

Communication Graduate Student Association—Executive Committee Meeting  
Minutes  
Thursday, September 5, 2008

Attendees: Shivali Goudar, James Steele, Bobby Kruger and Kelly Schoeninger

The Communication Graduate Student Association is officially a student organization at George Mason University. The application for a list serve was submitted prior to our receiving organization status, hence there has been a delay in getting the list serve up and running.

**List serve Update:**

- We have 60 people in the program (MA/PhD.)
- Faculty will be included in list serve correspondence.
- All recipients will have option to unsubscribe.
- Shivali and Kelly have administrative rights to the List serve

**Treasure Update:**

- First task item is applying for funding and setting up a student account.
- Kristen and Shivali need to attend GMU accounting meeting before we can apply for funding. Meetings are scheduled in September and October. Shivali will contact Kristen about attending in September so we can begin this process.
- Kristen and Shivali will be authorized users for the bank account

**Dues:**

- To be a member of CGSA there will be a \$20 membership fee.
- If one pays dues they will be considered an active member and will have free or reduced cost entry to events. For students that do not pay membership dues, they will have to pay a fee to attend all events.

The money from Dues will go to supporting:

- General Meeting (2 per year)
- Social events (2 per year)
- Brown Bag Dinner (4 per year)
- Annual Banquet (1 per year)
- Conference Attendance

**CGSA Activities**

**General Meetings:**

One General Meeting will take place each semester.

Mark your calendar for Thursday, September 25, 2008 at 6:30 -7:30 PM, location TBD.

Agenda Items: Membership, Goals, Committees, and Calendar of Events

**Social Events:**

- Brainstormed having something around the end of the semester, possibly a holiday party with a white elephant theme.
- Based on the survey results, it was suggested to have a message board to post things such as happy hours, movies, and other activities so others could attend.

**Brown Bag Dinners:**

- Ideas for items to cover this fall: APA Workshop and How to prepare to go to a conference.
- For next executive meeting, please have a calendar with you so that we can select nights to host these events.

**Annual Banquet**

- The Annual Banquet will be a time to recognize students and faculty for accomplishments throughout the year.

**Conference Attendance**

- If funding is available we would like to provide money to students who submit papers to conference and attend.

**CGSA Website**

- Bobby is heading up the efforts to get a website up and running. If anyone would like to help with this contact Bobby: [rkruege1@gmu.edu](mailto:rkruege1@gmu.edu).

**Next Meeting:**

Thursday, September 11, 2008 via Google Chat.

To join us please use this link:

<http://groups.google.com/group/cgsa-executives-2008-09/sub?s=Ye1tCggAAAAd9iKJq1O30HyOLZzaSSBq&hl=en>

*Action Items:*

- Delegate leads for projects
- Develop Calendar of Events

**Upcoming CGSA Meetings:**

Thursday, September 18, 2008—Time TBD

Thursday, September 25, 2008—6:30 – 7:30 PM