

**Graduate Students Association  
Cabinet Meeting Minutes  
October 10, 2007 6:00 PM**

**Members Present: Nurit Katz (President), Sara Lohman (Director of Melnitz Movies), Pearl Ly (Director of Community Service), Sarah Ostendorf (Director of Communications), Eunie Kim (Legislative Liaison and Researcher), Nanthia Suthana (Director of Publications), Oiyen Poon (Director of Campus Organizing), Nisha Mehling (Director of Graduate Student Events), Heather Wozniak (Webmaster), Jerry Mann (ASUCLA Rep), KC Souza (Staff), Shazrae Mian (Staff), Ramona Sabbaghian (Staff)**

**A. Call to Order 5:50 PM**

**B. Cabinet Report, Sara Lohman, Director of Melnitz Movies**

- a. Sara reported that she is doing a film series called Meaningful Media with a student organization on campus that supports and promotes filmmaking with social issues. They want to make sure those with a good film are able to reach out and promote their film. She wants to make an event out of a good movie to promote good causes. The first event is for *War Dance*, a documentary about children in Uganda in refugee camps; it's on October 23<sup>rd</sup> at 7:30. She is working to get drummers and dancers to play outside the theater for this showing. They have had pretty good turnouts for the films so far which she is very happy about. She finished by giving an update on future events coming up and what movies are playing, which include *Gone Baby Gone*, Ben Affleck's directorial debut.

- C. After Sara's report, after more people had arrived after the early start, everyone introduced themselves to the rest of the cabinet. Everyone also had a chance to look at the contact sheet and make any necessary updates.

**D. Cabinet Report, Heather Wozniak, Webmaster**

- a. Heather first talked about the new Web Guide that was made this year; she hopes it will help all future questions and problems that arise. She wants to make sure all public communication that we have flows together, so people don't get confused and our events and causes get advertised properly. They are going to try to funnel a lot of information through Sarah first, and she can decide how to spread messages.
- b. She first talked about email accounts; everyone should be set up by now. It is very important to check this account on a regular basis because those addresses are advertised in a lot of places. Also make sure to keep up with deleting the spam and keeping your inbox cleaned out; it can get full very quickly and there's no warning. If you have problems with your email, let Heather or Jared Fox know.
- c. The listservs and mailing lists are also important tools; we have a lot that we use. Make sure to send emails out so people know what is going on. In terms of the campus mailing address, these are the kinds of things we want Sarah to look at before sending them out so she can make sure it's okay.
- d. Heather talked about the different components of the website. First she talked about the proper form for URLs to use in emails and other messages. She mentioned to refer visitors to the main page of the section you are speaking of in case pages change or something else changes. The front page news is important to make sure our events are known about. Also, the web guide has instructions on how to use the calendar; make sure to keep that updated with all of your events and deadlines. She mentioned the photo gallery as well, and that we should keep it updated with all of the events that go on this year.
- e. She also mentioned the reservation system and how we can use it more and better this year. We can make RSVP forms or reservation forms online, which we can use for the events to get a general head count. If you plan on using this tool a lot, talk to Heather about learning how to do it yourself, otherwise just send a request to Heather to do it. You can use the same tool for surveys, if for any reason you need to ask people their opinions.
- f. If you are new, become very familiar with the website and explore a little; it will really help you out!

**E. Cabinet Report, Sarah Ostendorf, Director of Communications**

- a. She gave her report as a supplement to Heather's; they have been working together to do communication goals for this year. She also wants to meet with everyone on cabinet to see what their communication goals are for this year. She wants to make it as easy as possible to communicate for everyone. We have a new logo this year, but we forgot to include UCLA in the logo so we will be voting on where to include that.
- b. In general, she wants to know what everyone needs and how best to provide that. She will be contacting everyone to find that out. She is also working to do a monthly digest email to keep everyone updated on what everyone else is doing. She also wants to make an 'officer only' section. Let her know if you need to change anything or if something is not working.
- c. She emphasized that everyone use the website; it's a great resource! There is so much new stuff there. She wants to push the main GSA listserv this year.

**F. Cabinet Report, Nanthia Suthana, Director of Publications**

- a. Nanthia mentioned that she is getting all the new contact information for the journals. The deadline is now December 17 this year for publications applications. This way, the journals will have more time to spend the money once it's allocated. She might make a second deadline now that she knows there is more money available.
- b. She also talked for a bit about what types of journals are being printed right now. She mentioned that there is a funding orientation that is coming soon, and there will be a workshop on how groups can get funding to have an online component of their journal.

**G. Cabinet Report, Oiyen Poon, Director of Campus Organizing**

- a. Oiyen did her report in conjunction with Monica's report. There are a lot of UCLA representatives in UCSA this year, which is very good for us. Oiyen is now the president of UCSA, which is a big undertaking for her. It is going well; she updated us on some things. She presents at every regent's meeting, of which there are three at UCLA this year.
- b. The staff is working to tally up the number of voter registration cards that are coming in. Voter registration is ongoing for the entire year; and elections are in February. If there are any events that would be good to register voters at, let them know so they can come get more people to register. The idea of a Rock The Vote event was brought up, and there was great interest in that.
- c. There are three regents meetings coming up, the first one being in November. The chancellor supports holding a reception for the regents, which will probably happen. She will have more updates on this later. The student regent is a UCLA graduate student this year; she explained a little bit of how he was selected.
- d. President Dienes resigned so Oiyen is chairing Student Advisory Committee for the President Search. Individuals can help out by visiting this website: [ucstudents.blogspot.com](http://ucstudents.blogspot.com)
- e. Students of Color Conference will take place at Santa Cruz from November 9 – 11, 2007.
- f. Next Board of Directors meeting for UCSAC will be August 19, 2007. It is an open meeting, so everyone is welcome to drop by.

**H. Cabinet Report, Eunice Kim, Legislative Liaison and Researcher**

- a. At the UCSA conference this year, the undergraduate campaign was regarding CA Dream Act which is on the governor's desk right now.
- b. There is an initiative right now which will be on the February ballot, which would change the lifetime term limits in California. California is one of only six states which have term limits. The change will allow people members to stay in office longer and develop expertise.
- c. Oiyen added that tuitions are increasing because state has a serious budget problem in terms of tax revenue. One of the options on the table right now is to cut entirely funding for UC system and make it private. Greenlining institute has approached us to work together on passing a Millionaire's Tax, similar to the one passed for mental health. This will stop fee hikes and help fully fund educational institutes. This should be on the November 8, 2008 ballot.

**I. Cabinet Report, Pearl Ly, Director of Community Service**

- a. To continue from last year, I want to plan one big event per quarter. Some events in mind include Holiday Drive, Food Drive for Thanksgiving, Book Drive on campus. I hope to encourage CSP groups and communicate through the listservs more effectively.

**J. Cabinet Report, Nisha Mehling, Director of Graduate Events**

- a. The goal right now is to have three to four events per quarter including a possible movie night with a GRAD-Bar afterwards. Nurit added that UCLA Recreation is supportive of graduate events, and they have an outdoor screen which could support an outdoor movie night. Nisha hopes to open up events this year to graduate students with families by holding picnics and other day time events.
- b. Nisha asked if there was an existing committee for event decorations. Nurit suggested that she recruit students via events listserv.

**K. Meeting adjourned 7:30 pm**