

# Graduate English Association

## Meeting Minutes

**Members Present:** Shari Arnold, Brittney Byrom, and Ben Leake

**Meeting Date:** Wednesday, November 14, 2018

## Order of Business:

### A. GEA & CASA Mentoring Program

1. Email GTAs & Staff for student recommendations for the program
2. Plan for more promotions in Spring of 2019
3. Kyle asked if members of the GEA would be willing to lead intensive workshops during breaks (ex: Maymester, winter break, spring break, etc.)
  - a) Shari, Brittney, Ben discussed that GTAs typically use breaks to raise more money and conduct research.
  - b) We will only back these workshops if funding is provided.
  - c) Brittney will reach out to Kyle and Kay to see if CASA workshops will provide payment for graduate student time.
4. Brittney will follow up with CASA before the end of the semester to get forums and workshops on the calendars
5. What's remaining is gathering graduate students who are able and willing to volunteer

### B. Events

1. Work on more social events, such as having a GTA trivia night
2. Set up Writing Groups
  - a) Groups that work together on their writing and spend time writing together
  - b) Reach out to other departments with graduate students to join in on the writing events.
3. Begin planning the end-of-year party
  - a) wait for budget confirmation, and
  - b) Ben & Brittney: figure out the official title for that event
4. Fellowship Breakfast Talk with Katrina
  - a) Shari will check in with her and schedule a time in Spring
5. Spring Book Sale
  - a) Due to the success of the fall book sale, we're going to plan on having another book sale in the spring
  - b) The spring book sale will focus on selling to graduate students
  - c) SAMLA and Dr. Roudané donated more books to our stores leaving us with six boxes of academic texts

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- d) Shari, Jennie, or Brittney will reach out to other departments to see if other graduate students would also be interested in collaborating for this event

### **C. Bylaw Updates**

- 1. Update the elections to reflect the fiscal year
- 2. Update the Treasurer section of the bylaws to more clearly state steps for conference reimbursement

### **D. Money**

- 1. Shari will check-in with Marta for a budget update
- 2. Money from the NDoW book sale must be deposited into the GEA account, Shari will look into how to make this deposit happen
- 3. The money raised during the NDoW book sale (\$136.76) will be saved and joined with the spring book sale money (\$TBD) to be put towards Ex Post Facto