

GSSA Assembly Meeting
Agenda
August 28 2025 / Zoom

- I. Call to order **6:03**
- II. Approval of minutes and adoption of agenda **approved**
- III. Officer Reports
 - A. President – president.gssa@tulane.edu
 - 1. Introduction! Chase Richard
 - 2. **Jennifer O'Brien Brown discussion**
 - a) **Mike Cunningham is the head for Grad Studies**
 - b) **Jennifer helps with reimbursement for travel OGPS travel reimbursement discussion of the checklist. Make sure it is totally filled out! Including mailing address. They are able to reimburse a department or PI or split the funding, but it must be marked on the form.**
 - (1) **If you are reimbursing for your PI and you know the faculty 6 digit account number, please use that!**
 - c) **jobrien2@tulane.edu please reach out to her if you have any questions**
 - 3. Fall Assembly Meeting Dates: 8/28 (Zoom), 9/25, 10/30, 12/04 (Zoom)
 - a) **In person will be LBC room 203**
 - 4. Peak Hurricane Season: GSSA has historically provided funds to grad students in need. In the event of an emergency, check your e-mails for information to receive emergency funds from GSSA, Tulane Student Emergency Aid and Assistance Fund, etc.
 - 5. Classical Department
 - a) **Introduction to rejoin GSSA! Mikayla spoke.**
 - b) **Classic is accepted into GSSA**
 - B. Vice President – vp.gssa@tulane.edu
 - 1. Introduction Jiachen Shi!
 - 2. Budget Request
 - a) **Proposing one mixer per semester at \$5,500. Also proposing two outdoor events each semester at \$3,000 total. Also planning on hosting a career fair for students looking for jobs outside of academia proposing \$1,000. So total looking at \$15,000**
 - (1) **Harper asked for total budget, so looking at total budget first,**

(2) Approved

C. Secretary – secretary.gssa@tulane.edu

1. Introduction! Olivia Shorter
2. 1 GSSA rep needed for every 15 graduate students enrolled in your department's graduate program (Masters and PhD students combined) Please e-mail secretary.gssa@tulane.edu to let us know who will be your GSSA reps for the 2025-2026 year. Each rep will receive the following:
 - a) WaveSync access (to submit event requests)
 - b) They will be listed on the GSSA Departmental Representative webpage
 - c) Listserv for GSSA representatives
3. Robert's Rules Basics

D. Treasurer – treasurer.gssa@tulane.edu

1. Introduction! Cody Woods

Funding event request guidelines- all funding requests must be submitted by 11:59 PM **actually supposed to be at 5pm** the Friday before the Thursday assembly, you can only request for events planned for the upcoming month (events in between 2 meetings)

Questions to answer when you introduce an event

1. Introduce yourself and your department
2. What is the event?
3. What will the funds pay for?
4. Will your department offer partial funding?

Revisit of the 2025-2026 budget-Cody goes through and explains line items and how the distribution is. Lower budget then last year but attempts to reconcile the percentages.

Events up to \$300

Requestor's Name	Requestor's Department	Event Title	Event Start Date	Estimated # of attendees & Affiliation	Amount Requested	Per Person \$
Shehbaz Ahmad	Chemical & Biomolecular Engineering	New Grad students Welcome	9/17/2025	35	300	8.5
Harper Lyon	Computer	CS	9/3/2025	15	150	10

	Science	Graduate Colloquium				
Harper Lyon	Computer Science	CS Graduate Colloquium	9/24/2025	15	150	10
William Coronel	River Coastal Science and Engineering	RCSE Social Gathering	9/12/2025	21	300	n/a
Naufil Sakran	Mathematics	Graduate Student Colloquium	9/9/2025	25	200	n/a
Jordan Lopez	Economics	AGES Monthly Meeting	9/23/2025	27	270	n/a
Dichen	Chemistry	CGSA Departmental Meeting	9/10/2025	50	300	6

\$1,370 funded

Voted in a slate- All events were funded - had to move RCSE into events over \$300 section because the amount per person is large.

Events over \$300

Requestor's Name	Requestor's Department	Event Title	Event Start Date	Estimated # of attendees & Affiliation	Amount Requested	Per Person \$
Hannah Eiseman	Ecology and Evolutionary Biology	CREEP Meeting September	9/4/2025	25	373	11
William Coronel	River-Coastal Science and Engineering	RCSE Social Gathering	9/12/2025	21	300	14

\$613 funded from second section Total \$1683

IV. New Business

A. GAPSA Senators- 3+1 Reserve

1. Hannah Eiseman, Luisa Zavala, Carlie Epstein, Kory Rosen

B. Corq

1. Chase went to recognized student Organization meeting, and Corq is a new app to look at wavesync events

2. Check in app to look at who shows up at certain events

a) Not necessary but an option

V. Old Business

VI. Announcements

Follow us on Instagram! We are trying to be more communicative and have social media presence

VII. Adjournment **7:32**