**Attendance:** Justin Fang, Erin Curry, Kevin Boyd, Jennifer Caffyn, Andrew Meguerdichian and Ngoc Chau Vy

**Meeting began at 4:30 pm**

**I. President – Justin Fang**

1. Meeting with SAGE
   1. We explained to them the apportionment and Senator designation structure and how it’s based on department, not Tier II.
   2. Their goal was to look for avenues to get funding for their events this semester, considering they don’t have a budget or attendance from last semester to put in special allocation requests. We recommended co-sponsoring events with related departments and Tier II’s such as SPE, EEB, or even GSS.
   3. With respect to Senatorship, we maintained that SAGE cannot have a singular Senator that represents all of the different engineering departments because that would be senatorship at the College level and not department level.
2. Guest speaker for next meeting was confirmed and will be Kent Holsinger, the Dean of the Grad School.
3. A draft for the letter for the Presidential Search quality was sent out earlier. If there aren’t any corrections or objections, Justin will send it out tomorrow.
4. Justin was contacted about LINCUS, a new online platform which will help students identify faculty expertise and should assist in advisor selection.

**Vice President – Erin Curry**

1. Survey for ATM – The survey was received today and will be sent out via our email listserv and posted to Graduate Student soapbpox.
2. Search for new administrative assistant
   1. The job listing has been posted to the Grad Student soapbox and Erin just got access to post it to Job-Ex.
   2. We will continue to post and make an announce at the next meeting.
3. Committee Recruitments – We are looking for graduate student representations for:
   1. Scholastic Standards Committee
   2. Bicycle-Friendly University (Sam can’t make meetings) Committee
   3. Board of Trustees Distinguished Professor Selection Committee
   4. Internal Committees
4. Unsolicited email for holding workshops/courses
   1. Erin got some emails which seem legitimate for workshops, such as reading comprehension.
   2. She asked for quotes and references but will leave the ball in their court.

**Treasurer – Kevin Boyd**

1. Loan extension application moved to website – Currently waiting on action from ITS and Kim who has been sick this week.
2. Status of internal GSS training for Tier II training
   1. Two trainings were held and a handful of people showed up to each.
   2. The number in attendance was less than the number of Tier IIs we fund. Some of this may be due to returning treasurers.
3. Special Allocations
   1. LANGSA – “The Role of Interdisciplinary Collaboration in Developing Inter…”
      1. They have a budget but not for this event. That’s because we initially rejected it, but they did not come for appeal.
      2. The event is co-sponsored with two other groups. The total amount requested is $100 for an expected attendance of 40 grads. We thought it was a reasonable request and approved the amount for Refreshments.
   2. EGSA – Outside Speaker Series
      1. They have a budget for this event but are requesting more to allow for lodging of the visitor.
      2. The concern was that we don’t typically fund lodging for speakers coming from a location that is within driving distance to the University.
      3. The majority vote (4/6) was to give EGSA $100 (based on distance reimbursement calculation plus cost of per night stay at Nathan Hale Inn).
   3. Tarang – Diwali
      1. They have a budget for this event but are requesting more for Contractual Services, which was clarified in writing at the end of the meeting.
      2. We were unclear about what contractual services were. For one part of the request, it was for a professional photographer, which we rejected but will supplement the additional $400.
4. Finance Committee
   1. According to the Financial Policies, the committee has to be voted into power during the second meeting of the year so we will send out announcements and hold the vote next meeting.
   2. There are other stipulations and limitations as well, which will be included in the announcement email.

**Communications Director – Ngoc Chau Vy**

1. Service award – We should be all set to file. Chau just needs to get GSS’ KFS number for disbursement.
2. Filled in last Senate meetings’s minutes with names and notes.

**Parliamentarian – Andrew Meguerdichian**

1. Apportionment – Same deal as above.
2. Graduate Faculty Council – Notes were sent out to the Senate

**Activities Director – Jennifer Caffyn**

1. Halloween Happy Hour
   1. It will be at Huskies Tavern on Halloween at 4-7 pm. Food has been ordered for 100 people and we are getting more options for vegetarians but keeping the meats for the omnivores.
   2. Thanksgiving lunch has been booked. The only available day we could get was Tuesday, November 6th. We are waiting on Catering for the quote. There will be both ham and turkey! Woot! There will be two sessions as usual.
   3. Jen is looking to set up a co-sponsored professional development event with the Grad School.
   4. Spring events – TBD.

**Meeting adjourned – 5:49 pm**