

GSEG General Meeting

September 7, 2021

Greenberg Lounge, 114 Skirkanich Hall

Zoom Link: <https://upenn.zoom.us/j/5455446582>

Resources:

Representative guide: <http://tinyurl.com/nzpy6lj>

Funding guide: <http://tinyurl.com/nfmq9uk>

Funding application: <http://tinyurl.com/nozrqrw>

Event planning guide: <http://tinyurl.com/nsngtfb>

GSEG Constitution: <https://tinyurl.com/y3z96co8>

GAPSA Constitution: <https://tinyurl.com/y2eaw4g2>

Introductions and Institutional Email IDs

President: Aalok Thakkar

gsegpres@seas.upenn.edu, gseg-president@seas.upenn.edu

Vice President: Anamil Mehta

gsegvp@seas.upenn.edu, gseg-vp@seas.upenn.edu

Chairs for Finance: Clary Rodriguez, Sourajit Das

gsegfin@seas.upenn.edu, gseg-finance@seas.upenn.edu

Chairs for Social Programs: Genesis Quiles-Galarza, Max Li

gsegsoc@seas.upenn.edu, gseg-social@seas.upenn.edu

Chair for Logistics: Pankti Parekh

gseglog@seas.upenn.edu, gseg-logistics@seas.upenn.edu

Attendance:

Departmental Representatives:

BE: Michael Tobin, Mosha Deng

CBE: Mariam Alqubati, Owen Land

CIS: Daniel Feshbach, Justin Sherman

ESE: Vasant Iyer
MSE: Steven Cheng
Robotics: Ajay Anand

Executive Board:

President: Aalok Thakkar
Vice President: Anamil Mehta
Chairs for Finance: Clary Rodriguez, Sourajit Das
Chairs for Social Programs: Genesis Quiles-Galarza, Max Li
Chair for Logistics: Pankti Parekh

Elected PhD representatives:

1. Ivy Dai: yuxuand@seas.upenn.edu
 2. Ludwig Zhao: ludwigz@seas.upenn.edu
 3. Steven Neuhaus: neuhaus@seas.upenn.edu
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Elected MSE representatives:

1. Jal Panchal: jalp@seas.upenn.edu
2. Rachel Madhogarhia: rmadh@seas.upenn.edu
3. Xinfan Su (Fiona): xsu@seas.upenn.edu
4. Zhaosen Guo: zsquo@seas.upenn.edu
5. Bhavya Bhardwaj: bhavyab@seas.upenn.edu

Rachel is a sub-matriculation student and the board will check with Sonya Gwak on September 14 about how sub-matriculation students participate in GSEG.

Updates from the Executive Board

1. Finance:

- a. Budget sheet: [Budget 2021 2022](#)
- b. Reimbursement guidelines
 - Expenses > \$500 preferably through a PO (email treasurers)
 - Smaller expenses: Venmo @GSEG_UPENN and email receipt(s) to gsegfin@seas.upenn.edu
 - PhD and Masters budget coordination for each department
- c. Additional Funding request form: [General Funding Application](#)
Form should be emailed to president (gsegpres@seas.upenn.edu) and finance chairs (gsegfin@seas.upenn.edu)

2. Social Activities:

- a. Alcohol policy
 - i. If you are distributing it on campus, need to have alcohol letter signed at the dean's office: (template below)
<https://docs.google.com/document/d/1NIEXiHXZ4mbu7JNc85T6xQWAUgPoehQaM3MF2Oq-EN4/edit?usp=sharing>
 - ii. If consuming at a business with a liquor license, OK

3. Logistics:

- a. GSEG is looking for individuals to help with restructuring their website. Interested individuals may contact gseglog@seas.upenn.edu.

4. President:

- i. The executive board now has institutional email addresses (@seas.upenn.edu) as listed at the start of these minutes.
- ii. GSEG Office Hours are scheduled for every Tuesday at 4PM. It was recommended that this time be after classes. The board will try to find another time and update it.

iii. GSEG will join the Penn Student Government Slack hosted by GAPSA. The public channels for GSEG are:

1. #gseg
2. #gseg-advocacy
3. #gseg-programming
4. #gseg-finance

There will be private channels for the executive board, GAPSA representatives, etc.

iv. Last year, GSEG initiated the first GAPSA-GSEG Diversity Summit. We continue it this year with the same. GSEG and GAPSA will work closely to plan this in October. More details will be sent out over email. If you are interested, contact gsegpres@seas.upenn.edu.

v. In order to better understand student needs, GSEG will launch a Diversity Survey which students can fill out voluntarily. The results of this survey will be presented at the second GAPSA-GSEG Diversity Summit and will be used by GSEG for future planning.

New Business

1. GSEG should do a better job at communicating with students about its purpose and functioning. This will be included in the newsletter for September 14.
 2. GSEG constitution does not mention GAPSA representatives. The board will propose an amendment to address this, and present it to the General Assembly in the October meeting.
 3. October meeting should have individually packed food.
 4. The board is directed to propose a policy that promotes inter-departmental collaboration.
 5. General Assembly meetings should have a dedicated time for departments to provide updates.
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Agenda for October Meeting

1. Constitutional Amendments
 - a. Name and Purpose
 - b. GAPSA representative
 - c. Board positions
2. Proposal for inter-departmental collaboration incentives
3. Updates from departments
4. Social events planning