

**HGSA MEETING MINUTES**  
**AUGUST 27, 2014**  
**10:00-11:00AM**

**Greg Atkins called the meeting to order 10:05 AM.**

Members Present

Greg Atkins, Joni Ford, Brian Stack, Jacob Wells, Allison Sellers, Jason Hogstad, Daniel Kotin, Fred Hardyway, and Sarah Schraeder.

Election of HGSA positions

Greg Atkins moved to elect the HGSA President. Fred Hardyway nominated Greg Atkins for the position and Jacob Wells seconded the motion.

The motion passed.

Greg Atkins moved to elect the HGSA Secretary. Brian Stack nominated Sarah Schraeder for the position. Greg Atkins seconded the motion.

The motion passed.

General Discussion Topics

Greg Atkins moved to discuss amending the HGSA By-Laws. He proposed to modify the HSGA Secretary position description to include that HGSA meeting minutes must be approved by the HGSA Agenda committee prior to its submission to the Faculty-Graduate Student list serve. Additionally, he suggested that a subcommittee should be created in order to amend the HGSA By-Laws further. This subcommittee would review HGSA Secretary position, expand the duties of the PhD representative, and create an official position for the RCI Steering committee Graduate Student representative. This subcommittee would also be charged to create a ballot sent out to all HGSA members to approve changes to the HGSA By-Laws and to elect the new RCI Steering committee Graduate Student representative position and the currently unfilled PhD representative position. Any amendment of the HGSA By-Laws must be approved by two-thirds majority (66%) of the votes cast by the HGSA membership.

The motion to create a By-Law Amendment Subcommittee passed. The members of the committee are Greg Atkins, Brian Stack, Joni Ford, and Fred Hardyway.

Sarah Schraeder proposed that HGSA put together a WSU Graduate Student Interdisciplinary conference. She is currently working with Dr. Karen Phoenix, Greg Atkins, and Brian Stack to put together a project proposal. In order to receive some funding and free university opportunities, she suggested that HGSA become a Registered Student Organization (RSO). Benefits of becoming an RSO include one free rental of a room in the CUB per year, such as the Junior or Senior Ballrooms, and the potential for some funding from the Graduate and Professional Student Association (GPSA) for such an event as an interdisciplinary conference. The application process involves finding a faculty advisor, filling out an online application, submitting an organization constitution, and maintaining four officers with current RSO training.

Greg Atkins proposed to contact a faculty member to fill the advisor position. Once a faculty member has agreed to become an advisor for the purposes of becoming an RSO, Sarah Schraeder will begin the application process.

Should the GPSA lower HGSA membership to one member, Greg Atkins proposes that the two members alternate attending the bi-monthly two-hour meetings as it is such an extensive commitment. Brian Stack suggested that both HGSA GPSA representatives attend the first meeting on September 8 from 5:30 to 7:30 PM to acquire more information about the change in voting membership positions for HGSA. Sarah Schraeder seconded the suggestion. Greg Atkins suggested that the GPSA representative position discussion should be tabled until the next HGSA meeting after the first GPSA meeting. Sarah Schraeder and Brian Stack seconded the suggestion.

Joni Ford informed the HGSA members of the colloquiums planned for the Fall 2014 semester. The first colloquium is scheduled for September 10 from 10:00 to 11:00 AM and is entitled "What I wish I knew." Several other themes will include:

- Search It and other Library Recourses Workshop
- How to submit your thesis/dissertation to the Graduate School Workshop
- External Funding Opportunities Workshop
- Several Professor or Graduate Student Research Spotlights

#### HGSA Meetings

The next HGSA meeting is scheduled for September 17 at 11:00 AM. Members unable to attend this meeting will review the minutes and forward any questions to any present members if necessary.

Additionally, the HGSA By-Law Subcommittee will meet after this meeting is adjourned to discuss amending the HGSA By-Laws. Greg Atkins, Joni Ford, Brian Stack, and Fred Hardyway will all attend this meeting.

**The meeting was adjourned at 10:53 AM by Greg Atkins.**