**Attendance:** Justin Fang, Nafis Fuad, Erin Curry, Damaris Thuita, Gabrielle Corso

**Meeting began at 2:46pm, in SU-213**

1. **Executive Committee Reports:**
	1. President – Justin Fang
		1. Board of Trustees meeting updates- TAFS committee is looking to compile a list of proposals to reduce carbon footprint of the campus. Also talk about fringe relief which decreases the personnel cost to conduct research and makes UConn grant proposals more competitive.
		2. Appropriations Testimony before CT Legislature- Looking for 2 graduate students to testify on behalf of UConn at the state legislature.
		3. Grad School Orientation Fair- Tabling times schedules for all E-board members
	2. Vice President – Erin Curry
		1. Carpooling App- Will follow up with App creator and make appointment to meet with him this month.
		2. Speakers for Appropriations- As Justin mentioned, looking for two graduate students to come and testify.
		3. Projector screen order- has been ordered.
	3. Treasurer – Nafis Fuad
		1. Tier II Budget Proposals for 2020-2021 are due by Jan. 31
		2. GA health insurance start time- When graduates begin their appointments at UConn, the healthcare does not begin until 1 month after their start date which is an issue for international students. GEU-AUW and ISSS will make an announcement to new students so it is more clear.
		3. Short term loan promotion to new students should be promoted at Grad resource Fair
	4. Communications Director – Gabrielle Corso
		1. Minutes from last Senate meeting
		2. Order promotional items- need to be placed within the next month
		3. Draft brochure for Orientation Fair- make one to display
		4. Send reminder email to Tier II RSOs about budget deadline on both Jan. 15 and Jan. 31
		5. GSS supplies and refreshments for next semester- need to place order within the next few weeks
	5. Activities Director – Deepa Shukla
		1. Spring Graduate Student Orientation Resource Fair (Happy Hour)
			1. PO completed and filled out
		2. Spring Grad Formal date
			1. Catering contacted
			2. PO completed
			3. Need to find DJ for event
	6. Parliamentarian – Damaris Thuita
		1. Quorum for upcoming Senate meeting- Need the number.
		2. Bylaws change
			1. Incorporate multi-dept TierII RSO’s
			2. Senators requiring Dept. Head approval

**Meeting adjourns at 4:58pm**