GRADUATE & PROFESSIONAL STUDENT ASSOCIATION (GPSA)
COUNCIL MEETING MINUTES
Monday, July 1, 2013 – 10:00am – Graduate Student Commons, LLB 2141

I. Call to order – President Michael Gordon called the meeting to order at 10:04am

II. Roll Call

| SCHOOL OF ALLIED HEALTH                      | En-Chung Shih (Health Physics) |
| COLLEGE OF BUSINESS                          | absent                         |
| SCHOOL OF COMMUNITY HEALTH SCIENCES          | Erin Sheehy (Public Health)    |
| SCHOOL OF DENTAL MEDICINE                    | vacant                         |
| COLLEGE OF EDUCATION                         | Nick Nardi (Educational Psychology and Higher Learning) |
| COLLEGE OF ENGINEERING                       | absent                         |
| COLLEGE OF FINES ARTS                        | absent                         |
| COLLEGE OF HOTEL ADMINISTRATION              | absent                         |
| LAW SCHOOL                                   | absent                         |
| COLLEGE OF LIBERAL ARTS                      | Caleb Picker (Psychology)      |
| NURSING SCHOOL                               | vacant                         |
| COLLEGE OF SCIENCES                          | Alison Sloat (Geoscience)      |
| COLLEGE OF URBAN AFFAIRS                     | Megan Gilliland (Journalism & Media Studies) |

Executive board members in attendance: President Michael Gordon, Vice President Sharon Young, Secretary Meghan Pierce and Treasurer Eshani Gandhi

Others in attendance: Kyle Kaalberg, Special Assistant to the Chief of Staff, Office of the President, Peter Gray, GPSA Faculty Advisor and Becky Boulton, GPSA Manager

Colleges/Schools absent: College of Business (vacant position); School of Dental Medicine (vacant position); College of Engineering (Kishor Shrestha); College of Fine Arts (Ezra Mahurin); College of Hotel Administration (Susan Zhong); Law School (Christian Augustin, class conflict, unable to attend meetings); Nursing School (vacant position)

III. Approval of Minutes
President Michael Gordon called for a motion to approve the June minutes. Caleb Picker (Psychology) motioned to approve and Alison Sloat (Geoscience) seconded. Gordon asked for any corrections or additions and hearing none, he called for a vote. The vote was unanimous to approve.

IV. Speaker(s)
Kyle Kaalberg, Special Assistant to the Chief of Staff, Office of the President. Kaalberg
distributed a new promotional brochure, UNLV 101. He then discussed his specific roles as Special Assistant to the Chief of Staff. Afterwards, he discussed five ways to reduce stress and maintain productivity as a graduate student. First, he discussed that time management is essential. One way to optimize your time is to get up early and write for an hour before work. He also suggested we be structured and plan out your tasks in advance. Additionally, it may be best to dedicate one day on the weekend to work on thesis/dissertation. Second, he discussed how relieving stress is essential to maintaining productivity. Third, it is important to keep things in perspective. Pay attention to how you frame situations, don’t over stress. Fourth, own your decisions, know your decision and take responsibility for it. Last, try to anticipate as much as you can, but understand you can never fully anticipate your future.

V. Budget Report

Treasurer Gandhi reported the June monthly expenses. She directed the council to the budget handout. At top of the report, the June student wages are listed at $3,312.00 for staffing the Graduate Student Commons. $4,200 was paid out to the Spring Council members for their stipends. Treasurer Gandhi continued noting that the operating expenses for the month of June: monthly postage, telephone costs and Xerox maintenance charges, $120 for the subscription of the NY Times, $1,140.51 for toners for the color laser printer in the Commons and other routine office supplies. She continued the report stating the other expenditures include airline tickets for President Gordon's Board of Regents trips: one for the meeting held earlier this month and the other ticket is for the September Board of Regents meeting to be held in Elko. Hosting expenses for the month of June totaled $914.75: $326.63 was spent for the replenishment of snacks that are sold in the Commons and $38.85 for lunch provided to the E-board during their planning retreat. $199.99 was spent for bagels and coffee offered in the Commons the last week of instruction of the spring semester. $349.28 was spent for appetizers at the spring mixer held at Paradise Cantina. She concluded the report with the revenue figures: $174.12 was brought from the sales in the Graduate Student Commons, which bring the year-to-date revenue in at $265,718.19. The balance forward is $157,840.87 with a balance of $137,158.96. President Michael Gordon called for a motion to approve. Alison Sloat (Geoscience) motioned to approve and Caleb Picker (Psychology) seconded.

VI. Committee Reports

- **Board of Regents / Nevada Student Alliance:** The last Board of Regents meeting was held on June 6-7. Mandatory health insurance for graduate students passed 9-1. Currently, we need to communicate the new changes to current graduate students. Graduate students who intend to purchase health insurance through the university will be automatically enrolled. Students who would like to opt out must apply for a waiver. Information on how to obtain a waiver will be on the carrier’s website. However, Aetna will conduct two health insurance information sessions in August. Waivers must be obtained by October 5, 2013.

- **GPSA Activities / Community Service: Mixer:** GPSA’s annual welcome mixer will be held on August 23, 2013 from 4:30pm-6:30pm in the Gold Room in Lied Library.
• GPSA Publications: Secretary Meghan Pierce is looking for volunteers to help write articles for the newsletter. If you are interested please contact her at Meghan.Pierce@unlv.edu.
• GPSA Sponsorship: The Sponsorship applications are changing this year. All sponsorship applications will be online. Emergency sponsorship will be reinstated in August. All emergency sponsorship applications must be completed by the 20th of each month.

VII. Old Business –
2013 – 2014 Goals:
- Starting a fitness/health incentive for graduate students
- Global diversity cultural retreat for graduate students
- Workshops for professional development
- Community outreach
- Encourage more graduate students to participate in GPSA events
- Putting GPSA events into a Google calendar
- Creating a survey through Qualtrics to ask basic questions on why people do not attend events, etc.
- Incentivizing the students to participate
- Make Graduate College forms electronic
- Recruit GPSA reps for the vacant slots through orientations both in the actual orientation
- Hold research forum during the week
- Create a webpage or FB group to help incoming graduate students find housing/room mates
- Put GPSA link on department pages if they don’t have them
- Announce GPSA events through the Rave system instead of once a month meeting email
- More mixers
- Sustainability
- More brown bag lunch presentations
- Pets for stress relief
- Provost TEC Talks
- GPSA You Tube channel
- New student mentoring program

VIII. New Business
• 2013 – 2014 Goals: The summer council discussed the goals for the upcoming year. The council broke out into groups to prioritize the goals and create specific action plans for each topic.
  o Adding 1 or more classes to the Rebel X schedule to fit graduate students schedules. Possible times are: 12-2pm, 9pm-11pm, 4pm-7pm.
  o Workshop for Professional Development are already scheduled
  o To encourage student participation and representative accountability, we will create a GPSA Google calendar, create survey to obtain feed back for better
ways to increase student participation.
  o Graduate College forms to be put online.
  o Contact graduate coordinators to add a link to the GPSA website on individual department pages.
  o Create an outlet for incoming students to post rooms for rent or get advice about housing in Clark County.

IX. Public Comment

X. Adjournment
Caleb Picker (Psychology) motioned to adjourn, and Alison Sloat (Geoscience) seconded. By Council’s unanimous vote to adjourn, the meeting ended at 11:39am.