

Board of Directors Meeting
October 1, 2025
6:30pm

1. Call to Order

- Motions and seconds should be submitted in the chat. Please be sure to include your club name for the records.
- You must be logged in until the end of the meeting in order for your attendance to be counted. Join and leave times are recorded automatically by Zoom.

2. Approval of Minutes

- Please remember that meeting guests and most Special Interest club representatives are non-voting Board members and should not participate in voting polls.
- Approval of September 3rd meeting minutes

3. Announcements

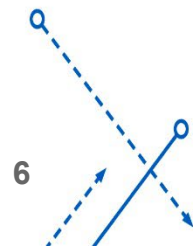
- Board of Directors 2025-2026 Meeting Schedule is attached in the packet
- Career Design Center (CDC)
 - Gina Bellavia



CAREER DESIGN CENTER GRAD STUDENT SERVICES AND RESOURCES

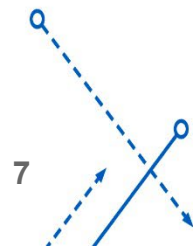
Gina Bellavia, MEd, MA, PhD
Graduate Career Design Consultant
259 Capen Hall
jobs@buffalo.edu
buffalo.edu/career.html

Please scan the QR code to check in...



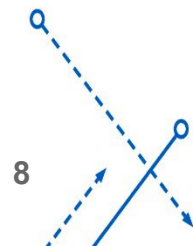
How does the Career Design Center serve grad students?

- **Career Consultant Appointments**
- **Events**
- **Online Tools**



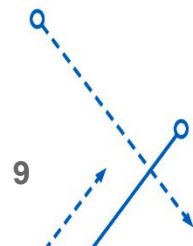
Career Consultant Appointments (in-person or virtual)

- Exploring PhD Career Options
- PhD Job Search
- CV Review
- Convert CV to Resume
- Resume Review – Grad Student
- Cover Letters, Online Profiles, Interviews, Salary Negotiation + more



Events (in-person and virtual)

- Skillshops
- Employer Information Sessions
- Job Fairs
- Panel Discussions
- PhD Career Pathways Conference
- Design Your Life
- PhD Career Accelerator Series



DESIGNING YOUR LIFE – Cohort program

Group details:

Who: A group of 10-12 PhD students from various disciplines.

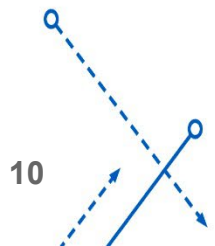
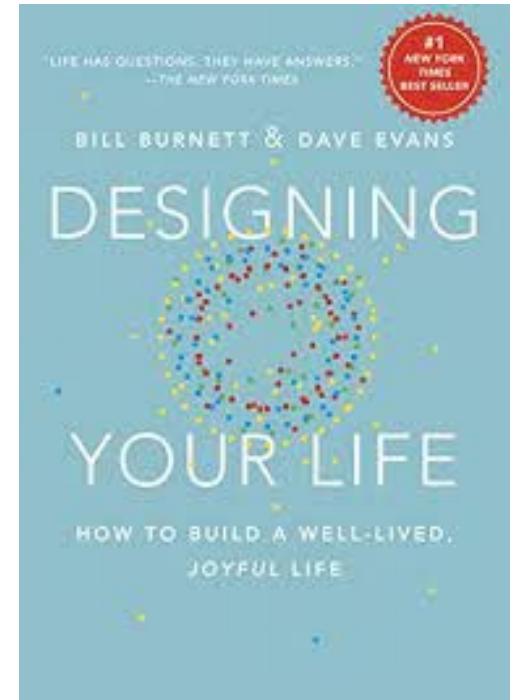
What: Curriculum focused on solving challenges that are new or persistent.

When: Offered in Summer and Winter, ~2 hrs a day for 5 consecutive days.

Where: 259 Capen Hall, Career Design Center

Why: To provide you with the tools to develop your way forward, applying to both your time as a student and beyond as you consider your post-graduation life choices.

How: Email Carl Remmes at carlremm@buffalo.edu to register.

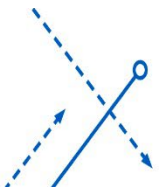


PhD Career Accelerator Series

- Individual Development Plan (IDP) Career Exploration Series from pd|hub Collection.
- Eight sessions
- Self-assessment: Skills, interests, values.
- Career resources.
- Community.

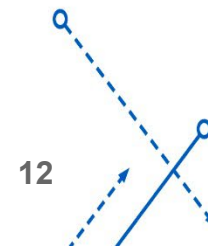


- Email Gina Bellavia at gmb1@buffalo.edu for more information.



Online Resources

- Tools
 - Bullseye powered by Handshake
 - Beyond the Professoriate
 - Beyond Graduate School
 - Big Interview
 - Interstride – international student job search
 - Connect-a-bull
 - Career assessments
- Career Design Studio
- Career Design Center Website www.buffalo.edu/career.html



Bullseye powered by Handshake

- Career coaching appointments—scheduling system.
- Event registration.
- Job & internship posting system.
 - Collections for PhD and international students.
 - 5x – How much you increase your chance of being contacted by complete your profile in Bullseye powered by Handshake!

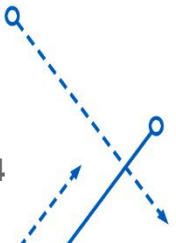
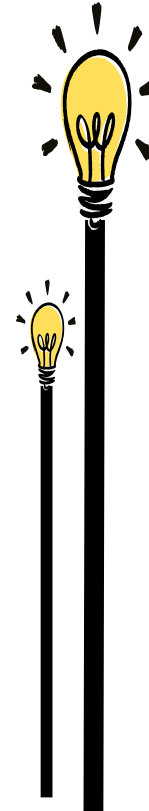


BEYOND THE PROFESSORiate

PHD CAREER TRAINING PLATFORM

- Where PhDs learn how to build careers in academia and beyond. Explore your career options today.
- View upcoming events and register to attend at this [link](https://institutions.beyondprof.com) or QR code:

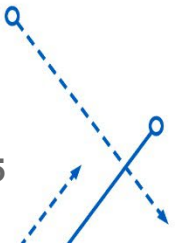
institutions.beyondprof.com



BEYOND GRADUATE SCHOOL

MASTER'S CAREER TRAINING PLATFORM

- Helping Master's students learn how to effectively job search and advance their career. Get your job search questions answered today.
- Explore upcoming events and register to attend using this [link](https://institutions.beyondgradschool.com) institutions.beyondgradschool.com or QR code:



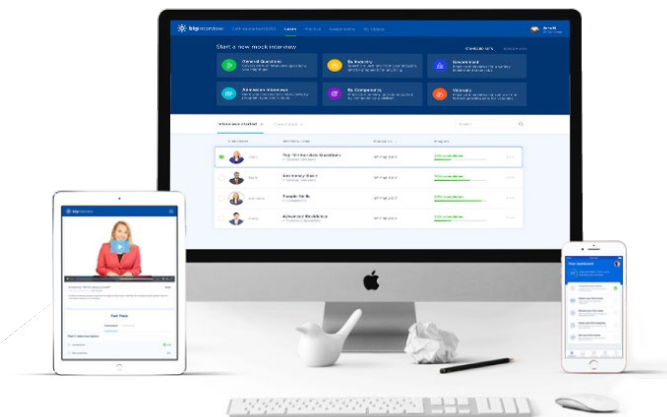


Practice your Interview Style... at home!

Introducing **Big Interview**, an online video interviewing tool where you can:

- Access customized training tailored to your industry/job role.
- Practice answering the toughest interview questions.
- Get instant feedback on your interview answers and delivery.
- Big Resume
- Cover letter generator.
- **+Plus, it's available 24/7**

Use this QR code to learn more + to access Big Interview.





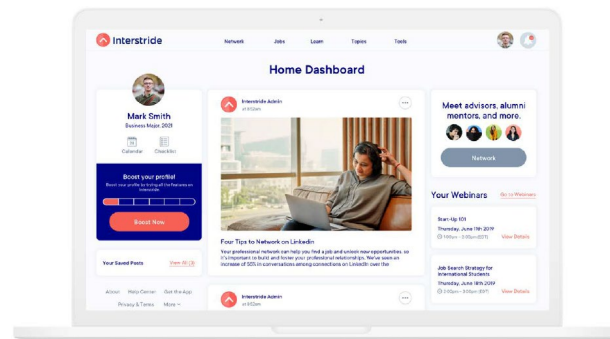
Interstride – The one-stop-shop for all things international.

Interstride is an online tool designed to support international students or students wishing to work abroad in their global job search!

With Interstride, get access to:

- US and global opportunities
- Visa and immigration support
- Productivity tools, webinars and resources
- **+Plus**, it's available 24/7

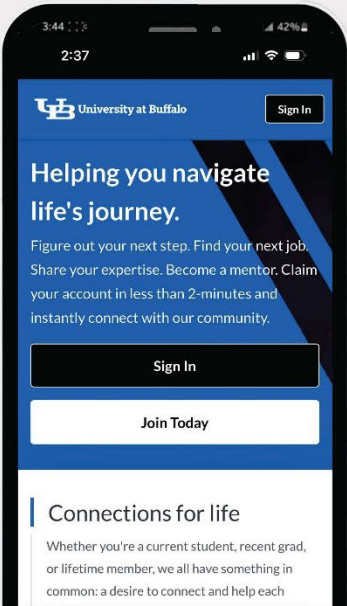
Use this QR to learn more and to access Interstride. ●





Connect-a-Bull

- Join today + connect with UB alumni volunteers for career advice
- Schedule meetings with alumni directly through Connect-a-Bull
- Find people to talk to—filter by industry, location, hobbies, topics, job types, degrees+!
- PathwayU Career Assessment
- Job listings



Join Now!



Are you up for the Challenge?

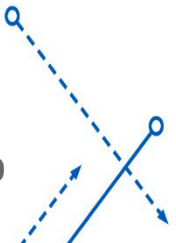
Challenge yourself to think outside of what you already know when exploring majors or careers.

The **Digital Challenge cards** will help you think about problems you want to solve based on what interests you.



Use this QR to learn more and to access the Digital Challenge Cards.

bit.ly/3MVKRv7



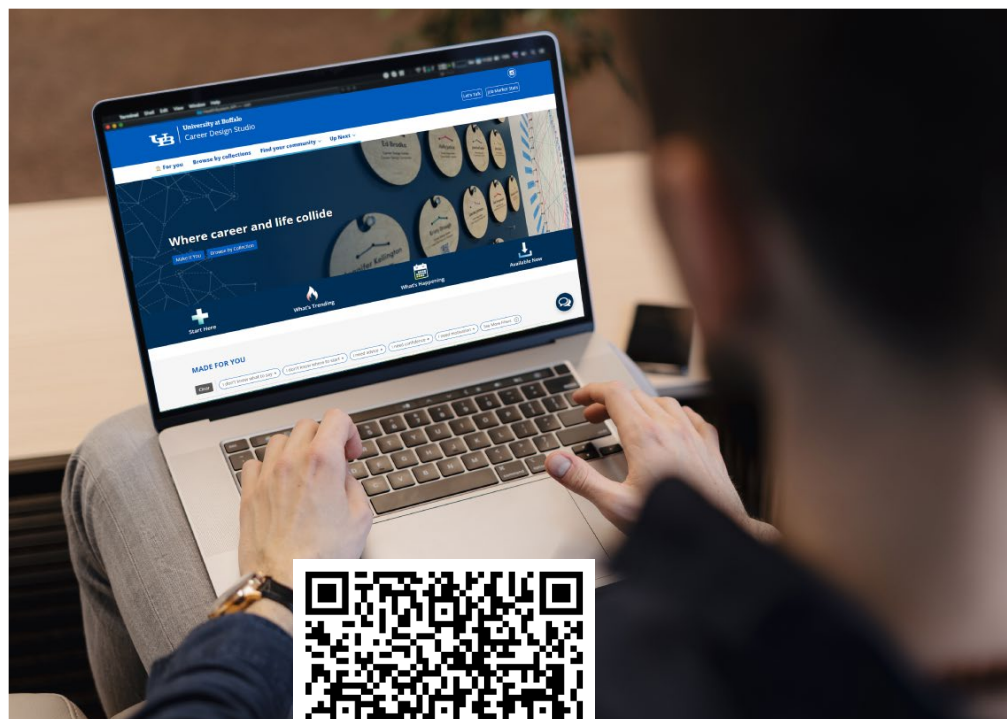
Career Design Studio

Where career and life collide.

No matter where you're at on your career design journey, the [Career Design Studio](#) can help you find your way forward.

Things you might find:

- PhD and Master's student pages
- Job market stats
- Career Community toolkits full of people, events, blogs, resources, podcasts, playlists,
- List of employers hiring now for internships, on-campus job, part-time and full-time jobs
- What's trending



Contact Us!

Career Design Center

- Monday - Friday | 8:30 a.m. - 5 p.m.
- 259 Capen Hall, North Campus
- Phone: 716-645-2231
- You Talk. We Listen. **Book online.**



buffalo.edu/career/appointments

Use this QR code to book a career design appointment or chat with Virtual Vic about your career questions 24/7.





University at Buffalo

Career Design Center

Student Life

259 Capen Hall | 716-645-2231 | buffalo.edu/career

Chat to Virtual Vic 24/7 too.



Announcements (continued)

- Graduate Professional Development Office (GPD)
 - The Pathway to the PhD is an exciting opportunity with registration still open. It will take place over fall break (October 13–14) and includes free food, a free t-shirt, opportunities to explore downtown Buffalo, and a chance to learn about campus resources. Participants will also earn a micro-credential and have the opportunity to connect with peers outside their department.
 - If you are a PhD student and interested, please visit:
<https://www.buffalo.edu/micro-credentials/offerings.host.html/content/shared/www/micro-credentials/offerings/pathway-to-the-phd.detail.html>
 - (Registration link also available in the Graduate Brief.)

Announcements (continued)

- Programming

- October 3rd- North Campus Java Junction and Club Fair, 11:00am – 1:00pm in 145 C&D Student Union
 - Free Tim Horton's coffee and donuts for graduate students
- October 6th- More Discount AMC Movie Tickets Now Available
 - \$5 each. 1 per UB ID.
 - Reserve online and pick up at the UB Ticket Office in 221 Student Union.
- October 6th- Mindfulness Monday ~ Hatha Yoga
 - Free tickets available now. Limited spaces available
- October 10th- South Campus Java Junction and Club Fair, 11:00am – 1:00pm in 105 Harriman Hall
 - Free Tim Horton's coffee and donuts for graduate students
- October 11th- ***The Notebook*** at Shea's Performing Arts Center
 - Tickets on sale now for \$25 each. 2 per uB ID.
 - Limited quantity available. First come, first served.

Programming (continued)

- October 13th & 14th- GSA Closed for Fall Break
- October 20th- Mindfulness Monday ~ Intro to Ballet
 - Free tickets available now. Limited spaces available.
- October 21st- Distinguished Speaker Series presents Admiral James Stavridis
 - Free tickets available now. 1 per UB ID.
 - Limited quantity available. First come, first served.
- October 25th - Fall Fun Day at Becker Farms
 - Tickets on sale October 6th for \$10 each. 1 per UB ID.
 - Limited quantity available. First come, first served.
- November 21st – Buffalo Sabres Hockey Game vs. Chicago Blackhawks
 - Ticket on sale October 20th for \$10 each. 2 per UB ID.
 - Limited quantity available. First come, first served.
- November 21st – ***Wicked*** at Shea’s Performing Arts Center
 - Tickets on sale October 27th for \$25 each. 2 per UB ID.
 - Limited quantity available. First come, first served.
 - **ANNOUNCEMENT**- Those students who purchased tickets for ***The Notebook*** will NOT be eligible to purchase tickets for ***Wicked***

4. Report of the President

- Please do not look up personal phone numbers for GSA employees and contact them about GSA related matters.
 - Email or the office phone numbers are strongly preferred
- UB Guardian App
- International Student Committee
 - Still looking for volunteers.
 - Email gsa-president@buffalo.edu or gsa-vicepresident@buffalo.edu

Report of the President (continued)

- Our next meeting with the Graduate School is on November 4th
 - If you have any issues you would like us to advocate for on your behalf, please let us know by October 28th so that they can be added to the agenda
- Notes from the GSA survey so far:
 - The survey is anonymous, please take it!
 - Reminders about how the mandatory fee works:
 - There are more undergrad students than graduate students
 - Our fee is lower

5. Report of the Vice President

- Please remember that the University-wide recognition deadline is **Wednesday, October 15th**
 - If you have not done so already, make sure to re-register your club on UBLinked by this deadline.
 - After this date budgets will be frozen by the University **for the rest of the year!!** There will be no way to get the budget unfrozen.

Report of the Vice President (continued)

- Important Rule Recaps
 - Club Officers and Board of Directors members are different positions and should be elected separately.
 - If your officers are going to fill the Board roles, they need to be elected into both positions by club members via UBLinked.
 - Board meeting representation and attendance requirements
 - All elected Board seats must be filled in order for the club's attendance to be counted in full.
 - All representatives must be present from the beginning to the end of the meeting. Times are logged automatically by Zoom.
 - If you miss two consecutive Board meetings in a row, then your club's budget will be frozen until full representation is resumed at a future Board meeting.

Report of the Vice President (continued)

- It is the Board members' job to report back the information presented at these meetings to your club members.

6. Report of the Treasurer

- Funding Account Balances

Funding Account Balances

	Beginning Annual Balance	Allocated (recommended this month)	Remaining Annual Balance
Special Activity	\$10,000.00	\$2,310.00	\$7,690.00
Interdepartmental Activity	\$3,000.00	\$0.00	\$3,000.00
Symposium	\$10,000.00	\$0.00	\$10,000.00
Scholarly Publication	\$6,000.00	\$0.00	\$6,000.00
Community Outreach	\$3,000.00	\$0.00	\$3,000.00

Conference Funding

	Applications	Amount
Requested: October	64	\$29,417.97
Approved: October	58 (1 ineligible, and 5 late)	\$26,567.97

Beginning Balance	Remaining Balance
\$225,000.00	\$180,754.67

7. Old Business

- Board of Directors Training Review and Q&A
- Policy Receipt Acknowledgments for Conflict of Interest and Whistleblower Policies
- Approval of Election Committee Chair

Board of Directors Training

Review and Q&A

- Josh Lippes, GSA Legal Counsel
- Any questions for our legal counsel about GSA's policies, or your responsibilities as a Board member?

Policy Receipt Acknowledgments

- Conflict of Interest Policy and Whistleblower Policy were distributed to all in the meeting packet
- Please make sure you keep a copy for your records.
- Each club must have at least one person sign the Policy Receipt Acknowledgment (also included in the meeting packet) and email it back to GSA tonight!
 - Please send them to Diane at dstaly@buffalo.edu

Election Committee

- The Election Committee elected the Committee Chair
 - Devaleena Kalita (Chemistry)
- Approval of Election Committee Chair
- The Election Code will be revised and reviewed for approval at the November Board of Directors Meeting

8. New Business

- Club Recognition
- Funding Requests

Club Recognition

- No clubs up for recognition this month

Funding Requests

- Special Activity
 - GISA Diwali- Graduate Indian Student Association
 - Requested/Recommended: \$1,200.00
 - Pharmaceutical Sciences Distinguished Alumni Symposium- Pharmaceutical Sciences
 - Requested/Recommended: \$1,110.00
 - **STIPULATION:** Must meet minimum co-sponsorship requirements
 - Approval of Funding Request

9. Roll Call and Adjournment

- Don't leave just yet! We need a motion and a vote to approve adjournment.

