

## GSC Meeting Minutes – September 10, 2007

- I. Call to Order: 5:10 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from June 18, 2007: approved
- IV. Officer Reports
  - a. President – Emily McCarthy
    - i. Welcome to new representatives
    - ii. Emily has received an e-mail about two faculty workshops (morning and afternoon) given by Dr. Andrew Miller from the University of Michigan that will be at MTU on September 28<sup>th</sup> on diversity issues in teaching. There are a couple of spots reserved for Graduate Students. Let Emily know if you are interested in attending.
  - b. Vice President – Lakshmi Krishna
    - i. Needs to meet with the Social Science rep about the First Contact Program.
  - c. Treasurer –Madhana Sunder
    - i. Needs updates from the Chairs on their budgets.
    - ii. Will get an email out on the budget later this week.
  - d. Secretary – Karl Haapala
    - i. All departments have reps, but there are a few open positions in some departments.
- V. Thesis/Dissertation Submission Changes – Deb Charlesworth (Grad School)
  - a. Began with an introduction of her background and interests
  - b. Introduced what she is working on -
    - i. Moving toward an online submission process, but not in the next 12 months
    - ii. Support of editing from the Grad School office
    - iii. More with student professional development (e.g., Lunch-n-Learns with the GSC)
    - iv. Starting a mentoring program for support in other areas than a research advisor can provide
  - c. Changes that will be launched tomorrow
    - i. The M5 and D7 forms will require an electronic/PDF copy of the draft thesis/dissertation. This has been a requirement that has not been strictly followed in the past.
    - ii. The M6 or D8 form will require final approval of the thesis.
    - iii. The question was raised why the changes are being made. Dr. Charlesworth stated that it will help catch problems with theses earlier in the process (e.g., formatting and other issues that may need to be addressed).
    - iv. Thesis/Dissertations currently have five guideline requirements
      1. It must be in PDF
      2. Pages must be 8.5x11 inches
      3. The title page should follow the requirements on the Grad School site
      4. Margins should be 1.5 in. on the left and 1 in. on the other three sides
      5. The signature page should follow the title page
    - v. The electronic/PDF form is required due to plagiarism becoming more common at the undergraduate and graduate level. Drafts will be reviewed using turnitin.com software (MTU has purchased a license). This is meant to help students find problem spots before the thesis/dissertation is finalized.

Two common problems are using citations with paraphrasing and using quotations. Using turnitin.com does not transfer the rights to that company nor allow your work to be viewed by others, because of proprietary information often in research work.

- vi. The Grad School will be developing guidelines for theses/dissertations similar to journal formatting guidelines. A committee is being formed to develop the guidelines, and includes Emily.
- vii. The Grad School is looking into providing editing assistance or a list of preferred providers of assistance in editing theses/dissertations.
- viii. Madhana raised the question if there will be any guidelines for proposal defenses. Dr. Charlesworth stated that there would not be, but some departments have requirements. She also suggested that the guidelines the committee develops for theses/dissertations could be used.
- ix. Lakshmi inquired what the time commitment of the committee will be. Dr. Charlesworth said that she does not know, but that Dr. Huntoon will like the work to be completed sometime in November. Dr. Charlesworth does not expect the time commitment to be very much, since she will be devoting a lot of time to it. Meetings will likely be once every two weeks.
- x. Casey commented on the differences between humanities and engineering-types of theses. She also expressed her concern that plagiarism should be considered in the light of cultural differences. She felt that ESL (English as a Second Language) students should not be unfairly targeted. She suggested that there should be training on what plagiarism is. Dr. Charlesworth responded that we must follow the definition of plagiarism in the Student Handbook.
- xi. Lakshmi suggested that this could be a topic for a Lunch-n-Learn. Dr. Charlesworth mentioned that this is what the Grad School is moving toward.
- xii. Madhana asked if it possible to have a thesis/dissertation reviewed more than two weeks in advance. Dr. Charlesworth answered that it could be reviewed whenever the M5/D7 is submitted.
- xiii. Laura asked if it will be checked by a person or a machine. Dr. Charlesworth said that it is a computer algorithm and takes about 6 hours to complete.
- xiv. Chris asked if it is possible to check problems at the same school since theses/dissertations are not kept on file by turnitin.com. Dr. Charlesworth said that it is possible would be more difficult.
- xv. Oystein suggested that some things could only be said one way. Dr. Charlesworth stated that she would review the turnitin.com results and work with students to make sure only the real problems are addressed.\
- xvi. Nathaniel questioned what happens in the case if an original idea conflicts with a published idea. Dr. Charlesworth said that she would meet with the student to address that type of issue. Oystein suggested this should not be a problem with a review of the relevant literature.
- xvii. Madhana wondered if it is possible to plagiarize your own work. Dr. Charlesworth noted that your published work is copyrighted material, so it should be rewritten to be original.

## VI. Committee Reports

- a. Academic-Rebecca Targove (Absent)
  - i. No Report.
- b. Social – Heather Jordan

- i. There will be a social this Saturday from 7-12 pm at Nutini's; the entire basement is reserved. GSC will provide food and non-alcoholic beverages. There will be karaoke.
  - c. Orientation – Emily McCarthy (Julio Rivera is on internship)
    - i. Thanks to everyone who helped and came out to the picnic (Hancock Beach).
    - ii. We need volunteers for the Keweenaw Cruise sign-up table. It will be in the MUB Commons September 17-19 from 11am to 1pm, and 1 or 2 people should be there for the whole time.
  - d. Lecture – Laura Walz
    - i. Laura will be sending out an email about library tours – there will be two sessions.
    - ii. Other potential activities are in the works for GRE preparation help and recruitment of undergraduates interested in grad school.
    - iii. Lunch-n-Learns will mostly be scheduled for the third Thursday of each month at noon. One upcoming Lunch-n-Learn will focus on Academic Integrity. A session for graduate students on Research Ethics is scheduled for Friday, September 28. Dr. Charlesworth mentioned that more information will be forthcoming.
  - e. Public Relations – Casey Rudkin
    - i. Casey is still soliciting articles for the Fall Out of the Blue newsletter. They should be emailed to her by the end of September.
  - f. Student Issues-Jill Witt (excused)
    - i. Heather mentioned that there is a new nurse practitioner at Counseling Services.
- VII. Liaison Reports
  - a. University Senate – Lakshmi
    - i. Final Spring meeting – approved change in committee members from 4 to 3 on M.S. committees
    - ii. First Fall meeting – approved 2007-08 meeting dates, discussed a proposal on sanctions of tenured/tenure track faculty
  - b. A liaison is needed for the MUB Board.
- VIII. Old Business
  - a. Heather requested an update on the U.S. 41 crosswalk project. Raghav stated that there have been no meetings about it in the last six months.
  - b. Lakshmi reported that Social Science and Electrical/Computer Engineering had been disqualified for Fall Travel Grants, but that the Social Science rep was actually in attendance for the requisite number of meetings. There was either a miscommunication over email for an absence or the rep forgot to sign in. Only Electrical/Computer Engineering is ineligible for Fall Travel Grants.
- IX. New Business
  - a. Graduate student jobs
    - i. Melissa Roberts reported that there are rules coming in the Spring that would disallow a graduate student to receive a stipend in one department and get paid elsewhere on campus.
    - ii. Dr. Charlesworth responded that she is currently working on this section of the Grad School website, and iterated that if a stipend is at the full time level, it is expected that the student has a full time job (i.e. an Assistantship is a part time job and full time student). She mentioned that such a requirement is common at other campuses and an NSF requirement.

- iii. Emily stated that she would investigate the policy, since she had not heard about it. Discussion ensued to the effect that grad students need to find additional jobs in order to supplement the low stipend level.
- iv. Dr. Charlesworth stated that the GSC should focus on the stipend. To this, Casey responded that focusing on stipends will not pay our bills today.
- v. Melissa made a motion to look into this issue and Chris Brown clarified the wording of the motion, which was as follows: "Provide an inquiry into stipends and the possibility of working on campus by the Student Issue Committee to investigate and find sufficient information possible to resolve this issue." The motion was seconded by Heather and all were in favor.

X. Adjournment: 6:15 pm

- a. Heather moved, Madhana seconded a motion to adjourn. All were in favor.

**Attendance** (Officers/Chairs appear first)

Academic Unit	Voting Representative	September 10, 2007		
		Present	Excused	Absent
(Non-voting)	Emily McCarthy	P		
Mat. Sci. & Eng.	Lakshmi Krishna	P		
ME-EM	Karl Haapala	P		
Mat. Sci. & Eng.	Madhana Sunder	P		
Biomedical Eng.	Laura Walz	P		
Computer Science	Warren Powers	P		
For. Res./Env. Sci.	Jill Witt		E	
Humanities	Heather Jordan	P		
Math	Rebecca Targove			A
Biology	Kristopher Nitz		E	
Biomedical Eng.	Melissa Roberts	P		
Bus. & Econ.	Katie Maroney	P		
Bus. & Econ.	Shaunna Turner	P		
Chemical Eng.	Brian Ott	P		
Chemistry	Louis Pignotti	P		
Civil & Env. Eng.	Santosh Ghimire			A
Civil & Env. Eng.	Adam Mickel	P		
Civil & Env. Eng.	Sanjeev Adhikari	P		
Computer Science	Oystein Thorsen	P		
Computer Science	Chris Brown	P		
Elec./Comp. Eng.	Shwetha Bolagond		E	
Elec./Comp. Eng.	Jaspreet Nayyar	P		
Elec./Comp. Eng.	Ridhima Rajkumar	P		
For. Res./Env. Sci.	Carrie Andrew	P		
For. Res./Env. Sci.	Michelle Freeman	P		
Geo. & Min. Eng.	Lorna Henney	P		
Geo. & Min. Eng.	Miriam Rios			A
Humanities	Casey Rudkin	P		
Humanities	Nathaniel Gbessagee	P		
Mat. Sci. & Eng.	Dan Seguin		E	
Math		P		
ME-EM	Reena Thomas	P	E	
ME-EM	Rohit Gujarathi	P	E	
ME-EM	Niranjan Londhe	P	E	
ME-EM	Chelsey MacNeill	P	E	
ME-EM				
Physics	Raghav Vanga	P		
Physics	Partha Pal	P		
Social Sciences	Stacey Pilling	P		

**VISITORS and GRAD STUDENTS AT LARGE**

Academic Unit	Name	September 10, 2007
Grad School	Deb Charlesworth	P
Bus. & Econ.	Peipei Zhao	P
Physics	Zhuoyuan Wu	P

## GSC Meeting Minutes – September 24, 2007

- I. Call to Order: 5:06 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from September 10, 2007: approved
- IV. Officer Reports
  - a. President – Emily McCarthy
    - i. Chris will be talking about parliamentary procedure later in the meeting to help keep meetings flowing.
    - ii. Emily would like new agenda items for meetings in advance of the meeting.
    - iii. Emily will be attending a Michigan Graduate School session this weekend. Send along any questions that you think she should ask or any points that she should bring up about Grad School at Michigan Tech.
    - iv. There is a “new reps” packet on the GSC website. Please review – it would be good even for “old” reps – and let Emily know of any corrections.
    - v. There will be a Lunch-n-Learn this coming Thursday (see Sep. 18 issue of Tech Today). Pat Gotschalk will be presenting on the topic of plagiarism and Deb Charlesworth will be demonstrating turnitin.com for faculty.
  - b. Vice President – Lakshmi Krishna
    - i. No Report.
  - c. Treasurer – Madhana Sunder
    - i. Madhana review proposed changes to the budget. He explained that extra money was spent for the Orientation Picnic, Social at Nutini’s, and GSC Softball. He mentioned that the Social Committee was proposing a Halloween Social. Also, pizza and pop is being provided for meetings.
    - ii. Casey stated that she would like to see the Public Relations budget increased by \$1400 (to \$1750), since she is planning two newsletters to be sent to 650 grad students.
    - iii. Emily explained that the budget increases are possible due to a budget surplus. Chris questioned what the surplus is and Emily stated that it is from graduate student activity fees that have been collected. Madhana clarified that it is also from carry-over from year-to-year. Chris asked how much it is. Madhana stated that the budget that was passed is \$32,000, and it will likely increase to \$39,000. Oystein questioned what the total surplus is. Madhana replied that it is about \$82,000. The questioned was raised about how much money comes in yearly, and Emily responded that she didn’t know off the top of her head.
    - iv. Madhana said that now is the time to make changes to the budget, and Emily added that this is the first time that changes have been made to the budget during the middle of the year.
    - v. It was suggested that there could be extra Travel Grants. It was explained that the GSC just distributes the Travel Grants from the Graduate School, and does not provided funds to individual students.
    - vi. Niranjana, who was Academic Chair for the Poster Session last year, suggested that there would be opportunities for more money for the Poster Session even in addition to the amount provided by the Graduate School last year. Madhana asked for feedback on suggestions for awards. Niranjana thought that between \$1500-2000 was spend last year.

- vii. Heather reminded everyone about the additional funding requested for new bases for GSC Softball on the order of \$1400. She also asked for more time to get numbers for the Social budget. Emily stated that was fine, since we are not voting on anything this week. She also noted that the Council had never agreed about what to do about Softball. Laura mentioned that the purchase of equipment is a one-time budget item that we could vote on. Emily thought that any expenditure over \$100 had to be agreed on by the Council. Heather remarked that we are spending a lot on Social activities. Emily said that is good, since we need to be social.
  - viii. A visitor noted that the Spring Social event was not on the budget. Emily stated that it is not a line item.
  - ix. Santosh asked if a volleyball team could be organized. Emily replied that the line item had not been used for many years, and a team could be organized, but it would have to be approved.
  - d. Secretary – Karl Haapala
    - i. Karl contacted the Grad School about Fall enrollment numbers for the GSC rep allotments, and is waiting a response.
- V. Committee Reports
- a. Academic – Rebecca Targove (Absent)
    - i. Emily asked if the Academic Committee has met, and the answer was “no.” She said there would not be a Poster Session to coincide with Career Day.
  - b. Social – Heather Jordan
    - i. Heather thanked everyone who participated in the social at Nutini’s.
    - ii. Heather said that she would want an increase of \$2000 for a Halloween social based on talking to Brian about the Spring Social. Some ideas are decorations and awards for a costume contest. Costumes won’t be required to attend.
    - iii. Heather asked for input on the date. She said everything is booked on campus for October 27, and she is waiting for a response from Franklin Square Inn. The MUB Ballroom is available for October 26, which would work better for some people who have a conflict with Peter Pan at the Rosza on Saturday. It was noted that the FE Exam is on Saturday, so some people may have a conflict. The social would be from 7pm-midnight.
  - c. Orientation – Emily McCarthy
    - i. Emily thanked Heather for organizing the Social at Nutini’s.
    - ii. There were 103 people on the Keweenaw Star Cruise, and the weather was beautiful. That marked the end of Orientation for this year. Emily thanked everyone who participated and all who helped.
  - d. Lecture – Laura Walz
    - i. Laura is still looking for recommendations for lectures this year.
    - ii. The first Lunch-n-Learn was not as well attended as in the past. The next one is quickly approaching. It should be on October 2 or 4. The topic will be about funding from a broader perspective than NSF funding. She said reps should encourage new students to attend
  - e. Public Relations – Casey Rudkin
    - i. Casey reported that the Fall newsletter will be going to print, so she needs articles by the end of the week. She is working on an article for Social Sciences, but asked for anyone interested from that department to step forward. Also, she would like articles from other departments or about any extra-curricular activities.

- ii. Lakshmi mentioned that we should include a group photo of the GSC reps.
- f. Student Issues – Jill Witt
  - i. Jill reported that she had received a complaint about the elimination of the bus stop by the M&M/DHH on the route. Lakshmi added that she didn't know where the bus stop was at the SDC when she tried to catch the bus. There are signs in Daniell Heights at bus stops.
  - ii. Jill asked if it is more important to have a stop by the M&M or if the issue is just letting people know where the stops are. Lakshmi noted that the stop was eliminated to keep the bus route as a one hour loop. Madhana asked if they could make a couple of alternate bus routes.
  - iii. Santosh recommended that the bus should go behind Chem. Sci. Jill said she would look into what the options are.

#### VI. Liaison Reports

- a. University Senate – Lakshmi
  - i. The meeting was cancelled.
- b. Undergraduate Student Government – Emily asked for a volunteer to serve as the GSC liaison for USG. Meetings are Wednesdays at 7:00pm. Laura added that this is a good way for someone new to get involved.
- c. Student Commission – Emily
  - i. The new nurse practitioner from Counseling Services is also assigned for 3 half days at the Portage Health office in the SDC for walk-ins only. This is something that happened over the summer, so take advantage of it.
    - 1. Oystein wondered if she is busy. It was reported that it varies from day-to-day.
    - 2. Someone asked if the service is free. Emily said it is billed the same way as other visits, but you don't have to wait for an appointment or get charged for an expensive emergency room visit.
    - 3. Emily said she would get information out on the nurse practitioner's schedule. Dr. Huntoon added that Portage Health would be publishing rates online.
  - ii. The group is looking at reusing abandoned bikes possibly through some sort of check-out system.
  - iii. There is work going on for new footpaths on campus. One is between M&M and Dillman.
  - iv. Covered bike storage areas are starting to be constructed.

#### VII. Parliamentary Procedures – Chris Brown

- a. Chris noted that over the last year meetings have run kind of long, and that a couple people can dominate discussions, especially if heated. He stressed that his talk is not a reaction to the last meeting. Chris reviewed several basic points of parliamentary procedure as described by Robert's Rules of Order.
- b. Chris reminded that Emily is the Chair, so she has the highest authority.
- c. Niranjana requested a poster with the basic procedures for the meeting room. Chris said he would also politely remind people of the rules when needed.

#### VIII. Old Business

- a. Stipend Policy – Dr. Huntoon
  - i. Dr. Huntoon stated that this policy is not a new policy and noted that an assistantship is a part time job (20 hours/week) and full time studies. In the past, students would get another job. It is only a problem if the advisor and committee don't feel someone is making progress toward the degree. She



noted that she had started getting requests from advisors to remove funding. With some investigation, she noticed it was usually because a student had another job. She said it is not a Grad School decision whether or not a student has a job, but they would notify the advisor in such cases. They will work with both the advisor and the student

- ii. Melissa asked how the information would be communicated to Chairs and secretaries. Dr. Huntoon said the policy would be on the website. Melissa asked if there would be a limit on time or money. Dr. Huntoon responded that it is policy that the maximum limit is equal to the NSF stipend level (\$30,000). She noted that there have been a couple exceptions to the policy (time and funding), and extenuating circumstances can always be considered.
  - iii. Lakshmi asked if the Graduate School is communicating the new policy. Dr. Huntoon said they started at the beginning of Fall. Melissa noted that some faculty and staff were not aware of the policy details. Dr. Huntoon said she would send an email, and she had already spoken to the Deans.
- b. Thesis/Dissertation Policy – Dr. Huntoon
- i. Dr. Huntoon reviewed the policy of turning in a copy of the thesis/dissertation with the M5/D7 form for defense scheduling, as well as to the committee members. She mentioned hard copies of dissertations were collected when she started as Dean, but they were not reviewed. She had the Grad School stop collecting them at that point. Now, Dr. Charlesworth will be reviewing them for following formatting guidelines. A committee will be working on the guidelines with preliminary recommendations expected by December. Emily is on this committee. Emily added that there are a couple other graduate students interested, so they have to decided who will be on the committee.
  - ii. Dr. Huntoon added that theses/dissertations will be run through turnitin.com. It has come to the administration's attention that some theses have been published with "pages and pages" of plagiarized material. It has become a legal issue. She addressed the question, *Shouldn't it be a faculty issue?*, by stating that it should be the student's fault since they put their name on it.
  - iii. To deal with the immediate problems, there are two options: 1) rescind the degree and 2) give the student a year to fix any problems. She added that now as a part of the administration, she must think from an institution perspective about what to do. One option is to use turnitin.com, which is not perfect, but it is something that could be done to be proactive.
  - iv. If something is found wrong using the software, Dr. Charlesworth can sit down with the student and help fix it. Dr. Huntoon noted that a human must be involved. The Academic Integrity office has agreed that at the draft stage, interactions should just be between the Grad School and the student.
  - v. Jill asked how policy is set. Dr. Huntoon answered that the University Senate sets policy for exams and new degrees, and the Dean of the Graduate School is responsible for all other policies. For this policy, she had to act fast to show that Michigan Tech was doing all that it could.
  - vi. Dr. Huntoon addressed the concern of turnitin.com keeping a copy of the thesis/dissertation. She said that there is an option of not adding it to their database, but the flip-side is that anybody plagiarizing a student's work would not be detected.

- vii. The question was raised about items of being flagged erroneously. Dr. Huntoon stated that a student would have to make any corrections agreed upon.
- viii. Niranjana asked if it is possible to plagiarize from your own papers. Dr. Huntoon noted that it is possible to have problems if you use text from a paper to which you have transferred the copyright, but it is a difficult question. Niranjana suggested that there should be some number percentage that would be allowable.
- ix. Heather commented that this would be called “academic dishonesty” rather than plagiarism at her previous university. She read an email from a constituent who is against the use of turnitin.com. She asked what happens if a student refuses. Dr. Huntoon responded that that is a good question and she doesn’t know what would happen. She added that every thesis/ dissertation has to be reviewed to avoid profiling.
- x. The question was asked if Michigan Tech’s reputation has been affected. Dr. Huntoon said it has not. Casey responded that it would be if Michigan Tech uses turnitin.com and she quoted from a book that had a negative opinion of the software. Casey noted that papers get added to the database even if the default setting is off. She further added that if an advisor signs off on the thesis, it is a dereliction of duties if they have not read it.
- xi. Oystein questioned what the advisor is signing off on. Dr. Huntoon stated that ideally they are signing off on the science or rhetoric and the writing. Ultimately, as the writer the guilt or innocence falls on the graduate student.
- xii. The question was asked if this is common at other universities. Dr. Huntoon responded that it would be good to see data on this. Turnitin.com doesn’t release this kind of information due to confidentiality. She added that this is a concern at Deans’ conferences. She felt that it is not a bad tool. Casey stated that use of this tool will be detrimental to the university. Dr. Huntoon responded that she respectfully disagreed, and added that writers just need to follow the norms in their disciplines.
- xiii. A concern was raised that use of turnitin.com would increase the stress load in writing. Dr. Huntoon replied that students who have used it have been relieved to either find errors or not find errors.
- xiv. Melissa stated she would be more comfortable if an advisor checked her work. Dr. Huntoon said it can be done with an advisor. Emily added that students cannot currently use the tool themselves.
- xv. Roxane (visitor) asked if there will be a process to hold faculty accountable. Dr. Huntoon responded that it is the duty of the Provost to hold faculty accountable, and the purpose of this policy is to prevent the student from getting hurt.
- xvi. Niranjana asked if you could have your thesis checked page-by-page. Dr. Huntoon said that you can check parts at any time.
- xvii. Jill asked if there is any way to not make a blanket policy, but to let people know the tool is available. Students have expressed “they don’t trust us.” Dr. Huntoon responded that it is not a trust issue, but that if students are being graduated who have plagiarized, then it hurts all Michigan Tech graduate students. The university needed to show outside observers that it is doing something.

- xviii. Roxane noted that cheaters are going to cheat, so how will the school get at the real problem. Dr. Huntoon replied that they would have to look at information as it is collected and if there are certain advisors with problems, then those would have to be addressed.
  - xix. The question was raised about how much money was being spent on the software and from where. Dr. Huntoon stated she was not sure of the amount, and that it did not come from the Grad School budget.
  - xx. Raghav asked about including significant portions of a paper into a dissertation. Dr. Huntoon explained that this is an issue because some departments are looking at using journal papers as parts of the thesis/dissertation. She suggested including an overview and relevant information with additional data and information in an appendix.
  - xxi. Madhana asked how other universities are addressing this issue. Dr. Huntoon reported that some universities have readers that read every word. She noted that more and more universities are using turnitin.com. Emily added that this will be a topic at the Grad School summit this weekend. She said that she did a quick web search and found that some schools are using turnitin.com, but not a lot of places are requiring it. Dr. Huntoon said that it would be good if the students could get data about this, and to see what other schools are doing instead of using turnitin.com.
  - xxii. Laura said the bigger question is whose responsibility it is, and advisors should be sitting down with students. Dr. Huntoon added that there are good ways to teach writing and bad ways. We should use people on campus qualified to teach writing.
  - xxiii. The point was brought up that solutions must be found that don't just look like solutions. Dr. Huntoon stated that she would like feedback on the policy. A suggestion was made that it should be optional. Dr. Huntoon posed a question about if it would be better to make the service optional, but to hold the student responsible if a problem was later found.
  - xxiv. It was noted that the only conclusive evidence of increasing plagiarism is from those selling products. Dr. Huntoon agreed that it is on the rise, but it could be that it is simply being reported more often.
  - xxv. Heather made a motion to create a committee to look into this issue. Jill seconded.
  - xxvi. Chris made a motion to table discussion on the previous motion until the next meeting. Niranjana seconded. All were in favor.
- IX. New Business
- a. Oystein requested input about how grad students are represented in their department decision making.
    - i. Casey stated that in Humanities there is one masters student and one doctoral student involved
    - ii. Brian said in Chemistry they are not invited
    - iii. Upon request, Oystein will resend his e-mail to get more feedback.
- X. Adjournment: 7:00 pm
- a. Chris moved, Heather seconded a motion to adjourn. All were in favor.

**Attendance (Officers/Chairs appear first)**

Academic Unit	Voting Representative	September 24, 2007		
		Present	Excused	Absent
(Non-voting)	Emily McCarthy	P		
Mat. Sci. & Eng.	Lakshmi Krishna	P		
ME-EM	Karl Haapala	P		
Mat. Sci. & Eng.	Madhana Sunder	P		
Biomedical Eng.	Laura Walz	P		
Computer Science	Warren Powers	P		
For. Res./Env. Sci.	Jill Witt	P		
Humanities	Heather Jordan	P		
Math	Rebecca Targove			A
Biology	Kristopher Nitz	P		
Biomedical Eng.	Melissa Roberts	P		
Bus. & Econ.	Katie Maroney	P		
Bus. & Econ.	Shaunna Turner	P		
Chemical Eng.	Brian Ott	P		
Chemistry	Louis Pignotti		E	
Civil & Env. Eng.	Santosh Ghimire	P		
Civil & Env. Eng.	Adam Mickel	P		
Civil & Env. Eng.	Sanjeev Adhikari	P		
Computer Science	Oystein Thorsen	P		
Computer Science	Chris Brown	P		
Elec./Comp. Eng.	Shwetha Bolagond	P		
Elec./Comp. Eng.	Jaspreet Nayyar	P		
Elec./Comp. Eng.	Ridhima Rajkumar	P		
For. Res./Env. Sci.	Carrie Andrew	P		
For. Res./Env. Sci.	Michelle Freeman	P		
Geo. & Min. Eng.	Lorna Henney		E	
Geo. & Min. Eng.	Miriam Rios	P		
Humanities	Casey Rudkin	P		
Humanities	Nathaniel Gbessagee		E	
Mat. Sci. & Eng.	Dan Seguin	P		
Math				
ME-EM	Reena Thomas		E	
ME-EM	Rohit Gujarathi		E	
ME-EM	Niranjan Londhe	P		
ME-EM	Chelsey MacNeill		E	
ME-EM				
Physics	Raghav Vanga	P		
Physics	Partha Pal	P		
Social Sciences	Stacey Pilling	P		

**VISITORS and GRAD STUDENTS AT LARGE**

Academic Unit	Name	September 24, 2007
Grad School	Jackie Huntoon	P
Humanities	Kevin Hodur	P
Humanities	Tom Vosecky	P
Humanities	Roxane Gay	P
Humanities	Joanna Schreiber	P
Humanities	Diane Keranen	P
Humanities	Karen Koethe	P
Elec./Comp. Eng.	Adam Manty	P

## GSC Meeting Minutes – October 8, 2007

- I. Call to Order: 5:05 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from September 24, 2007: Karl mentioned a correction from Madhana to the Minutes sent to the GSC e-mail list – the budget may increase to \$39,000 from the previously approved budget of \$32,000. The minutes were approved with this correction.
- IV. Officer Reports
  - a. President – Emily McCarthy
    - i. Emily reported on the first Michigan Graduate Student Summit. She and Dr. Huntoon attended the summit, which featured graduate students and deans from across the state. MTU has one of the oldest organizations for graduate students in Michigan. Eastern Michigan, Grand Valley State, and Central Michigan are in the process of organizing graduate student groups. Emily served on a panel that discussed creating and sustaining a graduate student group; one idea was online social networking. Other issues in the state concern commuter students and students with children, for example, obtaining parental leave. Talks given by Senator Debbie Stabenow and State Representative Pam Byrnes; Emily has copies of Rep. Byrnes presentation for those interested. The idea behind the summit is to have an annual meeting of graduate students. There was also a representative from the NAGPS, which works to improve graduate student quality of life – membership runs from \$200-1000. Emily encouraged everyone to review the NAGPS website to see if the GSC should rejoin the group. No one could recall when MTU was last a member.
    - ii. A question was raised about how many universities attended the summit. Emily responded that about half of the public universities, or 8-9 schools, attended. Others were impressed that MTU had traveled such a great distance to the summit when closer schools did not attend. They also expressed interest in traveling to the MTU campus for a future summit.
    - iii. Emily reported that she presented to the Board of Control at the last meeting about how GSC is doing to help in meeting the MTU Strategic Plan. She has posted the report on the GSC website.
  - b. Vice President – Lakshmi Krishna
    - i. Lakshmi stated that she is working on determining ways to use the GSC budgetary surplus. Send ideas to the GSC e-mail list.
  - c. Treasurer –Madhana Sunder
    - i. Madhana reported on the proposal from the Social Committee to increase their budget by \$1950 to \$3150. Additional funds will be required for the new Fall Halloween Social. Heather based her estimate of \$1600 for the GSC Summer Softball league on figures that Casey reported earlier this fall (i.e., \$300 for bases, \$100 for field maintenance, and \$1000-1200 for umpire costs).
    - ii. Madhana reported that the new budget is estimated as \$43,000 and a conservative estimate of income is \$42,000. Emily noted that the deficit of \$1000 would be a small portion of the \$82,000 in the GSC account.

Madhana stated that the amount is \$10,700 over the previously approved amount.

- iii. Oystein felt that the SDC should be responsible for softball field costs, but thought it would be fine to use GSC funds since they are available. It was noted that about 25% of graduate students participate in the softball league.
  - iv. Chris Brown asked if the budgetary changes would be approved at this meeting. Madhana replied that it would be voted on in two weeks.
  - v. Raghav brought up the concern that GSC softball is getting to be more competitive, rather than a social function, and the presence of umpires would only make it more competitive. Warren replied the hope is that it would make it less competitive since there would be fewer arguments over calls in favor of some teams. Heather added that some of the games were “just mean,” and that is why the discussion of umpires began over the summer. It was noted that the problem is the PE teams. The question was raised if the PE team is just undergrads, and the response was yes, it is the PE class. The question was asked if the PE teams pay to participate. It was found that they do not pay, while other non-graduate students must pay \$8 to participate. The concern was raised by John Durocher (Biology) that student umpires may still have problems if one team sees bias. Chris felt that these issues about softball could be discussed at the next meeting when there is a motion regarding the Social Committee budget.
  - vi. Nathaniel asked whether a budget surplus has ever been taken back, which has not been done to Emily’s knowledge. Oystein felt that such an action would be a big deal. Nathaniel added that if there is no harm in not spending the surplus, then GSC does not need to be concerned with it. It was brought up that the administration has stated that they could take it away. Emily added that we are not rushing to spend the money; any use of funds needs to be justified.
  - vii. Miriam stated that the GSC should think long-term and undertake a bigger project with the additional funds.
  - viii. Laura suggested that we should be budgeting for the annual income and that the surplus should be kept separate.
  - ix. Madhana stated that he would be sending the budget out, which would be discussed and voted on at the next meeting. Chris asked if the budget would be voted on line-by-line. Emily answered that there is not a process in the bylaws for a budgetary review. She felt that it should be voted on line-by-line to allow discussion.
- d. Secretary – Karl Haapala
- i. Karl reported that using the preliminary graduate student enrollment numbers several departments would lose voting rep positions. Emily stated that graduate enrollment is down. Lakshmi felt the voting rep positions should be decided using the final enrollment figures. It was agreed that the GSC rep allotments would be based on last year’s figures until the new numbers become available.

## V. Committee Reports

### a. Academic – Emily McCarthy

- i. Emily stated that the Academic Chair position is open. There is potential interest from a representative from ME-EM.

- ii. Emily added that there is a possibility of a poster session in connection with the Spring Career Fair.
  - b. Social – Heather Jordan
    - i. Heather stated that the Halloween Social is planned for October 27 from 7pm to midnight in the ROTC gym.
    - ii. Heather reported that Casey wants to know if anyone is interested in the Lake Linden Ghost Train – it may be possible to purchase a block of tickets. Oystein asked if it is meant for children. Heather said that families may be interested. She requested that reps check with their constituents and to let Casey know about the level of interest.
  - c. Lecture – Laura Walz
    - i. Laura reported that there is a session about Graduate School Tuesday evening (Oct. 9).
    - ii. On Wednesday (Oct. 10) the SFI will be having its poster session. Laura encouraged everyone to stop by and look at the posters, which are interdisciplinary, in MUB Ballroom A from 5-6pm.
    - iii. Laura mentioned that about 30 people attended the last Lunch and Learn on funding. Research and Sponsored Programs has a new e-mail list to pass along new funding opportunities.
  - d. Public Relations – Casey Rudkin (excused)
    - i. Emily reported that Casey is targeting the end of next week for publishing the Out of the Blue newsletter. It is possible to add more pages, so Casey encourages more articles to be sent.
    - ii. Emily requested that people let Casey know of any events that can be submitted to Tech Today or the Electronic Display System (EDS).
  - e. Student Issues – Jill Witt
    - i. Jill requested that everyone solicit graduate student issues from the departments that the committee should be pursuing.
- VI. Liaison Reports
  - a. SBE Dean Search – Katie Maroney
    - i. The first round of interviews will be next week.
  - b. University Senate – Lakshmi Krishna
    - i. A proposal was introduced for a Certificate in Global Technological Leadership.
  - c. Student Commission – Emily McCarthy
    - i. There was a presentation from an enterprise doing a survey on bike shelters.
    - ii. The USG is looking at raising the MUB support fee after the expiration of the MUB expansion fee next year. Oystein suggested that the MTU general fund be used rather than raising the fee. Emily responded that the MUB is an auxiliary operation, so is not funded using the general fund. Lakshmi felt this topic could be discussed by the MUB board. Emily said it is only starting to be discussed by the USG. Madhana expressed his concern that the MUB should be self-sufficient, and Jill mentioned that we pay a fee for the SDC.
  - d. Undergraduate Student Government – Emily stated that we need a USG liaison.
- VII. Discussion
  - a. It was suggested that the GSC could sponsor a free Pilates/yoga class for graduate students, since the times and cost of the Community Programs could be

prohibitive. Miriam suggested perhaps graduate students could get a discount for Community Programs. Laura commented that she has seen a doubling in prices in the few years she has participated. It was suggested that a Pilates/yoga class could be held in the ROTC gym or elsewhere on campus if there is a conflict with the SDC. Warren was concerned that spending GSC funds on a program like this could use up any surplus and require the program to be cut. Heather asked if the surplus could be put into a certificate of deposit. Emily said Madhana could investigate what is possible. Lakshmi mentioned that she could look into how much an instructor would cost. John suggested that liability issues should be investigated. It was mentioned that a similar program in Daniell Heights requires participants to sign a waiver. Lakshmi will look into this also.

- b. Chris wondered if it is possible to have different types of food at the GSC meetings. Heather said she could look into other options. Chris volunteered to help.

#### VIII. Old Business

- a. Chris moved to untable the motion to establish a committee to look into the use of turnitin.com for review of theses and dissertations. Oystein seconded. One was opposed and all others were in favor.
  - i. Laura questioned if discussion of the motion was necessary, since the use of turnitin.com has been made optional. Heather replied that it is still problematic even if it is not mandatory. A main concern is the potential of profiling of ESL students.
  - ii. Chris suggested that the committee would just look into turnitin.com and what the Grad School plans to do. Heather stated the committee should also look into other options. She added that GSC should continue to investigate, so Humanities isn't the only group looking into the problems. She mentioned that Dr. Huntoon has volunteered to have the Grad School do the work, but Heather expressed her concern that that could lead to skewed results. Emily added that the Grad School could provide contacts. Laura suggested that the GSC could make a committee of non-Humanities students, which could combine efforts with the Humanities group.
  - iii. Jill volunteered her committee to look into the issues. Chris made a friendly amendment not to create a new committee, but to move the tasks of benchmarking other schools and the use of turnitin.com to the Student Issues committee. Heather and Jill approved the friendly amendment. Jill requested others interested in helping out to send her e-mail.
  - iv. Nathaniel brought up a concern from Humanities about when something like turnitin.com is needed; he gave the example of a single statement versus the plagiarism of pages of text. Heather expressed her worry that an issue like this could divide graduate students. Jill felt that first the facts need to be found, and then we could see where to go from there. Nathaniel stated that there should be a clearer mandate about what we want to achieve by looking into these issues. Heather added that we should be looking at what happens to faculty advisors in cases of student plagiarism and what other schools are doing about plagiarism. Emily stated that some schools require attendance of a no-credit mandatory seminar.
  - v. Jill clarified that under the motion her committee would be looking into what other schools are doing with regard to turnitin.com and what other schools are doing about plagiarism. Raghav questioned about how many



schools should be looked at. Emily said there is a list of peer institutions. Raghav suggested that if there are many institutions, each rep could look into one school.

- vi. All were in favor of having the Student Issues committee investigate and benchmark what other schools are doing about the use of turnitin.com and plagiarism.

IX. Adjournment: 6:25 pm

- a. Heather moved, Chris seconded a motion to adjourn. All were in favor.

**Attendance (Officers/Chairs appear first)**

Academic Unit	Voting Representative	October 8, 2007		
		Present	Excused	Absent
(Non-voting)	Emily McCarthy	P		
Mat. Sci. & Eng.	Lakshmi Krishna	P		
ME-EM	Karl Haapala	P		
Mat. Sci. & Eng.	Madhana Sunder	P		
Biomedical Eng.	Laura Walz	P		
Computer Science	Warren Powers	P		
For. Res./Env. Sci.	Jill Witt	P		
Humanities	Heather Jordan	P		
Math	Rebecca Targove			A
Biology	Kristopher Nitz	P		
Biomedical Eng.	Melissa Roberts		E	
Bus. & Econ.	Katie Maroney	P		
Bus. & Econ.	Shaunna Turner		E	
Chemical Eng.	Brian Ott	P		
Chemistry	Louis Pignotti		E	
Civil & Env. Eng.	Santosh Ghimire	P		
Civil & Env. Eng.	Adam Mickel	P		
Civil & Env. Eng.	Sanjeev Adhikari	P		
Computer Science	Oystein Thorsen	P		
Computer Science	Chris Brown	P		
Elec./Comp. Eng.	Shwetha Bolagond		E	
Elec./Comp. Eng.	Jaspreet Nayyar			A
Elec./Comp. Eng.	Ridhima Rajkumar			A
For. Res./Env. Sci.	Carrie Andrew	P		
For. Res./Env. Sci.	Michelle Freeman		E	
Geo. & Min. Eng.	Lorna Henney	P		
Geo. & Min. Eng.	Miriam Rios	P		
Humanities	Casey Rudkin		E	
Humanities	Nathaniel Gbessagee	P		
Mat. Sci. & Eng.	Dan Seguin	P		
Math				
ME-EM	Reena Thomas		E	
ME-EM	Rohit Gujarathi		E	
ME-EM	Niranjan Londhe			A
ME-EM	Chelsey MacNeill		E	
ME-EM				
Physics	Raghav Vanga	P		
Physics	Partha Pal	P		
Social Sciences	Stacey Pilling	P		

**VISITORS and GRAD STUDENTS AT LARGE**

Academic Unit	Name	October 8, 2007
Physics	Zhuoyuan Wu	P
Biology	John Durocher	P
ME-EM	Dave Fritz	P
ME-EM	Mohit Law	P

## GSC Special Meeting Minutes – October 15, 2007

- I. Call to Order: 4:07 pm
- II. GSC Travel Grant Drawing
  - a. Eight members of the GSC Executive Board and two general council members were present. Attendance requirements were met for the Travel Grant Drawing.
  - b. Winners selected according to the process outlined in the bylaws were as follows:
    - i. Presenting grants:
      - Steven Bailey-HU
      - TJ Bates-CEE
      - Shu Wei Goh-CEE
      - Dan Haskell-FRES
      - Huijun Dong-CEE
      - Oystein Thorsen-CS
      - Jason Moscatello-Physics
      - Hanbing Wang-Chem Eng
      - Shantanu Kulkarni-ME
      - Michael Kivisalu-ME
      - Emily Fossum-ME
      - Jason Sommerville-ME
      - Niranjan Londhe-ME
      - Ming Xie-Physics
      - Tim Goddard-SS
      - Rohit Gujarathi-ME
      - Bowen Li-MSE
      - Jerry Ross-ME
      - Laurence Jose-HU
      - Moe Folk-HU
      - Hui Xia-MSE
      - Lauren Fry-CEE
      - Xiaoli Ye-ME
    - ii. Attending grants:
      - Santosh Ghimire-CEE
      - Sarah Stehn-FRES

### **Attendance:**

Emily McCarthy (Pres.), Lakshmi Krishna (VP), Madhana Sunder (Treas.), Karl Haapala (Sec.), Laura Walz (Lecture Chair), Jill Witt (Student Issues Chair), Heather Jordan (Social Chair), Casey Rudkin (Public Relations), Lorna Henney, and Miriam Rios

## GSC Meeting Minutes – November 26, 2007

- I. Call to Order: 5:05 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from November 5, 2007: approved
- IV. Guest Speakers
  - a. Kari Jordan – Seminar Central
    - i. Kari introduced herself as the new list administrator for seminarcentral-l.
    - ii. If you have any events to add, send email to kjordan (at) mtu (dot) edu.
  - b. Theresa Coleman-Kaiser – Director of Memorial Union and Rozsa Center Operations
    - i. Emily introduced Ms. Coleman-Kaiser and mentioned that she had invited her to talk about the fees for the Memorial Union Building (MUB). Ms. Coleman-Kaiser distributed a Comparative Balance Sheet for 1998-99 to 2006-07 for the MUB.
    - ii. Ms. Coleman-Kaiser started by saying that there are two student fees for the MUB – the Student Support fee and the MUB Expansion fee. The MUB Student Support fee was instituted in 2001, and was originally \$36 per student per term. This past year was the first year that it was not enough to cover the costs, so she feels it is time to reexamine the fees.
    - iii. Ms. Coleman-Kaiser noted that excess fees are put back into the building, and without the Student Support fee, the MUB would operate at a negative balance. She mentioned that the general fund allocation for the MUB has been reduced over the last few years.
    - iv. Ms. Coleman-Kaiser outlined the expense items and revenue streams for the MUB. She noted that wage rates and fringe rates have increased, but costs have been kept down by reducing staff; cost of sales has been reduced through purchasing contracts; services, supplies, and equipment costs have increased due to the aging building; and utility costs have gone up. A good portion of the revenue is from student fees and bookstore rent. Some revenue was lost from bowling and billiards, which is now free for students on weekends, and from the removal of the coin copier and arcade. Two guest rooms were removed to make room for the Outdoor Adventure program, which brought in about \$13,000 per year.
    - v. Ms. Coleman-Kaiser stated that expenses have gone up while the support fee has not. In 2003, the fee was raised to \$37.10. Adjusted for inflation, it should have been \$42.88 this past fiscal year (2007), and \$44.30 for 2009. Her recommendation is to increase the fee to \$45 with a regular review to adjust for inflation.
    - vi. Next, Ms. Coleman-Kaiser introduced the MUB Expansion fee, which has been in existence since 1989. It is now \$15 per student per semester, and has changed a bit over time. The debt is scheduled to be retired in October of 2008. Her recommendation is to keep some form of this fee for future improvements.
    - vii. Laura asked how the two fees are separated. Ms. Coleman-Kaiser responded by saying the ballrooms need about \$2 million in repairs and upgrades, which would take many years to save up for. She suggested the

- Student Support fee could be used for smaller improvements and the MUB Expansion fee could be used for major projects.
- viii. John asked what has caused the general fund allocation to go down. Ms. Coleman-Kaiser responded that every department took a hit a few years ago. She was not sure that she could correlate the reduction in the general fund allotment with the institution of the Student Support fee.
  - ix. Greg asked how the SDC as an example of another auxiliary organization could continuously be making improvements, while the MUB cannot. Ms. Coleman-Kaiser answered that the SDC is not operated as an auxiliary service. Many expenses are covered from the general fund, and student fees are extra. The SDC is managed by Auxiliary Services, but is generally funded. She added that no one has been able to explain how the general fund allocation was determined for the MUB, since it does not even cover the amount for the utilities. At the same time, the SDC is not billed by the university for utilities.
  - x. Melissa asked if the MUB could be reclassified as a general fund building. She also asked if Ms. Coleman-Kaiser is asking the university to step up and help pay the expenses. Ms. Coleman-Kaiser responded that Union buildings generally are not supported, and it has been made clear to her that significant increases to the general fund allocation are not likely. This suggestion would have to come from the students. She feels that students need a place to go away from the stress of academics. She added that she would love to have student offices in the building.
  - xi. Melissa asked if Ms. Coleman-Kaiser is looking into other sources of revenue and if the MUB is getting what it should from outside the university. Ms. Coleman-Kaiser replied that the local economy is pretty small, and about 17% of the revenue for the ballrooms is external. She added that the danger is you can price yourself out of business. There are no fees charged for outside events sponsored by a university department or university group.
  - xii. The question was asked about why rent for the bookstore has gone down and why revenue from vending has gone down. Ms. Coleman-Kaiser responded that vending was outsourced last year, which has actually led to a higher bottom line since expenses are lower. The bookstore rent was adjusted by a previous Director. This could be raised, but approval would be needed from the administration.
  - xiii. Lakshmi asked if faculty and staff contribute to the MUB. Ms. Coleman-Kaiser answered that departments are big users of catering services and the Food Mall, but there is no fee for the MUB.
  - xiv. The question was asked if it would make sense to charge a fee. Ms. Coleman-Kaiser responded that perhaps students could get a lower rate by using their ID cards.
  - xv. Raghav noted that undergraduates are significant users of the MUB, and that they have to pay tuition and fees, as well as buying from the MUB. He asked if there are any plans for becoming self-sustaining. Ms. Coleman-Kaiser responded that there is a master plan that includes rental spaces for outside businesses. She cautioned there is a balance between having their own services and having outside renters do them, since catering is a big source of revenue.

- xvi. Raghav asked if the MUB does a student satisfaction survey. Ms. Coleman-Kaiser said they do as a part of the main student satisfaction survey. The last survey found that grad students want more hours and more services. She mentioned they are looking into this and will be doing market research.
- V. Officer Reports
- a. President – Emily McCarthy
    - i. Emily noted that there is one meeting left for this semester.
    - ii. She asked if there were any problems noted with online Parking Registration. Chris mentioned one student had a problem, since he was living in Daniell Heights last year. He was able to register his vehicle and get a spot.
    - iii. Emily mentioned that Spring Grad Student Orientation would be from 1-4pm on January 11, 2008. Three volunteers are needed for a round table discussion from 2-4pm. Emily is looking for suggestions for topics to discuss. Heather volunteered to help organize a social event.
    - iv. Emily asked for thoughts on providing new students with a folder or planner. Heather asked how many and how much would it cost. The general opinion was that it would be a good idea to get information out to students on GSC. Melissa volunteered to coordinate getting folders.
  - b. Vice President – Lakshmi Krishna
    - i. Lakshmi reported that she would be getting the First Contact list next week and would be sending it out to the First Contact liaisons.
  - c. Treasurer –Madhana Sunder (excused)
    - i. No Report.
  - d. Secretary – Karl Haapala
    - i. Ridhima Rajkumar (EE) failed the attendance requirements – she missed three consecutive meetings. Greg Anthon is replacing her.
- VI. Committee Reports
- a. Academic – Mohit Law
    - i. No Report.
  - b. Social – Heather Jordan
    - i. Heather mentioned the next social will be at the KBC on December 12 from 6-10pm.
    - ii. The Social Committee is planning a Copper Bowl event in the Spring.
  - c. Lecture – Laura Walz
    - i. The next Lunch-n-Learn is this Thursday, encourage your departments to sign up since it is short notice. The session is geared for more advanced users of PowerPoint.
    - ii. Katie looked at Barack Obama’s website and got a response that he is not coming to our area.
  - d. Public Relations – Casey Rudkin (excused)
    - i. No Report.
  - e. Student Issues – Jill Witt (excused)
    - i. No Report.
- VII. Liaison Reports
- a. University Senate – Lakshmi Krishna

- i. There is a new Graduate Certificate in Nanotechnology – tentatively for Spring 2008. It is 15 credits and available to all degree and non-degree seeking students enrolled in Graduate School.
    - b. Undergraduate Student Government – Lakshmi Krishna and Melissa Roberts
      - i. There was discussion about the Tech Experience fee. Discussions are ongoing and people can give responses online. The Board of Control will vote on the fee in April.
      - ii. The USG is moving to the old Tech Express office. Perhaps GSC could look into moving into GSC’s old offices.
      - iii. Lakshmi noted that there was a report of MUB Ballroom renovations from a committee. Several people felt the GSC should be aware of this committee, and expressed the need to find out what committee it is.
    - c. SBE Dean Search Committee – Katie Maroney
      - i. The first candidate will be coming to campus on Monday.
- VIII. Discussion
- a. MUB Fees
    - i. Raghav state that he is against raising the MUB fee and they should look for funds elsewhere.
    - ii. Dave agreed. He said he had been to the MUB once, and the quality was so poor he threw away the food and went to eat off campus.
    - iii. Emily mentioned that the USG had passed a resolution to increase the student fee to \$48.
    - iv. The point was made that it is very important to graduate students whether the funds for the MUB come from tuition or fees; supported students do not pay tuition, but do pay fees.
    - v. Oystein put it in perspective by saying the first paycheck goes to paying fees.
    - vi. Raghav felt that the GSC should conduct a survey of students to see what they use. Lakshmi agreed.
    - vii. Shaunna mentioned that she did use the MUB a lot as an undergrad, so we need to think about the other side of the issue, too.
    - viii. Greg thought that students could be used to fill more positions, which will help cut costs.
    - ix. John stated that there should be a restriction put on the general fund allocation to keep it from being reduced further.
    - x. Greg made a point about a faculty meal plan in the dorms that actually gave the faculty a lower price than the students. This plan has been eliminated.
    - xi. Laura felt that the MUB has an attitude that even if they charge more, students will still buy.
    - xii. Warren gave the example of the school where he completed his undergraduate studies (NMU). He mentioned that the union building had much nicer facilities and did not charge a student fee.
    - xiii. Emily closed the discussion by saying anyone can feel free to draft a resolution on this issue.
- IX. Old Business
- a. Discretionary Funds requests
    - i. Bigfoot Snowshoe Event, P.O.W.E.R.
      - 1. Chris moved (Lakshmi seconded) to give \$1000 for the event.

2. Melissa expressed her concern that we may eventually be supporting the whole event. Katie mentioned that they are looking for outside funding.
  3. The suggestion was made that P.O.W.E.R. could become a student organization and receive funding that way.
  4. Greg made a motion to amend the motion on the floor to say that the GSC would give money if graduate student were not charged an entry fee. The motion was not supported. Another suggestion was made to provide some support initially, and give more later if needed.
  5. Oystein stated that he thought the intent of discretionary funds was not to fund groups year after year. Emily noted that the Council had tried to add GSC support of the Bigfoot Snowshoe Event as a budget line, but was not successful. Nathaniel added that the Council has the freedom to review the request each year.
  6. Melissa reiterated her concern that there is increasing reliance on GSC for funds, even though it is a good event.
  7. Chris stated that we can communicate to P.O.W.E.R. that we will not increase the amount of support. Greg was concerned that the organization would simply request the maximum amount. Laura responded that we do not need to fund the full amount, but it would just be a cap. Oystein stated that he did not see the effectiveness of a cap.
  8. Raghav mentioned that he wanted to make sure the event continues, but there should be more grad student participation.
  9. Dave asked how many grad students attended the GSC Halloween Social. It was reported that there were over 100 grad students with no charge. Emily stated that at last year's Bigfoot Snowshoe Event, 45 of 116 student participants were grad students. She added that last year was a lower turnout due to the cold weather.
  10. The motion to provide \$1000 for the Bigfoot Snowshoe Event passed with 20 for and 5 opposed.
- ii. Scramble Fest, MTU Pep Band
    1. Heather moved (Greg seconded) to decline the request.
    2. Shaunna asked if it was ever determined if this was an official event. The answer was that it did not sound like an official event.
    3. The motion to decline funding was unanimously supported.

X. New Business

XI. Adjournment: 6:39 pm

- a. Greg moved and Heather seconded a motion to adjourn. All were in favor.



**Attendance (Officers/Chairs appear first)**

Academic Unit	Voting Representative	E-mail	Committee	November 26, 2007		
				Present	Excused	Absent
(Non-voting)	Emily McCarthy	ebmccart	President	P		
Mat. Sci. & Eng.	Lakshmi Krishna	rkiyer	Vice President	P		
ME-EM	Karl Haapala	krhaapal	Secretary	P		
Mat. Sci. & Eng.	Madhana Sunder	msunder	Treasurer		E	
Biomedical Eng.	Laura Walz	llwalz	Chair: Lecture	P		
Computer Science	Warren Powers	wppowers	Chr: Elect./Lecture	P		
For. Res./Env. Sci.	Jill Witt	jjwitt	Chair: Stud. Iss.		E	
Humanities	Heather Jordan	hljordan	Chair: Social	P		
ME-EM	Mohit Law	mslaw	Chair: Acad.	P		
			Chair: Orient.			
Biology	John Durocher	jjduroch	Lecture	P		
Biomedical Eng.	Melissa Roberts	mel	Academic	P		
Bus. & Econ.	Katie Maroney	kkmarone	Lecture	P		
Bus. & Econ.	Shaunna Turner	sbtturner	Social	P		
Chemical Eng.	Brian Ott	baott	Social	P		
Chemistry	Louis Pignotti	lrpignot	Student Issues	P (Singaravelu Velayudham)		
Civil & Env. Eng.	Santosh Ghimire	sghimire	Academic	P		
Civil & Env. Eng.	Adam Mickel	admickel	Student Issues	P		
Civil & Env. Eng.	Sanjeev Adhikari	sadhikar	Social	P		
Computer Science	Oystein Thorsen	othorsen	Student Issues	P		
Computer Science	Chris Brown	cdbrown	Social	P		
Elec./Comp. Eng.	Shwetha Bolagond	sdbolago	Orientation	P		
Elec./Comp. Eng.	Jaspreet Nayyar	jnyayyar			E	
Elec./Comp. Eng.	Greg Anthon	gdanthon		P		
For. Res./Env. Sci.	Carrie Andrew	cjandrew	Student Issues	P		
For. Res./Env. Sci.	Michelle Freeman	mfreeman	Social	P		
Geo. & Min. Eng.	Lorna Henney	lahenney	Academic	P		
Geo. & Min. Eng.	Miriam Rios	mriossan	Lecture	P		
Humanities	Casey Rudkin	casey	Public Relations		E	
Humanities	Nathaniel Gbessagee	nggbessa	Orien./Lecture	P		
Mat. Sci. & Eng.	Dan Seguin	djseguin	Student Issues	P		
Math						
ME-EM	Dave Fritz	dlfritz	Student Issues	P		
ME-EM	Vikas Malpani	vkmalpan	Academic	P		
ME-EM	Chelsey MacNeill	camacnei			E	
ME-EM						
ME-EM						
Physics	Raghav Vanga	rvanga	Lecture	P		
Physics	Partha Pal	pppal	Social	P		
Social Sciences	Stacey Pilling	sapillin	Academic		E	

**VISITORS and GRAD STUDENTS AT LARGE**

Academic Unit	Name	E-mail	Committee	November 26, 2007
None signed				

## GSC Meeting Minutes – December 10, 2007

- I. Call to Order: 5:07 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from November 26, 2007: approved
- IV. Guest Speakers
  - a. Joanne Polzien-Responsible Conduct of Research course
    - i. Ms. Polzien stated that her office would be working with the Grad School to develop a course on research integrity due to a new federal law that states anyone conducting research must take such a course.
    - ii. She added that there are courses in existence, such as CITY training, which can be used until the MTU site is up and running. The courses will mostly be online
    - iii. Dr. Huntoon added that they will try to accomplish goals by using online modules, but about one class session per term may be needed.
    - iv. Ms. Polzien stated that she will have resources available for students or students can look at other universities websites for relevant information.
    - v. Dr. Huntoon mentioned that the Deans and Chairs are aware of the new requirements and some faculty members also know.
    - vi. Ms. Polzien said that these requirements will be across the board for all who conduct research.
    - vii. Laura asked what the requirements will be. Ms. Polzien responded that those who conduct research with human subjects or animals will require training by the end of January. She added that the online training is two hours long and easy to complete, since it remembers where you left off. Dr. Huntoon added that they are working on a plan.
    - viii. Websites:
      - 1. Human Subjects: [http://www.admin.mtu.edu/research/vpr/reviewboards/human\\_subjects\\_CITI\\_Training.html](http://www.admin.mtu.edu/research/vpr/reviewboards/human_subjects_CITI_Training.html)
      - 2. Animal Subjects: <http://www.admin.mtu.edu/research/vpr/reviewboards/training.htm>
    - ix. Chris asked about requirements for other researchers. Ms. Polzien responded that there is no timeframe on this.
    - x. Casey asked if this is intended to replace the ethics course. Dr. Huntoon responded that it will replace it, but hopefully it would be incorporated into the new training.
    - xi. Dr. Huntoon mentioned that administering surveys is a form of human research and needs to be applied for, though they are usually exempt. Ms. Polzien added that researchers should let the University determine if they are exempt.
    - xii. Greg asked if the rules apply to undergraduate research. The response was that they do apply. Laura asked if they would have to do online training. Ms. Polzien responded they would have to complete both.
    - xiii. John asked a question about labs completed in the Exercise Science program. Ms. Polzien stated that the office goes through the lab manual at the start of the term and that is sufficient.
    - xiv. Warren asked about exams conducted during the Summer Youth Program. Ms. Polzien responded that her office deals only with surveys and not exams.

- b. Nate Kroodsma and Nik Chaphalkar -Experience Tech Fee
- i. Nate and Nik introduced themselves as undergraduate members of the Student Commission and gave a brief presentation on the proposed Experience Tech Fee. They mentioned that the idea to charge a single fee for student access to the Rozsa Center, Portage Golf Course, Hockey games, Gates Tennis Center, and Mont Ripley was brought up 2 or 3 years ago. Mike Abbot (SDC), Jim Hainault (SDC), and Roger Held (Visual and Performing Arts) worked together last year to develop the fee.
  - ii. Santosh asked if the fee covers all events at the Rozsa Center. The answer was that it would cover Visual and Performing Arts events, but not outside events like the Great Events Series.
  - iii. Melissa asked if the fee includes the summer. Nik thought that the fee may have been calculated for a two-semester year, but would have to ask Mike Abbot. Shaunna added that golf would be paid for by the fee over the winter. Nate said that they looked at how much money comes in and pegged it to inflation. The amount was then split up according to the number of students.
  - iv. According to the results of a student survey, out of 2200 respondents about 35% went to Mont Ripley, 8% to the Gates Tennis Center, and 14% to Portage Golf.
  - v. Casey asked if the numbers were for graduate or undergraduate students. Nate responded that it was for all students. He added that the fee would be \$120 per year, whereas it is \$84 for hockey season tickets, \$135 per semester for greens fees, and \$250 for a season pass to Mont Ripley.
  - vi. Nik addressed the concern about overcrowding at hockey games by saying currently about 44% of seats are empty.
  - vii. Lakshmi asked how seats would be reserved for the public. Nik answered that Sports & Recreation are willing to open up the number of seats available for students by monitoring the number of sold public tickets. Greg stated that his understanding is that there would be 700 tickets free for students. Nik responded that they would be meeting with Mike and Jim. Greg stated that about 80% of tickets are sold on the night of the game.
  - viii. Melissa asked if there is a reason that other activities like exercise and Pilates are not covered. The response was that there are a lot of budgets, such as broomball, and it could get too big.
  - ix. Jill asked if the fee structure is set. Nate answered that there is still some flexibility. Jill said that a lot of grad students do use a lot of other activities available at the SDC. Casey added that in an informal poll of her department a lot of students were opposed. She said that the Gates Tennis Center has very limited hours for student use and that a number of students in her department do yoga and pay for it. She said it would be more palatable to grad students if other activities were available.
  - x. Madhana asked how much the fee would be if graduate students did not participate. Nik said they would have to go through the numbers. Nate said there is not a way to do it, since if more than 50% of students pay a fee, then all have to pay it.
  - xi. Chris asked if you would just have to show your ID card to get in. Nik answered they are trying to make it so there would be swipe access.
  - xii. Lakshmi asked what the breakdown would have to be for the student referendum. Nik said that it is up to the Board of Control to decide. Lakshmi

asked if there would be a breakdown by graduate and undergraduate students. Nik answered that they could do this.

- xiii. Brian asked if the fee would include ski rentals and golf rentals. Nik responded that it would just be the admission.
- xiv. Emily asked if there has been any progress on season tickets for hockey and getting seats. Nik said that Jim and Mike would look into this issue.
- xv. Lakshmi said that there are transportation issues for getting to Mont Ripley. Nate stated that they have not looked at those issues. Nik added that the issues could be addressed with the Houghton/Hancock bus issues.
- xvi. Dave suggested there could be a fee for early registration. Nate thought that would charge the student twice, and added they do not want to add a fee to a fee. He said there is a timeline on the website and Facebook groups for and against the fee to try to generate buzz. There will be a referendum in January, and the Board of Control will want to do what the students want.
- xvii. Casey asked how many were in each group. The answer was about 1000 “for” and 30 “against.”
- xviii. Greg suggested that someone opposed to the fee should also weigh in for the presentation to the Board of Control. Nate responded that they will try to see if someone is willing to put in the time.
- xix. Dave said that he is for the fee, but he does not think it is fair to all the other students to pay for him to have fun. Nik stated that he is a Resident Assistant, and some people do not have money to go skiing as a hall, for example.
- xx. Chris asked what other universities have this type of fee. Nik said that Northern Michigan University, the University of Wisconsin, and University of Michigan have similar fees. Nate added that there is a one-time \$200 fee at NMU for athletic events.
- xxi. Casey commented that the fee is not all inclusive, and if everyone is required to pay it should be more inclusive. She added that she would still get season hockey tickets to be able to sit with her kids. The response was that there are other events they would like to include, but they are already popular.
- xxii. Greg mentioned that the golf course and tennis center are concerned about the fee, since it would limit tee times, for example. Jill asked how much the golf course is used. Nate said that the golf course has a 49% utilization rate (and about 14% by students). He said the tennis center has about a 42% utilization rate. Nik said this information could be added to the website.
- xxiii. Raghav said that he likes the fee idea, but questioned if reducing the prices would do the same job since the number of students participating would go up. Nate said that there would be more, but it would be difficult to predict. Raghav responded that there would be risk either on the student side or on the administrative side, and this fee would put the risk on the student side.
- xxiv. Nik said that additional comments can be posted on the website ([www.experiencetech.org](http://www.experiencetech.org)) or emailed to Nate or himself.

## V. Officer Reports

### a. President – Emily McCarthy

- i. Emily stated that this is the last meeting of the semester and thanked everyone for making it a successful one.
- ii. Emily reported that in the meeting with the GSC Executive Board last week several things were discussed including:

1. A need for better transitioning to new representatives – perhaps having mentors for new reps.
  2. A task board with pictures of who is responsible.
  3. Updating the Blue Room since it does not facilitate good discussion.
  4. The use of name tags or name cards for meetings.
- iii. If there are any other comments e-mail Emily.
  - iv. The first meeting of 2008 will be on January 14. Lakshmi will be in charge, since Emily will be out of town.
- b. Vice President – Lakshmi Krishna
    - i. No report.
  - c. Treasurer –Madhana Sunder
    - i. No report.
  - d. Secretary – Karl Haapala
    - i. Karl stated that the official fall enrollment numbers were now available. The following units each lose one representative: School of Business and Economics, Computer Science, Geological and Mining Engineering & Sciences, Mechanical Engineering-Engineering Mechanics. All others remain the same.

## VI. Committee Reports

- a. Academic – Mohit Law
  - i. Mohit reported that squeezing in a poster session and research colloquium might be a rush for the Spring semester. He mentioned that there could be a keynote the day of the poster session.
  - ii. Lakshmi thought that it is important to have two events so students have two options. She added that they could be done the same day.
  - iii. Raghav suggested that there should be both events – one in the early part and one late in the semester.
  - iv. Laura thought the best way may be on the same day.
  - v. Lakshmi said that people have asked about the poster session.
  - vi. Raghav said that it would be good to have it on two different days, so someone who is busy would not miss both.
  - vii. Melissa thought it would be better to have both in one day. She added that senior design teams have to do it that way.
  - viii. Karl suggested that it may have to be held over two days if there is a large response for both events.
  - ix. Casey added that last year the research colloquium was long.
  - x. Emily said that there was a suggestion to have presentations over the lunch time for a few days. She added that she likes the idea of having them all together, since it would be more like a conference.
- b. Social – Chris Brown (Heather Jordan – excused)
  - i. Chris said there would be a social from 6-10pm at the KBC. Pizza would be provided by the Studio.
  - ii. There is a Sledding Social planned for January 21 (MLK Day) at Swedetown.
- c. Lecture – Laura Walz
  - i. Casey mentioned that she had emailed Tim Bedore from “Vague But True.” He appears on the Bob and Tom Radio Show and is in our price range. He does corporate events and can tailor his show, but it would be more like entertainment than a lecture. The website is vaguebuttrue.com.
  - ii. Emily said that we don’t need to do everything serious.

- iii. Laura said that she is still waiting on two other responses.
  - iv. Casey said she looked at “Once a Marine,” who joined Al-Jazeera English. He is up to \$10,000.
  - v. Warren said that there would be a lecture tomorrow at 5pm in MEEM 112 on Latex software. He said you can do a lot with it, but there is a slight learning curve, so come and learn how to use it.
  - d. Public Relations – Casey Rudkin
    - i. Casey said she would be sending out a request for pics for PR backup, but mostly for the new board in the Blue Room. She said nothing would be posted on the web.
    - ii. Casey said the Film Board would allow a 16x9 slide for the whole year at \$50. For \$5, they also do slides that will show for a whole weekend. She added that EDS slides are free.
    - iii. Off the topic, Casey mentioned that Ripley will give \$85 off a season pass in January under TechFit. Greg said that students should not qualify for this.
    - iv. Emily said to send pics for the website.
  - e. Student Issues – Jill Witt
    - i. No report.
- VII. Liaison Reports
- a. University Senate – Lakshmi Krishna
    - i. Lakshmi reported that there are two new proposals – for an Interdisciplinary Graduate Certificate in Nanotechnology and for a B.A. in Theatre & Electronic Media Performance.
  - b. Undergraduate Student Government – Lakshmi Krishna and Melissa Roberts
    - i. Melissa reported that the USG has about \$80,000 in excess funds. There was talk of buying a garage or turning a building into a garage for students to use to fix cars. Another idea was for a giant movie screen, which would be used only a couple of times per year. Also, there was discussion about renovating Prince’s Point.
    - ii. Laura asked if there are any cooperative ideas with GSC. Emily said to bring it up if it comes up.
    - iii. Melissa also said there was discussion about supplementing the MUB renovation.
    - iv. Lakshmi said there was discussion on renovating the football field and ice arena.
  - c. U.S. 41 Crosswalk – Raghav
    - i. Raghav reported that there has not been a meeting in the last six months. As a reminder, he said that there had been talk of raising the road, but it sounds like they will just make islands for now.
    - ii. Emily said there was concern that some parking would be lost if the road was raised. It would not be removed with the use of islands.
  - d. Student Commission – Emily McCarthy
    - i. There will be a survey sent out about what students want in terms of bike shelters. Currently, there is a new place at the DOW building to hang about 6 bikes.
    - ii. The Make a Difference Day project at Prince’s Point was full. The commission is working on quotes to restore and expand the beach. Emily let them know they can approach the GSC for discretionary funds.
  - e. Graduate Faculty Council – Emily McCarthy

- i. There was talk about the research integrity classes we heard about earlier in this meeting.
  - ii. There is a potential Masters in Applied Spatial Science (GIS). It would be within the School of Forestry or a non-departmental program.
- f. Thesis and Dissertation Guidelines Committee – Emily McCarthy
  - i. The focus remains mainly on formatting issues.
  - ii. There have been discussions about the papers-to-thesis issues including author order and copyrights.
  - iii. Plagiarism issues have not been a topic of discussion.
- g. Off Campus Housing Task Force – Emily McCarthy
  - i. Housing close to campus has been a problem for international students. Accessibility to bussing is also a concern.
  - ii. Bus route maps and schedules will be provided to new students and have been posted in buildings. There are also new signs.

## VIII. Discussion

### a. Orientation Folders

- i. Melissa reported that folders for incoming graduate students are estimated to cost between \$0.60-1.10. It is estimated that about 250 students are accepted and 60 enroll annually.
- ii. She asked if there is anything that should be included on the folder other than the GSC logo and contact information.
- iii. Laura asked if the university allows printing of the logo. Melissa said it needs to be signed off on, but the folder could be printed without it.
- iv. Chris asked what the upper bound on total costs would be. Melissa thought it would be \$300 for very nice folders.
- v. Emily suggested checking with Mark in Communications, since that office might have folders already printed. Melissa thought the bookstore and admissions office would also have folders.
- vi. Emily asked the general question if it is a good idea to give folders for the new students. Casey felt it would be good publicity for GSC. Laura added that we could have sheets of paper in the folders with a list of events.
- vii. Melissa said she could send 2-3 mock-ups to the email list.
- viii. Greg made a motion to allot up to \$499.99 for the purchase of folders for incoming graduate students. Casey seconded the motion.
- ix. Nathaniel asked if there would be shipping/handling charges. Melissa answered that she has a quote from a local printer and that she would compare it to online sites.
- x. Karl warned not to get too many folders, since publicity items (ice scrapers and plastic mugs) have been bought in the past that were never gotten rid of. Emily suggested that folders could be used later for orientation.
- xi. The motion passed with 20 for and 2 against.

## IX. New Business

### a. Discretionary funds request-BSA

- i. Emily mentioned the funds request from the Black Student Association that was sent over email would be voted on January 14, 2008.
- ii. Melvin Abraham (BSA President) and SherAaron Hurt (BSA Treasurer) were present and introduced the proposal. Melvin mentioned that the proposal is for a retreat to get students involved in campus activities and what is going on in the world.

- iii. Melissa asked why this was not included in the request of funds from USG. Melvin answered that this is a new event, and will be included in next year's budget.
- iv. Casey asked if the event is open to all. Melvin said it is open to all undergraduate and graduate students.
- v. Greg asked if the rooms are open to all students. Melvin said there is a cap at 30 participants. The money paid would go to the hotel room charges.
- vi. Melvin mentioned they wanted to have the event away from the atmosphere of MTU.
- vii. Melissa asked how the event would be advertised to other students. SherAaron said the event would be in the MLK week schedule and information would be sent to other list serves.
- viii. Melissa asked if everyone would feel comfortable in coming. Melvin said, yes, everyone is welcome.
- ix. Nathaniel asked why the event is being held at the Inn. SherAaron replied that it is to get the students away from the MTU environment. They will still be able to participate in the MLK dinner. Melvin added that past events have been in Marquette and Copper Harbor.
- x. Greg asked where funding was from last year. The answer was that it was from Educational Opportunity and the Tech Fund.
- xi. Laura asked if there is funding from other sources this year. Melvin said he could get this information.
- xii. Chris asked if there is a breakdown of costs. Melvin said this is included with the budget.
- xiii. Jill asked if there will be graduate students. Melvin answered that graduate students will be presenting.
- xiv. Greg said that there are significant dollars for honorarium, and asked if it was a conflict for GSC to be paying for graduate students to present. Melvin answered that some professors will also be presenting, but he would bring up this concern to the BSA executive board.
- xv. Nathaniel asked if this would be an issue for other events. Greg responded that it would be unethical because one person would be receiving the benefit.
- xvi. Jill said that she wanted to say that she thinks it is a great event.
- xvii. Nathaniel mentioned that we need to decide to support the essence of the retreat.
- xviii. Emily ended the discussion by saying we can discuss further when voting on the proposal.

X. Adjournment: 6:54 pm

- a. Chris moved and Melissa seconded a motion to adjourn. All were in favor.



**Attendance (Officers/Chairs appear first)**

Academic Unit	Voting Representative	E-mail	Committee	December 10, 2007		
				Present	Excused	Absent
(Non-voting)	Emily McCarthy	ebmccart	President	P		
Mat. Sci. & Eng.	Lakshmi Krishna	rkiyer	Vice President	P		
ME-EM	Karl Haapala	krhaapal	Secretary	P		
Mat. Sci. & Eng.	Madhana Sunder	msunder	Treasurer	P		
Biomedical Eng.	Laura Walz	llwalz	Chair: Lecture	P		
Computer Science	Warren Powers	wppowers	Chr: Elect./Lecture	P		
For. Res./Env. Sci.	Jill Witt	jcwitt	Chair: Stud. Iss.	P		
Humanities	Heather Jordan	hljordan	Chair: Social		E	
ME-EM	Mohit Law	msslaw	Chair: Acad.	P		
			Chair: Orient.			
Biology	John Durocher	jjduroch	Lecture	P		
Biomedical Eng.	Melissa Roberts	mel	Academic	P		
Bus. & Econ.	Katie Maroney	kkmarone	Lecture		E	
Bus. & Econ.	Shaunna Turner	sbtturner	Social			A
Chemical Eng.	Brian Ott	baott	Social	P		
Chemistry	Louis Pignotti	lrpignot	Student Issues	P		
Civil & Env. Eng.	Santosh Ghimire	sghimire	Academic	P		
Civil & Env. Eng.	Adam Mickel	admickel	Student Issues			A
Civil & Env. Eng.	Sanjeev Adhikari	sadhikar	Social	P		
Computer Science	Oystein Thorsen	othorsen	Student Issues		E	
Computer Science	Chris Brown	cdbrown	Social	P		
Elec./Comp. Eng.	Shwetha Bolagond	sdbolago	Orientation		E	
Elec./Comp. Eng.	Jaspreet Nayyar	jnayyar				A
Elec./Comp. Eng.	Greg Anthon	gdanthon		P		
For. Res./Env. Sci.	Carrie Andrew	cjandrew	Student Issues	P		
For. Res./Env. Sci.	Michelle Freeman	mfreeman	Social	P		
Geo. & Min. Eng.	Lorna Henney	lahenney	Academic		E	
Geo. & Min. Eng.	Miriam Rios	mriossan	Lecture		E	
Humanities	Casey Rudkin	casey	Public Relations	P		
Humanities	Nathaniel Gbessagee	nggbessa	Orien./Lecture	P		
Mat. Sci. & Eng.	Dan Seguin	djseguin	Student Issues		E	
Math						
ME-EM	Dave Fritz	dlfritz	Student Issues	P		
ME-EM	Vikas Malpani	vkmalpan	Academic			A
ME-EM	Chelsey MacNeill	camacnei			E	
ME-EM						
ME-EM						
Physics	Raghav Vanga	rvanga	Lecture	P		
Physics	Partha Pal	pppal	Social	P		
Social Sciences	Stacey Pilling	sapillin	Academic		E	

**VISITORS and GRAD STUDENTS AT LARGE**

Academic Unit	Name	E-mail	Committee	December 10, 2007
Physics	Zhuoyuan Wu	zwu		P
ME-EM	Saurabh Ladia	sladia		P
Physics	Zuoyuan Wu	zwu		P

## GSC Meeting Minutes – January 14, 2008

- I. Call to Order: 5:07 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from December 10, 2007
  - a. Edits – In the discussion of the Tech Experience Fee, visitor SherAaron Hurt was incorrectly identified as Shaunna Turner. In the Public Relations report, Emily was requesting general pictures for the website, which are different than the pictures of reps requested by Casey.
  - b. Lakshmi calls for a motion to approve the amended minutes. Casey moves. Carrie Andrews seconds. Amended minutes approved.
- IV. Officer Reports
  - a. President – Lakshmi Krishna (Emily McCarthy – excused)
    - i. Dr. Nancy Auer is convening a committee to evaluate the performance of the dean of the graduate school. She requested a volunteer from GSC to be on the committee. Not certain of the time commitments for this committee, but were told that it would not be necessary to be present at all stages and meetings. If anyone is interested please contact Emily or Lakshmi.
  - b. Vice President – Lakshmi Krishna
    - i. Spring Orientation thanks for all who helped out. Special thanks to Melissa Roberts who put together the folders. (Passed a few examples around)
    - ii. First contact program
      - 1. Lakshmi just received the information from the graduate school, with apologies.
      - 2. Will be sending it out as soon as possible so the first contact liaisons can welcome the new students
  - c. Treasurer –Madhana Sunder
    - i. Will show expenditures at next meeting.
  - d. Secretary – Heather Jordan (Karl Haapala – excused)
    - i. Final student enrollment numbers for Fall 2007 were available almost at the end of the Fall term. As reported in the last meeting of Fall, after reviewing the numbers, it was determined that the School of Business and Economics and the Computer Science, Geological & Mining Engineering & Sciences, and Mechanical Engineering-Engineering Mechanics departments each lose a voting rep for Spring and Summer 2008.
    - ii. As of this past Friday, the School of Business & Economics and Geological & Mining Engineering & Sciences still had to notify Karl as to who would be staying on as a voting rep. The Orientation Chair position is open, and could be filled by one of these reps, since Officer and Chair positions are not counted against the school/departmental rep allotments. Oystein Thorsen will be staying on for CS. Many thanks to Chris Brown, who voluntarily resigned due to the allotment changes. MEEM was short 2 reps, so nobody needed to resign.
    - iii. The total number of voting reps drops from 39 to 35, so quorum for the Spring term is 18 reps, inclusive of 2 principle officers. For Summer term, quorum will be 9 reps, inclusive of 2 principle officers.

## V. Committee Reports

- a. Academic – Mohit Law
  - i. Plans to combine the colloquium and poster session.
  - ii. Will be held during the last week in March (25, 26, and 27).
- b. Social –Heather Jordan
  - i. Swedetown Sledding Adventure will be on Monday from 2-5pm. Vans to and from the MUB will be provided along with coffee, cocoa, tea and pastries. Still working out the details to finalize the event.
  - ii. Michelle is main organizer for this event (thank you!) and added that she checked with Outdoor Adventure Programs, but that they don't have the 30+ sleds in yet. She was only able to rent 6 from them, but has them reserved for Monday.
  - iii. Heather, Laura, and Michelle will help drive the vans.
  - iv. Casey offered to lend four of her own sleds.
  - v. Lakshmi reminded us that the orientation flier said the event was from 12-5, but then Casey said that the weather was supposed to turn colder. It was decided that the event would be held from 2-5pm.
  - vi. Heather will email the council to request other sled lending possibilities and to promote the event once it is finalized.
- c. Lecture – Laura Walz
  - i. Planning the big event for an evening during the same week as the academic committee in an attempt to have the serious day discussions balanced out with some light evening discussion.
  - ii. Comedian Tim Bedore from Minneapolis is scheduled for the Thursday, March 27<sup>th</sup>.
  - iii. Laura reminded us that she would still have money left in the lecture budget so if people had other requests, as always, just let her know.
  - iv. January's Lunch'n'Learn will be announced in an upcoming email.
- d. Public Relations – Casey Rudkin
  - i. Casey will send an email requesting pictures for the bulletin board.
  - ii. Out-of-the-Blue will run before or immediately after Spring Break. If you have ANYTHING you would want to include, please let her know. She will even write the article if you just have an idea.
- e. Student Issues – Dave Fritz (Jill Witt – excused)
  - i. Nothing to report.

## VI. Liaison Reports

- a. University Senate – Lakshmi Krishna
  - i. Meeting this week with nothing to report until then.
- b. Undergraduate Student Government – Lakshmi Krishna and Melissa Roberts
  - i. Meeting this week with nothing to report until then.

## VII. Old Business

- a. Discretionary Funds request - BSA
  - i. Lakshmi reminded the council that BSA had requested \$4000 for the upcoming retreat.
  - ii. Melvin from BSA updated the pledge amounts from other contributors.
  - iii. Mel Roberts asked if the BSA still needed \$4000 with all those other contributions.
  - iv. Melvin said yes.
  - v. Casey asked if we had a copy of the updated budget.

- vi. Lakshmi said she'd asked for one in her email correspondence with BSA, but did not receive a copy prior to the meeting.
- vii. Melvin announced that BSA decided to do away with the \$1000 budgeted for the speaker honorarium that had been a discussion point at the last GSC meeting. This was an update from the previous budget that had been proposed.
- viii. Mel Roberts asked where that \$1000 would be going instead.
- ix. Melvin said it would be distributed among the other areas.
- x. Madhana asked what of the budget was for things on campus.
- xi. Mel responded that none of the funds were for campus activities, but that it would all be off campus as a retreat and in the hotel.
- xii. Nathaniel moved to give \$4000 to BSA for the retreat. Mohit seconded.
- xiii. Mel Roberts said that \$4000 is simply too much for something like this and that she had issues with the budget. She felt it wasn't even an appropriate sum to ask for because BSA should have it in their organizational budget and ask USG for those funds. It's just too much with too narrow a focus for us to pay \$4000.
- xiv. Melvin attempted a response and Greg interrupted to say that Melvin shouldn't be at our meeting tonight to hear our discussion.
- xv. Lakshmi clarified that Melvin was invited to the meeting to answer questions that we had regarding the request.
- xvi. Marc Henshaw motioned to table the discussion until the revised budget was in front of all members. Carrie seconded that motion.
- xvii. Nathaniel asked for clarification on Marc's motion and said that the budget was provided to the leaders of the meeting and that it was too bad we didn't have a copy but that his motion needed to be more justified.
- xviii. Greg called the motion to question.
- xix. Nathaniel asked Lakshmi about the budget updates and Lakshmi said that she never got the final ones from BSA before the meeting began, though she had requested them.
- xx. Mel Roberts suggested pulling up the budget via the internet connection in the room and proceeded to attempt to do so.
- xxi. A vote was made on whether or not to table the discussion until the budget was presented to all members. The motion failed.
- xxii. Lakshmi read from the budget she had been given from Melvin.
- xxiii. Laura calculated that the BSA only needed \$3000 given their other contributors and estimated cost of the retreat. She said if we funded all \$3000 it would be more than half of the money coming from GSC and that it might as well be called a GSC event in that case.
- xxiv. Melvin reminded the council that most of the presenters at the retreat were going to be graduate students or affiliates of the graduate school.
- xxv. Greg asked Melvin what the rough estimate of attendees for the event were going to be graduate students.
- xxvi. Melvin did not have that figure.
- xxvii. Casey asked how much of the money was going toward lodging.
- xxviii. Lakshmi said \$2492.
- xxix. Casey reminded the council that even though the retreat is open, the lodging is not.

- xxx. Melvin said that the retreat discussion would continue in more of a one-on-one capacity in the evenings for attendees.
- xxxi. Casey again said that the evening portion wasn't open to all and didn't think our bylaws allowed us to pay for lodging for individual students.
- xxxii. Nathaniel said that just because he is black does not mean he is a member of BSA, but that there were race ethics to consider here. He said that other conference funds are paid for by the GSC.
- xxxiii. Oystein said that grad students aren't the only participants though.
- xxxiv. Casey reminded the council that GSC doesn't pay for conferences or travel grants. That money comes from the Graduate School and we are not allowed to provide that money directly from GSC funds because of the bylaws.
- xxxv. Nathaniel said that we should support the BSA retreat because there isn't much support for black activities around here. He expressed strong concern that there are not sufficient activities in this area for black students, and that most are specifically geared toward white students.
- xxxvi. Many members vocalized their displeasure to Nathaniel's comment but no one clear response was given in the uproar.
- xxxvii. Laura reiterated that we weren't allowed to give full support because a portion of the money BSA was requesting was going for lodging. Our bylaws do not allow us to give funds for that.
- xxxviii. Raghav said he supported what Laura said. It's not anything because of the group that there is an issue with giving the funds or not. It's because it's a lodging issue and we are not allowed to use funds that way.
- xxxix. A vote was called to grant \$4000 for the BSA retreat. It failed (2 were for, 16 against).
- xl. Mel Roberts motioned to modify the request to ask for \$1000 for the BSA retreat. Madhana seconded the motion.
- xli. Nathaniel asked to modify the motion and other voices erupted, which couldn't be discerned with the shouting.
- xlii. Casey asked for clarification.
- xliii. Laura added up the other amounts for the retreat, minus the lodging to see just how much we would actually be able to fund.
- xliv. Raghav said we should support some events because they are good events, not necessarily for who is going to go or not go.
- xlv. Mel Roberts said we have refused much less than \$1000 to other groups. It's irresponsible of them not to put it in their USG budget requests. It should be taken out of USG funds and thinks that \$1000 is generous.
- xlvi. Lakshmi insisted on taking the vote without modifications and the vote failed (7 in favor, 2 opposed, and 9 abstained) according to what those present knew about the voting procedures at the time.
- xlvii. Marc made a motion for \$1500 for the BSA request. Laura seconded.
- xlviii. The motion passed (11 were for, 5 were against, 2 abstained).
- xlix. Nathaniel commented that there are grad students in organizations like the BSA.

#### VIII. New Business

- a. Raghav announced this was his last meeting with GSC and that Ashley Shackelford would be replacing him.

IX. Adjournment: 6: 12pm. Casey moved. Carrie seconded the motion. All were in favor.

## Attendance

Academic Unit	Voting Representative	E-mail	Committee	January 14, 2008		
				Present	Excused	Absent
(Non-voting)	Emily McCarthy	ebmccart	President		E	
Mat. Sci. & Eng.	Lakshmi Krishna	rkiyer	Vice President	P		
ME-EM	Karl Haapala	krhaapal	Secretary		E	
Mat. Sci. & Eng.	Madhana Sunder	msunder	Treasurer	P		
Biomedical Eng.	Laura Walz	llwalz	Chair: Lecture	P		
Computer Science	Warren Powers	wppowers	Chr: Elect./Lecture	P		
For. Res./Env. Sci.	Jill Witt	jewitt	Chair: Stud. Iss.		E	
Humanities	Heather Jordan	hljordan	Chair: Social	P		
ME-EM	Mohit Law	mslaw	Chair: Acad.	P		
			Chair: Orient.			
Biology	John Durocher	jjduroch	Lecture		E	
Biomedical Eng.	Melissa Roberts	mel	Academic	P		
Bus. & Econ.	Katie Maroney	kkmarone	Lecture			A
Bus. & Econ.	Shaunna Turner	sbtturner	Social			A
Chemical Eng.	Brian Ott	baott	Social			A
Chemistry	Louis Pignotti	lrpignot	Student Issues	P		
Civil & Env. Eng.	Santosh Ghimire	sghimire	Academic			A
Civil & Env. Eng.	Adam Mickel	admickel	Student Issues	P		
Civil & Env. Eng.	Sanjeev Adhikari	sadhikar	Social		E	
Computer Science	Oystein Thorsen	othorsen	Student Issues	P		
Elec./Comp. Eng.	Shwetha Bolagond	sdbolago	Orientation	P		
Elec./Comp. Eng.	Jaspreet Nayyar	jnayyar			E	
Elec./Comp. Eng.	Greg Anthon	gdanthon	Lecture	P		
For. Res./Env. Sci.	Carrie Andrew	cjandrew	Student Issues	P		
For. Res./Env. Sci.	Michelle Freeman	mfreeman	Social	P		
Geo. & Min. Eng.	Lorna Henney	lahenney	Academic			A
Geo. & Min. Eng.	Miriam Rios	mrriossan	Lecture		E	
Humanities	Casey Rudkin	casey	Public Relations	P		
Humanities	Nathaniel Gbessagee	nggbessa	Orien./Lecture	P		
Mat. Sci. & Eng.	Dan Seguin	djseguin	Student Issues	P		
Math						
ME-EM	Dave Fritz	dlfritz	Student Issues	P		
ME-EM	Vikas Malpani	vkmalpan	Academic	P		
ME-EM	Chelsey MacNeill	camacnei				A
ME-EM						
Physics	Ashley Shackelford	alshacke		P (Rahgav Vanga)		
Physics	Partha Pal	pppal	Social			A
Social Sciences	Marc Henshaw	mnhensha		P		

## VISITORS and GRAD STUDENTS AT LARGE

Academic Unit	Name	E-mail	Committee	
Social Sciences	Susan Balint	shbalint		P

## GSC Meeting Minutes – January 28, 2008

- I. Call to Order: 5:06 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from January 14, 2008: approved
- IV. Guest Speaker – Becky Christianson
  - a. Becky began by saying that Theresa Coleman-Kaiser (Director of Memorial Union and Rozsa Center) reports to the Office of the Vice President of Administration. Coleman-Kaiser had contacted Christianson to conduct some focus group surveys.
  - b. The need for surveys was brought about because the graduate student population is growing and perspectives of the services are changing.
  - c. Past surveys have found that graduate and undergraduate students are different. Undergraduates, for example, spend twice as much as graduate students on campus retail. Graduate students do not tend to “shop” on campus due to less money, an affiliation to their undergraduate schools, and they may be “holed up” in the lab.
  - d. There will be a series of focus groups in mid to late February. Notices will be sent out on gradstu-l. Questions will include:
    - i. What do you know about these operations?
    - ii. What services do you currently use?
    - iii. What are your needs relative to food service?
    - iv. What’s the best way to communicate with graduate students?
    - v. What issues do you currently have?
    - vi. What keeps you from purchasing?
    - vii. What other services do you want to see?
  - e. Christianson said she is looking at grouping people based on experiences, which she has found to be the most effective method. Groups will include masters students, doctoral students, international students, domestic students, married students, students in Daniell Heights, engineering students, and non-engineering students.
  - f. She said there would be 6-8 students per group. The focus groups would meet from 5:15-6:45pm and dinner would be provided. She asked for any input or questions.
  - g. Casey suggested there be West campus and East campus focus groups. Christianson thought that would be a good idea.
  - h. Christianson mentioned that it would be most effective if people participate and to encourage students in the various units from each group to sign up.
  - i. Ashley asked if this would be affiliated with the Tech Experience fee. Christianson was unfamiliar with the fee, and Emily said it is not related.
  - j. Laura asked what the time commitment would be. Christianson answered that it is one day for an hour and a half. She will be running the sessions and promised they would not run late.
  - k. Let Emily know if there are additional questions.
- V. Parliamentary Procedures – Chris Brown
  - a. Chris said that he had read the minutes from the last meeting and noticed that there were a few mistakes with Parliamentary Procedure. He wanted to clear things up and did not wish to cast blame. The main problem was with motions.
  - b. He said he would cover three major aspects during discussion of a motion. Once a motion is made and on the table, no other main motions can be made. A motion can be changed, put away, or killed.

- c. First, he covered how to amend a motion. A motion is a proposal by a person that must be agreed upon by one other person (the “seconded”). Once the motion is seconded, there is discussion. In discussion, debate occurs to try to convince others to agree with a perspective. If someone wishes to amend the motion during discussion, the “mover” and “seconded” must both agree to the amendment.
- d. Laura asked what would happen if they do not agree. Chris answered that the amendment would not be made.
- e. Next, Chris explained how to kill a motion. If the body wants to ignore a motion, a 2/3 vote must be taken, meaning twice as many people must be for killing the motion as against killing the motion.
- f. Chris then explained how to call the question. A person may call the question to stop debate. It requires a 2/3 vote to end debate. It shows the body that discussion is over, and people are ready to vote. Heather clarified what had been said. Chris said that is correct, and mentioned that none of these three actions are debatable, meaning there is no discussion before the vote. He said to kill a motion or call the question, there must be a second. After time is given and if there is no second, the Chair will note that the motion fails. There should not be an interruption by other discussion.
- g. Chris added that for any motion, if there is no second, the Chair should say that the motion is dropped.
- h. Next, Chris talked about tabling a motion, which is different than tabling indefinitely. A motion can be made to table until something else happens, such as the next meeting or some event. The motion requires a second. There is no discussion, and it requires a majority vote.
- i. Finally, Chris mentioned about voting, which also had some issues in the last meeting. He said that only Yes and No answers count; abstentions do not count for anything. Greg noted that they count for quorum. Chris said that is correct; if you have at least 50% of the people present, you can still get things done. He added that unless people are coming and going, as in Congress, the quorum is taken at the start of the meeting.
- j. Casey asked if, in this room, if there were 2 Yes and 1 No would the motion pass. Chris said it would. Heather mentioned that for this term, 18 members including 2 officers are needed to make quorum.
- k. Chris said if quorum is not met, the only motion that can be made is for another meeting time.
- l. Greg agreed that you would need a simple majority, but he cited VII.c.ii.3.b of the bylaws. He said according to this section, “a simple majority of Voting Representatives in the presence of quorum” means a majority of 16 would need to support the motion.
- m. John said he had the same interpretation as Greg.
- n. Chris answered that he does not know what was intended, but since it refers to a “simple majority,” rather than a “majority,” abstentions do not count.
- o. Greg reiterated that he thinks it refers to a majority of all voting representatives present.
- p. Chris responded that someone needs to decide, and usually that is the Chair.
- q. Dr. Huntoon stated that perhaps this should be updated in the Bylaws.
- r. Chris said that was going to be the next point he was going to make.
- s. Greg asked about the confusion at the last meeting. Chris responded that we would go according to the interpretation of the voting procedures at the last meeting. He then reviewed what had happened. A motion was made and failed. A second motion was



- made, which had 7 yes votes, 2 no votes, and the rest abstentions. The interpretation of the Chair was that it failed. A third motion was made and passed.
- t. Chris went on to say that due to the procedural issues and confusion of the meeting, a motion could be made to rescind the decision at the last meeting. It would have to pass by a majority vote. It could then be replaced with the motion that was made second (and incorrectly judged to have failed), or it could be replaced by nothing. He repeated that as it stands now, what happened at the last meeting is perfectly fine.
  - u. Heather asked that it was OK even as wacky as it was? Chris said it was.
  - v. John asked about the interpretation of the Bylaws. Chris clarified what could be done in terms of rescinding the decision.
  - w. There was a question about if there were a tie vote. Chris answered if there is a tie, the Chair would have a vote to break the tie.
  - x. There was a question about the number of motions that could be made. Chris answered that there could only be one “main” motion at a time, which must be resolved before a second motion can be made.
  - y. Oystein had a question about discussion. Chris said that there can only be discussion after a motion is seconded. Oystein then asked who makes a motion during discussion. Chris answered that there are no motions made during the Discussion portion of the meeting, rather motions are made during the Business section. He added that it is up to the Chair how discussion works in terms of Discretionary Funds requests.
  - z. Melanie stated that in USG meetings, the Secretary writes down names and calls on the speakers. Chris added that part of Robert’s Rules of Order states that a person does not speak again until all have spoken who want to. Emily said that a person should not speak more than 2 times or more than 10 minutes per day, but she does not want to interrupt the flow of the meeting.
  - aa. Chris said it is the decision of the Chair what parts of Robert’s Rules to put in play.
- VI. Officer Reports
- a. President – Emily McCarthy
    - i. Emily said that Chris had done a thorough job and added that it is the responsibility of all of the members to understand Robert’s Rules. She said that we are all learning this together.
    - ii. Emily noted that there is a change in the GSC mailbox location due to privacy concerns – student numbers are on Travel Grant applications. It is now in the Grad School Office.
    - iii. Casey asked if applications would still be accepted that are accidentally placed in the old mailbox. Emily said that they would be.
  - b. Vice President – Lakshmi Krishna
    - i. No report.
  - c. Treasurer –Madhana Sunder
    - i. Madhana presented the budget. He said there is still quite a bit of money left. We have spent \$16,824.
    - ii. Madhana said that the Orientation team is in the red. Heather said money can be taken from the Social line, since they did orientation activities together.
  - d. Secretary – Karl Haapala
    - i. No report.
- VII. Committee Reports
- a. Academic – Mohit Law

- i. Mohit reminded everyone that they would be combining both Academic activities into the GSC Research Symposium from March 25-27. The first notice should go out over e-mail tomorrow.
  - ii. The team is trying to find a keynote speaker, since the first candidate declined. There will also be Lunch-n-Learns each day. The Symposium will be on the lines of a conference.
  - iii. Lakshmi said that they should start looking for judges, since that is usually a problem. Mohit said that they have been looking.
  - iv. Casey said she can help put an announcement on EDS. Mohit said that they are working on it.
- b. Social –Heather Jordan
- i. Heather reported that a few people came to the Swedetown Sledding Social due to inclement weather. She gave a big thanks to Michelle for getting everything organized, and said it would have been great if more had come.
- c. Lecture – Laura Walz
- i. Laura said that the January Lunch-n-Learn fell through and the speaker was scheduled for March.
  - ii. The big speaker will be Tim Bedore on March 27 to coincide with the Research Symposium. They are working with the Rozsa since additional room will likely be needed and he needs a spotlight.
  - iii. The team is working on Lunch-n-Learns for February and April.
- d. Public Relations – Casey Rudkin
- i. No report.
- e. Student Issues – Jill Witt
- i. Jill reported the swimsuit spinner is now up in the SDC girl’s locker room.
  - ii. Jill said that she had just learned of new changes in the Michigan law on driver licenses that will affect temporary residents. Reps may start getting questions from foreign students.
  - iii. Jill added that Michigan State is taking this issue on, and it should be resolved by the end of February. She said there is a long list of countries from which drivers licenses are valid in Michigan.
  - iv. Jaspreet asked if this is true for other states, but nobody was sure if all states had the same agreements. Some thought it should be, since the agreements are at the national level.
- f. Orientation – Melissa Roberts (no chair)
- i. Melissa reported that since the number of new grad students was either 27 or 40 – she had gotten conflicting numbers – she did not use the approved amount of \$499.99 to purchase new folders. Emily said the number of folders needed had been 250, but that was the number of new students accepted. The Grad School does not know how many will show up until orientation.
  - ii. Melissa said she purchased 50 folders from the bookstore under the advice of Dr. Deb Charlesworth. There is still money to buy 250-500 folders depending on the type purchased.
  - iii. Melissa raised the issue of adding the GSC logo to the folders. The logo file she received does not blow up well. She suggested holding a competition to make a new logo.
  - iv. Casey said she like the idea of a competition.

- v. Emily asked Melissa to work with the Orientation Committee on organizing a competition. Casey said she would like to take on the project as a part of her Public Relations duties.

#### VIII. Liaison Reports

- a. University Senate – Lakshmi Krishna
  - i. Lakshmi reported that the Interdisciplinary Graduate Certificate in Nanotechnology and the BA in Theatre and Electronic Media Performance have been approved by the administration.
  - ii. Lakshmi reported that there was a proposal for a Minor in Law and Society.
  - iii. She also said that there was a proposal to amend Masters option Plan C, which is coursework with an oral exam, to give the option of a written exam, oral exam, or both. The choice would be up to the departments.
- b. Undergraduate Student Government – Lakshmi Krishna and Melissa Roberts
  - i. Lakshmi reported that the USG has a surplus of funds, and is looking at spending them on the SDC. One idea was to renovate the softball fields, including drainage, artificial turf, lighting, or making one field regulation size. This will be discussed at the next meeting.
  - ii. Melissa reported that other projects included work at Prince’s Point, MUB renovations, and a garage for student’s project cars.
  - iii. Ashley stated that funding for club teams would be beneficial.
- c. Student Commission – Emily McCarthy
  - i. Emily reported that the Commission is brainstorming projects, and asked for input.
  - ii. She said that a survey went out before break about bike shelters. She urged everyone to fill it out.
  - iii. Emily said that the Registrar is retiring and there would be a search committee. She asked if anyone would be interested in serving on the committee. She was not sure if meetings are every or every other Thursday, but they are at 1pm. Heather volunteered to serve.

#### IX. Old Business

- a. Discretionary Funds request - BSA
  - i. Greg asked how much money would be given to the BSA now that the event was moved (from the hotel to campus). Emily replied that she had emailed today, but had not seen a response.
  - ii. Melissa asked if we could see a number amount.
  - iii. Greg moved to rescind the decision to give BSA \$1500 from the last meeting. Melissa seconded.
  - iv. Oystein made a motion to table until there is an updated budget from BSA. Susan seconded. The motion was approved by a show of hands.
  - v. Emily stated that the check would not go out, since the vote is in question.
  - vi. Jaspreet asked if this should have been discussed under New Business, rather than Old Business. Greg noted that the agenda had been approved at the start of the meeting.

#### X. New Business

- a. Heather made a motion for everyone to look at the Bylaws. Emily stated that this does not require a motion. Heather recanted and told everyone to look at the Bylaws for next time.

XI. Adjournment: 6:25 pm. Heather moved, Melissa seconded, and all were in favor.

## Attendance

Academic Unit	Voting Representative	January 28, 2008		
		Present	Excused	Absent
(Non-voting)	Emily McCarthy	P		
Mat. Sci. & Eng.	Lakshmi Krishna	P		
ME-EM	Karl Haapala	P		
Mat. Sci. & Eng.	Madhana Sunder	P		
Biomedical Eng.	Laura Walz	P		
Computer Science	Warren Powers	P		
For. Res./Env. Sci.	Jill Witt	P		
Humanities	Heather Jordan	P		
ME-EM	Mohit Law	P		
Biology	John Durocher	P		
Biomedical Eng.	Melissa Roberts	P		
Bus. & Econ.	Katie Maroney	P		
Chemical Eng.	Brian Ott	P		
Chemistry	Louis Pignotti	P		
Civil & Env. Eng.	Santosh Ghimire	P		
Civil & Env. Eng.	Adam Mickel	P		
Civil & Env. Eng.	Sanjeev Adhikari		E	
Computer Science	Oystein Thorsen	P		
Elec./Comp. Eng.	Shwetha Bolagond	P		
Elec./Comp. Eng.	Jaspreet Nayyar	P		
Elec./Comp. Eng.	Greg Anthon	P		
For. Res./Env. Sci.	Carrie Andrew	P		
For. Res./Env. Sci.	Michelle Freeman	P		
Geo. & Min. Eng.	Lorna Henney/Miriam Rios	P (Lorna Henney)		
Humanities	Casey Rudkin	P		
Humanities	Nathaniel Gbessagee		E	
Mat. Sci. & Eng.	Dan Seguin	P		
Math				
ME-EM	Dave Fritz	P		
ME-EM	Vikas Malpani	P		
ME-EM	Chelsey MacNeill			A
ME-EM				
Physics	Ashley Shackelford	P		
Physics	Partha Pal	P		
Social Sciences	Susan Balint	P		

## VISITORS and GRAD STUDENTS AT LARGE

Academic Unit	Name	
Computer Science	Chris Brown	P

## GSC Meeting Minutes – February 11, 2008

- I. Call to Order: 5:11 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from January 28, 2008: approved
- IV. Guest Speaker – Jackie Huntoon
  - a. Not present. Spoke later in meeting.
- V. Officer Reports
  - a. President – Emily McCarthy
    - i. Emily addressed meeting order and respectfulness to one another, which has become an issue in the last couple of meetings. She said people need to take turns when talking, and she will remind people when someone else has the floor. People should raise their hands to be recognized.
    - ii. Emily reported, as she had in an email to the GSC list serve, that the BSA had withdrawn its request for discretionary funds for the MLK Day retreat. She said the advisor stated in an email that it was due to what had happened in the last two GSC meetings. She again reminded the members to keep in mind that word gets around. She is working on an apology letter.
    - iii. Travel Grant applications are due on February 22 (Friday) at 5pm. Remind people to use the new mailbox in the Grad School office.
    - iv. Heather noted that the application online has the old information. Emily said that she had updated the form.
  - b. Vice President – Lakshmi Krishna
    - i. No report.
  - c. Treasurer – Madhana Sunder (excused)
    - i. No report.
  - d. Secretary – Karl Haapala
    - i. No report.
- VI. Committee Reports
  - a. Academic – Mohit Law
    - i. Mohit reported that they are looking for a keynote speaker. They had contacted two, and both had declined.
    - ii. Posters for the event are up. He asked reps to get posters for their departments from him after the meeting.
    - iii. Nathaniel asked about the event. Mohit reminded everyone that the two events put on by the Academic Committee (Poster Session and Research Colloquium) would be combined this year into one event.
    - iv. Nathaniel asked if the keynote speaker would be an outside speaker. Mohit confirmed that it would.
    - v. Lakshmi asked if abstracts should be in Word or PDF format and suggested there should be formatting guidelines. Mohit said that there are directions on the website. Melissa said those were good suggestions, and thought people should send Word files, so the committee could do any reformatting.
    - vi. Oystein said that CS does not have Word. Melissa replied that they can work with any editable format. Casey noted that CS has Open Office, and files could be saved in .docx format or converted to .rtf format.

b. Social –Heather Jordan

- i. Since it went over so well in December, GSC will be having a social at the KBC at the end of the month with pizza again (probably Feb 26 or 27). More details will forthcoming via email.
- ii. The end of March is going to be a CopperBowl social with bowling and fun at their new location. Again, more details will be forthcoming as that event approaches, but the Social Committee is thinking about holding it maybe Sunday March 23 or something and promoting it as a family event.
- iii. Heather has reserved the Ballroom for April 26th from 7-11pm for the GSC end-of-the-year social. She asked if it should be a talent show format. If so, she would like to know if any students are interested in volunteering.
- iv. Heather is planning to have a stage and round tables for the event. She also suggested that it could be like the Halloween social, with a table for games. They want families and kids to come to the event. She noted that there would be alcohol since it is in the MUB, and that might draw more people.
- v. Emily asked about having a band. She noted that the band was popular at the Orientation Beach Social. Heather said the band was a good idea, but she would still like to know if anyone would like to perform a talent.
- vi. Jill suggested talent could fill in between band breaks.
- vii. Heather said to let constituents know and to let her know before Spring Break of anyone interested in volunteering for a talent show.
- viii. Melissa asked if only graduate students could perform. Heather replied that it depends on how we want to design it, but it would make it easier to keep it a graduate student only event. Nathaniel added that it would be good if there were only graduate students, but it would be good to allow undergraduates if they had a talent.
- ix. Heather thought the focus should stay a graduate student social. Emily added that the end-of-the-year social should be for graduate students to socialize. She said if we want to have a university-wide talent show, that could be done separately.
- x. Heather concluded by saying that Susan Balint, a new member to her committee, would like to introduce game nights. They would likely be in the Wads Annex. GSC has a few games on hand.

c. Lecture – Laura Walz

- i. Laura reported that she had three ideas for February Lunch-n-Learns, but she has not gotten a good response. She said that March and April are set, but she requested input for February.
- ii. Heather suggested that the Lunch-n-Learn on exercise and fitness was well-attended last year, but different than advertised, and would be a good topic. John volunteered to help organize a Lunch-n-Learn on the topic.
- iii. Lakshmi mentioned that Terry Smythe is an inspirational speaker on the subject. Laura noted that that was who was originally scheduled last year, but had to drop out the day before the event. Lakshmi suggested that there could be a yoga class.
- iv. Jill said that her committee is looking into some health insurance issues, and perhaps they could provide more specific Lunch-n-Learn ideas. Laura replied that she would be willing to help organize such an event.

- d. Public Relations – Casey Rudkin
  - i. Casey said that the deadline for submissions for the next Out of the Blue newsletter is March 7.
  - ii. She said students from Industrial Archeology would be providing a paragraph or two on their research, and it would be great if anyone else would be willing to do that.
  - iii. Heather thought it would be good to include what people who receive travel grants would be presenting. Casey thought that would be a great idea; she suggested that a couple paragraphs on their research would be a good addition.
  - iv. Lakshmi asked when nominations for graduate student awards are due. Emily said they are usually due the 12<sup>th</sup> week, but that is a little late. She is thinking of changing the deadline to March 21. Casey said the newsletter probably would not be out in time to announce the winners. Emily suggested recipients could be highlighted in the Fall newsletter. Casey added that she could highlight last year's winners.
- e. Student Issues – Jill Witt
  - i. Jill reported that there were not a lot of issues, so her committee is going to be proactive. They are tossing around ideas to work on, which include a handout that would provide information about how much a person would expect to pay for a visit to the doctor or dentist. She said faculty and staff are provided with a list of services available to them, and such a list would be good for students. She would want to request a pamphlet and website. Emily said she could take care of the website angle.
  - ii. Lakshmi noted that there are a lot of things that can be done with student insurance online that she was not aware of, for example, printing off a new insurance card.
  - iii. Heather added that there are a lot of benefits available to graduate students, since their stipends are so low. As a female, annual check-ups and other services are available through the Health Department offices in Hancock. She urged others to look into the Portage Health assistance program for low income patients. For example, care she received would have been free if she had known about it prior to a surgery.
  - iv. Jill requested others to send any information like this to her at jcwitt at mtu dot edu.
  - v. John asked if Jill had requested information on health insurance during the fall. He mentioned that he had asked about changing companies. He related a story about care for his wife that was not covered. Many said he is not the only one to have experienced this. Jill said they are now going about it in a different way.
  - vi. Heather said it had been brought to her attention that the MTU international office is a bit behind on the law. An international student has had to do much research on her own, while at other universities there is someone knowledgeable in the law to counsel students. Heather said the email sent from the office about changes in the driver license law was confusing to her, even as a native English speaker. She wondered if there is something GSC can do.
  - vii. Dr. Huntoon asked if additional help is needed or if more qualified help is needed. Heather said that one student actually has to inform the

international office of changes in the law. She suggested maybe better education is needed for the office, or a new position should be created.

- viii. Jill and Dr. Huntoon agreed to work together on the issue. Emily added that it is bigger than the GSC, and good for the Grad School to be working on.
- f. Elections – Warren Powers
  - i. Warren reviewed the procedures for upcoming officer and chair position elections. He noted that nominations would open at the next meeting for officer positions. Officers would be elected two weeks later. Nominations will then be open for committee chairs at the same meeting as the officer elections. Due to Spring Break, the chair nomination period will be for three weeks, after which the elections will take place. Warren will keep everyone informed over email as to the nominations.
  - ii. Nathaniel asked if current officers could be reelected. Warren said the only stipulation is that nominees must have been in GSC for the last year, e.g., this fall and spring semesters.
  - iii. Warren added that nominees could submit a written statement to the secretary to be distributed to the Council if they would like.
- VII. Guest Speaker – Jackie Huntoon (item IV above)
  - a. Dr. Huntoon reported that a representative from the Office of the Inspector General (NSF) would be speaking on campus tomorrow. The representative would be talking about research misconduct and other related topics. The OIG is the investigative office of the NSF. They were invited to speak to help us avoid potential problems.
  - b. Dr. Huntoon mentioned that the worst thing that happened while she was at NSF was that a university in Florida was accused of misappropriation of funds. The OIT found that the allegations were true, and the university lost its ability to apply for funds from the NSF for five years. That was very detrimental for its research programs.
  - c. She added that the speakers are very entertaining and have many stories to share as case studies.
  - d. Heather asked if there is an alternative for those who cannot make it tomorrow. Dr. Huntoon noted that the afternoon event would be recorded and should be made available. She said she would let students know how to get access to the recording.
  - e. Dr. Huntoon said the link to the website to register is difficult to remember, but students could call to the Research Integrity & Compliance office (7-2902) to get the link. Emily said she would resend the email with the link.
  - f. Emily asked Dr. Huntoon about the requirements for completing online courses on research ethics that were originally scheduled for the end of January. Dr. Huntoon said that she had not yet heard back about it, but that Joanne Polzien had had surgery, so things got shifted back.
- VIII. Liaison Reports
  - a. Registrar Search Committee – Heather Jordan
    - i. The Registrar Search committee is well under way. There are 8 applications currently being reviewed.
  - b. Student Commission – Emily McCarthy
    - i. Emily reported that she had checked the web; the referendum on the Experience Tech fee would be February 18-25. Results would be presented to the Board of Control on February 28. She urged everyone to vote.
    - ii. Emily added that the proposed fee has increased from \$60 to \$64, so it also covers intramural sports. She noticed that hockey tickets would be on a first-come first-served basis for a designated student section.



- iii. Oystein asked if there would be other limits, for example, for the ski hill. Emily said that the other events are all open. Casey cautioned that the Gates Tennis Center only has 3 open hours for the whole week, and she was not sure how that would be addressed in the future.
  - iv. Emily said that there is more information on the web including Facebook pages and a forum. She added that it looked like input from the GSC was not taken into consideration or did not work out.
  - v. Melissa asked if the fee would be in the summer also. Emily said that was never answered, but thought it is only a two semester per year fee.
  - vi. Heather asked if the U.S. 41 project had been addressed. Emily said it had never been talked about and it is a separate committee.
- IX. Discussion - No discussion.
- X. Old Business
- a. GSC Logo Competition
    - i. Melissa requested everyone to submit a high quality logo for the GSC. There will be a \$50 prize, which is out of the Public Relations budget.
    - ii. Heather asked when the deadline will be. Melissa said February 25 at noon.
    - iii. Karl asked if Melissa could send out an email to be forwarded. She said she could. Jill requested that it be in an announcement format.
    - iv. Lakshmi asked if there would be any stipulations, for example on size and color. Melissa said just say let creativity be your guide. We can have the option to change the logo.
    - v. Emily said she could send the announcement out to everyone.
- XI. New Business
- a. Request to give funds to the BSA
    - i. In light of BSA pulling its request of discretionary funds and for the disorganization of the GSC, Casey presented a request to give BSA funds, which would help defray the costs of the MLK Day retreat, as well as a formal apology. She made a motion to give \$1500 of discretionary funds to the BSA and Heather seconded the motion.
    - ii. Melissa responded that from the meeting last time it seemed as if the GSC as a whole wanted more information. Her feeling was that both the GSC and BSA showed evidence of being disorganized and that blame should not be solely placed on either party. She did not feel an apology was necessary based on the information given to the council thus far, and she asked for Emily to provide more information on what happened behind the scenes between BSA and GSC.
    - iii. Emily explained the details of what had led to the BSA withdrawing its request of funds. Initially, in spite of the confusion at the meeting in which the discretionary funds request was approved, she was going to let the decision stand. However, the day before the retreat was to take place, a member of the GSC brought up concerns about the validity of the voting. Emily had contacted the accounting office, and they had informed her that the check would not be cut until the next week, but in reality it was already in the process of being directly deposited into a BSA member's account.
    - iv. Prior to the retreat, Emily informed the BSA that the validity of the vote had come into question due to procedural issues, and that there was a possibility that the decision could be overturned. BSA then changed its schedule, so on Monday Emily requested an updated budget. She noted that she was very

- sick at the time. After the GSC Meeting on Monday, Emily received a message from the BSA advisor stating that she was withdrawing the discretionary funds request from the GSC, based on things that had happened at the previous two GSC meetings. Further confusion was added when the money was received, but Emily said neither Madhana nor herself had any control over it. Emily mentioned that according to the information she has heard, the BSA is still running a deficit and would need money.
- v. John asked how much money was needed. Emily replied about \$1500.
  - vi. Casey stated that she spoke on behalf of the advisor, and the entire retreat was set up based on GSC's reduction of the initial request of \$4000 to the approved amount of \$1500. When they learned the day before that they would not be getting the \$1500, they had to cancel many things to make up for it. To make matters worse, the money came and was then followed by an email stating that it should be returned. Casey further stated that she was making the request on behalf of Roxanne as a friend and constituent. She said that what we have done makes GSC look bad, and that we have treated a student group unfairly.
  - vii. Brian asked for clarification. He wondered if we were holding firm on a vote to go with the original vote. Emily reminded everyone that in the last meeting there was a motion and a second to rescind the vote, and a motion had been made and seconded to table the motion on the floor until a budget was received. Laura mentioned that technically the vote still stands since it has not been rescinded.
  - viii. Nathaniel said that it was not fair to the BSA to withdraw the decision. He also brought up the concern that the motion he had made at the meeting had been voted to be tabled. Emily said that a motion on the floor can be tabled.
  - ix. Melissa expressed that it is a little inappropriate to talk about this issue when it has been talked about at the last meeting.
  - x. Lakshmi mentioned that she had talked to the BSA advisor. She asked, in light of everything that has happened, everyone take this opportunity to make a difference.
  - xi. Dr. Huntoon said that perhaps the discussion should move toward a vote.
  - xii. Laura added that the only issue we should be talking about is whether to give the \$1500 or not.
  - xiii. Jaspreet was concerned that the motion to rescind the vote must first be killed because it is still on the floor. Emily reminded that the motion was tabled until we get a budget, and we would not be getting a budget because the request was withdrawn. Casey added that she had gotten word from the BSA that they would not be submitting a new budget.
  - xiv. Nathaniel was concerned about why we need to apologize.
  - xv. John stated that he hoped that something like this does not turn into a race issue again, and he thought the main concern had been if the event was something that GSC could fund. Casey said that since the lodging was eliminated from the budget, it was something we could fund.
  - xvi. Oystein said the BSA was put in a difficult situation. He said that the issue of receiving the money in error was akin to a bank error, and should not be an issue. If a person spends money received in error it would be a crime.
  - xvii. Michelle called the question. A vote to end debate passed unanimously.
  - xviii. The motion to issue \$1500 to the BSA passed with 16 for and 2 against.

XII. Adjournment: 6:40 pm. Heather moved, Melissa seconded, and all were in favor.

**Attendance**

Academic Unit	Voting Representative	February 11, 2008		
		Present	Excused	Absent
(Non-voting)	Emily McCarthy	P		
Mat. Sci. & Eng.	Lakshmi Krishna	P		
ME-EM	Karl Haapala	P		
Mat. Sci. & Eng.	Madhana Sunder		E	
Biomedical Eng.	Laura Walz	P		
Computer Science	Warren Powers	P		
For. Res./Env. Sci.	Jill Witt	P		
Humanities	Heather Jordan	P		
ME-EM	Mohit Law	P		
Biology	John Durocher	P		
Biomedical Eng.	Melissa Roberts	P		
Bus. & Econ.	Katie Maroney	P		
Chemical Eng.	Brian Ott	P		
Chemistry	Louis Pignotti	P		
Civil & Env. Eng.	Santosh Ghimire		E	
Civil & Env. Eng.	Adam Mickel	P		
Civil & Env. Eng.	Sanjeev Adhikari	P		
Computer Science	Oystein Thorsen	P		
Elec./Comp. Eng.	Shwetha Bolagond		E	
Elec./Comp. Eng.	Jaspreet Nayyar	P		
Elec./Comp. Eng.	Greg Anthon		E	
For. Res./Env. Sci.	Carrie Andrew		E	
For. Res./Env. Sci.	Michelle Freeman	P		
Geo. & Min. Eng.	Lorna Henney/Miriam Rios	P		
Humanities	Casey Rudkin	P		
Humanities	Nathaniel Gbessagee	P		
Mat. Sci. & Eng.	Dan Seguin		E	
Math				
ME-EM	Dave Fritz		E	
ME-EM	Vikas Malpani		E	
ME-EM	Chelsey MacNeill			A*
ME-EM				
Physics	Ashley Shackelford		E	
Physics	Partha Pal	P		
Social Sciences	Susan Balint		E	

\* Third consecutive unexcused absence.

**VISITORS and GRAD STUDENTS AT LARGE**

Academic Unit	Name	
Civil & Env. Eng.	Paul Pawelzik	P

## GSC Meeting Minutes – February 25, 2008

- I. Call to Order: 5:08 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from February 11, 2008: Karl reported corrections on comments about the newsletter and a name misspelling. The minutes were approved as amended.
- IV. Officer Reports
  - a. President – Emily McCarthy
    - i. Emily announced that the new deadline for Graduate Student Awards would be March 28. The E-board would be reviewing nominations.
  - b. Vice President – Lakshmi Krishna
    - i. No report.
  - c. Treasurer –Madhana Sunder (excused)
    - i. No report.
  - d. Secretary – Karl Haapala
    - i. There are voting representative openings in the Department of Mechanical Eng.-Eng. Mechanics and the Department of Electrical and Computer Eng.
- V. Committee Reports
  - a. Academic – Melissa Roberts (Mohit Law – excused)
    - i. Melissa reported that there have been very few submissions for the GSC Symposium. She reminded everyone to talk to students and faculty, including senior undergraduates, to encourage them to participate.
    - ii. Lakshmi asked if faculty are needed for judging. Melissa responded that they are needed and thanked one member for personally emailing the faculty in their department. As a result, two faculty agreed to be judges.
    - iii. Laura asked when submissions are due. They are due on March 3 at 5pm.
    - iv. Emily asked if there are plans to cut back if there are fewer submissions than hoped. Melissa said there are none at this time. Emily hoped that there would be enough submissions for at least one full day.
  - b. Social –Heather Jordan
    - i. Heather reminded everyone of the social at the KBC on Wednesday. She said that the back area near the fireplace can no longer be reserved, so there would be no guarantee of space. She said that they would try to gather in that area.
    - ii. Santosh asked if children would be welcome. Heather said yes, it is a non-smoking area and kids are more than welcome. She said that they enjoy the cookies.
    - iii. Heather requested anyone to let her know if they have any special requests for pizza toppings. From feedback, she has ordered more variety and more thin crust.
  - c. Lecture – Laura Walz
    - i. Laura reminded everyone of the Lunch-n-Learn scheduled for Thursday. The subject is about getting out in the Keweenaw with a focus on fitness. She said the deadline to RSVP is today, but people can still show up
    - ii. There is a Lunch-n-Learn scheduled for March 18 with Bill Kennedy on the topic of teaching philosophies. This Lunch-n-Learn will be good for anyone applying for faculty positions. An email will be going out.

- iii. Laura reported that they are having some difficulties finding a place on campus to for the Tim Bedore talk. She added that the check has already been cut.
- d. Public Relations – Heather Jordan (Casey Rudkin – excused)
  - i. Heather reported that the deadline for articles for Out of the Blue is Friday, March 7. Email submissions to casey (at) mtu (dot) edu.
  - ii. Heather added that she is still requesting talent for the planned Talent Show in conjunction with the end of the year social. She has one singer, but said that we need to push the deadline of March 7 at 5 pm, or we may need to rethink the event. If the talent show does not work, one idea is to have the Dance Club come and teach dance, since there is not usually dancing at social events.
  - iii. Jorge volunteered to sing.
- e. Student Issues –Jill Witt
  - i. Jill and Emily reported that there is a new Health Insurance Benefits Coordinator. Her name is Renee Hiller, and she has experience in health insurance. She wants to get the process started with regard to the renewal of the grad health insurance policy.
  - ii. Jill added that she was very interested in the GSC Health Insurance survey from last Fall. The biggest issue appeared to be dental insurance.
  - iii. Jill said that the committee wants to put together a packet that will help students with costs and save money. She added that Renee was excited to meet about this. Renee was also interested in participating in a Lunch-n-Learn.
  - iv. Emily stated that their meeting was much more positive than other health insurance meetings.
  - v. Jorge talked about his reluctance to go to the doctor, even though his back is bothering him, because of the costs. He asked if GSC could create a health insurance grant like a travel grant that students could apply for. Jill responded that the faculty and staff can participate in a flex spending plan that allows for the use of before tax dollars for medical expenses. Michelle explained that money is taken out of the paycheck without being taxed, which can later be used to pay medical bills.
  - vi. Jill added that she did not know where the money would come from for such a plan that Jorge was suggesting. Emily said that the Graduate School would probably be unwilling since it subsidizes so much of the health insurance costs already. She also said that people have issues with using fees for individual students.
  - vii. Heather asked if it was ever found if the surplus money could be put into the bank to earn interest. Madhana replied that he would look into it.
  - viii. Jorge stated that he would be willing to pay more in fees if the money went to help himself or others.
  - ix. Jill asked if he would be willing to pay more to get a lower deductible. Jorge responded that it may not be such a problem for younger students who may not have the same types of problems. Jill stated that graduate students are getting older and bringing families, so it is important to keep talking about health insurance issues.

- x. Madhana asked if there are any discounts from local doctors. Jill said that most doctors are at Portage Health, and they are on a fixed fee system. Laura mentioned Blue Sky Health is another option.
  - xi. Jill said that Renee requested students to talk to her about any problems with health insurance. She is located on the second floor of the Administration building. Jill added a general comment that it is very bad to even go one day without health insurance since the next company would not have to cover pre-existing conditions.
  - f. Elections – Warren Powers
    - i. Warren stated that nominations are open for Officer positions. Send him nominations via email (wppowers (at) mtu (dot) edu) – included a name and for which position the person is being nominated. Send email to Karl if you have anything to say about being elected. Normally nominees just give a short speech before the election.
    - ii. Emily added that self-nominations are perfectly fine.
- VI. Liaison Reports
- a. University Senate – Lakshmi Krishna
    - i. The proposal to amend Plan C for a coursework masters was approved.
    - ii. The Minor in Law and Society was approved.
    - iii. Lakshmi added that there are a lot of interesting proposals and presentations, and people can go to the Senate website to check them out.
  - b. Undergraduate Student Government – Melissa Roberts and Lakshmi Krishna
    - i. Melissa mentioned that she brought up the issue of international student driver licenses. Shazoo Rizvi stated that he works in the International Office and that it is not true that the office was not knowledgeable before the law changed. Emails were sent out prior to and after the law changed.
    - ii. Lakshmi said to mention the GSC Symposium. Melissa replied that she had.
    - iii. Lakshmi mentioned that there was an article in The Lode about the US41 crosswalk project. She will forward the link.
  - c. Registrar Search Committee – Heather Jordan
    - i. Heather reported that there would be no phone interviews, and that there would be four on-campus interviews for the position.
  - d. Student Commission – Emily McCarthy
    - i. Emily reported that the referendum on the Experience Tech Fee would be pushed to late March or early April. Intramural sports have been included in the new fee, which raises the fee from \$60 to \$64. PE wrote a proposal for the change, so it is possible to write a proposal for additional programming, such as Community Programs as had come up in GSC discussions before.
    - ii. Oystein asked who decides what to include in the fee. Emily responded that she thinks it is the Experience Tech Fee committee.
    - iii. Oystein asked if there will be a survey to see if people will be willing to pay, since there may be a point where people are no longer interested. Emily stated there is a poll on the website, and most people are for it. She added there is not a lot that we can do aside from talking to the committee.
    - iv. Oystein was concerned that the committee had not listened to grad students. Emily said the committee is aware of opposition from graduate students.
    - v. Nathaniel asked what the \$64 covers. Emily answered that it includes golf, hockey, skiing, fine arts events at the Rozsa, and, now, IM sports. It is a two

semester fee. Emily encouraged everyone to visit the website and encourage others to also.

- vi. Jaspreet asked if there could be a graduate student representative on the committee. Emily said she could email the committee.
- vii. Emily reported that the US41 crosswalk project had come up. She said no parking should be lost, and an island would extend to McNair Hall. There will be improvements to crosswalks on the west end of campus also.
- viii. Heather asked if we could get a guarantee that no parking would be lost. Emily said probably not, but she was not sure if the plans had been drawn up yet.

## VII. Discussion

- a. Heather asked how many logo submissions there were. Melissa responded that there were three, and was thinking of voting tonight.

## VIII. Old Business

### a. GSC Logo Competition

- i. Melissa mentioned that she had submitted a logo herself due to the low number of submissions. She added that we could also vote to keep the current logo. She said she would not vote, but will answer questions. She added that the old one is fairly low quality and does not look professional. Melissa showed the three submissions.
- ii. Heather asked if the deadline could be extended, since the three presented were not representative of what we were looking for. Melissa was worried that there would not be any more submissions and was concerned it might be unfair to those who already submitted.
- iii. Oystein stated that the first is too detailed; the second he did not like the “http” part of the web address and thought the circle did not symbolize a “G” very well; and the third is too similar to the current logo.
- iv. Nathaniel agreed with Oystein and felt that the third one could use a university color.
- v. Madhana asked if a university symbol could be used. Lakshmi suggested using university colors. Nathaniel thought colors would bring it out more.
- vi. Emily asked if anyone objected to extending the deadline. Heather asked if a submitter would object. Melissa said she could check with the submitters.
- vii. Lakshmi was worried about how the logo would show up on something like a coffee mug. Laura mentioned it could just be an outline.
- viii. Jill said that simple is good, but it should jump out and say Michigan Tech. She added that it would be good to have something about the area. She asked if we could extend the deadline now that we know what we are looking for.
- ix. Jaspreet felt that if the deadline is extended, we should portray what should be in the logo.
- x. Melissa said right now the logo should include “Graduate Student Council” and the website, and asked if we should include the university name.
- xi. Emily asked if there were any objections to extending the deadline. We can say that the deadline is extended due to low submissions.
- xii. Melissa was asked when the submissions came in. She said today. She added that she would prefer the deadline be right to the end. Heather asked if that meant March 17 at noon. Melissa said yes.

- xiii. Nathaniel said the GSC needs to decide what they want in the design, since it will help the designer. He added that he is not opposed to the extension.
  - xiv. Heather expressed that she thought creativity should still be the guide, and constraints would be limiting. She suggested knocking on the doors of people we know who to get more submissions.
  - xv. The question was asked if one person could have multiple submissions. Melissa said yes, and added there could also be a grayscale version.
  - xvi. The question was asked if it would be unfair to those who have already submitted to change the guidelines.
  - xvii. Madhana asked if we could have two logos. Emily felt it would be confusing and defeats the purpose of a logo. Melissa added that the logo could be altered with a color scheme change or a word change.
- IX. New Business
- i. None.
- X. Travel Grant Drawing
- a. Presenting (\$300) Awardees
    - Yeliana Yeliana - MEEM
    - Chee Huei Lee - Physics
    - Abhijit Lnu - MEEM
    - Nathan Carpenter - HU
    - Xiaming Shan - ECE
    - Yue Jun Yin - CEE
    - Kari Brown - MEEM
    - Michael Oisten - ECE
    - Josh Carlson - Chem Eng
    - Meredith Ballard - CEE
    - Ethan Jordan - HU
    - Bijunath Patla - Physics
    - Johnathan Lawrence - Exercise Sci/Bio
    - Abigail Clarke - MEEM
    - Akshay Patil - MEEM
    - Kimberly Lewandowski - Chem Eng
    - Karl Haapala - MEEM
    - Erik Hayenga - HU
    - Heather Jordan - HU
    - Pavan Valavala - MEEM
    - Shawn Apostel - HU
    - Rita Koch - SFRES
    - Cameron Hartnell - SS
  - b. Attending (\$150) Awardees
    - Amandeep Singh - MEEM
    - Christopher Polonowski - MEEM
- XI. Adjournment: 6:30 pm. Heather moved, Melissa seconded, and all were in favor.



## Attendance

Academic Unit	Voting Representative	E-mail	February 25, 2008		
			Present	Excused	Absent
(Non-voting)	Emily McCarthy	ebmccart	P		
Mat. Sci. & Eng.	Lakshmi Krishna	rkiyer	P		
ME-EM	Karl Haapala	krhaapal	P		
Mat. Sci. & Eng.	Madhana Sunder	msunder	P		
Biomedical Eng.	Laura Walz	llwalz	P		
Computer Science	Warren Powers	wppowers	P		
For. Res./Env. Sci.	Jill Witt	jwitt	P		
Humanities	Heather Jordan	hljordan	P		
ME-EM	Mohit Law	mslaw		E	
Biology	John Durocher	jjduroch		E	
Biomedical Eng.	Melissa Roberts	mel	P		
Bus. & Econ.	Katie Maroney	kkmarone	P		
Chemical Eng.	Brian Ott	baott			A
Chemistry	Louis Pignotti	lrpignot		E	
Civil & Env. Eng.	Santosh Ghimire	sghimire	P		
Civil & Env. Eng.	Adam Mickel	admickel		E	
Civil & Env. Eng.	Sanjeev Adhikari	sadhikar		E	
Computer Science	Oystein Thorsen	othorsen	P		
Elec./Comp. Eng.	Shwetha Bolagond	sdbolago			A
Elec./Comp. Eng.	Jaspreet Nayyar	jnyayar	P		
Elec./Comp. Eng.					
For. Res./Env. Sci.	Carrie Andrew	cjandrew		E	
For. Res./Env. Sci.	Michelle Freeman	mfreeman	P		
Geo. & Min. Eng.	Lorna Henney/Miriam Rios	lahenney/mriossan	P (Lorna Henney)		
Humanities	Casey Rudkin	casey		E	
Humanities	Nathaniel Gbessagee	nggbessa	P		
Mat. Sci. & Eng.	Dan Seguin	djseguin	P		
Math					
ME-EM	Dave Fritz	dlfritz	P		
ME-EM	Vikas Malpani	vkmalpan		E	
ME-EM					
ME-EM					
Physics	Ashley Shackelford	alshacke	P		
Physics	Partha Pal	pppal	P		
Social Sciences	Susan Balint	shbalint	P (Marc Henshaw)		

### VISITORS and GRAD STUDENTS AT LARGE

Academic Unit	Name	E-mail	
ME-EM	Jorge Kurita		P

# Meeting Minutes of the Michigan Technological University Graduate Student Council

March 17, 2008

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- I. Call to Order: 5:12 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from February 25, 2008: Karl asked what time the meeting had adjourned. It was agreed to have been 6:30 pm. The minutes were approved as amended.
- IV. Officer Reports
  - a. President – Emily McCarthy
    - i. Emily reminded everyone that nominations for faculty and student awards are due March 28. She would prefer nominations over e-mail.
    - ii. Emily reported that Summer parking registration will open on Monday of 10<sup>th</sup> week (March 24). Fall parking registration will be at a later date.
      - 1. Casey asked if there had been any problems with parking. Emily said she had not heard of any. Casey stated that bills were lost for some people and swipes were lost for others. Her own bill just came three weeks ago. Emily said that was the first she had heard of any problems.
    - iii. Emily reported that she had met with Beth Wager, Travis Pierce, and Jacque Smith to talk about graduate student housing.
      - 1. There are now 117 apartments in Daniell Heights for graduate students and 4 graduate students living in the dorms. There is a possibility for new buildings – at the earliest in 2009.
      - 2. There was talk of using Douglass Houghton Hall (DHH) as a graduate student dorm; it would need renovations. Casey and Ashley mentioned that universities, e.g., MSU and Purdue, have graduate student dorms.
      - 3. Emily noted that living on campus costs more than off campus. Casey mentioned that at MSU a benefit is that you basically get maid service once a week. She said the dorm is Owen Hall.
      - 4. Emily felt graduate students would not be interested based on her experience. Heather added that students would have questions about signing a lease and looking at the facilities. She said it would be a problem with international students.
      - 5. Dr. Huntoon felt graduate students might be interested in renting rooms with a shared kitchenette, rather than a meal plan. Ashley said that dorms at Purdue were all singles and were expensive.
      - 6. Laura questioned if move in/move out would be at the semester change. Emily said that would be a problem. She also said that they are just trying to feel things out.
      - 7. Oystein said that the quality of dorm food is a reason to move out.
      - 8. Heather said it would help new students and to build friendships.
      - 9. Melissa suggested changing a dorm wing to try it out. She added that the bottom floor of McNair has bigger rooms that are popular with 5<sup>th</sup>

year students. DHH would have small rooms and maybe suites in Wadsworth Hall would be larger.

10. Casey mentioned that grad student dorms not filled at MSU are offered to undergraduates by GPA and with a letter of recommendation.
  11. Madhana asked what the cost would be. Emily answered that it would likely be standard room and board. Michelle said it is about \$3500 per semester.
  12. Laura said there is a waiting list for the Heights, and asked what list there is for the dorms. Emily mentioned that people with children get first chance to the Heights. Lakshmi said the waiting list is now online.
  13. Emily said they also discussed temporary housing options. There are hostel-style rooms in Wadsworth Hall with room for 18 men and 8 women. There is a three night limit. Jacque had mentioned there is a problem with finding temporary housing and Beth had said that the dorms and apartments are full. Emily added that First Contact emails should have a paragraph about housing.
  14. Emily said that there is a book in Human Resources of people willing to rent to faculty and staff. She suggested that would maybe be interest in renting to graduate students.
  15. Casey mentioned that the Humanities department is passing housing questions from new students on to the graduate students. Emily added that she has gone to apartments and taken pictures for new students. She asked if a book would be better. Jill asked if the book would be for people interested in renting to grad students or for quieter apartments. Emily answered that we could do anything. She thought that we should work in conjunction with the USG housing website.
  16. Laura mentioned that some places would not take students, but are more willing to if you mention you are a graduate student. Some landlords have multiple houses, and may be willing to designate some as graduate student housing.
  17. Nathaniel said that the place where he lives has places for graduate students and professionals. He found information on the USG website.
  18. Emily said that international students are living farther from campus and bus routes have been updated.
- b. Vice President – Lakshmi Krishna
    - i. No report.
  - c. Treasurer –Madhana Sunder
    - i. Madhana reported the expenses for the year. He stated that Orientation is in the red, but other committees are doing fine. He wanted to discuss the budget for next year.
      1. Madhana suggested the Orientation budget could get a boost. He said that we could save \$800 per year by using wireless internet and eliminating the office phone.
      2. Madhana reviewed the changes to committee budget lines. He predicted that even with the changes, we would be retaining \$13,000 in graduate student fees next year.
    - ii. Melissa stated that the Academic Team will need a sizeable increase in their budget line to have a quality symposium. She questioned if we as an organization should look at how much we are spending on socials.

1. Madhana said that only half of the money budgeted has been used by the Social Committee. Heather said that the rest of the money would be used.
  2. Melissa questioned if we are really responsible spending this much money on parties. She felt \$11,000 is a lot of money, and asked if we should be thinking of the responsibility of spending the money.
  3. Emily noted that it is our responsibility to give people an outlet, and social events are the most well-attended. Casey added that socials are vitally important and reminded that “all work and no play makes Jack a dull boy.” She said many people have become involved in GSC through social events. She said she knows some graduate students who only have these events for entertainment, since they have no extra money to spend.
  4. Madhana said that the Spring Orientation had a budget of \$500. Emily mentioned that Heather organized the social for the Spring Orientation.
- iii. Oystein asked if the budget would be voted on next time. He felt it was not a good idea since next year’s Chairs would be operating on someone else’s budget
1. Emily said we could vote to suspend the Bylaws and added that we are actually behind on passing next year’s budget. She said she would be comfortable with having a budget on April 14.
  2. Oystein reiterated that there could be many changes because the current chair could have more ideas than the last.
  3. Melissa felt that the committees should propose what they would do next year and report what the budget would be. Madhana responded that he had that type of input from almost everybody, except for the Academic team, since there was no chair at the time.
  4. Melissa reiterated that she would feel more comfortable if each chair defended each part of the budget. Casey was concerned if a new committee chair could get on board in two weeks. Melissa responded that she was talking about the old chair for this year, and the new chair could look at it fresh.
  5. Heather stated that she is planning on putting a booklet together to help the new chair, since she had almost nothing when she stepped in. She tries to do a social a month and would be happy to talk about the budget.
  6. Jaspreet felt that it defies the work of the finance head to raise or lower the budgeted amount. He added that it makes no sense for each Chair to discuss their budget, and there would be no use for the finance head.
  7. Melissa questioned if the Treasurer knows about all of the expenses for the committees. Emily answered that Madhana gathered input from all of the committees in October. Melissa responded that the committee head should be the one to answer unless the Treasurer knows about the expenses.
  8. Nathaniel said that the Treasurer is qualified to report on the budget and specific questions should be to the committee heads. The Treasurer is just making a financial presentation.
  9. Emily agreed that she does not want all of the committee chairs to come up and talk. She suggested that the Chairs can send a

justification to Madhana. If he cannot answer a question, the committee chair is usually present to answer. Oystein asked if a justification from each committee is possible.

10. Madhana said that the budget lines are projections based on previous activity. In the end, most of the money goes back into the account.
11. Oystein clarified that he was not talking about the money, and even if the money was the same as the previous year, that would be fine. Madhana replied that a lot of new things have been done this year.
12. Emily said that Chairs need to have a plan. She added that we want them to spend money. She requested Chairs to get them to Madhana before Monday, so he could put together the new budget.
13. Casey said that she would cut the PR budget based on her spending, but would not want to cut it all the way because the next person may do something different.

- d. Secretary – Karl Haapala
  - i. No Report.

#### V. Committee Reports

- a. Academic – Karl Haapala (Mohit Law – excused)
  - i. Karl read the following report from Mohit:
    1. Dates for Research Symposium now are 25-26th March as earlier planned dates of 25-27th March. Reduced 1 day for less response received than anticipated.
    2. Poster session: 37 presenters.
    3. Research colloquium: 18 presenters
    4. Judges: 6, still need 4 more!!! Need them mostly for March 25th, 10-noon & then from 2-4pm same day. Ideally they should be from Physics, Civil & Environmental, Biomed...
    5. Lunch & learn presenter was originally scheduled for 27th. Have requested him to speak instead on 25th. No reply yet.
    6. No keynote speaker yet! Open to suggestions...Need one for the 25th.
    7. Thank the council for whatever help they have offered yet, in terms of putting up posters, requesting judges, etc.
    8. Request council to encourage students from their own dept. to visit the symposium, thus making it more of a success.
  - ii. Heather asked if there is a presentation schedule. Melissa could not answer.
  - iii. Oystein asked about judges. The Physics and CEE reps were working on finding judges.
- b. Social –Heather Jordan
  - i. A March 30 Bowling Social is planned, which will be at the new venue. Partha mentioned that a time has not been decided because of an internal miscommunication and another booking on the same day.
  - ii. Heather reported that there are five people for the Spring talent show, including one who will do traditional dance in costume.
  - iii. Heather stated that a chair is needed for the Softball League. Casey reminded that equipment should be purchased. Heather said she would be meeting with Dave Fritz. Casey added that the position is funded.
- c. Lecture – Laura Walz
  - i. Laura reminded everyone that comedian Tim Bedore would be performing next Wednesday in M&M U115.

- ii. This Thursday, there is a Lunch-n-Learn on Teaching Philosophies by Dr. Bill Kennedy. An email will be going out tonight. It is at noon in the Wads Café Annex.
- d. Public Relations – Casey Rudkin
  - i. Casey will be sending a poster out for the Tim Bedore presentation.
  - ii. There are lots of articles for the next issue of the Out of the Blue newsletter from Industrial Archeology and a good-bye letter from Emily. She added that she will try to get the new officers into the newsletter.
- e. Student Issues –Jill Witt
  - i. Jill reported that she met with Renee Hiller about health insurance over Spring Break. She wants to put a packet together from the Benefits Office for new graduate students. It would include information on how to use health insurance and what it is. Renee was surprised that graduate students do not get any mail from the Benefits Office. She is willing to do a couple of Lunch-n-Learns in the Fall about health insurance and services in the area. Jill asked if there were any suggestions for what to include in the packet.
    - 1. Lakshmi said students can login online to get a new card, etc.
    - 2. Laura said to include who to see in the area for certain services.
    - 3. Melissa said to provide sample procedures and cost of services. Jill mentioned that Renee thought these costs would not be available. Emily added that prices are on the Portage website, but are variable. Melissa said there is a rating of 1-5 based on face time and somewhat arbitrary depending on what the doctor chooses.
    - 4. Heather said there is financial assistance available from Portage Health. Students would need to apply for Medicaid and get turned down. Casey added you may be eligible for Medicaid if you have children.
    - 5. Dr. Huntoon said you can find out how much insurance covers and negotiate with the provider.

## VI. Liaison Reports

- a. Undergraduate Student Government – Melissa Roberts and Lakshmi Krishna
  - i. Lakshmi reported that Michigan Tech is looking at reducing the rates on rental vans.
  - ii. Melissa asked if anyone is interested in taking her place as a USG liaison. Ashley volunteered.
- b. Registrar Search Committee – Heather Jordan
  - i. The committee has invited two people on campus to interview.
- c. Student Commission – Emily McCarthy
  - i. The commission is looking for new issues. Pass ideas on to Emily.
- d. Thesis/Dissertation Committee – Emily McCarthy
  - i. The committee is working on a document to be reviewed by the Graduate Faculty Council (GFC) and GSC in April.
  - ii. It is the committee’s recommendation to have Turnitin be optional. There is a Blackboard course set up to use Turnitin.
- e. Graduate Faculty Council – Emily McCarthy
  - i. The GFC has been looking at the responsibilities of the GFC and University Senate since there is some overlap.

## VII. Discussion

- a. None.
- VIII. Old Business
  - a. GSC Logo Competition
    - i. Melissa reported that the logos need to be resubmitted as .bmp or .gif.
    - ii. Casey suggested a yes/no vote on each design and then voting on the top vote-getters. Everyone agreed to the procedure.
    - iii. The winner of the contest was Bode Morin (Industrial Archeology).
    - iv. Dr. Huntoon mentioned that the logo should conform to the Michigan Tech Style Guide.
    - v. Nathaniel asked of the other places would be acknowledged. Melissa said they would not. Emily said to thank all of the entrants.
- IX. New Business
  - a. 2008-2009 Officer Elections – Warren Powers
    - i. Warren reported that there was one nominee for each position, and suggested voting for all officers at once. No one was opposed to the idea.
    - ii. Nathaniel said he would like to hear who is running and why. The nominees introduced themselves and explained their qualifications and reasons for running.
    - iii. The following officers were unanimously elected:
      - 1. Jill Witt, President
      - 2. Heather Jordan, Vice President
      - 3. Warren Powers, Treasurer
      - 4. Carrie Andrew, Secretary
    - iv. Emily congratulated the elected officers and thanked them for running.
- X. Adjournment: 6:50 pm. Melissa moved, Heather seconded, and all were in favor.

## Attendance

Academic Unit	Voting Representative	Committee	March 17, 2008		
			Present	Excused	Absent
(Non-voting)	Emily McCarthy	President	P		
Mat. Sci. & Eng.	Lakshmi Krishna	Vice President	P		
ME-EM	Karl Haapala	Secretary	P		
Mat. Sci. & Eng.	Madhana Sunder	Treasurer	P		
Biomedical Eng.	Laura Walz	Chair: Lecture	P		
Computer Science	Warren Powers	Chr. Elect./Lecture	P		
For. Res./Env. Sci.	Jill Witt	Chair: Stud. Iss.	P		
Humanities	Heather Jordan	Chair: Social	P		
ME-EM	Mohit Law	Chair: Acad.		E	
		Chair: Orient.			
Biology	John Durocher	Lecture	P		
Biomedical Eng.	Melissa Roberts	Academic	P		
Bus. & Econ.	Katie Maroney	Lecture	P		
Chemical Eng.	Brian Ott	Social			A*
Chemistry	Louis Pignotti	Student Issues	P		
Civil & Env. Eng.	Santosh Ghimire	Academic		E	
Civil & Env. Eng.	Adam Mickel	Student Issues	P		
Civil & Env. Eng.	Sanjeev Adhikari	Social	P		
Computer Science	Oystein Thorsen	Student Issues	P		
Elec./Comp. Eng.	Shwetha Bolagond	Orientation			A*
Elec./Comp. Eng.	Jaspreet Nayyar	Orientation	P		
Elec./Comp. Eng.					
For. Res./Env. Sci.	Carrie Andrew	Student Issues	P		
For. Res./Env. Sci.	Michelle Freeman	Social	P		
Geo. & Min. Eng.	Lorna Henney/Miriam Rios	Academic	P (Miriam Rios)		
Humanities	Casey Rudkin	Public Relations	P		
Humanities	Nathaniel Gbessagee	Orien./Lecture	P		
Mat. Sci. & Eng.	Dan Seguin	Student Issues	P		
Math					
ME-EM	Dave Fritz	Student Issues	P		
ME-EM	Vikas Malpani	Academic		E	
ME-EM					
ME-EM					
Physics	Ashley Shackelford	Social	P		
Physics	Partha Pal	Social	P		
Social Sciences	Susan Balint	Social	P		

\* Notified of second consecutive unexcused absence.

### VISITORS and GRAD STUDENTS AT LARGE

Academic Unit	Name	Committee	
Grad School	Jacqueline Huntoon		P



# Meeting Minutes of the Michigan Technological University Graduate Student Council

March 31, 2008

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- I. Call to Order: 5:15 pm
- II. Approval of Agenda: approved
- III. Approval of Minutes from March 17, 2008: approved
- IV. Officer Reports
  - a. President – Emily McCarthy
    - i. There were quite a few nominations for GSC awards. We will try to complete the award process by next week.
    - ii. Emily mentioned that an appreciation dinner is being planned for GSC representatives. She asked if April 28 would be a good date. Nobody had a problem with the date.
    - iii. The April 14 meeting will be the last of this year. The first meeting of the next GSC term will be in May.
  - b. Vice President – Lakshmi Krishna
    - i. No report.
  - c. Treasurer –Madhana Sunder
    - 1. Report moved until later in the meeting due to equipment issues.
  - d. Secretary – Karl Haapala
    - i. No Report.
- V. Committee Reports
  - a. Academic – Mohit Law
    - i. There were 18 colloquium presenters and 37 posters for the GSC Research Colloquium and Poster Session. Mohit mentioned that he was happy with the response, but was disappointed in the participation of graduate students (who had not presented). He should be able to declare the winners in the next couple of days.
    - ii. Everyone thanked Mohit with a round of applause for his work in organizing the event.
  - b. Social –Heather Jordan
    - i. Due to scheduling issues, the Bowling Social that was in the works did not happen. It will not be rescheduled, but the committee will instead focus on the end-of-year social.
    - ii. The talent portion of the end-of-year social will probably be cancelled since two of the five volunteers will be out of town. Heather is working on finding a band, but the fall back would be karaoke. Let Heather know if you know of any bands that could be booked. There will be a cash bar.
    - iii. Casey suggested playing Guitar Hero. Heather thought that would be a good idea.
    - iv. The event is April 26, from 7-11pm. Setup will begin at 6pm.
  - c. Lecture – Laura Walz
    - i. There will possibly be a Lunch-N-Learn in April. More details will be sent out.

- ii. Attendance at the comedy event last week was “so-so.”
    - d. Public Relations – Casey Rudkin
      - i. Casey will get the Out of the Blue newsletter together and to the printer next week. It is something that can be included with orientation packets.
      - ii. Casey apologized to Laura about the radio station announcing that the comedy event with Tim Bedore was “sold out,” even when she let them know there were no tickets being sold. Brian asked if it was WMTU. Casey said, no, it was 98.7, and mentioned that they have the “Bob and Tom Show,” which frequently had Tim Bedore as a guest. She reported that the radio station said it was a conscious decision to say the show was sold out because of limited seating.
    - e. Student Issues –Jill Witt
      - 1. Jill asked if the committee should check with USG regarding an option on the housing website for quiet or grad student/faculty housing.
      - 2. Heather noted that some landlords have it in their property description.
- VI. Liaison Reports
- a. Undergraduate Student Government – Ashley Shackelford and Lakshmi Krishna
    - i. Shazoo Rizvi was elected USG President for next year.
  - b. University Senate – Lakshmi Krishna
    - i. Undergraduate and graduate certificates in Electrical Power Engineering were proposed.
    - ii. Dr. Huntoon gave a presentation about the Graduate School.
    - iii. The calendars for 2009-2010 and 2010-2011 were presented.
  - c. Student Commission – Emily McCarthy
    - i. Lakshmi reported for Emily that the Experience Tech Fee referendum will be held April 7-11.
    - ii. Heather asked Lakshmi if the provisional academic calendar is available. Lakshmi replied that it will be once it is approved, but it may be on the Senate website in the minutes of the last meeting.
  - d. Grad School Dean Review Committee – Adam Mickel
    - i. Adam requested feedback on questions that had been emailed out to the council. Several people offered comments. He encouraged everyone to respond to the questions via email by April 16 at 5pm.
- VII. Discussion
- a. Pick-A-Prof emails – Oystein Thorsen
    - i. Oystein was concerned about the emails for the Pick-A-Prof website, which appear to be very spam-like. He expressed that we were not involved in a decision to use this service and that the website does not look very professional.
    - ii. Casey stated that she had registered, but her information was not there.
    - iii. Oystein said that the website gives the grade distribution for each instructor and shows students which sections their friends have registered for.
    - iv. John asked if anyone had seen what kind of information was there, since he stopped when he was asked to register.
    - v. Casey said she looked at a couple. She did note that after registering she had gotten about triple the email from them.
    - vi. Oystein mentioned that several people in the CS department have the same last name, and their information is all under that last name.

- vii. Heather noted that the information for her husband and herself was all under the same name.
  - viii. Emily asked if we need to see where this is coming from.
  - ix. Ashley said she has seen these emails last year and the year before.
  - x. Laura wondered if MTU is supporting this company. Emily asked if MTU is paying for it.
  - xi. Jill said that the Student Issues committee will look into it. Casey suggested they could ask the Registrar.
  - xii. Heather thought it looked fairly accurate from what she has seen.
  - xiii. Laura asked if the university is selling information, and how we feel about that. Many expressed concern over that.
  - xiv. Emily said that this should be looked into before we reach any conclusions.
- VIII. Treasurer Report (Madhana Sunder) – moved from above due to equipment problems
- i. Madhana presented the 2008-2009 budget for the GSC. He reported that he had gotten good reports from the committees.
  - ii. The total budget is \$55,195 versus \$46,375 in 2007-2008.
  - iii. Changes included honoraria increases to better reflect the effort of officers, committee chairs, and those holding special positions. Semester honoraria are Elections Chair and Public Relations Manager at \$75; other committee chairs at \$100; officers at \$250; and softball manager at \$100 for the summer. There was a significant increase for the Academic Committee, since a keynote speaker would require more money. There was an increase in the Orientation budget due to a deficit this year. Lecture had not spent much of their budget. Social had an increase in events, so there was an increase in the budget amount. PR includes costs for the newsletter.
  - iv. Madhana reported that even with these increases, there is a predicted amount of \$5712 “in the bank.” He stated that this would be a good buffer.
  - v. Emily thanked the committee chairs for helping update the budget.
  - vi. Lakshmi motioned and Ashley seconded to accept the budget.
  - vii. Oystein asked about the budget surplus. Madhana replied that we have not touched the surplus, and about \$13,000 was added to it this year. In light of the equipment problems, Emily said the audio/visual equipment needs to be upgraded.
  - viii. Heather asked if there is a way to retroactively increase honoraria. Emily reminded that we are only considering next year’s budget and that could be brought up later.
  - ix. The budget was unanimously accepted.
  - x. Heather made a motion to make the honoraria increases retroactive for this year. Laura seconded. Laura said honoraria have been so low for so long, and this should have been done last year. Emily reported that chairs get \$75 and officers get \$100 for the whole year. Now [next year], they are about double or a little more.
  - xi. Casey mentioned that Lakshmi had benchmarked other schools. Heather added that other universities are still a little higher.
  - xii. The motion was unanimously passed.
- IX. New Business
- a. 2008-2009 Committee Chair Elections – Warren Powers

- i. Jill asked if she could still nominate. Since positions were unfilled, there was no opposition. Jill nominated Oystein for Academic Chair. Susan withdrew her nomination for Academic Chair.
  - ii. Susan nominated herself for Lecture Chair with the support of many others.
  - iii. Since there was only one nomination for each position, Warren suggested voting the new committee chairs in as a slate. All were in favor.
  - iv. The following nominees were unanimously elected:
    - 1. Dave Fritz – Student Issues
    - 2. Oystein Thorsen – Academic
    - 3. Susan Balint – Lecture
    - 4. Ashley Shackelford – Social
    - 5. Jaspreet Nayyar – Election
  - v. Public Relations and Orientation remain open.
  - vi. Emily thanked everyone for volunteering.
  - vii. Warren encouraged everyone to check with new representatives to see if they are interested in any of the positions.
  - viii. Laura suggested the next meeting could be a “bring your replacement” meeting.
  - ix. Heather asked how many seats to reserve for the appreciation dinner. Emily said less than 40.
- b. Graduate Student Satisfaction Survey
- i. Lakshmi brought up the Graduate Student Satisfaction Survey. Casey stated that several people were concerned about whom they were doing it for and if their responses would be tracked.
  - ii. Emily responded that she did not know if it was a valid concern, since it is being done by an outside group.
  - iii. Casey said she has heard from several people, and said it should be emphasized that it is being done by an outside firm.
  - iv. Emily said that they get all of the responses in a big list. Casey clarified that it should be in a jumble and not easy to separate.

X. Adjournment: 6:10 pm. Heather moved, Ashley seconded, and all were in favor.

## Attendance

Academic Unit	Voting Representative	Committee	March 31, 2008		
			Present	Excused	Absent
(Non-voting)	Emily McCarthy	President	P		
Mat. Sci. & Eng.	Lakshmi Krishna	Vice President	P		
ME-EM	Karl Haapala	Secretary	P		
Mat. Sci. & Eng.	Madhana Sunder	Treasurer	P		
Biomedical Eng.	Laura Walz	Chair: Lecture	P		
Computer Science	Warren Powers	Chr: Elect./Lecture	P		
For. Res./Env. Sci.	Jill Witt	Chair: Stud. Iss.	P		
Humanities	Heather Jordan	Chair: Social	P		
ME-EM	Mohit Law	Chair: Acad.	P		
		Chair: Orient.			
Biology	John Durocher	Lecture	P		
Biomedical Eng.	Melissa Roberts	Academic		E	
Bus. & Econ.	Katie Maroney	Lecture	P		
Chemical Eng.	Brian Ott	Social	P		
Chemistry	Louis Pignotti	Student Issues	P		
Civil & Env. Eng.	Santosh Ghimire	Academic			A
Civil & Env. Eng.	Adam Mickel	Student Issues	P		
Civil & Env. Eng.	Sanjeev Adhikari	Social		E	
Computer Science	Oystein Thorsen	Student Issues	P		
Elec./Comp. Eng.	Shwetha Bolagond	Orientation	P		
Elec./Comp. Eng.	Jaspreet Nayyar	Orientation	P		
Elec./Comp. Eng.					
For. Res./Env. Sci.	Carrie Andrew	Student Issues		E	
For. Res./Env. Sci.	Michelle Freeman	Social		E	
Geo. & Min. Eng.	Lorna Henney/Miriam Rios	Academic	E-Henney		
Humanities	Casey Rudkin	Public Relations	P		
Humanities	Nathaniel Gbessagee	Orien./Lecture			A
Mat. Sci. & Eng.	Dan Seguin	Student Issues	P		
Math					
ME-EM	Dave Fritz	Student Issues	P		
ME-EM	Vikas Malpani	Academic	P		
ME-EM					
ME-EM					
Physics	Ashley Shackelford	Social	P		
Physics	Partha Pal	Social	P		
Social Sciences	Susan Balint	Social	P		

No visitors signed in.