Executive Board Attendance
2017-2018 Executive Board
- Rashmi Joglekar, President
- Stephanie Stefanski, Vice President
- Ceri Weber, Attorney General
- Kristin Wainwright, Executive Secretary
- Joyce Zhang, Director of Finance
- Shengjie Xu, Director of University Affairs
- Will Barclay, Director of Advocacy
- Sara Stevens, Co-Director of Student Life
- Sarah Alkilany, Co-Director of Student Life
- Kendal McBroom, Director of Community Outreach
- Yash A. Dhumal, Co-Director of Academic Programming
- Shaoqing Ge, Co-Director of Academic Programming
- Hannah Brown, Director of Communications
- Aditya Eranki, New Director of Operations

General Assembly Attendance:
(Legend: V = Vacant, 1 = Present, A = Absent, AE = Absent Excused, AU = Absent Unexcused, ? = Unsure)

<table>
<thead>
<tr>
<th>Program</th>
<th>GA Member 2017-2018</th>
<th>Jan 23rd</th>
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<tr>
<td>Analytical Political Economy, Masters</td>
<td>VACANT</td>
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<tr>
<td>Art, Art History &amp; Visual Studies, PhD (4 co-reps)</td>
<td>Elizabeth A. Brown, Karlee Begendorff, Robin Klaus, Soo Yoon</td>
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<tr>
<td>Biochemistry, PhD</td>
<td>Jennifer (Jie) Cheng</td>
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<td>Bioethics &amp; Science Policy, Masters</td>
<td>Jamal Moss</td>
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<tr>
<td>Biology, PhD</td>
<td>Jackie Gerson (Proxy for Emily Ury)</td>
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<td>Alexis Domeracki</td>
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<td>Jacqueline Robinson-Hamm</td>
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<td>Bradley Feiger, Brian Crouch</td>
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<td>Julian Gordon</td>
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<td>Jeanette Carnegie</td>
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<td>Nicole Stantial, Hannah McMillan</td>
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<td>Cell Biology, PhD</td>
<td>Abby Leinroth</td>
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<td>Chemistry, PhD (Rep 1)</td>
<td>Felix Nwogbo</td>
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<td>Steven Conklin</td>
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<tr>
<td>Civil &amp; Environmental Engineering, PhD</td>
<td>William (Billy) Gerhard</td>
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<tr>
<td>Classical Studies, PhD</td>
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<td>Computational Biology &amp; Bioinformatics (CBB), PhD</td>
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<td>Divinity, Theological Studies, Masters (MTS) (Rep 1)</td>
<td>Carie Dupree</td>
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<td>Mark Evans: ABANDONED</td>
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<td>Rachel Meyers: ABANDONED</td>
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<td>Adarsh Abhinav</td>
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<td>Nate Kiszla</td>
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<td>Carolin Benack</td>
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<td>Linchen He: ABANDONED</td>
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<td>Bobby Harris</td>
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<td>Amy King</td>
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<td>Matthew Draelos</td>
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<td>Mahsa Taskindoust</td>
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<td>Pathologists' Assistant (Health Sciences Masters, MHS)</td>
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<td>Deanna Matthew</td>
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<td>Physics, PhD</td>
<td>Emily Phillips Longley</td>
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<td>Sara Maurer, Christina Bejjani</td>
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<td>Public Policy Studies, PhD</td>
<td>Marwa K. Al-Fakhri</td>
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<td>Darryl Hunter</td>
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<td>Sociology, PhD (Co-Reps)</td>
<td>Susan Jacobs, Rayden Kaplan</td>
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<td>Eden Huang</td>
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Program | GA Member 2017-2018 | Jan 23rd
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Statistical Science, Masters | VACANT | V
Statistical Science, Masters | VACANT | V
Statistical Science, PhD | VACANT | V
Structural Biology & Biophysics, PhD | VACANT | V

GA ATTENDANCE | 65

Guests:
- Jide Aminu, Fuqua, International House Liaison
- Alexandra King, Fuqua

75 seated reps, 38 needed for quorum, 65 present (87% of seated reps present).

18:30-18:35 Call to Order
Stephanie Stefanski

18:35-18:40 Approval of 11/14 Meeting Minutes
Stephanie Stefanski

MOTION by to Felix Nwogbo, Chemistry, to approve Nov 14 meeting minutes. Regain Fink, Nicholas school, second. Vote, motion approved.

18:40-18:50 Recap of 01/16 Executive Committee Meeting
Stephanie Stefanski & Rashmi Joglekar

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**Spring GA Meeting Schedule**

- **Dates:** 01/23, 01/30 (tentative), 02/13, 02/27, 03/20, 04/03 (tentative)
- **Location:** TSCH Learning Hall 2050
- **Time:** 6:30-8:30 PM
- **Please arrive by 6PM to get dinner before the meeting starts!**
• GA meeting resources, can submit agenda items to GPSC site. They will go to Stephanie Stefanski, Vice President.
• Communication channels
  o Send items to send out to the whole GA to Stephanie Stefanski, VP, and she can add it to the GA emails to minimize the emails going out and not overwhelm GA members with emails

GPSC WINTER FORMAL
Saturday FEB 3rd, 2018
10pm-2am
Durham Convention Center at the Marriott hotel

- Ticketing website live
  $5 for GA members
  $15 advanced
  $20 at the door
- Wristband distribution next Friday from 12-5pm at the GPSC house for ‘fast track’ into the event

HOW YOU CAN HELP, IN TWO SIMPLE STEPS:
1. Share the FB event with your schools/invite all your friends!
2. Shamelessly blast invite the rest of your Facebook ‘friends’!

• No coat check this year, wristbands, 2 drink tickets.
• Stephen, Chemistry, what if already paid $15? Email Sarah A. and she’ll tell you who to talk to
• Crystal, Genetics, advance and at the door, do they work for guest tickets too? Yes, can get $15 advance guest ticket. At the door ticket is $20.
• Sat tailgate at 11 am.
• Regan Fink, Nicholas Schools, GA members pays $15 guest tickets? Yes.
• Alexandra King, Business School, what does ticket get access too? Two drink tickets, light food.

Spring funding application is now open

• The Spring Student Organization Funding application is open now. The application will close on Feb 6th, 2018 at 11:59 pm.
• Please following the link below to apply:
  https://duke.qualtrics.com/jfe/form/SV_eXrOcEFJXgdN1S5
• The funding decisions will be made by Feb 13th. For events planned before Feb 13th, please submit applications in this form, and GPSC will consider retroactive funding the same way as the other events.

Spring Funding Application, Joyce Zhang
• Application link is open today, will be open for 2 weeks
• Let constituents know the link is open, apply for funding.

Criteria for Spring funding allocation

• Student organizations MUST be affiliated with GPSC to receive priority funding
• NO ALCOHOL, NO SCHOLARSHIPS, NO TRAVEL EXPENSES, NO FOOD if food is not an integral part of an event, Speakers may be considered if the event is co-sponsored by GPSC.
• Priority giving to
  • Events promote educational, cultural, and social interactions among G&P students
  • Large-scale, low-cost events (<$10/ per G&P student attendee)
  • Multi-disciplinary
    • Targeting students from more than one departments/schools
    • Joint-group event welcomed
  • On campus
18:50-19:10  Quick Updates and Announcements  
*Will Barclay, Shengjie Xu, Joyce Zhang, Rashmi Joglekar*

**Advocacy Update, Will Barclay**

<table>
<thead>
<tr>
<th>Advocacy Update</th>
<th>Federal Advocacy: Net Neutrality</th>
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<tr>
<td>- Letter writing resources available</td>
<td>On December 14th, the FCC voted to repeal Net Neutrality. As significant generators and consumers of information, the operations of universities, researchers, and professional trainees stand to be uniquely impacted by the repeal of the Net Neutrality rules. As such, GPSC is committed to advocate against this repeal of protections for the people of the United States and their ability to effectively share and access information. We will be hosting advocacy events over the coming months, and invite you to help advocate and speak on this issue.</td>
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<tr>
<td>- Visits to individual constituencies for letter writing and call-ins</td>
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<td>- GPSC Resolution</td>
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- Net neutrality, rules slated to be repealed
- Letter writing campaign in the back of the room, sign up in the back of the room for tabling events targeting graduate and professional students. If you want them to come and table, tell Will which building you want and he’ll email you a date. You don’t have to do anything.
- Resolution in the works, waiting for some information for legislative initiatives
GPSC General Assembly Meeting Minutes  
January 23, 2018, Learning Hall, TSCHE  
Presiding Officer: Stephanie Stefanski, Vice President  
Minutes Taken By: Kristin J. Wainwright, Executive Secretary

Advocacy Update

Local Advocacy: Sexual Assault

- Immediate: Distribute postings
- Late April: Duke GPS Advocacy Summit

Sexual misconduct on college campuses, making postings available regarding what to do for sexual assault. Will help Women’s Center and Office of Institutional Equity to distribute flyers. He will pass out info and asks we hand items on bulletin boards, etc.

Keep checking newsletter for updates

Planning an advocacy summit, partner with Office of Institutional Equity to invite speakers regarding sexual violence, doing in April (sexual assault awareness month), distribute info to your constituents. Screening of movies, a group “Stop Rape on Campus” will be there. Event will be geared to graduate and professional students.

Doing a voter registration drive, can get training to register people to vote. Let him know if you’re interested.

Please come sign letters at the back of the room.

Unused Student Group Funds Update

- **Purpose:** Collect unused GPSC funding from inactive student groups to redistribute to GPSC future budget.
- **Approach:**
  - Assisted by UCAE business office to:
    - Close inactive student group
    - Collect unused GPSC funds
    - Emailed all G&P student body with notice
    - Allowed one-month responding time to verify group status
- **Results:**
  - Collected unused GPSC funds from 51 inactive student groups
  - Total sum to be collected: **$21,565.60**
• **Unused Student Group Funds, Shengjie Xu**
  - 51 inactive student groups
  - UCAE Business Office found $21,565,60 from GPSC funding returned to GPSC, added to future budgeting
  - Rashmi: We have $21,000 back into our account, a great accomplishment

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**DUU Collaboration Update**

- 1/12 Meeting with SL Co-Directors
- Discussed tentative events to restrict:
  - Duke Royale, Downtown Duke, Freewater Presentations
- Keeping: All concerts including LDOC, arts/media resources
- DUU Exec Turnover in mid-February
- **VP of Graduate Affairs Position**

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• **DUU Update, Rashmi Joglekar**
  - Now 75% of our student activities fee goes to GPSC (vs. 50%)
  - Duke Royale, undergrad only
  - Freewater Presentations, movie screenings on campus, will be for undergrads only, we’ll have more at the GPSC House
  - DUU sponsored Downtown Duke will be restricted to Graduate students, we’ll host our own
  - LDOC accessed by all
  - Arts and media resources will still be available to graduate students. Radio station, DJ training
  - DUU executive turnover, will have a post-transition meeting, get to know the new DUU member
  - VP of Graduate Affairs Position, GPSC take over burden with DUU, find out what graduate students are interested in, meet a lot of undergrads. If you’re interested please apply.
  - Ask Rashmi if you have any questions or concerns.

**19:10-19:20 Emergency Travel Fund Launch**

*Jason Lee, Chair Emergency Travel Fund Committee*
GPSC General Assembly Meeting Minutes
January 23, 2018, Learning Hall, TSCHE
Presiding Officer: Stephanie Stefanski, Vice President
Minutes Taken By: Kristin J. Wainwright, Executive Secretary

<table>
<thead>
<tr>
<th>GPSC ETF design</th>
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<td>• Emergency personal (non-professional) travel above $200</td>
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<tr>
<td>• Reimbursement-based</td>
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<td>• Two-week application window, twice a month</td>
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<td>• Randomized selection</td>
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<td>• Provide info via Qualtrics survey</td>
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<td>• One $200 mini-grant per window</td>
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<td>• Picked up from UCAE</td>
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- Help publicize this new fund with your constituents
- Will be randomized through Qualtrics, as anonymous as possible

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<tr>
<th>Eligibility Requirements</th>
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<tr>
<td>• Reimbursement for recent travel purchased on short notice</td>
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<td>• Already completed outbound travel</td>
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<td>• “Recent”: traveled less than 3 weeks before application date</td>
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<td>• “Short notice”: bought less than 2 weeks before travel</td>
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<tr>
<td>• Upload receipt + ticket with application</td>
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<td>• Total cost of travel must be at least $200</td>
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- Strict eligibility requirements
  - Within last 3 weeks before you apply, has to be short notice, travel date within 2 weeks after you purchase the tickets (want it to be for emergencies), upload receipt and ticket with application, total cost of travel must be at least $200
    - Prepaid VISA cards
One week application window, twice a month, 1st and 3rd Mon-Fri each month

Questions?

- Full details and proposal at the GPSC website: https://gpsc.duke.edu/gpsc-emergency-travel-fund/
- Contact info: can email anonymously to gpscetf@duke.edu or gpscetf@gmail.com

19:20-19:25 Approval of new Director of Operations
Rashmi Joglekar
• New Director of Operations, Aditya Shastry Eranki
  o Introduction
  o Rashmi: he’s had great ideas for the community pantry, already involved, offers her support for his nomination

**MOTION** by Reed Barry, Nicholas School, to make Aditya Eranki the Director of Operations. Second, Meg Fee, Sanford School. Vote. Motion passes. Aditya is the new Director of Operations.

**19:25-19:35 SHIAC Student Health Insurance Survey**

**Student Health Insurance Advisory Committee (SHIAC)**

• Rate and benefit negotiations will begin later this spring

• **Survey** to send out to your constituents about their perspectives on Duke Student Health Insurance & prospective changes to it

• **Town Hall Q & A** – Date to be determined

**Survey Link:**
http://tinyurl.com/DukeHealthInsurance

• Erin Shiue, PA, and Tyler Clement, MHS program, Updating on the SHIAC Committee, negotiating rate and benefits
• Requesting info from the students, share link to survey on slide to your constituents
• Hosting a town hall too
Ryan Huang, Ecology, will link be in the GPSC newsletter? Yes, and on the Facebook page. Stephanie will send the PPT out tonight.

19:35-19:45 Graduate Student Housing Discussion

Rashmi Joglekar

- GPSC House will be torn down in 2019, 2020. Larry Moneta pushing for Graduate Student Housing in the new central campus. Graduate Student Housing doesn’t currently exist.
- Larry Moneta wants our feedback/suggestions for graduate student house
- Apartment houses, shops, restaurants, leasing out to private companies.
- Felix Nwogbo, Chemistry: how many students are they trying to accommodate? Preference for international students?
  - Rashmi: Not sure about how many, but the driving source for this is international students. International students will be a top priority, he’s talking with the International House about this. Larry doesn’t know how much they can accommodate yet. She will bring it up with him.
- A. J. Massri, Development Stem Cell Biology: How will they handle parking with people who have cars?
  - Rashmi: There will be parking in this new space.
- Mattie Sell, Pharmacology: Cost of housing? Comparable to living off campus? Transport issues in central campus? Will that be fixed?
  - Rashmi: will be comparable to apartments around the area, she’ll bring up buses too.
- … (name?), Nicholas School; Family housing?
  - Rashmi: she’ll ask about it. Visiting scholars will have rentable space there.
- Jason Lee, Nicholas School: For family housing, will it be Undergrad/Grad mixed? Lifestyle differences between families and Undergrads.
  - Rashmi: It will be a mix, high rises, of undergrads, graduate, international students, etc. they want to push for a graduate student only building.
- Abby Leinroth Cell Bio, sorority and fraternity housing on Central campus right now for Undergrads, will this be mixed in with Undergrad, and Grad Student housing?
  - Rashmi isn’t sure, she’ll ask Larry.
- Ryan Huang, he’s part of the facilities committee too. Much of this is not known, very exploratory, not sure what will happen. Pricing of housing is not known, but motivation for this is the recognition that graduate students are being pushed further from campus, want to provide a safe affordable option for graduate students. Transportation, bus system isn’t great, but will be serious redevelopment of the area (changing streets, etc.), so could be more bus friendly. Regarding sororities and fraternities, looking at placing them somewhere else, but not sure.
- Felix Nwogbo, Chemistry: are they going to try to expand Central campus to just residential housing?
- Ryan Huang: No, one house bought, but Duke has a contract in place to buy that house. No plans for expanding central campus, already have lots of land. Thoughts, purchase of Swift apartment complex (temporary to house students while new dorms being built). We have more land than we know what to do with. Have to decide what we want to develop.
- Erin Shiue, PA: Are they planning on having a lottery to get into these apartments?
19:45-20:30 Present Bylaw Changes

Ceri Weber

- Wants to make sure current practices are reflected in the by-laws, make language clearer, feel free to email suggestions to her
- Left is original, right is changes in green

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<td>Subsection C. Operational Committees</td>
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<td>v. The Finance Committee, composed of members appointed by the Director of Finance, shall oversee the finances of the Council. The committee shall assist the Director of Finance in the budget process. As well, the committee shall review applications for funding requests for each of the funding cycles throughout the academic year and shall make funding recommendations to the Assembly.</td>
<td>v. The Finance Committee, composed of members appointed by the Director of University Affairs, Director of Finance, shall oversee the finances of the Council. The committee should assist the Director of Finance in the budget process. As well, the committee shall review applications for funding requests for each of the funding cycles throughout the academic year and shall make funding recommendations to the Assembly.</td>
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<td>j. The Director of Finance is responsible for the handling of all Council funds.</td>
<td>i. The Director of Finance is responsible for the handling of all approved budgeted and allocated Council funds.</td>
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<td>ii. The Director of Finance, along with the Finance Committee, shall prepare the Annual Budget, submit it to the Executive Committee, and make it available to the Assembly in time to be reviewed prior to the next to last Assembly meeting of the Spring semester. The Assembly must approve the budget by the last meeting in the Spring so that it will take effect September 1 of that calendar year. Early Fall events, such as the Retreat and Basketball campout (even if these events are in August), will be part of this budget as they are considered part of the Fall semester.</td>
<td>ii. The Director of Finance, along with the Finance Committee, shall prepare the Annual Budget, submit it to the Executive Committee, and make it available to the Assembly within one week of annual budget approval. The Assembly must approve the budget by the last meeting in the Spring so that it will take effect September 1 of that calendar year. Early Fall events, such as the Retreat and Basketball campout (even if these events are in August), will be part of this budget as they are considered part of the Fall semester. Approved budgets shall be available to the General Assembly.</td>
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- Ryan Huang, Ecology: At least 1 week prior to?
- Ceri: Yes, wants to have a week.
- Wants to build an institutional memory
- Jason Lee: Where will budgets be made available?
  - Ceri: thinking of emailing them out to the GA after approval. Discussing this.
Joyce: Discussed attaching it to an email with other GA meeting materials to send to GA members.

- Abby Leinroth, Cell Biology: In addition to emails, will there be an archive for this too?
  - Rashmi: Will be passed on in exec transition.
  - Abby L.: want to have in by laws that it will be archived.
  - Rashmi: wiki for exec documents

- Kristin Wainwright, Executive Secretary, PhD Nursing: Why is the budget confidential? Is there a reason we don’t want it to be available to the public?

- Marwa Al-Fakhri, Sanford School: Consider doing a public posting with restricted access.

- Ryan Huang: More than just an exec wiki, so people can look back. Make it accessible from previous years.

- Kristin Wainwright: From Transparency and accountability perspective, why is it not available to everyone?

- Joyce Zhang, Director of Finance: Now it’s publicly available with link. Having it be available widespread may create some problems.

- Will Barclay: Supports Joyce’s idea to have a document available with a password, worried about potential problems posting it.

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<td>iii. The Director of Finance will prepare bi-monthly reports to the Assembly detailing the current financial status, as well as year-to-date disbursements. The Director of Finance will also prepare a final report for the end of the academic year that contains an up-to-date transaction log and outstanding transactions.</td>
<td>iii. The Director of Finance and members of the Finance Committee will prepare bi-monthly reports to the Assembly and Executive Council detailing the current financial status, including as well as year-to-date disbursements, transactions, and an up-to-date budget. The Director of Finance will also prepare a final report for the end of the academic year that contains an up-to-date transaction log and outstanding transactions to be sent to the Assembly within one week of annual budget approval.</td>
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- Ryan Huang: Make it at least 1 week prior.
GPSC General Assembly Meeting Minutes

January 23, 2018, Learning Hall, TSCHE

Presiding Officer: Stephanie Stefanski, Vice President

Minutes Taken By: Kristin J. Wainwright, Executive Secretary

- Rana Awadalla, Public Policy: Why don’t we have a guideline for sending out the agenda too?
- Stephanie Stefanski: Confirming guest speakers doesn’t often happen until a few days before a meeting.

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<tr>
<td>Subsection D</td>
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<td>A Presiding Officer will preside over each meeting of the Assembly. The Vice President shall serve as Presiding Officer of meetings of the Assembly, and set the agenda for meetings of the Assembly. If the Vice President has a conflict of interest on a matter, the Attorney General shall serve as Presiding Officer of the meeting while the Assembly conducts business on that matter. If the Attorney General cannot serve as Presiding Officer due to a conflict of interest, the Assembly shall elect one of its members to serve as Presiding Officer while conducting business on the specific matter. If the Vice President is absent from a meeting of the Assembly, the Executive Committee will vote to select the Presiding Officer.</td>
<td>A Presiding Officer will preside over each meeting of the Assembly. The Vice President shall serve as Presiding Officer of meetings of the Assembly, and set the agenda for meetings of the Assembly. Meeting agenda shall be set following consultation with the Executive Committee at the Executive Committee meeting prior to the next Assembly meeting. If the Vice President has a....</td>
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<td>ii. The Vice President will serve as the Presiding Officer and set the agenda for all meetings of the Assembly and the Executive Committee. The Vice President will serve as the Presiding Officer for all motions and votes that do not include elections or affairs of the Judicial Committee. In the case of a tie for a vote in the Assembly, the Vice President shall have the power to cast the deciding vote except in the Executive Committee elections and judicial affairs.</td>
<td>ii. The Vice President will serve as the Presiding Officer and set the agenda for all meetings of the Assembly and the Executive Committee. The agenda for meetings of the Assembly shall be set at the Executive Committee meeting prior to the next Assembly meeting. The Vice President will serve as the Presiding Officer for all motions and votes that do not include elections or affairs of the Judicial Committee. In the case of a tie for a vote in the Assembly, the Vice President shall have the power to cast the deciding vote except in the Executive Committee elections and judicial affairs.</td>
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### Article XV: Group Funding

#### Section 4

<table>
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<tr>
<th>Items that will not be considered for funding include alcohol, scholarships, travel expenses to an event, and food for social events. Funding for food that is an integral part of an event may be considered. Speakers may be considered if the event is co-sponsored. The number of graduate and professional students will always be considered.</th>
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Regan Fink: Group that wasn’t able to host a speaker, maximum amount of funding to use for speaker to come?

Joyce Zhang, Director of Finance: Travel related expense is reimbursed a different way with UCAE.

Stefan Martinez-Ruiz, Political Science: Regarding food being integral, what does this mean?

Joyce Zhang: Food being integral part of the event means the event is central on food, ex. showcase on how to make international food. NOT just meeting with other students to discuss science.

Stephanie Stefanski: If we funded all requests for food there would be no money left for anything else, may want to consider a food subsidy ($3 per person for food), but not to completely fund food. We get a lot of requests for pizza, but want to fund more impactful events

Marwa Al-Fakhri, Sanford School: What does cosponsored mean?

- Joyce: Event funded through GPSC, speaker costs more lenient.
- Will: Change to co-sponsor with GPSC?
- Ceri: Yes, will put in there.
Ryan Huang, Ecology: Could make it so you could schedule it the day before. Could be used to push something unpopular through.

Jason Lee: word announced makes it such that may not need to get it send out.
  ○ Ceri: distributed to?

Ceri Weber: Will be updated on council website too within a week so GA can access the by-laws.

Ceri Weber: Emergency discretionary funding pool we put in place due to budget issues this past year, would be a new section under the budget category

Maddie Sell, Pharmacology: What is the money for?
  ○ Ceri: Young trustee meetings, paper, pen, supplies, things critical to that position.

Tyler Erikson, Biostats: how are you defining a financial crisis? When do you end a financial crisis?
Ceri Weber: Not sure what that means, important for us to figure out.

- Will Barclay, Director of Advocacy: Leaving it like it is may be helpful, some flexibility is helpful. May be less flexible if you set limits on it.
  - Rashmi: we get student fees on a rolling basis. If we set a threshold, we don’t know how much money we have until the year is over. We don’t have that money in our account at a given time, hard to set that number. Leaving it ambiguous allows to be interpreted in a potentially beneficial way.

- Jason Lee, Environment: What is the budget for?
  - Ceri: Executive committee members and some of the committees they chair have funding to do what they need to do.
  - Joyce Zhang, Director of Finance: The food we order for committee meetings like the Emergency Travel Fund, Finance committee meeting.

- Jason Lee: Who is the reason presented to for the funds?
  - Ceri: The executive committee decides.
  - Stephanie: wanted more oversight for spending, pooled it to be efficient. Put it together cut the amount. At the time provided more efficiency, oversight.

Contact Ceri if you have more edits, etc.

- There will be NO Jan 30th meeting.

**MOTION** by Felix Nwogbo, Chemistry, to adjourn the meeting, second Ryan Huang, Ecology. Vote, motion passes. Meeting adjourned at 8:11 pm.