

Graduate and Professional Student Assembly

Executive Board Meeting Minutes

Tuesday, June 19, 2007

The Board Room (CMU 307)

Present:

Kristen Denzer, President
Kevin Wendt, Executive Vice President
Abu Jalal, 2006-2007 Vice President for Finance
Mufaddal Baxamusa, 2007-2008 Vice President for Finance
Matt Schmit, Vice President for Public Affairs
Kristina Erstad, Vice President for Programming
Zeeshan Syedain, Vice President for Grants
Bree Richards, Vice President for Student Affairs
Suzanne Sobotka, At-Large Director
Kellie McAlister, Office Assistant

6:55 Call to order

- M/S/P to approve the agenda.
- **Bree:** Number three on the agenda is absences/excuses, for this please inform Kevin of a conflict with a meeting beforehand.
- **Mufaddal:** If an executive member is absent various times, consequences will take place according to the GAPSA policies.
- M/S/P to approve the May 21 minutes as amended.
 - **Kristen:** Change my first sentence under Old Business to “The Central Corridor Advisory Committee is suppose to give feedback on the location and what will be cut from the project, it seems like the CCAC members are already convinced the underground tunnel is a bad idea.”

Officer updates

- **Mufaddal:** I have distributed a sheet with the estimated summer expenses. The pens and highlighters for the 2007-2008 academic year have been ordered and they are under the category ‘promotional items’.
- **Bree:** What dues do we have to pay?
 - **Mufaddal:** This is the magazine subscription fees, etc.
 - **Abu:** We have already paid the NAGPS fee.
- **Bree:** No new updates.
- **Kristina:** I have set up the dates for all of the social events and President’s Reception for the upcoming academic year. The President’s Reception for the incoming students will be held on September 19th from 5:30 p.m. until 8 p.m. The social events will be held at either the Campus Club or the Varsity Theatre. The dates for the social events are October 12, 2007, November 9, 2007, February 22, 2008 and April 4, 2008.
 - **Bree:** Have you checked this schedule against the University schedule?
 - § **Kristina:** I looked to make sure that the events are not over spring break.

- **Bree:** Will we be having any family bowling nights?
 - § **Kristina:** Yes, but I have not set the dates yet.
- **Suzanne:** A suggestion for an end of the year location instead of the Varsity Theatre is the Radisson Hotel. They have a large ballroom that would work for the last event.
- **Kristina:** I am also working on a creating a list of restaurants that will be used for purchasing food for the meetings. I will send out an e-mail for restaurant suggestions.
- **Kristen:** Will we have the pamphlets and magnets by the first orientation?
 - **Mufaddal:** If you order both of them by end of July, you will have it by August.
- **Zeeshan:** For summer we do not have many grants so I am forming a Grants Committee. We will have at least one or two meetings over the summer. Murat will be leaving GAPSA sometime in July so we need to find a replacement before then. The sheet I have printed out before you is the Grants Assistant job description. This will be posted online so please let me know of any corrections.
 - **Bree:** Let's clarify that the position should be filled by a University of Minnesota student.
 - **Suzanne:** Have them contact you at your regular University of Minnesota e-mail account.
- **Zeeshan:** Thank you, I will make these changes and get it posted on the website.
- **Mark:** I attended the Board of Regents meeting that was held on June 7th and June 8th. At this orientation I was placed on the Finance Committee. We went over the finances of the University of Minnesota, the new stadium and also the reform or canceling of the reciprocity agreement with Wisconsin.
 - **Suzanne:** The reciprocity agreement is a not an issue for graduate students because they pay the higher price between the two states.
 - **Bree:** Will this have to be brought before the legislature?
 - § **Mark:** Yes.
- **Bree:** Did both student regents attend the last Board of Regents meeting?
 - **Mark:** Yes. The next meeting will be held July 11th. There is not a meeting in August but the meetings will resume in September. The October meeting will be held on the Morris campus.
- **Kevin:** I am working on creating an Internal Affairs Committee. Later this week I will set up a meeting with the office and grants assistants. I will ask Murat if he is able to help train in the new grants assistant.
- **Matt:** Last week I attended the Board of Regents meeting for reactions and commentary on the preliminary budget. Union members and the new MSA president were some of the people in attendance. I spoke about the concerns of graduate students' cost of tuition and debt. I said that we would like a tuition decrease. The second thing I have done in the past month is to try and engage with the community. Elizabeth Neils, the former Public Affairs Assistant, used to attend these meetings. We still need to stay engaged with the community and keep up on their agendas. If anyone has any concerns for the community or messages you would like for me to relay, I will be more than happy to do it. I also want to make a plan of attack of how we can lay the groundwork for the 2008 elections. An example of this would be passing out voter registration information to students. It would be hard for next year's board members to arrange all of this during the fall of an election year.
- **Matt:** The Twins game social event was a big hit last semester and I think that we should

do another one of these events in the fall. Some details of the event included delivering tickets to the information desks, selling all 500 tickets and planning the event on a Wednesday for Dollar Dome Dog night. In the future, I can help plan an event like this.

- **Kristina:** We could do a Twins event in the fall.
 - **Bree:** We should see what the cost would be for a St. Paul Saints game. By the next executive meeting we can decide which team's tickets we will purchase and settle on a date.
 - **Kristina:** We should do something for the summer session students.
 - § **Bree:** We could do a barbeque.
- **Abu:** The fees for this fiscal year end June 30th. July 2nd we will start the audit. We still have a lot to do but we are progressing.
 - **Kristen:** A student will be added to the Central Corridor project.

GAPSA Introduction

- **Kellie:** The binder that you are receiving gives you an overview of GAPSA and information you can use throughout the year.
- **Kristen:** There are 4 committees that must be filled by the executive board members. Each person will choose two.
 - Programming Committee: Mufaddal, Kristina, Zeeshan, Matt, and Suzanne
 - Internal Affairs Committee: Mufaddal, Kevin, Kristina, Bree, and Suzanne
 - Grants Committee: Mufaddal, Zeeshan, Mark, and Kevin
 - Public Affairs Committee: Kristina, Bree, Matt, and Mark

Media Neutrality Resolution

- **Bree:** There were some University of Minnesota football players that were accused of rape and some staff made comments of support for these players. Some charges still stand and it is not for the University to comment for or against the innocence of criminal instance. Charles Billington from the Medical School said that he will co-sponsor the Media Neutrality Act it in the fall.

Liaising with FCC

- **Bree:** Right now we do not have a liaison with FCC, but do with CAPA and the CSC. I will approach the incoming chair of the FCC and we will have this set up with other chairs. This way maybe we can be aware of their issues and work together to reach our goals. If anybody is interested in attending any of these committees please let me know. It will involve going to the committee meetings and giving a short update.
- **Abu:** Have we assigned someone to the Board of Governors?
 - **Suzanne:** Usually the Executive Vice President attends those meetings.
- **Bree:** We have an appointed representative policy; either you can go there otherwise find someone to go for you.

Internal Affairs Discussion

- **Suzanne:** I passed out a blank evaluation form; this is an outline for the evaluations done twice a year. The evaluation is not only for the executives but also for the staff members. These forms will be turned in anonymously and then they will be reviewed by the Internal Affairs Committee. We could possibly do this more frequently throughout the year or change the way that evaluations are done.

- **Bree:** In the past we reviewed each person and then talked with them individually to see how their performance is. We would ask if they needed help with their job or if there are any concerns that they had. The president is the one that interviews all of the executive board members and the staff members.
- **Kristen:** Doing a rating system would be hard to see how they are performing because there is nothing to compare it to.
 - **Abu:** They would just write random numbers so that is why it was eliminated. This made everybody go into detail about the person.
- **Kristen:** Then the Internal Affairs Committee would e-mail you what comments had been said about you.
- **Mark:** If the evaluations are anonymous then they might be more constructive with their comments.

GAPSA Blog

- **Bree:** The intention of the GAPSA Blog was to give an update of what is going on in GAPSA. We will have to get the access information to continue to update this.
- **Kristina:** Are the executives the only ones who can contribute to the Blog?
 - **Bree:** Yes.
- **Bree:** We have a wiki set up for archival purposes. In the wiki, all of us can upload the methods that have worked or not worked during our time at GAPSA for future reference. Right now we have a skeletal structure and with some luck we will be able to get everything we need.
- **Bree:** As far as the website goes, it is easy to maintain if someone is able to do it. I put everyone's exec bio on the website but I still need a photo of each person. Also on the website, I took off the photos link since we do not have that much storage space. If people like the photos link we can buy more storage space.

Constitution Edits

- **Bree:** I think that we should edit things in the GAPSA bylaws and in the fall have the Assembly approve of them. For instance, the Student Legislative Coalition in Article 10 does not exist anymore.
 - **Mark:** It is not likely that it will be developed again too.
- **Bree:** One concern we should address is if we allow incoming students to become executive board members.
- **Suzanne:** Another one is whether or not the President can be a non-voting member and co-author resolutions.
- **Bree:** Should we make these edits as an entire executive board or just as a committee?
 - **Kristen:** We should just have a committee.
- **Kristen:** The committee will consist of Kevin, Bree, and me.
- **Bree:** I will send out e-mails when we are going to meet, and anyone can attend.
- M/S/P that the Financial Policy is extended until next executive meeting.

Executive Board Meeting Dates

- For the rest of the summer, meetings will take place from 6 p.m. until 8 p.m. in Coffman Union Room 302. The two dates are July 17 and August 15.
- **Suzanne:** For the fall semester Duluth will be attending our meetings via video conferencing. I don't know if there are additional rooms that have this function available.

- **Bree:** There is one in the Law School but might be too small for the Assembly.
- **Zeeshan:** There might be one in Hasselmo Hall.
- **Suzanne:** There is one in the basement of Moos Tower.

New Business/ announcements

- **Mufaddal:** The door has been changed to a card swipe so please return all of your keys. We will be given a refund for each key that is returned to the Coffman Information Desk.

- **Bree:** Each individual position has access to the computer system in the GAPSA office. If you are not able to access the computer please check with the former executive board member.

8:35 Adjournment

M/S/P to adjourn.