

### MEETING MINUTES

<b>Meeting:</b>	16th GSA Council Meeting		
<b>Date of Meeting:</b>	February 5, 2018	<b>Time:</b>	1:00 p.m. – 2:30 p.m.
<b>Minutes Prepared By:</b>	GSA Secretary	<b>Location:</b>	GSA Office Guild Hall

#### 1. Meeting Objective

16th GSA Council Meeting

#### 2. Attendees

Council Members: Ranbir Bali, (President), Caesar Clemente (VP for External and Internal), Samip Dhakal (Representative), Vera Nwaka (VP finance), Erin Archer (Representative),

Management Representatives: Dean Colins Neufeldt (Dean of Graduate Students)

#### 3. Agenda and Notes, Decisions, Issues

Topic	Discussion
<b>Meeting Protocols</b>	<ul style="list-style-type: none"> <li>- <b>The last meeting was approved by the council.</b></li> </ul>
<b>Lean IT</b>	<ul style="list-style-type: none"> <li>- - The MISM/MSM representative reported that the GSA would have to contribute \$2500 to the LEAN IT Foundation training planned for the February 2018 reading week.</li> <li>- - He also reported that the deadline for the registration had already passed and the seats have been filled</li> <li>- - The council also emphasized that payment of the registration fee should be made before February 16. As GSA is absorbing the cost, the students will only pay 240 dollars for the testing fee.</li> </ul>
<b>Election</b>	<ul style="list-style-type: none"> <li>- - Dean Colin emphasized that as per the bylaws the council should appoint an electoral officer who will oversee and implement the election policies. The president suggested that each officer gives a name of who they want to appoint as electoral officer. The VP for external and internal suggested that he already talked to Yuyi Liu and she is willing to do the job, so he proposed her name to the council, to which the council agreed.</li> <li>- - The president also suggested that the electoral officer should have an assistant and he suggested Nadir to be an assistant to the electoral officer. The council agreed to his suggestion as well.</li> <li>- - Dean Colin emphasized that all communication about the election should be sent immediately as the time for election the is nearing.</li> <li>- - The council adopted additional requirements for the position of president which is a GPA of 3.0 and at least had been in school for one semester.</li> <li>- - Dean Colin emphasized that the GSA should adhere to all election policies as stipulated in the bylaws and in the election policies.</li> <li>- - The president also tasked the VP for internal and external to make the election nomination form. He also tasked the representatives to begin making the posters for the election.</li> </ul>

The following are important election dates:

First Monday in February – Official announcement of

election Second Monday in February – Nominations

open (12:30 PM)

The fourth day after the second Monday in February – Nominations close (4:30 PM)

The fourth day after the second Monday in Monday in February– Nominees are notified (before 12 PM)

Third Monday in February – Campaigning begins (1 PM)

First Monday in March – Nominee platforms sent to ERO (12 PM)

First Monday in March-- Election forum at GRC (5-6 PM)

Second Monday in March -- Campaigning ends (Midnight)

The first three days after the second Monday in March -- Voting days

The fourth day after the second Monday in March – Election announcements

**4. Action Items**

1 All officers

GSA Election

February-  
March