**Attendance:** Nafis Fuad, Maggie Ku, Deepa Shukla, Rebecca Oramas, Irio Schiano, and Gabrielle Corso.

**Meeting began at 7:09pm, via Webex web platform**

1. **Executive Board Reports:**
	1. President –Nafis Fuad
		1. Next gift card ideas- Dog Lane Café, Mooyah, Gansett Wraps? Deepa said she will contact Gansett wraps tomorrow to find out if they can do electronic gift cards.
		2. GSS E-board members Tasks- Nafis asked each member to send him an email regarding what tasks their officer position must complete before the end of the winter break.
2. Deepa- **Must train Tier II treasurers**. This should be done the week of Jan. 18. Must also do Tier II budgets. Since a lot of money wasn’t used this year, the same budget that was allocated to the Tier II last year will be rolled over to next year. At the GSS meeting next week, we will ask Tier II Orgs if they are okay with the same budget that was allocated to them last year. Deepa will give them 1 week to make any amendments and after that, budget decisions will be made in 2 weeks. Lastly, the **GSS budget** will also need to be made and presented to the **SFAC committee**. Deepa needs to contact the SFAC committee.
3. Rebecca- Needs to get familiar with what the activities director does. If things are better in Spring, we may want to hold an in person event(s) otherwise events will be done online. Two main tasks of the AD; **planning events** and submitting the **GSS budget** for the next year. Deepa will get Rebecca in touch with the contact for the Graduate School. Deepa and Rebecca will meet Jan. 18 @ 7pm. Rebecca needs to request singing access from Kimberly Miller and get access to the GSS email account.
4. Maggie- **Office assistant position** was filled and Maggie will begin hiring process this week. Deepa advises Maggie to hire the new assistant as soon as possible. Maggie also needs to request signing access from Kimberly Miller. Maggie needs to form the student life committee. **Parking app update**- Roman told Maggie that he app is being developed by a third party vendor who says they are having issues rolling out the logistics of the app and Maggie is unsure of how to proceed. Nafis said he will search his emails to find the contact from the new lady who is supposed to make the contract between the University and vendor and forward it to Maggie.
5. Gabrielle- GSS gifts were mailed. **GSS community award committee- Who can serve on the committee**? Can GSS E-board members? Can non-senators? Find this information in the Bylaws and relay it back to Nafis about it. Short term loan page needs to be fixed on the GSS website. The extension for the short term loan needs to be added to the website. Deepa said this link is not ready yet to be added to the website as per email from Sylvie. If Nafis does not send the updated form to Gabrielle tomorrow, make sure Nafis is reminded to send the form because it needs to be added to the short term loans tab. January— **work on website**. February— order **promotional items** and **GSS community service award** committee.
6. Irio- **Apportionments** have been completed and Irio needs to send this to Gabrielle so it can be added to the GSS website. Nafis asked Irio to contact Kristen Carr about how often our **constitution** needs to be updated and resubmitted. Nafis asked Irio to look through the **Bylaws** and see what pages are missing. Send Deepa the eligibility of Tier II’s by next Wednesday so she can present this information at the next GSS meeting (Jan. 20).
7. Covid-19 Update-
8. Vaccine is not mandatory at this time and will be offered to TA’s and GA’s. If you are not given the vaccine, the University will not force students to go to campus.
9. Entry testing for students will be mandatory.

**Meeting ended at 9:09pm.**