Minutes of 2/17/08 Senator Meeting

Date: 3/1 (Sat.)
Time: 10:00-11:00am
Location: Simon Hall, Room 104
Organizer: Sridharan, Balaji

Attendance:

<table>
<thead>
<tr>
<th>Executive Committee</th>
<th>Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mou, Xiaochun (Joanna)</td>
<td>Yes</td>
</tr>
<tr>
<td>Zhang Chi (Steven)</td>
<td>No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Senator Committee</th>
<th>Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dauti, Marsela</td>
<td>No</td>
</tr>
<tr>
<td>Ding, Yifei</td>
<td>Yes</td>
</tr>
<tr>
<td>Li, Cong (Lucy)</td>
<td>Yes</td>
</tr>
<tr>
<td>Qin, Lei</td>
<td>No</td>
</tr>
<tr>
<td>Shi, Peichang</td>
<td>Yes</td>
</tr>
<tr>
<td>Shi, Yunfei</td>
<td>Yes</td>
</tr>
<tr>
<td>Sridharan, Balaji</td>
<td>Yes</td>
</tr>
<tr>
<td>Xie, Yanjiao</td>
<td>Yes</td>
</tr>
</tbody>
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Agenda:

1. **FAQ**
   Goal: Pass the FAQ's.
   Results: Joanna will revise the FAQ and submit another one in 3/15. Major concerns are:
   - Categorize the FAQ’s – Membership, Leadership, Activities.
   - Why IGSPDA must be included in the categories.
   - More focus of Member’s questions
   - Think about budgeting and the long term implications?

2. **Discussion: nominate our group for one of the Bridging GAPS awards in GPC**
   Goal: Nominate the group for the Bridging GAPS award.
   Results:
   - Concentrate on nationalities and common platform for all international students and hence a unique group.
   - Apply for Diversity group and interschool award
   - Deadline before March 10th.

3. **Discussion: Progress reports of three activity committees**
   Goal: To ensure that the committees are on the success path to their events.
   Results: All committee are moving all well.
   a. **Kick Off Party**
      a) Mails sent to all heads of school
      b) President to send mails to all the heads of schools
      c) All senators to try with their dean
d) Invitation to send mails to all senators.
e) Web page to be done by the chairperson
f) All members to post flyers in their school.
g) Update IGSPDA webpage to include picture on home page.
h) Volunteers for the event.
b. Workshop activity
   a) March 27th – Career development.
   b) Another workshop on 2nd of April – Time frame to be decided.
   c) Make a webpage and advertisement for the activity before March 10th.
c. Ballroom
   a) Print the flyer this week. Two weeks in advance.
   b) Make the webpage done this week.

Action Plan for the Next Senator Meeting:
1. Action plan to senator work sharing.