

GSSA Assembly Meeting

Agenda

24 October 2024 / LBC Rathskeller

- I. Call to order -6:14PM
- II. Attendance link
 - A. https://docs.google.com/spreadsheets/d/1AQu6VPHSjBNHv1qCgoB0BUkI9K3KQ1_soW2ZTD2mN6M/edit?usp=sharing
- III. Approval of minutes and adoption of agenda -Approved
- IV. Officer Reports
 - A. Vice President - vp.gssa@tulane.edu
-From Jennifer O'Brien Brown

Permission to use rooms: The main concern from approvers is that spaces have been double booked. Students should check to see if the space they want to use is in EMS, and if it is there, they need to reserve it in that system (in addition to registering their event in WaveSync and filling out GSSA's event request form). If the space is not in EMS, such as a lounge or other departmental space, they need an email with permission to use the space either for that event in particular or in general (if it's a space like a grad student lounge, which some departments have). That email should come from either the chair, the director of graduate studies, or the office manager/administrator of the department and they should upload it with their WaveSync event form. It should be uploaded to the comments/discussion.

Use of classrooms for events with food: This is not going to be allowed often, but if a group is particularly desperate, they should reach out to me about scheduling an event with food in a classroom. It may be allowed, if provisions have been made for cleaning (no guarantees), and I'll help navigate that situation.

Cleaning fees: Most spaces that are booked during standard business hours (M-F, 9-5) may not have an additional cleaning fee, provided trash is in the trash can and no mess has been made. After hours or on weekends, they will likely have at least a \$13 fee if it is just removing trash that is in trash cans, or \$26 if it is slightly more extensive. Anything above \$26 would be charged only if there was some sort of extraordinary mess requiring more than a light wipe down and trash can removal. Rooms have to be clean to university standards.

- B. Treasurer - treasurer.gssa@tulane.edu
 - i. Update to Travel Reimbursement Packet
 - 1. Spring Travel Deadline Dec 15th
 - 2. Email with spring link will be sent out with info
 - 3. Deadline is 2 weeks after conference ends
 - ii. Reminder to submit Event Reimbursements- Send in event reimbursement packets after event occurs not all at once at the end of the semester
 - iii. Events- Current Budget= \$3,127 actual

Events up to \$300

Requestor's Name	Requestor's Department	Event Title	Event Start Date	Estimated # of Attendees and Affiliation	Amount Requested	Per Person (\$)
Brooke Montgomery	Psychology - GSSA	Friday Fun Day!	11/1/2024	32	\$274	\$8.56

Yadong Li	Anthropology-GSSA	Anthropology & Linguistics Joint Graduate Student Pre-Final Check-In Gathering	11/15/2024	45 graduate students and faculty member from the two departments	\$300	\$6.67
Jiachen Shi	Political Science- GSSA	PhD Gathering	11/20/2024	35	\$299	\$8.54
Hannah Eiseman	Ecology & Evolutionary Biology- GSSA	CREEP Meeting (November)	11/14/2024	20	\$299	\$14.95
Barbara Lundebjerg	Economics-GSSA	AGES Monthly Meeting	11/12/2024	25	\$250	\$10
				Total:	\$1,422	

Motion to form slate for events under \$300 -2nded

Vote approved to form slate

Motion to fund slate of events under \$300- 2nded

Vote to fund slate approved

All events approved and funded

1,679 is final total

C. Secretary – secretary.gssa@tulane.edu

- i. SLA Grad Stipend Report by Barbara Lundebjerg
- ii. Jichen and Barbara are looking for people willing to help out and advocate for SLA departments to get paid more; please reach out to them if you are interested
- iii. Psychology dept looking to join this effort

V. New Business

A. GAPSA Senator Report

- i. Mixer will be prioritized for Tulane students and not plus ones
- ii. Tulane transportation is very understaffed so please give them some grace on late buses
- iii. If you RSVPd for the mixer but did not attend, you are not eligible to attend the next mixer

B. Graduate Council Report

- i. Off-campus jobs permission form in the works of being created for reporting your external job
- ii. If you are a terminal masters and you come back to get your Phd working on allowing transfer credits

C. SLA Graduate Studies Committee Report

- i. Considering same things as grad council report next meeting is next Thursday

D. SSE Graduate Representative Report

- i. No report

E. OISS Liaison Report

- i. Has not had a meeting since September

VI. Old Business

VII. Announcements

- A. Halloween Trivia at Cooter Brown's on Thursday 10/31 at 5-7PM

VIII. Adjournment 6:56