



GRADUATE STUDENT ASSOCIATION

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UNIVERSITY OF CALIFORNIA, MERCED

5200 NORTH LAKE ROAD

MERCED, CA 95343

September 27, 2013

Graduate Student Association Meeting Minutes

Date: September 27th, 2013

Call to Order: 10:00AM

Location: KL474

In Attendance:

Henry Pai, *President*

Eddie Gibb, *Academic Affairs Officer*

Jason Davis, *External Vice President*

Janelle Szary, *Internal Vice President*

Aaron Cowles, *Public Relations-Community Outreach Officer*

Brandon Stark, *Secretary*

~~Alisa Keyser, *Interim Treasurer*~~

~~Kristynn Sullivan, *Ex Officio*~~

~~Rachael Martin, *Staff Liaison*~~

Laura Martin, *Coordinator of Institutional Assessment, Academic Affairs*

Previous Meeting Minutes Approved via Email

Old Business:

1. Ongoing Action Items (Discussed in Meeting)

a. Committee Orientation

i. Old Discussion:

1. Vision of the Committee Training

a. Introductory Keynote – GSA

b. What does it mean to serve? – Charles/Jane

c. Explain the GSA Process – GSA

d. Student Panel of past committee members

i. Share perspective

ii. Q&A

2. What do we want from Jane/Charles
 - a. Explain what it means to serve
 - b. Difference between individual vs. group voice
 - c. Ethical guidelines
 - d. Communication practices and guidelines
3. GSA Process
 - a. Importance of returning emails
 - b. Getting information to/from GSA
- ii. New Discussion:
 1. Finalized date and time: October 17th, 3-5pm, Bobcat Lair
 2. Orientation schedule and speakers are in place
 - a. Henry, Janelle, Emily, Michelle – Student speakers
 - b. Charles Nies has been scheduled
 3. Eddie has drafted an email, to send BCC to all participants, RSVP through Oracle
- iii. Action
 1. Approve email announcement after meeting
 2. Eddie to send
- b. Discussion Item: Committee Appointments
 - i. Previous Discussion:
 1. IRB Appointment
 - a. Graduate Student representative on IRB not nominated by GSA
 - b. Alex nominated by Justin, former IRB rep
 - c. Proposal: Review procedure with IRB appointment - *Janelle*
 2. Action Item: Henry to ask IRB about nomination process
 3. GROW appointments cut down to 2
 - a. GROW can't support more members - *Rachel*
 - ii. New Discussion
 1. Missing a couple more slots: Chancellor's Committee on the Status of Women, GROW, Student Affairs Advisory and SFAC, Athletics Advisory Board, Chancellor's Advisory Council on Campus Climate, Culture and Inclusion, Course and Miscellaneous Fee Committee
 2. Aaron volunteers for Athletics Advisory Board
 3. Janelle volunteers for backup for graduation committee
 4. Brandon to sit on TAPS
 - iii. Actions
 1. Eddie to continue setting up committee appointments
- c. Action Item: Travel Grant

- i. Previous Discussion
 - 1. Next call for Travel Grant will go out in October
 - 2. Propose adjusting the rules
 - 3. Unable to change rules for the next round of Travel Grant (sent in October). Can change rules for the round of Travel Grants sent in January – *Katie via Kristynn*
- ii. New Discussion
 - 1. Alisa is taking charge
 - 2. Will send out draft email announcement soon
 - 3. Concerns over changes to summer funding might discourage grad groups from requesting travel grant - *Janelle*
 - a. Some grad students received generic ‘Travel Funds’ not specific to a conference
 - b. GSA Travel grant is conference specific
 - c. Concerns over honesty and fairness
- iii. Action
 - 1. Alisa to send draft email soon
 - 2. Bring Kristynn, Alisa into discussion
- a. Delegate Assembly Delegate Assembly
 - i. Previous Discussion
 - 1. Seven groups have DA nominations, five still missing: BEST, EECS, ES, CogSci, Social Sciences
 - 2. Issue: Four people nominated for Applied Math
 - a. Is it fair just to choose?
 - b. An issue for the delegate assembly to figure out? – *Henry*
 - c. Ask Jason?
 - 3. Issue: Do we want more than 1 per group?
 - a. Maybe only 1 voting member?
 - b. Two people for large Grad Groups?
 - ii. New Discussion
 - 1. Still need DA volunteers from Social Sciences, CogSci, BEST
 - 2. Confirmed Delegates
 - a. MEAM: Soheil Fateiboroujeni
 - b. PSYCH: Jonathon Boyajian
 - c. QSB: Sarah Abboud
 - d. World Cultures: Dorie Perez
 - e. EECS: Simon Saffar
 - f. Applied Math: Johannes Brust
 - g. Physics & Chem: Leily Kiani
 - h. ES: Lauren Schiebelhut
 - 3. Issues with confidentiality

- a. Proposal: Let Janelle know if there is anything that should be confidential
 - iii. Resolution/Actions
 - 1. Janelle to seek CogSci
 - 2. Henry/Aaron to continue for BEST
 - 3. Track someone down in Social Science
- d. GSA Social Committee
 - i. Old Discussion
 - 1. Several people have expressed interest in getting involved
 - 2. Proposal: GSA Social Life Committee
 - a. Social Committee to report to Aaron
 - b. Small group to help plan and manage social events for the graduate population
 - 3. What items should the Social Life Committee tackle?
 - 4. Proposal: Propose 'Welcoming Committee' idea to the Social Committee for implementation
 - 5. Extra people from GROW be asked to consider Social Committee
 - ii. New Discussion
 - 1. Aaron to set up meeting with GSA Social Committee soon
 - 2. Agenda
 - a. GradPad fundraising
 - b. Trunk or Treat Event
- e. Trunk or Treat
 - i. Previous Discussion
 - 1. Trunk or Treat is a volunteer opportunity to help with a community Halloween event with the local Boys & Girls Club
 - 2. Proposal: Get a UC Merced vehicle
 - a. Support UC Merced's mission for community outreach
 - b. GSA/OSL Sponsored vehicle?
 - 3. Proposal: Reach out to more people with Facebook
 - ii. New Discussion
 - 1. No word from OSL on renting a car for the event
 - 2. Proposal: Borrow a car from a volunteer?
 - iii. Actions
 - 1. Aaron to continue planning for event
 - 2. Ask around for someone with a unique car to be decorated
- f. Branding of Rachel's work with GSA
 - i. Previous Discussion
 - 1. Events
 - a. GSA Transition Meeting
 - b. Ice cream & coffee social/committee rally

- c. Committee training
 - d. GSA open meeting
 - e. GSA committee recognition lunch
 - f. GSA elections
 - 2. Previously called Leadership Training
 - a. Suggestions?
 - ii. New Discussion
 - 1. Proposal: Graduate advocacy series - *Henry*
 - 2. Proposal: Gradvocacy – *Jason*
 - iii. Action
 - 1. Continue to propose name
- g. ASUCM Campus Activity Board
 - i. Previous Discussion
 - 1. subsidize campus events for grad students (we did not pass referendum fee)
 - 2. Contact: Ismael Verduzco (iverduzco@ucmerced.edu)
 - 3. Consensus: No need to address this issue right now
 - ii. New Discussion
 - 1. Henry started discussion
 - 2. Likely charge for big events, not for small
 - 3. Max price threshold (\$5)
 - iii. Action
 - 1. Wait and see

2. Inactive Old News

- a. Organization Chart
 - i. Discussion
 - 1. No one knows who to talk to
 - ii. Resolution
 - 1. Henry to draft an organizational chart
- b. Last Year's Budget
 - i. Update: Still awaiting further information
 - ii. Contact Point: Connie McBride (OSL) cmcbride3@ucmerced.edu
- c. Versatile Ph.D. Site
 - i. Old Discussion
 - 1. Development for students with nonacademic job training
 - 2. Ann will be leaving career services
 - 3. May experience some further delay in information
 - 4. Waiting on more information
 - 5. Hope to receive feedback from other universities
 - 6. Versatile Ph.D. Site subscription already purchased

7. Integration with MyMerced is being developed
 8. Further information to be released soon
- d. Action Item: GSA Leadership Program
 - i. New Discussion
 1. GSA Leadership Programs (Orientation, officer training, election, etc.)
 2. Under consideration: GSA Leadership event?
 3. GSA Leadership program was designed to help improve the leadership of the GSA officers
 4. Was an every other month series with keynote speakers to target specific areas
 5. Has devolved over time
 6. Proposed: Rebrand as a ‘Lunch with Special Guests’?
 7. Proposed: Hot Chocolate Social for Winter Break?
 - e. Grad Pad Funding/Beer Garden
 - i. Update: Charles Nies mentioned something about furniture - *Kristynn*
 - ii. Action Item: Kristynn to investigate
 - f. Delegate Assembly Roles
 - i. Discussion
 1. Suggestion: Define member’s roles - *Henry*
 2. Suggestion: Bring small meetings with the various Deans – *Henry*
 - g. Café Scientific
 - i. Discussion:
 1. Contact person: Erin Stacy
 2. GSA asked to provide monetary support
 3. Still looking for a suitable location
 4. Still looking for additional speakers
 - h. Grad School Fair
 - i. No Update: Suggestion to utilize Delegate Assembly

New Business:

1. Time Sensitive

- a. UAW action(s) with late TA appointment
 - i. Discussion
 1. (1) Letter sent to Labor Relations, 2) Labor relations collects data about who's getting assignments late, (3) Labor relations letter/communication for any violating grad group(s)
 2. Correspondence with Eric
 - a. Willing to sign if language changed?
 - i. henry- initial leaning towards no on signing; UAW

- is proper & better contract oversight body
 - b. Need to better understand appointment processes
 - i. Cross-ref with info about meeting with C. Kello and Carrie King
- 3. UAW wants the GSA to pass along the email
 - a. Consensus: Acceptable as long as GSA isn't signing on
- ii. Action
 - 1. Henry to draft email
 - 2. Email to be sent soon

2. Introduced by: Laura Martin

- a. Discussion: External Grad Division Review Procedures
 - i. Discussion
 - 1. This is a new periodic review for administrative units
 - a. Looking specifically at graduate division and its services
 - b. Assessing the quality of services
 - c. Considering the new Dean search and in context with the proposal to grow grad population to 1000 by 2020
 - 2. Grad Div Review documentation available on CROPS for participants
 - 3. GSA scheduled to meet with the review team Oct 10th, 4:30pm
 - 4. Suggested talking points
 - a. Explain how it feels to be on a new campus
 - b. Address topics missing from report (on Crops)
 - c. Help define what the priorities should be for grad students
 - 5. Review team to develop an action plan with a set of recommendations to the Provost
 - ii. Action
 - 1. Review documentation on CROPS in preparation of meeting

3. Introduced by: Henry

- a. Action Item: Smoke Free Policy
 - i. Discussion
 - 1. Enforced Jan 1st, 2014
 - 2. Opinions by Oct 4th
 - 3. Henry
 - a. Access to nicotine cessation products on campus (possibly listed as service in FAQ #13)
 - b. Should have some periodic warnings before now and 2014
 - c. Recommend exception due to UC Merced's location
 - d. Recommend exception to e-cigs

- ii. Action Item
 - 1. Henry to prepare response
- b. Meeting Report: WASC Interim Report Subcommittee (9/17)
 - i. Financial, student assessment, retention
 - ii. Data largely focused on retention
 - 1. How are things presented?
 - a. PhD vs. Masters (and transitions in between)?
 - b. By schools/groups?
 - c. Grant-funded students?
 - d. Minorities
 - 2. How are current analyses scaleable for further needs?
 - 3. Any responses from exit surveys to help explain #'s
 - iii. No action
- c. Meeting Report: Meeting with consultants on 2020 plan (9/19)
 - i. methods to find donors and future developers (one big push)
 - ii. largely dealing with space
 - 1. space in context of graduate student performance
 - 2. space in context of startup/cross-discipline brainstorming
 - iii. marketability of research
- d. Meeting Report: Chris Kello (9/24)
 - i. TA- will always be ongoing; procedures not in place; delegate to UAW, suggest to collect data through schools letters
 - ii. 500 K
 - 1. Difficulty in management of dispersal, though possible through grad funding model
 - 2. Was there additional funding elsewhere
 - 3. Per capita funding compared across UC's?
 - iii. Summer funding process
 - 1. Largely grad group controlled
 - 2. Funding given by head count thru Grad Div
 - iv. Action Item
 - 1. Chris Kello to send supporting numbers
 - 2. Chris Kello to send sanitized explanation for dissemination
- e. Meeting Report: Graduate Council (9/26)
 - i. Comments on Grad Program Review Policy and Procedure
 - ii. Review of Graduate Advisor's Handbook – ongoing
 - iii. Review of Dissertation dissemination policy – ongoing
 - iv. Comments on Grad Div external review report – ongoing, deadline soon
- f. Meeting Report: CIO Committee (9/23)
 - i. Ongoing, initial narrowing
 - ii. No ongoing actions

- g. Meeting Report: Carrie King
 - i. Discussion
 - 1. Multiple processes/parties could be hanging up the process
 - a. Faculty
 - b. Processing
 - c. Dates received vs decisions of TAs may differ
 - 2. Check conflict between Graduate Advisor's Handbook (pg. 28 according to in document numbering, section 4.2) and ASE agreement (Article 2)

4. Introduced by Eddie

- a. Discussion Item: CAPRA Update
 - i. Discussion:
 - 1. Approved for Physics establishment as its own graduate group
 - 2. Course buyout policy
 - 3. Expressed importance of signing bonus to attract top graduate student candidates

5. Introduced by Jason

- a. Discussion Item: UCSA
 - i. Continuing being a voice of moderation
 - ii. Typical politics going on
 - iii. UC Merced is the least enraged by Janet Napolitano's appointment.

6. Introduced by Brandon

- a. Meeting Report: CoR (9/25)
 - i. Open Access and Timeline
 - 1. UCMerced to roll out next year
 - 2. Process to be streamlined, included automated harvesting
 - ii. Janet Napolitano's site visit (Oct 3rd)
 - 1. No grad representation
 - iii. Campus Strategic Focus
 - 1. Current discussion is on themes rather than disciplines
 - iv. Research Safety Committee is recommended to be formed
 - 1. CoC to populate, no word on grad representation
- b. Meeting Report: TAPS (9/24)
 - i. Shaver Lot to return (20 spots), but will go away once COAB construction started in Feb
 - ii. Library Lot 2 to return in March
 - iii. New strategic bus study in the works
 - iv. Currently accepting bids

1. Expected by Jan 1st
 2. Evaluate the status of the bus system and satellite parking strategies
- v. AVC Graeme recommends people don't yell at Karin/James
- vi. Change in committee charge
1. TAPS committee to make recommendations to AVC Graeme
 2. Previously committee was charge to make recommendations to VC Mary Miller
 3. Will transition back to VC position once it is filled permanently
- vii. Parking situation this year
1. Oversold Preferred parking (1.4 per spot)
 2. Preferred fills up, North Bowl at 70%
 3. Little Lake at 10% (no one goes there)
 4. Looking to add 200-250 spots in North Bowl if they can secure the funding
- viii. New charge - Promote Castle as Satellite parking

Current GSA Member Committee Appointments

- Henry- Graduate Council
- Eddie- CAPRA, Ombuds
- Janelle – SFAC, Research Week Committee (work with Delegate Assembly)
- Jason- UCSA
- Aaron- Peer Mentor Program, GSA Social Committee, Athletics Advisory Board
- Brandon- Research Council, Research Week Committee, TAPS

Calendar of Events

Yearly Events

Event	Assigned Lead	Date
Committee Rally	Eddie	Sept 3 rd
Ice Cream Social (One per Sem)		~with Committee Rally
National Day of Service	Aaron	Sept 11 th , 2013
Committee Orientation	Eddie – Coordinate with Rachael	October 17 th , 2013
<i>Hot Chocolate Social</i>		<i>Winter Break</i>
Open Meetings		~Beginning of November ~Middle of March
Committee Thank You	Eddie	~Spring
Delegate Assembly	Janelle	

GSA Leadership

Elections		~April
Officer Transition Meeting		~June
<i>Leadership Training</i>		~Fall

Group Action Items

1. Brainstorm names for GSS Sponsored GSA Events
2. Call for Pictures from GSS/GSA events
3. Call for Bios for website

Next Meeting:

October 11th, 10:00 am, location: Acorn Room, KL159

Committee Orientation Email

Dear graduate student committee members,

To maximize your committee effectiveness, GSA will be hosting a "Committee Orientation" with light refreshments and food on October 17th from 3 to 5 PM in the Bobcat Lair. Vice Chancellor for Student Affairs Charles Nies will be the keynote speaker. It is not mandatory, but it will contain crucial information for appointments.

The tentative schedule for the event is as follows:

3:00 – 3:15 Arrival and Networking (get food)
3:15 – 3:20 Introduction and Welcome – Henry Pai
3:20 – 4:00 Committee representative training – Charles Nies
4:00 – 5:00 Committee procedure and process training by Eddie Gibb and Q&A
 student panel with Henry Pai, Janelle Szary, Emily Wilson, and Michelle
Greenwood.

Please RSVP to this email through Microsoft Outlook's Calendar to indicate whether you are coming. We hope to see you there!

Your GSA Officers
gsa@ucmerced.edu
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GSA Training for Graduate Student Representatives Serving on Campus Committees

3:00 – 3:15 Arrival and Networking (get food)
3:15 – 3:20 Introduction and Welcome – Henry Pai
3:20 – 4:00 Committee representative training – Charles Nies

- Overview of campus committees – differences and similarities
- Participation and communication expectations for graduate students serving on committees
- Understanding the difference between representing individual voice vs. voice of all graduate students
- Best practices for engagement

4:00 – 4:30 Committee procedure and process training – Eddie Gibb
4:30 – 5:00 Q&A student panel