

BSC Meeting					
12/12/2017		BSRB 483			
Presidents:		Aaron van Loon & Chantle Edillor		Secretary/Note taker:	Alex Chubick
		Treasurer:		Jennifer Tribble	
Members Present:		Tyler McCraney (EEB), Christian Mason (Biomathematics), Kaley Woods (Physics and Biology in Medicine), Catharine Krebs (Human Genetics), Alexander Sercel (MBIDP) Christine Olson (MCIP) Catherine Schweppe (Neuroscience), Jordan Cheng (Oral Biology), Kim Hwang (Integrative Biology and Physiology), Alena Egnor (Psychology, Primary) Wendy Christensen (Psychology, Secondary), Aaron van Loon (Internal President), Chantle Edillor (External President), Jennifer Tribble (Treasurer), Alex Chubick (Secretary), Lara Bideyan (Career Liaison)			
AGENDA:					
<ol style="list-style-type: none"> 1. Call to Order 2. GSA Forum Update 3. Fall Event with MPSC Wrap Up (Whine and Wine/Beers and Tears) 4. Budget Report/Update 5. Winter Quarter Event 6. Requisitions 					
Topic 1		Call to Order			
Procedural		<ul style="list-style-type: none"> • Aaron van Loon (Internal President) calls meeting to order at 5:05 PM 			
Topic 2		GSA Forum Update			
Discussion		<ul style="list-style-type: none"> • <u>Background:</u> Christian Mason and Catharine Krebs, two of the GSA Representatives, provided the BSC with updates from the most recent GSA Forum. • <u>Discussion:</u> <ul style="list-style-type: none"> ○ One of the topics from the forum was a follow up on whether the GSA was going to join the UCGPC. (Please refer to the November meeting minutes for more information) <ul style="list-style-type: none"> ▪ UCLA is currently not part of UCGPC and for the time being the GSA Office of External Affairs has currently voted against joining the UCGPC and will continue to advocate through the UCSA. <ul style="list-style-type: none"> • While the decision not to join the UCGPC was ultimately left to the GSA Office of External Affairs, students can still continue to make their opinion known to the GSA on whether they support or are against joining the UCGPC because it is possible that we could join the UCGPC at a later date. • One benefit to staying with the UCSA is that we currently benefit from fee waivers ○ An issue that the GSA is planning on dealing with during the 2018 Winter Quarter is how to help the ASUCLA (Associated Students UCLA) <ul style="list-style-type: none"> ▪ ASUCLA is a responsive student-centered organization that provides innovative and excellent services, programs, products, and facilities for the entire UCLA community. ▪ ASUCLA is currently losing money and has requested for financial support from the GSA. No decision has been made on whether or not to support the ASUCLA and this will be a topic of future GSA Forums. ▪ If the GSA does not support ASUCLA then it is likely that the services provided by ASUCLA will be privatized but if this does occur it is unclear if it will affect anything. ▪ Many of the representatives at the GSA Forum wanted to see another plan rather than having to bail out ASUCLA. The GSA will be discussing possible contingency plans to deal with this issue and our reps will keep us updated as this develops. ○ The GSA is establishing an oversight committee for the writing center and a representative is needed from each council. <ul style="list-style-type: none"> ▪ The reasons why this committee was established and its purpose is relatively unclear but it seems that the GSA wants to ensure that the Writing Center's budget is being spent appropriately to meet the needs of the students. ▪ Chantel Edillor has volunteered to act as the representative of the BSC in the committee. ○ The Westwood Forward Initiative was also discussed at the GSA Forum. 			

	<ul style="list-style-type: none"> ▪ Student groups and Westwood neighborhood leaders are currently trying to advocate for a Westwood Neighborhood North Council to better represent the wants and needs of students because our current neighborhood council doesn't reflect this. ▪ It is currently very difficult for students to be part of the current existing neighborhood council but the initiative will hopefully change that. ▪ Some of the goal of the initiative is to introduce new facilities to Westwood, possibly lower the cost of rent in Westwood ▪ GSA is an official partner in this initiative ▪ For more information and to sign the petition to establish the Westwood Neighborhood North Council visit http://www.westwoodforward.com/ ○ The GSA also discussed the GOP tax plan, specifically the changes to tuition waivers. The GSA told the other councils to inform their constituents not to worry about this change if it does occur. UCLA will plan to change the wording of tuition waivers in order for students to still benefit. ○ The GSA also brought to attention that anti-union emails were being out and that this should be something that the councils should be looking out for. <ul style="list-style-type: none"> ▪ The GSA agreed to send out a statement specifically to departments to ensure they are informed of what they are sending out. ○ The list of programs that are in the BSC was approved
Topic 3	Fall Event Wrap Up
Discussion	<ul style="list-style-type: none"> • <u>Background:</u> The BSC held a fall event with the MPSC on December 1, 2017. The following is the conclusion to the event. • <u>Discussion:</u> <ul style="list-style-type: none"> ○ Overall the turn out for the event was great and we actually had more people attend than expected. Unfortunately, due to this factor there was not enough food and drinks for the event. <ul style="list-style-type: none"> ▪ It is difficult to determine the amount of people to expect for an event when collaborating with another group but in the following years we will do a better job of preparing for this. ○ After this event the following points were brought to light: <ol style="list-style-type: none"> 1. Was the space at the botanical gardens adequate for the event? <ol style="list-style-type: none"> a. This was our first time hosting an event at the newly renovated space in the botanical gardens but overall we weren't sure if this was the best location to hold our events. b. When renting this space some things to keep in mind are: 1) Is it enough space? 2) Is it worth the price for the space (\$70)? 3) Is it possible for student groups to get discounts when renting out this space? 2. It was also brought to our attention that there should be a better layout for food and beverage. Due to the way that food/beverage were laid out it created a big line that could have been avoided. We'll do a better job of setting things up at future events so students don't have to wait so long to get food and beverage. 3. As mentioned above, the turnout was much more than expected and we currently are trying to think of the best way to predict the number of individuals that will attend our events. We think that this will be easier to predict in the future though when holding events that only pertain to our constituents. 4. If we do hold this event again next year it would nice to also include a reminder for students to bring their jackets. ○ Originally the BSC agreed to spend \$250.00 for this fall event but because we ran out of both food and drink during the event we decided with the MPSC to go buy more food and drink for the events <ul style="list-style-type: none"> ○ See Topic 6 (Requisitions) for additional expenditures • <u>Motion:</u> Motion to fund the cost (split with MPSC) for the extra food and drinks for the fall event made by Aaron van Loon • <u>Decision:</u> Approval to fund the cost off additional food and drinks for the Fall Event was unanimous
Topic 4	Budget Report/Update
Discussion	<ul style="list-style-type: none"> • <u>Background:</u> Before the meeting Jen sent out the most recent budget to the department representatives for them to review and bring up any issues or concerns that had pertaining to the budget. • <u>Discussion:</u> <ul style="list-style-type: none"> ○ With the approval of the program list (see Topic 2: GSA Forum Update) the BSC has two new departments which include 1) Biochemistry, Molecular and Structural Biology and 2)

	<p>Physiological Science</p> <ul style="list-style-type: none"> ▪ Physiological Science was already listed in our budget but Biochemistry, Molecular and Structural Biology was not previously listed ▪ With the addition of a new department it means that the budget for each department and the general fund will need to be readjusted. Jen will look into this and readjust the budget accordingly. Information will be sent out to department representatives as soon as possible. ▪ The current feeling of the BSC is that Biochemistry, Molecular and Structural Biology should be held under another council. Since the GSA has approved the program list for this academic year we will have the Biochemistry, Molecular and Structural Biology department as part of the BSC but having them housed by another council will be a subject that we address at a later date. ▪ Although the budget needs to be readjusted for the addition of this new group, each department's budget shouldn't change drastically. ▪ The addition of these new departments to the BSC is represented on the GSA report. <ul style="list-style-type: none"> ○ Along with the update given during the meeting Aaron wanted to come up with a better method for department reps to know how much money they have in their budget at any given moment. <ul style="list-style-type: none"> ▪ This new method would potentially also allow constituents to view the budget to know what their department is spending their funds on and to let them know that there is money available for funding. This open source budget could also include information on how requisitions were voted on. ▪ The goal of this new method is to be as transparent as possible and keep our constituents as informed as possible about how the BSC runs. <ul style="list-style-type: none"> • We are currently unsure what information our constituents wants to know so we will consider sending out a survey to get feedback on what could be included in the budget report. ▪ For the time being, Jen will continue to send budget updates to the department reps and they can forward the information to their constituents to inform them of their department's budget. ○ Subsection Topic 6A: Communication with Constituents: <ul style="list-style-type: none"> ▪ <u>Background:</u> While discussing a method to distribute information we also discussed better ways to keep our constituents informed about what is currently happening in the BSC ▪ <u>Discussion:</u> <ul style="list-style-type: none"> • Although department representatives should have already sent an e-mail out to their constituents explaining who they are and what the BSC is, we discussed developing a template that better explains the purpose of the BSC and also provide information on how constituents can participate. • Discussed developing a website in order to keep constituents better informed but it was acknowledged that the BSC has a fairly unused Facebook page that could be used in the place of a website. <ul style="list-style-type: none"> ○ For the time being it was agreed upon that hosting our own website would be too expensive and time consuming. ○ Catherine Schweppe volunteered to run and update the Facebook page for the BSC. Alex Chubick (Secretary) and Chantel Edillor (External President) will act as back ups. • One final method that we discussed to keep our constituents informed is posting or sending out the meeting minutes. <ul style="list-style-type: none"> ○ This will be my (Alex Chubick, Secretary) responsibility to distribute the minutes and figure out the best way to share them with constituents.
Topic 5	Winter Quarter Event Planning
Discussion	<ul style="list-style-type: none"> • <u>Background:</u> The BSC annually hold a back to school party at the beginning of the Winter Quarter for our constituents. The following are our plans for the event. • <u>Discussion:</u> <ul style="list-style-type: none"> ○ As was decided in the previous meeting the event will be held on January 19, 2018. ○ In the previous year the BSC allocated the following budget for the back to school event. <ul style="list-style-type: none"> ▪ \$325.00 for Pizza ▪ \$150.00 for Wine ▪ \$75.00 for Snacks

	<ul style="list-style-type: none"> ▪ \$500.00 for Beer (Kegs) ▪ The event was held on the Boyer Patio which is free ○ For the 2017-2018 Academic year the BSC discussed the following budget for the 2018 Back to School Event: <ul style="list-style-type: none"> ▪ \$500.00 for Beer (Kegs) ▪ \$150.00 for Wine ▪ \$30.00 for Non-alcoholic beverages ▪ \$550.00 for Tacos (enough for ~100 people) ▪ We will host again on the Boyer Patio which has no charge/fee ○ Representatives should also include a reminder for constituents to bring their jackets as part of the event will be outside but inside facilities will be available. ○ The following individuals volunteered to help with the event: <ul style="list-style-type: none"> ▪ Aaron von Loon will contact for catering the event (Tacos) ▪ Chantel Edillow will purchase the kegs and vegetables for a vegetarian option ▪ Kaley Woods will purchase wine ▪ Alex Chubick will make fliers for the event ▪ Alexander Secrcel, Christian Mason, Tyler McCraney, Christine Olson, Chantel Edillor, and Alex Chubick will help in the set-up/tear down process of the event. ○ See Topic 6 (Requisitions) for approval of fund for 2018 Winter Quarter Event
Topic 6	Requisitions
Discussion	<ul style="list-style-type: none"> • Aaron van Loon, General Fund, Fall Event with MPSC: Reimbursement; \$87.31 for additional food and drinks bought during the event • Michelle Luna, Psychology, Department Halloween Party: Reimbursement; \$48.50 for snack and beverages • Wendy Christensen, Psychology, Department Halloween Party: Reimbursement; \$21.77 for snack and beverages • Gwendolyn Price, Psychology, und party: Reimbursement; \$348.80 for food and drinks • Aaron van Loon, General Fund, Back to School Party: Cash Advance; \$550.00 for catering event (Tacos) • Chantel Edillor, General Fund, Back to School Party: Cash Advance; \$500.00 for beer and non-alcoholic beverages • <u>Motion:</u> Motion to approve requisitions made by Aaron van Loon • <u>Decision:</u> Unanimous approval of requisitions • Note: There were also two requisitions from Christian Mason for the Biomathematics Department. The requisitions were 1) \$7.86 reimbursement for Department Water Account Payment and 2) \$350.00 cash advance for Department Water Account Deposit (Payment for Department water cooler). These requisitions were voted on and approved through email to have them approved by the GSA for the 2017 Fall Quarter. • <u>Motion:</u> Motion to end meeting by Catharine Krebs • <u>Decision:</u> Unanimous approval to bring meeting to an end at 6:05 PM