**General Assembly Minutes**

September 7, 2018; 3pm-5pm

Graduate Student Senate

* Call to Order – 3:03pm
* Roll Call
  + Please come see us after the meeting if your name was not called
* Approval of the Minutes and Agenda
  + Motion: Media and Communications PhD
    - Second: Word Languages and Culture
* Guest Speakers
  + **Daniel Ricken, President of Graduate Student Senate**
    - Gave opening remarks
    - Is looking forward to working with everyone this year
  + **Hannah Cubberley, President of Undergraduate Student Senate**
    - She wants to work with us at the Graduate Student Senate
    - USG office is on the fourth floor of the union (BTSU 404)
    - Undergraduate Student Government website
      * <https://www.bgsu.edu/student-government/undergraduate-student-government.html>
  + **David Border, Chair of Faculty Senate**
    - Asked who was looking into a career in academia
    - He earned his doctorate in Engineering
    - He wanted to suggest working with universities in an adjunct basis
    - American Association of University Professors (AAUP) published a book
      * It discusses many policies, talks about tenure, research, and many other topics
      * “The better you understand this, the better you will understand yourself.”
      * They are advocates of trying to get their policies into many universities
      * You will see many times reflections of this book in the policies at many universities
    - He then discussed the Faculty Senate
      * There is a President, Vice President, Secretary, and other seats, Senate Executive and Senate Standing Committees
      * Graduate and undergraduate students have representatives on these committees
    - Question: Geology asked how he managed being a full-time working professional and working as an adjunct at a university
      * He stated that he obtained his bachelor’s degree at age 20, his master’s at age 22, and a few years later become a PhD candidate. He enjoyed the money he was making, and the company he was working for allowed a lot of travel time. He decided he needed to get his doctorate. Within a year of earning it, he was offered an adjunct position. He did one class a term for about 9 years until he got a chance to move to Bowling Green.
    - Because of distance learning education, being an adjunct professor would be a good option for many
    - He hopes that we all get to do what we are passionate for
    - Question: Environmental Affairs Chair asked if the Faculty Senate meetings were open to the public like our senate meetings are.
      * He responded that Faculty Senate meetings are generally the first Tuesday of the month
      * Search for Faculty Senate bgsu.edu
      * You can find the calendar on the site
      * On Faculty Senate, GSS representation is the Academic Affairs Chair and the President
    - <https://www.bgsu.edu/faculty-senate.html>
  + **Dr. Margaret Zoller Booth, Dean of the Graduate College**
    - You should ask your professors how they got to the point they are at. How did you become a professor?
      * The journey to getting where we are is different for everyone
    - Dr. Booth graduated with Bachelors in English from Miami
    - She wanted to teach high school English
      * She taught all over Ohio and spent time doing the Peace Corps in Uganda
    - Dr. Booth reminded us that you do not have to be smart to get a PhD you just have to be smart enough and willing to jump through hoops. It is more about grit and fortitude than natural intelligence.
    - When she was a new assistant professor here at BGSU, she was put on Faculty Senate.
    - GSS helps to establish graduate students on campus
    - Dr. Booth gave out bags to the Senate.
      * She brought up the point about the vote last year on the proposal of getting rid of the plastic bags on campus.
      * One of the things we can do is write out resolutions if we have something we are not happy with.
        + It was asked last year for us to use fewer plastic bags
        + She looked to see how much it would cost to give out a free bag to all new graduate students
        + This is a huge thing to help with the environment.
      * Computer Science said that some countries have banned plastic bags
        + You have to pay a penalty if you use plastic bags
    - The President is trying to find a time when all presidents of GSS in the state of Ohio can meet with the deans of all schools in Ohio and discuss issues facing graduate students.
  + Question: Environment Affairs Chair asked about the mandatory reporters email that had information about training and asked if those sessions are mandatory? What would happen if you are not available during those times?
    - Dr. Booth - It is mandatory for you get the training somehow
    - Ask your coordinator if they are scheduling a training.
    - It must be done by anyone who is in supervisory/teaching capacity over students
    - Email [sboman@bgus.edu](mailto:sboman@bgus.edu) if you would like to schedule a meeting with Dr. Booth
* Officer Reports
  + **Vice President (ikeen@bgsu.edu)**
    - Her role is to be the main communication point and liaison between the General Assembly and the Senate Executive Committee. She works with the committees and is in charge of keeping track of Senator attendance
    - She discussed senator training:
      * As a senator, you have the right to speak and make motions, attend the Senate Executive Committee meeting after notifying the President, Vice President, and Secretary. You can also ask about the budget and any other information
      * You are representing all of your constituents!
      * You have a very important role and you have a voice here
      * It is important to always attend or send a proxy from your department
      * You are required to serve on a GSS related or University related committee
      * Attendance:
        + **If you fail to attend two consecutive meeting or three meetings over the course of the semester, your department/program will get censured.**
        + You must be here for the full meeting unless noted beforehand
        + If you cannot make a meeting, send a proxy

Proxy must be from your department or program

**If your department holds two seats, it must be someone in the department or program that is listed on the placard**

For example, if American Culture Studies (ACS) PhD is unable to make a meeting, the proxy must be in the ACS PhD program (it cannot be an ASC masters student)

**If you are censured, you cannot vote or apply for anything GSS related.** This includes Funding for Professional Development, the Regalia Award, and the Shanklin Colloquium

* + - * + **If you do not show up, your whole department gets censured, not just you**
      * Question: Biological Science PhD asked if you cannot be at the meeting can you send a masters student in your place?
        + No, if you have to have a proxy, it must be a Biological Science PhD student
      * Question: Theatre and Film Masters asked:
        + What do you do if you are the only Master’s student in your program?

Under special circumstances if a Graduate Coordinator contacts us and explains the situation, this might be allowed

* + - * Question: Representative-At-Large asked so does that mean a PhD cannot represent Masters or the other way around?
        + It depends on if you have one seat or two separate seats. If one seat, then yes. If two seats, then no. The proxy must be a graduate student in the department and degree program listed on the placard.
  + What you should share with your department:
    - Dates of GSS events and deadlines for applications
    - Information shared with the General Assembly
    - Issues that were brought up
    - **Mondays by 10:00am the Minutes will go out**
  + OrgSync
    - This is where all applications are located
    - You just have to request to join and be approved
  + The website
    - Deadlines and dates will be put up here
    - If you notice any issue or discrepancy, please let the Vice President know
  + All meetings use Roberts Rules of Order
    - Question: Theatre and films Masters asked if we would be able to find the link to the PowerPoint explaining Roberts Rules of Order
      * Links to Roberts Rules will be on the website
      * Senator training PowerPoints will be on the OrgSync page as well as the Minutes
      * The minutes will be on the website as well
    - **If you have anyone you want as a guest speaker for the spring, please contact the Vice President (ikeen@bgsu.edu)**
    - You are all required to serve on at least one GSS or University related committee
      * Email the Vice President with which committee you would like to be on. Please add any additional information you want
      * There was a packet that discusses info on the different committees
      * Question: World Languages and Culture asked if you are already on a committee for another organization on campus do you still have to be on one?
        + Yes, you do still have to be involved with a GSS related committee.
      * Question: Mathematics PhD asked when do we have to email what committee we would like to be on?
        + **Email your committee choices to the Vice President by Tuesday, September 11 at 5pm**
      * The Vice President discussed important dates:
        + **Monday, September 24th Regalia Award due**
  + **President**
    - The President discussed the changes that have happened over the past years and the changes we have made.
      * The President wanted to make sure we know that we all belong here and that we all have a voice.
      * Your position as a senator is important your departments are relying on you to be a voice for your departments.
    - Officer chair committee report
      * We have an ad hoc committee on health care
        + The President is chair

The Representative-at-Large as well as our Chair for International Graduate Student Affairs sits on this committee as well

Needs three other senators

* + - * + Monthly to bi-monthly meetings
      * Search committee for the Provost
        + If we have any feedback on what we want to see in a new Provost, let the President know
      * Senate Executive Committee
        + We will be having our retreat on Saturday, September 8th.
      * September 12th in Maumee
        + House of Representatives Candidate, Michael Galbraith

Maumee Library

Questions and answers at the library

* + - * President’s Summit
        + The President wants to have a meeting that discusses the issues that graduate students are facing in Ohio.
        + He wants to get the all of the presidents and the deans that advise us to get together to discuss these issues
      * The President wants to make these meetings as interactive and collaborative as possible.
      * Question: Psychology asked when to get our suggestions or questions about the Provost back to the President
        + As soon as possible
  + **Academic Affairs Representative (sstiltn@bgsu.edu)**
    - Attended faculty senate: It was the first meeting
    - President Rogers discussed the planning project that is making a core values packet that should be coming out shortly.
    - State of the University Address
      * Wednesday, October 17th
    - Dr. Fisher, Interim Provost
      * 10% growth in international students.
      * 23% growth in students of color.
      * 35% growth in College of Architecture.
  + **Student Affairs Representative (juarez@bgsu.edu)**
    - Samantha Juarez
      * One of our two representatives on the Sexual Assault Task Force Implementation Team
  + **Treasurer/Graduate Allocations Representative (ladial@bgsu.edu)**
    - * Funding for Professional Development Committee
      * Fall Funding for Professional Development
        + Application due date is **September 24 by 11:59 pm**
        + Please be sure to select the correct department/degree program when submitting your application
        + Question: English MA.: Where is the application?

The application can be found on Orgsync

* + **Secretary (mibaile@bgsu.edu)**
    - None
  + **Representative-at-Large (dsteph@bgsu.edu)**
    - * Last year we had a lot of organizations in the Student Senate
        + We know that a lot of the information that was getting out was through those organizations
      * The Graduate Student Outreach Committee
        + Need three people
        + Will find out the times and places where these organizations meet and will then go and attend these meetings
        + Meet organizations where they are at
      * Social Media and Social Events Planning Committee
        + Need two to three people
        + If we want things to change, we need to find ways to make our voices heard
  + **Chair for Professional Development of Graduate Students (btimm@bgsu.edu)**
    - Creating professional development events
    - Shanklin Colloquium
      * Opportunity for graduate students to submit and/or present their research to be judged. Winners will receive prize money
      * Need three senators
    - Shanklin Colloquium Awards
      * Celebrates graduate students work
      * Will be helping with marketing and organization of the Awards Ceremony that occurs the same day as the Shanklin Colloquium
      * Needs three senators
    - Professional development day will be Friday, October 19
  + **Chair for International Graduate Student Affairs (spain@bgsu.edu)**
    - Health Insurance Committee
    - International Student Advisory Committee
      * Four senators are needed
      * International students can have issues that are specific to international students when coming to a new country.
      * Monthly meetings
  + **Chair for Multicultural and Disability Graduate Student Affairs (gravela@bgsu.edu)**
    - Multicultural student committee
      * 4-5 senator are needed.
      * Going into different student organization and helping to form a bridge between us and them
      * We want to make sure the people who used to hold the organization seats still have their voice heard in GSS
  + **Chair for Environmental Affairs (amheged@bgsu.edu)**
    - Take all of your sustainable and environmental concerns here to be heard
    - Need 4 senators
      * You will go to meetings on campus aimed at sustainability or environmental affairs issues and then return to report what you learned. The chair will then bring this back to the Senate Executive Committee (SEC)
  + **Chair of Online Graduate Student Affairs (andhamp@bgsu.edu)**
    - He works with online graduate students to make sure that they have a voice
    - If you are in a department with online students, connect them with our Online Graduate Student Affairs Chair.
  + **Board of Trustees Graduate Representative (asmidi@bgsu.edu)**
    - Ex-officio member of the Board of Trustees
  + **Advisor (boothmz@bgsu.edu)**
    - None
* New Business
  + None
* Announcements
  + Come out with us to Buffalo Wild Wings!
  + The Vice President’s office hours are **10:00am-noon on Wednesdays and noon-2:00pm on Fridays**. Her office is in the back of the Graduate College. Please stop by!
  + Next General Assembly: September 21 from 3-5pm in the McFall Gallery
  + Guest speakers –
    - Jaime Furda (M.Ed., LPCC), Graduate Liaison for the Counseling Center
    - Dr. Garrett Gilmer, Director of the Counseling Center
    - Tom Kelly, Parking Services
  + October 5th is the Title IX Summit (registration fee required)
  + Profession development chair and Sociology senator:
    - Department of Sociology
      * Speaker Series
        + Once a month a professor gives a research talk
        + First event will be September 19th 12:30-1:30 pm in BTSU 207
        + Dr. Sarah Patterson will be speaking
        + <https://www.bgsu.edu/arts-and-sciences/center-for-family-demographic-research/speaker-series.html>
  + Dr. Booth stated that the Academic Agenda comes out every Friday afternoon
    - It lists anything academic that is happening in the coming week
    - If you ever have anything you want in there, please contact RobinHershkowitz
      * <https://www.bgsu.edu/graduate/Academic-Agenda.html>
  + Representative-At-Large
    - There is a graduate student option when you submit to campus updates and you can get events listed in the campus updates under the Graduate Student section
  + Treasure
    - Psychology department is doing panel on the psychology of addiction
      * This will discuss topics alcohol, online gambling, and many other topics
      * September 26 4-5 pm Olscamp Hall 113
  + Environmental Affairs Chair
    - You can get into any CMA concert for free with your student ID
    - There is a full list on the CMA website
    - <https://www.bgsu.edu/musical-arts/events.html>
  + Biological Sciences PhD
    - There will be an event September 18 for those interested in the hard sciences
* Adjournment – 4:45pm
  + Motion
    - Criminal Justice
  + Approval
    - College of Musical Arts

Prepared by Malachi Bailey.