this fall and to organize a Bears game watch on 12 November 2009.

- Intramural Sports – Kate will send out another blurb about intramural sports in the next email. Sign-up for winter sports (basketball and hockey) is open.

#### 4. Advocacy

- Community Building Grants
  - Patrick, Kate, and Roxy submitted community building grants on 15 October 2009.
  - Sara would like to advertise the other community building grants. The links on the calendar don't include enough information. She will contact Penny Warren and ask her to encourage grant recipients to advertise their events through the GSA list serve.
- Seabury: Patrick is waiting for a response to the letters sent by GSA and Dean Wachtel of TGS requesting space for graduate students.
- GLC Survey: The survey will be sent to graduate students in November. Sara will send a "heads up" blurb in our next email, and will follow up with a separate email encouraging students to participate once the survey has been sent.
- Wildcards: Patrick is following up with TGS about the possibility of obtaining Wildcards for partners of graduate students.
- A graduate student in Performance Studies would like our support in bringing a film to campus. See the email sent to the GSA account.

#### 5. Service

- Fairy Tale Trails – send email again; survey to track volunteers; October 23<sup>rd</sup>; five people signed up; GWAN just had kick-off event last night there will probably be more volunteers; post-volunteer dinner at Carmen's.
- Mather Pavilion: Patrick reported that a few people have signed up to present. Paula will have more details at the next meeting.
- Cradle Adoption Agency will need volunteers for its event in November. Details will be shared at the next meeting.
- Meaningful Science Consortium: Patrick will meet with them this afternoon to discuss the service opportunity to act as a substitute teacher for high school science classes while the teachers participate in other workshops.

#### 6. Treasury

- The GSA budget of \$4,900 was approved for the year.
- Eric is waiting to hear from his contact at US Bank before setting the date for the Financial Seminar in November.

#### 7. Communications

- GSA Email Policy: Sara will respond to general inquiries sent to the GSA email account and will CC Patrick. She will forward specific requests to the appropriate officer.

#### 8. Operations

- Website: The GSA website is outdated. Alex will remove all the old information and post current contact information and information about upcoming events.