



**Student Government  
Association**

Graduate Professional & Student Committee Meeting Minutes

Date: September 14, 2022

I. Call to Order

- a. Meeting called to order at 2:02 PM
- b. Our Chair spoke about the two Vacant Positions of Events Coordinator and GSAW Coordinator, she expresses that she wishes we will fill the vacant positions since every member of GPSC has to have a role. It was noted that rather than having to appoint them the chair would prefer that GPSC members choose their preferred roles. Nick and Ahmed were the only ones without a position and Ahmed said that he would prefer the GSAW coordinator position which left Nick filling the last position of Events Coordinator.

II. Roll Call

Name	Position	Present/Absent	Required Attendance
Haley Dawson	Title/ Chair	Present	Yes
Mordia "MJ" Johnson	Title/ Vice Chair	Present	Yes
Ahmed Samir Abdelmenen Soliman	GSAW Coordinator	Present	Yes
Arturo Barahona	Appropriations Committee Liasion	Present	Yes
Cole Sebastian	N/A	Absent	Yes
Nick Kukuk	Events Coordinator	Present	Yes
Shebin George	Public Relations Coordinator	Present	Yes
Larissa Adames	Advisor	Present	
Teresa Amador	Coordinator	Present	
Quorum is Established		6 Present 1 Absent	

I. Senator Introductions



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- i. Haley Dawson – Chair
  - ii. Mordia “MJ” Johnson – Vice Chair
  - iii. Ahmed Samir Abdelmenen Soliman – PHD student in Energy System
  - iv. Arturo Barahona – Second Year PHD
  - v. Nick Kukuk – PHD in Spanish Student
  - vi. Shebin George – Second Year Medical Student
- II. Unfinished Business
- a. NO UNFINISHED BUSINESS
- III. New Business
- a. Appointment of Positions
    - i. Events Coordinator
      1. Nick Kukuk
    - ii. Public Relations Coordinator
      1. Shebin George
    - iii. GSAW Coordinator
      1. Ahmed Soliman
    - iv. Appropriations Committee Liaison
      1. Arturo Barahona
  - b. Financial Report, Discussion, and QnA
    - i. Teresa Amador
      1. We then moved on to making sure everyone had access to the webforms and spreadsheets, Ahmed, Mordia and Arturo were the senators who were not able to access the webforms that was sent and for the remaining senators they could not access the spreadsheet. Teresa said she is in contact with our IT personnel to ensure everyone has access and will create a Team folder in TEAMS with our email addresses so that we can have access to the historical data.
      2. The roles of each member within GPSC were discussed. It was noted that applications for funding must be submitted 5 weeks before the departure date. Even if it is just one day it is considered late, as stated in the SOP.
      3. Nick asked a question about reimbursement, currently, students must pay upfront for their travel and then submit documentation to be reimbursed. He stated that not many students have the money on hand to pay and then wait to get reimbursed so if the procedure could



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be changed where TA and GA can get the funding and then pay back whatever funds they don't use. Teresa stated that the process was established before and students can talk to their travel liaison about that. But students can request a cash advance from their departments and travel liaison. However, that would not be with GPSC as GPSC cannot provide cash advances.

4. Arturo and Haley wanted to know if there was a way in which students can know what their options are as it relates to cash advances via the GPSC website. Larissa said that we could look into the travel policy and what the cash advancement policy is and if we can incorporate that as more informational. But students will still need to speak with their respective departments to know what exactly their procedures are.
  5. Larissa suggested that we review our SOP and make note of areas we would like to change so that it can be discussed at the next meeting. Haley suggested asking her questions and it was agreed that we meet at the same time next week since there is still a lot to be discussed. Teresa asked anyone with questions to email her and that we need to plan the budget for GSAW. Teresa will post in teams the historical data so we have an idea of how much money was allocated before so we can decide on the budget.
- c. Review Funding
    - i. Some funding details were reviewed but we will go over it more in detail at the next meeting
  - d. Bailey Bond presentation
    - i. Bailey who received funding for a Professional Development event gave a post-travel presentation, she expressed gratitude for the funding and stated that she made valuable connections that she plans to maintain in the future. Haley expressed gratitude for her coming last minute and asked if we had questions, but the committee members did not have any questions.
    - ii. Teresa noted that presentations were only required for research funding students, it was canceled for professional development. She also added that before all students were required to do a presentation but that changed during the pandemic. It was noted that the GPSC website has old information and

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needs to be updated which Larissa stated she was not aware of but will update it.

- e. Scheduling Fall Meetings – We will decide next meeting if we will be meeting on a biweekly basis
- IV. Reports
- a. Senate Leadership- No Report
  - b. Committee – No Report
  - c. Advisor – No Report
- V. Announcements – No Announcements
- VI. Meeting Adjournment
- a. Meeting adjourned at 3:35 pm