GSA Acting Treasurer’s Report – Bob Beach

On Sunday October 26th, I was asked to become the Acting Treasurer for the GSA, I agreed to take the position and (since I was out of town last week) officially assumed Treasurer duties on Thursday. As I am submitting this report five days after taking office, I don’t have much to report. However I would like to take this time to thank Caitlin for trusting me to act in this position. It is a testament to the professional relationship we have developed in two short months as I worked to improve the functioning of the assembly and as chair of the bylaws committee. While I am more than happy to serve the assembly as Treasurer for the remainder of the academic year, I urge the assembly to create a Special Election Committee to organize and hold a Special Election as soon as possible. It is important for the legitimacy of the GSA assembly, and the GSA as a whole, to maintain elected officials in elected positions.

The Budget Report that follows was a joint effort that included the Executive Board, and Dawn Hubert (or new financial officer), and myself as I trained and became acclimated to this new position. In the flurry of activity last week, I was able to fulfill all of my duties as Treasurer. I appreciate your patience and apologize for any delays in processing your finance requests. Please, during the next week, do not hesitate to contact me for anything involving late reimbursements, or other questions related to the Treasurer position. I should be able to address most, if not all of your inquiries. By the time of the assembly meeting, I feel comfortable in saying that I will be fully operational as Treasurer and further activities will continue apace.

In addition to the typical duties of the Treasurer, as well as some of the projects begun under the previous Treasurer, I will be working hard to fulfill the duties laid out in the Strategic Plan that you approved at the last meeting. I would appreciate any feedback from individual members of the assembly or, preferably, the assembly as a whole, on how I can better represent you through my work on the strategic plan.

Finally, as I am still at the beginning stages of getting acclimated to the position, I will be submitting a supplemental report in two weeks that will detail some of the recent developments that this report lacks. It is fairly unorthodox to do so, but I cannot justify going two full months without adequately informing the assembly of my actions as Treasurer.

<table>
<thead>
<tr>
<th>GSA ACCOUNT BALANCES &amp; REPORT SUMMARY</th>
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<tbody>
<tr>
<td>Expected Revenue 2014-15</td>
</tr>
<tr>
<td>Carry-over from 2013-14</td>
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<tr>
<td>Total Expected Revenue</td>
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<tr>
<td>Total Allocated</td>
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<tr>
<td>Total Unallocated</td>
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<tr>
<td>Total Deposits (as of 10/31/2014)</td>
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<tr>
<td>Total Paid (as of 10/31/2014)</td>
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## BUDGET SUMMARY

**Budget as of 10/31/2014**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount 1</th>
<th>Amount 2</th>
<th>Amount 3</th>
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<tbody>
<tr>
<td><strong>Allocated</strong></td>
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<tr>
<td><strong>Paid</strong></td>
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<tr>
<td><strong>Balance</strong></td>
<td></td>
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</tbody>
</table>

### SERVICES

- **Room Reservations**
  - Amount: $2,000.00
  - Paid: $0.00
  - Balance: $2,000.00

- **RGSO Awards**
  - Amount: $40,000.00
  - Paid: $6,507.11
  - Balance: $33,492.89

- **Grant Awards**
  - Amount: $45,000.00
  - Paid: $3,444.00
  - Balance: $41,556.00

- **Contingency Budget (at 5% of projected revenue)**
  - Amount: $9,020.00
  - Paid: $0.00
  - Balance: $9,020.00

- **GSA Welcome/End Year Events**
  - Amount: $4,000.00
  - Paid: $2,367.48
  - Balance: $1,632.52

### OPERATIONS

#### Contractual Goods and Services

- **Liability and Theft Insurance**
  - Amount: $2,000.00
  - Paid: $1,962.54
  - Balance: $37.46

- **Printer Contract/Lease**
  - Amount: $20,000.00
  - Paid: $4,029.41
  - Balance: $15,970.59

- **Software Purchase/Renewal (Office/Antivirus)**
  - Amount: $500.00
  - Paid: $0.00
  - Balance: $500.00

#### Non-contractual Costs

- **Paper**
  - Amount: $6,000.00
  - Paid: $720.00
  - Balance: $5,280.00

- **Office Supplies/Expenses**
  - Amount: $3,000.00
  - Paid: $1,835.87
  - Balance: $1,164.13

- **Phone and Fax**
  - Amount: $500.00
  - Paid: $285.35
  - Balance: $214.65

- **Water**
  - Amount: $1,500.00
  - Paid: $279.71
  - Balance: $1,220.29

### Officer Stipends

- **Stipend-President**
  - Amount: $4,500.00
  - Paid: $562.50
  - Balance: $3,937.50

- **Stipend-Vice President**
  - Amount: $3,500.00
  - Paid: $437.50
  - Balance: $3,062.50

- **Stipend-Treasurer**
  - Amount: $3,500.00
  - Paid: $437.50
  - Balance: $3,062.50

- **Stipend-MCAA Chair**
  - Amount: $3,000.00
  - Paid: $375.00
  - Balance: $2,625.00

- **Stipend-Programming Chair**
  - Amount: $3,000.00
  - Paid: $375.00
  - Balance: $2,625.00

- **Stipend-Grants Chair**
  - Amount: $3,000.00
  - Paid: $375.00
  - Balance: $2,625.00

- **Stipend-Lead Senator**
  - Amount: $1,000.00
  - Paid: $125.00
  - Balance: $875.00

- **Stipend-Senators**
  - Amount: $1,500.00
  - Paid: $187.50
  - Balance: $1,312.50

- **Stipend-University Council Representative**
  - Amount: $200.00
  - Paid: $0.00
  - Balance: $200.00

- **Stipend-Assembly Speaker**
  - Amount: $200.00
  - Paid: $0.00
  - Balance: $200.00

### Administrative Support

- **Office Managers**
  - Amount: $23,000.00
  - Paid: $2,028.12
  - Balance: $20,971.88

- **ITS Consultant**
  - Amount: $500.00
  - Paid: $0.00
  - Balance: $500.00

### PROFESSIONAL DEVELOPMENT

- **NAGPS**
  - Amount: $4,200.00
  - Paid: $1,861.43
  - Balance: $2,338.57

- **Strategic Plan Funding - President**
  - Amount: $7,500.00
  - Paid: $223.86
  - Balance: $7,276.14

- **Strategic Plan Funding - MCAA Chair**
  - Amount: $7,500.00
  - Paid: $1,650.00
  - Balance: $5,850.00

- **Strategic Plan Funding - Programming**
  - Amount: $16,000.00
  - Paid: $0.00
  - Balance: $16,000.00

- **Strategic Plan Funding - Vice President**
  - Amount: $1,500.00
  - Paid: $0.00
  - Balance: $1,500.00

- **Strategic Plan Funding - Treasurer**
  - Amount: $1,500.00
  - Paid: $0.00
  - Balance: $1,500.00
Vice President Report – Kat Slye
11/14/14

**RGSO Committee**
The RGSO Committee met last week to discuss proposed changes to the RGSO Handbook. If any changes will be proposed for use for the next semester, we will share them two weeks before the December Assembly meeting on the GSA Listserv and the GSA website for your review.

The Committee also discussed spring allocations and the possibility of them being much larger than the fall requests, as they normally are, and some information I received that a few groups would be asking for more money than they had in the past for events they hold every year that are growing in size. Thus, we thought more money allocated to the RGSO budget specifically for the spring allocation cycle would ensure we have enough money grant to RGSOs.*

*The specifics will be communicated at the Assembly meeting as this report was due for posting before the RGSO meeting occurred to discuss the matter of how much money to request although a prior consensus was determined that some sort of request was needed.

**Reminders:**
In case you were not aware, there is a new RGSO FAQ page (http://www.albany.edu/gsa/rgsos_faq.shtml) on the GSA website to help RGSOs. If you have any suggestions about things to add, please e-mail me at GSAVP@albany.edu.

When submitting purchase requests online and your payee certifications, only request the amount spent **before tax** as we cannot reimburse tax. Submitting a voucher that includes tax will result in a strike since the paperwork will be improperly filled out and I will be unable to begin processing your voucher. To avoid paying tax on food, utilize the list provided on the RGSO FAQ page from the New York State Department of Tax and Finance Website.

I cannot begin to move your voucher through the system until I have the hard copy documents in hand. The sooner you submit the hard copy documentation the quicker your voucher will begin to be processed.

**Grants Report- Kim Berg**

Award letters were completed and emailed the final week of October. Average awards for Fall 2014 semester were $400.00.

Spring 2015 applications will be available on MyInvolvement beginning in December. Announcements will go on the listserv when the applications are available, and to remind students of the January 31 deadline.
The Grants Program Chair created a survey for the graduate student body to fill out, in order to gain feedback on the Grants Program as it currently operates. This survey will be open for the month of November. It is hoped that students with an opinion on program operations will fill out the survey in order that the Grants Program can be further restructured to meet graduate student wants and needs.

MCAA Report – Amani Edwards

The MCAA committee has been working hard lately to try and create guidelines for what an MCA approved event is. Just recently, we sent out our guidelines to all the RGSO’s. WE ask that if you have any questions or comments on these guidelines, please send them to us, as we are looking to not only hear feedback, but to improve on these if necessary. Also, if you have questions about how to get MCAA approval, please refer to the guidelines and also send me an email at gsamcaa@albany.edu.

President’s Report – Caitlin Janiszewski

-Downtown office – we are considering closing at 5 pm due to students from the rising stars program using it in the evenings. We are also looking into what RGSOs might get out of the office and if any downtown RGSOs would like to take some ownership of the space in the way that the School of Public Health RGSO does with the East Campus Office.

-Justin Chase resigned as treasurer. Bob Beach was appointed and trained within a week to ensure that there was no lag in processing reimbursements.

-I will bring an updated report regarding the trip to the NAGPS national conference.

-Senate – the survey on shared governance demonstrated that most of us have no concept of the governance system. I will be working with GOV to come up with solutions to address this. I’ll defer to Klil’s report for the rest.

- I met with interim Provost, Tim Mulcahy, and sent him a list of recommendations on issues to consider regarding GTA pay and Contingent faculty working conditions as well as recommendations regarding professional development on campus. I told him that I think more support should be given to the financial services people who are already doing financial literacy awareness work, that career services need to start thinking about ways to support graduate students, particularly for non-academic career opportunities, and that the graduate student population needs to be incorporated into President Jones’ vision for the University – this cycle of reciprocity he sees us developing with the community. He was very receptive to these ideas.

-So far MCAA reform has been going really well. We have a great committee of people working on MCAA guidelines. We are fully aware that we are retro-actively applying these guidelines. The intent is not to hurt any RGSOs but to try to encourage new precedents and see what kind of challenges or problems arise from it so next semester we can make sure they are solid and fair. On a similar note, we have had some complaints about the new RGSO guidelines from new RGSOs that felt they were not clear
enough and also suggested that there be separate RGSO training for new groups vs. old groups. We would
love to hear any other feedback anyone has because we should pass RGSO guidelines for next semester at
the December meeting.

-One place that we are struggling is in the get out the vote objective. Any communication strategies I have
tried to pursue have either been met with roadblocks or have been very long term ideas. I would love any
ideas from the Assembly on how we could improve voter turnout.

-Ban the Box – Ben Mielenz, one of our GSA Senators attended the SUNY SA fall conference as my
proxy and gave a presentation about the campaign. We are going to pursue a resolution there in the
spring. We are also meeting with the EIO soon to determine what our campus level goals should be (to
make sure they don’t conflict with state-wide goals). We will keep you posted on that.

**UAS Board Report – Lisa Cassidy**

- I have been put on the Programming and Governance committees
- Additional hydration stations may be installed into residence halls, the lecture center and
near fitness centers - UAS is exploring the idea and trying to determine appropriate
locations for the added stations.
- Argo Tea is opening on Friday - they are a fair trade and environmentally conscious
business.
- 518 Market has been renovated with a new refrigeration system that has had significant
energy savings
- I have spoken with the ASDAC representative about setting up the infrastructure for a
reusable container program in the Campus Center addition.

**Lead Senator Report – Klil Neori**

Dear Assembly representatives,

First, a governance issue: we are currently unable to exercise our voting power at the University Planning
and Policy Council. Despite having been in touch with the Senate leadership from the start, scheduling for
that Council did not take our Senator's commitments into account. We have been successful in
ameliorating the situation with other Councils in which this was the case, but UPPC specifically requires
a Senator, and none of us were able to take it up in Senator Haile’s stead. The President is attending the
meetings to keep us informed until next semester, when hopefully it will be easier to make appropriate
adjustments. We were able to find a replacement for LISC, and otherwise have all Council seats, as well
as an external Subcommittee, filled.

Most of the last Senate meeting was dedicated to a net 40-minute presentation of the results of the
Governance Survey, which was sent out both to students and to faculty, staff and administrators. There
was a low response rate, but those who responded mostly stated that they were not familiar with the
Senate or other forms of governance on campus, and of those who did, many rated them poorly. A few of the quotes from the open question portion of the survey suggested a wide sense of mistrust between the various constituencies of the University; however, as was pointed out, since there was a very limited response rate, there is no way to determine whether these opinions are truly representative. It was agreed that they should be taken into consideration when improving governance of the university, moving ahead. An amendment to the Senate Charter requiring a two-year cycle of assessment and improvement of governance was voted in earlier in the meeting.

As you may recall, the President and myself were required to do our best to allow for a presentation of the findings of the Wages and Benefits Committee to the University Senate at their November meeting. Unfortunately, the President, myself, and two members of W&B failed to convince the Senate Executive Committee to allow W&B to implement the Assembly's mandate. SEC felt that W&B represents a special interest, that this was a dubious agenda item for the Senate since it did not have any actionable content, and that it would be best served through discussions with the Dean's Office and various other administrators, despite our objection that this is not an acceptable alternative. Another option they have suggested is a public forum, which we felt is unlikely to allow the spread of information to faculty that a Senate presentation would do. Currently the best we can do is have the President use her time to answer questions about a report which will be submitted to the Senate but not discussed at length.

Finally, regarding the promotion of Ban the Box on the Senate level, it would be extremely difficult to do this on the undergraduate level, although potentially possible on the graduate level. However, this might prove moot, since the larger organizations which have been pushing for this reform have concluded that campus-by-campus work may be counter-productive. The President's report discusses how this went on the SUNY SA level, which was deemed more appropriate.

This concludes the main developments since my last report.

**University Council Report - Bryant Barksdale**

I reached out to Vice President of Finance and Administration Jim Van Voorst to set up a time to sit down and talk about the new budgeting model that the university is moving to for the 2015-2016 academic year. He let me know that he is not willing to discuss this right now because they are still in the initial planning stages for it and it may change down the road. He offered to meet with me on any other concerns that graduate students may have.

The next regular meeting of the council is on December 5th and as a member of the of the council I have been invited to participate in the winter commencement ceremony as a member of the platform party on December 7th.