

## JSA Board Meeting Minutes

<b>Date:</b>	April 14, 2004
<b>Location:</b>	Room 314
<b>Time:</b>	4:00-4:30 and 6:00-6:45
<b>Agenda:</b>	Attendance, Committee reports, Old business, New business
<b>Attendance:</b>	Jay Hawthorn, Vinson George, Michael Zievers, Jenny Maxwell, Robert Lilienstern, Ribka Emmanuel, Timothy Okabayashi, Elizabeth Tobin (Serving as Secretary for the meeting), Chewy Redding

Secretary Reviews Minutes of Last Meeting
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Committee Reports	
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Social	<p>The Partio on Thursday, April 14<sup>th</sup> will be sponsored by HP; Gerhard and Haukur to set-up; Chewy and Tim to clean-up; HP is funding the Partio but will likely not have company representatives in attendance.</p> <p>Chewy brought up the idea of talking to Charlotte about offering companies different “packages” for sponsoring Partios; the idea revolves around partial financial sponsorship which would include signage but no additional “perks” versus full financial sponsorship which would also include a company presentation and company representatives at the Partio; Jay brought up the fact that companies are concerned they cannot effectively target those they are interested in at the Partio and Michael thought one solution may be more formality in the Partio structure; Vinson pointed out the success of the Continental Partio was due to a large number of representatives and a great deal of planning and structure to their presentation; Jay proposed drafting a one-page pitch document to elaborate on the pricing options; Vinson will produce the pitch document; Tim pointed out early Partios have greater attendance which may be something to notify companies of.</p> <p>Jenny led discussion on whether first-year, section sponsored Partios are a tradition that should be continued; this occurred last year but is not an official tradition; general consensus was they should continue and be promoted as a way to show section spirit and camaraderie.</p> <p>Vinson discussed that Admit Weekend planners would like to have JSA members set up drinks for the Saturday afternoon lunch; it was discussed that there would be many volunteers in attendance and JSA support may not be necessary; Vinson will continue to research the matter.</p> <p>JSA is responsible for providing Follies alcohol which will be 6-10 kegs; Valhalla has agreed to let us return untapped kegs but kegs procured from Valhalla will have to be picked up by JSA members; some kegs (possibly 4-6) will likely be purchased from Mac’s and the remainder will be purchased from Valhalla as needed; Vinson is still investigating</p>
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	<p>options for food at Follies; Jay, Robert, and Elizabeth will help set-up; clean-up will not be handled by JSA.</p> <p>Vinson discussed the end-of-year party; a proposal from La Strada should be arriving shortly; a proposal will also be sought from Gatsby's; general consensus was having some food at the party would be a wise idea; approximately \$1,000 was dedicated to food last year.</p>
Treasurer	<p>Robert Lilienstern has emailed the proposed 2004-2005 budget to all JSA members and would like feedback; the budget is conservative and is based on an entering class of 165 next year; corporate sponsorships are the big variable in the budget; the budget is currently showing a loss of \$1,100 but there is some cushion; JSA should only be fiscally responsible during preterm for an end-of-summer happy hour if Silver Eagle agrees to sponsor the preterm Partio like they did this year.</p>
Elections & Awards	<p>No Report</p>
Issues	<p>Elizabeth Tobin reported on the following:</p> <p>Pens in break-out rooms</p> <ul style="list-style-type: none"> <li>- Jenny has successfully resolved the matter; summary to be posted on the website.</li> </ul> <p>Quality of new professors</p> <ul style="list-style-type: none"> <li>- Jay has resolved the issue by meeting with Kim Kehoe and discussing putting together a committee of students for further discussion; summary to be posted on the website.</li> </ul> <p>BIC copiers</p> <ul style="list-style-type: none"> <li>- Jenny has talked to Peggy Shaw who will work on the issue over the summer; currently underway.</li> </ul> <p>Student ID alternatives</p> <ul style="list-style-type: none"> <li>- Gerhard will work on producing a mock-up of the mail merge solution and seek approval from George Kanatas; currently underway.</li> </ul> <p>Honor code issues in certain classes</p> <ul style="list-style-type: none"> <li>- Resolved today in the meeting with Kanatas; more specific information will be given to professors concerning the honor code; summary written by Michael to be posted on the website.</li> </ul> <p>Need for more Marketing classes</p> <ul style="list-style-type: none"> <li>- Chewy has discussed the matter with Randy Batsell and has set-up a meeting with the Marketing Club; currently underway.</li> </ul> <p>Lack of diversity in faculty</p> <ul style="list-style-type: none"> <li>- Discussed in today's meeting with Kanatas; issue will be closed when Jay receives a write-up from Kanatas of what is being done.</li> </ul> <p>CPC review proposal</p> <ul style="list-style-type: none"> <li>- Chewy will put together a preliminary CPC survey and present it to Peter Veruki for feedback; currently underway.</li> </ul> <p>ALP team process workshop</p> <ul style="list-style-type: none"> <li>- It was deemed small team meetings with Pamela or Linda would</li> </ul>

	<p>be more beneficial; as a result the scheduling had to be changed; summary written by Michael to be posted on the website.</p> <p>Dirty break-out rooms</p> <ul style="list-style-type: none"> <li>- Tim will discuss cleaning schedule with custodial staff; currently underway.</li> </ul> <p>Dirty restrooms near the Shell auditorium</p> <ul style="list-style-type: none"> <li>- Tim will discuss cleaning schedule with custodial staff; currently underway.</li> </ul> <p>Lack in variety of food at coffee colloquiums</p> <ul style="list-style-type: none"> <li>- Haukur will approach Shannon Cooper about the matter; currently underway.</li> </ul> <p>Empty vending machines in student lounge</p> <ul style="list-style-type: none"> <li>- Chewy will address the matter with Facilities; currently underway.</li> </ul> <p>Release of more timely internship data by the CPC</p> <ul style="list-style-type: none"> <li>- Chewy will discuss the possibility of posting information on the general internship flow which would allow students to understand trends concerning when companies post positions with the CPC; interim results would likely be useful; issue currently underway.</li> </ul>
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Old Business	
Charter	Jay introduced a new charter timeline; students will be emailed the new charter before the end of the week; a brief write-up describing the changes and process will be placed in mailboxes on the 19 <sup>th</sup> ; an open forum in the Shell auditorium will take place on the afternoon of the 20 <sup>th</sup> with voting beginning shortly after; voting will end on the 23 <sup>rd</sup> .
Ranking Discussion	No discussion necessary.

New Business	
Meeting with George Kanatas	Meeting took place on April 14 <sup>th</sup> in the middle of the JSA meeting; please see separate write-up for details.
“Awareness Campaign” Letter	Letters were placed in student mailboxes today; pictures, emails, JSA position, and a mission statement were included.
Next Meeting	The next JSA meeting will take place on April 21 <sup>st</sup> at 8:00; Jay will announce location.

Action Items	
	Vinson will draft a one-page pitch document to detail the different pricing scenarios that would be available to companies sponsoring parties if that option is adopted.

	Vinson will verify with Admit Weekend planners what (if any) help they will need from the JSA.
	Robert and Vinson will provide more detail on what the JSA will be responsible for concerning Follies; Vinson will finalize food and drink arrangements.
	Vinson will evaluate and decide on a location for the end-of-year party; current options are La Strada and Gatsby's.
	Jay will email out the new charter to students and get a summary in their mailboxes by the beginning of next week.
	Robert will investigate why releasing the complete budget of the Jones School would be useful; the question of what can be done with the information that provides incremental benefit is paramount.
	Election committee will prepare for upcoming election involving the charter which is scheduled to take place April 20-23.
	Jenny to write a summary (to be posted to the website) of the closed issue regarding pens in break-out rooms.
	Jay to write a summary (to be posted to the website) of the closed issue regarding quality of new professors.
	Michael to write a summary (to be posted to the website) of the closed issue regarding honor code issues in certain classes.
	Michael to write a summary (to be posted to the website) of the closed issue regarding the fourth ALP team process workshop.
	Ribka to write a summary (to be posted to the website) of the closed issue regarding lack of food variety at Partios.

Outstanding Action Items	
	Chewy to send an email to let students know which JSA board members are on campus daily for Q&A regarding new JSA charter.
	Hollis to research "Compliance with GSA Rules" in charter.
	Jay to write a summary of the actions and results regarding the 24 hour building access issue to post on website.
	Vinson will send out a partio set-up and clean-up check list.
	Jay will work to establish a printing account for JSA.
	Jay/Michael will send out the modified template for posting issue write-ups to the website.