

UNIVERSITY GRADUATE STUDENT ASSOCIATION Council Meeting Agenda

August 25, 2014

I. Food Served (6:45 PM)

II. Call to Order (7:00 PM)

III. Roll Call

A.

75% attendance of the groups listed

IV. The President's Welcome (David Fiala)

V. Advisors' Welcome & Discussion

A. Dr. Barbi Honeycutt, Director of Graduate Professional Development and Teaching Programs

B. Dr. Beth Overman, Asst. Director of Graduate Academic and Professional Development Programs

i. They advocate for the PFL (preparing future leaders) and preparing future faculty.

ii. They also coordinate workshops for teaching and professional development

iii. Grad school is NOW located in Textiles for physical location

VI. Remarks from Matt Melillo on Sustainability Fund Advisory Board

A. Committee with 5 students, one of which is a grad student appointed by UGSA as well as 4 faculty. (1/month meeting if you are interested)

B. There is currently a 3\$/ year fee that all grad students pay.

C. Last year they funded 30k worth of projects

All projects are student run and student ideas

D. Next request for proposals is in Spring, this is 100k\$

E. Sustainability.ncsu.edu; Emails go to Mjmellil@ncsu.edu (Matt Mellilo)

VII. Executive Officer Introductions

A. President David Fiala

Think overall running

B. Vice-President of Internal Affairs Chirag Gajjar

Think University Outreach to graduate student departments

C. Vice-President of External Affairs (vacant)

Think getting graduate students in committees in NCSU so our voices can be heard!

D. Vice-President of Academic Affairs Milena Bobea

Think getting Recognition for research; Travel conferences, symposiums

E. Vice-President of Communication Barry Peddycord III

Think Websites and mailing list (If you're emailing the secretary, you should probably email Barry as well)!

F. Treasurer Nithy Poosamani

Think Funding, block grants, rebates and reimbursements

G. Secretary Katie Kennedy

Think Attendance, and email lists (If you're emailing Barry about not getting emails, you should probably be emailing me too)

H. Public Relations Officer (vacant)

Think publications and fun things

VIII. Explanation of Rep Packet

Rep packet Barry Discusses communication & pawprints

All committees will get individual lists and chairs will get their own email list serve too

DO NOT BLOCK THE EMAILS!

Rep packet **Section 2 & 3: ugsa membership guidelines :**

First thing to do is get a president, vice president and treasurer

Draft a constitution! THIS IS DUE BY OCTOBER MEETING

If you don't have one, email Chriag

Register your GSA with SORC – <https://getinvolved.ncsu.edu>

You have to do this every year!

FILL OUT THE LETTER OF CREDENTIALS! – DUE BY SEPT MEETING

This will be done online!

Submit your Accounting information

Get on an internal committee

Show up both to your internal and all council meetings

Rep packet **Section 4: about council meetings:**

Normally begins with an officer's report and announcements

After these will be Speakers of interest to NCSU grad students

Then Each committee will give announcements and information

(Normally report and quick discussion(

Old business

Elections, logo changes, resolutions etc.

New Business

Open floor – anything that people need to discuss, inform about etc.

Meetings follow basic parliamentary procedure

Be patient, and wait until acknowledged to speak

Votes and debate happen, this is OK. BE RESPECTFUL!

We do try to be efficient, and while our opinions may differ, all opinions deserve to be heard!

IX. UGSA Internal Standing Committees Explanations [each receives 4 minutes]

A. Community Service

Veronica Mbaneme

Tries to serve the community! 2 events per semester. Last year, this included a sustainable garden at an at-risk middle school, a clothing drive for elderly individuals (Silver Bells).

IF you are passionate about giving Back, and helping others – This may be the place for you. Normally get one lead on the event, and then distribution of duties and responsibilities.

B. Research Recognition

Milena Bobea

In charge of the Travel award, and the promotion of NCSU Research! There are two main things: the travel award (applications and review and decisions), as well as the Graduate student symposium.

C. Departmental Outreach & Leadership

Chirag Gajjar

Two responsibilities – get MORE GSAs involved with our group. (as far as success we've gone from 35-near 60 in two years)

Second role is leadership development – often a leadership workshop in February (This committee sets this up and gets it going)

** May be working with PFL team over the coming year! Lots of collaboration

D. Special Projects & Political Action

David Fiala

Catch all and political action. Last year there were many projects that were highly varied. Eg. Moonlight movie, Ombudsmen position, National Association of Graduate students and professional organizations.

The goal is to get the graduate student voice HEARD accurately and professionally
What happens: Brainstorm of what do grad students need that isn't being met at this point in time?

Examples of political action in the past year:

Working with individual GSAs that were losing voting rights (worked with both student and faculty senate for this)

Concern about the GSSP and healthcare – spoke with the university administration regarding the limits and 'time-clock' of GSSP.

Student fees – Looking at where fees were going, and where grad student fees in particular were going.

E. Publicity

Barry Peddycord III

This committee handles the communication! Paw-prints, reps list etc.
What do Grad-Students need to know? What events are happening?
WEBSITE!

New Logo and other 'design' based communication will also go there

F. Social

Nithy Poosamani

THE committee for social events. Setting up bowling events, TRIVIA set up. YOU Get to pick what the rest of us do!

G. Teaching Effectiveness

Katie Kennedy

Do you love teaching? Then come see us!

Our big goals – Recognize Graduate student teaching

Get greater amounts of feedback for TAs

X. Breakout Session (10 minutes)

A. Meet other reps and the executive board liaisons for committees of your interest!

XI. Continuation of Rep Packet Explanation

Rep packet Sections 5, 10, 11: budget info/ rebates: **Nithy**

YOUR ATTENDANCE MATTERS!

It determines the amount of rebate you get next year!

Budget gets updated regularly to check where internal committees are

There are major expenses coming up

Furnishing up offices etc.

Moonlight movie event etc.

GIVE US YOUR FAS and ACCOUNTANT on the LOC!!!!

NO FAS, NO \$\$\$

We need: Name, campus address, NCSU landline phone, NCSU

email, FAS account number (should be a 5-digit number that starts

with a 3)

Email Nithy for information regarding chapter rebates

Rep packet Section 6: block grants **Katie or Nithy**

Academic events for you and another GSA (at least two). There are voted on by the UGSA Exec board, with a max of 500\$/ event.

***This is a one time per pairing (Chem + Math) =1**

Math + Physics = OK, Chem + Physics OK

Chem + Math again = NO.

Rep packet **Section 7: award for conferences Milena**

This is for NCSU students – MUST present Research done at NCSU

ONCE PER PROGRAM

TWO SET DEADLINES

Sept 15, 2014 (Covers Feb-Sept)

FEB 15, 2014 (Covers Sept-Feb)

THESE ARE REIMBURSEMENT BASED

Application is on the UGSA website

Must provide Abstract and confirmation of acceptance!

Rep packet **Section 8b) university standing committees**

These are External to UGSA.

Influences how Graduate student life runs and the events within the major groups at NCSU

Eg. Courses and Curricula, Dining!, Book stores etc.

Contact Veronica Mbaneme

Email name and committee interests!

XII. Approval of Previous Meeting's Minutes

Minutes were approved

XIII. New Business

A. Open Nominations for Vice President of External Affairs, Public Relations Officer

i. Nominate via Email to UGSA exec officers

a.

VP External – will work with Special

projects often going to NGAPSs (Legislature).

b. System wide workshops.

c. Veronica M. is nominated

ii. PR officer

c. Handles facebook, twitter, linked in and other social media

d. In charge of UGSA publications to media outlets

XIV. Executive Officer & Staff Member Reports

A. Registration for Student involvement. Email Chirag if you have questions

XV. Open Floor – Comments and Announcements – (Limit to 2 minutes per representative)

XVI. Adjournment