

University Graduate Student Association
Box 7111, D.H. Hill Library
Raleigh, NC 27695-7111

October 30, 2006

Minutes of UGSA Meeting

Attendees:

Heather Shay (President)
Pratik Mehta (Interim Vice President for Internal Affairs)
Ling Xiang (Vice President for External Affairs)
Karl Jicha (Treasurer)
Beth Rueschhoff (ECO)
Brandy Benedict (TTFA)
Dr. Rebeca Rufty (Advisor)

Guests:

Dr. Terri Lomax – Dean of the Graduate School
NC State University Architects: Michael Harwood and Thomas Skolnicki

Chapter Representatives in Attendance: Accounting, Animal Science, Bioinformatics, Biological & Agricultural Engineering, Botany/Plant Biology, Business Administration, Chemical and Biomolecular Engineering, Chemistry, Communication, Comparative Biomedical Sciences, Computer Science, Counselor Education, Crop Science, ECE, Economics, English, Entomology, Functional Genomics, Higher Education Administration, History, Horticultural Science, Industrial Engineering, International Studies, MEAS, Mathematics, Mechanical and Aerospace Engineering, Microbiology, Natural Resources, Nuclear Engineering, Operations Research, Physics, Plant Pathology, Public Administration, Poultry Science, Psychology, Sociology, Soil Science, Statistics and Biomath, Textiles, Toxicology, Zoology, Biomedical Engineering

I. Call to Order 7:06

II. Roll Call

III. Approval of September 25th 2006 minutes

IV. Guest Speakers

a. University Architects Tom Skolnicki and Michael Harwood

- Handouts of the NC State University Physical Master Plan and a Campus Calendar were distributed. If you did not receive one and would like to have one, please contact the Architects office.
- Mr. Skolnick and Mr. Harwood attended the meeting to discuss the physical Master Plan, which is a decision making tool for implementing change. It is revisited every five years through Workshops, Advisory Teams, etc. They gave an overview of the master plan. Topics included the formation, updates and implementation.
- Some results of the Master Plan include:

- Creation of Hearth Spaces
 - East Wing of the Library
 - Brickyard
 - Sciences Courtyard Neighborhood
- New Neighborhoods (Math and Statistics Facility)
- Hillsborough Street Renovations (partnership with city)
- Rocky Branch Restoration and Greenway on Central Campus
- Cates Chiller Plant Expansion – Central Campus
- Wolf Village
- Incremental Growth also gives opportunity to improve campus
 - Replacing walking paths with improved spaces
 - Free Expression Tunnel (Gave accessibility to people with disabilities; First Accessible connection between North and Central Campus)
- To access the master plan, please visit <http://www.ncsu.edu/facilities/univ-arch/>
- Question and Answer Session

Question: How can people give input to the master plan?

Answer: The office is trying to make an effort to come to council meetings. There are committees for each project. Contacting the office is the best way to get engaged

Comment: There is a competition for next year's campus for pictures celebrating the campus. Please visit the website for more information

Question: Is there a plan to have main campus closed to cars?

Answer: There is no specific plan to throw up the gates to cars due to the need of vehicle access for deliveries, visitors, etc. However, Mr. Harwood does express a desire to see parking facilities migrate from the center to the outside of the campus.

Question: What is the Status of the Golf Course, the Convention Center and the hotel on Centennial Campus?

Answer: There is more enthusiasm and interest in the Golf Course. A fundraising event for the Golf Course is scheduled. Once the Golf Course is underway, they will push for the Conference Center, but there is no certain date.

Question: The Alumni Center is very nice. Did it stem from the master plan?

Answer: Yes, it was influence by the master plan. To the right of it will be the conference center, to the left will be the Chancellor's new residence and across the stream will be the golf course.

Question: What accommodations are being made to preserve the

natural space around Lake Raleigh?

Answer: There is a 100 ft do not disturb barrier. 25-32 acres at the headwaters have been preserved. There is a Lake Raleigh Woods initiative to displace or relocate development planned for the area.

Question: What's being done at the Bookstore and Talley Student Center?

Answer: Proposals for designs due tomorrow (10.31.06). The proposals are centered around the "Student Life Study" which is trying to improve the architecture of the area. It focuses on the question "What is student life?" Services for graduate students, on and off undergraduate students will be looked at with a mind towards facilities. Also, services on Centennial Campus are being discussed.

Question: Is there any movement to have Pullen Park open to student access from NC State Campus?

Answer: I don't understand the split rail fence. We are working on a Greenway connection to Pullen Park and working with the city to open access to the park. The city's master plan is schizophrenic, with different priorities in different areas. There is a lot of historical connection between the University and the Park, but the city seems to be steering away from that focus.

b. Dr. Terri Lomax, Dean of the Graduate School

- Dr Lomax introduced herself:
 - Comes from a Land Grant University Background
 - Did a sabbatical at RTP several years ago, is familiar with the area
 - Please call me Terri.
- Wants to know what the graduate school needs to do in order to help us. Also wants to involve the graduate students as part of the strategic planning process. Has an open door policy.
 - Make graduate school function better.
 - Take education to the next level

No questions for Terri.

V. President's Report (Heather Shay)

- Student Government Resolution
 - Dr. Stafford has deemed that we cannot separate from the Undergraduate Student Government.
 - The executive board is currently discussing our options.
 - We will invite Dr. Stafford to the November Meeting regarding further courses of action.
 - The President, Will Quick, will come to the next executive meeting.

- Dr. Stafford has not yet explained his reasons for his denial. He wants to meet in person to discuss his reasoning. Heather declines to answer based upon her suspicions.
- Dr. Lomax: Strongly behind us. Will speak with Dr. Stafford and Dr. Gilligan and will take the matter to the chancellor if the situation is not resolved.

Question: Practically, what are the advantages of separating?

Answer: There are many but just a few are that 1. The fees are given to the graduate students rather than the undergraduates and more importantly, 2. There are significant issues regarding representation of graduate student interests.

Comment: UNC-CH is going through the same battle (third hand information)

Question: Is there anyone representing us in Student Government?

Answer: There are an unknown number of representatives. There are a total of nine seats available. Typically, these seats are filled by people who are not affiliated with the UGSA in any way.

Question: How are these representatives elected?

Answer: They are elected the same way as undergraduates

Question. Can we influence how the representatives are elected?

Answer: There is a possibility of using members of UGSA as senators.

- Administrative Board of the Graduate School Update – Eight agenda items are being considered:
 - Allowing post-baccalaureate credits to transfer into doctoral program.
 - Dealing with Readmittance of Applicants after the six year time limit
 - Plan of Work (POW) is required for PhD students; should we reinstate it for Master's students?
 - Is a twelve credit hour limit appropriate for a POW submission deadline? Currently it is not enforced until students reach their preliminary exams
 - Should there be an annual review of each graduate student's progress submitted to the Graduate School?
 - There is a deadline of six years for the completion of preliminary exams. Should this deadline be enforced/changed?
 - Creation of a Generic Masters of Science degree, which would allow for the creation of new concentrations
 - More infrastructure for creation and maintenance of interdisciplinary programs.

Question: Is it possible for an Agenda to be sent to the UGSA representatives?

Answer: Heather will send out the agenda items and have them listed in the

minutes.

Question: Can the student have an option for a non-thesis Masters degree if forced to leave by personal circumstances?

Answer: Dr. Lomax: Students can take a leave of absence

Dr. Ruffy: The Graduate School has a history of not dictating course requirements.

Dr. Lomax: Not all departments have a non-thesis option.

- New Graduate Student Orientation Location Change
 - We have overgrown our current facilities
 - Orientation will be held at the McKimmon Center which has much larger areas, more bathrooms, inside eating and a different variety of catering options.
 - Costs more financially but the orientation fee is covering the costs

Question: Is this before the semester starts? Will there be accommodation made for bussing of students?

Answer: We are working on busses. There may be shuttles, but students should be able to get to McKimmon from main campus (e.g. walking).

- University Council Update
 - We have reached the 50th Anniversary of African American students
 - University Planning Analysis – Working on online teaching evaluation forms to increase feedback from students on teaching
 - Emerging Issues – topic on Higher Education
 - Faculty senate will have sessions in the Spring on content areas, including Graduate Student education
 - Priorities of the University System include Student Success, which is focused primarily on undergraduate education.
- Tuition Advisory Recommendations
 - Tuition will increase \$230 for everyone
 - A net increase of \$79.50 in fees is recommended. The Chancellor and Board of Trustees must approve the recommendations

Question: Please explain the 6.5% cap for tuition increases.

Answer: The increase applies to undergraduate in state tuition only, but it is being applied to all student classifications.

Question: What is the grand total for fees?

Answer: I am not sure what the grand total is.

V. Executive Officer Reports

- a. Vice-President for External Affairs' Report (Ling Xiang had to leave early for another University function. Report given by Heather)

- The Council on the Status of Women wants more graduate student representatives. Please see Heather or Ling to volunteer.
 - If there are problems with the Standing Committee, please email Ling.
- b. Vice-President for Internal Affairs' Report (Pratik Mehta)
- The chapter status has been updated and forwarded to the representatives. Please review for mistakes and report them to Pratik.
 - To maintain "Good Standing" status:
 - i. Register with SORC
 - ii. Attend council meetings
 - iii. Attend committee meetings (Please see Pratik if you have not registered for a committee)
 - iv. Submit your letters of credentials and also your constitution.
- c. Secretary's Report (Carrie Jacobus (not in attendance); Report given by Heather)
- If you don't have a tent card, you need to submit a representative info sheet to her immediately so one can be made.
- d. Treasurer's Report (Karl Jicha)
- We have \$62,243.80 left in this year's budget.
 - So far we have received approximately \$36,000 in revenues this year. We are expecting \$72,000 total revenues.
 - The bulk of expenses comes out of the travel and thesis fund.
 - We have spent approximately \$12,700 out of this year's budget so far.
- e. Travel/Thesis Fund Administrator's Report (Brandy Benedict)
- We are in the process of updating the website to reflect the two week deadline prior to the conference for application of travel.
- f. Electronic Communications Officer's Report (Beth Rueschhoff)
- We are changing the list serves to be private. Will put up committee chairs webmail for contact.
 - Due to concerns from the floor, Beth will establish aliases and also use anti-spam email address formats for prevention of email address harvesting from robots.

VI. Advisor's Report (Dr. Rebeca Rufty)

- Dr. Rufty commends Heather for her time, dedication and activities.

VII. UGSA Committee Reports

a) Finance (Committee chair Alex Capaldi, Mathematics chapter)

- There is a budget shortfall this year of \$3,000 to \$4,000. We will need to cut some line items. Line items proposed to be cut are:
 - Special interest group Activity Grant
 - NAGPS membership
 - Student Services Award

These three items total \$1900 and have a history of getting no use. Also, since the Travel and Thesis fund was increased from \$25,000 to \$31,100 last year, the remainder of the shortfall may need to come

from the Travel and Thesis fund.

- b) Judicial & Legislative (Committee chair Justin Shows, Statistics)
 - They have been significantly impacted by the resignation of Elizabeth Chivers as Internal Vice President.
 - They have approved eight chapter constitutions so far and will review all others at the next meeting.
 - They also have reviewed the section on special elections.
- c) Political Action (Committee chair Faith Bartz, Plant Pathology chapter)
 - There is a holiday food drive. Details will be provided in email and there are also flyers at the front of the room to post in your departments. Put a box in a common area in your department from 11.06.06 to 11.17.06 and then bring the box to a pick up location on 11.20.06 from noon to three pm.
- d) Publicity (Committee chair Paige Winn, Training and Development)
 - They are considering changing from a printed form to an electronic version of the Midnight Oil for the next issue. They need feedback from chapters.
 - Consideration for the next issue
 - i. LANGURE
 - ii. List of December's Graduating Graduate Students
 - iii. Biography of Dr. Lomax
 - Needs ideas for next issue
- e) Social (Committee chair Ali Kefeli, Industrial Engineering)
 - Bowling Tournament
 - 11.16.06
 - 6:30 pm, Thursday
 - Western Lanes Bowling on Hillsborough
 - Maximum numbers of bowlers due to lane limitations and funds: 60 bowlers
 - All participants bowl one game and then the top eight scores bowl again.
 - Refreshments will be provided after the first round
 - All final players get NCSU Bookstores gift cards
 - i. 1st - \$50
 - ii. 2nd - \$30
 - iii. 3rd - \$20
 - iv. 4th through 8th - \$10
 - The first round is expected to take one hour; the second round is expected to take one hour and the total cost of the event is estimated at \$750.
 - A flyer will be prepared and distributed via email.
- f) Teaching Effectiveness (Committee chair Arnav Jhala, Computer Science)
 - The TA Awards Banquet is scheduled of April 23, 2007 at the Talley Student Center.
 - i. The menu is finalized.

- ii. Please send nominees for guest speakers to the chairperson.
 - iii. VIP invitations will be sent out next week
- Faculty Center for Teaching and Learning CoAT program:
 - i. Coordinator Barb Honeycutt wants to connect distribution of completion certificates and our annual awards ceremony. This was discussed and the decision has been made that they're program will not be included due to length, accommodations and funding.
 - ii. Executives will consider if there are specific requests or proposals for the CoAT program
- g) Academic Policy (Committee Chair Rebecca Klossner, College of Textiles)
 - The committee chair met with Gary Comstock
 - At the next meeting, they will make flyers and signs for each of the modules
 - It was proposed that the Research Ethics Program have a small table at the Graduate Research Symposium
 - Call for nominations for participants in the Graduate Research Symposium are out and these are due back December 5th.

VII. University Standing Committees

- a. Student Health
 - i. A recommendation is made for a \$15.00 increase in fees. It is the only fee increase fully supported by the students.
 - ii. Consideration is underway for an optional dental program. Weigh in on it if you have an opinion.
 - iii. Flu shots are available. An email will be forwarded and there is a flyer up at student health.

IX. New Business

- Call for Nominations: Pratik has been appointed as the interim Internal Vice President, but we must have a formal election. The honoraria will be prorated. Nominations are open until the next meeting. The election will be held at the November meeting.

Duties: Constitutional Issues and Committees.

- Discussion of Advising

Call for comments from floor from problems or solutions for Graduate Student advising

Recommendation: At the departmental orientation, each new graduate student is assigned a temporary advisor until the research advisor is appointed. Each new student meets with the temporary advisor during the orientation.

Recommendation: Second year graduate students should advise first year graduate students.

Recommendation: Have new graduate students meet with the Director of the Graduate Program. Also have graduate students with new or unsatisfying advisors meet regularly with the DGP.

Recommendation: Create an anonymous survey for interactions/improvements for advising.

Problem: If you advisor is denied tenure, how would this be solved? Also, a graduate student should be informed if their position is tenuous due to problems with the advisor's tenure appointment.

Recommendation: Require a tenured professor as a co-chair on the committee.

Problem: The PI went to a new University and did not advise the student. The student was left with no insurance, no safety net, and was assigned to a new professor with limited contact.

Question: Are professor's accountable for advising other than Grievance Procedures or is it based by department?

Answer: Dr. Lomax – In some Universities, advising is part of tenure review, but here it may not be.

Dr. Rufty – The Graduate School only hears the worst case scenarios. Proper chain of command is to talk to your advisor then the DGP then the department head. Dr. Rufty will make a note to give us a monograph on mentoring so we are informed on what to expect from mentors. Always ask for feedback from your advisor. There is a large variety of advisors ranging from micromanagers to a sink-or-swim philosophy. Perhaps new faculty can be exposed to mentoring lessons. Make sure to utilize all committee members. If your chain of command is not working, Dr. Rufty is your point of contact in the graduate school.

- Discussion of Priorities for Strategic Plan of the Graduate School

Feedback is needed for the Compact Plan which is Due March 1st. Feedback needs to be turned in before Christmas.

Question: What is the strategic plan?

Answer: Dr. Lomax – I can email the strategic plan to Heather to be forwarded so we can be better informed.

X. Open Floor – no comments

XI. Meeting adjourned at 9:37.

Next Scheduled Meeting, Monday, November 27th, 2006