1. **Call to Order—6:00pm**  
   a. Approval of Agenda and Minutes (~1 minute)

2. **Initial Agenda Item**  
   a. Office of Graduate Success Services – Elizabeth Savelkoul  
      i. [http://www.grad.uiowa.edu/career-success?portal=current-students](http://www.grad.uiowa.edu/career-success?portal=current-students)  
         1. Book appointments  
            a. From 5 days to 1 month in advance  
            b. September – early November busiest time  
         2. If in *dire straits* then you may email to try to set up appointment  
         3. Appointments available by Skype if needed for off-campus students  
      ii. [grad-success@uiowa.edu](mailto:grad-success@uiowa.edu)  
      iii. Most services are in Gilmore Hall, but Elizabeth is in MRC (Thur-Fri)  
      iv. Services to any graduate students at any stage of their programs  
         1. Career Advising: Book online for 45 min. appointments  
            a. First steps in planning for a career: Resume/CV review, job searches, portfolio materials, careers both inside and outside the academy, networking help, online presence, informational interview  
            b. No documents needed  
   2. Career Materials  
      a. Send in resume/CV/cover letters/teaching statements to get feedback  
      b. Book 1-2 weeks in advance, and send materials at least 5 days before your meeting  
      c. Documents needed: Materials (CV/resume/cover letter etc. at any stage of development); also send a link to the job ad for which you are responding  
   3. Funding Consultation  
      a. Where to look; How to prepare to apply; general advice on application strategies  
      b. Sign up anytime; but especially early on in grad career  
      c. Documents: none *unless you’re applying for a specific funding opportunity*: in which case you will need to email the posting  
   4. Funding Materials  
      a. Send in funding application (research statements/plans/personal statements, etc.)  
      b. Similar to the information in 2  
         i. Only send a link to a particular funding opportunity  
   5. Professional Online Identity  
      a. Professional social media for networking/presence, etc.  
      b. Anytime, whether or not you have a Twitter/Linkedin/etc.  
      c. No documents needed  
   v. The office also gives topic specific presentations throughout the semester  
   vi. Photo Booth (monthly); Invited presentations (topic specific); GSS collaborations (3 minute thesis; Careers Outside the Academy Conference)

3. **Introduction of Senators** (~ 2 minutes)

4. **2:2:2** (2 Senators: 2 Departments: 2 Minutes)
5. Grad College Report
   a. Dean Keller: 19th Commencement, if you’re graduating make sure to fill out the exit
      survey (it’s very important for the grad college); negotiations with COGS and board
      of Regents has begun (will finish 15th of March)
      i. New funding allocations information have gone out to graduate departments;
         Keller and Berkowitz will be back in January (27th) to talk about the funding
         opportunities that grad students can apply to

6. Continued Agenda
   a. Next meeting is in late January. Make sure to attend. This is how one stays in good
      standing with GSS.
   b. Changes to Travel Funds in January (that will take place in the next fiscal year – July)
   c. Graduate Study Space – Valerie Galluzzi and Gaby Hamerlinck
      i. Input on the Grad Studies Space
      ii. Any interest in attending the meeting on some issues regarding the space,
          should contact Gaby or Valerie
   d. Legislative Committee
      i. Meeting next week
      ii. Live-stream of the open session on Wednesday
      iii. Interested parties should contact Kelsey (kelsey-kramer@uiowa.edu)

Executive Reports
   a. President’s Report— Gaby Hamerlinck
   b. Vice President’s Report— Valerie Galluzzi
   c. Treasurer’s Report—Laurena Bernabo
   d. Membership Officer’s Report—Mike Petrie
   e. Parliamentarian’s Report— Gloria Wenman
   f. Public Relations Officer’s Report—John Haman
   g. Graduate Council Report**— Gaby Hamerlinck, Sarah Lucas, Katie Winn, Kristin
      Gavin
   h. GPSG Delegate Report— Gaby Hamerlinck, Nicole Jardine, Rajiv Ranjan, Ben
      Berkowitz, Hang Nguyen
   i. DGSAC Chair Report—OPEN
   j. Webmaster Report—LaShelle Morrison, Mike Petrie

2. Committee Representative Reports
   a. International Student Committee— Paul Capobianco
   b. Graduate Success Committee— Gwendolyn Gillson
   c. Jakobsen Conference Committee— Valerie Galluzzi, Gloria Wenman, Tyler Weaver,
      Stephen Smith
   d. Jakobsen Conference Review Committee—OPEN
   e. Legislative Committee— Kelsey McGinnis
   f. Service & Social Committee — Adrijana Pusnik, Mitch Lingo
   g. Travel Funds Committee — Hang Nguyen, Nicole Jardine

3. Announcements**

4. Adjournment
Graduate Student Senate
General Assembly Meeting
Minutes
1-December-2014

**Reports Included**

7. Executive Reports
   a. Graduate Council Report— Gaby Hamerlinck, Sarah Lucas, Katie Winn, Kristin Gavin
      i. Upcoming meetings and minutes are posted at:
         http://facstaff.grad.uiowa.edu/graduate-council/meetings

8. Announcements
   a. Applications are now being accepted for the 2015 Jakobsen Conference
   b. The submission deadline for the conference is Friday, January 26th, 2015 at 5 PM

2014-2015 Graduate Student Senate
Roster of Elected Positions

**Executive Officers:**
President: Gaby Hamerlinck
Vice President: Valerie Galluzzi
Treasurer: Laurena Bernabo
Executive Associate: Brady Hoback
Membership Officer: Mike Petrie
Parliamentarian: Gloria Wenman
Public Relations Officer: John Haman
GPSG Delegates: Gaby Hamerlinck, Nicole Jardine, Rajiv Ranjan, Ben Berkowitz, Hang Nguyen
Graduate Council: Gaby Hamerlinck, Sarah Lucas, Katie Winn, Kristin Gavin
Webmaster: LaShelle Morrison

Roster of Appointed Positions

**Committee Chairs:**
Graduate Success Committee: Gwendolyn Gillson
International Student Committee: Paul Capobianco
Jakobsen Conference Committee: Valerie Galluzzi
   - Coordinating Co-Chair: Stephen Smith
   - Publicity: Tyler Weaver
   - Judging and Submissions: Gloria Wenman
   - Event Planning: Mitch Lingo
Legislative Committee: Kelsey McGinnis
Service and Social Committee: Adrijana Pusnik
Travel Funds Committee: Hang Nguyen

http://gss.grad.uiowa.edu
grad-senate@uiowa.edu
Graduate Student Senate
General Assembly Meeting
Minutes
1 December 2014

Nicole Jardine  nicole-jardine@uiowa.edu

Additional GSS Representatives:
Dean’s Graduate Student Advisory Committee (DGSAC)  OPEN