

MEMORANDUM

To: JSA Board Members
From: Tim Okabayashi, JSA Chair
Subject: **JSA UPDATE**
Date: February 24, 2005

The following information is provided as an update to issues that we are currently reviewing:

- Luncheon with administrators: The luncheon with Jones School administrators has been scheduled for Friday March 4 from 11:30 a.m. and will be held at the Cohen House. Please meet in the Rotunda at 11:15 that morning and we will walk over there. Besides the majority of JSA board members, George Kanatas, John Reed, Lisa Anderson, and Deanna Fuehne will be in attendance. Attire for the lunch will be business casual. Robert and Justin, please let me know as soon as possible if you will be able to attend.
- Open forum with George Kanatas during Coffee Colloquium: George Kanatas will be hosting an open forum during this upcoming Monday's coffee colloquium. Students are encouraged to attend and ask questions. George has already received a few questions. Please remind other students of this valuable opportunity to discuss important issues with the administration. I will be meeting with George before the Coffee Colloquium to discuss some of the issues that will most likely be brought up.
- Coffee Colloquium recommendations: Robert and Louisa have provided me with a draft of the recommendations to improve the Coffee Colloquium. The memo is attached to this email. Please review the recommendations prior to our next meeting.
- Alcohol issues: Elisa is currently in the process of discussing long-term solutions to serving beer and/or alcohol at school functions with Don Ostdiek. Additionally, there is an Alcohol Server Training session this Saturday.
- JSA elections: Haukur has sent out the initial announcement of the upcoming JSA elections. First-year representatives, please feel free to reach out to fellow classmates that you believe will make excellent additions to your JSA board and encourage those students to run for JSA. Please make sure to indicate that this, in no way, constitutes any preferential treatment, but rather you believe their experience and leadership capabilities will be well-suited for JSA.
- Faculty participation at Partios: Laurie spoke with Barbara Ostdiek about ways in which to increase faculty participation at Partios.
- Technology Committee update: The results of the survey were posted on the internet. The survey highlights the areas that students perceive are working well and those that need improvement in terms of the use of technology at the Jones School. We also created a strategy document that was delivered to John Reed and David Kilgore on February 17. Our next steps are to take the survey results and, in collaboration with the administration, determine the priorities on which to focus. We are also looking at areas in which we can align our technology and tools with the broader Rice technologies. We will also work with the administration to develop and publish an action plan that indicates when different issues could be resolved.

- Orientation Committee: The committee has started its information gathering and planning process for the Class of 2007's Pre-Term, to be held during August 8-19. The following items were covered:
 - Laurie met with John Reed, Christa, Vinson, and Kathy Spradling to begin discussing JSA's role in Pre-Term. Vinson and Christa provided materials used in last year's planning (i.e., schedules, CD w/Airplane Game, etc.).
 - The idea of involving faculty and alumni in more Pre-Term events was suggested. Toward this end I contacted Maury Bronstein, Diane Chamberlain, and Deanna Sheaffer to gain their support. All were very receptive to the idea. As we move forward on the alumni front, we will keep Louisa informed and rely on her support.
 - John sent an email to George Kanatas alerting him that more faculty involvement is also desired.
 - No post-Pre-Term survey was conducted this year as in years past so, we may want to do one this Spring to get ideas from the Class of 2006. If we want to do this, we should do so soon; alternatively, we can use informal conversations with classmates given that we are almost at the end of the semester.
 - Christa will begin her pre-term planning after graduation in May and we will coordinate closely with her, John, and Kathy throughout the summer.

Thank you for your hard work this week. I will let you know shortly of the date and time of our next board meeting. Please feel free to contact me with any questions or comments.