

**UConn SSW Graduate Student Organization**  
**Executive Committee Meeting Minutes**  
**Tuesday, Nov. 19, 2019**  
**1:30 to 3 p.m.**  
**SSW room 229**

**Members present:**

Kayla Perkins—GSO Secretary  
Milagros Marrero-Johnson—GSO Faculty Advisor  
Natalie O'Connor—OSAS Program Assistant  
Krystina Jackson—GSO Co-chair  
Megan Krementowski—GSO Co-chair  
Sarah Dottor—GSO Treasurer

- I. Meeting called to order at 1:38pm
- II. Steering Committee Meeting
  - a. Debrief/ideas
    - i. Milagros shared she felt the meeting went well. She commented that the Co-chair updates take up a lot of time in the Steering Committee meetings and it doesn't leave time for other leaders to share their updates or discuss their issues at length
      1. Megan suggested breaking up the Co-chair updates and allowing leaders to share in the middle
      2. Krystina suggested flipping the agenda and allowing all leaders to share first
        - a. Milagros suggested keeping business like approving minutes and treasurer report at the beginning to make sure necessary votes are completed. She expanded on this to remind the Executive Committee about Robert's Rules of Order, and that they should open the floor for someone to make the motion and not to make the motion themselves.
- III. Review of current GSO leadership interest and commitment
  - a. The Co-chairs followed up on communication with the Steering Committee
    - i. Milagros raised the concern that the GroupMe may be too casual and has discouraged leaders from using email for official communication
  - b. Mid-year check-ins with GSO leaders
    - i. Milagros asked the Co-chairs if they would like her to be involved in these meetings
      1. The Co-chairs indicated that in some instances it may be helpful where expectations need to be clarified. Co-chairs will follow up with Milagros to schedule these instances
    - ii. Co-chairs will create a poll to send to leaders to find times that will work

1. Co-chairs asked for feedback on whether meetings should be with both Co-chairs or just one
  - a. Milagros suggested that it would be best for both Co-chairs to be present
  - b. Sarah suggested that we could utilize the whole Executive Committee for these check-ins, with a combination of a Co-chair and Treasurer or Secretary to make sure all leaders are comfortable communicating their needs
2. Co-chairs requested help brainstorming agenda items for these meetings. The suggestions were:
  - a. Checking in on how leaders are doing personally
  - b. Assessing how leaders are advertising their events and meetings and emphasizing talking to people and not relying on social media and the listserv alone
  - c. Assessing interest group strengths/highlights and challenges
  - d. Assessing how the Executive Committee can support their efforts
- c. Update email lists to include all new leaders
  - i. Sarah has updated the Treasurer list
  - ii. Milagros mentioned updating the leader listing for the website at the end of the semester
    1. Sarah volunteered to do this and will save the document to the Q drive
- d. Krystina proposed implementing an anonymous suggestion form for leaders to submit constructive feedback as people are not using these spaces in Steering Meetings
  - i. Milagros suggested waiting until after the individual check-ins are complete to assess if this feels productive

#### IV. GSO Governance

- a. Debrief on Constitution and voting tactics
  - i. The Constitution passed!!
  - ii. Milagros shared that Krista requested some documentation, including the minutes from the Steering Committee meeting when the changes were originally approved. Milagros will follow up with her to see if the current Steering Committee will need to vote on this, as the changes were passed a few years ago
  - iii. Milagros requested a letter from Co-chairs summarizing the amendments and the rationale
    1. Co-chairs will complete this
  - iv. Milagros requested that Natalie add language to the Constitution document signifying the date changes were passed by Steering Committee

V. Operational Updates

a. Social media updates

- i. Megan shared that she created a document for interested leaders to begin to brainstorm guidelines for social media use. She will follow up with these leaders to get more feedback

VI. GSO Events

a. Discuss upcoming Leadership Dinner 11/22: Need check before Friday

- i. Megan shared that 17 people have RSVP'd
- ii. Sarah reminded Co-chairs they need the invoice to cut the check
  - 1. Co-chairs will follow up with the venue to get that today

b. OBSWS Friendsgiving

- i. Krystina and Sarah attended and shared they felt the event was well attended and there was interesting, rich discussion

c. Upcoming Kwanzaa Celebration

- i. Krystina met with OBSWS Co-chairs to get details for this event. The date is Friday Dec 6<sup>th</sup>, with a potential location of Greater Hartford Alliance of Black Social Workers meeting space. However, this is meant to be a Black only space, and the event needs to be open to all who would like to attend
  - 1. Milagros suggested that OBSWS Co-chairs follow up with the Alliance to see if they will allow non-Black folks to attend an event in that space
- ii. Krystina shared that OBSWS is inviting law and med school students to this event
  - 1. Milagros reminded Krystina that Student Activities requires GSO students to be the majority in order to use GSO budget to pay for it
- iii. Krystina shared the event will feature a traditional Kwanzaa ceremony and some education about the history of Kwanzaa. Then there will be a game night and after party

d. Upcoming PEERS potluck

- i. Sarah has heard from people outside of GSO that they are excited about this event after attending another recent PEERS event

e. Upcoming Democratic Debate Watch Party

- i. Immediately after the PEERS Potluck

f. Upcoming Just Community Solidarity Hour on Migration/Immigration

g. GSO leadership showcase

- i. Krystina gave sign-up sheet to Natalie
- ii. Natalie will send reminders to leaders

h. PRIDE end of semester meeting

- i. Sarah is planning a meeting for December 2<sup>nd</sup> or 4<sup>th</sup> to distribute PRIDE shirts

VII. Approval of expenditure report

- a. Milagros asked co-chairs to post next semester's committee meeting dates on website and email leadership
  - i. Krystina indicated she and Megan will have a handout with the dates for the Steering Committee meeting on December 3<sup>rd</sup> and will follow that up with an email reminder
  - ii. Milagros suggested this schedule of dates include deadlines for voucher requests
- b. Milagros asked Sarah if people are submitting the necessary documentation for these requests
  - i. Sarah indicated they have been asking for the needed documents if leaders do not send them
- c. Krystina suggested printing out information related to voucher requests to distribute at the Steering Committee meeting so that leaders can refresh over the break
  - i. Sarah suggested it would be nice if GSO could have another training
  - ii. Milagros suggested that we would be able to do so and to send her a few potential dates

VIII. Budget

- a. Milagros shared that on February 13<sup>th</sup>, there is a teleconference required by the Student Activity and Service Fee Advisory Committee at Storrs. GSO leadership needs to be on the call
  - i. Milagros reported feedback from Bruce about the differences in the budget from last year: Leaders have to be able to speak to the budget and justify line items in the budget, specifically any increase in costs
- b. Milagros reminded Co-chairs the budget has to be sent to the Steering Committee for approval before the meeting
  - i. Co-chairs will send this with minutes and committee meeting reminder

IX. Community engagement (internal & external)

- a. Collaborating with outside organizations
  - i. Milagros suggested capitalizing on an event already happening in the community
  - ii. Executive Committee will continue this conversation next semester

X. Black History 365

- a. Krystina shared that there have been delays with the t-shirts and we may change vendors
- b. Go over program schedule
  - i. Just community solidarity hour facilitation ideas

1. Krystina proposed a focus on ally-ship to attract a more diverse group for meaningful conversation and suggested Megan could facilitate this discussion
2. Date and time is TBD, Krystina is creating a flyer to be shared
- ii. Krystina shared the BH365 Team would like to schedule a meeting with Milagros
  1. A tentative date of Monday December 9<sup>th</sup> was set

XI. Meeting adjourned at 2:50pm

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Kayla Perkins, Secretary

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Date

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Milagros Marrero-Johnson  
GSO Advisor

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Date