Assembly Speaker, Heather Sussman called meeting to order at 5:00 PM.

August’s Assembly meeting was very ambient, it was visited by the leaders of the GSA and all the RGSOs.

It has begun with the introduction of our new assembly speaker Heather Sussman.

There was a motion to Approve May. It was approved unanimously.
Voting : Y-14 N-0 A-0

There was motion to approve the agenda. It was approved unanimously.
Voting : Y-14 N-0 A-0

New Business:
GSA president has introduced the people who were selected for the Treasurer, GSA Grants Chair, GSA Programing Chair positions.

The new GSA Treasurer is Alexander M. Tomoff.
There was a motion to approve the appointment.
Voting : Yes-13 N-1 A-0

The new Grants Chair is Rae D. Drach and the new Programing chair is Mitchell B. Torres.
There was a motion to approve their appointments.
Voting : Y-15 N-0 A-0

Executive board vision for 2019 - 2020
GSA President spoke about the GSA strategic plan for 2019-2020. Having the Diversity, Equity, and Inclusion, as outlined in the bylaws of the GSA, as the guiding principles of the strategic plan, President said that the Executive Board is committed to increasing its advocacy efforts on behalf of all graduate students through both committee work and direct meetings with university administrative offices. He said that an increase in grants will allow more graduate students to take
advantage of career development opportunities they would otherwise not have access to, while an increase in programming will boost the visibility of the GSA amongst graduate students. Making them more aware of the services we provide and it includes services for all graduate students through RGSOs or individually, engagement of a larger graduate students, and increasing the size of the assembly.

There was a question about transparency and Ajay explained the transparency practiced by GSA by explaining about funds being spent in legit way as an example.

There was a motion to approve the vision
Voting : Y-16 N-0 A-2

Approval of new grants policy:
Ajay on behalf of Rae presented the new policy details. It is said that window for grant application has been increased. The new deadline for Fall is October 1st and spring is March 1st. For any activities between June 1st and Dec 31st, one can apply for OCT 31st deadline. For any activities between Jan 1st and Mar 31st, one can apply on March 1st.

There was motion to approve new policy.
Voting : Yes – 18 N-0 A-0 Unanimous.

Election of Judicial Board
The new judicial board has been elected in the meeting, the members of new judicial board are:

[1] Dylan Card - dcard@albany.edu
[2] Dustin Schreiber - dschreiber@albany.edu
[3] Kevin Kilroy - kkilroy@albany.edu
[4] Marzieh Dehghan-Chaleshtori - mdehghanchaleshtori@albany.edu
[5] Natalia Karablina - nkarablina@gmail.com

Motion to approve the newly elected judicial board
Voting : Y-14 N-0 A-0

GSA member speakers President of GSA(Ajay Raghavendra), Vice president of GSA (Qingyang Liu), Treasurer (Alexander M. Tomoff), Equity Inclusion Chair (Elizabeth Ann S.Kelly),
Officer’s Report:

- **Ajay Raghavendra (President):**

  Since late-May 2019, I have been occupied taking over charge as President of the GSA.

  Some of the key points are provided below:

  [1] Meeting with the UAlbany’s President Dr. Havidán Rodríguez in late-May and early-August to discuss issues pertaining to the university’s investment in graduate education, graduate student fees and due date for fees, and strengthening the partnership between the university administration and the GSA.

  [2] Multiple meetings with the Dr. Michael N. Christakis (Vice President for Student Affairs), Dr. James A. Dias (Vice President for Research), Mr. Todd D. Foreman (Vice President for Finance and Administration), and Dr. Kevin Williams (Vice Provost and Dean of the Graduate School) to advocate on behalf of graduate students.

  [3] Advocated for and established a new GSA Office which will greatly improve our visibility. Managing the moving of GSA assets from the old space to the new space.

  [4] With the advice and consent of the GSA E&I Chair, made appointments to the following offices: Grants Chair, Programing Chair, and Treasurer. Also, made appointments to various university councils and committees with the assistance of the Lead Senator and E&I Chair.

- **Alexander M. Tomoff (Treasurer):**

  Executive Summary: Budget lines have been created and money reallocated as instructed and agreed upon by the executive board. The most significant change is the $10,000 increase in grants funding, which reflects the GSA’s desire to provide more grant awards this year. The internal budget record has been overhauled to make the fiscal monitoring process more efficient and reliable. Training sessions on how to use this new spreadsheet will be provided over the following couple weeks. The GSA MyInvolvement page is expected to open very soon, and new PR requests will be accepted at that time.
Financial Activity

- FY18/19 fiscal year began with a balance of $103,494.42; $185,173.50 of credit and $208,700.42 of debit were accrued for an end of year balance of $79,967.50
- FY19/20 Budget consists of $185,000 of income with a total of 32 budget lines falling under services, operations, officer stipends, administrative support, discretionary budgets, and miscellaneous
- After allocations to each budget, and using end of FY18/19’s available funds, an estimated $30,517.50 remains in financial reserves
- Several changes have been made to the FY19/20 budget compared to last year:
  - GSAGrantAwards budget line increased from $55,150.70 in FY18/19 to $65,000.00 in FY19/20.
  - Moved the $5000 allocated for “GSA Welcome / End Year Events” to the Programming discretionary budget (now $21,000).
  - Paper funding decreased from $6000 to $5000.
  - Water has been decreased from $1500 to $500.
  - President discretionary budget increased from $2800 to $3000.
  - VP discretionary budget increased from $500 to $1000.
  - Lead Senator discretionary budget of $500 reduced to zero.
  - Equity and Inclusion chair’s discretionary budget increased from $3000 to $6000.
  - Majority of stipends adjusted to be flat values on the budget lines.

Motion to approve the treasurer report. Motion seconded.
Voting: Y-18, N-0, A-0

Motion to approve the budget.
Voting: Y-17, N-0, A-1

- Qingyang Liu (Vice President):

  She said during the summer, met with GSA president Ajay for moving a new office, RGSO budget line, new semester plan, arrange orientation representatives; met with GSA EI chair Lisabeth for office manager regulations; met with GSA new treasurer to touch
base. Reach out Raymond about recognition procedure. Reach out previous RGSO leaders to remind upcoming recognition.

Liaising

- Proposed for Raymond about combine RGSO recognition and registration into one procedure.
- Met with GSA President Ajay to discuss moving new office procedures; past due Purchase Request; RGSO potential budget line; arrange orientation representatives.
- Met with GSA Equity & Inclusion Chair Lisabeth to discuss the office manager regulations and proper behaviors.
- Send emails to remind previous RGSOs leaders for recognition form. **Oversight**

- RGSOs recognition is opened NOW: **August 26th 12:00am – September 9th 11:59pm**

**Programming / training** – There will be a mandatory Title IX Training for ALL new RGSO E-Board member in the upcoming weeks:

- September 23rd 7:00pm – 8:30pm, Performing Arts Center
- September 23rd 9:30pm – 11:00pm, Performing Arts Center
- September 24th 7:00pm – 8:30pm, Performing Arts Center
- September 24th 9:30pm – 11:00pm, Performing Arts Center

- Elizabeth Ann S. Kelly (Equity & Inclusion Chair):

  **Liaising**

  - Along with the GSA president I have successfully worked with Financial Affairs on having the student fees due date delayed to October 14
  - Explored the possibility of joint events with the Gender and Sexuality Resource Center **Oversight**

- Oversaw the termination of the GSA treasurer for dereliction of duty

**Activity**

- First EI committee meeting is August 22nd
- Arranged a lecture series called Social Justice on Tap, first event will be held September 13th
  - Note for RGSOs, if you would like to co-sponsor one of these events it will count as your EI event, please contact me.
• Mitchell B. Torres (Programming Chair):

**Executive Summary:**

• Coordinated with Shanise Kent, Assistant Dean of The Graduate School, to arrange the Fall-2019 Graduate Resource Fair.

  o Friday, August 30, 2019
  o Campus Center Ballroom
  o 11:00 am to 1:00 pm
  o >20 offices and >200 incoming graduate students have RSVP’d in advance to attend.
  o Food and drinks catered.

• Annual fall semester GSA social planned. o Thursday August 29, 2019
  o CityBeerHall
  o 7:00pm to 9:30pm

  o Free food and drink tickets, no RSVP required.
• Assisting in the planning and execution of a speaker series.

  o Possibly September 5 first event.
  o STEM graduate students and applying for fellowships

**Liaising** – Shanise Kent of Graduate College regarding the annual fall semester graduate resource fair for incoming graduate students.

• GSA has unofficially transferred responsibility/ownership of our annual graduate orientation fair to the Graduate College.
• GSA Programming primarily assists now with co-sponsorship of event, partial payment of catering for event with Sodexo.

• Grants Chair (Rae D. Drach)

**Information Management**

• All grants-information documents maintained on the GSA share page
• All grants-tracking documents maintained on the GSA share page
• List of committee members maintained on GSA share page

**Financial Activity**
• Yearly budget for grants increased and has been incorporated starting with the Summer 2019 awards cycle
• Spring 2019 purchase requests processed (with the exception of 3 due to MyInvolvement reset)
• Grants Chair will process Summer 2019 purchase requests once MyInvolvement system has been reset

The meeting adjourned at approximately 7:00 pm.