ROLL CALL:

Executive Board
Surbhi Sharma, President
Meghan Pierce, Vice President
Terri Thomas, Treasurer
Vacant, Secretary

In attendance: President Surbhi Sharma, Vice President Meghan Pierce and Treasurer Terri Thomas
Others in attendance: GPSA Manager Becky Boulton and past GPSA President Sharon Young

The meeting was called to order by President Sharma at 8:07am.

1. **PUBLIC COMMENT** – none

2. **APPROVAL OF MINUTES**

   President Sharma called for a motion to approved the May 1, 2015 Executive Board meeting minutes. Treasurer Thomas motioned to approve the meeting minutes. Vice President Pierce seconded the motion. President Sharma asked for discussion. Vice President Pierce noted that “marshals” was misspelled under “New Business” and should be “marshals”. The May 1, 2015 E-Board minutes were approved unanimously with the amendment to the spelling of “marshal”.

3. **SPEAKER(S)**

   - President Sharma will send Jinger Zeng, UNLV alumna and former team member of DesertSol, an invitation to come speak to E-Board about possible collaboration of events (designed to engage students in the Top Tier planning efforts on campus).

4. **COMMITTEE REPORT**

   - Board of Regents / Nevada Student Alliance – President Sharma noted that the next Board of Regents meeting will be held in Reno, NV June 11 – 12. Past GPSA President Sharon Young will travel to Reno with President Sharma to ensure smooth transition and provide introductions.

   - GPSA Activities / Community Service
     - Plan events for Summer 2015 and Fall 2015 – President Sharma charged the email with ideas for the upcoming academic year. She suggested a meet & greet for the first fall council meeting. The GPSA would provide light refreshments ½ before the start of the meeting.
     - Network with the Alumni Association, work with GPSA Faculty Advisor Peter Gray – President Sharma and Manager Boulton will get in touch with Dr. Gray to discuss possibility of hosting joint networking mixer.

   - GPSA Bylaws
     - Request for 2.23.15 Committee minutes – Past GPSA President Young said she will get the minutes sent to Manager Boulton within the next week.
     - Bylaws revisions for May 4th Council meeting – were not finalized. Because the quorum was not met President Sharma noted that the proposed bylaw revisions will need to be presented to the 2015 -2016 GPSA Council at the September 14th meeting.

   - GPSA Government Relations – Treasurer Thomas said she will be tracking the process of the BDRs that impact higher education and report any progress. The E-Board also proposed changing the “Government Relations” webpage to “GPSA Advocacy”. The E-Board will work this summer on broadening the information on the webpage to be more inclusive of all of GPSA’s advocacy efforts.
GPSA Publications

- May 2015 – President Sharma noted that the May 15th Luminary has been published and was distributed at the May 2nd GPSA Council meeting.
- August 2015 newsletter – The E-Board will request story ideas from the Summer Council for the August issue and also discussed having photos of each representative in the November Luminary issue.

GPSA Sponsorship – Vice President Pierce noted to date 1 emergency summer application has been submitted. She will prepare the May 5th Sponsorship meeting minutes and send to Manager Boulton.

GPSA Ad Hoc Student Health Insurance

- Request for 12.09.14 Committee minutes - Past GPSA President Young said she will get the minutes sent to Manager Boulton within the next week.

5. OLD BUSINESS

- Set agenda for June 1st Council meeting
  - Speaker – President Sharma requested that the E-Board brainstorm ideas for potential speakers for the Summer and 2015-2016 Council meetings.
  - Acknowledgement of GPSA representatives & E-Board’s service – The E-Board moved on this item had been discussed at past E-Board meeting.
  - The Provost Office – Vetting process proposed for credit card convenience fee. President Sharma noted that the Provost has sent proposed fees that should be vetted with the Council and the student population. The E-Board suggested creating a survey form for representative’s to distribute to constituents. The GPSA’s recommendation needs to be sent to the Provost Office by September 14th.
  - Summer Council Representatives – President Sharma reported that there are still vacancies on the summer council. Manager Boulton will be contacting the graduate coordinators in those areas.
  - Office hours – President Sharma asked the E-Board to check their schedules to hold weekly office hours in the GPSA Satellite office, SU 306.

6. NEW BUSINESS

- Schedule 2015 – 2016 E-Board weekly meetings (dates / times). Schedule Graduate Commons meeting room accordingly – this item was previously discussed under old business.
- Schedule meeting to interview applicant(s): 2015-2016 GPSA Secretary Position. Application deadline June 1st – President Sharma asked the E-Board to check their calendars for available times to conduct interviews with applicants.
- New officers orientation:
  - Onity access for new E-Board – A request has been submitted for the E-Board members to be able to access the Student Union GPSA Satellite office, room 306 using their Rebel Card.
  - Staff Parking Passes – Manager Boulton will contact Director Tad McDowell to request summer, fall and spring parking passes for E-Board members.
  - Business Cards – Manager Boulton will submit work orders for business cards for the E-Board.
  - E-mail protocol / etiquette – the E-Board decided that email should be responded to within a 48 hour time period. If appropriate all messages should be copied to Sharma and/or Boulton.
  - Timely manner posting agenda & minutes – the E-Board decided that minutes should be prepared in a week’s time following each meeting.
  - Professionalism – Past President Young and President Sharma stressed that the E-Board is held to a high standard. President Sharma also noted that she will be requesting meetings with both Graduate College Dean Kate Korgan and President Jessup. These meetings will be scheduled after the selection of the new GPSA Secretary.
• Moving flag poles for Commencement pickup: Wed., May 13th @ 10am (meet at the storage pod directly behind the UNLV Bookstore) and returning them on: Tues., May 19th @ 10am (meet at the TMC tunnel, west side of building) – Meghan Pierce and Kirk Talib-Deen will move the flag poles on May 13th. Terri Thomas and Kirk Talib-Deen will serve as student marshals at the spring commencement.

7. ANNOUNCEMENTS - none INFORMATION ONLY

8. PUBLIC COMMENT - none INFORMATION ONLY

9. ADJOURNMENT FOR POSSIBLE ACTION
President Sharma called for a motion to adjourn the E-board meeting. Treasurer Thomas motioned to adjourn the meeting. Vice-President Pierce seconded the motion. There was no discussion. The motion to adjourn was unanimous. The E-board meeting adjourned at 9:33am.