

C) Treasurer – Hannah Aziz (haziz@tulane.edu)

- 1) Jennifer bought us a new computer
- 2) Discretionary money **any leftover money in any accounts could be awarded to some other parts of the budget or used to fund some events at the discretion of the eboard or with some vote. Any leftover money at the end of the fiscal year is not rolled into next year but goes to an emergency fund.**
- 3) Digital vote **there have been times where we want to try to do things, but when we don't meet there's no way of doing that. So, can we potentially do an email vote. Will have to be a constitutional edit. Suggestion to be through a polling site, non-double voting or a clicker system.**
- 4) Financial officer **it took Hannah a long time to put together the information about the budgets from this and past years. It would be great if someone would volunteer to help Hannah. Please do that because it's nice and you can be trained to be treasurer next year.**
- 5) Projected Budget **please send them by next meeting so that the budget committee can look at them in January and we can look at them in the January meeting. Anything that has not been approved yet. Wait until the January meeting to ask for any more events.**
- 6) Norms (powerpoint and excel sheet) **See powerpoint and excel that I have sent in an email. Take 1% of the whole budget → taking from misc. office supplies. Motion to move that 1%. Seconded. 1 Abstain. Rest in favor. Hannah looked for patterns in the last 3 years to give us an idea where we would be at (may be wrong). Overall, we're in the red, so that's bad. Where can we cut down? In the law summit etc. Budget committee norms: only request events for the semester we're in, only fund biweekly events (no weekly events), hard cap events to \$10/head and soft cap to \$7/head (if over, they must present a justification), projected budgets = good, only for this school year and then be revisited. Are small regular events the type of thing we want to be spending money on? This is just adding more redundant work because we're supposed to come to assembly meetings to justify the events. Can we move to price per student per semester instead of per event? But it is hard to do this because the needs vary over year. Can we create a specialized cap for each month? For future meetings can we see what the actual turnout was for each event so that we can hold people accountable. The raising hands voting might be doing something (ask the psych people). So a digital vote maybe? Motion to end discussion. Seconded. All approved. **Norms do not need to be formally adopted so no vote was taken. Thus this was just a discussion to see if it was something the assembly wanted to use as a guide for this year only.****
- 7) Trivia for next semester: requesting \$3000 (\$1000 each) dates: 1/30 3/12 4/16 we had about 80 people coming to the first one and 51 people came to the second one (between \$12 and \$19 per person)

- 8) Crawfish boil spring 2020: requesting \$16,000. Last year about 300 people came (about \$53/person) **we can try to get emergency funds for this event (\$1000 or \$2000). Should we only have 2 trivia instead of 3? Motion to approve both events with taking \$2000 from the emergency funds. Second. Discussion ensued. Move to amend to split the motion into two – one for the crawfish boil and one for trivia. Seconded. 17 opposed. No abstains. 19 approve therefore passes. The point of splitting the motion was so that people could vote no for one and yes for the other. Motion for Crawfish boil with taking \$2000 out of emergency funds. One opposed. 4 abstain. Rest approve. Motion for \$3000 for trivia. 2 opposed. One abstain. Rest in favor.**
- 9) 3 Minute thesis Honoraria – \$500 **Motion to limit debate to three minutes. Seconded. 2 opposed. Rest in favor. That's the normal amount that we normally fund. People from other schools participate and may win and we pay the honoraria. But we are trying to encourage graduate students to participate. Motion to approve. Second. 3 abstain. No opposed. Rest approve.**
- 10) Currently we have **\$31,872.55** in the bank for events.
- 11) We have **\$6,193.52** for speakers.
- 12) Thus, **\$38,066.07** total.
- 13) Event Requests

Department	Event Title	Date	Amount Requested	Expense	Expected Attendance	Per person
History – GSSA	Breakfast for Deadlines	11/15/2019	60	2 gallons of coffee (PJ's) and 3 boxes of Entemann's donuts (Rouses)	20 grad students	\$3.00
Cell & Molecular Biology - GSSA	CMB-ATCG Business meeting	12/6/2019	150	Pizza and non-alcoholic beverages	12-15 graduate students	\$10- \$12.5
They go off campus. They have 2 events per semester. Motion to approve. Seconded. Approved. One opposed.						
French & Italian - GSSA	ADEEFF monthly meeting, December	12/4/2019	91	Chinese Food	13	\$7.00
Motion to approve. Seconded. No opposed one abstain rest approved.						
		Total w/ events under \$250	\$241.00			
City, Culture, & Community - GSSA	7th Annual CCC Symposium-- "Voices"	3/6/2020	250	Regular and Decaffeinated Hot coffee, Iced Coffee, creamer,	50	\$5.00

				sugar, sweetener (PJs); Assorted pastries (Costco); Event Fliers (Office Depot)		
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All schools and New Orleans community come out. It's the only event they do. They get funding from many places.

Anthropology - GSSA	Anthropology Spring Picnic	4/18/2020	491.37	Chicken, mac and cheese, salad, fruit, lemonade, iced tea, soda (Raising Canes & Rouse's)	75 total grad students, grad +1s, staff, faculty, and faculty family members all encouraged to attend	\$6.55
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Very end of next semester. Funded one monthly meeting. No other events for the school year.

Mathematics - GSSA	Math For All in NOLA Poster Session	3/6/2020	631	Food for poster session, either from Olive Blue or Martins Wine Cellar	75 - Graduate students, Undergraduate Students, and Faculty members of Tulane and other New Orleans Universities	\$8.41
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2 day conference for schools around nola. Foster inclusivity and diversity. 3 research speakers and 2 on math education diversity speakers. Everyone in GSSA can come. Get funding from lots of places. This is the first year they are doing it.

		Total w/ events over \$250	\$1,613.37			
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Motion to approve as a slate. Second. All in favor. Motion to approve slate. Second. All in favor.

Itemized budget for CCC "Voices" Symposium

Department	Event Title	Date	Amount Requested	Expense	Expected Attendance	Per Person
CCC	7th Annual CCC Symposium- "Voices"	3/6/20	\$100	Regular and Decaffeinated Hot coffee, Iced Coffee, creamer, sugar, sweetener (PJs);	50	\$2
			\$50	Assorted Pastries (Costco)	50	\$1

			\$100	Advertising materials (Office Depot)		
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Itemized budget for Anthropology Spring Picnic

Anthropology Spring Picnic Budget					
Date: April 18, 2020					
Expected attendance = 75					
Location: Butterfly Park (the Fly)					
Item	Place of purchase	Price	Quantity	Total	Price per person
Chicken (100 pieces per tray)	Raising Canes	87.49	2	\$174.98	\$2.33
Lemonade	Raising Canes	8.99	1	\$ 8.99	\$ 0.12
Iced tea	Raising Canes	4.99	2	\$ 9.98	\$ 0.13
Mac and cheese tray	Rouses	39.99	2	\$ 79.98	\$ 1.07
Green Salad	Rouses	29.99	2	\$ 59.98	\$ 0.80
Meat and cheese tray	Rouses	44.99	2	\$ 89.98	\$ 1.20
Fruit bowl	Rouses	\$4.79	2	\$ 9.58	\$ 0.13
Paper plates, cups, forks, cups and napkins	Rouses	\$20.00	1	\$ 20.00	\$ 0.27
2L bottles of Soda	Rouses	\$2.99	6	\$ 17.94	\$ 0.24

Large bags of Ice	Gas station	\$4.99	4	\$ 19.96	\$ 0.27
Total				\$491.37	\$ 6.55
*Members of the Anthropology department will provide dessert, tables, chairs, pop-up tents, and coolers to use for the event					

Itemized budget(s) for Math Conference (if need to order from Olive Blue):

Friday Poster Session					
Housemade Mini Muffaletta Sandwiches	2	per mini sandwich		50	100
Turkey, Havarti and Dill Cream Cheese Mini Pinwheel Sandwiches	1.8	per mini sandwich		50	90
Marinated Cucumbers, Mint and Cream Cheese Finger Sandwiches	1.8	per mini sandwich		50	90
domestic cheese with crackers	2.75	per person		50	137.5
<i>Fresh Vegetables with Ranch Dip Display</i>	2	per person		50	100
bottled water	1.5	per person		75	112.5
<i>total</i>					630

(if need to order from Martin's Wine Cellar):

A	B	C	D	E	F
Full Catering menu can be found here:	https://martinwine.com/wp-content/uploads/2019/02/CateringMenu_Feb2019.pdf				
Total Cost:	631				
Name/Description	Cost	Serves:			
Napa PinWheels: Garden vegetable cream cheese, turkey, fresh spinach and bacon	57	50			
Vegetarian PinWheels: Roasted seasonal vegetables with portobello mushrooms, shredded carrots, fresh spinach and hummus	55	50			
(GF) Hummus Platter: A combo of sun-dried tomato and Feta; Kalamata olive & roasted red pepper hummus with three bread bowls and a large bag of pita chips (x2)	120	60			
Domestic Cheese Tray: A selection of domestic cheeses, cut into bite size pieces for easy pick up garnished with seasonal fresh fruit and crackers. (X2)	140	70			
Boudin Balls: Fried crispy and served with Creole mustard	25	25			
Falafel: Fried crispy and served with Tzatziki sauce	35	25			
Caprese Skewers: A simple skewer packed with cherry tomatoes, pesto marinated Mozzarella cheese and Kalamata olives	45	25			
Sensational finger sandwiches: smoked turkey with chutney mayo, roast beef with horse radish, ham with creole honey mustard	87	100			
cucumber and dill sandwich	27	50			
Drinks	40	75			
2 liter sodas, assorted @ 2 dollars each					

14) Speaker Request

Department	Speaker Full Legal Name	Event Start Date	Honorarium	Travel	Lodging	Total
Math	Candice Price	3/6/2020	200	500	170	870
	For their conference that we just funded. Never requested a speaker before					
CCC	Kevin E. Quashie	3/6/2020	200	500	170	870
	No money requested for this year. They have made other cuts to their event to have this.					
Art History	Richard Kenneth Emmerson	2/27/2020	200	150	170	520
	Happens every year. They talk to the grad students about the state of the field.				Total	2260

Motion to slate. Second. Approved. Motion to vote on slate. Seconded. All in favor.

D) Secretary – Amanda Reusch (areusch@tulane.edu)

- 1) Secretary election **I was elected starting last year's spring semester and then again for the fall semester. In that strange transition, we realized that it is nice to have one person on the eboard have their election offset of the others so that we have one person who knows what to do as we transition. Therefore, we would like to have secretary elections at the end of this semester for the spring (this will eventually be written into the constitution). If you are interested, please contact me and I can give you a rundown of the job (But also, I'll still do it if no one wants to).**
- 2) **I have started and will continue to send passive aggressive emails if your department is not showing up to meetings. This means if you have**

2 reps, you need 2 reps at meetings. If one is consistently missing, I will be sending you emails.

V) New Business

A) Reports from GAPSA senators **nothing big.**

B) Reports from SLA Graduate Studies committee reps **approved syllabi. Nothing else big.**

C) English Constitution Presentation **Will be sent in email, but they are coming back into good standing (woo!). They are mostly all 4+1 students so this is a way of rallying them all together.**

VI) Old Business

VII) Announcements

VIII) Adjournment **9:05pm**