



Graduate Student Advisory Committee Meeting Minutes

Friday, May 9, 2008, 3p.m.

Lobby – Walwood Hall (The Graduate College)

Representatives Present: Brandi Pritchett (Chairperson), Alyssa Kalata (Vice-Chairperson), Kazuhiro Iwamoto (Biological Sciences), Sheryl Johnson (Family & Consumer Sciences)

Guests Present: Jordan Hochstetter (CAB Graduate Assistant), Lynnae Stankus (Associate Director of SALP), David VanDrusen (CAB President)

1. Call to order: 3:01
2. Introductions
3. *Approval of the Agenda 05/09/08: Kazuhiro moves to approve, seconded by Alyssa.
4. *Approval of Minutes from 04/11/08: Kazuhiro moves to approve, seconded by Alyssa.
5. Report from the Dr. Lewis Pyenson, Dean of the Graduate College: Not present.
6. Report from the Chair
 - a. Provost Search Advisory Committee: Brandi reported that the committee has done a lot of work and has selected a candidate to whom they would like to make an offer. She stated that there hasn't been an acceptance or declination at this point and that she will be speaking to Rosana to get more details. Kazuhiro reported that he attended all the meetings with each candidate and stated that each individual had their pros and cons, although they all appeared to be qualified for the position.
 - b. Board of Trustees Meeting, 5/02
 - i. SAF increase approved: Brandi stated that the SAF increase passed the student vote by a margin of 65% to 35%. She reported that the proposal to increase the SAF then had to be taken to the Board of Trustees for approval. She stated that Danielle Harik (the WSA President), Andrew Crowe (the WSA Vice-President), and a number of other individuals attended the Board of Trustees meeting, where the SAF increase was approved. Brandi reported that this means that GSAC's budget will increase substantially for the upcoming fiscal year.
 - c. Plans for the 2008 – 2009 School Year
 - i. 2008-2009 Event Planning: Brandi stated that because of the increase in the SAF, the GSAC will need some ideas of new events to put on for the upcoming year. The possibility of increasing the amount of money that goes to the GFAC, as well as increasing caps on the amount of money that RSOs can apply for was discussed and it was determined that both increases should likely occur for the upcoming year. Alyssa mentioned that she would also like to see the number of departmental graduate student RSOs increase during the upcoming year.
 - ii. Branch Campus Contacts: Brandi reported that she and Alyssa are planning visits to the branch campuses for the upcoming year and that they have been making contacts with relevant individuals.
 - iii. Departmental Orientation Outreach: Brandi stated that she is in the process of drafting a letter to be sent to all GSAC representatives that she hopes can be distributed to students in each department. She also mentioned that she and Alyssa will be working to connect with the chairs of departments and departmental representatives to find out when their departmental orientation meetings will be occurring. Finally, Brandi mentioned that she will be utilizing the Listserv to reach out to students in individual departments.
7. GFAC – *Alyssa Kalata (no proposals)*: Alyssa stated that there were no proposals this month, although some minimal funding is available. She encouraged GSAC members to alert RSOs to the availability of this funding.
8. GSAC Treasurer – ***Needs one volunteer!*** (pg. 3): Alyssa mentioned that she is currently serving as the GSAC Treasurer. Brandi mentioned that it would be nice to have a GSAC member fill this role and noted that the position requires a minimal time commitment.
9. GSAC Sub-Committees and University Councils
 - a. Web Committee – *Alyssa Kalata*: Alyssa stated that she is working on creating a portion of the

website that will explain the SAF in detail. Brandi also stated that she is working on a Chair's Welcome Letter that will be posted shortly.

- b. Graduate Research Symposium and Journal (Hilltop Review) – *Vacant*: Brandi reported that this committee has been inactive that she would like to reactivate it for by the Fall semester.
- c. Graduate Student Research and Travel Awards Selection Committee – *Kamleshkumar Suthar*: Not present.

d. University Councils

- i. Research Policies Council (2) – *Alyssa Kalata, Greg Laing*: Alyssa reported that WMU will have awarded over 100 doctoral degrees this school year. She also stated that the Research Policies Council gave their thanks to GSAC for their work on the Research and Creative Activities Celebration Day. Finally, Alyssa mentioned that the Research Policies Council is beginning discussion of ways in which non-resident graduate students could be charged in-state tuition rates. This discussion is in the early stages and will continue over the coming months.
- ii. Graduate Studies Council (2) – *Brandi Pritchett, Alyssa Kalata*: No report.
- iii. Campus Planning and Finance Council (1) – *Priya Srinivasan (Needs One Member)*: Brandi reported that GSAC needs an individual to serve on this council. Alyssa briefly described the types of issues discussed by this council.
- iv. International Education Council (1) – *Kazuhiro Iwamoto*: Kazuhiro reported that the chair of this council has stepped down. He also reported that his term of service is up and stated that he would be willing to give another GSAC member the opportunity to serve on the council if he or she is interested. If not, Kazuhiro agreed to continue serving on this council.

e. MLK Committee: No report.

f. WSA representative – *Danielle Harik, President*: Not present.

g. CAB representative – *David VanDrusen, President*: David introduced himself and Jordan, who will be the graduate student working with CAB for the upcoming year. David reported that CAB is in a big transition at the moment and is focusing on Bronco Bash and getting prepared for the upcoming school year.

h. Teaching Assistants Union (TAU): Not present.

10. Unfinished Business

- a. NAGPS Membership Upgrade & Print Increase: Brandi reported that the NAGPS Lifetime Membership upgrade was apparently approved by President Dunn. She will be investigating the status of that upgrade. Brandi will also be looking in to the status of getting the graduate student printing limit increased from 500 to 1,000 pages.
- b. Graduate Student Survey: Alyssa reported that the results of the Graduate Student Survey are now posted on the GSAC website.
- c. Spring events:
 - i. WMU Day at the Capitol – LAST DAY TO REGISTER (pg. 4): Brandi reported that this is the last day to register, if any students are interested in going.

11. New Business

- a. NEW Budget – Kazuhiro recommended that in order to better plan events for the upcoming school year, the Public Relations Committee (PRC) be reestablished. Brandi stated that she will send out an e-mail regarding this matter. Kazuhiro also made a suggestion for a possible GSAC event for the upcoming school year. He stated that approximately two to three years ago, GSAC rented out the Kalamazoo Art Institute for the evening and had the Western Jazz Quartet perform while people enjoyed a light meal and looked at the artwork. Other suggestions were made to have a GSAC Art Hop night, to create a professional development lecture series (possibly in conjunction with the Graduate College), and to have a networking retreat for GSAC members.

12. General Announcements & Briefs

- a. Announcements for the Good of the Order
- b. Next GFAC and GSAC meetings: June 13, July 11, Aug. 8

11. General Discussion “The State of Graduate Schools”

- a. Future Events

12. Adjourn: 3:47

*Items that require a vote from members.



GSAC Treasurer

Job Description

- Follow and work with GSAC yearly budget created by GSAC Chair and Vice Chair.
- Maintain financial files for GSAC and attend required workshop for training purposes with Student Activities and Leadership Programs (SALP) RSO Financial Advisor
 - Will be trained on:
 - University and SALP financial forms
 - GLOW (online financial account system)
 - Reconciling
- Reconcile GSAC financial file once a month
- Create detailed monthly report on GSAC spending

WMU Day at the Capitol

<http://www.wmich.edu/wmuday/>

WMU Day at the Capitol is a first-of-its-kind display of pride and achievement at the Michigan Capitol Building during a daylong event Wednesday, May 28.

Members of the WMU community will meet with lawmakers and have exhibits and displays on the front lawn of the capitol in Lansing.

Register today to participate in this WMU celebration with other students, alumni, parents, faculty, staff and friends of the University. Souvenir t-shirts, box lunches and optional bus transportation from WMU to Lansing, all free of charge, will be available for participants who register to attend. **Show your support for WMU and register now for WMU Day at the Capitol.**

RSO Participation Award

(GSAC!)

Students are asked to list all registered student organizations in which they are active members when they register for WMU Day. The RSO with the greatest percentage of its membership in Lansing on WMU Day will receive a **\$300 award** to support the RSO's activities, its scholarship fund or any other purpose it chooses.

Schedule

8:30 a.m.—Buses depart Bernhard Center

10 a.m.—Arrive at Capitol Building, begin set-up of outdoor exhibits, begin scheduled meetings with legislators

noon—Lunch

1 p.m.—Begin Capitol tours

2 p.m.—Reception for legislators

2:30 p.m.—Begin breaking down exhibits

3:15 p.m.—Meet on Capitol steps

3:45 p.m.—Depart Capitol

5 p.m.—Buses arrive at Bernhard Center