

## 2010-01-13 GSA Minutes

### **Attendees:**

1. David Gravano
2. Debye Conte
3. Katie Harris
4. Rachael Martin
5. Henry Pai

### **Updates:**

- Rachael (Grad Div)
  - o Brochure for grad students
  - o Blurb on GSA, description of services (health, career, etc.)
  - o Looking to get technical staffer to handle web inquiries
- Operational
  - o Academic Affairs Officer
    - Christiane selected
  - o STEP
    - Feb. 4<sup>th</sup> presentation for open house
    - Storage for supplies (Rachael volunteered space)
  - o Committees
    - Method of updating
      - Blog
      - **Standard form** (I like this idea)
      - Email form
  - o Travel grants
    - Due for fall travel by Jan. 30<sup>th</sup>, should **send email**
- Grad related
  - o Registration
    - Have grad coordinators write instructions somewhere (other than email?)
- Committee related
  - o TAPS
    - **Poll** for break periods
    - **Invite Karin & Justin** to next meeting
  - o Student Advisory Board (Debye)
    - Chair: Mary Miller
    - Committee looking for space for tutors (possibly in new management building?)
    - Classes from other UC's/state schools
    - TA issue: need more space (?)

### **New Business:**

- Welcome back lunch
  - o Friday (1/22) 11:30-1:30
  - o GSA **advertise**
  - o Rachael help organize
- Lyceum Series
  - o Organized Rachael & Co.
  - o Open to grad student & family

- Meeting times this semester
  - o Determine day & time
  - o Henry & Debye schedules work for: Mon., Tues., Thurs.