**GRADUATE STUDENTS ASSOCIATION**

**University of California, Los Angeles**

**316 Kerckhoff Hall**

**308 Westwood Boulevard**

**Los Angeles, CA 90077**

**T 310.206.8512**

**F 310.267.2545**

**staff@gsa.asucla.ucla.edu**

**GSA Cabinet**

**Meeting Minutes**

**[x]  Regular Meeting** **[ ]  Special Meeting**

**September 12 , 2016 5:30PM**

**Jim Rowe Memorial Conference Room**

1. **Call to Order**

Meeting is called to order at 5:30PM by Michael Skiles.

|  |  |
| --- | --- |
| **Members Present** | Michael Skiles, President; Ioan Istrate, VP of Internal Affairs; Andres Schneider, VP of External Affairs; Tess Armstrong ,VP of Academic Affairs; Alexander Fung, Director of Communications; Jessica Ong, Co-Director of Graduate Events; Kamal Singhrao, Co-Director of Graduate Events; Paul Kurek, Director of Melnitz Movies; Shane Malott, Co- Director of Graduate Sustainability Resource Center , Parshan Khosravi, Director of Discretionary Funds;  |
| **Members Absent** | Akhil Modi, Co- Director of Sustainability Resource Center, Stacey Meeker, Director of Publications;  |
| **Staff Members Present** | Patricia Zimmerman, Student Government Services Division Manager  |
| **Others Present** |   |

Quorum is present

1. **Presentation** **and Discussion**, *Introductions*
* Shane Malott: I am the Co- Director of Sustainability Resource Center, and am looking forward to a productive cabinet.
* Andres Schneider: I am happy to be returning to VP External.
* Patricia Zimmerman: I am the manager of the Student Government Services Division. Today I am here for support with coordination your officer and director photos, and will be here to provide office access to those who need it.
* Parshan Khosravi: I am the director of Discretionary fund and UC liaison.
* Michael Skiles: I am a fifth year in Philosophy program.
* Paul Kurek: I am the head of Melnitz Movies.
* Tess Armstrong: I am the VP Academic Affairs.
* Ioan Istrate: I am looking forward to working with you as VP Internal and presiding over forum.
* Kamal Singhrao: I am the co- Director of Events.
1. **Motions to be voted on**

Michael Skiles: The first motion is to authorize the expenditure from our Cabinet discretionary for special projects as the budget allows in order to send the name plaques into whatever trophy shop Patty chooses to update the names to reflect the last several years of officers. Is there a second?

Motion seconded.

Motion carries unanimously.

* Michael Skiles: Motion to spend 80 dollars for this upcoming orientation week, from either cabinet discretionary or outside advertising funds, as SGA dictates?

Second.

Motion passes unanimously.

* Michael Skiles: We will have the Director of Events outline their anticipated expenditures which we will vote to approve.
* Kamal Singhrao: My motion is to spend 4,500 on food for ASUCLA catering for the Orientation. Do I have a second?

Second.

* Michael Skiles: Now we move to a vote, all in favor?

Vote carries unanimously; motion approved.

* Michael Skiles: Further events?
* Jessica Ong: October 13th is our next Grad Bar, we have the one coming up on Friday, that is the Graduate Student Orientation, and then the New Graduate Welcome, which is next Wednesday, which everyone has already voted on, and the one after that will be October 13.
* Michael Skiles: Excuse me, I don’t recall people voting on the New Student Welcome.
* Jessica Ong: Or right that was through email.
* We should re-ratify the New Student Welcome event. Basically there is one orientation event with the Graduate Student Resource Center, that happens on Friday, and there is another that we do with Grad Division which is the New Student Welcome, although all students are welcome we are advertising it as the first Grad Bar that is taking place up in Royce. Grad Division is paying for a vast majority of it, but they are asking for $3,000 for us for Grad Bar, the motion is to approve of that expenditure. Is there a second?

Motion seconds.

Motion unanimously carries.

* Michael Skiles: Now on to the October Event.
* Jessica Ong: The October one is based on the costs for the one on Friday It is about 4,500 for food, and 1,500 for alcohol. The motion is to authorize an expenditure of up to 6,500 dollars for this new Grad Bar, Thursday October 13.

Motion Seconds.

* Michael Skiles: Any discussion? Now we move to an immediate vote, all in favor?

Vote Unanimously carries.

* Michael Skiles: Any more expenditures seeking approval from your department?
* Kamal: So do I need signatures from everybody?
* Michael Skiles: The cabinet meeting minutes counts as evidence, you only need signatures from Ioan and I. Tess and Andres sign in the event that Ioan and I need signatures. We will sign as many requisitions as needed before we leave today. Do you have an expenditure yet, Paul?
* Paul Kurek: Yes so Melnitz Movies traditionally rents out the James Bridges Theatre, it is $1,500 per screening, for outside parties are $600, we have 49 screenings, the motion is to authorize the payment for $29, 400; which is the usual amount of money per year.
* Michael Skiles: And that includes the projectionist?
* Paul Kurek: That includes everything, the space and the staff, and the screenings.
* Michael Skiles: So when I was looking at the budget, this sounds sort of insane to me, but apparently this is a very nice theater, is the theater that Melnitz has always had it in, ever since there has been a Melnitz program, and where all of the other fees for different groups wanting to use the James Bridges Theater have gone up, they have kept our program artificially low because it is a legacy event. Also when he recruits the director and producers and people involved in making the movies, these are films before they are released to the general public, a major selling point in these emails and solicitations is that they can come present their work in the historic James Bridges Theater, so I put that out there as a way of saying they haven’t completely lost their mind for fiscal responsibility; with that said is any further discussion or question? Seeing none we move to immediate vote. All in favor?

Motion unanimously carries.

* Michael Skiles: Do you have question Parshan?
* Parshan Khosravi: It would come with the update, but it is something that I would like to have some discussion on. So from the UC Students Association taskforce finally for the final dates for the coming up November 18 and 19 which is the Students of Color Conference. It is an annual event, both for undergraduates and graduate students of color, coming to talk about issues pertaining to student of color. It is a pretty good conference, so the conference registration is now open, and the UCLA Graduate Students Association can take 25 students to this conference, but it would cost per student. I am going to be there as a liaison the UCSA but I would like to see if you GSA would like to send a delegation of however many students they’d like. It is $125 per night, per room, $250 for the two nights, and each room is for four people. I would like to see if there are any funds and if GSA would like to have a delegation sent, based on that I could move forward with the application process.
* Michael Skiles: Thank you for putting that to us. If you are interested in attending this conference please let Parshan know, so we can discuss the number of attendees we might have interest in sending. As a general matter, travel expenses are the purview not of the GSA cabinet, but of the four election officers, and you would put a move regarding travel to the four of us, unless you wanted cabinet to cabinet discretionary, which would probably be unlikely given the focus of the cabinet.
* Parshan: So for the conferences would travel and lodging fall under travel, does that also count under travel?
* Michael Skiles: That is a good question to put to Student Government Accounting. If it turned out that SGA couldn’t fund it, then that would be something that we as a cabinet would have to decide. Patty did you have an update on the photographer?
* Patricia Zimmerman: They are all set and ready for us, for the photo shoot.
* Michael Skiles: Is there any other business that we need to consider today? Any expenditures? With no further business we adjourn.

**V: Adjournment**: 6:14pm