

1st Meeting UGSA Mon., Aug. 27, 2009

Start time 7:05

- I. call to order
- II. Introductions of Attendees (officers and chapter reps)
- III. Approval of minutes – The minutes were approved by a motion from Ali Kefeli, and a second from a chapter rep.
- IV. Pres. Report
 - a. Communicated the UGSA goals for the year. They were to:
 1. Increase the campus awareness of the UGSA
 2. Provide professional development workshops for graduate students such as resume and C.V. writing.
 3. reduce meeting time to 1.5 hours.
 - b. Discussed new graduate student orientation. The executive board believed it went smoothly, with all the seminars in one place that was large enough to have good flow. It was a good improvement over the previous year.

Dr. Lomax requested input at this point on how to improve next year.
 - c. The outcome of the Campus Safety committee meeting was relayed. They discussed: 1. What campus should/ is allowed by law to report if a staff or faculty member notices something out of the normal? 2. To whom should this information be reported? 3. How should that information be reported? 4. Should information be collected from the counseling center? Is this a violation of personal privacy? 5. What is the faculty's role in assessing student mental/emotional health?
 - d. The campus police have purchased a GPS cell phone tracking system. They will now be able to pinpoint where you placed a 911 call from a cell phone.
 - e. Introduced Dr. Lomax, Dean of the Graduate School. She welcomed the graduate representatives and stressed the importance of the UGSA and the Graduate School in voicing the concerns of graduate students (7500 of 32000 NCSU students are graduates.) She reminded us that the Graduate school is our advocate on campus, and requested we let the Graduate School know how they can improve services. She mentioned trying to provide more professional development opportunities through Research and Ethics training, preparing the professoriate, and preparing the professional.
 - f. Chief Justice of Judicial Board Lock Whiteside III spoke to the representatives. He would like to see graduate students sitting on graduate student non academic misconduct hearings. For academic misconduct hearings, he proposes two graduate students, and two faculty members. He feels undergraduates, cannot really know what graduate student hood is like, and therefore, cannot provide a fair judgment. He is accepting applications for students willing to serve on Judicial Board, which holds its hearings Monday and Thursday at 4 PM.

Prema reminded the representative this was an opportunity to see how complicated graduate student life can get, and provided good experience for a C.V.

Questions and Answers: Lock is the only elected official on the Judicial Board, all others are appointed. Office of student conduct website:

www.ncsu.edu/student_conduct/get_involved/

- g. There are ten graduate seats on the student senate, seven are filled. If you are interested, or know anyone who is, you can be appointed. Tyler – said 1 is vacant, 2 are open for fall elections. Dr. Lomax interjected: this is the group that decides how you fees are spent and appropriations are coming soon. They may set aside some for graduate students. You can find an application:

www.students.ncsu.edu/senate

V. Executive Officer Reports

- a. Pratik, absent. VP Internal role: Maintains the record of chapters in good standing. Good standing means you get more chapter rebate money. To be in good standing with the university you must have the following on file with UGSA: letter of credentials, copy of constitution. You also must serve on a UGSA committee and MUST attend those meetings as well as UGSA meetings.

Chapter rebates depend on you're the number of members in your chapter and your attendance at UGSA meetings and committee meetings. The Checklist to be in good standing MUST be completed every fall semester.

Internal committees will hold a short meeting to elect a chair after this meeting. Internal Committees are: social, teaching effectiveness, finance, political action and response, judicial and legislative, publicity, academic policy. It is helpful to have returning members, and a chair who is a returning member. A \$125 honorarium is awarded to each committee chair (which cannot be the sitting exec member.) Internal committees must meet once a month, and sent minutes and attendance to Pratik. A rep can miss two monthly meetings and two committee meetings without affecting chapter standing.

There is a working copy of a constitution online for new chapters who have yet to form one.

- b. Ali - VP External: Structure of UGSA is a pyramid of chapter members; next layer- reps; then executive officers. The VP External role is to appoint people to University Standing Committees, if you want to be a part of one you must sign up or let him know. (15 have grad student reps) info is on <http://provost.ncsu.edu/governance/standing-committees/> Any grad student can serve on these committees, not just UGSA reps. They are voluntary and do not affect chapter standing with the UGSA.

Dr. Lomax suggested the student health committee which renegotiates your benefits, student housing because the next dorm to be built will house graduate students.

- c. Magen- Secretary: Responsible for recording attendance at meetings and gathering representative information. Handed out Rep info sheets to be turned in at the end of the meeting, or before next month's meeting.
- d. Alex –Treasurer- Responsible for maintaining this year's budget, note honoraria for internal committee chairs. Spending so far: \$200, exec meetings and office supplies. We have \$45,000 to award Block grants for seminars, or speakers if two or more chapters apply together. The form can be found in the rep packet and online. Maximum award is \$250/event or semester. Rep note that the budget on screen doesn't match rep packet, determined that rep packet is correct. Alex stressed the three ways a chapter can get money; Block grants, chapter rebates, and request from senate appropriations committee. Or fund raising.
- e. Brandy –Travel and Thesis- Responsible for determining if an applicant is eligible for money to travel to an event or bind a thesis. We generally run out of money in March/April so apply early. Everyone in a graduate program at NCSU is eligible for this money. Page 11 of the rep packet outlines the process.

Thesis fund awards up to \$50 per degree. Forms must be received before your graduation date. Form is online, original receipts must be turned in. No money will be given out in advance.

Travel Fund – is a 2 stage process. Up to \$250 per degree is awarded for travel to a conference you are participating in. The travel application form must be received two weeks before the start of the conference. Once you return: list out expenses, and turn in the original receipts, a copy of your abstract, and a copy of conference program schedule. It can take a couple weeks to get funding. Don't staple; tape your receipts. Apply early. Inform you constituents of this opportunity.

Q: Can you get both travel and thesis once per degree? Yes.

- f. Cat- ECO- responsible for maintaining the list-serves and website. Working on removal of spam from listserves. Responsible for updating emails. Use the website, it is helpful. It has links to chapter websites, it has lots of useful forms & links.

VI. Dr. Arusu- Send issues her way. She is new and eager to help.

VII. Dr. Lomax: see above; she spoke early.

VIII. Open floor.

One Rep noted: Department Orientation may be repeat of university wide.

IX. Adjournment: motion to and second.