GRADUATE STUDENT ASSOCIATION

Executive Board Meeting Minutes

Friday, October 23, 2015 | DeVos Building A

Attendees: Lauren, Colette, Nadina, Shahrzad, Fred

1. Task lists on Google Docs
	1. GSA will continue to utilize this plaform as main organizational communication
	2. Administrative Officer will notify everyone With reminders to track hours and utilize tasks list
	3. GSA will utilize Blackboard for E-Board communications
		1. Supervised by Communication officer and Administrative officer
2. RSOs will now send a short description and/ or pictures from their funding event
	1. Nadina and Fred will work on the forms
	2. Housed on OrgSync
3. Everyone should update Facebook with any posts related to GVSU and GVSU events
	1. Facebook should be only GVSU related posts
	2. LinkedIn will be for graduate-related articles, job postings, and other professional news

Next Meeting: December 4, location TBD