

GEA Meeting Minutes
Wednesday, September 12th 2018
3 PM

Members Present: Ben Leake, Jen Carter, Stephanie Graves, Carlye Schock, Brittany Byrom, Mack Curry, Shari Arnold, David St John, Victoria B.

Agenda:

1. Current reimbursement policy: (GEA reimburses up to \$100 per conference for students who present): after presenting, must submit a copy of the program that shows name and panel, as well as title of the conference a paid receipt that shows credit card number on it (must be specially requested), and a copy of the credit card statement associated with that charge with the name and credit card account number. Refunds are issued via electronic draft. Can be reimbursed for multiple conferences, until the total conference fund is depleted.
2. Revising/adding to GEA bylaws. Most pressing focus for next meeting: adding language concerning reimbursement policies, election process (shifting elections to academic year rather than calendar year).
3. Undergraduate/graduate mentoring program. Potential partnership with CASA/series of workshops involving different voices in writing and opportunities in writing/collaborative forums, etc. Will announce at next LDS meeting in order to recruit graduate students for participation. Aim to announce revised program goals at faculty meeting in November in order to launch the program officially in the Spring semester.
4. Graduate students teaching upper level courses update. Factors affecting decisions: declining numbers of majors and minors, upper level courses that are only available to rhet. comp. and creative writing, etc. Potential to meet with Dr. Goodman to talk about concerns and graduate student options.
5. Possible social events: themed movie nights (beginning in October). GEA will cosponsor/provide money for snacks for one event a semester (\$30). Must save receipts and flyer for food for reimbursement.
6. Parental/family leave policies update from the GSA. No general guidance currently for parental/family leave currently, but policies are in process of being written. Financing available/listserv information/opportunities to collaborate with GSA.
7. National Day on Writing: October 17th. 10 am – 2 pm in the library plaza.

October Meeting:

1. Work on adding language to GEA bylaws for reimbursement policies and election process.
2. Update from Brittany on contact with Kay Hudson (CASA office).
3. Update from Shari on graduate student teaching concerns after talking with Dr. Kocela and Dr. Goodman.