

Agenda

- 1: Minutes from previous meeting
- 2: Lounge committee
- 3: MOU's
- 4: Suggested ICP changes
- 5: Standing committee bylaws (below)
- 6: COI Board of Directors needs accounting for

Motion to accept below change: 4 – 0 – 0

5.4 Internal GSO Functions

5.4.3 Graduate Student Nights

This line is to pay for campus wide gatherings of graduate students at least once a semester at a venue that serves food and beverages with a capacity of at least 100 people in order to foster social community.

5.4.4 GSO Travel

5.4.5 Committee Expenses

5.4.6 NAGPS Membership

Need to create a codification of activity.

Motion to accept below change: 4 – 0 – 0

D. If funding is requested to cover partial expenses not paid by another primary funding agency, an official written statement of funds provided and a photocopy of all receipts is required from the agency. Reimbursements for e-tickets will be made only on submission of proof that you boarded the flight (e.g. the original boarding pass stub, baggage claim check, or frequent flyer reports).

Motion to accept below: 4 – 0 – 0

G. RAP will not cover lodging requests for any conferences taking place on Long Island, or within the five boroughs of New York City.

Motion to approve below: 4 – 0 – 0

Article III. Rules of Order

Section A: Committee Meetings:

Minutes from all official meetings must be posted to the GSO website within a week of approval of the minutes. The posted minutes must include a summary of the agenda, results of votes and the committee chair's contact information. Advertisements and minutes should not be posted to the listserve unless the Speaker of the Senate deems it absolutely necessary. Relevant documents including the minutes may be available via hard copy at the GSO office, and shall be archived annually.

Motion to approve the below: 4 – 0 – 0

Article II. Committee Membership Bylaws

Section A: Committee Membership:

6: Quorum shall consist of a chair and two members of the committee; if the committee does not have a chair, then quorum shall consist of three members of the committee.

7. Unless otherwise specified, the GSO President is a voting member of all GSO committees but only counts towards quorum for committee meetings in which the chair is present.

Article IV. Specific Committee Bylaws

Section I: FSA/GSO Lounge Committee

1. The purpose of the Lounge Committee shall be to work in conjunction with the Faculty Student Association, as per guidelines established by the two organizations, to oversee operation of the University Cafe.
2. The Lounge Committee shall consist of at least three GSO members. At least one of these members must be an active senator.
3. At least once every semester, the committee chair shall present a detailed report to the Senate describing the present status of the University Cafe, and outline any future plans.

Motion to approve below: 4

Appendix F. Statement of Fiduciary Responsibility

In order to maintain a responsible and open stewardship of the Student Activity Fee, each member of the Executive Council has a fiduciary obligation to utilize the utmost good faith and act in the best interest of the Graduate Student Organization (GSO).

A member of the Executive Council may not participate in any deliberations or vote on any matter relating to current or proposed Organization or personal business in which s/he has a direct or indirect interest in another entity, and that entity enters into a transaction with GSO. Direct or indirect interest includes any legal, equitable or fiduciary interest or position in such entity. Due to the proscribed nature of the relationship between the GSO and its fiscal agent, FSA, membership on the Board of Directors of the fiscal agent is specifically excluded from this document.

Executive Council members having a direct or indirect financial interest that could create a conflict of interest with any Organization or personal agreement, transaction, or relationship, shall disclose that interest to the Executive Council. The remaining Executive Council members shall determine whether the member may participate in the deliberations or vote on the issue. Any potential conflicts of interest that are disclosed to the Executive Council must be disseminated to the GSO Senate and published along with the minutes from the Executive Council meeting in which the conflicts of interest were raised.

No member of the Executive Council shall accept compensation of any sort from a person, organization, or corporation who has a financial relationship with GSO.

I have read the above policy and agree to abide by its provisions.

Name (print)

(Signature)

Date

Motion to approve below: 4 – 0 -0

6.3.6 Inter-University Doctoral Consortium (IUDC) and Stony Brook Manhattan

- C. The total amount of discount will be determined by the Budget Committee based on the total number of requests and the total amount in the line, but not to exceed 50% of the student's cost.

4 – 0- 0

Remove cabaret MOU A.6

4 – 0 -0

6.3.1 Student Clubs and Organizations

6.3.1.1 Office of Student Activities (OSA) Recognized Clubs and Organizations

Recognition by the GSO also requires regularly conducting meetings and/or events advertised through the GSO listserv and in various other media every semester. The club allocation will be released in one installment no earlier than after the organization's first general meeting or event of the fiscal year. All meetings and events must be publicized through the GSO listserv/website at least three business days in advance unless guided by a separate Memorandum of Understanding. The amount of funding a club is eligible to receive is defined in the Annual Operating Budget.

6.3.9 Educational Programming in International Culture (EPIC)

The only events that qualify for this line are SBCSSA Full Moon Festival and Chinese New Year's Celebration, and IGSA Freshers' Party and Spring Ball. **Because of these are annual cultural events of great significance to a large number of graduate students, it was deemed necessary to create a specific set of rules for these events independent of the general cultural and events line.**

Use of this line requires 2/3 vote of senators present.

No more than 25% of this line may be used at a time.

No more than 66% of the money for each event on food/drink.

This line may not be overspent.

6.3.10 Social Concerns Committee Social Events and Entertainment Distribution (SCCSEED)

This line can only be used for events fully programmed and planned by the SCC. This would require budget committee recommendation and EC approval to allocate. Expenses incurred on this line may be prepaid by the Treasurer using the GSO credit card.

No more than 50% of the line may be used per semester.

6.3.11 Concerts

This line will fund a number of concerts not to exceed the amount allocated by the Annual Operating Budget for the line. These concerts are to be held at the University Café or at another local venue deemed suitably accessible to graduate students (as determined by the SCC). The

specific details of the co-operation of concerts held on campus using this line are detailed in the MOU.

All concerts funded by this line shall be designated as such by “The GSO Presents _____”

No more than 60% of this line may be spent per semester.

No more than 30% of this line may be spent per concert.

6.3.12 University Café Programming

This line can be used to fund events such as Trivia, Karaoke, and Summer Food/Drink specials at the University Café. The specific details of these expenses are outlined in the MOU.

**Memorandum of Understanding
Between the Graduate Student Organization (GSO) and
the Faculty Student Association (FSA)
for GSO Programming at University Cafe**

FSA and GSO are separate organizations with complementary, not-for-profit missions.

GSO is the representative governance organization for graduate students at Stony Brook University and is responsible for the distribution of the graduate student mandatory student activity fees, as prescribed in SUNY policy.

FSA is Stony Brook University's auxiliary services corporation and provides services to the University community, including Fiscal Agent services to GSO for the mandatory student activity fee, as prescribed in SUNY policy. FSA also operates, through its Campus Dining Services contract with Lackmann Culinary Services, Inc., the University Café, which provides a social venue for graduate students.

To promote University Café as a graduate student social venue, GSO and FSA agree to the following:

A. Concerts

GSO will fund up to \$9,000 for FY 2010-11 for the production of concerts at University Café, in accordance with its mission of providing activities for graduate students.

FSA will fund \$1,000 for the production of concerts at University Café, in support of promoting utilization of the Café.

Campus Dining will cover hospitality for the concerts provided they approve the rider prior to contract signing

Budget must cover ALL costs, including equipment needed for the concert program.

There will be a minimum of two concerts per semester, with a minimum of two bands per concert.

The GSO/FSA University Café Advisory Committee (Lounge Committee) will be responsible for approving all concert details, including selection of entertainment, scheduling, budgeting, and marketing. All such details must be approved by the Committee in writing at least one week prior to the lead time for band clearance required by the University, to allow FSA staff to review the contract and hospitality riders, confirm venue availability, and sign the contract.

B. Trivia and Karaoke

GSO and FSA will split the cost of Trivia and Karaoke Night productions (total of \$75 each per night for prizes and host).

There will be up to 21 events scheduled during FY 2011.
Some Trivia/Karaoke night may not occur on concert nights, to have maximum number of nights of programming.

GSO will fund Trivia/Karaoke with an additional payment of \$35 per night for 1 hour Wolfie's cook and 2 hours of waitress service. Patrons participating in those events may order food and have it delivered to U Café. In return, Campus Dining will provide significant discounts (preferably 50%) on the Wolfie's appetizer menu. The discount would be available to participants/attendees in the trivia/Karaoke events only.

The GSO/FSA University Café Advisory Committee (Lounge Committee) will be responsible for approving all scheduling and marketing.

C. Summer Special Sponsorship

Subject to the agreement of FSA to open University Café for selected events during Summer 2010, special summer events may occur.

GSO will fund up to \$1000 for food specials during summer special events.

The GSO/FSA University Café Advisory Committee (Lounge Committee) will be responsible for approving all programming details, including selection of programming and food specials, scheduling, budgeting, and marketing.

All expenses related to this MOU will be initially paid by FSA. FSA will bill GSO for those expenses consistent with the terms of this MOU. GSO will approve and submit invoices for payment within 30 days of receipt of invoice.

Implementation of this MOU must be consistent with University Policies, including but not limited to those governing the mandatory student activity fee, and FSA Financial Policies.

All other terms of the GSO/FSA MOU for Fiscal Agent Services, if applicable, will take precedence over this MOU.

May 7, 2010

For the Graduate Student Organization:

Dylan Selterman
President

Christopher Young
Treasurer

For the Faculty Student Association:

Kevin Kelly
Executive Director

Approved:

Lawrence B. Martin, Ph.D.
Dean of the Graduate School