

FSGA Executive Committee Meeting

Monday, September 13, 2010

Attendance: Eric, Kendall, Megan, Elena, Sarah, Kim, Michael

Agenda:

1. Action Items from February Face-to-face Informal Meeting

2. FGSA International Officer

3. Speakers for FGSA co-sponsored sessions

- FIP and FEd co-sponsored sessions for March 2011
- Two FEd co-sponsored sessions for April 2011

4. FGSA Funding

- Eric- Update on funding

5. Any Other Business

- By-law Amendments
 - More complete description of the International Student Affairs Officer position
 - Clear description of the procedures in resolving a tie during officer elections
- Possible revision of our logo; restart for the newsletter

Minutes:

1. Action Items from February Face-to-face Informal Meeting

• New Action Items:

- The group still has not reviewed the graduate student bill of rights. **Sarah** will make sure that this is sent around as soon as possible by contacting Amber.
- **Elena** will prepare for a focus session for next month's meeting. The session will aim to make the survey on harassment in physics education a reality based on the GLSEN 2007 study and also try determine how FGSA can best help with these issues. **Elena** will collect relevant links and studies and post them on a website of her choosing for the executive committee to look over before the next meeting. **Michael** will forward a copy of his TA survey to Elena as a formatting example of the survey.
- **Sarah** will set up monthly skype teleconferences for executive committee meetings. Doodle polls will be sent around a week in advance of these calls to determine the best time.

2. FGSA International Officer

- As far as the committee knows, nothing has yet been resolved regarding the vacant International Student Affairs (ISA) Officer position. We really need to take immediate action to resolve this. We need to find a replacement officer and begin organizing CAM 2011.

- **Action Items:**

- **Sarah** will contact Abhishek to confirm that he would be willing to lead the committee to organize CAM 2011. As leader, he would be in charge of organizing the committee, delegating tasks to CAM committee members, and representing FGSA in all CAM-related activities.
- **Sarah** will also contact Ivelisse to see if she can forward her old CAM materials to the new committee.
- A CAM 2011 committee needs to be assembled. Members who have already expressed interest: **Kim, Siddharth, and Ben**. **Sarah** will also ask the ISA runner-up if he or she would be willing to serve on the committee.
- The new CAM committee will need to be in immediate contact with Amy Flatten to determine CAM 2011 location, hotel, date, local organizing committee, and international organizing committee.

3. Speakers for FGSA co-sponsored sessions

- Megan reported on the four FGSA cosponsored sessions for the March and April meetings:
 - March with FEd, “Enhancing Graduate Education in Physics: Focus on Skills”
 - March with FIP, “Experiences and Issues for Young Physicists in the International Arena: Impact on the Future of Physics”
 - April with FEd, “Best Practices in Undergraduate Research Experiences”
 - April with FEd, “Educating and Exciting the Public about Physics”

- **Action Items:**

- **Megan** will forward materials regarding the “Experiences and Issues for Young Physicists in the International Arena: Impact on the Future of Physics” session to Sarah. **Sarah** will take over the organization of this session.

4. FGSA Funding

- Eric gave an update on our funding situation. We have awarded six students \$500 travel award reimbursements for a total of \$3000 this quarter. We have in total about \$80,000 and we are bringing in about \$12-15,000 a year. We are limiting ourselves to spending about \$3000 per quarter on the travel grants. It is recommended to keep about \$50-60,000 in funds. We still need to plan to help out the student speakers of the co-sponsored sessions, CAM, and half of the LHC speakers’ cost for the co-sponsored session with FIP. Our funding will likely change soon, however, due to the drain forums have had on APS’s general funds.

- **Action Items:**

- **Eric** and **Megan** will attend the Forum Finance Workshop in October and report back to the committee.
- We can also start thinking about other ways to spend some of the funds.

5. Any Other Business

- Mike has proposed and prepared the following by-law amendments:

- More complete description of the International Student Affairs Officer position
- Clear description of the procedures in resolving a tie during officer elections

- Mike suggested a possible revision of our logo and a restart for the newsletter. It was determined that the newsletter is not a top priority right now but if a need arises, we will revisit the idea.

- Kendall put out a call for the Nominations Committee. The positions up for election are secretary, chair-elect, 2 members-at-large, and possibly the ISA Officer.

- **Action Items:**

- If interested, send Kendall an email if you'd like to serve on the Nominations Committee. Also, send an email if you have nominations.