

## JSA BOARD OF DIRECTORS MEETING AGENDA

February 4, 2005, 11:30 AM

### Order of the Meeting:

1. Chair calls meeting to order, Secretary takes attendance

Hollis Ghobrial	<input checked="" type="checkbox"/>	Neal Carlson	<input type="checkbox"/>
Gerhard Golden	<input checked="" type="checkbox"/>	Louisa Keyes	<input type="checkbox"/>
Tim Okabayashi	<input checked="" type="checkbox"/>	Justin Manford	<input checked="" type="checkbox"/>
Chewy Redding	<input checked="" type="checkbox"/>	Robert Prohl	<input checked="" type="checkbox"/>
Haukur Skúlason	<input checked="" type="checkbox"/>	Laurie Tonnesen	<input checked="" type="checkbox"/>
Elizabeth Tobin	<input checked="" type="checkbox"/>	Elisa Shen	<input type="checkbox"/>

2. Secretary reads old minutes  
Elizabeth read last week's minutes
3. Comments from Chair:
  - a. Alcohol Server Training
    - i. First years need to get alcohol server trained
    - ii. Elizabeth and Tim are working with Rice administration regarding serving liquor on campus
  - b. Friendly reminder of officer duties:
    - i. Find replacement if going to be absent
    - ii. Give officer report to alternate if going to be absent
  - c. Chair will follow-up with email to group, in case some are absent
  - d. Chair promises not to hold meetings if we don't need to hold one (don't need to meet for the sake of meeting)
4. Committee & Director Roles reports:
  - a. Social: no official report
  - b. Treasury: Can't get regular keg supplier to respond, so changing vendor
  - c. Election: Start at end of February. Need to send email about faculty and administration award elections.
  - d. Orientation: Laurie and Robert to talk to Christa.
  - e. Technology: Survey closed. Will compile results, meet with stakeholders, and announce gift certificate winner in next few weeks. We would like to use PayPal for club dues in the future.
5. Action items:

Students not receiving finals so it's difficult to understand how the final grade was arrived at. Elizabeth will work with faculty to try to find a resolution. A couple of JSA reps will meet with George Kanatas to discuss this. Justin will send email to first year class to determine which professors have not returned deliverables.

First year student requested that printing accounts be re-filled every semester rather than every year. Also, being able to refill the account online was requested - Gerhard will take this to the technology committee.

6. Old Business
  - a. Coffee Colloquium: Robert and Louisa took survey of first years. First years enjoy the event but faculty and administrators do not participate for the most part. The faculty who do participate visit with students.
  
7. New Business
  - a. Counseling center – Laurie T. Probably best use of Michael Winters time is a 5-10 minute presentation at pre-term, followed up with material and another reminder in Spring semester
  - b. Faculty not returning graded materials: See #5 above.
  - c. Check in with section mates, external relations (CPC, clubs, etc.); expect reports next week. JSA reps to check-in with clubs, committees they are on in order to stay connected.
  - d. Happy hour. Tim may set up Friday happy hour.
  
8. Chair closes meeting  
Next meeting will be February 25 due to finals and break