**Meeting Description**

1/25/2017

GSS Office

1:15 PM – 2:15 PM

* + Meeting Opened at 1:40p.m.
		- In Attendance: Chriss Sneed, Matthew Parent (via skype), Donyeil Hoy, Bahar Deljoo, Ross Dardani
	+ 2017 Report
		- Fiscal/General Operations (Chriss)
			* SFAC UPDATE – There are forms that need to be done for the GSS student activities budget, that have not been because we have had no active treasurer. The deadline is Jan 31. Chriss is working on this now, and been in contact with David Clokey. The committee to whom the presentation will be made is aware of our predicament regarding the treasurer.
				+ Submission - Due January 31
				+ Presentation date – February 13th
			* Disbursements UPDATE – We have about 10-15 requests that got sent back and need to be reviewed. Disbursements are going out, and relatively quickly now.
			* Quarterly Bills UPDATE – talking to Kimberly Miller, we had the 3rd and 4th bills to do. Deepthi had already done the 3 quarter bill; there was one form missing that needed to come from Sabo. Chriss asked what to do next and Kimberly Mill said to bring the packet upstairs.

Ross also spoke with Kimberly Miller but she told him that she had the packet for the third quarter, that it was just missing one form.

Chriss is working on finding out exactly what needs to be sent and what is already in Kimberly Miller’s office and will submit needed paperwork.

* + - * Outstanding Checks UPDATE – We are almost caught up. A lot of checks went out and people have been coming to pick up checks.
			* Tier II Budget Submissions UPDATE – Budget submissions are coming in. Some have expressed concern that because of everything that has gone on with the treasurer, they haven’t spent their whole budgets, and do not want to be penalized for next year. The executive committee thinks we should take the exceptional circumstances into account. We will also encourage people to spend their money this semester.
			* ISSS UPDATE
				+ December Meeting with Dean Holsinger and Christine Wilson RECAP/DISCUSSION – Those in attendance were told same thing as 8 months ago, that the system recognizes us as employees and no one knows why.

At the meeting, Dean Holsinger said he had a November meeting with several people across the University and they cannot find what changed but it did. He said that is was no one’s particular decision, but this is just the way it is. The Executive Committee had not been told anything about the November meeting, or that a decision was made. Our meeting was an update, not an effort to include us in the conversation.

Chriss Sneed would like to say for the minutes Christine’s Wilson’s dedication has been impressive.

* + - * + Info about Executive Officer Status (generally)

Financial/Payroll Questions – The executive board members have been asked to fill out payroll forms.

Employee Status – If you have an F-1 visa and have a 20 hour GA appointment, you cannot be on the executive committee as the policies stand, due to restrictions on the visa.

Student affairs and CW were also frustrated and are updating their policies to reflect these changes.

Conflicts

Delineation of roles: Last year we had an activities budget based on the fact that we were supplementing another group’s events through our budget. There should be a clearer definition of “co-sponsoring.” Relatedly, the Activities Director of GSS should not be the president of another organization, and if someone is involved with GSS and another organization, lines between positions need to be clearly drawn.

* + - * Treasurer Position UPDATE
				+ Resignation of Deepthi Varghese – Her official resignation will be in the next meeting minutes. She resigned due to the overwhelming issues created this semester regarding employment and visa status.
				+ Open position for vote/election - Because the resignation happened between meetings, we can have a vote at the next meeting. Jordan will send an email today soliciting nominations and announcing the vote, in compliance with the one week notice set forth in the constitution.
			* President’s Stipend – Chriss was notified they need to provide a signed dual employment form, which they cannot do because they already have dual employment and they cannot work an additional job.
				+ Stop payment issued effective January 2017 – Chriss took their name and information out of the payroll system and is no longer getting paid. We will not need to vote on their pay at the upcoming meeting.
		- New Business
			* International Student Visa Compliance Fee Discussion – It has come to the attention of the executive committee that the GSS rep to the Board of Trustees voted yes on the visa fee. Kevin B. thought students were just paying for services that they use, but it does not appear that way. We will invite him to the second GSS meeting of the semester to discuss this further, so he has time to shift his schedule. Chriss has met with him off and on throughout the semester, at breakfasts before the Board of Trustees meetings, and updates him on their own stance and that of students. He knew this vote was coming on this day.
			* GSS Loan Fund Discussion (Chriss) – There are two major problems happening: 1. Loans from last semester, at least 5, were not processed within the five business days set forth. 2. GSS loans are causing registration holds for graduate students. The president/treasurer will look into whether or not we streamline the extension process to lift temporary holds on accounts. Bursar is saying they can’t, even though this has been done in the past.
				+ Ross spoke with the Bursar’s office and they claim they have never lifted restrictions temporarily, but a previous GSS president confirmed it happened on three occasions. The bursar’s office wants GSS to offer additional 30-day extensions to remedy the problem.
				+ Matthew suggested this seems something Victoria Blodgett would be really concerned about and help with.

Chriss said they cc’ed Dean Holsinger in some of the email exchanges and asked to set a meeting. Dean Holsinger directed Chriss to his secretary.

Matthew suggested bringing it to university senate.

Chriss will bring up at SEC meeting on Friday.

* + - * Grad Prom Updates – The date of grad prom is Feb 24. We need to advertise very soon.
			* Bylaw Updates? – Working on an amendment regarding executive committee stipends.
			* Spring Events? – discussion postponed.
			* Meeting adjourned at 2:20