



Graduate Student Council
Executive Board Meeting
Date: October 29th, 2024
Zoom

Called to order at ___ by President Abigail Isaacson

MINUTES

I. Members in Attendance

- A. President – Abigail Isaacson
- B. Vice President – Abbey Murphy
- C. Chief of Staff – Gabriella Grigsby
- D. Treasurer – Danielle Jensen
- E. Coordinator of Public Relations – Jenna Estok
- F. Coordinator of Social Events and Outreach – Kennedy Corley

II. Executive Board Member Updates

- A. President – Abigail Isaacson
 - 1. Executive Board Challenges
 - a. Concerns regarding delegates and responsibilities among the executive board
 - b. Strategy/Plan for the Spring Semester
 - 2. Workshops
 - a. Dates
 - i. IRB Workshop – November 12th and December 2nd at 6PM (hosted by Dr. Griffins Office)
 - ii. Thesis and Grade Level Writing Workshop – November 14th and December 4th at 6PM (hosted by Dr. Margaret from TRIO)
 - b. Confirm dates
 - c. Create RSVP Links
 - d. Marketing
 - 3. Collaboration with SGA and SUMA
 - a. Graduate School Information 101
 - 4. Graduate Student Feedback
 - a. Form has been created
- B. Vice President – Abbey Murphy
- C. Chief of Staff – Gabriella Grigsby
 - i. Email has been sent regarding General Assembly Members
 - 1. How are we doing interviews?



2. Date & Time for Interviews?
 3. How do we implement them into things? Should there be a separate Microsoft teams folder/chat?
 4. Who does this fall under in terms of coordination and responsibility?
- ii. General Assembly Meeting scheduled for Sunday, November 3rd at 7PM on Zoom
1. Email needs to be sent out ASAP
 2. Do we need a rsvp link?
- D. Treasurer – Danielle Jensen
 E. Coordinator of Public Relations – Jenna Estok
 F. Coordinator of Social Events and Outreach – Kennedy Corley
- III. Current Initiatives
 IV. Long-term Initiatives
 V. Questions
 VI. Actions Items

Member	Action Item	Target Due Date	Notes
Abigail Isaacson			
Abbey Murphy			
Gabby Grigsby			
Danielle Jensen			
Jenna Estok			
Kennedy Corely			

Meeting adjourned at ___pm by President Abigail Isaacson



Graduate Student Council Expectations Moving Forward

1. Office Hours
2. Responsiveness & Communication
 - a. Preferred channels
 - b. Response times
 - c. General Guidelines
3. Roles & Responsibilities
 - a. Clearly defined expectations and responsibilities (not just assuming)
 - b.
4. Interpersonal Conflict & Addressing Issues
 - a. Direct contact with each other
5. Executive Board Meetings – Remainder of the semester