

Arts & Sciences Graduate Student Union

Official Minutes--Summary

Date/Time: Thursday November 10, 2011 8:30pm

Location: Bearno's—UL Campus

Representatives Present: R. Amerisa Waters (Bioethics and Medical Humanities) Stephanie Moses (Classical & Modern Languages), Hannah Harrison (English), James Trey Nunn (Geography). Katherine Wagner (Humanities), William Cameron Stelzig (Justice Administration), Kim Meyer (Mathematics), , Kevin Fahey (Political Science), Carissa Shafto (Psychological & Brain Sciences), Jeremy Hornbeck (Physics & Astronomy), Ashley Smith (Theatre Arts), Angela Alexander-Mendoza (Urban & Public Affairs), Kelsie Patton (Women's & Gender Studies)

Representatives Missing: Chris Proctor (Anthropology), Jessica Fawbush (Communication), Alexis Bass (Fine Arts), Sarah Reddick (History), Tytianna Smith (Pan-African Studies) Sarah Williams (Psychological & Brain Sciences), Allison Scott Pruitt (Sociology), Biology, Chemistry,

UL Faculty and Staff Present: Dr. Wendy Pfeffer, Assistant Dean of Graduate Affairs, Rick Vanlttersum, Program Assistant Sr., Graduate Affairs/Advising

I. Welcome: Carissa Shafto, Vice-President

Shafto called the meeting to order at 8:30pm.

II. Review of 10/13/2011 Meeting Minutes

Postponed due to technical difficulties.

III: Discussion Item: Old Business

a. A&S Alumni Ambassadors Program Website & Update: Discussion of the Alumni Ambassadors website was postponed due to Williams' absence. Vanlttersum provided a URL for the time being: <http://louisville.edu/artsandsciences/alumniandfriends>

b. Attendance Update: Vanlttersum reiterated the importance of attendance at GSU member meetings. Pfeffer reiterated that next semester, no excuses will be accepted for missed meetings. If departments fail to satisfy this attendance requirement, they will forfeit their eligibility for funding opportunities.

c. SIGS Peer Mentoring Workshop (Handout): A handout regarding a second peer mentoring workshop and social hosted by SIGS was distributed to attendees. The workshop is one example of the many SIGS opportunities in addition to PLAN events aimed at helping graduate students. Attendees were encouraged to register and to promote these events to students within their departments.

IV. Discussion Item: New Business: Fall Potluck Event

a. Volunteers: Vanlttersum solicited volunteers to help set up and clean up the event scheduled from 5:00pm-8:00pm, November 11, 2011. Shafto and Hornbeck volunteered for set up; Moses and another member volunteered for cleanup.

b. Meal and Addition Event Preparation: It was agreed among members that attendees of the party should bring whatever they feel inclined to provide for dinner, in true potluck fashion. Vanlttersum confirmed that he would make sure any large supplies (chairs, tables, etc.) were set up in Lutz during the afternoon preceding the event.

V. Discussion Item: New Business: Promotional Giveaway

a. Pint Glass Supplier: GSU is considering ordering a supply of 100-150 pint glasses for this year's promotional giveaway item. Though the pint glasses themselves are reasonably priced at \$1/unit, shipment prices might be exorbitant. GSU members discussed possible solutions to the shipping costs, including finding a local printer and/or local promotional item vendors. Hornbeck offered to check with an acquaintance—the manager of a local bar—about how their business handles its pint glass supply.

VI: Discussion Item: New Business: Research Fund Applications

a. New and Improved Application (Handout): The group was provided with a copy of the revised GSU Research Funds Application with new features highlighted for feedback. Vanlttersum emphasized the importance for applicants to use the format provided in order to facilitate the judgment process.

b. Feedback: Wagner suggested a point of clarification for the "Short Narrative" section, and members agree to change the phrasing to: "how these funds will facilitate your graduate education." Since the inclusion of a Budget Proposal is a key feature of the application, it was suggested that supporting documents including a budget is somehow added to the "Requirements and Instructions" section. It was also suggested that date specifications for spending should be added to the section.

c. Dates for Application Process & Reimbursement Period: For this round of applicants, it was agreed that the expense must come after February 1, 2012. The GSU discussed the possibility of permitting the dates to include summer conference funding. In that case, the funding must be used before June 15, 2012 for a conference that will occur over the summer of 2012. Students would be eligible to use the funding for registration fees due before June 15, for example. The GSU also agreed that the application period would last for a ten-day window: January 13th-23rd, 2012. That way, the money will be available for release to eligible applicants on February 1, 2012.

d. Promotion: Pfeffer encouraged GSU members to begin promoting the Research Fund within their departments, and to submit applications for the upcoming semester.

VII. Reminder: December Meeting

a. Meeting Time and Date: The next scheduled meeting for the GSU is Tuesday, December 6, 2011 at 7:00pm at Bearno's U of L campus. Attendees agreed to meet earlier than usual and on a Tuesday due to that day being Reading Day, so students would not have classes scheduled during that time. With the exception of the December 6, 2011 meeting, all fall 2011 meetings were held on the 2nd Tuesday of each month at 8:30pm.

VII: Adjournment

After miscellaneous announcements were made and questions or concerns from representatives were solicited, Shafto motioned to adjourn the meeting. The motion was seconded at 8:58pm.