**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**