



Graduate & Professional Student Committee Agenda

Date: September 15th 2023

- I. Call to Order: 3:33PM
- II. Roll Call
 - **Haley Dawson**
 - **Sarwar Minar**
 - **Hossam Hussein**
 - **Alejandro Arzola**
 - **Ciara Jeneske**
 - **Larissa Adames**
 - **Ahmed Soliman**
 - **Kanayo Nomeh**
 - **Teresa Amador**
- III. Unfinished Business
- IV. New Business
 - a. Updates from Teresa - moved to next meeting
 - i. Everything reviewed up to the month of September
 - ii. 4 and half pages of apps pending review
 - iii. Cleaning up the data and then putting into master log instead of just adding the raw data
 - iv. Allocated \$23,253 for the Fall Semester (Awarded Total, not officially disbursed)
 1. Total Expense \$5,200 (what has been reimbursed)
 - v. Budget Lines and what is being used for
 1. Separating by lodging, flights, etc.
 2. Figure out what are the other lines of money students receive from
 - vi. Ways to survey out-of-pocket funding
 1. Email people who have applied to see what they paid for total with gpssc and their own money to argue for more funding
 2. Contact Travel Liaisons to understand what amounts are
 - vii. Craft email to assess expenditures by the colleges
 - viii. Horrible applications, we need to set up a workshop for students
 - b. Website updates
 - i. Video – Haley
 1. Draft script made
 2. Video editing software or service?



- ii. Power Point - Ahmed and Hossam
 - 1. Going well, just going through and reviewing right now
 - iii. Website Information - Sarwar and Anthony
 - 1. Depends how much we are expecting to change, do we want whole style change or just informational
 - 2. Focus on making sure students pay attention to the instructional materials in order to solve recurring applications errors
 - 3. Move GPSC Member names down
 - iv. Updates semi draft to be done by Next Friday
 - 1. review all the materials and finalize by next meeting
 - c. Budgeting - Ciara - Moved to next meeting
 - d. Coffee hours - Hossam
 - e. Final Reviewer/Fact Checker - Alejandro
- V. Reports
- a. Senate Leadership
 - b. Committee
 - c. Advisor
 - i. Senate Retreat Monday at BBC 6-9PM
- VI. Announcements
- VII. Meeting Adjournment: 4:39 PM