

**NCSU GRADUATE STUDENT ASSOCIATION
Council Meeting Minutes**

November 30, 2015 - Senate Chambers, Talley Student Union

	Est. Time
I. Food Served -6:45 PM-	
II. Call to Order	
III. Roll Call	5 min 7:00 pm
IV. Read & Approve Minutes	5 min 7:05 pm
V. Advisor Update – Dr. Hodge was absent so we skipped this.	5 min 7:10 pm
VI. Executive Officer Updates (<2 min each)	<15 min 7:15 pm
A. President Jacob Majikes <i>Since Jacob's updates come later on the agenda, he didn't say anything here.</i>	
B. Vice-President of Internal Affairs Doug Czajka <i>If you haven't already, please make sure your chapter finishes its letter of credentials and registers with Student Involvement, otherwise we will not be able to send your chapter rebate at the end of the year! Online registration with Student Involvement is not accessible now, but will open up again in January.</i>	
C. Vice-President of External Affairs Tyler Allen <i>Standing committee members, please send notes from your meetings to Tyler – this way he can verify that you attended, and you'll let us know about your participation. Also, two university committees will have vacant grad student seats next semester: Commencement and Extension, Engagement, and Economic Development. Please let Tyler know if you are interested in these.</i>	
D. Vice-President of Academic Affairs Jessica Nash <i>Absent today, so no update.</i>	
E. Vice-President of Communication Veronica Catete <i>Please let Veronica know if you want to get any information out to the grad student body. Also, Writing and Tutorial Services now has funds again to help graduate students, so you should go to the writing center.</i>	
F. Treasurer Mohamed Desoky <i>Everyone is submitting reimbursement requests at the end of the semester, so processing them might take an extra week. Please remind people who won a conference travel award that they will only be reimbursed for what they spent traveling, up to the amount of the award.</i>	
G. Secretary Susan Rodriguez <i>People who record minutes and attendance in internal committees: please upload this information to your committee's folder on the google drive or email it to both me and Doug so that we can keep up with committee members' participation for good standing.</i>	
H. Public Relations Officer Charlena Wynn <i>Absent, so no update.</i>	
VII. Committee Chair Updates	<15 min 7:30 pm
<i>(Limit to 5 minutes per committee)</i>	
A. Special Projects and Political Action <i>They have developed an online form for people to communicate issues for the committee to investigate: https://ugsa.ncsu.edu/2015/10/26/ugsa-pac-issue-submission-form/ -- Also they would like reps to report who in their department sends email to graduate students and faculty. Fill out this information here: https://ncsu.qualtrics.com/jfe/form/SV_e3UEZodcJAPsSHj</i>	
B. Departmental Outreach & Leadership	

Thanks to reps for providing feedback – DOLC is making an informational flyer about the Best Practices Award. The committee has also helped add a new chapter to GSA and would like to remind reps to attend their internal committee meetings as well as the all-council meeting in order to stay in good standing. Finally, please expect another survey to help DOLC plan its spring event.

C. Community Service

The Community Service committee refurbished used computers for charity this semester and in December will be running a food and clothing drive. Please deliver items to the GSA office in the Talley student government suite or the first-floor atrium of the engineering building (ECE I?) in Centennial. Next semester: a service outing to Umstead Park.

D. Research Recognition

Five candidates were awarded travel funds: three from engineering, one from psychology, and one from communication, rhetoric & media. The committee is improving the application process by streamlining the online application and making it clear that the award is for any grad student who is presenting their research.

E. Publicity

No updates – the publicity committee is meeting this week.

F. Social

The hockey event is this Thursday; please make sure to get your department's money to the social committee in advance. In January, look out for an email about the TRIVIA BOWL, which might include an inter-university competition.

G. Teaching Effectiveness

The TA Soiree was a success with over 70 attendees and minimal spending. The teaching effectiveness committee is now working on the teaching excellence awards. You will be able to access this year's teaching evaluation form soon on the UGSA website.

VIII. Adopt a Highway – James Peerless Tyler Allen

15 min 7:45 pm

GSA @ NCSU (this is how we will look on the sign!) is adopting 2.7 miles of Durableigh Road between Ebenezer Church Road and Highway 70/Glenwood Avenue. This is quite close to campus and probably fairly clean. Hooray!

IX. Budget Priorities & Qualtrics – Jacob Majikes

15 min 8:00 pm

Please fill out this preliminary survey:

https://ncsu.qualtrics.com/jfe/form/SV_6zfiNyE8vUyRO9T which is meant to find out what reps think about the GSA's resources and communications. A revised version of this survey will be sent to all graduate students later this month. Survey results will inform next semester's discussion of GSA priorities and budget planning. Reps gave some feedback on the survey in the meeting:

- Add links in the survey to GSA's twitter and facebook, and to information about the travel award etc. for grad students who are not aware of these already
- Reduce the number of budget priorities to make this question simpler
- Veronica will let Jacob know who to ask for access to better qualtrics options

X. Break

10 min 8:15 pm

XI. University Seminar Calendar – Jacob Rutz, SP&PA Committee

5 min 8:25 pm

The Special Projects and Political Action Committee found that one of its projects, advocating for a university-wide calendar of seminars, has already been taken up by ORIED. At this point ORIED has developed a dummy calendar which is now hosted on its intranet, but which will eventually go on the public NCSU website. You can see the dummy calendar here: <https://research.ncsu.edu/intranet/research-calendar/> after logging in with your NCSU ID. This calendar will only work with departmental buy-

in because departments and colleges will need to submit events – so please let your department know about it. Please also send feedback about the calendar to Jacob Rutz at jcrutz@ncsu.edu.

XII. Discussion of RA/TA Management Doc – Jacob Majikes 15 min 8:30 pm

Jacob asked for reps' feedback on a document that requests NCSU to study how faculty manage graduate student RAs and TAs. At this point Jacob is getting feedback on the document from grad students, the ombuds, and select administrators; once it is improved he will ask the reps whether GSA wants to endorse the request. Feedback at the meeting:

- *Since evidence about bad management is anecdotal, should GSA attempt to gather more information before asking for a formal study? We could have a qualtrics survey, check whether other universities have studied this issue, or ask reps to informally collect more anecdotes. Reps raised issues of confidentiality (even without names, anecdotes can be easily traced to particular research groups) and the need to avoid publicizing work on this issue at an early stage. We concluded that at this point, the fact that the majority of the reps present are familiar with the problem was enough to indicate graduate-student support.*
- *Jacob is showing the revised document to the ombuds this week.*
- *The document will go on google drive for reps to comment on it.*

XIII. NAGPS – March 27-29 – Tyler Allen 5 min 8:45 pm

GSA will sponsor two grad students to attend NAGPS's legislative action days in March 2016. Please let Tyler know if you are interested in attending to learn about federal legislation relevant to graduate students and to lobby in DC!

XIV. Announcements to Send to Grad Student Body – Jacob Majikes 5 min 8:50 pm

Jacob will be sending two instead of only one email per semester to the entire grad student body, so one more email will go out in December. Please let him know if you have something to go in the email, which at this point will include the budget survey, information about GSA's rebranding and new acronym, the form for submitting issues to the attention of the Special Projects & Political Action Committee, and information about grad student access to faculty study rooms in the library.

XV. Open Floor – Comments and Announcements – (Limit to 2 minutes per representative) 15 min 8:55 pm

- *The Chemistry GSA is running a seminar series for the chemical sciences and wants another GSA to help apply for a block grant.*
- *There is no all-council meeting in December, so internal committees don't need to meet in December either unless you have stuff to do. The next all-council meeting will be on Monday, January 25, 2016.*

XVI. Adjournment 9:10 pm

Next scheduled meeting of the UGSA Council: Monday, January 25 at 6:45 PM