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

**Meeting began at 12:15pm, in SU-213**

1. **Executive Committee Reports:**
	1. President – Justin Fang
		1. Guest speaker for upcoming Senate meeting will be Scott Jordan.
		2. Appropriations Testimony before CT Legislature Update- Still looking for 1 more graduate student, preferably from CT, to testify. Testimony be Feb. 18 from 5-7:30pm in Hartford.
		3. Working on amendment to the University Bylaws to add an additional grad-senator to Faculty Senate from a regional campus
		4. Potential candidates for next year’s e-board- Spoke about potential candidates for next year. Still seeking a parliamentarian.
	2. Vice President – Erin Curry
		1. Carpooling App- Meeting with Andy (creator) today at 2:30pm.
		2. Announcements of opening of nominations will be announced at tomorrow night’s meeting.
		3. Projector screen has been ordered.
		4. Appropriation meeting- board would like CT students to reach out to their home legislatures.
	3. Treasurer – Nafis Fuad
		1. Conversion of loan extension to electronic form- Potentially will be done by the end of the semester.
		2. Tier II Budget Proposals for 2020-2021- We have 21 budgets in total, excluding Deepa’s. First meeting is tomorrow. Damaris should check the attendance to make sure all Tier II’s who submitted a budget are illegible.
		3. Review of SASFAC panel (GSS goes on Feb 10th) - Had a pilot run with Kim so should go smoothly.
		4. Marine sciences- Discussion was had about the reimbursement process. Their paperwork was not compliant and UConn and Kim require Tier II’s and III’s to submit a PO for vendors so unless this rule is changed, the E-board will not make any exceptions. Nafis also asked Kim about paying for a “bar set up fee” and she said it has been allowed before and Kim implied it will be continued to be allowed.
		5. University Budget Committee Meeting- Committee was upset about the 2017 report and they will be making a resolution which will be passed to the Senate and discussed there.
	4. Communications Director – Gabrielle Corso
		1. Minutes from last Senate meeting and last e-board meeting- Will send out to E-board members tonight for edits and then to Tier II’s by 7pm tonight.
		2. Institute of Transportation Engineers- New officers need to be updated in Tier II Excel sheet.
		3. Graduate Business Association- Also has new officer but no senator forms have been turned in so a reminder email needs to be sent out ASAP.
		4. Spring snacks order- last call for requests, will be sending final list to Manu by the end of this week.
		5. Order promotional items- 44 senators + 6 E-board members = 55. Lunch boxes ($20) and wine glasses ($8). Need to fill out a special allocation for this to present to the senate tomorrow.
	5. Activities Director – Deepa Shukla
		1. Spring Graduate Student Orientation Resource Fair Happy Hour
			1. Did we pay the bill?
		2. Spring Grad Formal date (3/6/19)
			1. Catering contacted?
			2. DJ contacted?
			3. UConn PD contacted?
			4. Supplies purchased?
			5. PO completed?
	6. Parliamentarian – Damaris Thuita
		1. Quorum for upcoming Senate meeting- Will have this for tomorrow.
		2. End-of-Semester budget eligibility check (Which groups are eligible)
		3. Bylaws change
			1. Incorporate multi-dept Tier II RSO’s
			2. Senators requiring Dept. Head approval
2. **New Business:**
	1. Notice: Sean Vasington wants to state that the remaining lots will stay open throughout Spring Semester. The construction of the supplemental utility plant is now set to begin in April – about a month beyond what we had presented to you in early December

Meeting adjourns at 2:15pm.