1. **Expected Attendance: Sandip Roy, Gopi Yalavarthi, Mohsina Rahman, Essam Boreay, Israt Jahan, Khaled “Axel” Djebbari**

A quorum was established with 6 E-board members.

1. **Call to Order:** The meeting started at 5:52 pm
2. **Approval of Agenda**
3. **Executive Board Reports:**
	1. President – Sandip Roy
		1. Freedom of Information Act (FOIA) Compliance – GSS is a public organization. Anyone can enquire what GSS is doing and how GSS is spending money. Sandip met Joseph Briody, Assistant Vice President for Student Affairs & Executive Director of Student Activities about FOIA compliance. GSS needs to be FOIA compliant. Every expense has to be voted on at the meetings. Big decisions such as, expenses for events, have to be voted on at the senate meeting. If there is no senate meeting in between, then we can have a vote on the e-board meeting, however, it needs to be justified.
		2. Orientation- Senate is the ultimate arbitrator and can make decisions. E-board has the veto right within 5 days of an approved motion. Senate can revote on the same issue at the next senate meeting, following the veto, to overturn it (a simple majority a second time will overturn it). However, if the senate does not take any action on the motion that E-board has vetoed on, then the E-board’s veto remains effective.
		3. Speakers for The Senate-
* October senate meeting: Nathan Fuerst, Vice President for Student Life & Enrollment.
* November senate meeting- John Armstrong, previous director of UConn off-campus housing office. We might have to fit in Anne D’Alleva, Provost and Executive Vice President for Academic Affairs, in November senate meeting. If she is unable to attend the November senate meeting, we might try to fit her in February senate meeting. Someone from Construction department might want to come also. In October/ November senate meeting, GSS can also have Joseph Briody, Assistant Vice President for Student Affairs & Executive Director of Student Activities. He expressed his interest to attend the senate meeting as a guest speaker.
* December senate meeting- Suzanne Onorato, Executive Director of Student Health and Wellness.
* January senate meeting- Radenka Maric, President of UConn.
* February senate meeting-still undecided and looking for a guest speaker. Mohsina suggested to invite someone from the parking service. Sandip suggested Andy Kelly from Facilities operations.
* March senate meeting- no guest speaker since GSS will have election.
* April senate meeting- Kent Holsinger, Vice Provost for Graduate Education, Dean of The Graduate School. GSS will give a gift (less than $100 allowed) as a token of our appreciation to Dean Holsinger who will be retiring.
	+ 1. Parking Issue-More parking lots will be closed. Parking and Transportation is now a combined department.
		2. Miscellaneous:
* Sandip will have committee updates at the senate meeting.
* GSS President can never vote in the senate meetings, GSS VP can vote to if there is a tie, other positions can vote during GSS election. GSS E-board members cannot make a motion. Motions have to be made, seconded and voted on by senators.
* GSS Senate meetings will be run by VP and E-board meetings will run by President.
* Anything related to money, or any major decision will go to new business.
* As of October 1, GSS needs to get 3 quotes if we want to spend over $25,000.
	1. Vice President – Mohsina Rahman
		1. Mohsina will give a brief orientation to the senators during the senate meeting.
		2. Job Description of Admin Assistant- GSS Office Assistants’ jobs should be in writing for clarity.
* Emergency loans
* Checking the PRs and follow up regarding Tier 2 PRs. According to Gopi, it takes 5-10 minutes to check PRs. However, Sandip said that it might take more time initially when Office Assistant to follow-up as well.
* File PR for community service award and GSS award
* Helping GSS Treasurer with budget committee in winter
* File GSS internal PRs. Activities Director will send flier, quotes, meeting minutes for filing PR to Emma. Then Activities Director will send receipts to Office Assistant for post purchase documents.
* Make appointments and meetings for GSS President
* Help GSS Activities Director with events until Activities Director has an activities committee. However, GSS Office Assistant will not get quotes or pick up the food. Activities director will need to do these. Also, Activities Director will take care of food for the Spring E-board meetings.
* Post purchase documents including Big Y
* Monthly GSS newsletter (after the events have taken place) and GSS weekly event update
	+ 1. Work Assignment for Executive Committee Members
* VP will assist President. We need to define President’s duties and the things that VP can assist President with.
* Communications Director will send draft meeting minutes within 7 working days. Communications Director will handle social media.
* Activities Director is responsible for food of E-board meetings and senate meetings.
* Parliamentarian will handle tasks pertaining to senators.
1. Miscellaneous-
* GSS needs to vote on the Constitution before the November senate meeting. Mohsina asked to add the GSS officers’ responsibilities to the by-laws. Currently those are written in the Constitution.
* GSS does not have a procedures committee. Mohsina asked Khaled to form a procedures committee.
	1. Treasurer– Gopi Yalavarthi
		1. Monthly Bills- July monthly bills are ready to be paid. Senate has to vote on it. Gopi will send those to Israt and Israt will send those to the senate before the senate meeting.
		2. Update On PR Training – PR training was held on September 21, 2023. Number of attendees was 25. Gopi has sent the list to Krista and videos for HuskyCT have also been finished. Frozen Tier 2 organizations cannot get budget.
		3. GSS Budget Overview- If anyone has question on GSS budget, they can ask Gopi. $12000 is allotted for summer employment in this year’s budget.
		4. Leftover Compensation of Executive Committee Members from Years Past- For E-board members who have not received last year’s full compensation (Israt and Mohsina), Krista suggested to add the remaining compensation to this year’s compensation. GSS needs to have a vote on this year’s allocation.
		5. EGSA- EGSA spent around $150 without filing PR. They are asking for reimbursbent but it is not allowed.
	2. Activities Director– Essam Boraey
		1. Fall events-
* Welcome Back Party. Essam will be at the Huskies Tavern to check people in. We will have Happy hours and Halloween event. Essam said that if we have budget, then we can think about having Thanksgiving, however it seems unlikely due to the limited budget.
* We will have Fall formal/ End of year party on December 9 at the SU Ballroom, and we need to sell tickets for the Fall formal. Cash bar is allowed. We can have the formal for a longer time and at a cheaper rate. Essam will ask in the senate meeting to vote on the Fall formal/ End of year party.
* Total GSS activities budget is $46,750 for both Fall and Spring. We have already spent $11,125 for the summer happy hour and the Welcome Back Party. As of now, we are set with spending $13,000 from the GSS Activities budget. We will have $19,000 for the spring. So, GSS will be left with $15,000 for the rest of the Fall.
* GSS cannot use budget allocated for special allocations and to Tier 2 organization for GSS events. However, GSS can charge tickets for events.
* Mohsina suggested to cancel the October happy hour and Sandip said that we can have a Halloween party at the Huskys Tavern. Sandip also mentioned said that GSS can do fundraising through Ignite.
* There will 4 yoga sessions in Fall and it will cost $85 per session. We can use the yoga instructor’s Studio for free. We may have 2 more yoga sessions in November.
* GSS will hold two professional development sessions. One is LinkedIn, co-organized with SAGE and the other will be related to development of industry skill where Mariya Topchy, a former PhD student from UConn Marketing will be present. It is scheduled for October 19 from 5:30 pm-6:30 pm at Business school. But the LinkedIn event is on October 20. So, we might need to reschedule one event.
	+ 1. Sign in options-We have two options to sign people in for the GSS events. First one is to print out an excel sheet and check people in manually. The other option is to buy the premium electronic sign-in option. We can get the email IDs and netIDs with the premium option.
		2. Activities committee- Essam will talk to the senators about joining the Activities Committee. Members of the Activities Committee can bring their plus ones for free.
		3. Springs events- Sandip mentioned that we have to get through UConn catering if we hold senate meetings at SU. However, we can get food from anywhere if we hold it in any other place in the campus. Mohsina has made reservation in PBB 131 for the November and December senate meetings. Essam will look in Business school for holding the Spring senate meetings. GSS can have a Spring formal/ End of year party in SU ballroom. Also, there will be 5 yoga sessions in the Spring.
	1. Communications Director – Israt Jahan
		1. GSS Website- Israt will post the names of the senators in GSS website. Israt will update the Funding tab after Gopi confirms the documents that are no longer in use.

* 1. Parliamentarian – Khaled “Axel” Djebbari
		1. Bylaw Changes (from Webex meeting on October 5, 2023)-
* Compensation to the E-board members will be paid as fellowships in December and in April. The senate will vote in November senate meeting to approve the fellowship for the school year and also summer. Details on Bylaw VI, section 1.
* Attendance criteria (75%) has been set as the eligibility to receive the stipends. E-board may vote to excuse absence in excess of 25%. Details on Bylaw VI, section 2.
* Summer allowance fund in the form of fellowship for the President and Treasurer will be equivalent to up to 20 hour/ week. E-board can withhold any portion by the majority vote. Details on Bylaw VI, section 8, subsection B and C.
* If President and Treasurer are unable or unwilling to fulfill their summer roles, another individual may be appointed by the E-board to fulfill the summer role including the current E-board members. This clause will trigger when it comes directly from the GSS President or Treasurer that they are unable or unwilling to do their summer job. Details on Bylaw VI, section 8, subsection D.
* The officers must be able to work in-person at the University to be eligible for the summer fellowship. Details on Bylaw VI, section 8, subsection F.
* Remote work up to 4 weeks may be authorized by E-board majority vote. Details on Bylaw VI, section 8, subsection G.
* E- board members must meet the attendance requirement to receive refund for parking passes. Details on Bylaw VI, section 9.
	+ 1. Committee Assignment- When committee is formed, E-board members should keep Khaled in email loop.
		2. Khaled will form a Procedures committee.

1. **Old Business**

1. **New Business**
	1. Approval of funds for GSS-SAGE LinkedIn Workshop- (Roy/ Djebbari) Motion to approve $600 for GSS-SAGE LinkedIn Workshop. 6 in favor /0 opposed/0 abstention. Motion carries.
	2. Purchasing premium sign in option- (Roy/Rahman) Motion to approve up to $100 to buy the premium sign-in option. 6 in favor /0 opposed/0 abstention. Motion carries.
	3. Industry skills development workshop- (Roy/Boraey) Motion to approve up to $600 to buy pizza for GSS industry skills development workshop. 6 in favor /0 opposed/0 abstention. Motion carries.
	4. Yoga sessions- (Roy/ Djebbari) Motion to approve $1000 for 10 yoga sessions. 6 in favor /0 opposed/0 abstention. Motion carries.
	5. Reimbursement of ex-GSS Parliamentarian – (Roy/Djebbari) Motion to approve reimbursement for Julianna Herman who was the GSS Parliamentarian in 2021-2022 e-board (the amount will be in accordance with what was allocated for GSS Parliamentarian at that time). 6 in favor /0 opposed/0 abstention. Motion carries.
2. **Good News**
3. **Adjourn**

 Meeting adjourned at 8:44 pm.