January 21st 2022

TO: Graduate Student Association Members

Executive Board: Opheria Cheng, Jill Braman, Listiani Eran, Kathy Hernandez, Louai Shomali, Mike Ozga, Candice Seifer, Jami Dykstra, Matt Carl

Advisory Member: Kate Bates

GUESTS: Dr. Byrd-Jacobs, Jeff Spoelstra

FROM: Candice Seifer, Director of Administration and Parliamentarian

Graduate Student Association – Minutes

January 21, 2022

Location: 208 – 209 Bernhard Centre

WebEx: https://wmich.webex.com/meet/kathywaleska.hernandez

Call to Order-

1. RSO sign-in sheet for in person attendees
2. Acceptance of the Agenda
3. Approval of Minutes
   a. Approval of Minutes
4. Introductions/Opening Activity- Ice Breaker
   a. Prize for Ice Breaker
5. Graduate Studies Report- Dr. Byrd-Jacobs
   a. Watch for the research and travel grant-opp to get $1,000 towards attendance at a conference
   b. Application for fellowships are open
   c. Check out funding opps on website, due in Feb www.wmich.edu/grad --> funding opportunities
   d. Event on April 2nd to welcome undergrad students, looking for grad students to volunteer
6. **Director of Office for Sustainability** – Jeff Spoelstra
   a. Office for student sustainability has pledged to fund half for a student to work on a project
   b. Working on carbon neutrality for 2030, monitoring energy use on campus to be able to assess and reduce energy use.
   c. Considering additional investments on this initiative in the future.
   d. Open for questions.
   e. Voting to approve funding a portion of this student initiative. Approved with all votes in support.

7. **President** – Opheria Cheng
   a. Recapping the semester outlook
      i. Events are planned, website is being updated, events will have the option of being hybrid.
      ii. See RSO sign up sheet or reach out if you are interested.

8. **Budget** – Jill Braman
   a. Overview of the budget year to date.
      i. 3 grants through grad college
      ii. Motion to add $5000 to the conference grant line item in the budget.
         1. All members are in favor.
   b. Proposed Amendment of the 2021 – 022 Budget: Additional of line items for graduate student tutoring service and needs based scholarship.
      i. Pay would be $14 per hour- GSA would fund $10,000 towards graduate student tutors.
      ii. Motion to vote- All in favor of adding $10,000 to fund tutors at the writing center
      iii. All voted in favor

9. **Other Member Reports**
   a. Matt Carl – Director of Outreach
      i. Developing resources at the Bernhard center for students
      ii. Creating a panel of grad students to understand grad student needs and help to resource them.
iii. RSOs should contact Matt with any volunteer opportunities and or resource needs they have. Reach out to him outreach-gsa@wmich.edu

b. Kathy Hernandez – Director of Professional Development and Public Relations
   i. 3MT competition- gsa-gradtalks@wmich.edu inquire at this email.
   ii. Opportunity to win prizes, and to compete in the Midwest regional competition. Compete with all regional winners, winner of this goes to national competition, this is a worldwide competition.

c. Jami Dykstra – Director of Events

d. Louai – Changes to the Constitution – Call for Committee members
   i. Looking for a GSA member to join executive board members in this committee.
   ii. Contacting departments for to resource other funding opportunities for students

e. Jami Dykstra-
   i. Bowling coming of Feb 19, 1-4pm at Rev and Roll in Kalamazoo
   ii. Virtual trivia

f. Creating Resources for Funding Opportunities

g. Candice Seifer – Director of Administration

h. Mike Ozga – Director of Advocacy and Legislative Affairs

10. HillTop Review Update- Listiani Eran

   a. Please volunteer to review the Hilltop Review
      i. Editorial board position is available (position i. and ii. Can be combined)
      ii. Copy editor position is a paid position available, email if interested
   b. Please submit your journal submissions.
   c. Seeking creative entries for the journal- deadline is March 5. Prizes will be awarded.

11. New Business

   a. Voting on proposed amendments to the constitution
      i. Amendment to Article IV, section A, clause 2. Amending it to say “All executive board officials shall be elected annually and shall serve a term of one (1) year.
      ii. Discussion took place
iii. Voting- yes /no motion passes

12. Open Floor/ student concerns

13. Announcements
   a. Next GSA general meeting February 18, 3 pm, 105 -107 Bernhard center or virtually at https://wmich.webex.com/meet/kathywaleska.hernandez
   b. Open Call for President and Vice president Fall 2022
   c. Looking for a WSA representative to attend Wednesday evening meetings

14. Adjournment- motion OC/2nd KH 4:36pm