

**Graduate Professional Student Committee**

**September 16th 2019- Minutes**

**Time: 1:00 - 2:16 PM**

**Location: SGA Meeting Room**

Attendees:

Maryam Rafieifar <mrafi007@fiu.edu>  
Angel Algarin <aalga016@fiu.edu> (came in at  
Shahnawaz Rafi <srafi004@fiu.edu> (leaves at 1:54)  
Michaela Mills <mimill185@med.fiu.edu>  
Marko Nikitovic <sbasga@fiu.edu>  
Teresa Amador <tamador@fiu.edu> (for 20 minutes)  
Michelle Castro <mimcast@fiu.edu>  
Galina Bogatova <gboga002@fiu.edu>

In this meeting we addressed the following points:

1. Introduction of all members
2. Michelle mentioned how we can spend \$150. Discussion on the budget
  - a. Prefer to use caterers for planned events to lower costs (coffee, icecream, etc).  
Restrictions: coca-cola is not allowed, no alcohol
  - b. Grad skellar - we need to figure out what the budget will be
  - c. Maryam requested access to the updated expenditures and budget
  - d. Orders need to have a request through panther connect
  - e. Angel is the Financial coordinator - keep track of GPSC budget
  - f. Teresa can send us the expenses and details of the budget
  - g. Teresa can share this document once a month
  - h. All accounts pay 5.5%
  - i. Galina mentions the lack of printing services - how to include this in the budget
  - j. \$310,000 total budget
  - k. SOP changed to \$650 for local travel and \$850 for international travel
  - l. Discussion of the application emailed by Angel
    - i. Decision: the 24 hour flight will be funded regardless of the one she uses the funds for
  - m. Discussion on how to make the application process easier
    - i. The website needs to be edited to make it more user-friendly

- ii. Angel volunteers to do the edits on the form
  - iii. Use red letters and highlights
  - n. Angel - email david to add additional check questions to the application
- 3. Review other schools' award programs sent by Dr. Kos and Dr. Gil on research awards programs:
  - a. Comments from Teresa - the programs that were shared by Dr Kos and Dr Gil are not funded using A&S money. They were funded through grants and UGS
- 4. Chair and vice-chair will be absent next week so Angel will represent us in the leadership
- 5. Open Conversation
  - a. Discuss the candidacy of a new member (Galina)
  - b. We need to figure out if we are changing the SOP to accommodate more grad students interested in being part of GPSC

These topics are left for next week's meeting:

- 1. Brainstorm about who should be tasked with reading proposals and the design of the award system
- 2. GSAW
  - Brainstorm about attracting undergrads and grads to the event

Next Meeting: September 23, 2019