Synopsis:
The Graduate Student Government:
• Heard a presentation given by attendees to the 2010 Michigan Association of Graduate and Professional Students Conference in Ann Arbor, MI.
• Voted to fund $428.68 from discretionary funds for support of Xi Sigma Pi.
• Voted to reimburse up to $400.00 to Jaspreet Nayyar, for travel expenses accrued during the MAGPS 2010 Conference in Ann Arbor, MI.
• Voted to amend the GSG Bylaws.

I. Call to Order
   a. Randy Harrison (Jarod Maggio helped lead discussion as a training exercise in preparation for the officer transition next meeting) called the meeting to order at 5:05 pm.

II. Approval of Agenda
   a. Wilf Previant motioned to amend the agenda to include a presentation by the Forestry Dept. under IV.b. Nick Windmuller seconded and the motion carried. Anna Pereira motioned to approve the amended agenda. David Fritz seconded and the agenda was approved.

III. Approval of Minutes
   a. Colin Gurganus motioned for a vote of approval of the minutes from the April 5th, 2010 meeting of GSG. Randy Harrison seconded and the motion carried.

IV. Presentations:
   a. Presentation from attendees to the MAGPS Conference (Sunand Santhanagopalam and Jaspreet Nayyar).
      i. Please refer to attached handout at the end of the minutes.
      ii. The conference focused on two items: external and internal growth.Externally, how to improve MAGPS visibility within the State Government. Internally, how to grow the organization in membership, participation, and sustainability.
   b. Presentation by Wilf Previant for GSG Proposal 2010-3
      i. Please refer to attached handout at the end of the minutes.
      ii. Previant proposed the creation of a fund ($1320.00) to supply food and refreshments for informal meet and greet events held by each department once a semester. Funds would be decided by the number of voting reps per department.
      iii. The idea of these events is to provide a chance for grad students to raise questions/issues with their GSG reps. This should go towards
increasing our presence on campus and becoming better representative of our respective departments.

iv. Discussion:
   1. Randy Harrison felt that this was an excellent idea but that it required more time and planning before being voted on. Suggested working with the incoming PR Chair to fine-tune the proposal over the summer and then vote on it at a later meeting.
   2. An informal vote was held by GSG members and a clear majority were in favor of funding this type of event.
   3. The proposal was tabled.

V. Officer Reports
   a. President (Randy Harrison):
      i. Announced the purchase of 3 Apple iMacs for the new GSG offices.
   b. Vice President (David Fritz):
      i. Discussed the First Contact Program. Weekly emails will be generated and sent to the GSG Vice President listing all the newly accepted grad students to Michigan Tech. The First Contact Program will then send out emails to these students letting them know that they are here to assist in answering/directing questions regarding their new academic experience at Tech.
      ii. Experience Tech Fee survey results are in and Fritz presented some of the findings as they pertained to GSG.
         1. A majority of grad students did not find the ETF to be a value for their money.
         2. Graduate students responded 43% were satisfied with the ETF program while 36% were unsatisfied.
         3. 379 grad students responded in the survey, roughly 33%.
      iii. Fritz suggested GSG write up a proposal for the Board of Control that treats grad and undergrad students separately when holding votes dealing with future student fees.
   c. Treasurer (Warren Powers):
      i. Powers presented GSG with the current budget.
         1. Foresees a surplus of $350 in discretionary spending at the end of the semester.
         2. Committee budgets:
            a. Academic: $297.55
            b. Orientation: $2,203.00 left
            c. Social: No final numbers but they should be about $500-600 over budget.
            d. Public Relations: $750.00 left.
   d. Secretary (Sean Gohman): Nothing to report.

VI. Committee Reports
   a. Academic (Anna Pereira): Wanted to thank her committee for all their help over the year.
b. Social (Anish Chandwani):
   i. Stated the Social event at the Mineshaft was a success. Turnout was between 70-100 people.


VII. Liaisons
   a. Library Director Search (Randy Harrison): Ellen Mark has been hired as the new library director.
   b. Graduate Faculty Council (David Fritz): The GFC passed a residency requirement detailing the number of credits a grad student must take within the state of Michigan in order to attain their degree. Also discussed changing the Good Academic Standing Policy to allow for up to 9 credits of “C” level work as long as the student’s GPA remained above 3.00.
   c. University Senate (Ben DePew): New Thesis and Dissertation guidelines have passed the Senate but can not be implemented until at least the 2011 Spring semester.
   d. MUB Board (Open):
   e. Undergraduate Student Government (Colin Gurgaus): The USG elected a new Eboard and held budget hearings. The appeal hearings will take place later this week.
   f. Student Commission (Open):
   g. Experience Tech Fee (Renee Blackburn): Nothing to report

VIII. Old Business
   a. Amendments to the Bylaws: Presented to GSG during the previous meeting.
      i. Ben Depew motioned to clarify the Bylaws to state that all members of the Eboard are voting members of GSG, but not representatives of their respective departments. Motion carried.
      ii. Sean Gohman called the vote. Randy Harrison seconded and the amendments to the Bylaws passed.

IX. New Business
   a. Discretionary funding request by Xi Sigma Pi for $428.68.
      i. Nick Windmuller requested the funds to reimburse event costs for Xi Sigma Pi. No documentation was provided at the meeting but Windmuller stated he could provide it if it was requested.
      ii. Discussion
         1. Colin Gurbanus pointed out that the passing of the amended Bylaws meant that in order to fund Xi Sigma Pi, the new Bylaws must be suspended since they are now in effect and the funds request does not meet the requirements of the new Bylaws. Gurbanus motioned to suspend, Jarod Maggio seconded and the motion carried.
         2. Gurbanus called the vote and with a majority in favor, Xi Sigma Pi was awarded $428.68.
   b. Discretionary funding request by Jaspreet Nayyar for $478.58 and $86.98 to cover travel expenses for two separate trips to Ann Arbor regarding the MAGPS Conference.
i. Please refer to attached handout at the end of the minutes.

ii. Nayyar stated he used his own vehicle for the trip instead of a rental car. His funds request is based on a travel cost of $0.37 per mile instead of the Michigan Tech motor pool rate of $0.55 per mile.

iii. Discussion

1. Many GSG members felt that Nayyar had overspent on food and vehicle costs. He was specifically told by GSG when he was first awarded $650 to attend the MAGPS conference that he should rent a car and keep food costs down to $100.00 per person. Nayyar’s food costs for himself and one other person were $379.16, nearly $200.00 more than what was recommended by GSG.

2. Many felt this request was evidence of bad planning on Nayyar’s part and that his request was unacceptable.

3. Randy Harrison motioned to fund Nayyar up to $400.00 confirmed with receipts for his expenses. Felicia Chong seconded. Colin Gurganus motioned to amend the $400 to $300. Anahita Pakzad seconded but the motion failed.

4. Nick Windmuller called the vote and Pakzad seconded. GSG voted in favor of awarding Nayyar $400.00 for new receipts regarding his travel expenses.

c. Surplus funds request for funding outstanding travel grant recipients.

i. Warren Powers motioned to fund applicants who were not awarded travel grants over the past year. Due to a surplus of unclaimed funds, we could meet the $2,550.00 in outstanding awards. Randy Harrison seconded the motion.

ii. Colin Gurganus called the vote and the request was approved.

X. Discussion Items:

a. Erin Thomas presented to GSG a possible rubric to be used by the newly created Ways and Means Committee when hearing funding request proposals.

i. Please refer to attached handout at the end of the minutes.

ii. Thomas asked for questions or comments to be sent to her via email.

XI. Adjournment

a. Ben DePew motioned to adjourn the meeting at 7:09 pm. Colin Gurganus seconded and the motion carried.

Additional Notes:

• Christa Luokkala and Kumar Vanga had excused absences from the meeting.
• Samay Trevidi was absent from the meeting.
• Meagan Harless informed Secretary Sean Gohman that she would be replacing Aparupa Sengupta as GSG voting rep for the Biology Department starting immediately.
MAGPS Annual Summit
March 6-7, 2010

Held at: The Rackham Building, Rackham Graduate School, University of Michigan

Divided into 2 broad categories

- EXTERNAL GROWTH: Emphasis was on familiarizing MAGPS's name in the Legislative and state government.

- INTERNAL GROWTH: How to increase the membership, participation, and self-sustaining.

Structure of the Summit
3 sessions were conducted
1. Panel of Students with Lobbying Experience (SAGE Representatives)
2. Government Relation Representatives: Cynthia Banks (U-M) & Matt McLogan (Grand Valley)
3. State Representative: Rebekah Warren

EXTERNAL GROWTH

Panel basically consisted of students from SAGE (U-M is a member)
- Talked about their experience with SAGE, and how they feel that the organization (nearly as old as ours) is growing with a different structure.
- Interaction details with reps at Washington DC.
  - Importance of a personal story
  - Importance of approaching a person from your own field for better response.

Panel of Students with Lobbying Experience
Overview on current depletion of support from government from higher education (10 Billion in 2002 to nearly 7 Billion last year, which might be reduced to 5 Billion this year)

- Money is being directed to other avenues (Prison, Health & Gov. Legislatives)
- Why a consortium is more important – right now schools are given money arbitrarily. So in-fighting among schools leads to lesser confidence in the House.
- Approaching Senators with graduate degrees
- Other Policies affecting Grad Students – marriage amendment, immigration policy, tax policy.

Government Relation Representatives
Cynthia Banks (U-M) & Matt McLogan (Grand Valley)

Budget – Total of ~ $48 billion dollars
- $3 Billion in the General Fund
- $10 Billion in the Restricted Fund

Detailed view of state legislative, and the spending structure from general fund
- Corrections
- Medical
- Higher Education

- Fiscal year Deficit of $1.8 Billion – Cuts will be in general fund

Approaching Senators
- Talk to the Board of your school (U-M, WSU, MSU etc have board appointed by government)
- Show the representatives the long term investment by improving Higher Education
- Make personal connection: Tell “your” story to the state.

State Representative
Rebekah Warren
2 Sessions

- Darlene Ray-Johnson (U-M) had an interactive talk on running an organization, with emphasis on MAGPS as such.
- Anika Awai-Williams (Advisor – Michigan Student Assembly) talked on importance of communication, PR, etc.

INTERNAL GROWTH

- Discussion on issues to be discussed at Lobbying Day
- Decided on the overall structure for the organization for the next year.
  - Executive Board Structure
  - Conference Call
  - Membership from schools: sustaining current & getting new ones to join
- First order of business:
  - Setting up institutional memory

General Body Meeting
Presented to: Graduate Student Government (GSG)

Date: March 15, 2010

Proposed by: Christa Luokkala, SFRES GSG Representative  crmluokk@mtu.edu
Will Previant, SFRES GSG Representative  wjprevia@mtu.edu
Nick Windmuller, SFRES GSG Representative  nwindmu@mtu.edu
Sinan Abood, CEE GSG Representative  saabood@mtu.edu

Summary: Concerns have been raised about GSG representatives being accessible and able to interact with inter-department graduate students. GSG and GSG representatives will better serve the graduate student body if each department held an official meet-and-greet per semester (excluding summer). Funding will be based upon the number of representatives each department is allocated. The proposed maximum potential cost is a suggested $1320 per year.

Background: An advertised recent meet-and-greet function (11/3/2009) held within the School of Forest Resources and Environmental Science (SFRES) resulted in zero attendance. Past experience with GSG and GSG representatives are typically limited to emails. As new GSG representatives, we have found that informal conversations reveal a host of concerns and questions (e.g., health care, Experience Tech fees, employee rights, are grad students considered employees?, who is GSG?). It became apparent to us that there is fragmentation between GSG, GSG representatives, and the graduate students we represent. We believe that if SFRES, having one of the larger graduate student bodies on campus, is experiencing this disconnect, so then are other departments.

Justification: To improve our ability to represent the graduate student body, holding semester meetings will allow for an inviting atmosphere for graduate students to voice concerns and understand the importance of GSG. It will increase awareness for current issues, yearly elections, travel grants, academic events, professional development events, and relaxing social events. It will also help fulfill our obligations to our constituents.
Proposal: Each semester (excluding summer), each department will hold an informal meet-and-greet (coffee/snacks) for their respective graduate students. This meeting will be attended by at least one GSG representative and at least one GSG Executive Board Member. Funding will be based upon department representative allocation, with reimbursement upon submittal of receipts. The meeting time, location, and food purchases will be the responsibility of each department representative(s).

Budget Request: Based upon 2009-10 figures provided by Sean Gohnman. Figures may change depending upon how GSG votes on future representation per department.

<table>
<thead>
<tr>
<th>Graduate Student Size</th>
<th>Number of Departments</th>
<th>Total Number of Representatives</th>
<th>Number of Departments with 1-2 Reps</th>
<th>Number of Departments with 3+ Reps</th>
</tr>
</thead>
<tbody>
<tr>
<td>1077</td>
<td>18</td>
<td>29</td>
<td>12</td>
<td>6</td>
</tr>
</tbody>
</table>

Range of representatives per department is 1:5. If a department has 1 or 2 reps, the potential range of graduate students is 12:56; the range for 3 or more representatives is 76:231. MTU Catering prices and serving suggestions were applied to each respective range. If a department had 1 or 2 reps, $30 per meeting would be allocated. If a department had 3+ representatives, $50 per meeting would be allocated.

<table>
<thead>
<tr>
<th>Representative Category</th>
<th>Number of Departments</th>
<th>Cost per Meeting</th>
<th>Total Meetings per Year (1 in Fall; 1 in Spring)</th>
<th>Total Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-2 Reps</td>
<td>12</td>
<td>$30</td>
<td>2</td>
<td>$720 (12 x 30 x 2)</td>
</tr>
<tr>
<td>3+ Reps</td>
<td>6</td>
<td>$50</td>
<td>2</td>
<td>$600 (6 x 50 x 2)</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$50</td>
<td>2</td>
<td>$1320</td>
</tr>
</tbody>
</table>
Discretionary Fund Request for MACPS Annual Summit 2010

The budget approved by the GSG for the conference was $650.00, with the clause that the participants can request for more funds if the expenditure was more. The conference was attended by two students from Michigan Tech:

1. Jaspreeet Nayyar
2. Sunand Santhanagopalan

We have given the breakup of the cost incurred during the conference, and would like to request for reimbursement of the excess amount. The dates of the travel and conference included 4 days (03/05 – 03/08).

<table>
<thead>
<tr>
<th></th>
<th>APPROVED EARLIER</th>
<th>EXPENDITURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Car Rental</td>
<td>$250</td>
<td>$298.97*</td>
</tr>
<tr>
<td>Hotel</td>
<td>$300</td>
<td>$260.27</td>
</tr>
<tr>
<td>Food**</td>
<td>$100</td>
<td>$379.16</td>
</tr>
<tr>
<td>Gas</td>
<td>nil</td>
<td>$190.18*</td>
</tr>
<tr>
<td>**TOTAL</td>
<td>$650</td>
<td>$1,128.58</td>
</tr>
</tbody>
</table>

* We took my car, for which the charge allowed by MTU is $0.55 per mile (including gas, insurance, and rental). Even though I drove for nearly 1350 miles, the cost only comes out to be $0.37 per mile.

** Allotment was done @ of $100 per person for 4 days. The per diem rate is $58 per day per person for Ann Arbor. The cost incurred is $47.5 per day per person.

The excess amount spent is $478.58
In order to better service the student organizations we seek to democratically support as part of the mission of Graduate Student Government (GSG) and to streamline and clarify discussions among the members regarding funding requests of said student organization, the following rubrics and procedure are proposed.

- When a student organization requests funding from GSG, they will be directed to the available rubrics. These rubrics will be made available on the GSG website (See attached Event Funding Rubric and Budget Funding Rubric.)

- The appropriate rubric will be selected by the student organization and filled out prior to presenting their request formally to GSG. This will give the student organizations a clear idea about what is expected of them and clarify several typically asked questions thereby streamlining the process and clarifying details about each student organization's funding request.

- The completed rubric will be submitted as part of the student organization's formal presentation before GSG. Any additional questions or comments will be asked of the student organization presenters by GSG members.

- Student organization presenters will be asked to leave while discussion among GSG members is held. Any members with a conflict of interest are encouraged to respond according to their own discretion.

- A vote will be held regarding the student organization funding request. The student organization may be fully funded, partially funded, asked to return with more details, or not funded depending on the GSG member discussion and vote.

- Appeals by the student organizations regarding the funding awarded shall be handled by the Ways and Means Committee of GSG rather than being brought again before the entire group.
## Total Costs of Event

<table>
<thead>
<tr>
<th>Other Costs (describe)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment costs</td>
</tr>
<tr>
<td>Media costs (including movie rights)</td>
</tr>
<tr>
<td>Room rental costs</td>
</tr>
<tr>
<td>Guest Speaker/Entertainment costs</td>
</tr>
<tr>
<td>Food costs</td>
</tr>
<tr>
<td>Advertising costs</td>
</tr>
</tbody>
</table>

## Total Amount Raised for the Event

Amount available for the event through other means (describe)

Amount raised through fundraising efforts

Projected attendance (based on prior events or other reasons)

Cost of tickets/entry fees

Was funding requested from C5G? (If so, how much was awarded?)

## Date of Event

Other comments about event

How has C5G sponsored your organization in the past?

How many graduate students are members of your organization?

How would your event serve graduate students?

How would C5G be recognized as a sponsor of your event?

Name of organization responsible for event

## Date of Funding Request

Example Funding Request (First come, first serve)

Fall 2020/Spring 2021
<table>
<thead>
<tr>
<th>Event(s) (total event costs)</th>
<th>Other costs (describe)</th>
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</thead>
<tbody>
<tr>
<td>Equipment costs (excluding events)</td>
<td>Media costs (excluding events)</td>
</tr>
<tr>
<td>Meeting costs (excluding events)</td>
<td>Advertising and promotional costs (excluding events)</td>
</tr>
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</table>

**Total costs of event**

<table>
<thead>
<tr>
<th>Amount available for the organization (through other means) (describe)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount projected to be raised through fundraising efforts</td>
</tr>
<tr>
<td>Projected total membership (based on prior years or other reasons)</td>
</tr>
<tr>
<td>was funding requested from USCG (if so, how much was awarded?)</td>
</tr>
</tbody>
</table>

**Total amount raised for the event**

Other comments about organization

How has GSSG sponsored your organization in the past?

- How many graduate students are members of your organization?
- Are the funds requested considered in some way to be startup costs for your organization?
- How many years has your organization been active?
- How would your organization serve graduate students?

Name of organization responsible for event

**Date of funding request**

- Fall 2010/Spring 2011

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**Example**

<table>
<thead>
<tr>
<th>Total funding requested from GSSG</th>
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<tbody>
<tr>
<td>Budget Fundraising Request (First come first serve)</td>
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# Attendance

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<th>Department</th>
<th>Name</th>
<th>Committee</th>
<th>Liaison/Other Positions</th>
<th>Initials</th>
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<tbody>
<tr>
<td>Humanities</td>
<td>Randy Harrison</td>
<td>President</td>
<td>Search, Parking Task Force, Student Insurance</td>
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<tr>
<td>ME-EM</td>
<td>David Fritz</td>
<td>Vice President</td>
<td>Contact Program, Graduate Faculty Council</td>
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<tr>
<td>Computer Science</td>
<td>Warren Powers</td>
<td>Treasurer</td>
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<td>Social Sciences</td>
<td>Sean Golbourn</td>
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<tr>
<td>ME-EM</td>
<td>Anne Pereles</td>
<td>Chair Academic</td>
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<td>Ryan Jones</td>
<td>Chair; Public Relations</td>
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<td>Elec/Comp. Eng.</td>
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<td>Chemical Eng. (1)</td>
<td>Urvashi Srivastava</td>
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<tr>
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<td>Simon Abood</td>
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<td>Vineesh Gopalan</td>
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<td>Kumar Vangal</td>
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<td>Wilt Previant</td>
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<td>Geos. &amp; Min. Eng. (1)</td>
<td>Ruagrooj Banjadeal</td>
<td>Public Relations</td>
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<td>Felicia Chong</td>
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<td>Gary Kaumon</td>
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<td>Richard Besary</td>
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<td>Samay Trevidi</td>
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<td>Physics (1)</td>
<td>Colin Guruganu</td>
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<td>University Student Government, MGH Board</td>
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<tr>
<td>Social Sciences (1)</td>
<td>Renee Blackburn</td>
<td>Exempt</td>
<td>Experience Tech Fee, First Contact</td>
<td></td>
</tr>
</tbody>
</table>

Members at Large/Guests: Please sign in below. Include your department affiliation and email.

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
<th>Email</th>
<th>Affiliation</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil &amp; Env. Eng.</td>
<td>Renee Oast</td>
<td><a href="mailto:oast@mtu.edu">oast@mtu.edu</a></td>
<td>Member at Large</td>
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</tbody>
</table>

**Advisors and Liaisons**

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
<th>Committee/Affiliation/Advisership</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate School</td>
<td>Jackie Huntcon</td>
<td>Graduate Student Council Advisor</td>
<td></td>
</tr>
<tr>
<td>Graduate School</td>
<td>Jace Smith</td>
<td>Graduate Student Council Advisor</td>
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<tr>
<td>Graduate School</td>
<td>Kyle Thornton</td>
<td>University Student Government Liaison</td>
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<tr>
<td>Humanities</td>
<td>Casey Rudkin</td>
<td>Judicial</td>
<td></td>
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<tr>
<td>Humanities</td>
<td>Jim Rudkin</td>
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<td>Humanities</td>
<td>Steve Bailey</td>
<td>Judicial</td>
<td></td>
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<tr>
<td>Graduate School</td>
<td>Deb Charlesworth</td>
<td>Thesis and Dissertation Committee</td>
<td></td>
</tr>
</tbody>
</table>
Synopsis:
The Graduate Student Government:
• Created an ad hoc committee to address funding
• Created another ad hoc committee to address the first contact program
• There is a graduate student summer golf tournament tentatively scheduled for June 25th

I. Call to Order
   a. Jarod Maggio called the meeting to order at 6:05 pm.

II. Approval of Agenda
   a. Ben DePew motioned to accept the agenda, Sean Gohman seconded and the agenda was approved

III. Approval of Minutes
   a. Dave Fritz motioned for a vote of approval of the minutes from the April 22th, 2010 meeting of GSG. Ben DePew seconded and the motion carried.

IV. Presentations:
   a. No presentations at this meeting

V. Officer Reports
   a. President (Jarod Maggio):
      i. Welcomed the members to the new session of GSG.
   b. Vice President (Sean Gohman):
      i. No Report
   c. Treasurer (Renee Blackburn):
      i. Gave budget update
         1. About $15,000 in account on July 1, 2010
         2. Blackburn is working on tax ID numbers for the account
   d. Secretary (Nick Windmuller):
      i. No report.

VI. Committee Reports
   a. Academic (Abdul Koroma):
      i. No Report
   b. Social (Brandon Pereles):
      1. Planning entire years socials
      2. Schedule will be available at July meeting for comment
      ii. Will also be helping with softball social
   c. Public Relations (Felicia Chong):
      i. Orientation fliers and brochures are in process

VII. Liaisons
   a. University Senate (Ben DePew);
The University Senate does not meet during the summer

VIII. Old Business
a. Experience Tech Fee grad student responses (Jarod Maggio)
   i. Survey Responses
      1. 46% of graduate students indicate negative opinion
      2. only 20% indicate positive opinion
      3. 22% want a modification to the fee
      4. 7% believe that more publicity is needed
      5. The largest number of complaints focused on a desire for the fee to be either optional or completely eliminated for graduate students
   ii. The only options are for graduate students as a body to either opt-in or opt-out
      a. It was suggested PH.D. students could be eliminated while Master students may stay in the program
   iii. David Fritz suggested a survey be created and distributed through the GSG representatives
      1. He also pointed out any graduate student not enrolled for summer is unable to utilize the fee
b. Office and conference room update (Jarod Maggio)
   i. The conference room should be ready for the next general meeting
   ii. The computers have been delivered

IX. New Business
a. Create ad hoc committee for Ways and Means committee development (Renee Blackburn)
   i. Will look at other schools funding policies to determine how we can best fund events
   ii. Also will look at funding policies for student clubs
   iii. Blackburn asked for two volunteers
      1. Dave Firtz and Ben DePew volunteered
      2.
   b. Create ad hoc committee for First Contact Program development (Sean Gohman)
      i. Committee is responsible for making a list of information (names, organizations, etc.) for incoming students
      ii. Committee members would also be available to reply to emails from the first contact program
   c. Request to purchase new GRC poster boards (Jarod Maggio)
      i. We currently have 14 boards left which is not enough for GRC
      ii. The boards are also to large to store in our office
      iii. Looking into buying easels
         1. They are cheaper
         2. Also easier to store
         3. $3,000 for 40 easels
      iv. Replacing panels
1. $8,000 for 20 panels

X. Discussion Items
   a. Summer graduate student golf tournament (Dave Fritz)
      i. Tentatively scheduled for June 25th
      ii. A low cost activity for the summer
      iii. Rentals for clubs are $8 instead of the normal rate of $15
      iv. Carts are not covered
      v. We could either provide food for everyone or have individuals buy food
      vi. Will happen if a proposal can be made for funds

XI. Adjournment
   a. Jarod Maggio motioned to adjourn the meeting at 6:47 pm. Richard Basary seconded and the motion carried.

Additional Notes:
- Parawee Pumwongpitak is a new representative for the Mathematical Science and Engineering department
- Meagan Harless is a new representative from the biology department
- Nina Tyminska is a new representative from the Chemistry department
Meeting Minutes of the Michigan Technological University
Graduate Student Government

June 14, 2010 Meeting

Synopsis:
The Graduate Student Government:
- Approved funding the MBA Association’s Golf Outing

I. Call to Order
   a. Sean Gohman called the meeting to order at 6:00 pm acting as president.

II. Approval of Agenda
   a. Sinaan Abood motioned to accept the agenda, Jamie Engstrom seconded and the agenda was approved

III. Approval of Minutes
   a. Renee Blackburn motioned for a vote of approval of the minutes from the May 17th, 2010 meeting of GSG. Sean Gohman seconded and the motion carried.

IV. Presentations:
   a. No presentations at this meeting

V. Officer Reports
   a. President (Jarod Maggio):
      i. Had an excused absence. Sean Gohman acted as president in his stead.
      ii. Making progress on the tack board issue
          1. The tack boards are being moved to a storage building by the SDC
          2. A group has requested to rent the boards
             a. Probably the last time we will rent the current boards
   b. Vice President (Sean Gohman):
      i. Has yet to receive info from the graduate school about the First Contact Program
      ii. Randy Harrison currently sits on the parking task force but as a member at large no longer holds voting rights in GSG
          1. The parking task force would like to have a voting member sit on the committee and volunteers should contact Sean Gohman
   c. Treasurer (Renee Blackburn):
      i. Gave budget update
         1. About $15,000 in account on June 14, 2010
         2. We have spent $35,528 of the budget this year
      ii. Blackburn will be unavailable beginning July 2nd and Bonnie Gagnon will be handling the GSG accounts
iii. Travel Grant are due July 19th, 2010
   1. The drawing will be held after the August meeting
iv. In preparation for the fall meet and greets, Blackburn has procured 5 Econo Account Cards
   1. Simply come to the office and check one out from an e-board member
   2. Take it to Econo, they will scan it and the amount will be billed directly to the GSG account
   3. Bring the receipt back to the office
v. The ad hoc committee to develop the Ways and Means committee has made progress
   1. Blackburn should have something ready to show the assembly by August
d. Secretary (Nick Windmuller):
   i. Please send emails regarding meetings and all other representative business to me

VI. Committee Reports
   a. Academic (Abdul Koroma):
      i. The lunch and learns and graduate development days dates have been selected for the academic year
   b. Social (Brandon Pereles):
      1. Orientation
         a. Hancock Beach has been reserved for the 28th of August
         b. The Quincy Mineshaft tour will be booked at the beginning of the next fiscal year
      2. Next years socials will be on the same dates as the past years
   c. Public Relations (Felicia Chong):
      i. Orientation fliers and brochures are in process
      ii. The student life page of our website has been amended to have a list of local restaurants and things to do
         1. Any feedback would be greatly appreciated

VII. Liaisons

VIII. Old Business

IX. New Business
   a. Jamie Frietag-Engstrom and Brett Watterson-Rosso requested funds for The Masters of Business Administration Associations (MBAA) first annual Golf Outing (relevant documents attached)
      i. Asked for $2,000 to help them reserve the Portage Lake Golf Course on August 7th, 2010
      ii. Discussion
         1. Representatives were generally for the budget allocation but there were concerns about funding an event with an uncertain outcome
2. It was also discussed that we cannot fund clothing for volunteers and the request was amended by Sean Gohman to reallocate the funds requested for t-shirts.
3. That motion was seconded by Ben DePew and passed.
4. Sean Gohman called a vote on the amended request, Nina Tyminksa seconded and the measure passed.

X. Discussion Items
   a. The MBAA is holding a World Cup social at the Mineshaft at 10:00 am. Friday the 18th.

XI. Adjournment
   a. Sean Gohman motioned to adjourn the meeting at 6:47 pm. Ryan Jones seconded and the motion carried.

Additional Notes:
Proposal for One-Time Funding

MBA Association

6/14/2010
Background

Goals and Future Plans
Founded in the fall of 2009, the Master’s in Business Administration Association (MBA Association) promotes networking, professional development, and creating an environment of success for students. As part of networking and professional development, the organization hopes to bring successful businesspeople to Michigan Tech’s campus to share their knowledge and experience. Their insights help to educate and create networking opportunities for students before entering the workforce. These lectures range from formal presentations that are open to any campus member to 15 minutes presentations during a casual luncheon between members and faculty from the School of Business and Economics. The MBA Association also holds GMAT preparation sessions, led by MBA students, to help Michigan Tech undergraduates become well prepared for the MBA entrance exam. They are providing GMAT preparation books for further studying to help create an environment of success for students. If sufficient funding is available, the organization is considering hosting GRE preparation sessions also.

Philanthropy
With the money raised from this event, the MBA Association is planning to give back to the local community. It has been a desire of the organization to be involved in a philanthropic event, such as Adopt-A-Family. Adopt-A-Family involves helping a local underprivileged family to buy school supplies, back-to-school clothes, and hygiene products. MBA Association members have been involved in this type of philanthropy in the past and find it very rewarding. Underprivileged families can be located through school systems or other local organizations such as Big Brothers, Big Sisters. Purchasing simple day-to-day necessities such as shampoo, jeans, notebooks, facial tissues, etc can make all the difference to a family in need.

Funding
The MBA Association is requesting a one-time funding opportunity from the Graduate Student Government to help finance their first major fundraiser. The MBA Association 1st Annual Golf Outing is the main fundraiser for the organization through which they hope to finance yearly activities. The organization also charges membership fees to finance student/faculty/staff luncheons, but would like to have the funds available to sponsor guest lectures by leading businesspeople from around the country.
The Undergraduate Student Government (USG) denied the MBA Association funding in April 2010. USG claimed improper paperwork was filed, but the MBA Association was not given any further explanation. All paperwork required was filed and signed by the appropriate members by the previous MBA Association President. Being a young organization, this was a major hindrance in their financial budgeting.

**Event Structure**

The 1st Annual Golf Outing will commence on August 7th, with a shotgun start at noon. The event aligns with Michigan Tech’s Alumni Weekend in hopes to involve alumni in a student sponsored event. Registration will begin at the Portage Lake Golf Course at 11:00am. Upon registration, players will be given a participant bag including gift cards, golf related items with company logos, and other donated items. These items will be donated by major corporations and local businesses, including the School of Business and Economics.

The event follows a two-person scramble format for all 18 holes. Both players tee off and then decide which shot to take. The players then shoot from that location (with the second ball being dropped within a club length of the original shot’s location) and choose the best shot. This process continues until the hole has been completed. It does not matter how many of a particular player’s shots were used or who’s shot was used last. The score is then reported for the two-player team. Players have the option to walk or rent a cart from Portage Lake Golf Course.

There will be individual competitions along the course, including closest-to-pin, longest-drive, and longest-made-putt. Prizes will be awarded to the winners of the tournament and the individual competitions. At the conclusion of the tournament, players can enjoy a light snack provided by the MBA Association and Portage Lake Golf Course as the winners are tabulated. During this time, a raffle will be performed compiled of the golfers names to win additional prizes such as a kayak donated by The Outpost and possible items donated by Portage Lake Golf Course itself. The MBA Association hopes to attain additional high valued items to raffle at the end of the day. The Portage Lake Golf course will provide and handle the sale of beverages and concessions along the course and at the clubhouse.

**Budget**

Total costs for the golf outing total $6,775. This is a large capital investment for the organization to make without any outside funding. Sponsorship efforts have commenced and prove to be successful.
However, to ensure the success of the event, capital expenditure is required prior to sponsorship funding. A detailed budget has been provided with this report.

**Expenses**
Reservation of the Portage Lake Golf Course requires an initial investment of $3,000 for six hours. This expense is required prior to the event to reserve the scheduled date. At the clubhouse, a sponsor banner will be printed to promote the companies that help us make this event possible. An additional banner will be produced to identify the event and will be used in years to come. These banners will cost $310 from Superior Graphics. $200 will be used for promotion of the event including fliers and paid advertising to promote not only sponsorship, but golfer registration. All volunteers for the event will be supplied with a volunteer T-shirt that identifies event organizers and promotes event sponsors with logos on the back of the shirt. These items will cost the MBA Association $525. Cash prizes for the winners of the tournament will total $500. It is the hope of the MBA Association to receive non-monetary donations from sponsors to provide prizes for the individual competitions. The estimated cost of these prizes if supplied by the MBA Association will total $300, $50 for each competition. Participant bags will be stocked by non-monetary donations from companies as well as golf related items that the MBA Association will purchase. Participant bags are estimated at $10 per golfer, totaling $1,440. These expenses far exceed the funds available to the MBA Association currently.

*What are the prizes?*
The tournament winners will receive $250. The second and third place teams will be awarded $150 and $100, respectively. Each of the individual competition winners will receive their own prize valued at $50. After sign-in, each golfer will receive a participant bag that includes Michigan Tech gifts and nonmonetary donations provided by local businesses and organizations. There will also be a raffle for clubhouse items and more.

**Sponsorship**
Sponsorship by companies can be provided in several different forms. The information given to the companies and sponsorship completion form are attached in Appendix A. Companies are given the option to give a monetary donation with options given below.

- Hole Sponsorship – companies can sponsor a hole for $300 and receive a printed sign with their company logo at the tee box.
- Co-hole Sponsorship – companies can co-sponsor a hole for $150. The sign at the tee box will include the company logo along with the other co-hole sponsor logo.
• Individual Competition Sponsor – companies can sponsor competitions throughout the course including longest-drive, closest-to-pin, and longest-putt. These donations can be in the form of a monetary donation of $100 or a nonmonetary donation, such as merchandise, of similar value.

Nonmonetary donations are also accepted. Smaller donations, such as gift cards and coupons, will be included in the participant bags. Larger items, such as the items donated from the clubhouse and Portage Lake Golf Course, will be raffled off to the golfers at the conclusion of the event. Additionally, companies can choose to purchase golf related items that the MBA Association is willing to have printed with the company’s logo. A full list of these items can be found in Appendix B. Items include golf towels, individual golf balls, books of golf tees, and combination sets individually packaged. These items range from $133 to $801 for a wide range of options and quantities.

All sponsors will have their company logo or name placed on the back of the volunteer t-shirts and on the sponsor banner. In addition, any items included in participant bags will be with the golfer when they go home. It is the hope of the MBA Association that participants will receive items from these companies or see their logo that day and patronize local businesses while in the Copper Country for Alumni Weekend.

Efforts to date
The MBA Association has been very actively recruiting sponsors for the 1st Annual Golf Outing. At the Winter Job Fair in February, members visited with companies and discussed the opportunities for sponsorship. Informational fliers were handed out and requested to be passed along to the appropriate company representative. This proved less successful than hoped. It is thought that the fliers may have been lost amongst the large amounts of resumes collected that day. The second effort made was by all members of the MBA Association. Members were asked to email their corporate networks. An informal email was drafted for members with the option of personalizing the message. This was then sent to connections in various industries that members have attached with the sponsorship documents included in Appendix A. This particular effort played on one of the MBA Association goals to build individual networks and aligned well with the organization. Members also targeted local connections in their network. Personal visits were made to several companies with ties to MBA Association members. This proved highly effective and resulted in some sponsorship commitments.

Finally, door-to-door communication with other local businesses has commenced. This process is still underway with follow up emails and secondary visits to companies that showed interested yet have not
contacted the organization. Door-to-door communication was conducted in five districts, such as the Northern Keweenaw including Calumet, Hancock, Downtown Houghton, Houghton’s business district (Sharon Ave. area), and Baraga/L’Anse. This effort has proven successful in gaining donations for participant bags with verbal commitments for several hole sponsorships. Follow up contact with these organizations is currently being conducted.

Current sponsors
Current sponsors are listed on page two of the budget proposal. Currently thirteen companies and organizations have offered their support with a monetary value of $1,300. While this money is a strong start to gaining the financial support needed to fund this event, it does not even cover the initial fee required to reserve the golf course. For this reason, additional support from GSG is being requested.

Golfer Registration

Forms and Fees
Complete golfer registration documentation has been created and can be found in Appendix C. These registration documents can be found on the MBA Association website, in various locations within the School of Business and Economics and per request of an MBA Association member. With increased promotion closer to the event, these forms will be readily available throughout the community. In addition, the event will be included in the list of events available during Alumni Weekend through correspondence with the Alumni Association. Registration forms and payment can be sent to Diane Benda in the School of Business and Economics or by emailing mbaagolfoutings@gmail.com.

The green fee is $40 per person, which means the cost is $80 per team. Cash or checks can be sent to Diane Benda or presented on the day of the event. Golfers can submit a check to the MBA Association’s Michigan Tech Fund account. However, golfers will be accepted on a first come, first serve basis and will not be considered registered until payment is received. Registered golfers can reserve a golf cart at an additional expense or choose to walk the course. Portage Lake Golf Course is providing and organizing golf cart rental. Walk-ons are allowed on the day of the tournament. Cart availability cannot be guaranteed for walk-ons.

Expected Revenue
The number of golfers participating is hard to estimate without past data. Currently, 30 golfers have made verbal commitments adding revenue of $1,300. Optimistic estimates have 100 golfers attending. The golf course capacity is 144 golfers and the MBA Association will not restrict the number of players
until this value is reached. As stated previously, this fund raiser is created to fund activities for the entire year. If the event is a great success, the organization would like to reduce membership fees from $60 per year to $45 per year.

**Promotion**

Promotion for golfer registration will take place in several forms of media. All forms and information will be included on the MBA Association website, www.mtu.edu/business/mba/mbaa. The event has also been placed on the MBA calendar on the School of Business and Economic website. In addition, information is available near the administrative offices of the School of Business and Economics, as well as on the MBA Association bulletin board. The event has been included in the Alumni Magazine calendar of events since January. Posters and registration forms will be created in the coming weeks and given to local businesses that are willing to pass the information along to customers. Posters and registration forms will also be available around campus in various locations such as the Memorial Union Building and other public bulletin boards.

**Request**

The MBA Association is requesting funding for GSG to cover the initial capital investment that is needed for this event. These funds would have been available if USG would have allocated money to the young organization. With the requested amount of $2000, the MBA Association could ensure the success of this event and the possibility to give back to the local community. The money raised by this event will help to fund development events such as GMAT and possibly GRE prep course open to all students and community members. The MBA Association also hopes to bring a guest speaker such as Travis Pastrana, motorsports professional, or Howard Schultz, founder of Starbucks, to speak about their business experiences. This event would be open to all students.

In return for your support of GSG funding, the MBA Association will place the GSG logo on volunteer t-shirts and sponsor banner. GSG would be treated as a sponsoring organization in all promotion activities. GSG has supported the MBA Association throughout its growth in the past year. There has been a strong relationship established that the MBA Association hopes will continue.
Appendix A: Sponsorship Information

Formal proposal & Sponsorship Form

Sponsorship

We ________________________________ would like to
(Organization/Company/Business’s Name)

Donate $__________________, to the MBA Association to sponsor ________hole(s) in the
upcoming golf outing.

Donate coupons/ or swag items in the form of ________________________________
______________________________
______________________________
______________________________

Sponsor ________ competition(s) in the tournament by donating $_________________ in a
monetary contribution (minimum $100 per event competition) or ________________________________
______________________________ for a prize.
Appendix B: Golf Related Items Pricing Information

The Master’s in Business Administrative Association would like to formally invite you to sponsor the First Annual Golf Outing at Michigan Technological University. We are willing to have golf related items printed with your company’s logo and included in the golfer participation bags. Below are pictures of just some of the possibilities available to you company accompanied with a full list of options and prices.

<table>
<thead>
<tr>
<th>Golf Combination 1</th>
<th>Golf Combination 3</th>
<th>Pack of Tees</th>
</tr>
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<tr>
<td>Wilson Ultra</td>
<td>$285.00</td>
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<td>$133.00</td>
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<tr>
<td>Top Flite XL</td>
<td>$405.00</td>
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<td>Callaway Warbird Plus</td>
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<thead>
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<th>12-dozen</th>
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<tr>
<td>Includes 1 golf ball with logo &amp; 5 tees packaged together</td>
<td>$605.16</td>
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<td>Includes 1 golf ball with logo &amp; 6 tees packaged together</td>
<td>$677.16</td>
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<th>12-dozen</th>
<th>6-dozen</th>
<th>4-dozen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Includes 2 golf balls with logo &amp; 6 tees packaged together</td>
<td>$801.00</td>
<td>$437.40</td>
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Pack of Tees

<table>
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<tr>
<th>250 packs</th>
<th>150 packs</th>
</tr>
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<tbody>
<tr>
<td>Includes 4 tees in package with 4 color logo on front</td>
<td>$392.50</td>
</tr>
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Golf Towels - 1 color print

<table>
<thead>
<tr>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>White (11&quot; x 18&quot;)</td>
</tr>
<tr>
<td>One time Set-up fee</td>
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Appendix C: Golfer Registration Information

Golfer Information & Golfer Registration Form

Golfer Information

Thank you for showing interest in the Michigan Tech MBA Association 1st Annual Golf Outing. The following information is meant to answer frequently asked questions about this event. We hope that you join us on August 7th.

Where and when will it be?

The MBA Association 1st Annual Golf Outing Supported by the School of Business and Economics will be at the Portage Lake Golf Course in Houghton on August 7th, 2010. We ask that you arrive at noon (12 pm) to give you enough time to sign in, read the rules, collect your swag bag, and practice. The outing will start at 1pm and last until approximately 6pm.

What is the format for this event?

This event follows a two-person scramble format for all 18 holes. Both players tee off and then decide which shot to take. The players then shoot from that location (with the second ball being dropped within a club length of the original shot’s location) and choose the best shot. This process continues until the hole has been completed. It does not matter how many of a particular player’s shots were used or who’s shot was used last.

There will be some side games during the tournament, including closest-to-pin, longest-drive, and longest-made-putt. Gifts and prizes will be awarded to the winners. More information on these games will be given on the day of the event.

What are the prizes?

The winning team will get $250. The second and third place teams get $150 and $100, respectively. Each of the side games will have its own prize (to be determined). After sign-in, each golfer will receive
a swag bag that includes Michigan Tech gifts and items from local businesses and organizations. There will also be a raffle for clubhouse items, a kayak, and more.

**How can I sign up?**

A completed Golfer Registration document and payment must be returned to reserve your spot in the outing. You can obtain this document by emailing mbaagolfoutings@gmail.com or calling (906) 487-2668. If you prefer to return this document via paper copy, arrangements can be made through either of the two contacts listed in the previous sentence.

Walk-ons are allowed on the day of the tournament. We ask that you have exact change for the greens fee, and arrive at noon. Cart available cannot be guaranteed for walk-ons.

**How much does it cost to participate?**

The green fee is $40 per person, which means the cost is $80 per team.

**What are the payment options?**

Cash or check will be accepted on the day of the event. To pay ahead of time, please make any checks out to Michigan Tech Fund #3221 or place the account number 3221 in the memo line. Remember that your spot in the tournament is not reserved until you pay. Checks will not be recognized unless they are made out to correct account number. Send checks to:

Diane Benda  
School of Business and Economics  
Michigan Technological University  
1400 Townsend Dr.  
Houghton, MI 49931

**Where does the money go?**

The funds provided facilitate the goals of the MBA Association of networking, professional development, and creating an environment of success for students. As part of the networking and professional development, they hope to bring successful businesspeople to Michigan Tech’s campus to share their knowledge and experience. Their insights help to educate and create networking opportunities for students before entering the workforce. These lectures range from formal presentations that are open to any campus member to 15 minutes presentations during a casual luncheon between members and
faculty from the School of Business and Economics. The MBA Association is also holding GMAT preparation sessions, led by MBA students, to help Michigan Tech undergraduates become well prepared for the MBA entrance exam. They are providing GMAT preparation books for further studying to help create an environment of success for students.

**Can I rent a cart?**

All cart rentals will be handled by the Portage Lake Golf Course clubhouse. The price for motorized carts is $26 for 18 holes. Pull carts can be rented for $3 per day. If you have your own cart, Portage Lake Golf Course charges $10. We ask that you remember to specify your cart usage on the Golfer Registration document. This will help the clubhouse know how many carts are needed for this event. The MBA Association will not accept any payment for cart usage, all money must be handled by the Portage Lake Golf Course clubhouse.

**Will food or beverage be included?**

A free hotdog is provided for all golfers. All beverages must be purchased through Portage Lake Golf Course.
Michigan Tech MBA Association

Annual Golf Outing Sign-up Sheet

Name of Participant 1:

I’m a(n) ☑ Alumnus ☐ Student ☐ Faculty Member

Contact Info: (Phone) __________________________ (Email) __________________________

Name of Participant 2: __________________________ (Leave it blank, if no team partner)

I’m a(n) ☐ Alumnus ☐ Student ☐ Faculty Member

Contact Info: (Phone) __________________________ (Email) __________________________

If you do not have a team partner, do you need us to assign one for you?

☐ Yes ☐ No

Check if you need a cart:

☐ Motorized Cart ($26) ☐ Use My Own Golf Cart ($10) ☐ Pull Cart ($3)

(Payment for carts must be handled by the clubhouse. The MBA Association will not accept money for cart usage)

Payment Method:

☐ Send Check ☐ Direct Pay at the Sign-Up Locations ☐ Pay at the Event

Relevant Information

1. If you pay in check, please make any checks out to Michigan Tech Fund #3221 and mail (make sure to include this form) to:
   
   Diane Benda
   School of Business and Economics
   Michigan Technological University
   1400 Townsend Dr.
   Houghton, MI 49931

2. The sign-up fee is $40 per person. If you want to pay on the event day, your spot in the outing might not be reserved. Because this is a fundraiser, there will be no refunds.
Meeting Minutes of the Michigan Technological University
Graduate Student Government

July 12, 2010 Meeting

Synopsis:
The Graduate Student Government:
• Heard an update on the parking task force

I. Call to Order
   a. Sean Gohman called the meeting to order at 6:04 pm acting as president.

II. Approval of Agenda
   a. Randy Harrison motioned to accept the agenda, Nina Tyminska seconded and the agenda was approved unanimously

III. Approval of Minutes
   a. Samay Trivedi motioned for a vote of approval of the minutes from the June 14th, 2010 meeting of GSG. Jamie Frietag-Engstrom seconded and the motion carried, also unanimously

IV. Presentations:
   a. No presentations at this meeting

V. Officer Reports
   a. President (Jarod Maggio):
      i. Had an excused absence. Sean Gohman acted as president in his stead.
      ii. Had no report to give at this meeting
   b. Vice President (Sean Gohman):
      i. Has received a template email and a list of incoming students from the Dave Fritz and the graduate school respectively
         1. Is waiting until the fall semester to create a committee for first contact program
   c. Treasurer (Renee Blackburn):
      i. Had an excused absence. Sean Gohman relayed her report
         1. Travel Grants
            a. Due this Friday at 4 pm
            b. Drawing will be held after the August meeting of GSG
   d. Secretary (Nick Windmuller):
      i. No Report

VI. Committee Reports
   a. Academic (Abdul Koroma):
      i. Lunch and Learns
         1. Koroma is still looking for members of the panels
            a. One panel will be academic, the other will be made up of people from industry
b. If anyone has suggestions please contact Koroma

b. Social (Brandon Pereles):
   1. Had an excused absence. Sean Gohman paraphrased his report
   2. Socials
      a. The November 17th social will be at either the Mineshaft or Nutinis
         i. Financing was discussed
      b. Ganesh Sukumar pointed out that we did not have a Fall Color tour cruise on the Keweenaw Star last year
         i. The Star is no longer docked in Houghton
         ii. The option for color cruises would be the Queen in Copper Harbor
      c. Orientation
         i. Hancock Beach has been reserved for the 28th of August for the cost of $25

3. Deb Charlesworth will be looking for volunteers to stuff binders, facilitate orientation, etc. in the next few weeks

c. Public Relations (Felicia Chong):
   1. No Report

VII. Liaisons
   a. Parking Task Force update (Randy Harrison)
      i. Ticket fees will be raised to $100 for handicapped spots and $25 for all others
      ii. There will be an appeals process set up in the fall
      iii. The task force is getting bids to bring in a parking consultant

VIII. Old Business
   a. Office and conference room update (Sean Gohman)
      i. New chairs are here for the conference room
      ii. Technology will have to wait until the fall due to lack of funds

IX. New Business

X. Discussion Items

XI. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 6:47 pm. Randy Harrison seconded and the motion carried.

Additional Notes:
Meeting Minutes of the Michigan Technological University  
Graduate Student Government  

August 16, 2010 Meeting  

Synopsis:  
The Graduate Student Government:  
• Increased stipend for coordinator of Graduate Student Softball  

I. Call to Order  
a. Renee Blackburn called the meeting to order at 6:04 pm acting as president.  

II. Approval of Agenda  
a. Jaspreet Nayyar motioned to accept the agenda, Randy Harrison seconded and the agenda was approved unanimously  

III. Approval of Minutes  
a. Ben DePew motioned for a vote of approval of the minutes from the July 12th, 2010 meeting of GSG. Jamie Frietag-Engstrom seconded and the motion carried, also unanimously  

IV. Presentations:  
a. No presentations at this meeting  

V. Officer Reports  
a. President (Jarod Maggio):  
   i. Had an excused absence. Renee Blackburn acted as president in his stead.  
   ii. Had no report to give at this meeting  
b. Vice President (Sean Gohman):  
   i. Had an excused absence.  
c. Treasurer (Renee Blackburn):  
   i. Bank accounts are set up  
   ii. Blackburn reminded the representatives that the money is already set aside for the meet and greets with their departments and that the easiest way to procure food would be with the Econo Foods charge cards in the office  
      1. Brandon Pereles offered to help any representative with the meet and greets  
      2. Travel Grants  
         a. 10 presenting and 2 attending grants were given out this cycle  
         b. All whom applied received a grant  
   c.  
d. Secretary (Nick Windmuller):  
   i. Windmuller asked that all emails pertaining to the secretary be sent to him and no longer to Sean Gohman.
VI. Committee Reports
   a. Academic (Abdul Koroma):
      i. The first Graduate Student Seminar of the year will be held on September 7th
      ii. Koroma also mentioned he was trying to bring in Jorge Cham as a speaker
          1. Cham is the author of Ph.D. comics
          2. Has spoken at many major universities throughout the U.S. and around the world
          3. Cost is $3000 and could possibly be shared with other organizations
   b. Social (Brandon Pereles):
      1. Orientation
         a. Welcome picnic will be held at Hancock Beach Wednesday the 25th starting at 7 p.m. Volunteers are still needed for set-up, clean-up and cooking
         b. The Quincy Mine Tour will be Saturday the 28th
      2. Socials
         a. The November 17th social will be at the Mineshaft
         b. The Isle Royale Queen is reserved for October 16th for a fall color tour
   c. Public Relations (Felicia Chong):
      1. Deb Charlesworth is looking for volunteers to stuff binders, facilitate orientation, etc. this Wednesday in the afternoon
         a. Contact Chong if interested in helping
      2. Deb Charlesworth is also looking for volunteers to be facilitators during graduate student orientation Wednesday the 25th

VII. Liaisons

VIII. Old Business
   a. It was proposed that the coordinator of graduate student softball stipend be increased from $100 to $400 by Renee Blackburn
      i. Jaspreet Nayyar seconded the motion and it was discussed among the representatives
      ii. The motion passed by a large margin

IX. New Business
   a. Blackburn mentioned there was a need for a liaison with the Experience Tech Fee Committee
      i. If anyone is interested please contact Sean Gohman

X. Discussion Items
   a. Jaspreet Nayyar mentioned the head of NMU’s equivalent of GSG contacted him to invite Tech students to a professional development day at NMU. More details in the future
   b. Jaque Smith spoke about a small poster session occurring in coincidence with a thrust of the capital campaign
i. If anyone is interested in presenting a poster please contact Jaque Smith

Brandon Pereles had observed that GSG was not mentioned in some of the advertising for the MBAA golf outing
i. Jamie Frietag-Engstrom said the table tents were made before GSG appropriated money for the event and that GSG was represented on the golf course

XI. Adjournment

a. Jaspreet Nayyar motioned to adjourn the meeting at 6:43 pm. Jamie Frietag-Engstrom seconded and the motion carried.

Additional Notes:

Congratulations to the recipients of Travel Grants;
Wenjia Liu, Jaclyn Nesbitt, Jaspreet Nayyar, Ruimin Zhang, Erik Nordberg, Zhengming Li, Congyi Liu, Joel Suss, Shurong Fang, Lisa Waltrous, Srinivasar Sripathi, and Azad Henareh Khalyani
Synopsis:
The Graduate Student Government:
• Approved up to $10,000 for technology in room 404
• Outlined the proposed funding guidelines
• Further discussed the Experience Tech fee

I. Call to Order
  a. Jarod Maggio called the meeting to order at 6:07. Also, he welcomed all of the new members.

II. Approval of Agenda
  a. Jarod Maggio motioned to accept the agenda, Ben DePew seconded and the agenda was approved unanimously

III. Approval of Minutes
  a. Jarod Maggio motioned for a vote of approval of the minutes from the August 16th, 2010 meeting of GSG. Sinaan Abood seconded and the motion carried, also unanimously

IV. Officer Reports
  a. President (Jarod Maggio):
    i. The Graduate School is hosting an open house October 1\textsuperscript{st}.
       1. Maggio requested that the representatives stop by and mingle
    ii. Maggio also mentioned our office is in need of artwork made by graduate students
       1. If anyone is interested contact Jarod Maggio
  b. Vice President (Sean Gohman):
    i. No report.
  c. Treasurer (Renee Blackburn):
    i. Once again, Econo cards are available for department meet-n-greets.
       1. Nina Tyminska suggested $30.00 was not enough money for medium size departments
          a. She will bring a proposal to increase the allotment to $2.00 per student
  d. Secretary (Nick Windmuller):
    i. Representatives signed up for committee or liason assignments
       1. The final list should be ready by September 22\textsuperscript{nd}, 2010.

V. Committee Reports
  a. Academic (Abdul Koroma):
i. The last lunch and learn, which highlighted issues with and the procurement of external funding, was a success.
ii. The next event planned by the academic committee is Professional Development Day on October 16th.
b. Social (Brandon Pereles):
   i. Socials
      1. The Isle Royale Queen is reserved for October 16th for a fall color tour.
      2. The November 17th social will be at the Mineshaft.
c. Public Relations (Felicia Chong):
   1. GSG needs people to register as members of the organization on the student involvement site (involvement.mtu.edu).
      a. There must be 12 members by September 24th.

VI. Liaisons
   a. Liaison assignment was completed during the secretaries report.

VII. Old Business
   a. Ways and Means Committee (Renee Blackburn)
      i. Maggio explained some of the history of GSG’s funding process for new members.
      ii. Blackburn explained the bylaws requirement
          1. An ad hoc committee was created this previous summer.
          2. It was charged with creating a new funding guideline document.
          3. Blackburn highlighted the changes in the new document (which is attached).
   iii. Any comments should be directed to Renee Blackburn.

VIII. New Business
   a. GSG counterpart funding for conference room technology (Jacque Smith and Jackie Huntoon)
      i. The conference room adjacent to the GSG offices (room 404) is tasked for graduate defenses and professional development.
         1. It will cost ~$25,000.00 to purchase and install all of the planned technology.
         2. The Graduate School has come up with ~$15,000.00 for the project.
         3. Smith and Huntoon asked GSG to come up with the balance.
      ii. After some discussion of the presentation Ben DePew motioned to allocate up to $10,000.00 from surplus funds to for technology in the conference room (room 404).
      iii. Sinaan Abood seconded the motion and after double checking the bylaws and constitution the motion carried unanimously.
   b. Forming Ways and Means Committee (Renee Blackburn)
      i. Blackburn was looking for volunteers to serv on the Ways and Means Committee.
1. The frequency of meetings will depend on the number of funding requests
2. The committee member’s job will be to assist organizations during the funding process
   ii. Blackburn was looking for 3-4 volunteers
   c. First Contact Program development (Sean Gohman)
      i. Gohman asked for 3-4 volunteers for this committee
         1. The committee members would be responsible for facilitating answers for incoming students
         2. Jacque Smith submitted that the Graduate School was looking into systems which would automate First Contacts initial email message and offered to help
         3. Sinaan Abood mentioned that IPS has a similar system
   d. Committee position assignments (Nick Windmuller)
      i. This item was completed during the secretaries report

IX. Discussion Items
   a. Experience Tech Fee Vote (Jarod Maggio)
      i. The GSG spent some time discussing the Experience Tech Fee and the previous surveys which have been conducted
         1. Dr. Jackie Huntoon offered that any statement we make should be done soon

X. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 7:09 pm. Brandon Pereles seconded and the motion carried.
Graduate Student Government Funding Guidelines

The guidelines set forth in this document will be followed for all cases of discretionary funding requests from student organizations on the campus of Michigan Technological University. The Graduate Student Government (hereafter GSG) Ways and Means committee, consisting of the Treasurer plus two (2) departmental representatives of GSG shall handle all requests for funding. The goal of these funding guidelines is to streamline the process in which student organizations can request and receive funding for events on the MTU campus.

Duties of Ways and Means Committee

The Ways and Means committee shall:

1. Check all applications in a timely manner for errors, missing information and appropriateness of funding request.
   a. If information is missing from an application, it is the duty of the Committee chair to contact the organization and inform them of the issue.
   b. If the application is not appropriate, it is the duty of the Committee chair to inform the organization of the Committee’s decision.
   c. If the application is complete, the Committee will submit the completed application to the GSG Executive Board.
Duties of the Executive Board

The Executive Board shall:

1. Read all applications before the Executive Board meeting in which the application will be considered.

2. Listen to a brief presentation from a representative of the organization, at which time it will be appropriate to ask questions of the application.

3. Determine whether the application is appropriate for funding.
   a. If not appropriate, the Executive Board will discuss, without the presence of the organization’s representative, the issues.
      i. The Ways and Means Committee chair will then inform the organization of the Executive Board’s decision.
   b. If appropriate, the Executive Board will present the funding request to the GSG General Body at the next scheduled meeting.

Duties of the GSG General Body

The GSG General Body shall:

1. Listen to a brief presentation from the Ways and Means Committee chair regarding the funding request.
   a. Representatives from the organization in question may be present to answer questions.
   b. If the Ways and Means Committee chair is not present at the meeting, another Executive Board member will present the request.

2. Make a decision regarding the funding request in a timely manner.
Presentation and Discussion Time Limits:

The Executive Board presentation shall:

1. Be no more than ten (10) minutes, with an additional ten (10) minutes for closed-door discussion.

The GSG General Body presentation shall:

1. Be no more than ten (10) minutes, with an additional 10 minutes for closed-door discussion.

Organizational Regulations

Student organizations shall meet the following criteria to qualify for discretionary funding through GSG.

Organizations shall:

1. Consist of a majority of graduate student members.
2. Demonstrate an attempt to gain funding by other means.
3. Plan an event that benefits graduate students.
4. Appropriately display the GSG name and/or logo on promotional materials.
   a. Lack of publicity will be considered when deciding future funding requests for the organization in question.
GSG Discretionary Funding cannot be used for prohibited purchases as set forth by MTU, including:

1. Apparel.
2. Free items to be given away to event guests.
3. Alcoholic beverages.

Organizations may receive GSG discretionary funding one (1) time per semester.

Compiled discretionary funding request applications must be received by Wednesday, five (5) days, prior to a scheduled meeting of the GSG Executive Board.

Applications must be submitted at least four (4) weeks in advance of the event, no funding requests will be considered for previous events.

All requests shall be comprised of the following items:

1. Discretionary Funding Request cover sheet.
2. Description of event, including history and benefit of event for graduate students.
3. Proposed budget for event.
   a. Including detailed budget lines for event costs, other funding sources (guaranteed or potential), and description of way in which GSG funds will be used.
4. Signed Guarantee of Sponsorship Publicity.
The Discretionary Funding Request Cover Sheet and Signed Guarantee of Sponsorship Publicity can be found on the GSG website.

All questions regarding funding should be directed toward the Ways and Means Committee Chair.
Graduate Student Government (GSG)
Discretionary Funds Request Cover Sheet

Date: __________  Organization/Group:________________________________

Representative Name and Title:________________________________________

Email Address:________________________

Event: ___________________________  Event Date: _________________

Amount Requesting: _______________

If some portion of the request is granted, the Graduate Student Government should
(check one):

□ Transfer funds to this University account _________________________

□ Reimburse the responsible party upon submission of receipts

Items Necessary for Request Consideration:

- Proposed Budget with breakdown of event budget items
- One page description of event, including history and benefit to graduate students
- Timeline/Schedule for Expenditures of Funds
- One representative is requested to attend the Graduate Student Government
  Executive Board meeting at which the funding request is to be considered and
  briefly present their proposal
- Signed Guarantee of Sponsorship Publicity form

Please email requests or questions about the procedure to the GSG treasurer. Hard
copy requests should be delivered to the GSG mailbox in the Graduate School, 4th floor
Administration building.

Discretionary Funds Information
According to the GSG Bylaws, up to $10,000/yr may be allocated towards emergency
expenditures and programs intended to improve graduate student life. Standard
procedure is to allow at least two weeks (time between regular meetings) of
consideration before moving on a request, but the Graduate Student Government may
move on the requested expenditure immediately if 2/3 of the members present approve
such an action.

ADMINISTRATIVE USE ONLY:

Date Considered: ______________  Amount Allocated: _______________
Date: __________ Organization/Group: _____________________________________________

Representative Name and Title: _________________________________________________

Email Address: ____________________________

Event: ___________________________ Event Date: _________________

We, the representatives of __________________________________________, do hereby agree to give appropriate credit to the Graduate Student Government (GSG) at Michigan Technological University in our event publicity materials as a condition of GSG’s support of our event. We understand that failure to do so will be considered when determining future funding requests for our organization.

Signed: __________________________________________

Printed: __________________________________________

Date: _________________________

ADMINISTRATIVE USE ONLY:

Organizational Compliance: ________________________________
Meeting Minutes of the Michigan Technological University
Graduate Student Government

September 27, 2010 Meeting

Synopsis:
The Graduate Student Government:
• Voted to support Michigan Tech’s proposed Values Statement.
• Awarded the Sustainable Futures Institute $150.00 to be used as prize money for their upcoming poster competition.
• Approved the guidelines for the Ways and Means Committee.

I. Call to Order
   a. Jarod Maggio called the meeting to order at 5:04 pm.

II. Approval of Agenda
   a. Jarod Maggio motioned to amend the agenda in order to move VIII to IV, ahead of the Officer Reports. Ben DePew seconded and the amended agenda was approved unanimously.

III. Approval of Minutes
   a. Ben DePew motioned for a vote of approval of the minutes from the September 13th, 2010 meeting of GSG. Randy Harrison seconded and the motion carried, also unanimously.

IV. New Business
   a. Values Statement: Patricia Gotschalk presented a proposed Values Statement for Michigan Technological University. Although not a binding document, the aim is to use the statement to inspire both faculty and students on campus to tackle common goals. In short, a statement that avoids “Shall Not” and instead focuses on “We Shall.”
      i. Gotschalk asked that GSG give a vote of confidence on the statement in order to help facilitate the future adoption of the document campus-wide.
         1. Discussion: GSG members were divided on the usefulness of the statement. Some saw it as a marketing exercise while others felt it was important to have a uniting message for both faculty and students on campus that was positive.
      ii. Sean Gohman motioned to give a vote of confidence for the statement
         1. Randy Harrison seconded and the motion carried.
   b. SFI discretionary funding request: Robert Handler of the Sustainable Futures Institute requested $150.00 from GSG to be used as prize money for the winner of their annual poster competition.
      i. GSG has awarded SFI this same amount in the past only it was never formally requested. Due to funding guidelines changes in the
GSG by-laws, SFI was asked to formally request the money this year.

ii. Discussion: GSG members were in agreement that the SFI poster competition fell under the mission of GSG, benefiting the professional development of grad students.

iii. Ben DePew motioned to approve the discretionary funds request.
   1. Jaspreet Nayyar seconded and the motion carried.

V. Officer Reports
   a. President (Jarod Maggio):
      i. A committee to look into Daniell Heights apartments and its operations requests a GSG member to sit on the committee that will meet 3-4 times during the upcoming month.
         1. Sinan Abood volunteered to sit on the committee.
      ii. Artwork by MTU grad students is currently being accepted for hanging in the GSG Office space in Admin 405. The idea is to have artwork up for a semester and then replace it with new art by grad students. This was the space will become a showcase of grad student in something other than just academics.
         1. There are currently 5 student artists taking part this semester.
      iii. Undergraduate Student Government approved changes made to their housing website. These include a page allowing students to see where exactly the rental property is in relation to campus as well as providing a “rate your landlord” section on the website.

b. Vice President (Sean Gohman):
   i. Reported on the status of the First Contact program and is looking to have a finished document for incoming students ready by next meeting of GSG.

c. Treasurer (Renee Blackburn): Nothing to report.

d. Secretary (Nick Windmuller): Nothing to report.

VI. Committee Reports
   a. Academic (Abdul Koroma): Nothing to report-excused absence
   b. Social (Brandon Pereles):
      i. The Isle Royale Queen fall color tour for October 16th is sold out.
   c. Public Relations (Felicia Chong):
      i. Passed out fliers for the Graduate Professional Development Day and asked GSG members to hang them in their respective departments.

VII. Liaisons
   a. University Senate (Ben DePew):
      i. Reported that during the last meeting overtures were made regarding moving grad students into new parking lots to make more room for faculty and staff.
   b. Parking Task Force (Randy Harrison):
i. In a rebuttal to DePew’s previous statements, Harrison informed GSG to proposed changes in parking regulations that negated the University Senate’s suggestion.

ii. Instead, all faculty/staff to be required to re-register their vehicles and their swipe access cards will allow them to park in any faculty/staff lot on campus if their assigned lot is full. They will not have access to gradute student lots 5 and 34 however.

iii. Parking fines for meters have been lowered to $10.00 but all other violations (outside handicap space violations) remain at $25.00.


VIII. Old Business
   a. Ways and Means Committee (Renee Blackburn)
      i. Renee motioned to give a vote of confidence for the proposed Way and Means Committee guidelines.
         1. Sean Gohman seconded and the motion carried.

IX. Discussion Items
   a. Jarod Maggio reminded GSG of the upcoming campus-wide fundraising campaign kick-off and GSG offices open house for this upcoming Friday. He requested that GSG members visit the offices from 1-3 pm that day.

X. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 5:56 pm.
      i. Jaspreet Nayyar seconded and the motion carried.
Meeting Minutes of the Michigan Technological University
Graduate Student Government

October 11, 2010 Meeting

Synopsis:
The Graduate Student Government:
• Voted to provide up to $110.00 to fund GSG members taking the Michigan Tech vehicle driving licensure test.

I. Call to Order
   a. Jarod Maggio called the meeting to order at 5:05 pm.

II. Approval of Agenda
   a. Jarod Maggio motioned to approve the meeting’s agenda. Japreet Nayyar seconded, and the motion carried.

III. Approval of Minutes
   a. Jarod Maggio motioned for a vote of approval of the minutes from the September 27th, 2010 meeting of GSG. Yan Ning seconded and the motion carried.

IV. New Business
   a. Discretionary Funds Request: Brandon Pereles (Social Committee Chair)
      i. Pereles requested up to $110.00 to be put towards paying fees associated with taking the Michigan Tech vehicle driving licensure test ($22.00 per test for up to 5 tests).
      ii. Pereles felt it would be easier to get volunteers to drive university vehicles during GSG events if we could fund their licensure tests.
      iii. Jarod Maggio motioned to approve the funding request. Sean Gohman seconded and the motion carried.

V. Officer Reports
   a. President (Jarod Maggio):
      i. Maggio, Sean Gohman, and Sinan Abood met to discuss options with the Experience Tech Fee last week.
         1. Maggio asked for recommendations about how to resolve the ETF issue and will be open to receiving them for the entire semester.
         2. By the end of the semester it is hoped that GSG has a firm position on the ETF.
      ii. The new USG housing website is moving forward with a map option and a “rate your landlord” section.
   b. Vice President (Sean Gohman):
i. Reported that the first First Contact email had been sent out and that he was already receiving responses and questions.

c. Treasurer (Renee Blackburn):
   i. The state of the GSG account is $72,545.45. The Wells Fargo account is at $4599.31.

d. Secretary (Nick Windmuller): Nothing to report.

VI. Committee Reports
a. Academic (Abdul Koroma):
   i. Attendance for the Graduate professional Development Day was poor for the morning session but picked up slightly for the afternoon sessions.
      1. GSG members discussed various ways to improve the event in the future including making it a week long event, moving the event from Friday, or cancelling future events and just having more Lunch-and-Learns instead.

b. Social (Brandon Pereles):
   i. The Isle Royale Queen fall color tour for October 16th is sold out.
      1. Pereles believes if a similar event is to take place next year that there be a small fee ($5.00) in order to help fund a second boat trip in order to accommodate the high level of interest.

c. Public Relations (Felicia Chong):
   i. Announced plans to create a poster for GSG to be displayed at GSG events.

VII. Liaisons
a. University Senate (Ben DePew):
   i. DePew has been asked by the Senate to present (in the near future) on the graduate student experience at MTU.
      1. DePew asked GSG members to let him know of any topics they feel should be part of this presentation.

b. Graduate Faculty Council (Sean Gohman):
   i. Informed GSG about a proposed Dismissal/Appeal/Grievance Policy approved by GFC and awaiting approval by the University Senate.
      1. There previously wasn’t any policy in place to address student's grievances.
         a. The student must exhaust all of avenues for resolution first.
         b. If they cannot resolve issue at the department or school level, they can fill out an online form within 30 days of the most recent event.
         c. These do not handle allegations of discrimination or research misconduct.

c. Undergraduate Student Government (Colin Gurganus):
i. Gurganus informed GSG that USG has $185,000.00 in their account and that they are looking to spend a large percentage of it sometime in the near future.
   1. Jarod Maggio stated that he and Renee Blackburn would be meeting with the USG President soon about a possible joint event with GSG.

VIII. Old Business
   a. None

IX. Discussion Items
   a. Members of GSG voiced their disappointment with the turnout for the poster presentation session of the prior week’s Capital Campaign Kickoff.
      i. Graduate students were asked to take three-plus hours out of their day to present and then the turnout was very low.
      ii. It is likely this type of event will not take place again due to the low turnout.

X. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 5:46 pm.
      i. Jamie Frietag-Engstrom seconded and the motion carried.
Meeting Minutes of the Michigan Technological University
Graduate Student Government

October 25, 2010 Meeting

Synopsis:
The Graduate Student Government:
• Provided a potential change to the bylaws affecting how members are allotted to departments
• Discussed issues at Daniel Heights

I. Call to Order
   a. Jarod Maggio called the meeting to order at 5:05 pm.

II. Approval of Agenda
   a. Jarod Maggio motioned to amend the agenda to add Sinaan Abood’s presentation about the Daniel Heights Committee. Nick Windmuller seconded the motion and it passed unanimously.
   b. The amended agenda was approved on a motion from Sean Gohman, seconded by Rebecca Karnosky and carried.

III. Approval of Minutes
   a. Erin Thomas motioned for a vote of approval of the minutes from the October 11th, 2010 meeting of GSG. Ben DePew seconded and the motion carried.

IV. New Business
   a. Nick Windmuller introduced resolution 2010-03 (attached) which proposed changes to the bylaws to make representative allotment more clear.
      i. Amy Berns opined that under the proposed rule new departments might not have any representation.
      ii. The resolution was then tabled until next week.

V. Officer Reports
   a. President (Jarod Maggio):
      i. Maggio has been working with Ben DePew to make a list of topics to present to the University Senate in November.
         1. Any comments, positive or negative should be sent to either Jarod Maggio or Ben DePew
      ii. Maggio also asked for some volunteers to serve on external committees.
         1. Tobacco and Smoking Committee
a. Nick Windmuller volunteered to sit on this committee
   2. IPS student committee
   3. There were multiple volunteers, if anyone else is interested please contact Jarod Maggio
b. Vice President (Sean Gohman):
   i. Reported that the Student Health Insurance Committee will begin meeting soon and looked for one or more liaisons.
   ii. The purpose of this committee is “on campus student focused health care.”
c. Treasurer (Renee Blackburn):
   i. Had an excused absence.
d. Secretary (Nick Windmuller):
   i. If anyone is not receiving emails please contact Nick Windmuller.

VI. Committee Reports
a. Academic (Abdul Koroma):
   i. No Report
b. Social (Brandon Pereles):
   i. The Isle Royale Queen fall color tour, which took place on October 16th, was a success.
   ii. The next social is on November 6th, 2010 at the Mineshaft in Houghton from 7-10 p.m.
      1. To help accommodate families 2 lanes will be prioritized for families with children.
c. Public Relations (Felicia Chong):
   i. Chong reported that there is currently a photo contest on the GSG Facebook Fan website.
      1. The deadline for photos is Sunday the 31st of October, 2010. All rules are posted to the page.

VII. Liaisons
a. University Senate (Ben DePew):
   i. DePew has been asked by the Senate to present (in early November) on the graduate student experience at MTU.
      1. DePew asked GSG members to let him know of any topics they feel should be part of this presentation.
b. Graduate Faculty Council (Sean Gohman):
   i. The GFC meets tomorrow.
c. Undergraduate Student Government (Colin Gurganus):
   i. Gurganus informed GSG that USG has been discussing the Blue Lights around campus and are starting an initiative to refurbish the current ones and install more.
   ii. Gurganus also mentioned that the MUB Board is trying to plan a social specifically aimed at graduate students in the spring.

VIII. Old Business
a. None

IX. Discussion Items
   a. Ben DePew gave a quick overview of our GSG meetings are run and our unique take on Robert’s Rules of Order.
   b. Sinaan Abood ask the GSG for it’s opinion of the current situation at Daniel Heights so he can bring our voice back to the Daniel Height Committee.

X. Adjournment
   a. Jarod Maggio motioned to adjourn the meeting at 6:12 pm.
      i. Colin Gurganus seconded and the motion carried.
GSG Resolution No. 2010-03

Introduced by:
Nick Windmuller

MOTION: Be it proposed that Section II, subsection A of the Graduate Student Government Bylaws be changed to read the following:

II. Representatives
   A. Allotment
      1. The constituency of each department determining the allowable number of representatives shall be based on the on-campus enrollment figures of the spring semester immediately preceding the session.
         a. Enrollment estimates shall be determined by the GSG secretary in collaboration with the Graduate School.
         b. Each department with a graduate program(s) shall be entitled to one representative per fifty (50), or increment thereof, graduate students enrolled on campus.

EXPLANATION AND JUSTIFICATION FOR CHANGES

There has recently been confusion about the number for representatives for each department. The Bylaws currently lay out a system of allocating representatives that is not feasible. The proposed change to the Bylaws allows the number of representatives to be determined before the beginning of the session with the most current enrollment figures.
Meeting Minutes of the Michigan Technological University
Graduate Student Government

November 8th, 2010 Meeting

Synopsis:
The Graduate Student Government:
• Heard and discussed an update on the Experience Tech Fee.

I. Call to Order
   a. Jarod Maggio called the meeting to order at 5:06 pm.

II. Approval of Agenda
   a. Jarod Maggio motioned to approve the agenda. Erin Thomas seconded and the motion carried.

III. Approval of Minutes
   a. Jarod Maggio for a vote of approval of the minutes from the October 25th, 2010 meeting of GSG. Sinan Abood seconded and the motion carried.

IV. New Business: None

V. Officer Reports
   a. President (Jarod Maggio): None.
   b. Vice President (Sean Gohman): None.
   c. Treasurer (Renee Blackburn):
      i. Blackburn informed GSG about the Travel Grant awards given out the week prior. 48 presenting grants amounting to $12,000. 4 out of 6 attending grants were also awarded amounting to $600.
      ii. Including the Summer awards, GSG has given out $15,400 in grants leaving $2,600 for the Spring drawing.
   d. Secretary (Nick Windmuller): None (excused absence).

VI. Committee Reports
   a. Academic (Abdul Koroma):
      i. Koroma informed GSG about the upcoming Lunch and Learn session scheduled for November 17th at noon in the Library.
      ii. The session is titled, “More Tips and Tricks for Microsoft Office” and will be presented by Deb Charlesworth, PhD.
   b. Social (Brandon Pereles):
      i. Pereles updated GSG on last weekend’s social at the Mineshaft. Over 140 people attended, double the turnout from last year.
      ii. Pereles requested that comments about the social be sent to him soon via email.
c. Public Relations (Felicia Chong):
   1. Chong announced the results of the Fall Color Tour Facebook photo contest. Only two people submitted photos so they were both awarded gift certificates.

VII. Liaisons
   a. University Senate (Ben DePew):
      i. DePew updated GSG on his presentation to the University Senate. DePew has been working with Jarod Maggio on the presentation and together, they have come up with four areas of greatest concern to graduate students at MTU: Stipends, Parking, Health Care, and Housing.
   b. Graduate Faculty Council (Sean Gohman):
      i. Gohman informed GSG that he was unable to speak to the GFC regarding possible adjustments to the Research Only Mode. Gohman stated he should be able to get on the agenda for the next meeting in December.
      ii. GFC heard a presentation regarding the creation of a new MS in Geospatial Technology (GIS). If this goes through, it would be an interdisciplinary degree housed in the School of Technology.
   c. Undergraduate Student Government (Colin Gurganus):
      i. Gurganus informed GSG about USG’s concerns regarding the Experience Tech Fee. Members of USG feel that GSG is creating an “Us versus Them” argument that doesn’t benefit either USG or GSG in the long run.

VIII. Old Business
   a. Sean Gohman motioned to table a vote on Resolution No. 2010-03 since the writer of the proposal, Nick Windmuller, was not present at the meeting. Sinan Aboo seconded and the motion carried.
   b. Resolution No. 2010-03 was tabled.

IX. Discussion Items
   a. Experience Tech Fee update: (Sean Gohman and Jarod Maggio)
      i. Gohman and Maggio updated GSG on the status of the Experience Tech Fee.
      1. Currently there are three committees meeting regarding the fee: the Operations Committee (made up of the venue operators), the Coordination Committee (assigned with handling logistics and marketing regarding the fee-Gohman sits on this committee), and the Recommendations Committee (tasked with making recommendations for the ETF as it nears the end of its 3 year trial run-Maggio and Gohman sit on this committee).
2. Gohman presented GSG with user numbers from the 2009-2010 academic year. These numbers were broken down by venue/operator into overall and unique user numbers.

3. Gohman informed GSG that 47% of graduate students (563 individuals) used the ETF at least once last year, compared to 69% (4,067 individuals) of undergrads.

4. Gohman also informed GSG that graduate students make up 16.8% of the student body but only 12% of the ETF users. Graduate students are therefore underrepresented.

ii. Maggio stated that in his opinion, the venues/operators getting the most support from the ETF are activities associated with white, male, middle class individuals, and that these activities still require rental fees to take part.
   1. It is Maggio’s opinion that the rental fees should be included in the ETF in order to make the venues more accessible to all.

iii. Discussion amongst the members of GSG centered on issues regarding cost, possible new activities that could be added to the ETF, and the need for the ETF to cover families.
   1. Sinan Abood wanted to know which other activities were being considered as additions to the ETF.
      a. Maggio informed GSG that Community Programs held at the SDC (such as Yoga class) were being considered.
   2. GSG members were concerned that if the body votes to keep the ETF in place (with or without changes made to it), what changes in the cost will happen next year to keep up with inflation.
      a. Maggio and Gohman could not answer this question.
   3. Colin Gurganus urged GSG to work in cooperation with USG to come up with a list of goals that benefit the entire student body.
   4. Brandon Pereles urged each member of GSG to find out from their constituents what they want in the fee, or if they want the graduate student body to opt out of the fee in the future.

iv. Maggio informed GSG that the user numbers regarding participation are available for anyone to see at the GSG Offices in Administration 405.

X. Adjournment
   a. Jarod Maggio motioned to adjourn the meeting at 5:54 pm.
      i. Ben DePew seconded and the motion carried.
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<thead>
<tr>
<th>Department</th>
<th>Name</th>
<th>Committee</th>
<th>Liaison/Other Positions</th>
<th>Intitials</th>
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<tr>
<td>Civil &amp; Env. Eng.</td>
<td>Jarod Maggio</td>
<td>President</td>
<td>Library Director Search, Parking Task Force, Student Insurance</td>
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<td>Social Sciences</td>
<td>Sean Gohman</td>
<td>Vice President</td>
<td>First Contact Program, Graduate Faculty Council</td>
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<td>Social Sciences</td>
<td>Renee Blackburn</td>
<td>Treasurer</td>
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<td>For. Res./Env. Sci.</td>
<td>Nick Windmuller</td>
<td>Secretary</td>
<td>Student Activity Fee Appeals Board</td>
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<td>Humanities</td>
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<td>Alicia Sawdon</td>
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<td>Nina Tyminska</td>
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<td>Ali Mirchi</td>
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<td>Tarun Sehgal</td>
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<td>Athipati</td>
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<td>Ratnesh Patil</td>
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<td>Jr. Parliamentarian</td>
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<td>Social Sciences (1)</td>
<td>Ellen Brenna</td>
<td>Exempt</td>
<td>TERR, Ways and Means</td>
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</table>
Synopsis:
The Graduate Student Government:
  • Passed a bylaws revision pertaining to representative allotment.

I. Call to Order
   a. Sean Gohman called the meeting to order at 5:02 pm.

II. Approval of Agenda
   a. Sean Gohman motioned to approve the agenda. Ben DePew seconded and the motion carried.

III. Approval of Minutes
   a. Sean Gohman motioned for a vote of approval of the minutes from the November 8th, 2010 meeting of GSG. Sinan Abood seconded and the motion carried.

IV. New Business: None

V. Officer Reports
   a. President (Jarod Maggio)
      i. Han an excused absence, Sean Gohman acted as president.
   b. Vice President (Sean Gohman)
      i. No Report
   c. Treasurer (Renee Blackburn)
      i. Blackburn informed GSG that the ways and mean committee has been working on streamlining the funding guidelines.
      ii. Early next semester Blackburn is going to have an open meeting with organizations which may want to receive funding with us to explain the new guidelines.
   d. Secretary (Nick Windmuller)
      i. No Report

VI. Committee Reports
   a. Academic (Abdul Koroma)
      i. Koroma had an excuse absence.
   b. Social (Brandon Pereles)
      i. Pereles updated GSG on next semesters socials
         1. The first to take place late January at Nutinis in Hancock
         2. The last to take place at the Mineshaft in Houghton.
c. Public Relations (Felicia Chong)
   i. The PR committee had a committee meeting after the general meeting

VII. Liaisons
    a. University Senate (Ben DePew)
       i. DePew updated GSG on his presentation to the University Senate. It went well and the senate was receptive to the ideas. After the meeting, DePew and Maggio met with the director of housing and discussed the situation in DHH.
    b. Parking Task Force (Randal Harrison)
       i. Harrison had an excused absence tonight however Margo Woller-Carter spoke about the issues at the Harold Meese Center.
          1. Gohman opined that the issue of parking would be a problem we will need to take up in the near future.
    c. Undergraduate Student Government (Colin Gurganus)
       i. Gurganus informed GSG that USG had committed monies to improve a kiosk new the MUB. There are some ways GSG could help them to procure more money but no procedure was voted on

VIII. Old Business
    a. Sean Gohman motioned to untabled a vote on Resolution No. 2010-03.
       i. Windmuller gave a short presentation on the changes made to the bylaws in the proposal
          ii. A vote was held and the measure passed 22-0.

IX. Discussion Items
    a. Sean Gohman asked the GSG for input with the Experience Tech Fee. The GSG voted on four priorities moving forward with negotiations.

X. Adjournment
    a. Ben DePew motioned to adjourn the meeting at 5:47 pm.
       i. Colin Gurganus seconded and the motion carried.
Meeting Minutes of the Michigan Technological University  
Graduate Student Government  
December 6th, 2010 Meeting

Synopsis: 
The Graduate Student Government:  
* Approved $150.00 for a funding guidelines meeting at the beginning of next semester.

I. Call to Order  
   a. Jarod Maggio called the meeting to order at 5:01 pm.

II. Approval of Agenda  
   a. Jarod Maggio motioned to approve the agenda. Erin Thomas seconded and the motion carried.

III. Approval of Minutes  
   a. Jarod Maggio motioned for a vote of approval of the minutes from the November 29th, 2010 meeting of GSG. Nina Tyminska seconded and the motion carried.

IV. New Business  
   a. Renee Blackburn requested $75.00 to host a lunch for student organizations that would be interested in receiving funding from GSG.  
      i. Erin Thomas motioned to fund the request and Sinaan Abood seconded the motion.  
      ii. Colin Gurganus opined that Blackburn may need more money if there was high attendance.  
      iii. Colin Gurganus offered a friendly amendment to increase the amount to $150.00.  
      iv. Jamie Frietag-Engstom seconded the amendment.  
      v. Ben DePew called the question to a vote and Colin Gurganus seconded.  
      vi. The motion passed.

V. Officer Reports  
   a. President (Jarod Maggio)  
      i. Maggio asked for volunteers to serve on the Blue Light committee which has been charged with providing recommendations on what to do with the blue light stations used for public safety.  
         1. Rebecca Karnosky volunteered.  
      ii. Maggio then asked for a volunteer to sit on a committee to evaluate the dean of the School of Business and Economics.
1. Erin Thomas volunteered to serve on the committee.

iii. Maggio also asked for volunteers to help with spring orientation.
   1. People are needed to be facilitators and help is needed to stuff binders. If anyone is interested contact Jarod Maggio.

iv. The next point Maggio raised had to do with a possible scholarship to help graduate students with children with day care costs.
   1. After some discussion it was decided to revisit this topic early next semester to provide some hard numbers and further develop the idea.

v. Lastly, Maggio asked if any representatives had any additional feedback on the experience tech fund.
   1. Jamie Frietag-Engstom said some members of his department would rather have guess passes in lieu of a family pass.

b. Vice President (Sean Gohman)
   i. No Report

c. Treasurer (Renee Blackburn)
   i. No Report

d. Secretary (Nick Windmuller)
   i. No Report

VI. Committee Reports
   a. Academic (Abdul Koroma)
      i. Koroma had an excuse absence.

b. Social (Brandon Pereles)
   i. No Report

c. Public Relations (Felicia Chong)
   i. Chong said the promotional material for the first social of the spring semester is being finalized and representatives should expect four to five copies of the fliers in their departmental mailbox to post.
   ii. Chong also mentioned that the PR committee is going to try the photo contest again.

VII. Liaisons
   a. University Senate (Ben DePew)
      i. DePew updated GSG on a new senate amendment which would formalize graduate certificates.
         1. Jacque Smith explained what graduate certificates were and offered more insite.

b. Undergraduate Student Government (Colin Gurganus)
   i. Gurganus informed GSG that USG had committed $25,000.00 to an outdoor concert on the Friday of Winter Carnival.
   ii. USG is also working on an amendment to their bylaws which would allow them to spend their surplus monies how they deem fit.

VIII. Old Business
a. No old business.

**IX. Discussion Items**

a. No discussion items.

**X. Adjournment**

a. Ben DePew motioned to adjourn the meeting at 5:27 pm.
   i. Colin Gurganus seconded and the motion carried.
Meeting Minutes of the Michigan Technological University
Graduate Student Government

January 10th, 2011 Meeting

Synopsis:
The Graduate Student Government:
• Approved $75.00 out of discretionary funds for departmental staff travel grant presentation.

I. Call to Order
   a. Jarod Maggio called the meeting to order at 5:05 pm.

II. Approval of Agenda
   a. Jarod Maggio motioned to approve the agenda. Sinaan Abood seconded and the motion carried.

III. Approval of Minutes
   a. Sean Gohman motioned for a vote of approval of the minutes from the December 6th, 2010 meeting of GSG. Renee Blackburn seconded and the motion carried.

IV. New Business
   a. Renee Blackburn requested $75.00 to host a lunch for departmental staff interested in learning about the travel grant accounting process. Erin Thomas motioned to fund the request and Sinaan Abood seconded the motion.
      i. The purpose of the meeting is to alleviate some of the confusion that occurs every semester when the travel grants are awarded. Many departmental staff are not aware that the accounting office needs the correct signatures and accounting numbers.
         1. Colin Gurganus motioned to approve the request and Additya Utturkar seconded.
         2. Ben DePew called the question to a vote and Colin Gurganus seconded.
         3. The motion passed.

V. Officer Reports
   a. President (Jarod Maggio)
      i. The Pat Nelson Conference Room (Admin 404) is not available to reserve through Zimbra. Instead, those interested must contact the Graduate School directly.
ii. Maggio will be sitting on a review committee for the Dean of the Graduate School. Maggio also asked for volunteers to help with spring orientation.

iii. Maggio requested a volunteer to sit on the University Climate Steering Committee.

iv. Maggio requested a volunteer to sit on a search committee for a new Director of Student Activities.

b. Vice President (Sean Gohman)
   i. Informed GSG of the Pat Nelson Conference Room being reserved only for GSG, Graduate Faculty Council, and the Graduate School. All other interested parties must request room times weekly.

c. Treasurer (Renee Blackburn)
   i. Blackburn will be presenting the GSG Discretionary Funding guidelines to interested students on January 18th at noon in Admin 404. Blackburn stated that there were still openings for attendees.
   ii. Blackburn informed GSG reps that departmental socials need to be scheduled for the spring semester.
   iii. Blackburn reminded GSG that Travel Grant Applications are due by February 18th.

d. Secretary (Nick Windmuller)
   i. No Report

VI. Committee Reports

   a. Academic (Abdul Koroma)
      i. Koroma announced the upcoming spring semester calendar.
      2. Jan. 27th: Lunch & Learn on “Posters and Presentations”
      3. Feb. 16th: Lunch & Learn on “Writing Thesis and Dissertations”
      4. March 3rd & 4th: Graduate Research Colloquium

   b. Social (Brandon Pereles)
      i. The first social of the semester is on January 22nd at 7:00pm at Nutini’s restaurant. Karaoke and light fare will be provided.

   c. Public Relations (Felicia Chong)
      i. Chong said the promotional material for the first social of the spring semester is available for GSG reps to post in their respective departments.

VII. Liaisons

   a. University Senate (Ben DePew)
      i. DePew updated GSG on a new Senate proposal to change the “Senior Rule”-guidelines for taking graduate credits for both an undergraduate and future graduate degree.
      1. The proposal can also be found on the Graduate Faculty Council website.
b. Undergraduate Student Government (Colin Gurganus)
   i. Nothing to report

c. Graduate Faculty Council (Sean Gohman)
   i. GFC approved a proposal to create both a MS and Certificate in Geospatial Technology. This proposal will now move on to the University Senate for final approval.
   ii. GFC will also look into adjusting the Research Only mode for graduate students interested in taking a class (outside their 9 research credits) for graded credit.

VIII. Old Business
   a. No old business.

IX. Discussion Items
   a. No discussion items.

X. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 5:39 pm.
      i. Sinaan Abood seconded and the motion carried.
Meeting Minutes of the Michigan Technological University  
Graduate Student Government  
January 15th, 2011 Meeting

Synopsis:  
The Graduate Student Government:  
- Approved $75.00 out of discretionary funds for departmental staff travel grant presentation.

I. Call to Order  
a. Jarod Maggio called the meeting to order at 5:05 pm.

II. Approval of Agenda  
a. Jarod Maggio motioned to approve the agenda. Sinaan Abood seconded and the motion carried.

III. Approval of Minutes  
a. Jarod Maggio motioned for a vote of approval of the minutes from the January 10th, 2010 meeting of GSG. Ali Mirchi seconded and the motion carried.

IV. New Business  
a. Abdul Koroma introduced a request of no more than $2,000.00 to purchase easels and poster board to replace the current poster boards.  
   i. The current poster boards are in disrepair and are used not only by GSG for the graduate student research colloquium but also by other groups which have rented the boards from us in the past.  
   ii. Colin Gurganus suggested we invest money in steel easels to ensure long life for the equipment.  
      1. Brandon Pereles motioned to approve the request and Coling gurganus seconded.  
      2. The motion passed by a vote of 26 yay to 1 nay.

V. Officer Reports  
a. President (Jarod Maggio)  
   i. Maggio asked for volunteers to sit on the following committees:  
      1. Two subcommittees for the Academic Quality Improvement Program  
         a. Recruitment group – Amy Berns volunteered  
         b. Advising and mentoring group – Renee Blackburn volunteered
ii. Maggio informed the body that the Graduate School has created a Graduate Student Service Award where recipients will be selected by the GSG eboard
   1. The pool of students eligible is limited to sitting GSG representatives

iii. Lastly Maggio informed the body that students from the MBA program were looking for volunteers to assist with a GRE prep program. Anyone who is interested can contact Sarah Tan (yinyint@mtu.edu).

b. Vice President (Sean Gohman)
   i. Was unable to attend this meeting

c. Treasurer (Renee Blackburn)
   i. Blackburn informed the group that 12-15 people attended the presentation of the GSG Discretionary Funding guidelines.
   ii. Blackburn also reminded the group that the deadline for spring 2011 travel grants is February 16th, 2011.

d. Secretary (Nick Windmuller)
   i. No Report

VI. Committee Reports
   a. Academic (Abdul Koroma)
      i. Koroma announced the next Lunch & Learn is scheduled for January 26th.
      ii. Koroma also reminded representatives to pass out the fliers for the graduate student and mentor awards.
      iii. Lastly, Koroma mentioned the poster session for the research colloquium will be March 3rd and 4th.
         1. Abstracts for the posters are due this Friday
         2. Koroma also asked for representatives to search for faculty judges.

b. Social (Brandon Pereles)
   i. The first social of the semester was on January 22nd and drew about 120 people.

c. Public Relations (Felicia Chong)
   i. Winners of the door prizes were sent out in an email and people should send their pictures to GSG for the photo contest.

VII. Liaisons
   a. University Senate (Ben DePew)
      i. DePew updated GSG on a proposal in the Senate to centralize IT services.
         1. The proposal can also be found on the Graduate Faculty Council website.
      ii. Also DePew said the suggestion from GSG to allow students to take classes during research only mode was accepted by the Senate and will go into effect next fall.
b. Undergraduate Student Government (Colin Gurganus)
   i. Nothing to report.

  c. Graduate Faculty Council (Sean Gohman)
     i. No report.

VIII. Old Business.
   a. Maggio asked the group to look over the bylaws to see if there were any 
      changes to be made.

IX. Discussion Items
   a. No discussion items.

X. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 5:51 pm.
      i. Sinaan Abood seconded and the motion carried.
**Funding request from GSG Surplus Funds**

Requested by Abdul Koroma  
Date: January 24, 2011

**Motivation**

The current GSG display boards are old and in ill repair, not suitable for the upcoming annual Graduate Student Research Colloquium poster sessions. Additionally, there are no longer enough usable display boards to accommodate our participants. However, the Research Colloquium poster session is an integral part of GSG involvement and an excellent opportunity for students to share their current research endeavors. Quotes of various options were assessed over the last few weeks to find the most optimal solution with an ultimate resolution chosen which balances cost and usability.

**Budget**

Estimate for the purchase of 40 wooden Easels and 40 Poster boards.  
Source: Office Max  
1. 40 Wooden Easels @ $39.99 = $1600  
2. 40 Poster boards @ $8 = $320  

Total of proposed purchases = **$1920**

Total Amount requested to cover proposed purchases and any other contingencies (i.e. shipping and tax) is up to but not exceeding **$2000**.
Meeting Minutes of the Michigan Technological University
Graduate Student Government
February 2\textsuperscript{nd}, 2011 Meeting

Synopsis:
The Graduate Student Government:
- Approved $2000.00 out of discretionary funds for the African Students Organization for African Night.
- Elected Harish Chowdhary Athipatla to the social committee chair.

I. Call to Order
   a. Jarod Maggio called the meeting to order at 5:05 pm.

II. Approval of Agenda
   a. Erin Thomas motioned to approve the agenda. Harish Ahipatla seconded and the motion carried.

III. Approval of Minutes
   a. Colin Gurganus motioned for a vote of approval of the minutes from the January 24\textsuperscript{th}, 2011 meeting of GSG. Aditya Utturkar seconded and the motion carried.

IV. New Business
   a. Discretionary Fund Request – African Students Organization (Jarod Maggio)
      i. Maggio presented to the general body a discretionary funds request for the amount of $2000.00 for the African Students Organization to host African Night.
         1. Representative asked questions of both Maggio and members of the African Students Organization that were present.
         2. Erin Thomas pointed out the new system for dealing with funding requests greatly streamlined the process.
         3. Erin Thomas called for a vote on the subject and Ben DePew seconded the motion
         4. The request passed.
         5. All pertinent material is attached.

   b. Experience Tech Fee Proposal (Jarod Maggio and Sean Gohman)
      i. Maggio presented the body with the proposals which have come out of the Experience Tech Fee committee.
         1. Some representatives felt that the wording was misleading.
         2. After discussion the body agreed that the following were good ideas
a. Not paying the fee in the summer.
b. Receiving discounted guess passes.

3. Maggio was asking for a vote of confidence on the proposals and it was given.
c. Special Elections for Social Committee Chair (Nick Windmuller)
   i. Harish Chowdhary Athipatla was elected to the social chair for the remaining part of the session.

V. Officer Reports
a. President (Jarod Maggio)
   i. Maggio told the body that easels and poster boards have been ordered and came in under budget.
   ii. Also, Graduate Research Colloquium will be held on the 18th of March. Abstracts for that event are due February 18th.
   iii. Maggio informed GSG that there is a Board of Control meeting February 24th where he will be giving a presentation on what we have been doing.
   iv. Maggio also mentioned he has been meeting with the climate steering committee and they have received the written responses from the most recent survey.
   v. Maggio also said he has been contacted by a new student reporter from The Lode who would like to do a story every week on graduate student research
      1. If anyone is interested in sharing their research please send an email to rprice@mtu.edu
   vi. He also announced the nominees for the Deans Service award; they are Sinaan Abood, Erin Thomas, and Ben DePew.

b. Vice President (Sean Gohman)
   i. Informed GSG That the student health insurance committee will resume meeting this month.

c. Treasurer (Renee Blackburn)
   i. Had an excused absence.

d. Secretary (Nick Windmuller)
   i. Informed GSG of the direction the Tobacco Working Group has decided on.

VI. Committee Reports
a. Academic (Abdul Koroma)
   i. Had an excused absence.

b. Social (Harish Chowdhary Athipatla)
   i. See above.

c. Public Relations (Felicia Chong)
   i. Chong said the promotional material for the Graduate Research Colloquium is available for GSG reps to post in their respective departments.
VII. Liaisons
   a. University Senate (Ben DePew)
      i. DePew updated GSG on a new Senate proposal to establish guidelines for accelerated masters.
      ii. Also DePew updated the body on an IT change for the University.
   b. Undergraduate Student Government (Colin Gurganus)
      i. Gurganus said February 17th is a mandatory budget meeting for student organizations.

VIII. Old Business.
   a. Maggio showed GSG the proposed changed to the bylaws.
      i. The proposal is attached.

IX. Discussion Items
   a. No discussion items.

X. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 6:16 pm.
      i. Colin Gurganus seconded and the motion carried.
Graduate Student Government Resolution 2011-1
Submitted by: Jarod Magio, President
Renee Blackburn, Treasurer

Date: February 7, 2011

A RESOLUTION TO:

- Change the current GSG Bylaws to reflect the proposed restructuring changes, which aims at creating fairer and more congruent processes that will be implemented February 21, 2011.

WHEREAS:

- Removing GSG President compensation redundancy
- Establishing a clear and reasonable timeline for Travel Grant reimbursement

Proposed changes to the Bylaws of the Michigan Technological University Graduate Student Government italicized below

B. Expenditures
1. Expenditures in accordance with the approved budget do not require approval by the GSG.
2. The proposed budget shall include fellowships for Executive Board officers in the amount of $600 per officer per semester (spring and fall only).
   a. The President shall be excluded from the Executive Board fellowships under stipulation that he or she continues to receive compensation through Graduate School support.
   b. These fellowships shall be awarded to the officers at the end of each semester.
   c. In the case of an Executive Board member vacating his or her position early, the following procedure shall be followed:
      i. Should the Executive Board member have left voluntarily, he or she will be immediately awarded $100 per full month of service, excluding any fellowship monies already disbursed; the remainder of the allotted yearly monies shall be awarded to the person assuming his or her office, disbursed according to these bylaws.
      ii. Should the Executive Board member have been removed for dereliction of duty, all monies not already disbursed will be awarded to the person assuming the office, and disbursed...
according to these bylaws.

**D. Travel Grants**

1. The GSG shall disburse the funds allocated for the Travel Grant Program by the Graduate School.
2. Grants shall be awarded once each semester (fall and spring) and once during summer session.
3. Awards
   a. “Presenting” grants shall be awarded to graduate students presenting at a recognized academic conference. These grants shall reimburse up to $250 in conference expenses (including related travel and lodging).
   b. “Attending” grants shall be awarded to graduate students attending a recognized academic conference. These grants shall reimburse up to $150 in conference expenses (including related travel and lodging).
4. At least ninety percent of grants (90%) shall be for “Presenting” grants, with the remaining grants awarded to “Attending” grant applicants.
5. Eligibility
   a. Graduate students must satisfy the following requirements in order to be eligible to receive a travel grant:
      i. Students must be currently-enrolled full-time students.
      ii. Applicants’ home departments must have “Uninterrupted Representation” on GSG. This is satisfied when a department has at least one voting representative present at all but two regularly scheduled GSG meetings during any session.
      iii. Students may be awarded a Travel Grant, either before or after attending a conference, only once each session.
      iv. Students may only apply for and receive a Travel Grant in the session during which the conference was held.
6. Application Process
   a. Travel grant applications shall be due on the Friday of 6th week of each semester (spring, fall, and summer session), and must be correctly and completely filled out by the deadline. No exceptions will be made.
   b. Should the number of applications exceed the available funds, the GSG shall hold a drawing to determine awards.
7. Travel Grant Drawing
   a. The Travel Grant Drawing shall take place at the next meeting of the Executive Board.
      i. This meeting shall be no later than five (5) business days after the application deadline.
   b. The Travel Grant Drawing will be performed in accordance with GSG Resolution 5-05.
   c. In cases where extra grants are available in one category, they may be transferred to the other category to use all funds provided.
8. Reimbursement
a. All grant applicants must provide valid documentation of conference attendance when applying for reimbursement. Examples of such documentation include:
   i. Conference acceptance letters or emails.
   ii. Published conference abstract.
   iii. Other official conference documentation such as a receipt for admission.

b. Reimbursements must be collected by no later than the end of the following session grant was awarded
Meeting Minutes of the Michigan Technological University
Graduate Student Government

February 21st, 2011 Meeting

Synopsis:
The Graduate Student Government:
• Approved $2600.00 out of discretionary funds to fund the remainder of the travel grant applicants.
• Passed an amendment to the bylaws.

I. Call to Order
   a. Jarod Maggio called the meeting to order at 5:07 pm.

II. Approval of Agenda
   a. Jarod Maggio requested that a funding request for travel grants be added to new business.
      i. It was passed unanimously
   b. Erin Thomas motioned to approve the amended agenda. Colin Gurganus seconded and the motion carried.

III. Approval of Minutes
   a. Ali Mirchi motioned for a vote of approval of the minutes from the February 2nd, 2011 meeting of GSG. Colin Gurganus seconded and the motion carried.

IV. New Business
   a. Experience Tech Fee (Jarod Maggio and Sean Gohman)
      i. The body was presented with two options, either accept the “premium” ETF or get out of the program entirely.
      ii. Sinaan Abood asked if the fee would be revisited on a schedule to evaluate use or additional need in specific areas.
         1. Jackie Huntoon said that it would probably not.
      iii. It was also asked how long the proposed price would stay consistent.
         1. Maggio said it is supposed to be the same for at least three years.
      iv. The plan would start next fall so we, as graduate students, would still pay the fee this summer.
      v. Colin Gurganus motioned to approve the “premium” ETF. Ben DePew seconded the motion. The motioned passed 87% to 13%
   b. Discretionary Fund Request – Additional funds for travel grants (Jarod Maggio)
i. Maggio presented to the general body a discretionary funds request for the amount of $2600.00 to fund the remaining travel grant applicants.

1. Erin Thomas motioned to approve the request. Ben DePew seconded the motion and it passed.

V. Officer Reports
   a. President (Jarod Maggio)
      i. Had no report this week.
   b. Vice President (Sean Gohman)
      i. Had no report this week.
   c. Treasurer (Renee Blackburn)
      i. Blackburn presented the on the current fiscal situation of GSG.
      ii. Blackburn reported that the presentation on travel grants for staff and faculty went well and had a good turnout.
      iii. Blackburn opened up the floor to ideas to improve travel grants.
          1. In the last year, GSG has funded 89 presenting and 9 attending travel grants.
          2. Sean Gohman proffered an idea of a tiered travel grant where more money may be given to one or two students.
          3. There was much discussion about this and it will be revisited next meeting.
      iv. Blackburn informed GSG of a potential plan of the university to change the options we have for paying tuition by possibly eliminating credit card payments.
   d. Secretary (Nick Windmuller)
      i. Opened nominations for next year’s executive board. Nominations will be open for four weeks.

VI. Committee Reports
   a. Academic (Abdul Koroma)
      i. Koroma informed GSG about the upcoming Research Colloquium.
          1. He is still looking for 5 or 6 faculty judges
          2. He is also looking for volunteers from GSG to help staff the event.
   b. Social (Harish Chowdhary Athipatla)
      i. Had an excused absence.
   c. Public Relations (Felicia Chong)
      i. Had no report this week.

VII. Liaisons
   a. University Senate (Ben DePew)
      i. DePew updated GSG on the Senate proposal to establish guidelines for accelerated masters.
          1. It has passed for coursework only masters but is still in the works for research masters.
ii. Also DePew updated the body on the lack of proposal regarding the health clinic complaints.

b. Undergraduate Student Government (Colin Gurganus)
   i. Gurganus said student organization budget meetings are ongoing.

VIII. Old Business.
   a. Maggio reopened the proposed changed to the bylaws.
      i. The proposal is attached.
      ii. Ben DePew motioned to make the changes to the bylaws. Colin Gurganus seconded the motion and it passed unanimously.

IX. Discussion Items
   a. No discussion items.

X. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 5:59 pm.
      i. Colin Gurganus seconded and the motion carried.
A RESOLUTION TO:

- Change the current GSG Bylaws to reflect the proposed restructuring changes, which aims at creating fairer and more congruent processes that will be implemented February 21, 2011.

WHEREAS:

- Removing GSG President compensation redundancy
- Establishing a clear and reasonable timeline for Travel Grant reimbursement

Proposed changes to the Bylaws of the Michigan Technological University Graduate Student Government italicized below

B. Expenditures
1. Expenditures in accordance with the approved budget do not require approval by the GSG.
2. The proposed budget shall include fellowships for Executive Board officers in the amount of $600 per officer per semester (spring and fall only).
   a. The President shall be excluded from the Executive Board fellowships under stipulation that he or she continues to receive compensation through Graduate School support.
   b. These fellowships shall be awarded to the officers at the end of each semester.
   c. In the case of an Executive Board member vacating his or her position early, the following procedure shall be followed:
      i. Should the Executive Board member have left voluntarily, he or she will be immediately awarded $100 per full month of service, excluding any fellowship monies already disbursed; the remainder of the allotted yearly monies shall be awarded to the person assuming his or her office, disbursed according to these bylaws.
      ii. Should the Executive Board member have been removed for dereliction of duty, all monies not already disbursed will be awarded to the person assuming the office, and disbursed according to these bylaws.
D. Travel Grants
1. The GSG shall disburse the funds allocated for the Travel Grant Program by the Graduate School.
2. Grants shall be awarded once each semester (fall and spring) and once during summer session.
3. Awards
   a. “Presenting” grants shall be awarded to graduate students presenting at a recognized academic conference. These grants shall reimburse up to $250 in conference expenses (including related travel and lodging).
   b. “Attending” grants shall be awarded to graduate students attending a recognized academic conference. These grants shall reimburse up to $150 in conference expenses (including related travel and lodging).
4. At least ninety percent of grants (90%) shall be for “Presenting” grants, with the remaining grants awarded to “Attending” grant applicants.
5. Eligibility
   a. Graduate students must satisfy the following requirements in order to be eligible to receive a travel grant:
      i. Students must be currently-enrolled full-time students.
      ii. Applicants’ home departments must have “Uninterrupted Representation” on GSG. This is satisfied when a department has at least one voting representative present at all but two regularly scheduled GSG meetings during any session.
      iii. Students may be awarded a Travel Grant, either before or after attending a conference, only once each session.
      iv. Students may only apply for and receive a Travel Grant in the session during which the conference was held.
6. Application Process
   a. Travel grant applications shall be due on the Friday of 6th week of each semester (spring, fall, and summer session), and must be correctly and completely filled out by the deadline. No exceptions will be made.
   b. Should the number of applications exceed the available funds, the GSG shall hold a drawing to determine awards.
7. Travel Grant Drawing
   a. The Travel Grant Drawing shall take place at the next meeting of the Executive Board.
      i. This meeting shall be no later than five (5) business days after the application deadline.
   b. The Travel Grant Drawing will be performed in accordance with GSG Resolution 5-05.
   c. In cases where extra grants are available in one category, they may be transferred to the other category to use all funds provided.
8. Reimbursement
   a. All grant applicants must provide valid documentation of
conference attendance when applying for reimbursement. Examples of such documentation include:
   i. Conference acceptance letters or emails.
   ii. Published conference abstract.
   iii. Other official conference documentation such as a receipt for admission.

b. Reimbursements must be collected by no later than the end of the following session in which grant was awarded.
Meeting Minutes of the Michigan Technological University  
Graduate Student Government  
March 14th, 2011 Meeting  

Synopsis:  
The Graduate Student Government:  
• Elected the Executive Board for 2011-2012.

I. Call to Order  
a. Jarod Maggio called the meeting to order at 5:07 pm.

II. Approval of Agenda  
a. Colin Gurganus motioned to approve the amended agenda. Ali Mirchi seconded and the motion carried.

III. Approval of Minutes  
a. Jarod Maggio motioned for a vote of approval of the minutes from the February 21st, 2011 meeting of GSG. Ali Mirchi seconded and the motion carried.

IV. New Business  
a. No new business was brought to the body.

V. Officer Reports  
a. President (Jarod Maggio)  
   i. Since Abdul Koroma could not be here, Maggio recapped Graduate Research Colloquium.  
      1. This year there were:  
         a. 20 posters.  
         b. 8 presentations.  
   ii. Maggio went on to speak to a meeting he had about the possibility of having a student health care clinic on campus.  
      1. Not in the foreseeable future.  
      2. However, the administration may be willing to do have an urgent care center.  
         a. Possibly next year.  
      3. Lastly, Maggio encouraged people to complete the survey for the dean evaluation committee.  
 b. Vice President (Sean Gohman)  
   i. Gohman also had a meeting involving health care.  
      1. He said the prices are going up due to students being asked to pay a higher percentage of the premium.  
 c. Treasurer (Renee Blackburn)
i. Blackburn is working on next year’s budget to be presented to the body at the next meeting.

d. Secretary (Nick Windmuller)
   i. Windmuller held elections for next year’s Executive Board.
      1. Congratulations to;
         a. President – Margo Woller-Carter
         b. Vice President – Felicia Chong
         c. Secretary – Erin Thomas
         d. Treasurer – Jarod Maggio
   ii. Windmuller also opened nominations for next year’s committee chairs.

VI. Committee Reports
   a. Academic (Abdul Koroma)
      i. Had an excused absence.
      ii. Ali Mirchi said he was trying to document the Research Colloquium so it is easier to organize next year.
   b. Social (Harish Chowdhary Athipatla)
      i. Athipatla informed GSG that the next social is the 26th of March at the Mine Shaft in Houghton.
      ii. He also asked for any ideas for different socials to be had next year.
   c. Public Relations (Felicia Chong)
      i. Chong said the fliers for the March 26th social were ready for distribution.

VII. Liaisons
   a. University Senate (Ben DePew)
      i. DePew told GSG that the parking task force is bringing in a parking consultant and the consultant was going to try to give a presentation at one of our meetings.
   b. Undergraduate Student Government (Colin Gurganus)
      i. Gurganus said the student organization budget process is ongoing.
   c. Graduate Faculty Council (Sean Gohman)
      i. Gohman stated the GFC is looking into the increase of interdisciplinary hires and how that is affected the ability to find outside committee members.

VIII. Old Business.
   i. There was no old business.

IX. Discussion Items
   a. No discussion items.

X. Adjournment
   a. Ben DePew motioned to adjourn the meeting at 6:47 pm.
i. Sinaan Abood seconded and the motion carried.
Meeting Minutes of the Michigan Technological University
Graduate Student Government
March 28th, 2011 Meeting

Synopsis:
The Graduate Student Government:
- Elected the Committee Chairs for 2011-2012.
- Heard presentation from Dr. Christa Walck about AQIP
- Voted to appropriate $1,000.00 for the MBA Associations Golf Outing
- Voted to appropriate $300.00 for the badminton club’s annual tournament

I. Call to Order
   a. Jarod Maggio called the meeting to order at 5:05 pm.

II. Approval of Agenda
    a. Jarrod Maggio motioned to approve the amended agenda. Bhairavi Pandya seconded and the motion carried.

III. Approval of Minutes
    a. Jarod Maggio motioned for a vote of approval of the minutes from the March 14th, 2011 meeting of GSG. Ali Mirchi seconded and the motion carried.

IV. New Business
    a. Increase gender diversity at Michigan Tech presentation (AQIP) – Dr. Christa Walck
    b. Discretionary Funding Request – MBA Association (Tao Guo)
       i. The MBAA requested $2,000.00 dollars from GSG to support their second annual golf outing.
       ii. The requested monies would be put toward the course rental fee and advertising.
       iii. The event is going to be held on August 6th, 2011 and is open to all students.
       iv. The GSG voted to allocate $1,000.00 to the MBAA for the golf outing.
    c. Discretionary Funding Request – Badminton Club (Baifan Wu)
       i. The badminton club requested $300.00 from GSG to support their annual tournament.
       ii. The $300.00 would be used for shuttlecocks and miscellaneous costs.
       iii. The funding request was passed.
    d. 2011-2012 GSG Budget Proposal (Renee Blackburn)
       i. Blackburn presented the proposed budget for next year
ii. Colin Gurganus motioned to table to the discussion to next meeting. Sinaan Abood seconded. The motion failed to pass.

iii. After some discussion pertaining to the funding for the various committees Jarrod Maggio motioned to table to budget as per the bylaws. Renee Blackburn seconded and the motion passed.

V. Officer Reports
   a. President (Jarod Maggio)
      i. Maggio spoke to the Dean Review Committee for the Dean of the Graduate School, Dr. Jackie Huntoon
         1. Overall it the responses to the survey have been very positive
      ii. Maggio went on to speak to the Climate Survey.
          1. The committee is wrapping up and the final report should be out soon.
          2. The quantitative data is online and can be viewed by anyone.
   b. Vice President (Sean Gohman)
      i. Gohman also had a meeting involving the Experience Tech Fee.
         1. The meeting he attended specifically addressed marketing ideas. Anyone with ideas should contact Gohman at smgohm@mtu.edu.
   c. Treasurer (Renee Blackburn)
      i. Blackburn reported on the ability of students to use credit cards to pay for tuition and fees
         1. The chair of the credit card committee may be giving a presentation to the body next meeting.
   d. Secretary (Nick Windmuller)
      i. Windmuller held elections for next years Executive Board.
         1. Congratulations to;
            a. Academic Chair – Ali Mirchi
            b. Social Chair – Harish Chowdhary Athipatla
            c. Public Relations Chair – Ratnesh Sali

VI. Committee Reports
   a. Academic (Abdul Koroma)
      i. Had an excused absence.
   b. Social (Harish Chowdhary Athipatla)
      i. Athipatla informed GSG that the social at the Mineshaft was a success
         1. Athipatla thank those who helped out and reported there were about 140 people that attended.
      ii. He also asked for any ideas for different socials to be had next year.
   c. Public Relations (Felicia Chong)
      i. Chong had no report.
VII. Liaisons
   a. University Senate (Ben DePew)
      i. DePew told GSG that the parking task force is bringing in a parking consultant and the consultant was going to try to give a presentation at one of our meetings.
         1. He also asked for any input from graduate students.
   b. Undergraduate Student Government (Colin Gurganus)
      i. Gurganus said the student organization budget process is ongoing.
   c. Graduate Faculty Council (Sean Gohman)
      i. No report.

VIII. Old Business
   i. There was no old business.

IX. Discussion Items
   a. No discussion items.

X. Adjournment
   a. Sinaan Abood motioned to adjourn the meeting at 6:45 pm.
      i. Ben DePew seconded and the motion carried.
Meeting Minutes of the Michigan Technological University  
Graduate Student Government  
April 11\textsuperscript{th}, 2011 Meeting

Synopsis:  
The Graduate Student Government:  
• Heard presentation from John Lehman about changes to Credit Card Payments.  
• Passed a budget for the 2011-2012 session.

I. Call to Order  
a. Jarod Maggio called the meeting to order at 5:10 pm.

II. Approval of Agenda  
a. Jarrod Maggio motioned to approve the amended agenda. Harish Chowdhary Athipatla seconded and the motion carried.

III. Approval of Minutes  
a. Erin Thomas motioned for a vote of approval of the minutes from the March 28\textsuperscript{th}, 2011 meeting of GSG. Amy Berns seconded and the motion carried.

IV. New Business  
a. Credit Card and Payment Plan Presentation (John Lehman)  
i. Mr. Lehman informed the body of changes to the credit card payment policy of the university  
1. Discover and master card will have a “convenience fee” of 2-3%.  
2. Visa will not be accepted for charges on student bills.  
3. These changes affect only charges which are posted to student bills and can be paid through the registrar’s office.  
b. 2011-2012 GSG Budget Proposal (Renee Blackburn)  
i. Blackburn presented the proposed budget for next year  
ii. Colin Gurganus motioned to table to the discussion to next meeting. Sinaan Abood seconded. The motion failed to pass.  
iii. After some discussion pertaining to the funding for the various committees Jarrod Maggio motioned to table to budget as per the bylaws. Renee Blackburn seconded and the motion passed.

V. Officer Reports  
a. President (Jarod Maggio)  
i. Maggio thanked all of the members for their hard work this session.
ii. Maggio also asked for a volunteer to sit on the search committee for the dean of engineering.
   1. He needs someone by April 22nd.

iii. Maggio asked representatives that will be here this summer to email Erin Thomas so she can have a better idea of attendance this summer.

b. Vice President (Sean Gohman)
   i. Gohman informed the body that SAF funding is finished.

c. Treasurer (Renee Blackburn)
   i. Had an excused absence.

d. Secretary (Nick Windmuller)
   i. Windmuller is working on the representative allocation for next session.

VI. Committee Reports

a. Academic (Abdul Koroma)
   i. Had an excused absence.

b. Social (Harish Chowdhary Athipatla)
   i. Athipatla thanked the body and especially his committee for their help this year.
   ii. Athipatla is also looking for volunteers to facilitate orientation next fall.
      1. Please contact Harish if interested.

c. Public Relations (Felicia Chong)
   i. Chong had no report.

VII. Liaisons

a. University Senate (Ben DePew)
   i. DePew told GSG that the Senate is combing through the proposed university budget.
      1. We are looking at about a six percent tuition increase
      2. Supported students will also be receiving a 3.83% stipend increase.

b. Undergraduate Student Government (Colin Gurganus)
   i. Gurganus said the student organization budget process is ongoing.

c. Graduate Faculty Council (Sean Gohman)
   i. Gohman informed the body that the GFC is taking up implementing a grievance process next year.

VIII. Old Business

i. 2011-2012 GSG Budget Proposal (Jarod Maggio)
   1. Maggio presented the proposed budget for next session.
   2. Jarod Maggio motioned to implement the proposed budget and Harish Chowdhary Athipatla seconded the motion. It passed unanimously.
IX. Discussion Items
   a. Student Health Insurance (Sean Gohman)
      i. Gohman presented the preliminary options for next year’s student
         health insurance.
   b. Rolling student fees into tuition (Jarod Maggio)
      i. After some discussion, the body came to a consensus that it was
         impractical to vote on the proposed changes due to lack of
         information.

X. Adjournment
   a. Nina Tyminska motioned to adjourn the meeting at 6:46 pm.
      i. Harish Chowdhary Athipatla seconded and the motion carried.