

GSFF Fall Quarter 3rd Meeting
Tuesday, October 19, 2021

Meeting Minutes

1. Welcome and Introductions
 - a. Michael Roos (Physics)
 - b. Vanessa Taylor (Anthropology)
 - c. Sophie Lewis (Music)
 - d. Brissa Mendoza (Art History)
 - e. Lucien Darjeun Meadows (English)
 - f. Katie Johnson (Geography)
 - g. Angela Gattuso (English)
 - h. Leia Lynn (English)
2. GSG Updates
 - a. GSG = Graduate Student Government
 - b. GSG is currently trying to compile all the graduate student organizations into one list and needs your help!
 - i. Please gather a list of all grad student organizations that your department offers and send this information to Leia by the final funding meeting (F 11/5)
 - c. GSG is also wanting to put on activities for grad students to bolster inter-departmental relations
 - i. GSFF rep feedback/interest in attending such events
 1. Free food/food mixer events appealing
 2. Good idea but currently not very well advertised and/or not advertised enough in advance
 3. Implementation/access to events has also been difficult, making it a drawback from some
3. Executive Board Updates
 - a. Emily's resignation email & what it means for GSFF and the current GSFF executive board
 - b. In accordance with GSFF by-laws, Leia is now the President of GSFF (rather than Vice President) and will remain in this position for the remainder of the 2021-22 academic year
 - c. Emergency election
 - i. Nomination "speeches" and voting will take place during the final funding meeting, F 11/5
 - ii. Two open positions: Vice President and Director of Communications
 1. Angela, the current Director of Communications, will be running for VP, in which event GSFF will need a new Director of Communications
 - a. However, any current GSFF representative can run for either VP or Director of Communications
 - iii. You can nominate yourself or another rep
 - iv. If you want to run for either of the two open positions, email any current member of the executive board and come to the meeting prepared to

introduce yourself and share your interests and qualifications for the position

1. You can also decide to run for a position on the day of the vote!
4. GSPDG Application Review
 - a. GSPDG = Graduate Student Professional Development Grant
 - b. Given on top of GSFF funding; must have applied for GSFF funding first
 - c. Only for presenters, but can fund up to 100%
 - d. Competitive grant
 - i. prioritize professional academic conferences; preference given to students with greatest impact on professional development within field; also priority to applicants who have not received this grant/prior funding
 - e. Funds subject to availability
 - f. Can only apply to GSPDG once per academic year
 - g. Requires adherence to student eligibility requirements
 - i. See also selection criteria outlined on application/application checklist
 - h. Applications reviewed each quarter
 - i. Requirements checklist includes: complete GSA app. *and* Professional Development Grant app., copy of program showing participant's name, original and official detailed receipts, current CV or resume, one-page explanation of your goals, written statement of support from graduate director/advisor
 5. GSFF Application Submission Process & Final Funding Meeting
 - a. Deadline reminder: Friday, 10/29
 - i. Please email your department sometime this week with a reminder about the upcoming funding application deadline
 - b. Review any applications you receive & send to Leia by 12pm on Thursday, 11/4
 - c. Have a way to get in touch with applicants during the final funding meeting—email, phone, text

Meeting days/times for the rest of fall quarter (Zoom links and agendas will be emailed roughly one week before the meetings):

- GSFF meeting #4 (final funding meeting & emergency election): Friday, 11/5, 9am (week 8)

Please note:

1. For your department to be eligible for funding for the fall quarter, you must have a representative present for at least two of our four meetings per quarter.
 - a. Please see the meeting schedule on the GSFF Portfolio Page, on the right, under "GSFF Events."
 - b. If you, the GSFF representative, cannot make a meeting, you may send another member of your department in your place.
2. We currently do not have GSFF representation from the Electrical Engineering or Religious Studies departments. If you know of anyone from these departments who would be interested in being a GSFF rep, please let us know. We want to make sure all departments are represented!

3. If you are no longer a part of GSFF and/or don't want to receive these emails anymore, please let me know and I will remove you from the email list.

Any questions? Contact any member of the GSFF Executive Board:

Leia Lynn, President (leia.lynn@du.edu)

Mike Roos, Director of Finance (mike.roos@du.edu)

Angela Gattuso, Director of Communications (angela.gattuso@du.edu)