Minutes of the Open Recruitment of the Core Leadership of IGSPDA

Date: 1/26 (Sat.)
Time: 10:00-11:00am
Location: Stix International House
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>Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Senator Committee</th>
<th>Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dauti, Marsela</td>
<td>absent</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>Yes</td>
</tr>
<tr>
<td>Shi, Peichang</td>
<td>Yes</td>
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<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>
</table>

Agenda:

1. Two minutes presentation from each applicant (if you can not make to the meeting, please send us your written presentation in advance)
   Goal: Let all leaders get familiar with each other
   Result: Everyone made a small presentation, except Marsela Dauti who submitted a written presentation latter.

2. Anonymous vote may be conducted if necessary
   Goal: resolve the competition in application
   Result: two applicants for the speaker position decided to co-chair, no voting conducted

3. Announce the final result
   President (1):
   Mou, Xiaochun Joanna; DBBS; China
   Treasurer (1):
   Zhang, Chi Steven; DBBS; China
   Speaker of the Senator Committee (2):
   Li, Cong Lucy; DBBS; China
   Sridharan, Balaji; School of Business; India
   Senators (6):
   Dauti, Marsela; School of Social Work; Albania
   Ding, Yifei; School of Arts and Science; China
   Qin, Lei; School of Arts and Science; China
   Shi, Peichang; School of Social Work; China
   Shi, Yunfei; School of Engineering; China
   Xie, Yanjiao; School of Engineering; China

4. The Executive Committee and the Senator Committee discuss how to share their duties and set some milestones in the next two months
   Result:
**Duty sharing:** Ideally, every decision of the Executive Committee shall be made upon consultation with the Senator Committee. However, it is unrealistic. Here are a few issues that are discussed and settled between the Executive Committee and the Senator Committee for this time.

- Along with the operation of IGSPDA, we will form our managing style gradually. In general, important issues (e.g. funding distribution, draft and revision of bylaw) have to go through the physical meeting of Senator Committee; minor issues or more urgent issues can go through the on-line meeting of Senator Committee; administrative issues (e.g. maintenance of webpage, approve of membership) can be decided by the Executive Committee alone. We will make a clear list in the future and keep revising it according to the development of the group.
- The physical meeting of the Senator Committee will be conducted every 2 weeks. All related materials must be submitted to the Senator Committee at least 24 hours before the meeting.
- The on-line meeting of Senator Committee will be conducted on the Group Mail set for IGSPDA leaders 2008-2009. The shortest responding time for on-line meeting is 3 days.
- If the Executive Committee pre-approves a case (e.g. a registration of an Activity Committee) and forward this case to the on-line meeting of Senator Committee for consultation, but the Senator Committee fails to respond or fails to reach a conclusion for this case after the shortest responding time, the Executive Committee can go ahead to issue the final approval.
- If an urgent case arises (e.g. an organization wants to post a recruiting message on our Group Mail, but their deadline is earlier than the shortest responding time of the Senator Committee), the Executive Committee make its own decision after try its best to reach and consult with the Speaker of the Senator Committee. However, a written notification should be issued to the Senator Committee soon afterwards.
- If an emergent case arises (e.g. a boy just broke with his girl friend, and he posted an angry message / image on our Group Mail), the Executive Committee make its own decision with just a notification to the Senator Committee.
- If an unusual case or situation arises (e.g. confidential issues), the Executive Committee should consult with the Speaker of the Senator Committee and the Advisory Committee, and then decide how to treat it.

**Milestones:** The bullets in each meeting will be the milestones of our group in the next two months. More bullets may be added in along the operation of the group.

2/2
- Approve three chairperson for three proposed activities
- Pass an initial bylaw about “The Registration and Recognition of Activity Committee”
- Pass an initial bylaw about “The Regulation of the Group Mail and Webpage”

2/16
- Revision of the Constitution (Draft)

3/1
- Revision of the Constitution (Draft)

3/15
• Pass the final version of the Constitution
• Pass the Election Procedure
• Pass an initial bylaw about “The Operation of the Senator Committee”

5. The Executive Committee discuss how to meet and communicate with each other; the Senator Committee discuss how to meet and communicate with each other.
   Goal: decide a common practical way for communication
   Result: a Group Mail will be set up for IGSPDA leaders 2008-2009.