**GPSA Executive Board**

**Meeting Agenda**

**9/30/21**

1. **Call to order**

1. **Approval of Agenda**

1. **GPSA Finances Discussion, TaMisha (20min)**
   * Document shared with the Executive Board
   * Request for- Pcard/Purchase Order/WSU IRI (ISD)/ WA Invoice Voucher/Cougar Card
   * Working to award students in funding (goes through respective department) is different is from purchase order from GPSA
   * 1-1 meeting with Marwa and TaMisha with the executive board.
   * Prefers purchase over reimburse
   * WSU vendor and non-WSU vendor will have different rules, check with them for clarity
   * Video training for the budget suggested
2. **Committee Chair Brief Summaries (30 minutes)**

Please share ~3-minute report of what your committees' main projects are right now, what is going well, and what barriers you are working through.

**Travel Grants**

* + Moving from Zoom Grant to Coug Presence
  + Documents to be finalized by Monday
  + Finished reimbursement of the last cycle
  + Website update
  + Seasonal budget- is there no allocated budget every month
  + Marwa prefers monthly tracking of the budget
  + Arian suggested to share last two years budget for any reference
  + Virtual events will be reimbursed like last year
  + Decisions depend on the committee members

**Awards and Scholarships**

* + Dissertation grants ready
  + Will work on research expo
  + Arrange meeting with Dean of CHANHS with Senators
  + Stipend and healthcare are the frequent concerns
  + Creating form for Excellence Award

**Communications**

* + New senator assignment to the communication committee
  + Asking my committee to update excel sheet
  + Reminder to all the chairs to get in touch with the chair of communication for regular website update
  + Format will be shared (Times Roman 12/14)

**Budget**

* + Budget presentation
  + 1-1 meeting suggestion

**University Affairs**

* + Committee update with the highest priority to be filled
  + Confirming representation
  + S&A usually not shared by the Chair of Budget- to be checked

**PD**

* + Attendance and Participation good
  + Planning and attending events after joining
  + State the PDI and Graduate School bylaws clearly
  + Shirt recommendation for the PD group
  + Coordinating with Marwa and Rabayet for check on bylaws.

**Programming**

Events

* + Week of Welcome with UREC
  + Ice-cream social
  + Virtual Mindfulness (Yoga)
  + GPSA Happy Hour at The Land/Rico’s
  + Virtual Bingo Night
  + Trivia
  + Paint Night
  + Movie at Pullman Village Cinema ($5 off)
  + Halloween
  + Zumba Night
  + Restaurant Week
  + Friendsgiving at Etsi Bravo
  + Virtual Dining Event

How to handle non-responsive committee member

* + President needs to be updated by the Chair
  + They will be reminded of their duties
  + Scholarship will be granted based on the evaluation

Is there a plan for 2nd Ice-cream social?

* + No
  + Instead spread the money to the events

Professional Photo

* + PDI event
  + Photoshoot for the Executive Board
  + Cub Photo-service

Purchase order to be placed before the event as mentioned in the form

* + That’s an arrangement between the vendor and GPSA
  + The agreement with the vendor needs to be clear

**Internal Affairs**

* + Changing Bylaws suggestion- talk about the issue
  + One senator requested for recording of the meeting (non-pandemic related) was denied
  + Bylaws related to PD-refer email
  + Propose an exception- minimum number of senators required for this year

**Legislative Affairs**

1. **Proposal to temporarily suspend the bylaws and dissolve the Community Affairs committee until a chair can be appointed. (10min)**

- Temporarily dissolved until a Chair can be assigned.

- Do not have make an exception or get vote

1. **Committee Placement requests for new senators (5min)**

Kellen- Communication

Surendra- PD

1. **Announcements/Open Forum**