GSSA Assembly Meeting

Agenda

31 August 2023 / LBC Stibbs 203

I.   Call to order 6:02 PM
II. Approval of minutes and adoption of agenda Approved as Read
III. Guest Speakers
    I.   Jennifer O'Brien-Brown
        i.   Assistant Director, Office of Graduate and Postgraduate Studies (OGPS)
        ii. jobrien2@tulane.edu

Be sure to look over travel funding prior to submitting. Can make things more difficult and slow down process if not clear (ie, if someone travels from a field site to a conference and then back home—this is fine, but OGPS needs to know). You'll likely have more questions

TITLE IX booklets are passed around, pass information on to your constituents, as well as cards about the TU Recovery committee.

If anyone has questions, email is the easiest way to get in touch.

For WaveSync, list Jennifer O'Brien-Brown if applicable. But the question may not show up.

IV. Officer Reports
    I.   President – president.gssa@tulane.edu
        i.   Welcome and Orientation!

          Orientation PowerPoint is attached with these minutes.

        ii. 1 GSSA rep needed for every 15 graduate students enrolled in your department's graduate program (Masters and PhD students combined)
            1.   Please e-mail eclark10@tulane.edu to let us know who will be your GSSA reps for the 2023-2024 year. Each rep will receive the following:
               a.   WaveSync access (to submit event requests)
               b.   GSSA-L listserv access
               c.   They will be listed on the GSSA Departmental Representative webpage (https://gssa.tulane.edu/department-representatives/)

Budget- What the current budget looks like.

Travel Funding 45%

Entertainment $46,500— this is $6,000 less than last year.

A lot of the budget goes to entertainment. This includes departmental and GSSA-wide events from the same pot of money as the departmental events. Overview coming for prospective GSSA, and reps have power to approve or disapprove.

Operating Supplies – E-board meetings

Visiting Professionals/Honoraria for visiting experts

Misc. is for meeting food!

Prizes and Awards – goes toward Three Minute Thesis

Try to be equitable in our event spending. Trying to come up with a metric (students per department for funding). Table for now and will come back to at next weekend. Try to find other sources of funding through your department.

Travel funding information is coming in the next week or so! But please seek other sources for funding!

Dos and DON'Ts of Event Requests

Submit event to WaveSync at least 3 weeks before the event date. Late submissions will not be accepted.

Submit an event request to a GSSA Google Form at least 4 days before each assembly meeting to have your event added to your agenda.

DO NOT Assume that your event requests will always be funded by the assembly.

Robert's Rules overview
We need committee members! For:
-GAPSA Senators (2) – voting members – Shreya Bavishi (CCB), Paúl Troncozo Montes (Poli-sci)

- SLA grad studies committee (SLA students only – n=2): Non-voting position: Jiachen Shi (Poli-Sci), **Whitney O'Connel (CCC – tentative)**

- SLA Representative - Xena Fitzgerald (Art History)

- SSE Representative – Elham Loni (Physics)
- OISS Representative - Carolina Hurtado Pulido (EES)

-- Standing Committees
- Legislative (2 members – Chair, President) – Xena Fitzgerald (Art History), Kierstin Cousin (Neuroscience)
- **Budget** (2 members – Chair, Treasurer) – Sebastian Morales-Fuentes (Latin American Studies), Barb (tentative)
- **Events** (3-4 members – Chair, VP) – Kiersten Cousins (Neuroscience), Carolina McPhail (French and Italian), Naufil Sakren (Mathematics)
- **Awards** (1 member – Chair, President) – Jiachen Shi (Poli-Sci) and Kaylie McCarthey (History)

2. Director of Graduate Studies/equivalent role of your department may reach out to you to confirm which grad students will be GSSA reps for the 2023-2024 year
    a. Get access to WaveSync, added to Listserv, and added to website
iii. Peak Hurricane Season
    1. 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.

iv. Fall Assembly Meetings

8/31 – LBC Stibbs 203 @ 6PM

9/28 - LBC 201 @ 6PM

10/19 - Zoom @ 6PM

11/16 - LBC 201 @ 6PM

12/7 – Zoom @ 6PM

II. Secretary – secretary.gssa@tulane.edu
   i. Send me an email at eclark10@tulane.edu if you have an emergency; we are having technical difficulties.
      1. Website Tour
      2. WaveSync

III. Vice President – vp.gssa@tulane.edu
   i. Introduction to the Co-VPs (Kendall Medford and Lovia Feliscar)
   ii. Tentative Fall events
      1. Fall Welcome Mixer – Port Orleans Brewery (9/22)
      2. Outdoor Adventures Open Paddle Day on Bayou St. John (10/28)
      3. 2 Cooter Brown's Trivia Nights (Early October and Early November?)
      4. 2 headshot offerings (Later in the Fall)

   Motion to vote to allocate 1/3rd
   Seconded
   Motion passed
   Motion amended to vote to approve all VP events as presented
   Seconded
   Motion passed
   Motioned to approve all VP events as presented
   Seconded
   Motion passed

   iii. Forming an events committee - Completed. See above

IV. Treasurer – treasurer.gssa@tulane.edu
   i. Revisit budget comparison
   ii. Old event expenditure comparison
   iii. New event requests

Motioned to table all events not occurring in September

Seconded

Motion passes

Motion to amend the CompSci event amounts from $300 to $200 for the month of September

Seconded

Motion passes

Requestor's Name	Requestor's Department	Event Title	Event Start Date	Estimated Number of Attendees	Amount Requested (Ex: $50.00)	Per Person (including gratuity)	What will be purchased with GSSA Funds?

				and Affiliation			
Shreya Bavishi	Cell & Molecular Biology – GSSA	ATCG meeting	9/7/2023	30	290	9.666667	Food and drinks
~~Shreya Bavishi~~	~~Cell & Molecular Biology – GSSA~~	~~ATCG meeting~~	~~11/30/2023~~	~~30~~	~~290~~	~~9.666667~~	~~Food and drinks~~
Shreya Bavishi	Cell & Molecular Biology – GSSA	CMB escape room adventure	9/17/2023	15	500	33.33333	Tickets for the escape room
Sang-Eun Lee	Mathematics	SIAM Graduate Student Colloquium	9/19/2023	30	200	6.666667	Catering
Sang-Eun Lee	Mathematics	SIAM Graduate Student Colloquium	9/26/2023	30	200	6.666667	Catering
~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~10/3/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~
~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~10/10/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~
~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~10/17/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~
~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~10/24/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~
~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~10/31/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~
~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~11/7/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~
~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~11/14/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~
~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~11/21/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~

~~Sang-Eun Lee~~	~~Mathematics~~	~~SIAM Graduate Student Colloquium~~	~~11/28/2023~~	~~30~~	~~200~~	~~6.666667~~	~~Catering~~
Sarah Stratton	WiSE	WiSE Fall Kickoff	9/29/2023	10-20 people per campus	250	25-12.5	We will order drinks and snacks from a grocery store.
Jacob Dixon	EEB	CREEP Meeting	9/6/2023	30 (grad students, faculty as grad liaison)	290	9.666667	Panchito Burritos for 30
Ziyu Zhou	Computer Science	Computer Science Graduate Student Colloquium	9/6/2023	30	~~300~~ 200	10	Pizza and soda for 30 people will be ordered from Papa Johns
Ziyu Zhou	Computer Science	Computer Science Graduate Student Colloquium	9/13/2023	30	~~300~~ 200	10	Pizza and soda for 30 people will be ordered from Papa Johns
Ziyu Zhou	Computer Science	Computer Science Graduate Student Colloquium	9/20/2023	30	~~300~~ 200	10	Pizza and soda for 30 people will be ordered from Papa Johns
Ziyu Zhou	Computer Science	Computer Science Graduate Student Colloquium	9/27/2023	30	~~300~~ 200	10	Pizza and soda for 30 people will be ordered from Papa Johns
~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~10/4/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Dominos~~
~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~10/11/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Dominos~~
~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~10/18/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Dominos~~
~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~10/25/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Dominos~~

~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~11/1/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Pizza Hut~~
~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~11/8/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Pizza Hut~~
~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~11/15/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Pizza Hut~~
~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~11/29/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Pizza Hut~~
~~Ziyu Zhou~~	~~Computer Science~~	~~Computer Science Graduate Student Colloquium~~	~~12/6/2023~~	~~30~~	~~300~~	~~10~~	~~Pizza and soda for 30 people will be ordered from Pizza Hut~~
Ekanshu Mallick	EES	EES Fall Welcome	9/8/2023	22 grad students	500	22.72727	Food and non-alcoholic beverages at Rum House
Aunindya Jyoti	Chemistry	Departmental Meeting	9/6/2023	around 50 chemistry graduate students	~~300~~ 250	6	Dominos Pizza

Motioned to vote on the EES Fall Welcome Event

Seconded

Motion approved

Motion to approve the EES Fall Welcome Event

Seconded

Motion approved

V.   New Business
   I.   GAPSA Senator Report
   II.   Graduate Council Report
   III.   SLA Graduate Studies Committee Report
   IV.   SSE Graduate Representative Report
   V.   OISS Liaison Report

VI.   Old Business
VII.   Announcements
VIII.   Adjournment 9:12 PM