



GSBA Cabinet Meeting
September 11, 2018

- I. Roll Call
 - a. President - Athena
 - b. Vice President - Trent
 - c. Speaker of the Senate - Giulianna
 - d. Treasurer - Maurie
 - e. Chief of Staff – Kim
 - f. Director of Finance - Sara
 - g. Director of Campus Events - Allie
 - h. Director of Diversity and Inclusion - Fese
 - i. Director of Clubs and Orgs – Vanessa
 - j. Director of Communications – Ryan (absent)
- II. GSBA Shout Outs
 - a. Allie for the fall carnival changes
 - b. Vanessa – beautiful club fair
 - c. Ryan and Comm Crew – spotlights
 - d. Kim – training
- III. Expectations
 - a. Be prompt
 - b. Be respectful of time – don't be too long on updates
 - c. Fill out agenda ahead of time
 - d. Be prepared with updates – Tuesdays by 5pm
 - e. Discussion at the bottom – if we get stuck on a topic, table to talk about it later in the meeting
 - f. Can bring laptops and phones, but pay attention when people give updates
 - g. Be professional
 - h. What happens in cabinet stays in cabinet, but what you learn goes out – pass along information to the rest of your staff
- IV. President's Update
 - a. President's Council
 - i. Applications open 9/10 and close 9/28
 - ii. Anyone can apply! (Preferably non-GSBA members)

- iii. Meetings are 12-1 pm on 10/3, 12/5, 2/6, 4/3 and rooms are TBD
 - iv. Academic Council (3), Athletic Council (2), Council of EIIA (2), Green Fund (3), Parking Citation (1), Student Media (2), Security Council (2), Student Advisory Board of Foley Library (4), Student Advisory Board of Hemmingson (4), Undergraduate Professional Development Grant Committee (5)
 - b. Undocumented Student Scholarship
 - c. Provost & Senior Vice President Search Committee (9/14)
 - d. Meeting with Thayne (9/14)
 - e. Meeting with Judi (9/21)
- V. Cabinet Updates
 - a. Vice President
 - i. Had first round of meetings, success!
 - ii. Met with Matt Lamsma
 - 1. Discussed housing
 - 2. First year experience
 - iii. Planned meeting with Dr. Martin
 - iv. Working with Disability Access Center for Academic Council maybe?
 - b. Speaker of the Senate
 - i. Had first meeting Monday 9/10 - passed summer hires ratification bill (thank you to all who attended!)
 - ii. Committees – first meetings this week; some still need more senators
 - iii. Senate training October 13
 - iv. Undocumented Student Scholarship – tabling creating a senate adhoc committee
 - 1. Maybe open up to all students
 - c. Treasurer
 - i. Fulfilling purchase requests.
 - ii. Meeting important contacts (AP, Purchasing).
 - iii. Tracking accounts and looking at areas for possible cuts.
 - iv. Familiarizing self with Excel.
 - v. Solei: hosting Green Fund info meeting on 9/11, 9/12. First round of apps due Oct. 7th, presentations on Oct. 10th.
 - d. Chief of Staff
 - i. CCP – alcohol listening sessions
 - ii. The office
 - 1. Almost everyone has sent me their office hours – Ryan Meza, Michael, Chloe, Kayla
 - 2. Need to keep it clean for candidates
 - iii. Elections
 - 1. Info sessions last week
 - 2. Candidate meeting tomorrow
 - 3. Campaigning next week

4. Send them name of people who would be good on Senate
 5. Look out for tabling times
- e. Director of Finance
 - i. Funding requests – Club Soccer, AKPsi, Smash Bros, Running Club, Club Baseball
 - ii. Working on advertising
 - f. Director of Campus Events
 - i. Event recaps (Carnival and first two weekend events)
 - ii. Coffeehouse-
 1. Wednesday
 - a. Micah
 - b. September 12
 - c. 8:00pm
 - d. Hem Den
 - iii. Weekend Events-
 1. Upcoming- Giant Twister on Foley Lawn
 - a. Saturday
 - b. September 15
 - c. 2:00-4:00pm
 2. Need volunteers (2/hour)
 - g. Director of Diversity & Inclusion
 - i. Fese—Planning for a screening/ movie night for “The Hate You Give” in Oct. with a discussion on police brutality

Had first UACC meeting- looks like it’s going to be a good space to share ideas and collaborate
 - ii. Michael- Where You Belong panel this Tuesday from 7-9pm in Joan Jundt Lounge
 - iii. Chloe- Taking the lead on the CC on Sept 20th in Hem Ballroom 5:30-7pm w Michael. The topic is Volunteerism and Service Trips. Also working on getting a speaker on campus to talk about Spirituality and sexuality
 - h. Director of Clubs and Orgs
 - i. Club Fair – Recap
 - ii. Will be working on Monthly President Meetings
 - iii. Sending out sign-ups for Fall Family Weekend (30 clubs only)
 - iv. Veronica - Club Newsletters will go out on the 10th and 25th of every month
 1. Working on the Drug & Alcohol Talk
 - i. Director of Communications
 - i. Ryan -- Working on a “five fast facts about GSBA” sheet, scheduling meetings with MJH, University media board, and one on ones with everyone in my office

- ii. Elizabeth – working on finishing all logos for the year and producing a ton of graphic packages for different events
 - iii. Caroline—going through training right now to edit the gonzaga websites’ GSBA page, we will no longer have an external website
 - iv. Kayla—Finished the wall of portraits and it looks awesome! Finishing last round of spotlights before we move onto senate, taking and editing headshots for elections, and green fund peeps
 - v. PLEASE MAKE SURE YOU ARE SUBMITTING CRFs ON TIME
- j. Advisor Updates
- i. Collaborative Programming Group (SIL, DICE, CCP, and CCE) meets 10am the last Friday of every month. GSBA is welcome to join – talk to Joey about it.
 - ii. Logan Block Party this Thursday 4-7pm at 4th Memorial Church for all off-campus students (free food and games and stuff)
 - iii. SpikeNites this weekend – Tie Dye on Friday night (Foley Lawn), Roller Rink on Saturday (Cataldo)
 - iv. CSI has 5 workstudy students for the year (Chris, Austin, and Brittany are all returning, and Delaney and Terrell are new). They’ll be working at the front desk while LaRena is gone and also be assigned specific tasks.
 - 1. Terrell is tasked with assisting GSBA, and Joey will work with Kim on what that could entail.
 - v. Anyone interested in babysitting some kids of alumns during Alumni weekend (October 12-14)? Times would vary and it’d have to be at your own place. Let Joey know!
 - vi. Club Constitution Day next Monday, 09/17 CSI hosting a writing workshop to update/create new club constitutions
 - vii. Committee Chair Training, email Alice to schedule a time
 - viii. Please submit PRs a week in advance
 - ix. Always make updates on Zagactivities events
 - x. The office has approved 3000 events for the year so far
 - xi. Be aware of hourly professional staff in the office – lunches and events after hours
 - xii. Time sheets are due on Saturday – submit on Friday
 - xiii. Staff assembly – compensation plan letters to all staff; be aware of the possible changes to staff’s jobs/pay
 - xiv. Transitioning club training to online and club sports research this summer

VI. Discussion

VII. Hot Goss/Rumor Mill

VIII. Adjournment