Minutes for a Meeting of the Graduate Student Government

Monday July 13th, 2015
5:15 PM in GLRC 202

I. Call to Order: 5:15 PM

II. Approval of Agenda
   A. Motion by Meng
   B. Second by Joe R.
   C. Passes unanimously

III. Approval of Minutes from: June 15th, 2015
   A. Motion: Shelly
   B. Second by Menon
   C. Passes unanimously

IV. Welcome to New GSG Members
   A. Gemechis Degaga, Ph.D in Chemistry Dept.
   B. Pranit Kasture, ME-EM Dept.

V. New Business
   A. Surplus Funding Request: GSG Canopy (Bethany Klemetsrud)
      1. Purchase of the external canopy for GSG events.
      2. Food regulations require a canopy, in the past all canopies have been rented for use in socials.
      3. Rent cost was $150 per session, a purchased canopy ($300) will pay for itself in 2 sessions and will be used for at least 4 events this year.
         a) Karen “Can other departments use it?”
            (1) Beth “As long as the damage waiver is signed it is fine.”
         b) Menon “Has a request for a canopy been made before?”
            (1) Beth “To the best of our knowledge this is the first.”
         c) Joe R. “Where will it be stored?”
            (1) Beth “The GSG storage barn.”
         d) Rafael “Can the logo be screened onto the canopy?”
            (1) Beth “That’s a good idea, we have a banner that can be draped across it.”
      4. Meng “Ways and Means fully supports this request”
      5. Voting Results: Approval: 24  Decline: 0  Abstain: 1
         a) Funding Passes
   B. Surplus Funding Request: Graduate School Orientation (Chelsea Nikula)
      1. Requesting $1,500 for support of orientation week events for graduate students.
2. In 2012 GSG helped the grad school with these costs and the support has continued ever since.
   a) Menon “How much money does grad school get from other sources to support the event?”
      (1) Chelsea “Not sure how much, but the Alumni Association and Michigan Tech Student Foundation often help fund this event.”
   b) Menon “How many grad students are suppose to be here?”
      (1) Chelsea “Planning for 300, but it may be more depending on enrollment numbers.”
   c) Nithin “What is the t-shirt style going to be?”
      (1) Chelsea “Similar to previous years I would imagine.”

   a) Funding Passes

C. Surplus Funding Request: GSG Website (Chelsea Nikula & Kristen Therrian)
   1. Current GSG website was designed in the early-mid 2000s and is currently dated. It is very difficult to properly update or make changes or backup without training in html coding and the use of DreamWeaver.
   2. Security is poor on the website and is not very user friendly. It currently cannot be accessed via mobile easily.
   3. Quote for $3,000 for a professional website from Monte Consulting.
      a) Gorkem “Security will still be a problem even if we get a new website, as well as a format for all PR chairs to follow. IT needs to be contacted to work with the security issue.”
      b) Menon “Quote seems like a lot of money, and it needs to be sure that there is not continuous maintenance fees.”
      c) Karen “What is the timeline for the website to be up and running”
         (1) Chelsea “Hopefully by early-late September, earlier if possible.”
      d) Tyler “Based on the quote, it seems like the quote is a little low if they go over hours.”
         (1) Chelsea “Members are always welcome to propose alternative funding amounts.”
      e) Menon “Can we not use a google website?”
         (1) Beth “We lose the URL if we use a google website.”

   a) Funding Fails

VI. Officer Reports
   A. President (Chelsea Nikula)
      1. Dean Huntoon is the new Provost for Michigan Tech so we will be getting a new Dean in the next year.
      2. Handshake is replacing HuskyJobs and it is a good resource for Masters and Ph.D graduates looking for a job.
3. Career services has Industry Days where specific industries are highlighted. GSG is interested in setting up a day specifically for graduate students, is there interest? (“Yes”)
   a) What types of industry should represented?
   (1) Biology, Mechanical, Electrical, Environmental, National Laboratories, Michigan Tech (describes what academia looks for), International hiring companies, Visa sponsors.

B. Vice-President (Will Lytle)
1. Who received 1-7 emails about health insurance recently?
   a) received: 11 GSG members received the email(s) (less than half)

2. Health care questions?
   a) Tyler “Holds on specific accounts. Does that interfere with transcript requests? If so that is almost a month where people are on a account hold.”
      (1) Chelsea “We will look into what the hold affects.”
   b) Menon “I received an Aetna request for info”
      (1) Will “That is a legitimate email as far as we know.”
   c) Karen “Why are health insurance enrollment and waiver forms not online?”
      (1) Will “Those forms may be change for this coming year and should be available as soon as the plan is completely set.”
      (2) Chelsea “Also, payments for the health insurance will be made through MyMichiganTech this semester.”
   d) Karen “When do we need to purchase health insurance?”
      (1) Beth “August 23rd”

C. Treasurer (Meng Tang)
1. Account balance: $74,198.51
2. Surplus funds: $42,122.80
3. Discretionary funds: $8,000
   a) Three funding requests today, two passed
4. Current budget: $2,342.44 /$85,413
5. Currently used from E-board discretionary: $61.57 for GSG banner and business cards
6. Travel grants: 89.9% reimbursed
7. Summer travel grants: 43 presenting applications, 36 awarded, one declined. 2 duplicated applications, 2 denied due to bad department standing. 2 denied because advisor did not confirm. 5 attending with one being awarded.

D. Secretary (Joe Fedie)
1. PR Chair Election
2. Motion to close: Joseph F
   a) Second: Meng
3. Nominees
   a) Avinash Subramanian
4. Motion to vote: Joseph F.
   a) Second: Chelsea
5. Approval: 24 Decline: 1 Abstain: 1
   a) Avinash is new PR chair.

VII. Committee Chair Reports
   A. Academic (Shelley Jeltema)
      1. August 27th, MUB Ballroom A 12:30 PM to 1:30 PM for Lunch ‘N’ Learn on choosing an advisor as well as personal development plans.
         a) Looking for faculty (general advisors) from the departments to help with this.
      2. Alumni Breakfast poster session
         a) If you are available to help, let Shelly know.
   B. Public Relations
      1. New PR chair just voted in, no report. Thank you to Kristen for all of your work this summer!
   C. Social (Bethany Klemetsrud)
      1. August 26th from 5-6 PM will be the Orientation Picnic and Hancock Beach.
      2. August 30th will be the Quincy Mine Tour.
      3. October 30th for Halloween game night in GLRC 202.
      4. Sign up sheet for all GSG members to help with the big socials will be going out by email later this summer.
   D. Softball (Jarod Maggio)
      1. “Softball is going very well”
      2. Picnic planning is going on and August 22nd is the day for the picnic and the championship games.
      3. Picnic preparation will need volunteers to help setup.
      4. One of the first aid kits has been misplaced/stolen, but another has been purchased.

VIII. Liaison Reports (no reports)
   A. University Senate (Gorkem Asilioglu)
   B. Undergraduate Student Government
   C. Research Advisory Council (Muralee Menon)
   D. IT Governance Group (Shelley Jeltema)
   E. Friends of the Van Pelt Library (Kevin Waters)
F. Food Insecurities Committee (Sasha Teymorian)
G. International Group

IX. **Old Business & Discussion Items**
   A. Meet & Greet Reports
   B. Questions & Concerns from GSG Representatives

X. **Adjournment**
   A. Motion to adjourn by Sumanth
   B. Second by Meng
   C. Passes unanimously