



2014 Graduate Student Council Meeting Minutes

Details:

Date: January 29, 2014
Time: 12:30 a.m. – 1:30 p.m.
Location: 8th floor Board room -Dean B. Ellis Library
Arkansas State University, Jonesboro
Secretary: Pamela Shultz

Meeting Minutes:

Executive Board

Dalia Tejada – President dalia.tejada@smail.astate.edu
Ashley Handcock – Vice-President ashley.handcock@smail.astate.edu
Martina Garda – Treasurer martina.garda@smail.astate.edu
Pamela Shultz – Secretary pamela.shultz@smail.astate.edu

Board Attendees: Dalia Tejada, Ashley Handcock, Pamela Shultz, Martina Garda, Juanjuan Li, Byron Keys

Council Attendees: Laura Kuizin, Sanoya Amienyi, Jie Zhu, Juanjuan Li, Leslie Malland, Rebecca Pooper, Megan Pope, Byron keys, Shaina Nicholson, and Barbara Barnett.

Guests: Dr. Andy Sustich and Dr. Erik Gilbert (Advisors)

I. Call to Order and Welcome Note:

Dalia Tejada, President, called the meeting to order at 12:30pm. Dalia introduced our speakers Dr. Sustich and Dr. Gilbert.

Dr. Sustich welcomed students to the new semester and encouraged students to become involved in campus activities and motivated students to continue toward completion with their education.

Dr. Gilbert welcomed the students to the new semester and mentioned opportunities for students for the Spring 2014 semester. First he discussed the TIAA-Cref financial education survey that was distributed last semester and asked students to look over it. He also stated that there will be a financial education workshop on February 26, 2014 at 4pm in Room 219 in the Lab Sciences East building.

Dr. Gilbert also spoke on Graduate Student Travel funds. He stated that most of the funds available from the Graduate School have been awarded, there's been \$7,100 allocated and there might be a slight chance that there will be extra funds for a few more applications this semester. However, he encourages students to continue to apply to the Graduate School office for funds in the event some of the funds are available at the end of the semester once TR's have been submitted by those awarded. He also recommended students to be thinking ahead on funding for travel and to apply

early for the fall semester. Dr. Gilbert referenced the Graduate Student Council travel funds were available to students and for students to apply early. He emphasized that if there was additional funding available from the Graduate School that funding will be used from the Graduate School and that Graduate Student Council will be reimbursed.

Dr. Gilbert stated that during the week of CREATE @astAte they will hold the second annual 3MT (3 Minute Thesis) Competition. This competition is for graduate students to discuss their research, dissertation, and thesis using one static PowerPoint slide. There are prizes for the winners. And contestants that did not win last year can compete again this year. More information will be provided as it becomes available.

INTRODUCTIONS- we went around the room introducing ourselves and the new representatives from the departments.

II. Reports:

President Report- President, Dalia, introduced the new Graduate Assistants, Byron Keys and Juanjuan Li. Dalia also stated the selection process that was established to hire the Graduate Assistants and briefly mentioned their duties and responsibilities. Juanjuan will maintain Facebook and Action Fund. Byron will be over Communications. Bryon will establish marketing campaigns for the GSC, maintain the new newsletter, and maintain the Graduate Student Council website. As well as assist Juanjuan with Twitter and Facebook accounts. Dalia also mentioned that she and Byron will be attending DotCMS training soon in order to update the GSC website.

Vice President Report- Ashley stated the opportunities coming up for Monthly Activities. She asked for representatives support in coming up with an activity for February, preferably an activity around Valentine's Day. Ashley also reported on new recruitment and retention activities to keep representatives coming back to meetings and establishing new student interest in the GSC.

Treasurer Report- Martina mentioned the current budget amounts and that there will be upcoming meetings to reallocate and redistribute the funds from the current established budgeted items, due to discrepancies in the current budget. Martina emphasized that \$4,300 will be deposited sometime in February for Action Fund, which will be used for Travel and additional GSC needs.

Secretary Report- Pamela mentioned that there will be new changes in the GSC. There will be voting on the meeting minutes. She also emphasized the importance of adding new representatives and stated that she will be going through the representative list and seeing which departments still need representatives. Pamela stated that the GSC website will be updated as soon as training is completed. Pamela mentioned that Facebook and Twitter will be used for marketing and communication and will be maintained by Byron and Juanjuan. Pamela discussed that with the new marketing and communication changes there will be a newsletter printed each semester and that Byron will be assisting in the development of the newsletter. Byron has also helped with flyers across campus in order to give the GSC a voice and recognition. Pamela also mentioned that she will begin applying for the Proclamation for one week in April to be established as Graduate Student Appreciation week again this year. She stated that this year she will not put any dates on the application as not putting a date on the application will allow the Proclamation to be permanent and would alleviate the need to apply every year. The Graduate Student Appreciation Week will be a week in April. Pamela also stated that she will report on the Spring Banquet later in the agenda.

III. OLD BUSINESS:

No old business.

IV. OPEN FLOOR:

Leslie Malland from the English Department brought up the issue of her Action Fund Application. She stated that she had applied in December and was told that she would not be awarded funds until later.

It was stated by the GSC officers that due to recent officer changes, Action Fund applications and policies will be reviewed and policies changed if needed. Laura, from the Heritage Studies department, stated that if the GSC could come up with a check sheet for students that it would help in the Action Fund Application process for GSC.

She also stated that there will be 8 people from the English Department going to an International Conference in Indianapolis, Indiana and was inquiring if there was the possibility for the 8 to apply under one application for collective funds for travel.

Pamela Shultz suggested that Leslie and her group look into travel funds from International Programs and Study Abroad who also award travel funds to students.

V. NEW BUSINESS:

Spring Banquet- Secretary Pamela stated that a room in the Student Union has been book for April 16th at 12:30-1:30. Pamela mentioned that within the next few meetings more information on nominations/awards will be provided and voted upon. She also stated that she would like to form a committee for the Spring Banquet at the next meeting. This committee will be the deciding voices on agenda, speaker, food from Sodexo, and selecting the final recipients for the awards. Pamela Shultz will chair the Spring Banquet committee with one additional officer serving on the committee and three additional representatives. Selection of additional committee members will occur at the February 12, 2014 meeting.

Action Fund Committee- Pam suggested that there be a committee formed to assist Juanjuan Li in selection and distribution of Action Fund travel awards. Pam suggested that Juanjuan be listed as Chair of the committee with the appointment of 4 additional members to the committee.

Pam stated that if anyone is interested in either one of these committees to come see any of the officers.

VI. Adjournment:

Meeting was adjourned at 12:55pm.