1. **Call to Order** (12:03 PM)

2. **Roll Call**
   - GFAC members: Claire Herhold (Chair), Brittany Brake, Colleen McInerney, Diana Charnley, Keith Little, Kate Bates (Adviser)
   - Members absent: Viola Sawyer, Erin Baker (Adviser)

3. **Funding Requests**
   a. RSO Operational Funding: $400 in operational funding was awarded to the Fulbright Student Organization and $542.50 in operational funding was awarded to the HESA Masters Student Association.
   b. Conference Grants: three students were awarded conference grants totaling $900.

4. **Discussion**
   a. The committee agreed to award the Fulbright RSO $400 in operational funds instead of the $750 requested because of a mistake made by a vendor in the quote they submitted to the RSO. Kate Bates was confident that the cost of the correct item would be under $300 and the amount approved was lowered accordingly.
   b. The committee discussed ideas to improve efficiency and accessibility in the allocations process. Ideas discussed included to rename the Data Collection grant with a name that would clarify eligibility and to hold GFAC-specific workshops on how to apply for grants and process payments. The committee also agreed that any campus-wide messaging done in collaboration with WSA’s allocation committee would have to be targeted specifically at graduate students, who sometimes assume that the more general term “students” is limited to undergraduates only. That messaging should be done in both hard and digital formats to reach as many students as possible.

5. **Adjournment** (12:42 PM)