1. Call to order  
   a. 5:05 pm

2. Secretary's Report  
   a. Minutes approved

3. Treasurer’s Report  
   a. Talked with fiscal advisor $11,702, but approved over $2,000 today.  
   b. There is a checklist on the GSC website, please review prior to submitting the paperwork, will streamline your process

4. VP of Activities' Report  
   a. Nothing

5. Graduate Senator's Report  
   a. Last meeting this Thursday.  
   b. Will need 2 out of 3 votes to approve bills  
   c. Any further bills will be tabled until next semester

6. Updates and Announcements  
   a. All deadlines have passed for graduating at the end of this semester.  
   b. CHEGSO

7. Open Forum  
   a. There is a link for writing your own letter to the legislature.  
      i. A template has been added, so replace everything in bold  
      ii. Have made a link to determine who the senator or representative that you need to send your letter to.  
      iii. Please encourage your friends and fellow graduate students write and send letters  
      iv. This letter writing campaign is very important for graduate students.  
      v. Need to send in letters as soon as possible, better if you send them in before they go on Christmas break.  
   b. Vote on resolution to maintain the current smoking rules on campus.  
      i. Discussion about this topic  
      ii. Quorum present  
         1. Voted to support the resolution by 10 to 3.  
   c. Please use the university library login to request research material.
i. This way the system is pinged and in this way, budgetary decisions will be made in favor of keeping money going towards research journals.

d. Is anything being done to address the fact that some individuals last spring that applied for research funding and were approved, but due to a breakdown in communication no reimbursement for the travel occurred.

i. Suggest creating a permanent GSC treasurer e-mail so that communication does not break down in the future.

ii. Before going to the graduate college for funding need to get in touch with your department, and then the college in which the department is located to see if you can get funding from them first.

8. Adjournment
   a. 5:39 pm