**SEC Meeting Agenda**

**November 1, 2013**

**3:00-5:00pm**

**Attendees:** GSS Senate Executive Committee. Everyone was in attendance.

**Meeting Location:** 309 BTSU

**Handouts:** Code of Student Conduct

1. Call to Order
	1. Lingxiao called the meeting to order at 3:02 pm.
2. Approval of Minutes: Martha moved, Mike seconded. Vocal approval. Not enough people voted online for a majority, so we did an in-meeting approval.
3. Old Businesses
4. BGSU Graduate Student Bill of Rights: Faculty was not fond of the Bill of Rights. Lingxiao asked for feedback, re-writes, title changes, etc. As of three years ago, when this document was written, the overwhelming majority was graduate assistants, but now there are more fee-paying students. Lingxiao attended USG meeting, and they are also interested in updating a Bill of Rights for undergraduates and possibly collaborating. If you would be interested in helping in possibly working on a committee for a Bill of Rights, contact Lingxiao.
	* At Grad Council, no one had recollection of these being in the works three years ago.
5. Grad Fair sign-up: Lingxiao is passing around a sign up sheet for the GSS table Graduate Fair, which is Nov. 20 from 3 pm to 7 pm. Senators can also sign up.
6. Office hours are only for SEC. Lingxiao thanked those who came to do office hours, and hopes SEC continues to do this; it increases productivity and efficiency. Don’t forget to use the office assistants if you need them.
7. Mission Statement Review – No one emailed Martha yet, but Rachel voiced that she would email Martha with her feedback.
8. New Businesses
	1. Accenture Review – Tuesday, Nov. 5 from 4-5 pm. Representatives from GSS are Lingxiao, Martha, Jigar, and Elizabeth. If anyone has questions for Accenture, please email Martha. Martha asked if Lingxiao had any insight as to what the nature of the meeting will be, and Lingxiao will forward Martha information.
		1. Accenture is collecting data from administrators, faculty, staff, and students regarding current status of university and offer financial suggestions regarding efficiency, systems issues, budgetary needs, etc.
	2. Code of Student Conduct review – Asst. DoS Michael Ginsberg is leading a review of the Code of Student Conduct. The next meeting is Nov. 11, 2013.
		1. Ryan brought up section 8a, whole 8 section and suggests that a board or committee determine if a complaint is viable instead of just one person
		2. Ryan also brought up sections 11 and 12, seeking clarification regarding an organization’s representation, who is penalized and sanctioned in the event of an issue, and who is accountable. Lingxiao offered some clarification. He suggests that the definition of organization at the beginning be refined for clarity.
		3. Martha suggests possibly having a different list of sanctions for organizations than for individual students.
		4. Amy commented that the Code of Conduct should spell out who the designees to hear student conduct are to make it more transparent to students.
		5. Elizabeth mentioned 6D, and asked if there will be language changes regarding Smoke Free initiatives. They will not be included in here because that applies to everyone, not just students.
		6. Erin mentioned 12A-3 and suggests a change in language about violent offenses because some acts underneath it are violent in nature (e.g. burglary). Suggestion to put colon after offenses and delete “of violence”
		7. Rachel brought up 6B-1 and asked if specific language regarding offensive language will be included. Vivienne asked if a line could be added to define what offensive language is defined as at this institutions, including racialized offensive language. Perhaps such a statement could be housed if not here, somewhere else, defining what racialized language, sex/sexuality/gendered language, etc. is. Mike suggests an inclusion of a clause outlining that the perception of the victim in the situation matters.
		8. Martha brought up 8 – conduct procedures under 8A. Martha this inquiry should always be made regarding someone’s complaint. Martha wants clarification that, particularly in Title IX situations, that people involved do not have to meet together
		9. Liz offered some clarification to Mike’s question of how the conduct process works and is delegated. Lingxiao elaborated on the UCC, Alternative Resolution Board, and further clarified the delegation. Jodi also offered input on UCC, ARB, informal hearings. Rachel asked for further clarification on the ARB.
		10. Ryan, Erin, and Rachel all expressed concern regarding one person having the power to decide if a complaint has merit. Ryan doesn’t think efficiency is always ethical, and wants to be sure this comment is heard at the feedback meeting.
		11. Amy wants these processes and what they look like more transparent for students. Lingxiao spoke that there is a link with a mock hearing. Mike, Rachel, and Amy expressed concerns about this not being written in a way that is student friendly. Martha thinks there should be a FAQ section on the website. Arpan would like Michael Ginsberg to come to a SEC meeting.
		12. Jodi clarified this document has to be prepared by early spring for various levels of approval.
		13. Lingxiao closed the discussion, and asked for people to email with additional feedback. Lingxiao will try to get Michael Ginsberg to come to a SEC meeting.
	3. Faculty workload committee – Mike
		1. Faculty feels like the administration still wants more – bigger workload, more students in the classroom, etc. Faculty is meeting with the Faculty Association about how to resolve this conflict. Mike noted faculty work about 55 hours a week. Ryan asked how the number 55 hours a week came to be – Mike does not know. Mike’s officially on the committee now.
		2. Amy asked if research and service work was included in the 55-hour count. Mike talked about the departmental nuances of this, and the varying percentages of one’s time used on coursework, research, and service. The university-wide problem is that this breakdown varies by person – the university wants to be uniform for all. Rachel voices concerns about how they could do that, and Mike voiced that the current suggestion is that course number will dictate how much time is used (i.e. higher level courses being allotted more time for work on courses.)
		3. Ryan asked about UT’s 5-5 model. Mike noted some problems including work hours, collective bargaining, prorating for summer courses, and the number of instructors. Overall, Mike notes the Faculty is nervous.
		4. Lingxiao clarified that Mike attended the Faculty workload committee, formed as part of the Faculty Senate. He’ll continue on with this committee and report back.
	4. Graduate Workload – Lingxiao
		1. Lingxiao and Martha brought these concerns to Dr. Ogawa.
		2. Dr. Ogawa mentioned that Teaching Associates will be added to the list of types of graduate internships – RAs, TAs, AAs, and soon, also Teaching Associates (reflected as being instructors of courses)
		3. Martha and Mike voiced that at GA and faculty level, transparency about how to voice workload concerns needs to get better.
	5. GA on 11/8 agenda
		1. Guest Speakers: Daniel Gordon; Steve Krakoff (Vice President for Capital Planning and Campus Operations) – VP Krakoff will be providing updates on the Capital Master Plan. If you have questions for either of them, send them to Martha. Martha will send an email to Senators on Monday
9. Officer Reports:
10. Academic Affairs Rep / GAR – Rachel
	1. Graduate Council subcommittee for graduate polices and standards. The Graduate Council approved of new Graduate Student Academic Appeals Policy.
	2. Lingxiao asked about the status on the academic honesty policy – Rachel says it hasn’t been mentioned yet. Jodi said USG asked Faculty Senate to review the policy. USG is looking to put forward some recommendations. Michael Smith with be the liaison to the committee putting forward these recommendations. Committees will exist at the Faculty Senate and Grad Council level.
11. Student Affairs Rep – Erin
	1. Food Stamps – Some grads tried to apply for Food Stamps, but were lacking the proof to provide evidence that they needed food stamps. A faculty member from the English department was wondering how this process goes. The application is available in the Student Employment Office. Erin will write up the step-by-step process. Many Master’s students do qualify for food stamps. Erin will also note how to find policies on what you can and can’t buy with food stamps in Ohio.
	2. Update on Health Insurance – Dick Sipp is coming to GSS on Friday, November 22nd. On 8am, November 21, Dick Sipp is meeting with some of SEC to prepare.
	3. Lingxiao brought up the email send today regarding University Health Insurance. Amy expressed concerns that the letter doesn’t outline what the standards are that need to be met.
12. Professional Development Chair – Arpan
	1. The 3rd GSS Forum (SEC involvement?) The City Administrator is very excited about this. Invitations went out yesterday, and Lingxiao emailed everyone. This is a ziggy point event. Arpan will send out an email to SEC for volunteer, and can’t actually be there this time, so he needs someone to facilitate. Lingxiao will facilitate introducing the speakers. Event is open to all.
	2. Not in Our Town – City and UPD Police will all have Not in Our Town stickers on them. Moving forward, all City vehicles will have them on as well.
13. Multicultural Affairs Chair – Dinah
	1. Meeting with the Director of the Center for Multicultural Affairs – CMA is partnering with Not in Our Town, Co-sponsored Diane Nash coming to speak. At the next meeting Dinah will have update about the campus climate study . OMA is helping transgendered students to change their names on campus. Multicultural Lounge is open for anyone to use in the CMA.
14. International Affairs Chair – Jigar
	1. Affordable Care Action Committee update– the requirement for BG is that you have to be covered. The maximum deductible can only be $1000.
		1. In order to qualify for the BGSU waver, you have to have a deductible of $1000. Your insurance should not have a limit. Your out of pocket maximum should be less than $5000, and should cover preventative services. If your insurance qualifies, you can get the waiver.
		2. If you’ve already paid for the full year, and the decision is made before spring, you can opt out for the second semester.
		3. You should go on the ACA website, get a quote, and bring it to the insurance office to see if you qualify.
		4. Jigar explained some of the international vs domestic, part vs full time nuances.
		5. Ohio has not decided if they are going to expand the Medicaid program or not – if they do, BGSU can’t make you do something
		6. [www.healthcare.gov](http://www.healthcare.gov)
		7. If you are going to be here next academic year, student insurance fees are going to raise – so go look into the exchange website, listed above.
15. Social Chair – Amy
	1. Grad Night – Nov. 9th, location TBD. Notice should go out on Monday.
	2. Lingxiao wants Amy to brainstorm other social ideas. Amy is thinking bowling, karaoke, pool tournament, or something else that may require a small amount of money.
	3. Amy asked Martha if we can put Shanklin Committee on the GA agenda –need more members on the committee, and they don’t have to be senators. Also, Amy wants suggestions for speakers, which can include. Martha, Chris, Ryan, Lingxiao, and Elizabeth all joined the committee.
16. Publicity Chair – Chris
	1. Current Publicity update: Amy, Ryan, Chris need information portfolios and pictures of everyone – send to Chris.
	2. Chris, Liz, and Martha will work on members in orgsync.
	3. Lots of work to come on the website.
17. Representatives-at-Large – Elizabeth & Ryan
	1. Elizabeth is meeting with John Ellinger (late November) and Dick Sipp (11/13).
18. Secretary - Liz
19. Treasurer – Mike
	1. Shanklin Award money update: The situation is less damaging than we thought –
	2. Erin recommended Becky Jenkins, American Culture Studies grad to photograph at the Shanklins. She is a professional photographer but is now back in school. Amy asks that she volunteers.
20. Board of Trustee Graduate Student Rep – Vivienne
	1. Saturday Study Session
21. Vice President – Martha
	1. Update on the Censure situation – Gerentology, German censured. Musical Arts – One senator has never reported (she is in the opera); will start coming next week. Not censured.
	2. Regalia Award report – all four awards granted (masters students)
	3. Committee report – workload committee (Mike); academic honesty (Michael Smith) – both delegated to those committees.
22. President – Lingxiao
	1. USG and GSS collaboration – Going to look at Bill of Rights together., possible collaboration on forums. USG will have two senators in attendance at each GA. Reps-at-large will be going to USG meetings.
	2. Not In Our Town Week (Nov 18-24): Lingxiao announced tentative schedule – meetings, events, etc. Martha will send electronic copy.
		1. Chris asked how faculty can get involved. Go to Not in Our Town Website, or email Vickyk@bgsu.edu.
	3. International Education Week – kicked off by a dinner on Sunday, 6:30-8:30.
	4. Academic Honesty Policy – discussed above.
23. Issues & Concerns
	* 1. Erin asked where the nonacademic grievance policy is. Lingxiao doesn’t know. Rachel will look into it and report back. It’s done and in the graduate catalog.
		2. Rachel asked about office hours.
24. Announcement
25. 5th GA: Nov 8th, 3-5pm, McFall Gallery
* Guest speakers: Daniel Gordon; Steve Krakoff
* SEC report to Martha and Lingxiao by 5pm on Wednesday before GA.
1. GSS Forum: Nov 6, 11-12:30, 201 BTSU
2. Next SEC: Nov 15, 3-5pm, 309 BTSU
3. Adjournment – The meeting was adjourned at 5:00 pm.