Craig Morris

GSA President

No report submitted for February 2020
Claire Herhold

GSA Vice President & Chief Financial Officer

Goals for February 2020

- To see what options there are for GSA to establish a hardship fund
- To successfully lead the January GFAC meeting and prepare for the February meeting.
- To assist Kyra and Allison in planning their respective events
- To develop a system for reporting officer activities throughout the month and publishing to the website.

Summary of February 2020 Activities

I met with Kelly Reed and Karen Lamons of the Invisible Need Project, as well as Naomi Bick from the Teaching Assistants Union, on January 28 to discuss how the Invisible Need Project operates the student emergency relief fund and see what options GSA and TAU have for establishing similar funds. As a university organization, GSA would be under the same restrictions as Invisible Need for distributing funds, although TAU might have a bit more freedom. Kelly and Karen emphasized that they are not running out of money and would rather work with GSA to publicize the funds that already exist.

GFAC met on January 31. We approved three conference grants and two RSO events.

I emceed the 3 Minute Thesis competition on February 12 and helped Kyra set up the room for the event.

On February 20 I attended a student feedback group organized by the library to provide perspective on graduate student needs, and I attended the WMU student mental health summit on the morning of February 21.

Committee Activity

The Dunbar Hall remodel core team held a town hall on February 4 to solicit feedback on the proposed designs. The core team then had an all-day meeting on February 5 to finalize the strategic design with all stakeholders before moving on to the next design phase.

The Campus Planning & Finance Council of the Faculty Senate met on February 18. Major points of discussion included how faculty can contribute to the new WMU branding initiatives
and the new busing contract. The council voted to approve a Memorandum of Action on the role of faculty in the WMU Capital Campaign and fundraising.

Self-Evaluation of Monthly Goals and Challenges

It was good to get answers from Kelly and Karen regarding the hardship fund. I want to learn more about the medical fund offered by the Sindecuse foundation and see if there’s any potential for assistance there. Kyra and I met several times about 3MT and the event went off without a hitch. GFAC members provided great feedback on how to make GFAC more efficient in the future. Allison, Craig and I worked on creating a monthly reporting system. It took me much longer than I wanted to implement the report – especially because we had to figure out how to coordinate with the Graduate Ambassadors – but I anticipate a smoother rollout in March.

I had two major challenges this month in achieving my goals. The first was simply time management. Both the strategic design review of the Dunbar Hall remodel core team and the 3MT competition fell on days that I normally hold GSA office hours. I couldn’t devote those Wednesdays to GSA matters as I usually do. The writing deadlines I am under for my dissertation also prevented me from devoting additional time to GSA. The second challenge is that Erin Baker, my main resource and contact person for all financial matters in the Office of Student Engagement, is still catching up on her work after her extended medical leave. There’s only so much she can do each day until she gets through the backlog.
Maegan Campbell

GSA Director of Administration

Goals for February 2020

Establish timelines for the Make A Difference Awards including reviewing time. To document meetings in the form of meeting minutes. Look over any incoming nominations for the Make A Difference Awards. Troubleshoot any issues regarding Make A Difference Awards.

Summary of February 2020 Activities

Established timelines for the Make A Difference Awards. Submitted meeting minutes. Looked over three submissions thus far. Troubleshooting Experience WMU for submission access, form access. Troubleshooting award guidelines for awarding Make A Difference Awards.

Committee Activity

I don’t currently serve on any committees.

Self-Evaluation of Monthly Goals and Challenges

Met all goals.
Robert Parsons

GSA Paliamentarian

No report submitted for February 2020
Alexander Hoffmann

Editor, The Hilltop Review

Goals for February 2020

My goals for this month were to ensure that the call for papers had been sent out, the physical copies of The Hilltop Fall 2019 Edition were ordered, and The Hilltop is prepared for the submission deadline next month.

Summary of February 2020 Activities

Ordered journals, communicated call for papers/reviewers, attended GSA meetings, helped with 3MT.

Committee Activity

I don’t currently serve on any committees.

Self-Evaluation of Monthly Goals and Challenges

I feel like I have quite successfully met my goals. This month is the slow one for The Hilltop as it is sandwiched between last month's publishing frenzy and next month's peer-review tasks. The biggest challenge I faced was scheduling all of my responsibilities in between my gradwork and TA duties, but everything remained fairly manageable overall.
Allison Grime

GSA Director of Events & Planning

Goals for February 2020

Plan two Lunch and Learn events to benefit graduate students. Work with vendors and Bernhard Center to plan details for the Make a Difference Awards.

Summary of February 2020 Activities

Planned a Lunch and Learn event focused on APA 7th Edition for the end of February. Planned a Lunch and Learn event focused on graduate student mental health in March. Met with Bernhard Center staff to plan details for the Make a Difference Awards including space set up and food choices.

Committee Activity

I don’t currently serve on any committees.

Self-Evaluation of Monthly Goals and Challenges

I accomplished my goals for this month. The biggest challenge I faced in meeting these goals was getting ahold of presenters for the Lunch and Learn events; I contacted multiple offices and individuals to find qualified and excited speakers.
Goals for February 2020

Successfully plan and hold Three Minute Thesis (3MT) competition held on 2/12.

Summary of February 2020 Activities

Reviewed all 3MT applications and sent out offers to participate. - Communicated with all 3MT presenters and the 3MT committee to assign roles and ensure everyone knew what to expect on the day. - Bought raffle prizes. - Booked Bernhard Center room and catering. - Advertised the event via flyering around campus (with the help of my lovely committee and Graduate Ambassadors) and emails. - Reached out to prior 3MT winners and Dr. Byrd-Jacobs regarding faculty and student judges for the event. - Attended 3MT and organized on the fly throughout the day. - Printed all 3MT related materials, including flyers, People's Choice Awards, award certificates, etc. - Sent out congratulatory emails to winners and forwarded WIN #s of winners to GFAC so that winners can receive their winnings. - Notified Dr. Byrd-Jacobs of the winner across both semesters so that she could inform the winner that he was being invited to the regional competition in Milwaukee in April.

Committee Activity

I don’t currently serve on any committees.

Self-Evaluation of Monthly Goals and Challenges

I met my goals for this month. Challenges: - Unexpected mishaps (e.g., illness among presenters and committee members) that must be overcome.
Yolonda Lavender

GSA Director of Public Outreach

Goals for February 2020

Complete community service volunteering

Summary of February 2020 Activities

Completed community service volunteering
Secured community organizations to present at GSA general body meetings

Committee Activity

I don’t currently serve on any committees.

Self-Evaluation of Monthly Goals and Challenges

Goals were met. There were some challenges with securing volunteers for the community service project.
Graduate College Ambassadors

Submitted by Malia Roberts

Goals for February 2020

This is a group report submitted by Malia Roberts, associate director, Graduate College, on behalf of the Graduate Student Ambassadors. Graduate College Ambassadors serve as student representatives of the Western Michigan University (WMU) Graduate College and the Graduate Student Association (GSA). Ambassadors are current graduate students from each academic college at WMU who receive training to:

- Inform prospective graduate students about graduate programs, student life, WMU and Kalamazoo community
- Participate in recruitment activities and campus tours
- Provide peer support to current graduate students by helping them navigate graduate school
- Serve on a university council or committee that shapes policy and procedures affecting graduate students.

Summary of February 2020 Activities


Committee Activity

The ambassadors who serve on a committee will submit separate reports.

Self-Evaluation of Monthly Goals and Challenges

Goals achieved. No challenges.
Anna Pilar Calsina Berna

Graduate College Ambassador

Goals for February 2020

Graduate College Ambassadors serve as student representatives of the Western Michigan University (WMU) Graduate College and the Graduate Student Association (GSA). Ambassadors are current graduate students from each academic college at WMU who receive training to: -Inform prospective graduate students about graduate programs, student life, WMU and Kalamazoo community -Participate in recruitment activities and campus tours -Provide peer support to current graduate students by helping them navigate graduate school -Serve on a university council or committee that shapes policy and procedures affecting graduate students.

Summary of February 2020 Activities

N/A

Committee Activity


Self-Evaluation of Monthly Goals and Challenges

Goals achieved. No challenges.
Zari Carpenter

Graduate College Ambassador

Goals for February 2020

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- Participate in recruitment activities and campus tours
- Provide peer support to current graduate students by helping them navigate graduate school
- Serve on a university council or committee that shapes policy and procedures affecting graduate students.

Summary of February 2020 Activities

N/A

Committee Activity

The Research Policies Council (RPC) meets the second Thursday of every month. The RPC met on Thursday, 13 February 2020, 2:30 to 4:30 p.m. A. Procedural Items Call to order Welcome Acceptance of the Agenda Approval of Minutes of 9 January 2020 B. Information Item Jim Butterfield, Chair of International Education Council, invited to discuss issues relevant to both RPC and IEC

*Presented on issues regarding the international dimensions of research *Recent policies and concerns about international research collaboration
*WMU funding for faculty international travel
*My takeaway is that we need to walk the fine line between promoting internationalization of research as well as respond to national security concerns
*Policy and actions impact grad students (e.g. dissertation research in other countries)
*Make sure to always be transparent when applying to grants and always disclose all foreign funding
*(more detailed notes on this hour long presentation when meeting minutes are published)

C. Action Item MOA-19/09 Revision of the Research Misconduct Policy – AAUP Feedback – Arugaslan

*This policy language revision was pushed back to a later date. Not relevant to grad students.

D. Updates and Reports Council Chair and Vice Chair – Arugaslan and DeFulio

*Nothing pertaining to grad students

Vice President for Research and Innovation – Kinzy

*Related to point about international research and foreign influence on US researchers and transparency of funding (more details to come when these meeting minutes are published)

Interim Dean of the Graduate College – Byrd-Jacobs

*Updates on how 3MT went, numbers of research and travel grants awarded (research applications were up), and upcoming events

*NOTE to grad students* There is a one-time second deadline to apply for December 2020 graduation – March 13th. If a
A grad student wants to graduate in December and missed the new graduation deadline they have until March 13th. *Perhaps of interest: incoming doctoral students may be nominated by their department for the doctoral scholar assistantship. This is a two-year fully funding assistantship for doctoral students who are promising researchers. Yet graduate students are not able to nominate themselves, it is up to the department to submit their application. The deadline was moved up to recruit grad students and was 2/14/20. The Graduate College typically awards 4-6 doc scholar assistantships a year. E. Other Business F. Adjournment

**Self-Evaluation of Monthly Goals and Challenges**

Goals achieved. No challenges.
Hanny Tishriana Wuysang

Graduate College Ambassador

Goals for February 2020

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- Provide peer support to current graduate students by helping them navigate graduate school
- Serve on a university council or committee that shapes policy and procedures affecting graduate students.

Summary of February 2020 Activities

N/A

Committee Activity

Academic and Information Technology Council met on Monday, February 10, 2020. The summary/agenda of the committee meeting:

1. Instructional Technologies Committee Report: The committee is in the process reviewing software/applications that can help students to avoid plagiarism.
2. Update on Advancing Open Education Resources (OER): Will create policy for using/utilizing OER for students.
3. Explore ways to incorporate technology into strategic planning and policy review
4. Report from Unified instructional support
5. Chief Technology Officer Report

Self-Evaluation of Monthly Goals and Challenges

Goals achieved. No challenges.