Graduate Student Association Meeting Minutes
Date: October 3, 2012
Time: 7 pm
Location: James Room, Sadler Center

I. Call to Order

II. Vice President’s Report
   a. Sarah attended a meeting at the Cohen Career Center regarding potential workshops. Dates TBA. Additional information forthcoming.

III. Secretary’s Report
   a. GSA website is up to date. Only thing that needs adding is the list of department reps. Libby will send list to Meghan to be added to website.

IV. Treasurer’s Report
   a. We have received $187.08 in reimbursement requests thus far. Please spread the word that individuals should fill out forms thoroughly; people have been leaving out some information, which makes it difficult to process reimbursement.

V. Social Chair’s Report
   a. We will commence weekly happy hours (Tuesdays) once the listserv emails start going out.
   b. The VIMS annual fall party is this Friday and all are invited to attend. The party is usually well-attended and there is plenty of food and drink. Spread the word.
   c. Sean will be sending out an email to judge interest in an election-related social event.

VI. Student Senate Representative’s Report
   a. There is $15,000 available for student events during Homecomings. Groups with events involving the entire student body will be given priority.

VII. Parliamentarian’s Report
   a. School-wide committees have been filled.

VIII. Health Insurance Committee Report
   a. A questionnaire is currently being drafted and will likely be sent out by the end of the month. Due date of the first payment for student health insurance will be a priority concern. Exclusions and limitations of coverage will also be addressed by the questionnaire.
   b. The student health insurance brochure is in the process of being edited and has not yet been released; thus, we do not yet know for sure what is and is not covered.

IX. Parking Committee Report
   a. Questions for survey have been compiled and survey will go out once the listserv is up and running.
   b. Sean has not yet heard anything from the Parking Advisory Committee and is going to follow up with them next week.
   c. Sean did some research on parking costs of other schools in Virginia and found that William & Mary charges the most of any state school.
X. New Business
   a. Approval of Honor Council Chief Justice and Associate Chief Justice
      i. Motion made to approve Nicolette Gable (American Studies) as Chief
         Justice and Meghan Bryant (American Studies) as Associate Chief
         Justice. Approved. All in favor. 0 No. 0 Abstain. Passed.
   b. Changes to conference funding instructions
      i. As currently stated by the application instructions, students who apply for
         and receive conference funding are required to participate in the GRS. A
         few students have complained that since they live out of state, the money
         they receive is a wash once they travel to present at the GRS. How
         should we address this problem?
            1. Proposed that we add a box to the application that allows students
               to describe any extenuating circumstances that would prevent
               them from presenting at the GRS. Motion made to add such a
               box to application. Approved.
            2. Any changes we make to the application will not take effect until
               Fall 2013.
   c. Changes to physical standards for theses and dissertations
      i. COGS has made changes to the physical standards for theses and
         dissertations. It is now mandatory that students submit a draft three (3)
         weeks before the deadline for notice of candidacy for graduation. This is
         solely to check formatting. Content will not be judged.
      ii. Changes include specifications for pagination and which pages among
          the front matter are required.
   d. GRS
      i. The deadline for submission of abstracts has been changed to November 16.
      ii. The GSA will have a brief meeting on December 5 to sort through
          abstracts. We need volunteers to participate.
   e. GSA Listserv
      i. We have been approved to create an Arts & Sciences Graduate Student
         Listserv. Data is being gathered now. Announcements will go out in the
         next two (2) editions of “Did You Know That?”
      ii. All active students’ email addresses will be added to the listserv.
      iii. The listserv will enable us to send out surveys about parking, health
           insurance, and the like, and to get direct feedback from the student body.
      iv. Anyone interested in having information send out via the listserv should
          submit that information to Libby Cook (ecook@email.wm.edu).

XI. Old Business
   a. Committee sign-up
      i. Travel Fund (Oct. 26, Feb. 1, Mar. 29 deadlines)
         1. Travel fund review committees must meet within one (1) week of
            the deadlines to review the applications.
         2. Meghan encouraged everyone to participate in the reviews, as it is
certainly difficult for a small group of people to fairly decide who should
         receive funding, particularly when not all departments are
         represented within the review committee. Please encourage
         participation in review committees so that we can allot
         funding fairly.
      ii. Blitz 2013 (Spring)
1. We need volunteers to work on this year’s Blitz.
   b. Proposed sub-committee on graduate student organization.
      i. Motion made to table the issue permanently. Approved. Passed.

XII. Other Business
    a. None.

XIII. Announcements
    a. GSA Meetings: November 14, December 5
    b. Office of Graduate Studies Research Grant deadline: October 5
    c. GSA Conference Travel Fund deadline: October 26
    d. Raft Debate: November 7
    e. GRS abstracts due: November 16