**Graduate Student Association - Meeting Minutes**

* + 1. **(3:30 pm – 4:30 pm)**

1. **GSA constitution**:
   * Needs to be updated this academic year, by Spring 2019
     1. Any suggestions? Other than those we talked about last time?
     2. Increase travel scholarship for GSA officers: Question for Pam: if we were to increase the funds, where does those funds come from? The GSA or SGA, or do we have to raise that money?
     3. New position? Fundraising director? Caitlyn can you provide possible duties for this new position to send to Monica? Any more ideas please let Monica know by next meeting
2. **Senators:**
   * Updates: was sent via email by David today
   * Health Care benefits to graduate students
     1. Compare stipend and other benefits provided to students at other universities (mid-Dec). Stephany is working on this. We currently pay $1400 per semester but this is lower than other schools. Monica saw that TTUHSC was one of the lowest of 30 schools for stipend and health benefits. Since the cost of living is different among places, we’re asking to see if we can get help paying health insurance or can we get more benefits (employee, health, etc.)?
3. **Travel scholarships:**
   * Any updates:
     1. Chipotle: Nov 5th ~$160.00 was raised and the check was mailed to the TTUHSC
     2. T-shirt/ jackets fundraising in Fall? Planning to send the list to students next week? We’re waiting on a card reader? Can we borrow one? Pam please let us know.
   * Summary: No. of students interested in applying for travel scholarship this year: 14 (11+3). No new students signed up besides Omar during the last meeting.
     1. Jessica, Victoria, Kelsie have been given the $500 travel scholarship each.
     2. Minimum amount to be raised: $7750
     3. Caitlyn: Status on fulfilling travel requirements? (JC attendance & presentation, Fundraising, volunteering credit): Can the women’s protective services donation drive that Stephany is setting up count as a volunteer credit? If so it will require $10.00 or a $10.00 valued donation item for the volunteer credit.
   * Total Funds:
     1. SGA account: $6,040.13 – ($ 1500) = $ 4540.13
     2. GSA funds raised = $1964.74 + **Chipotle?~ $160.00**
4. **Journal Club:** 
   * Incorporate the food you’re ordering in the RSVP email. Maybe send a reminder email on Monday. Sarah, also ask the students who aren’t showing up if they’re not going to make it before you order? This can potentially save us more money.
5. **SRW:**
   * Banquet decorations: Brianyell will share a google doc with GSA and SRW officers. I’ll send this out to everyone this week. We’ll start with GSA and SRW staff. Volunteers will be needed for the banquet decorations and to donate items on the list in the google doc.
   * Invitation: will be sent out via email mid-Dec. (Finding a new speaker may effect this)
   * Silent auction forms: mid-Dec Leslie is talking with Pam about RSVP list and storage space.
   * Donations letters: email or mail? (Finding a new speaker may effect this)
   * Cash Bar: sent out in October. Pam: any updates?
   * Music: make a playlist from different parts of the world. Live music?
   * Photographer: Contact Neil Hickle?
   * Pam: Any GSBS staff to help with RSVP and silent auction? Leslie will ask pam about silent auction forms and space. Question for Pam regarding RSVP email in mid December, does Monica send it or the GSBS staff? Last year it was Kay leigh to help.
   * Script: Start working on it mid – Dec. who can help talk. Stephany said whatever Monica says goes! So delegate Monica! Monica let Dr. Grisham what his roles are. Polly won’t be speaking so we need to find another speaker.
6. **Other:**
   * Stephany: donation for women & child care, any updates?
   * Next GSA meeting: Dec 10th (Monday) 3:30 to 4:30 pm.
   * Snacks with Schneider two weeks from tomorrow.