

JSA Board Meeting Minutes

Date:	April 7,2004
Location:	Room 359
Time:	8:00 p.m. – 10:00 p.m.
Agenda:	Attendance, Committee reports, Old business, New business
Attendance:	Jay Hawthorn, Vinson George, Michael Zievers, Jenny Maxwell, Robert Lilienstern, Haukur Skulason, Gerhard Golden, Ribka Emmanuel, Timothy Okabayashi, Elizabeth Tobin, Hollis Ghobrial

Secretary Reviews Minutes of Last Meeting

Committee Reports	
Social	Partio Thursday, April 8 th will be sponsored by Jones Graduate School Alumni Association. Robert Lilienstern and Hollis Ghobrial to set-up; Ribka Emmanuel and Gerhard Golden to clean-up; Partios must begin setting-up at 4:45 p.m.; Ribka to email Shannon Cooper about how to be reimbursed for tomorrow’s partio beverages (cokes and wines); All JSA members must act as a united front when people complain and notify Vinson George when students act in an inappropriate manner.
	JSA members need to email Vinson ideas for the end of year party, if JSA can not generate ideas, Vinson will solicit ideas from student body. Event to be held Thursday, May 6.
	Follies will be held Thursday, April 22 nd at 5:30, Jenny Maxwell reminded JSA to encourage attendance.
	Our involvement in regards to Admit weekend is up to us, Vinson to get a schedule so can we pick events to attend; the event is to be held Friday-Saturday, April 16-17; General consensus that first-year attendance is very beneficial since expected first-year students can continue growing these relationships throughout the next academic year.
Treasurer	Robert Lilienstern distributed budget to review upcoming or outstanding expenses totaling \$11,000 resulting in \$4,400 remaining; Robert suggested rolling-over \$3,000 into 2004-2005 budget; Robert and treasury committee to discuss use of \$1,400 for the current school year; Robert will continue drafting next year’s budget: suggested possibly raising partio funds through increased student fees and predicted 12 out of 23 partios in 2004-2005 academic year will need to be JSA funded; JSA members to think about who will be an apprentice to the treasurer.
Elections & Awards	Haukur Skulason to schedule a meeting with this committee; Michael Zievers suggested purchasing plaques for end –of-year (serious) awards and place them in the club room or student lounge to add heritage to each class and establish a stronger sense of tradition; Elizabeth Tobin will research the cost of plaques.

Charter	<p>Jay Hawthorn is still completing final changes to JSA new charter, he will send out a version for feedback soon; otherwise original time-table is still being followed:</p> <ul style="list-style-type: none"> - Place new charter in students' mailbox on Tuesday, April 13th - Thursday, April 15th, JSA will hold an open forum before partio from 5:00-5:30 p.m. location TBD - Email to be sent to students to let them know what JSA board members will be on campus daily to answer questions - On Monday, April 19th – Thursday, April 22nd an election will be held to veto existing documents and allow current JSA Board to implement a new JSA charter
Issues	<p>Elizabeth Tobin reported on the following:</p> <p>Pens in break-out rooms</p> <ul style="list-style-type: none"> - Jenny Maxwell assumed ownership <p>New Professors</p> <ul style="list-style-type: none"> - Jay Hawthorn contacted Professor Kehoe: he learned that Kehoe along with two other senior faculty members were put in charge of this committee, no actions have been taken yet but committee meets regularly and is very dedicated to this issue; Kehoe's committee is planning to create a handbook for new professors; Kehoe encouraged us to continue providing committee with feedback, Jay volunteered to organize a small group and/or work with curriculum committee to share ideas and provide feedback; JSA members to email Jay ideas to share with Kehoe <p>Partio Food</p> <ul style="list-style-type: none"> - Ribka Emmanuel had no new updates <p>Copiers in BIC</p> <ul style="list-style-type: none"> - Jenny Maxwell is still awaiting a decision from Peggy Shaw <p>Student ID Alternatives</p> <ul style="list-style-type: none"> - Gerhard Golden will hold off on this issue until our meeting with George Kanatas <p>24 Hour Building Access</p> <ul style="list-style-type: none"> - Jay Hawthorn spoke with Dean Whitaker, the Dean will not allow for change, issue is now closed - Jay to write a summary of the actions and results regarding this issue to post on website using a soon-to-be created template <p>Parking Issue</p> <ul style="list-style-type: none"> - Elizabeth Tobin read email she received back from Eugen Radulescu, Parking Facilities Manager: In summary, the 50% visitor parking in garage is not sufficient for visitor parking on nights and weekends for certain events, therefore they cannot accommodate our request - Elizabeth to write a summary and print email to post on website. - Michael Zievers/Gerhard Golden to design a template for posting all issues on website - Other ideas by JSA board members: allow Jones students to park there but not on special events night

Old Business	
Charter	Jay to send out new charter for feedback
Committee Representatives & Liaisons	No new updates
Softball Game	Recognized to Robert Lilienstern, Vinson George, Michael Zievers, Gerhard Golden, and Chewy Redding for their efforts in a successful event; Robert suggested writing down action steps taken for reoccurring events to include in a manual for continuity

New Business	
Diversity Issue	Lack of African-American representation in professors or Jones personnel; Ribka Emmanuel to follow-up on this issue
CPC Surveys	Include this on our agenda with George Kanatas
Meeting with Kanatas	Jay Hawthorn to schedule a meeting for next week, ideally Wednesday, April 14 th at 6:00 p.m.

Other Business	
Partio	<ul style="list-style-type: none"> - Thursday, April 15th to be sponsored by HP, Ribka Emmanuel to find out who is our HP contact for partio details - Laurent Tran sent another email regarding other graduate students attending our partios; Hollis Ghobrial to communicate with Laurent our position not to act on this issue at the current time
Emails from Susan Gomez	Hollis concerned that emails received from Susan Gomez were directing him to send emails on many subject matters to listserv; JSA resolved issue and clarified to Hollis that this was not the case
International Low Placement	Subhi Khudairi sent Jay an email regarding the Jones school's low rankings in international placement, but Subhi has taken this issue up with Kanatas himself; issue closed for JSA
Awareness Campaign	Jay to put in all students' mailboxes a memo stating "here's who we are", "what we do/can do", "why we care"... all JSA board members' photos will be posted on back; Jay to make a second memo for faculty and administration with minor adjustments; only JSA's emails to be included with photo
Printing Account	Jay will work to establish a printing account for JSA
Student Fees Used for Partios	Elizabeth suggested JSA survey all students at the beginning of next school year to give students the opportunity to decide if they do/do not want their fees going towards partios
Alcohol Liabilities	Elizabeth suggested JSA have the Jones school sign a formal document to protect against alcohol related liabilities at partios
Undergrads at Partio	JSA concerned about an undergraduate panel occurring at the Jones school Thursday, April 8 th before partio; Robert to email Scott about our

	concerns: 1) Alumni paying for a Jones school students only partio, 2) underage drinking, 3) only 1 keg available
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Action Items	
	Ribka to email Shannon Cooper about how to be reimbursed for tomorrow's partio beverages (cokes and wines)
	Vinson to get a schedule of Admit weekend events
	JSA members to think about who will be an apprentice to the treasurer
	Elizabeth Tobin will research the cost of plaques
	Jay to send out the new charter for feedback
	Jay to write a summary of the actions and results regarding the 24 hour building access issue to post on website
	Elizabeth to write a summary and print email regarding the parking issue to post on website
	Michael Zievers/Gerhard Golden to design a template for posting all issues on website
	Ribka Emmanuel to follow-up on the issue of a lack of African-American representation in the Jones school faculty and administration
	Jay to schedule a meeting with Kanatas to meet with JSA members
	Ribka to find out who is our HP contact for partio Thursday, April 15 th
	Jay to place an Awareness Campaign memo in students' mailboxes and distribute a slightly different one to faculty and administration
	Jay will work to establish a printing account for JSA
	Robert to email Scott about JSA concerns with having undergrads attend partio after undergraduate panel being held in the Jones school

Outstanding Action Items	
	Chewy Redding to send an email out to let students know which JSA board members are on campus daily for Q&A regarding new JSA charter
	Hollis Ghobrial to research "Compliance with GSA Rules" in charter
	Email Vinson George end of year party ideas
	Vinson will send out a partio set-up and clean-up check list
	Jenny Maxwell to finalize a location for an open forum regarding elections
	Jenny Maxwell to continue following-up with Peggy Shaw regarding copiers in the BIC
	Items to include on Kanata's issues list: <ul style="list-style-type: none"> - Honor code (i.e.: using a student's test as answer key) - Grading process (i.e.: Francisco Roman's failure to include a paper in final grade) - Posting grades with student IDs - Timely Feedback (i.e.: Kehoe, Gory, George) - CPC surveys (new issue)

