

## JSA BOARD OF DIRECTORS MEETING AGENDA

March 4, 2005, 10:00 AM

### Order of the Meeting:

1. Chair calls meeting to order, Secretary takes attendance

Hollis Ghobrial	_	Neal Carlson	_X_
Gerhard Golden	_X_	Louisa Keyes	_
Tim Okabayashi	_X_	Justin Manford	_X_
Chewy Redding	_X_	Robert Prohl	_X_
Haukur Skúlason	_X_	Laurie Tonnesen	_X_
Elizabeth Tobin	_X_	Elisa Shen	_X_

2. Secretary reads old minutes

3. Comments from Chair:

- a. **Alcohol Server Training** – Tim reiterated that we need to attend this
- b. Note on officer turnover – Outgoing second year officers leave it up to the current 6 first years, work out how we want to structure officer positions. Recommendation is 2 chair positions (eg, co-chairs or chair and vice-chair). This must be decided by Thursday, March 10, 2005 at latest. First years will indicate their officer position interests via email to the other 5 first reps over the weekend and we will coordinate on Monday (March 7).

4. Committee & Director Roles reports:

- a. Social: Alcohol server training is important. We need 2 hosts for every partio. Elisa may ask Social Committee members to be trained as well. If someone unknown to us is present at a partio, check to verify they are part of the school (we want to avoid undergrads having access to the beer/wine). Bartenders may be needed for Follies as this is an advertised event. This will be relevant at Pre-Term as well. Incoming/Outgoing dinner needs to be planned – potentially end of Module 5.
- b. Treasury: We are on budget
- c. Election: 11 candidates, 2 have submitted their statements, 9 have 2 recommendations submitted, 2 candidates were just added this morning. Start at noon Monday, March 7 and close Thursday, March 10. Haukur has the auditorium reserved
- d. Orientation: No updates since last week
- e. Technology: Presenting findings today to administration. Administration is interested in the recommended portal concept.

5. Action items: Tim is looking into investiture video. Gerhard working to get club room sign put up – sign is complete, just needs to be hung.

6. Old Business

- a. Review of Open Forum
- b. Strategy for lunch – talking points include:

- i. Increasing communication from the administration and faculty to students (Neal and Tim)
  - ii. Admissions strategy (Elizabeth and Elisa)
  - iii. Improved feedback to students from professors (Haukur and Justin)
- c. Coffee Colloquium memo
- d. Incoming/Outgoing gathering, need date – potentially at end of Mod 5, date tbd

7. New Business

Neal sent out emails to each student in first year class asking for 2 strong points of the school and 2 improvement areas. He is placing the major points raised into a matrix. A lot of the improvement areas involve coordination issues and trying to teach too much material in a short time-frame.

Tim will talk to CPC about communicating with first-years regarding the fact that many internships are posted late in the year.

Justin reported on his conversation with Deborah Thomas regarding the WSJ ad. The administration is willing to have student representation on the group that puts ads out. Our concern with the ad is that it sends mixed messages about the “brand” of the school.

8. Chair closes meeting