



**Associated Student Government  
Graduate Student Congress  
Cabinet Retreat**

**16 June 2015  
Fayetteville,  
Arkansas**

Vision

To represent the common interests and voice of all students, the Associated Student Government provides an educational experience of shared governance in the University's decision and policy making process.

Purpose

The Graduate Student Congress exists to provide an institutional outlet for graduate students to voice their concerns. The GSC serves as the liaison between the graduate student body and other university entities that work with graduate students. A key mission of the GSC is to host social and professional development events for the entire graduate student body to create a sense of community on campus for graduate students.

The Graduate Student Congress composes half of the legislative branch of the Associated Student Government at the University of Arkansas and represents the voice of all graduate students.

- I. Call to Order at 8:34 AM
- II. Attendance--all present
  - A. Speaker Scout Johnson
  - B. Vice Speaker Madeleine Forrest
  - C. Secretary Mark Nabors
  - D. Treasurer Arley Ward
  - E. Rachel Spencer, Legislative Affairs Director
  - F. Eric Totten, Social Chair
  - G. Jade Newsome, External Relations Chair
  - H. Philip Gilley, Facilities Chair
  - I. Frankc Berlanga-Medina, Parliamentarian
  - J. Amanda Cantu, GSC Advisor
  - K. Rudy Trejo, ASG Advisor
  - L. Ms. Jody Preece, ASG Office Manager
- III. Discussion of Retreat Expectations (Speaker Johnson and ASG Advisor Trejo)
  - A. Speaker: Overview of the agenda.
  - B. Introductions

- C. ASG Adv.: In order to be successful, we need to plan, be intentional, and everyone needs to do their jobs to the best of their ability. Some expectations: we need to leave the retreat with plans for the year, a budget, and an understanding of what our jobs entail. Please ask questions at any point. Officers need to be seen as a resource for the rest of the organization to do their jobs effectively. The other expectation: We need to know how we all operate as leaders, so let's get to know one another well through our leadership styles. The third expectation: have fun. Camaraderie is really important.
- D. Speaker: This is a safe space in which you can say whatever you need. We want to hear everyone's honest opinion so we can make the best decision possible. Once we come to a decision, I would like to see us all support that decision. Questions?

#### IV. Office Discussion (ASG Advisor Trejo)

- A. You will still be splitting it with ASG FAO. GSC has three computers. It is a public space; make sure you're keeping the office maintained. If you are in need of office supplies, talk to Ms. Jody. Make sure you put office supply money in the budget.
- B. Social, Leg. Affairs, External Affairs, Facilities will need official email accounts. We should start with External Affairs and Leg. Affairs.
- C. The branch does have a laptop.
- D. Being in ASG gives you a myriad of resources. In the fall, you will all be given a resource binder so you have a better understanding of what's at your disposal.
- E. As an advisor, I am not here to babysit. I may be a little more hawkish vis-a-vis expenses to make sure something like the busing problem doesn't happen again. The officers will also be more intuned. I may be asking to see some more things.
- F. Spencer: If I could comment. I feel as if the implication is we did something wrong. We thought we were doing everything right--there was no malice.
- G. ASG Adv.: Yes, I understand that. It was an accident we definitely need to learn from.
- H. ASG Adv.: We also need to look at better relations with the rest of the organization--I know Scout and Tanner have both commented on this. I would always like to see more cooperation and better relationships. It is a big organization, and sometimes it is easier if GSC does its own thing. But don't be afraid to do cross-branch relationship-building. No one does what we do at the university; a much more united front is much more positive. Dr. Pugh is leaving, so from the divisional end, we will continue to operate as always. We anticipate being under an interim under they hire a new chancellor. I have an open door policy with the entire organization. My perspective is more holistic than branch-by-branch.

#### V. Budget (Ms. Jody and Trea. Ward)

- A. Trea: Ms. Jody and I are talking about the budget. We will get the final number today. We have discussed making a special budget line to approve money quickly. Eric and I have already begun setting a social calendar to make the process

smoothly. Anytime we spend anything, come to me. There is a hard and fast deadline of **10 business days** to get funding.

- B. Ms. Jody: First, I am going to go over some of the forms.
1. Anytime you spend money, I need one of these forms, a **Request to Purchase Form** (Form #1, yellow).
  2. As the budget evolves, I will know where to pull the money. Whoever is in charge of an event can turn in the paperwork to me. So we are going to further define the budget, which will be helpful to both you and me.
  3. At the bottom of the Form, there is a GSC block with a program/Senate Bill number. On the budget there are two-digit code. These budgets will be updated at least once a month. You will insert program cost, or the budget code. There will be a subdivision number, say for social committee. S1 may be the welcome party, e.g. Each event will have a number.
  4. **Appearance Agreement:** if you have an outside speaker (not faculty, staff, or a student), they have to complete an appearance agreement. It is mandated by legal counsel. There are also specific details about compensation, or lack of compensation. It's a protection for you and the person speaking. This form is attached to Form #1.
  5. Date Change/relocation: Just email me about the event.
  6. **Chartwells:** online. I will give each of you a sheet with blanket PO numbers. There will be a blanket for Chartwells, Printing, Facilities Management, etc.
    - a. Catertracks: sometimes there are problems. If so, contact me. You can make things happen how you want it, but it may take a phone call or in-person dialogue.
    - b. If they're catering, you can make the meetings work so they are effective for you. I have a good rapport with the staff on campus, so don't hesitate to call me.
    - c. Trea: There are certain vendors we work with a lot. The price Ms. Jody has is right; we get what we pay for.
    - d. Vice Speaker: Don't forget to ask the company first if they have worked with the university/ASG before. Most of the businesses, especially with food, understand the process.
    - e. Spencer: Ask for the manager.
    - f. Ms. Jody: Many local businesses have university rates.
    - g. ASG Adv.: For social chair, you may want to get your account set up on catertracks.
    - h. Vice Speaker: Use your personal log-in; you don't need an ASG log-in.
  7. **Travel Request:** These vary, but know that I need **15 business days**. I will just walk you through that process.
  8. **Trademarking:** When you're ordering something, if it has any logo other than the ASG logo, I must have a trademark form, as well as your artwork. I have to have it, even if we know it is an approved usable logo. You will just turn it in to me with the rest of your paperwork (Form 1).

9. There are resources that you can use so you don't have to contact me. We have lists of licensed vendors through athletics and student affairs. You cannot use them if they are not licensed with the university. Prices vary tremendously, so I would suggest you get two or three quotes.
10. Because you order so few items, you pay a much higher price. So you may think about ordering more of an item to be more cost effective and using the item for more than one event.
11. **Walmart Card:** Our cards are changing a little bit. Right now, we have a Walmart card you can check out. 2 cards: one with Cody in the ASG office and one for ASG internal stuff. 8:30-12:30 or 12:30-4:30. I do make exceptions for ASG for overnight for a specific reason, *as long as* it is returned by 8:30 the next morning.
12. Trea: Is it possible to get the form files emailed to us? Yes.
13. ASG Adv.: Right now we are working with blackboard to hold those documents. We are also updating the ASG website, so each branch head's designee will be responsible for uploading documents.

C. The Budget:

1. Line 86, social committee (negative balance) vs. Bill #2. So when you do social events, you need to determine what events are coming out of social budget and which are coming out of Bill #2, or unallocated funds.
2. Graduate School signage (line 88): those charges won't post until the end of June. So that will get spent rapidly.
3. FY16: based on what you did last year.
  - a. Speaker's salary, parking pass, etc. included.
  - b. Operating expenses.
  - c. Social committee: \$5800. I think you need to be a little more intentional about how you do these events, e.g. focus on an issue, hand out information, survey card, etc. This will be important to accomplishing your goals. Take advantage of every opportunity to educate, inform, ask, etc. I would like to you line-item things for your social budget (\$1 for welcome picnic, etc.). Put your calendar out at the beginning of the semester.
  - d. Trea.: We have already done that. We will have an education component with every event.
  - e. Ms. Jody: We do not have to spend legislative allocation money in March. We can spend it in November. If something is your passion, you need to be around to see it happen. By December, meet some definite goals. But when something isn't passed until March, you cannot see it through. And sometimes, money may not be spent if the details cannot be worked out by June 30.
  - f. ASG Adv.: The entire organization gets money from Programs Allocations Board (this year, 392,900). Every branch area gets a certain allocation based on Constitution. Then less 5% for emergencies. For actual programming budget, \$14,714. But in

addition, you can get \$10,000 from standing rules. You spend from there.

- g. Spencer: So it is better to know what we want now and we can spend directly from categories instead of writing a bill each time?
  - h. Ms. Jody: Yes. It is better to be intentional for the year, or at least the semester. After an event, leftover money goes back to unallocated.
  - i. ASG Adv.: You can only define the \$14,000 today, because the \$10,000 technically does not exist.
4. Trea: We are not doing a welcome picnic, so strike S1. We will do graduate appreciation lunches throughout instead of all in one week.
  5. Totten: Based on orders from last time, roughly speaking \$1600/semester for monthly graduate appreciation lunches. I was aiming everytime for 80-100 sandwiches. Totten: for the 8 events, we are looking at \$3200 total.
  6. Trea: I think we should put \$4400 for event. The Grad Student picnic, \$400. Just one picnic at the end of the year. We will also have a weekly coffee event.
  7. Totten: We were requested to host events at the International Student areas.
  8. Spencer: Last year's Hunting Ground event would not come from social budget--unallocated or the Speaker's line item. It was a great example of collaboration between many parties.
  9. Ms. Jody: There probably should not be unallocated events. You can have co-sponsor events line-items.
  10. Spencer: Business cards? Add a line-item for 2 boxes of business cards.
- D. National Trips:
1. Speaker: There is a leadership summit in Albany. We won't go to that event; let's delete that event, and take one more person to the national conference.
  2. Speaker: Fall LAD in Washington, D.C. Let's take 3: Spencer and two others.
  3. Trea: This is okay legally, yes? ASG Adv.: Yes, it's like Razorback Action.
  4. Cost for LAD: \$3200. Cut down to 2 people?
  5. Trea: In my opinion, LAD is better money spent than the national conference, from our constituents' point of view.
  6. Spencer: State LAD could cultivate a broader base of support. It would occur during the spring during the session. Going to the spring national LAD and the state would not be a strain on my schedule.
  7. Speaker: Let's not do the Fall LAD. \$2000 to the Spring LAD. Do we want to do the national conference?
  8. Gilley: I think we should send one person. I don't think we can afford 2.
  9. Speaker: So we would have to take \$1500 out of unallocated.
  10. Vice Speaker: For those who have gone, it is worth \$1500? Especially since we would probably send the Speaker?

11. Totten: If it's just networking...
12. Vice Speaker: Would it hurt us not going for a year?
13. Spencer: Is there a regional one? Yes, in the spring.
14. Trea: I don't think it would hurt us, because it moves around.
15. Speaker: The only thing it would hurt is we won't have anyone on the national board. It is nice to have someone on the national board.
16. Vice Speaker: You are on the board because you're regional chair.
17. Berlanga: If this is important to our identity (to be connected to the national org.), we should send someone.
18. \$1500 allocated.

E. Professional Development

1. Trea: We will be using another company for the etiquette mixer. The plan we are exploring now is TU used a private consultant--it was a continuous role play exercise. I don't think we need to increase the budget.
2. Totten: My goal was to find someone about grant writing or digitization within the university for the fall.
3. The mixer will be in the spring. \$1200 allocated. \$300 allocated for the speaker for campus.
4. Vice Speaker: Would you want to give the speaker an honorarium?
5. You can get someone whose job it is to talk about this sort of thing.

F. Totten: We will have family events in Sept. and Dec. Grad Student family picnic in Sept. Dec. 20 is ISS or SSP family event. There is also a family event with them in the spring. We will also have some things that are recruitment oriented. No money needs to be allocated for that.

G. Speaker: Rachel, how much will we need for Little Rock trip?

1. The cost is contingent on how many people we take to the event. I think there should be a speaker, training component, and then actual meetings. There may be an honorarium we will need to set aside. I am trying to envision the appropriate size.
2. Trea: Are you wanting volume? What if we did a training on campus? And some may be able to drive down for the day?
3. Berlanga: I have some experience with this. Spencer: I would love to talk with you more about that.
4. Spencer: I'm afraid if we did something where we didn't provide transportation, we would get little participation.
5. Spencer: I'm not comfortable naming a number.
6. ASG Adv.: This may be a good opportunity for an entire organization approach. Contact the Chief of Staff, Elizabeth Pitman, [asgcab1@uark.edu](mailto:asgcab1@uark.edu). I'm not sure we can pay a lobbyist. Our university lobbyist can do that for free.
7. Spencer: I say lobbyist, but I thought it would be cool to incorporate this into a professional development thing.
8. Trea: Not to introduce negativity, but we are really counting on the ASG Adv. to help us out. Last year's attempts at collaboration with ASG Cabinet were not productive.

9. Spencer: Our platform may be different from Razorback Action Group. It wasn't too beneficial to cooperate. Does Razorback Action have a budget?
10. ASG Adv.: Yes, they have an exec line-item.

## VI. Event Calendar for Year (Social Chair Totten)

- A. I have about 13 priorities: our mixers, monthly events, exploring the option of some sort of recreational thing (I think that's impossible now), bowling, professional development, work to help our public awareness efforts, volunteerism, potlucks, cross promotions for RSO events.
- B. The goal: Create an excel spreadsheet calendar to send to a committee; keep in a google docs/blackboard and have it constantly updated. Calendar will be sent out to everyone here.
- C. Fall events:
  1. International Grad Student Orientation, TA and Graduate Student orientation--we should have a presence there. Our mixer will be in Aug.
  2. Going into Sept: Have a coffee event every morning. On Wed the 2nd, SSP has a welcome event; on the 3rd, there is an international student event. Another SSP event on the 4th. Tues the 8th, an event for international students. I'm aiming for grad lunch on the 9th. Academic integrity week starts the 22nd-24th--take part in the panels.
  3. Oct: 2nd, a bowling night; 4th, campus cousins; 9th, professional development with a speaker; 23rd, another lunch.
  4. Vice Speaker: Rotating monthly happy hours.
  5. Nov.: 12th, grad lunch; 14th, volunteer day (Berlanga has contact info, Specer has volunteer info.); SSP on the 19th.
  6. Dec.: 2nd, lunch; family event will be the 20th.
- D. Speaker: 19th--Need cohort leaders and panelists for grad student orientation. On the 17th we will have TA orientation.
  1. We will need to set money for food at meetings.
  2. First meeting in August. We will also have our first meeting in Grad Ed. at 6; there will be a state of the GSC address. We would like to promote that meeting as a general grad student event.
  3. We will also need to decide when our executive meetings will be.  
**Tuesdays at 11:30 the week before regular meetings. The first meeting will be Tuesday the 8th.**
- E. Spring
  1. Jan.: international student week; mixer;
  2. Feb.: 12, the first grad lunch; bowling. Speakers will be at lunches from other graduate student groups.
  3. Mar: 9th, lunch; 16, professional development.
  4. April: 6, SSP event; 10th, Crystal Bridges event; 11th, lunch; Admission cookout event on 30th (?).
  5. May: 2nd, lunch; 7th, the cookout.
  6. Speaker: Instead of 2 bowling events, can we do one billiards event?
  7. Trea: On the grad lunch the 2nd of May--let's not do the grad lunch. Budget will need to be adjusted.

8. GSC Adv.: tomorrow at 8:30, international education week planning event. Totten will be there.

F. All-ASG retreat: Sunday, Sept. 20th. Jace and Elizabeth are planning that.

G. Speaker: Get your contacts to Eric if you volunteered them.

VII. External Relations and Marketing (External Affairs and Marketing Chair Newsome)

A. My main goal: Improving our visibility on campus and in our community. I'm open to your suggestions.

B. It is hard to find us online except through facebook. The actual link to us on the Grad School website is not correct.

C. GSC Adv.: We are redesigning the website now. The new link will be correct.

D. Newsome: Make us more accessible online. Secondly, scheduled tweets/posts/etc. Since we are defining our event calendar ahead of time, I would like to schedule social media announcements. Hootsuite.com--merges several platforms. Share with ASG secretary.

E. Speaker: Would it be worth our time to meet with Dr. Corrigan? Yes.

F. Newsome: Next, share with newswire. A good resource. Things have to be submitted 30 days in advance.

G. ASG Adv.: preferably the month before. That's how the division is operating.

H. Newsome: We have something on the ASG website. Our own website?

I. Speaker: The ASG website is being redesigned. At this time, we will continue forward with that. We will maintain the Facebook, Twitter, Instagram, etc. separately.

J. Newsome: Event photos are dated on the ASG website.

K. Speaker: Once Tyler gets the new website up and running, we will be responsible for managing that.

L. Newsome: An event idea: An Earth Day or Arbor Day event. Participating in that (perhaps through planting a tree), it will increase our visibility. We can also have an ad through athletics.

M. General goals: More interdisciplinary events with different RSO groups, different departments, etc.

N. Totten: We are trying to get a list of RSOs on campus. ASG Adv.: See [osa.uark.edu](http://osa.uark.edu). We have hard copies of RSO lists. Totten: there is an international student listserve. I'll send you that information.

O. Speaker: Get in touch with ASG VP Morgan Farmer.

P. Trea: When we use Dr. Koski's listserve, it is best if Eric emails Koski so all questions will be directed to Eric.

Q. Speaker: Whoever has the GSC email will send it. So it may come from Newsome until we have an account for Totten.

VIII. Legislative Affairs and Advocacy (Legislative Affairs Director Spencer)

A. We have already discussed this some. This position is new after the regional conference we hosted. We had already done this work, but not so organized.

B. Goal 1: Where do we fit into the ecology of the university in terms of advocacy? What is our narrative?

- C. Goal 2: Develop our policy platform? What issues are important for us? Dr. Corrigan is interested in helping us develop a platform. ASUM in MO, e.g., has four big issues they are working on: state legislative allocations for education (this will also be important for us this year, as well), landlord-tenant relations, STEM education support initiative, student voting curator on the Board of Trustees. This is just an example of how we can focus our policy efforts. Once we know our boundaries and what we can do, we should communicate about it because we are spending money on it and students working in policy is an exciting thing.
  - D. Goal 3: Planning legislative action day focused on state level policy in the spring. You can have so much more of an influence at the state level. Questions and feedback are always welcome.
  - E. ASG Adv.: You have much more of an impact at the state level and local level.
  - F. Spencer: I didn't mention this, but I think there are other groups in AR that are doing this. I think have state cooperation around these topics would be good.
  - G. Speaker: Something you might consider doing is coming up with a set of questions for the grad student survey for the fall.
  - H. Vice Speaker: I'll email the questions out to the Cabinet. Could I have questions by the end of June? Instead of adding questions to the document, reply to me with your questions.
  - I. Spencer: multiple choice as opposed to open-ended? Yes.
  - J. VS: I would also ask you to be as specific as possible. Will be sent out tomorrow. We don't have a policy section, so send me five questions.
  - K. Spencer: I am creating a spreadsheet with contacts. The more details about a person the better; this is the informal side of advocacy.
- IX. Speaker: other questions before lunch? VS: Can we clearly structure who is sending emails, who is cc'd, etc.? It would be easier if one person would deal with Koski. We need to streamline it. Someone should be cc'd on all official emails.
- A. Spencer: And keeping track of emails is incredibly important.
  - B. VS: external and internal.
  - C. Speaker: Anything sent to GSC as a whole will be sent to Sec, cc'ing the original person.
  - D. ASG Adv.: Sec should bcc instead of "to."
  - E. Berlanga: In other orgs, sec. does in-house, and external goes through marketing or external relations.
  - F. ASG Adv.: In the past we have tried a weekly email. But since there is so much pre-planning, this may be possible.
  - G. Speaker: We could also shoot for a Monday/Thursday, with deadlines at 5 PM on Sunday/Wed.
  - H. External: Dean Koski, Amanda, Press relations.
  - I. Totten: That list I sent out had a list of other graduate groups to keep informed.
  - J. Speaker: It is much more difficult to have a hard and fast rule. We can say that anything going to Koski's listserve should go to Amanda.
  - K. Speaker: Official external relations emails should go to the 4 execs, and then sent on to Amanda or whomever.

- L. ASG Adv.: I would ask that you would cc Ms. Jody (jodyp@uark.edu) and me.  
Speaker: And we will add you to the Grad School listserv.
- X. Break for Lunch
- XI. Faculty and Administration Discussion (Skinner, Director of Student Activities)
- A. Purpose
    1. Gain an understanding of policies and procedures affecting GSC.
    2. The importance of communication within the organization.
  - B. Viewpoint Neutrality Concepts
    1. Ensuring there is no bias toward any particular viewpoint.
    2. Stay as neutral as possible; be open to other views.
    3. Spencer: remember we are representing a constituency.
    4. Ward: Would we still bring speakers that are on one side of the political spectrum?
    5. We try to bring in speakers that will not only speak about politics. You can take a stand; you just have to make sure you are hearing all sides.
    6. Speaker: was the Clinton rally just not paid for with student fees? That's correct; no state monies, but through the RSO and state party.
    7. Newsome: Do some political RSOs not spend state monies? It depends. They also fundraise.
    8. RSOs are a sticky world. We have some control, but they also have independence. They are only loosely affiliated with the university.
    9. Principles for any allocation:
  - C. State Law--HB 1187
    1. Public funds
    2. Public servant
    3. It is unlawful for public funds to support or oppose a ballot measure.
    4. Sec: Sometimes we are an RSO, and other times we are a gov't.
    5. Speaker: It depends on whether we are spending money.
    6. Sometimes you have just ruffled the wrong feathers.
  - D. Case Law
    1. *University of Wisconsin v. Southworth* (2000)
    2. *Bowman v. White* (2006)
    3. *Christian Legal Society v. Martinez* (2010)
  - E. Questions?
    1. John Murry teaches higher ed. law.
    2. Suggestions for further reading? Case law.
    3. Trea: Have you ever considered compiling a best practices document? We are beginning to do some of those things.
    4. Berlanga: language is incredibly important.
- XII. Facilities (Facilities Chair Gilley)
- A. First big project: In the graduate lounge, we will have a wall of speakers. I think the Grad School will pay for a lot of it. There will be a dedication of some sort.
  - B. Still looking at the survey.

- C. Eddie is passionate about office space.
- D. Also looking for someone to spearhead our efforts around parking.
- E. We still need a plaque for the digital signage. We generally go through Creative Awards for plaques.
- F. Trea: Mullins printer this year? Yes.
- G. Gilley: I need to find out more about the donated hotel.

### XIII. Finance (Trea. Ward)

- A. Travel Grants. Lifting rules from other universities to allocate a portion of our budget to directly aide graduate students.
- B. ASG Adv.: Some more details.
- C. At TU, we were a funder of last resort, and only for travel to get to a conference. You would tier the candidates.
- D. Speaker: To clarify, if we are the funder of last resort, should they not go through the graduate school first? Yes.
- E. ASG Adv.: Just to pay for travel? Yes. We might be able to look at per diem. ASG Adv.: From the ASG end, we only pay registration fees only. That's a standing rule--not a university policy. So preferably this needs to go in the constitution with strict policies. Ms. Jody: I think Karen Moss would be a good resource. Trea: We know there's not a lot of money now; part of this is showing that we are good stewards. We are just trying to lay the groundwork. Ms. Jody: We would also have to look at F1 status or international status. Trea: This is part of the reason we want to piggyback off of Central AR and AR-LR; they are dealing with the same legal framework.
- F. Trea: Research grants are too complicated.
- G. I hope we can also look at our own fundraising.
- H. Speaker: While writing the bill, we will need a bill for \$10k legislative appropriations by the end of the summer. Nobody should be taking forms to Ms. Jody unless approved by Arley first for clarity's sake.

### XIV. Support Roles (Exec.)

- A. Get our committee assignments process begun: Facilities, Finance, Policies and Procedures, and Grad Student Life.
  1. Facilities: 10 members.
  2. Finance: 4 members.
  3. Policies and Procedures: 10 members.
  4. Grad Student Life: 14 members.
- B. Trea.: I will be available to answer funding questions.
- C. Speaker: The committee must meet at least one time per month. I kept in contact with all the committee chairs.
- D. VS: And we have 2 vacancies I should announce, yes? Grad Student Life and Policies & Procedures.
- E. Sec: Any communication. Deadline for announcements Sunday at 8 PM. (Hard deadline for chairs at 11 PM).
- F. Spencer: Hooking conversations up with other parties would be helpful.

- G. Trea: If you're interested in what others are doing throughout the region, I can connect you.
  - H. Sec.: Any legislation to be considered for that month will be due the first of the month at 5 PM.
  - I. Speaker: I am not writing legislation. Legislation should come from members. In cases where I want to voice my opinion, Madeleine will take over the meeting. I will be working with Tanner this year to work on the GSC Rights Act. The language will be more palatable to all. Outside of that, legislation will come from committees.
  - J. VS: Will there be a legislative overview at the retreat?
  - K. Spencer: The first bill on parking was reactive, and not proactive. Even if we had a word template. Sec should create a template.
  - L. VS: We can also include a collaboration or brainstorm time at the end of our meetings.
  - M. Speaker: Jace and I have talked about liaisons.
  - N. Speaker: other possible legislation: open access resolution. Supports that research is available to the public for free. The average university spends \$10M each year. MO and NAGPS passed a bill. Gilley and Spencer will tackle this.
  - O. Depending on this evening, we may need a resolution in support of the nondiscrimination ordinance. Since the special election is Sept. 8, this would require a special session.
  - P. We also need someone to go through Standing Rules. In particular, defining quorum for general meetings and executive meetings. I would like to have this by the retreat.
  - Q. ASG Adv.: I would also like to see the \$10k allocation go to referendum.
  - R. Speaker: At the first meeting, we will swear in the new folks, have a speech, and do a little bit of business. We will need more food than normal; we will need a guest list of people we want to invite. Invitations should be sent out no later than the first day of classes, Aug. 24. Inauguration is Sept 16.
    - 1. We will want to invite Exec, Jace, Chief of Staff, Cabinet, Senate, Admin., etc.
    - 2. For food, let's do something modified--cake, cookies, punch, cheese platter, etc.
    - 3. Celebration, Reception, Business
- XV. Group Goals, Tentatives Summer Objectives
- A. One representative should look into the following issues:
    - 1. Grad hunger--1 person from grad student life.
    - 2. Vacancy appointments--1 person on P&P
    - 3. Outreach/Liaisons--Eric Totten
    - 4. Child Care and liaison with parenting group--1 person from Grad Student Life
    - 5. Approach Admin. about a uark page for Housing/RideShare with student access--1 person from Facilities
    - 6. Office Hours/Staffing--1 person from P&P
  - B. General (asking for volunteers from Body):

1. Inclement Weather
2. Veterans' Affairs
3. Civil Rights
4. Grad Printing Quota

C. **Committee Responsibilities**

1. Family leave--Grad Student life
2. Parking--Facilities
3. Transit routes amended to go with later parking hours--Facilities
4. Carpool incentives--grad life
5. Internet--Facilities
6. Alumni Network--Grad life
7. Recruiting/Retaining/ undergrad to grad at U of A-- Grad life

D. **Top Priorities** (in order of descending importance)

1. Travel Funding
2. Housing
3. Stipends
4. Office Space
5. Legislative Advocacy
6. Community Outreach
7. Fundraising

E. **Travel Funding**

1. Success = We have a process in place to begin accepting applications in FY17.
2. Look at in-state schools and peer institutions

F. **Housing**

1. Success = Research and relevant data compiled for administrators; a fully formulated, publishable white paper to present to Housing and our constituents. What other universities have; template language for bills; other SEC and NAGPS schools; look at Top 50 Research Institutions. Educate Grad Student body.

G. **Stipends**

1. Success = Research and relevant data compiled for admin.; a fully formulated, publishable white paper to present to Admin. and our constituents. What other universities have; template language for bills; other SEC and NAGPS schools; look at Top 50 Research Institutions. Educate Grad Student body.

H. **Office Space**

1. Success = Research and relevant data compiled for admin.; a fully formulated, publishable white paper to present to Admin. and our constituents. What other universities have; template language for bills; other SEC and NAGPS schools; look at Top 50 Research Institutions. Educate Grad Student body.

I. **Legislative Advocacy**

1. Success = At the end of the year, we have a platform and one-page leave-behinds for each major area that we can present to constituency and legislators, as well as on our website.
2. Success = Having a LAD in Little Rock.
3. Success = Working with and reaching out to other state schools. State summit?

**J. Community Outreach**

1. Success = reaching out to other state schools.
2. Success = having a story run that GSC sponsored a volunteer event.
3. Success = cosponsorship of a community event with two org. we haven't worked with (ISS or ASG does not count; should be grad student focused); community partners.
4. Success = identifying levels of community and reaching out to organizations within those communities.
5. Success = College caucus meets with Dean once per semester.

**K. Fundraising/Development**

1. Success = identify three potential revenue streams.
2. Success = a list of GSC alums.
3. Success = explore legality and how money would be collected and managed.

- L. All-ASG: we need to be aware that we are part of a larger organizational structure, so we should be reaching out to the org. everyday.

- XVI. Announcements  
XVII. Adjourn at 5:00 PM