

## GSFF Winter Quarter Meeting #1: Tuesday, January 19<sup>th</sup>, 2021

### Meeting Notes:

1. Welcome & Introductions:
  - a. Evelyn Hampton (English)
  - b. Leia Lynn (English)
  - c. Jordan Bennett (Anthropology)
  - d. Lucien Darjeun Meadows (English)
  - e. Angela Gattuso (English)
  - f. Jay Gallagher (Biology)
  - g. Jennifer Murdock (Geography)
  - h. Kelsie Hunnicutt (Biology)
  - i. Mariah Barnes (Math)
  - j. Megan Brown (Anthropology)
  - k. Zeinab Abdalla (Computer Science)
  - l. Mike Roos (Physics)
2. **Vote:** Winter & Spring 2021 Funding
  - a. We have an unexpected excess of funding for the 2021 Winter and Spring quarters. We proposed raising the percentage funding cap to help students more. We will still keep funding cap at \$250 for attendees/and \$300 for presenters. The vote is to raise the funding cap from 40% to 75% for the 2021 Winter and Spring quarters.
  - b. GSFF unanimously voted **FOR** temporarily changing the funding process for the 2021 Winter and Spring quarters.
3. GSFF Portfolio Page
  - a. You can view the GSFF Portfolio page here: <http://portfolio.du.edu/gsff>
    - i. Here you can find our representatives' contact information, funding guidelines, application forms, meeting notes, and frequently asked questions.
4. GSFF Funding Process
  - a. Review of GSFF Goals:
    - i. Help students get to conferences and network.
    - ii. Discuss the issues experienced by graduate students.
5. Future Business
  - a. Reach out to your department to share the new, temporary funding percentage increase to 75% and the funding application deadline. We suggest making the deadline Friday, February 26<sup>th</sup>, that way you will have time to review the applications prior to our final meeting of the quarter on Thursday, March 2<sup>nd</sup>.

### Please note:

1. **For your department to be eligible for funding for the Winter 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. That said, **this first meeting is particularly important and valuable for representatives to attend!**
  - a. We'll be discussing the funding application and guidelines, with opportunity to dialogue and ask questions, to help you best prepare to help students in your department submit effective, and complete funding applications.
3. Just a reminder, here are the Meeting times for the rest of the Winter Quarter:
  - a. Meeting #2 (week 4): 9am on Thursday, 2/4
  - b. Meeting #3 (week 6): 9am on Thursday, 2/18
  - c. Meeting #3 (week 8): 4pm on Tuesday, 3/2

4. We currently do not have GSFF representation from International and Intercultural Communication or the Religious Studies departments. If you know of anyone from those departments that would be interested in being a GSFF rep, please let us know. We want to make sure all departments are represented!
5. 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.