

**Graduate Student Advisory Committee**  
Meeting Minutes  
Connable Board Room, The Bernhard Center  
1-9-04

**Representatives Present:** Marcel Brouwers (chair), Jessica Baby (CECP), Craig Tollini (Sociology), Paul Chen (Econ), Doris Dirks (TLL), Sankar Shanmugam (Construction E), Nalaka Kodituwakku (Physics), Angela Prater (Com), Kurt Hayden (IME), Greg Waltz (Bio), Nancy Greer-Williams (Higher Ed), Jennifer Smith (English), Nate Michon (Comp Rel), Jay Cawthorne (PPSE), Ralucca Gera (Math), Erin Huskey (English), Debbie Glowacki (OT), Alison Karwan (CECP), Roy Henry (Political Science)

**Guests:** Dr. Bill Wiener, Dean (Grad College), Lynn Kelly Albertson (C&SES), Janice Quakenbush (Student Affairs), Gerald Harris (ME)

**The meeting was called to order at 3:01 p.m.**

**Introductions**

**Approval of the minutes from December 2003:**

Two corrections:

1. On page two instead of reading as a 25% budget cut, it should read a 2.5% budget cut
2. On page 5, the two representatives for the RPC should be Kurt and Rodger

The minutes were then approved by a **unanimous vote**

**Report from the Dean:**

1. Summer DA/GA funding was found
2. There will 147 Doctoral Associates next year, 15 of which will be held an abeyance for newly created departments, i.e. Spanish
3. TA/DA at the department level are at an all time high.
  - a. Departments requested 200 more TA/DA for next year
  - b. There are currently 1200 assistantships, but assistantships may not be able to grow – there is no additional funding
  - c. Tuition remission and Graduate College fellowships for next year will not be touched
  - d. Department Assistantships, however, may be cut from the department's budget
4. Applications for Doctoral Fellowships from the Graduate College are due February 15, 2004
  - a. The Graduate College can fund up to 20 Fellowships
5. March 15, 2004 is the deadline for the third round of Travel and Research Grants
  - a. 100 students will be able to be funded
6. On March 16, 2004 there will be an Internet 2 wireless conference over broadband.
  - a. Professionals all over Michigan will be discussing wireless endeavors on campuses

**Report from the Chair:**

1. GSAC Chair search
  - a. As of this meeting no one has applied for either position, Chair or Vice Chair
  - b. Encourage your friends to apply
2. Holiday dinner
  - a. 15 members of GSAC and friends met at McGinnis Landing for the holiday dinner
  - b. It was lovely, festive and delicious
3. Unionization sub-committee
  - a. RSO tour begins next week with AGES
  - b. Looking to make more meetings with GSOs
  - c. Sub-committee will meet again sometime this month
  - d. At the next meeting Marcel will report on the student view of unionization
4. Dinner with Dr. Bailey
  - a. January 26, 2004 at the Gilmore House, 6:30 –8:30
  - b. This is a working dinner so formal attire is required

## GSAC Sub-Committees and University Councils:

1. Web-Committee – Marcel
  - a. Still there
2. Public Relations – Jessica
  - a. Graduate Student Professional Development week is in two weeks, January 26-29, 2004 in rooms 211 and 212 Bernhard Center
    - i. Doris asked Jessica to email the membership about volunteer opportunities for the week
    - ii. There will be a raffle and massages during the event
    - iii. Jessica will email all members the GSPD flyer and accompanying information
  - b. Leadership Fair
    - i. The Leadership Fair will be on January 22, 2004
    - ii. GSAC will have a table at the event to talk to graduate students and recruit for GSAC membership, and Chair and Vice Chair positions
    - iii. Jessica handed out flyers to the membership and asked them to distribute the flyers in their department
3. University Assessment
  - a. General Education Sub-Committee – Craig T.
    - i. Did not meet
4. Legislative – Jessica
  - a. Greg Rosine came to say thank you to GSAC for their letter writing campaign during the budget cut announcements.
  - b. Marcel mentioned that he is still having trouble with Financial Aid concerning his stipend overpayment from the Fall semester. He asked that other students talk with him after the meeting if they are having the same troubles. Nalaka mentioned a solution; Marcel should call Financial Aid and have them remove the block on his account. They are willing to do so.
  - c. Marcel also encouraged the membership to write letters to Dean Reish, Dean of University Libraries, about limiting the libraries' hours and closing the libraries on Saturday.
5. University Councils
  - a. Research Policies Council – Rodger and Kurt
    - i. Kurt reported that the committee is searching the web finding out who is doing what research
    - ii. A large part of the meeting was dedicated to revising the process and standards for recognizing research on campus
      - It was briefly mentioned that students were not included in the process nor allowed to receive the award
  - b. Technology and Operations – Peter
    - i. Did not meet
  - c. Graduate Studies Council – Marcel, Jen,
    - i. Did not meet
  - d. Campus Planning – Greg
    - i. In response to last month's discussion on the lack of phones in the Engineering complex, Greg called public safety. Public Safety did not get back to him, so he is still waiting for an answer
  - e. International Education Council - Paul
    - i. The Committee looked at a proposal that WMU join the ACE Internationalization Collaborative. The council will vote on whether to support the membership or not.
      - Action necessary to join are:
        - Determine a leadership team consisting of a "chief academic officer" and at least two faculty members and appropriate administrators.
        - Develop an institutional profile of WMU (currently being developed by the Haenicke Institute)
        - Have at least two members of the leadership team attend the next two ACE meetings

- Develop a policy committee that will address issues and future charges pertaining to academic advising, travel policy of studying abroad– what would happen if the country is declared an unsafe area to travel to
- VISA reform. Proposal from the council to support the cause
- Have faculty members and/or international committee members from various colleges to participate in future meetings to have a more diverse voice

6. GFAC – Marcel

- National Council of Engineers
  - As for \$2,000.00 for a workshop on how to get a 4.0
  - The workshop will be on January 27, 2004 in the Bernhard Center Ballroom
  - The speaker is well known in this area
  - Although mainly for undergraduate students, graduate students have attended in the past
  - Nancy motions to allocate \$2,000.00 to the organization, Kurt seconds
  - The vote is unanimous
- Biology Graduate Student Organization
  - Asked for an operational budget of \$500.00, GFAC recommends \$300.00 since the year is almost over. They can apply again next year for full funding
  - Doris motions to allocate \$300.00 to the organization, Kurt seconds
- Graduate Students and Professionals in Student Affairs
  - Asking for \$150.00 to give a workshop on careers in student affairs
  - Doris makes a motion to allocate \$150.00 to the organization, Kurt seconds

7. MLK Committee – Doris and Angela

- A last minute change in the keynote speaker, Kevin Powell (known writer, speaker, scholar and Real World participant) became the new speaker

8. Western Student Association

- Although no representative was present, Marcel noted that the organization will be revamping their constitution. Stay tuned to see what happens.

**Old Business**

- Marcel will be working on a proclamation from Dr. Bailey declaring April 5-9, 2004 Graduate and Professional Student Appreciation Week.
- This was done last year

**New Business**

- Peace Jam will be Friday, March 26, 2004.
  - The Nobel laureate speaker will be Jodi Williams, known for her work on banding landmines
  - The talk will be at 7:00 on the 26<sup>th</sup> in the East Ballroom, Bernhard Center

**General Announcements**

- GFAC meeting – February 13
- GSAC meeting – February 13

**Open Discussion** – “The State of Graduate Schools”/Food

Adjourn at 5:00 p.m. for Holiday Dinner