

# Graduate Student Association, Minutes, December 7, 2016

University of Toledo Graduate Student Association

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**4<sup>th</sup> Graduate Student Association (GSA) General Meeting**  
**Minutes of Graduate Student Association (GSA) General Meeting**

**DATE: December 7, 2016**

**VENUE: HEB 105; – Health Campus, University of Toledo**

**A. Call to Order and Roll Call**

The meeting was called to order by 6.10pm by the presiding officer – Mr. Eric Simpson. The following officers were present:

1. Eric Simpson – President GSA
2. Jessica Sherman – Vice President GSA
3. Colins Imoh – Main Campus Secretary
4. Neha Nandedkar – Health Campus Secretary
5. Geethika Liyanage – Communication Specialist
6. Suren Uswatta – Treasurer

The Vice President confirmed that a quorum of representative was present at the meeting.

**B. Approval of Minutes – November 2016**

Motion for the adoption of the October meeting was moved by Jaclynn Sullivan and seconded by Alisa Nammavong and was approved without corrections by all representatives present.

**C. Representative Office hours Update**

Office Hours for the Fall 2016 Semester will end on December 9th to ensure everyone focuses on his or her finals week. Representatives need to send Neha (Health Science Secretary) their office hours for the Spring 2017 semester by Sunday, January 08, 2017.

**Action point: Representatives should inform the Health Campus Secretary of their Spring semester hours by January 08, 2017.**

#### **D. GSA Graduate Student Research Award**

GSA Graduate Student Research Award application deadline was **5 pm on November 18, 2016**. The Graduate Student Affairs Committee will be holding initial meeting to review application submissions on Thursday, December 08, 2016.

#### **E. External Committees Update(s): University Governance:**

**President Advisory Committee:** Meeting was held on December 01, 2016. All leaders present gave updates. GSA presented updates on graduate awards and MGRS. The attack at OSU was discussed and how to respond to it was agreed. Student to look at schedule from police department. Messages will be passed from the police department: Run – Hide – Fight to all.

**Graduate Council Meeting:** The council was held on November 18, 2016. The Vice president research presented the status of research at the University; that it has fallen by 30%. There is need to get the numbers back up again. Professors have to be encouraged to stay. The situations in other peer institutions will be checked with respect to packages and how many classes professors are teaching compared to research. The compensation and incentives to professors bringing in big grant and research funds should be considered. About 30 -40 professors have left and effort to compensate for the lose need to be put in place.

**Strategic Planning Committee:** Work is in progress, working frequently, to identify the need for a new long term strategic plan for the institution. Some of the areas in the plan are student success, research reputations, human capital, branding, etc.

**Provost Lunch:** meets once a month, an opportunity to take graduate issues to the administration and get feedback. The Caslon hours was

again brought for discussion. The provost talked on the need to reduce cost on personnel and security needed for the extra hours. Processes for the use of group study rooms was discussed, it was agreed that groups take precedent over individual use of the space. Modalities for its use will be worked out.

The bus service to medical campus is not adequate and modalities is in place to find a best fit solution to it.

#### **F. Graduate Student Health Insurance Update**

Health Insurance was discussed with the Vice Provost Dr. Dorothea Sawicki. There are different options in the insurance package: Gold, Silver and Bronze. Graduate students are asked to provide feedback on the health insurance. Their feedback on the package is sought: is the package good, is it meeting their expectations, is the cost too high, etc. The feedback will be relayed to the appropriate authorities. The university need feedback to ascertain that students are getting good deals and value for the amount spent, both positive and negative feedback are required. Graduate students should be part of the student health insurance committee.

**Action point: Feedback needed on health care and use of library. Graduate students should please send comment.**

#### **G. Budget Report / Update**

Mr. Suren Uswatta thanked the GSA for the opportunity to serve as its Treasurer. This was his last meeting as he is leaving the university. We wish Suren best of luck in his future endeavors.

#### **H. Treasurer Position:**

At the September meeting it was approved by unanimous vote by the representatives that Geethika Liyanage will be the new treasurer during the Spring 2017 Semester. All travel reimbursement requests or general budgetary concerns should be addressed/sent to Geethika after December 16, 2016. Geethika.liyanage@rockets.utoledo.edu. The incoming treasurer confirmed that he has collected his p card.

### **I. MGRS Committee Coordinator Position Updates**

Each year the GSA hosts a symposium where graduate students from across the Midwest can present their research or study topics in either a poster or presentation format. This is a multidisciplinary event and anyone can present projects at the symposium. This will be the 8<sup>th</sup> year and is the largest event of its kind in the Midwestern United States. Registration is free. Our symposium has grown from just 11 universities in the first year to over 60 universities participating. The MGRS needs about 90 volunteers to organize the event and we anticipate approximately 170 students to present with many others attending.

The symposium begins at 8:00 am and ends approximately 7:00 pm. The MGRS coordinators were asked to give report of their duties, the following is a brief summary.

- a. Lead Symposium Co-Coordinators: Eric Simpson & Jessica Sherman** - All is in place, the GSA will send money based on partnership that will pay for the speaker for this year event.
- b. Keynote Coordinator: Eric Simpson**
- c. Contributions Coordinator: Mansi Brat** – Working on getting more sponsorships for the event.
- d. Recruitment Co-Coordinator: Mitchel Haines**

Making contacts with about 50 universities to recruit presenters and attendees. Working to get more universities on board as well update the data base. The data base he met was 3 years old and not updated.

**e. Scheduling Coordinator: Shin Cho**

The task for the coordinator begins in March. This will be after the registration deadline.

**f. Program Coordinator: Sahar Atshan**

Presentation of new design of the cover page of the MGRS was presented. The Reps gave their opinion. 5 reps voted for cover 1 while 5 reps voted for cover 2. Everyone Decided to use cover 1. Clarity of words and colors need to be changed- Thanked her Design and organize the program used by attendees throughout the symposia. Coordination begins in March.

**g. Volunteers Coordinator: Nam Tran**

The coordinator task is to recruit volunteers and assign them to tasks during the symposia. Work will start next semester. Link for volunteering will be on website, anybody can sign up.

**h. Judges Coordinator: Alisa Nammavong**

The task is to recruit personnel to serve as judges for oral and poster presentations. Currently about 150 emails have been sent to potential judges. She is also reaching out to different local schools like UMich, BGSU. Alisa will send email to Geethika and Eric, they will email to their college Dean, Dean Amanda and Dr. Pokate. It was also suggested that Reps can help identify potential judges. Recently graduated students can be targets.

**i. Certificates Coordinator: Mandy Lautzenheiser**

Presenters will receive certificate at the end of the symposium. The template for certificate is ready and working on getting inventory. The bulk of her work starts after registration.

j. **Press & Media Coordinator: David Barboza**

The coordinator will advertise the MGRS in as many news outlets and media forums as possible. Currently contacting news station, blade, newspaper, press release. Alisa made flyer David send it to press.

**J. Communication Specialist Position: (5 minutes)**

With the coming assumption of office of Treasurer by Geethika on 17<sup>th</sup> December 2016. The position of the Communication Specialist position will be vacant from that day. It will be open for the Spring 2017 semester for interested graduate students to apply. The application for the Communication Specialist position will become active on the GSA website on December 17, 2016. Applications for the Communication Specialist position will remain open until the end of the General Assembly meeting on January 10, 2017. Committee for counting votes: Eric, Jessica and Neha. Reps can apply for this position. It will be good on resume.

**K. Budget proposal**

CBGS officer, Jessica Saul, presented their budget for Graduate research forum (GRF) 2017. 50 students participated in GRF last year for poster and oral presentation. 3-4 colleges will be involved in GRF. last year GSA gave them \$4757. They are requesting for 4000.

GSA has \$15000 for events. We have used \$1800 till now.

Reps asked questions to Jessica to get more information.

Erica motioned to approve full amount of \$4000. Bipin seconded the motion. 9 voted in favor. 4 opposed. So motion passed.

Please put GSA logo on flyer.

**L. Committee updates**

Public relation: MGRS word out to public computer in UT. Helping MGRS.

Budget review committee worked on CBGS budget proposal.

**M. Upcoming Event:**

Jeremy Hallway talked about event 'Dialogue for grad students'. It is on December 15<sup>th</sup> 12.30pm-2.30pm 7-9pm. He will send us flyer.

**N. Adjourn:** The motion for adjournment was moved at 7.04 pm by Jaclynn Sullivan and seconded by Alisa Nammavong