

GRADUATE STUDENT SENATE
E-BOARD MEETING MINUTES

Date/Time: 06/24/2015, 4:30PM

Location: Public Policy Center

Name	Position	Meeting Status
Trevor Mattos	President	Present
Richard Aime	Vice President	Present
Elizabeth Janson	Treasurer	Present
Jason Wright	Secretary	Present
David Milstone	Advisor	Present

Meeting called to order by Trevor Mattos, GSS President at 4:30PM

Agenda Item	Discussion	Follow-Up/Person(s) Responsible
Introductions, Contact Information Exchange & Brainstorming	<p><u>Assessment of last year.</u> Jason: flow of meeting suboptimal, go over house rules at first meeting this year Liz: legal rules may be intimidating for some; all we seemed to do was approve budgets, could finance committee review requests ahead of time? Consensus: Yes</p>	<p>Rich and Milstone: guides for rules of order -Jason will scan and upload once received from Rich and Dr. Milstone</p>

	<p>Trevor: Get financial committee organized, committee could make recommendations on funding requests, solicit budgets from groups ahead of time (tbd later); all of this frees up creative energy; As to the point of meeting efficiency, VP serves as parliamentarian [Rich notes his extensive experience]</p>	
<p>GSS Online Presence</p>	<p>Trevor: build profile of GSS, generate interest; Dr. Milstone: consistent communication helps to raise awareness, knowledge of mission; undergrads had “shake the ship” to solicit ideas Trevor: build social media presence Liz report: noted Amherst wordpress example, having rough experience updating in wordpress, but put up important info (manuals, forms, conferences)...old website lacked information like forms; Should we do a press release at the beginning of the year? Consensus: good idea. Mary Avery, director of web development, has helped...Renee deals with UMD marketing; Liz</p>	<p>Liz to alert Renee about need for logo update</p>

	<p>working on getting logo changed, UMD committee must review</p> <p>Rich: this represents rebranding, so logo change is good idea</p> <p>Dr. Milstone: logos are on website, univ. harmonized logos to get consistent branding</p> <p>Trevor: Try to complete before the fall; ok with remaining consistent with UMD logos....asthetics matter for attracting folks, make it clean and creative.</p> <p>Liz suggests logo contest if Renee doesn't come through</p> <p>Trev: let's try to spread out the burden and be collaborative</p> <p>Dr. Milstone proposed recruiting an assistant for Secretary. Liz agrees it is a good idea, group identified Tiffany or Roni as potential candidates</p>	
<p>Constitution Distribution</p>	<p>Physical binders again? Trevor and Jason are in favor of saving paper.</p> <p>Liz: nice to get welcome packet, and Trevor mentioned making it more like orientation guide.</p>	<p>Defer to next meeting</p>

	Discussed using the first meeting as training	
Committees	Scholarship: watch money...need to build up to \$25K -Trev: bylaws stipulate that first meeting is when we choose committees; Is he on all committees? Dr. Milstone thinks no, but we should look at bylaws	Jason: check on bylaws, send to Dr. Milstone
UMass Amherst	Possible unified UMass Senate. Dr. Millstone meets monthly with chief student affairs officers, he's at 2 day conference in Amherst so he can reach out Liz: we should connect with Phenom	Liz to contact UMass Boston Senators at conference Dr. Millstone can reach out if needed
Steve Briggs Thank You	Liz: contacted Zach and Rob...no one knows where pictures are (wanted to do picture frame); Liz will purchase frame when we get photo, she'll keep us up to date.	Liz to update us on status of pictures/frame
UDCC request	Want "drinks." Group questioned whether or not this means alcohol. Consensus seemed to be that the request is not for alcohol. Zach (prior Treasurer) mentioned they may need funding by Aug Liz: We may not have money in account before new fiscal year....Dr. Milstone: we will have	Liz: talk to Barbara to check status of funding and will contact group rep Consensus: give group less than \$1K... more to come on account balance

	<p>money at fiscal year start, and Trevor should get letter confirming funding. Also, Ann Valentino can help with finances for GSS</p> <p>Liz: suggested keeping list of groups that consistently present problematic funding requests.</p>	
<p>Soliciting budgets early</p>	<p>We have GRO list, contact info from last year.</p> <p>Liz: Present groups with a guideline. Have a deadline over the summer for early review. If the groups do not submit request by early deadline then traditional fall deadline is binding. Group seemed to agree, will discuss further.</p> <p>Open CVPA seat as well as communication difficulties with CCB delegation came up.</p>	<p>Dr. Millstone will reach out to student at CVPA to be senator</p> <p>Jason: send contact info to Dr. Millstone so he can look into CCB communication issues</p>

Meeting adjourned at 5:35PM

Respectfully submitted
Jason Wright, GSS Secretary