1) Call to Order: 12:00 pm

2) Roll Call
   a) Committee Sign ups
   b) Robert’s Rules

3) Officer Introductions

4) Senator responsibilities (Instead of Approval of Minutes/Agenda)
   a) Passed around sheets for responsibilities
   b) It is important to read the Constitution and bylaws. Attendance is the upmost importance because you are the voice of your department, and your departments will be eligible for grants. Make sure to take your departmental issues and concerns to grad senate so your colleagues have a voice.
   c) Everyone who filled out the sign-up sheets should know have access to the folder. If not, please email gsgsecretary@gmail.com
   d) Sign up for committees. We will also have sign-ups go around next meeting if you were not present.
   e) Senators do have the option of making ad-hoc committees if they are necessary. Follow Robert’s Rules if you want to make a proposal. You are required to serve on one committee during your time in GSG.
   f) We have facebook, twitter, and a website, make sure you check them for events.
   g) The grad picnic is going to take place Tuesday September 17th 4-6 outside Stodder rain or shine.
   h) There is a Rep form folder on First Class. This folder will have flyers you can forward to your departments. Also please post events from your departments.

5) Guest Speaker(s)
a) Black Bear mentors work with middle school and elementary students in schools around the area. They’re trying to recruit male mentors, pass the word to other grad students.

6) Advisor Report
a) Come see Dan Sandweiss and Scott Delcourt, they have an open door policy. They are located in Stodder in the same building where the meetings take place.

7) Executive Officer Reports
a) President - Richard Luc
i) Moment of silence for Sept. 11
ii) Grad board meeting is Sept 26th. It is the equivalent of the Faculty Senate for grad studies. It is the governing body that passes rules for grad studies.
iii) There are monthly Student Leadership meetings where Grad and Undergrad students meet with President about issues
iv) There have been changes to Rep Forum and GSG folder. If you have any suggestions to make it better let us know.
v) We will be following Robert’s Rules for resolutions and bills presented to the GSG. There will a standardized form to fill out, which will be located on the Rep Folder. If there is an amendment that wants to be made, fill out the bills and resolution form to make the process more efficient and smooth.
vi) It is important that grad students know Legal aid/advice available to them.

vii) Looking for ideas for GSG retreat. People are busy, but trying to be more connected. Please post ideas to the folder about retreat options to get to know each other betters

b) Vice President - Robin Arnold
i) Starting early, looking for grad Expo volunteers. The Grad Expo is an opportunity for grad students to gain experience presenting a professional poster about their research. Everyone can participation. It is April 3rd and 4th, Thursday and Friday. It will be located in New Media Center. (Owen Smith is the contact for that building)
ii) Grad school had a presence at the President’s dinner. Hoping to get under grads to get interested in grad school. We are looking for new avenues for grads to participation. We are looking to more community service project to participate and become part of the community. During the first weekend Grad students worked on arranging supplies for families that need it. We are hoping to be a part of the dinner each year.

c) Treasurer

d) Secretary - Abigail Jones
   i) Explanation of committees
      (1) Everyone must serve on a committee. There are also other committees available on campus. If interested in these other ones email Charles Rodda for information.
   
   ii) Sign ups

e) Outreach and Professional Development Officer - Elisa Sance
   i) Grant writing 101 Nov 14, 3-5pm in Stodder. This workshop is specifically for writing general grants (i.e. federal grants). This class is different from the grad school grants writing workshop. This workshop is an introduction to grants writing, it’s for students who you know little about writing grants.
   
   ii) Upcoming Social events are on the Facebook page. The movie Con-Tiki will be shown on October 10th at 7 in the CCA for free.

f) Grants Officer - Amamihe Onwuachumba
   i) Clubs and Organizations Funding. There will be some new rules on the way money is used for clubs and orgs. We will be discontinuing carry over funds, clubs and orgs need to return money if it is not used. Clubs and orgs cannot give funds to individual students. If your club has this in your budget, please revise your budget. Please send contact for the club to Amamihe Onwuachumba. Deadline for clubs and org proposals is Friday September 20th. You will have the chance to talk about what the club does and how it helps grad students.
   
   ii) Individual Grants are not open for submissions yet. The deadline is October 4th at 4. Please tell constituents that there are rules to follow. We were informed that sometimes when they get printed
there are problems with margins, so we will keep that in mind. Looking for volunteers to review grants, PROVIDES LUNCH. Retroactive grants apply the same deadline.

iii) Grant writing workshop (SPECIFICALLY FOR GSG GRANTS) on Friday Sept 20th. Trying to figure out the best time. There was a question about video recording. There also are guidelines provided on the website.

**g) BOT Representative - Charles Rodda**

i) Represents students from all Umaine systems. Examples of Sept. Board Meeting issues: The Board will be sitting down with the Prof Union to address new contracts. Things that effect Grads: Reports on housing, more pressed for space, trying to get housing on campus for grad students. Also we maintained our funding level, got additional ½ mil focus on adult students (over 24). Although it’s specific focus on adults students there will be some overflow that will affect grad students. Also looking at building an institutional research database, which will work with other students in other systems who are doing the same research. Upcoming meeting Sep 21st.

ii) Comment on K-12: On Oct 3rd 4th Auburn Landtrust is doing a science project about water, 9:30 to 11:45.

8) Committee Reports

9) Old Business

10) New Business

a) Nominations for treasurer
   i) Jackie Deng: Bio Chem, running a restaurant have a lot experience, budgeting and finance, concentration is management, works for new student programs, treasurer for greek fraternity, public relations for greek board
   ii) Alex Demers: 4th year senator for 2 ½ years, help this year because of the turn over, served as president in his fraternity, but had to do the treasurer’s job, experience in GSG

b) Proposal for budget
   i) Budget is posted, will post updated version

11) Senator Updates & General Announcements
12) Adjournment 12:58