



GRADUATE STUDENT ASSOCIATION

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UNIVERSITY OF CALIFORNIA, MERCED

5200 NORTH LAKE ROAD

MERCED, CA 95343

October 11, 2013

Graduate Student Association Meeting Minutes

Date: October 11th, 2013

Call to Order: 10:09AM

Location: KL159

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*~~

Iqbal Atwal, *Graduate Recruitment, Retention and Outreach Manager*

Juan Meza, *Dean, School of Natural Science*

Previous Meeting Minutes Approved via Email

Final Reports:

- 1. UAW Union for late TA appointments**
 - a. Email got sent out
 - b. No further action needed
- 2. Grad Div Review Team Meeting**
 - a. Met with review team Oct 10th
 - b. Shared our views
 - c. Waiting on final report
- 3. Smoke Free Initiative**
 - a. Henry sent a response to Jane Lawrence
 - b. No feedback

4. Janet Napolitano Site Visit

- a. Visit reps for grad and undergrad were both elected bodies and particular student positions
 - i. Not by random choice, but GSA, but individually selected

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. Finalized date and time: October 17th, 3-5pm, Bobcat Lair
 3. Orientation schedule and speakers are in place
 - a. Henry, Janelle, Emily, Michelle – Student speakers
 - b. Charles Nies has been scheduled
- ii. New Discussion:
 1. Everything is set and ready to go
 2. Currently have 14 facilitators and committee members confirmed as attending
 3. Over half of email recipients have not responded to their invitation.
- iii. Action Item
 1. Eddie to send out another reminder on Monday or Tuesday of next week.

b. 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
- ii. New Discussion
 1. Four slots left: SFAC, Chancellor's Advisory Council on Campus Climate, Culture and Inclusion, Course and Miscellaneous Fee Committee, Graduation Committee

2. 28 different graduate students sitting on committees
3. Janelle volunteers for graduation committee
4. IRB Selection Process
 - a. Henry asked for clarification
 - b. IRB under impression that it was working with GSA on appointment
 - i. Situation was a miscommunication issue
 - c. Next year, will have to make more of an effort to contact previously sitting members and committees
 - i. Some may want to serve again and forget to apply
 - ii. Some assignments are 2 year commitments

iii. Actions

1. Eddie to continue setting up committee appointments
2. Eddie to send out requests first to GROW applicants that were not chosen

c. 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*
4. 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
5. Alisa sent out email announcement (Oct 1st)

ii. New Discussion

1. Proposal – More notification of Travel Grant announcements
2. Proposal – Establish a regular calendar, place on a unified graduate student calendar
3. Proposal – Make an announcement on the digest

iii. Action

1. Will prepare better for next call in January

d. Delegate Assembly

i. Previous Discussion

1. 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. Delegate Assembly assembled
2. Proposal – Delegate Assembly Kickoff Event - *Janelle*
 - a. Meet & Greet with GSA and other DA members
 - b. On-Campus event
 - i. Not ready for more informal gatherings yet
 - c. Pizza & Beer
 - i. Alcohol issue
 - ii. Alcohol requires special permission
 - iii. Talk with Rachael & Jen about alcohol
 - d. Janelle to take lead and start event planning now (before next meeting)
3. Proposal for more formal organization delegate assembly (feel free to edit on paper, vote on later) - *Henry*
 - a. Necessity?
 - b. For
 - i. more representative
 - ii. similar structure at other uc's
 - c. Against
 - i. not of adequate size yet
 - ii. another layer of bureaucracy
 - d. Organizational structure
 - i. representative per grad group and alternate
 - ii. voting position (on everything)
 - iii. relations with GSA officers?
 - iv. oversight of GSA officers?
 - e. Selection process (representative and alternate)
 - i. Election through graduate group
 - ii. Similar timing with officer elections?
 - iii. Email list(s) through graduate coordinators?
 - f. Meeting(s) with GSA officers
 - i. 2 times a semester
 - ii. entice with food?
 - iii. spacing issues
 - g. Timeline
 - i. Would like to get things in place for next election cycle?

iii. Resolution/Actions

1. Janelle to take lead and plan Kick-Off event
2. Janelle to figure out alcohol situation for Kick-Off event
3. Table formal organization discussion till later

e. Organization Chart

- i. Old Discussion
 1. No one knows who to talk to
 2. Henry to draft an organizational chart
- ii. New Discussion
 1. Introduced organizational chart (See 'random files' in Dropbox)
 2. Attempted to present split between the Administrative Duties and Social Duties of each Graduate centered administrative unit

2. Inactive Old News

- a. Last Year's Budget
 - i. Update: Still awaiting further information
 - ii. Contact Point: Connie McBride (OSL) cmcbride3@ucmerced.edu
- b. Branding of Rachael's work with GSA
 - i. Old 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?
 3. Proposal: Graduate advocacy series - *Henry*
 4. Proposal: Gradvocacy - *Jason*
 - ii. Action
 1. Continue to propose name
- c. 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
 6. Aaron to set up meeting with GSA Social Committee soon
 7. Agenda

- a. GradPad fundraising
 - b. Trunk or Treat Event
 - d. 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 UCMerced's mission for community outreach
 - b. GSA/OSL Sponsored vehicle?
 - 3. Proposal: Reach out to more people with Facebook
 - 4. No word from OSL on renting a car for the event
 - 5. Proposal: Borrow a car from a volunteer?
 - ii. Actions
 - 1. Aaron to continue planning for event
 - 2. Ask around for someone with a unique car to be decorated
 - e. ASUCM Campus Activity Board
 - i. Old 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
 - 4. Henry started discussion
 - 5. Likely charge for big events, not for small
 - 6. Max price threshold (\$5)
 - f. Action Item: GSA Leadership Program
 - i. Old 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?
 - g. 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
- h. Grad Pad Funding/Beer Garden
- i. Update: Charles Nies mentioned something about furniture - *Kristynn*
 - ii. Action Item: Kristynn to investigate
- i. 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
- j. Grad School Fair
- i. No Update: Suggestion to utilize Delegate Assembly

New Business:

1. Introduced by: Henry

- a. Proposal: Set up Meeting with Provost
 - i. Discussion:
 1. Would like to touch base with him on occasion
 2. Discuss the status of the Grad Dean search
 3. Summer Funding status
 4. Proposal: Utilize (a piece of) \$500k from Chancellor dedicated for Summer Travel Funding
 5. Still awaiting further information from Interim Dean Kello
 - a. Last summer's funding results
 - ii. Resolution:
 1. Brandon to collect further information on funding model and last summer's funding results
 2. Contact Dean Kello to discuss improving summer funding before meeting with Provost
 3. Still want to meet with Provost, agenda in progress
- b. Meeting Report: Graduate Council (10/10)
 - i. Graduate division report feedback
 1. Consideration for NRT processes
 2. Visa issues
 - ii. Resource issues for interdisciplinary groups
 1. Graduate advisor's handbook treatment
 2. Editing and compliance practices

- c. Meeting Report: Iqbal (10/7)
 - i. Ongoing Grad recruitment, retention, and outreach manager (new-ish)
 - ii. Meet and greet
 - 1. Focus on recruitment in fall, retention in spring
 - 2. If y'all wish to help recruit, let him know
 - iii. GSA complaints with grad div (trying to get history)
 - 1. Summer stipend dispersal- think that's resolved
 - 2. Others?
 - iv. Emailed about our website link on GD; GD fixed link 10/9/2013

2. Introduced by Eddie

- a. Discussion Item: CAPRA Update
 - i. Discussion:
 - 1. No CAPRA meeting

3. Introduced by Kristynn

- a. Budget Increase Options
 - i. SFAC money
 - 1. Designed for specific events
 - a. Delegate Assembly Events
 - i. New events that Rachael doesn't do or shouldn't have to do
 - b. Work collaboratively with Rachael with asking SFAC for money
 - i. We don't want to pull money away from Rachael
 - 2. Proposal: Stipend for GSA
 - a. Executive Officers
 - b. Maybe not justified yet
 - 3. Proposal: Ask for money for filling up GSA office in SSB
 - a. Computer, pamphlets
 - b. Furniture
 - 4. Resolution
 - a. Look into organizing an SFAC request for delegate assembly events
 - b. Bring Rachael into the discussion
 - ii. Fee Referendum
 - 1. Proposal: Increase GSA fee for compensation
 - a. All other UCs compensate their GSAs
 - b. We're the only UC government group without compensation (ASUCM compensates)
 - 2. Resolution:

- a. Not justified
 - b. Grad Dean Search
 - i. Discussion:
 - 1. New Grad Dean search a failure – *Dean Juan Meza*
 - 2. Kristynn served previously
 - 3. Willing to serve again
 - ii. Resolution:
 - 1. Kristynn to serve again
- 4. Introduced by Brandon**
- a. CoR (10/9)
 - i. Feedback from President Napolitano’s visit
 - 1. Seems supportive of the 2020 project
 - 2. Is willing to push forward
 - ii. UCORP Request for Sequester/Shutdown Stories
 - iii. Policy Review of Campus Research Units (CRU)
 - 1. Defining Senate overview for academic reviews
 - 2. Current policy has limited oversight, no review process and no academic reviews
 - iv. Formal Memo to be released stating no rules on terminology
 - 1. Lab’s can call themselves a ‘Center’, ‘Institute’, etc without going through a formal process
 - b. TAPS (10/8)
 - i. Parking situation from TAPS perspective is satisfactory
 - 1. Le Grand fills to 95-100% daily
 - 2. Only seeing 5-10 overflow from Le Grand to North Bowl
 - 3. North Bowl at 85% capacity (max)
 - ii. North Bowl Expansion (Phase 2)
 - 1. Adding 100 new spots
 - 2. Not paved, or improved gravel
 - 3. Rough gravel like Shaver Lot
 - 4. Hopefully ready by next week
 - iii. Shaver Lake Status
 - 1. Won’t happen, going to use it as overflow for campus vehicles, vendors, etc
 - iv. Library Lot
 - 1. Proposal to turn it into a high mobility lot
 - 2. Remove all ‘A’ spots and increase visitor and short term parking spots
 - 3. Also to help improve situation for groups that travel between campuses
 - v. Castle Parking

1. Still collecting information
 2. Tied in with discussion on Library Lot
- vi. Little Lake Lot Usage
 1. Still little use
 2. Common issues: still too far away, no walkway, time consuming to get to
 3. Looking at adding a short pathway
- c. GSA Facebook Page
 - i. Discussion
 1. Facebook page up
 2. Waiting to be populated
 - ii. Action Item
 1. Janelle to add pictures

Current GSA Member Committee Appointments

- Henry- Graduate Council, CIO Search
- Eddie- CAPRA, Ombuds
- Janelle – SFAC, Graduation Committee
- Jason- UCSA
- Aaron- Peer Mentor Program, GSA Social Committee, Athletics Advisory Board
- Brandon- Research Council, Research Week Committee, TAPS
- Kristynn – Grad Dean Search

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 |
| Delegate Assembly Meet & Greet | Janelle | TBA |
| Hot Chocolate Social | | <i>Winter Break</i> |
| Open Meetings | | ~Beginning of November ~Middle of March |
| Committee Thank You | Eddie | ~Spring |
| GSA Leadership | | |
| Elections | | ~April |
| Officer Transition Meeting | | ~June |
| Leadership Training | | ~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
4. Start tallying up hours spent in GSA related meetings

Next Meeting:

October 25th, 10:00 am, location: Acorn Room, KL159

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

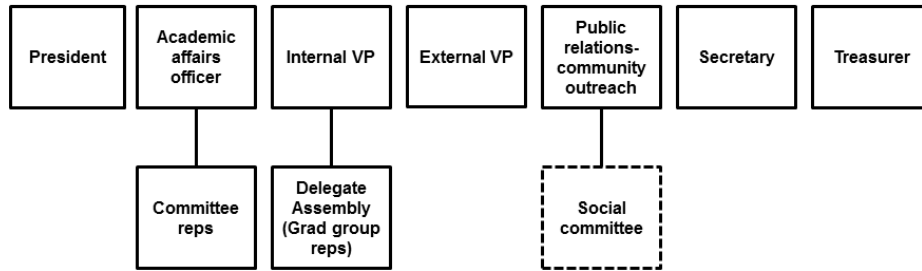
- Overview of campus committees – differences and similarities
- Participation and communication expectations for graduate students serving on committees
- Understanding the difference between representing individual voice vs. voice of all graduate students
- Best practices for engagement

4:00 – 4:30 Committee procedure and process training – Eddie Gibb

4:30 – 5:00 Q&A student panel

Organizational Chart - Henry

Personnel chart (Sept 2013)



Current positions

Potential positions

Graduate perception chart (Sept 2013)

