

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 sent 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 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