

GENERAL BODY MEETING MINUTES

SEPTEMBER 9, 2010

Welcome – Deana Lewis (President of the GSC)

- Graduate student government – we advocate for graduate students on committees, we organize academic events, social events and fund travel awards and project awards.
- Information packet - (for those who didn't get it, the information can be found online: http://www2.uic.edu/stud_orgs/gsc/documents.html Review GSC 101 and Parliamentary Procedure. The meeting schedule for the year can also be found online.)
- Responsibilities as a GSC Rep:
 - o Represent your dept.
 - o Provide feedback from your dept. to us / deliver information from us to your dept.
 - o Actively participate on committees – both GSC and campus-wide
- GSC attendance policy:
 - o Attendance at all meetings is mandatory
 - o Make-up policy: 1 absence -> 1 hour of GSC service (until it is made up, no travel awards will be accepted), 2 absences -> 3 hours of GSC service (until that is made up, no travel awards will be accepted), 3 absences -> no more travel awards will be accepted from your department.

Travel Awards – Harish Kanchi (Treasurer of the GSC)

- GSC fiscal year - May 1st to April 30th.
- Travel award quotas determined for each of the quarters. Information here: http://www2.uic.edu/htbin/codewrap/bin/stud_orgs/gsc/cgi-bin/travel-award.php
- Eligibility requirements on the website – Note: each student can only get one travel award per GSC fiscal year!
- Must apply within the quarter of your conference end date – not earlier. It's First-Come-First-Serve so apply at the start of the quarter!
- You as reps get email cc-ed from approved awards to students in your dept.
- Stopped accepting faxes. Email us: gscawards@gmail.com with application.
- Award recipients must go with receipts to the Dean of Students office within a certain time frame or else the award expires. The information is on our website and in the email the students receive on approval of their award.
- The travel award money goes to a student's UIC account first and is directly deposited to one's bank account if one has no outstanding balance on it.

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Heather Drummond (Public Health): Our main conference is in mid-Nov so students might not go if they don't know if they will get the travel award. Is there a way to get some reassurance that one will get a travel award?

Answer: Students still need to apply in the quarter that the conference is held. If it's held in and ends in the beginning of November, we accept travel award applications starting November 1st for that quarter.

Ina Han (Neuroscience): The award works as a refund.

Harish: We don't give money beforehand. We only do reimbursements.

Deana: The fax machine was unreliable. This is easier and the applicant has an email-copy too. Plus it's more sustainable!

Jason Fong (Medical Biotechnology): For those students in Rockford who don't have cars do we have the same month deadline by when to go with receipts to Chicago?

Harish: We can work something out.

Rigel Gjomemo (Computer Science): How long does this process take? To apply for other awards the deadline is a month so can we hear from you before then?

Harish: Yes you will hear from us within a month.

Dean Deanna: For international students the process can be longer, due to some IRS regulations. They have to ensure that their visa + payroll information are up to date.

Harish: International students need to update their status information in Marshfield Bldg every year.

Gibran Rezavi (Economics): Are these extra forms for international students available online?

Harish: The Dean of Students office makes them fill forms but we will see if we can put it on our website.

Project Awards – Holden Brown (Vice-President of the GSC)

http://www2.uic.edu/stud_orgs/gsc/projectAwards.html

- Funds graduate students to organize an event that is open and interesting to all graduate students. Apply early, only a 4 awards a semester valued at \$400 each, so get the process started.
- This year we cannot work with student reimbursements due to university rules (except in certain cases) but have the Dean of Students Office purchase whatever is needed directly. If you do need a reimbursement remember that the GSC cannot pay for taxes - a tax-exempt letter for things you pay for can be given on request.
- GSC cannot pay another group only individuals.

Shuang Zhou (Physics): When do we apply, in the quarter or as early as possible?

Holden: As early as possible in the semester of the event.

Juan Martinez (Sociology): Give an example of the uses of project awards.

Holden: Last year we funded a History dept. Conference, film fest, game night, Biomedical Visualization art show.

Shuang Zhou (Physics): My department has a graduate seminar every week about research projects – most students will be Physics but we can invite everyone.

Holden: The point of this award is to encourage interdepartmental events. We try not to fund events that a dept. or other organization should fund.

Communications – Anushka Anand (Secretary of the GSC)

- Manage the website – will add a blog-like page to post announcements on a rolling basis
 - o If you, your dept. or other organization you are part of is hosting an event that would be of interest to graduate students, we encourage you to send the information to us – we can forward it to other GSC reps and post it on our site -> great exposure and free advertising while keeping graduate community aware of things.
- Quick vote: email each announcement or send out a weekly digest email
 - o Majority in favor of the weekly digest of all announcements
- If you do not receive GSC emails, let me know (email aanand2@uic.edu)

Parliamentary Procedure Review – Deana Lewis

- Making a motion, seconded, vote on proposal
http://www2.uic.edu/stud_orgs/gsc/documents/ParliamentaryProcedure.pdf

Budget – Deana Lewis, Harish Kanchi

- We will get our 2010-2011 budget this week (Dean Deanna concurred)
 - o Because we didn't have this we couldn't approve any travel awards from May – we put a note on our website.
- We really spent our 2009-2010 budget. We used the money for grad students – organized a lot of events, gave out an unprecedented # of travel awards!
- We saw 2 new fees:
 - o Assessed 6.41% administrative charge on all transactions
 - o Student help – hourly worker who processes travel awards for us. This person is shared with the Health Professionals Student Council (HPSC) and paid partly by them as well.
- This year's budget – changed some things around so we need to vote again as how we spend the money has changed from the one the old reps voted on and approved.
- Now the new travel award amount is \$310.

Jesse Ackles (Linguistics): What is the social event budget going for? Did we use all the travel awards last year?

Deana: Last year we funded 240 travel awards. We can talk about increasing that number or amount and cutting back on other activities if that is the consensus. Social events we did last year include: Thirsty Third Thursdays – a social event once a month at restaurants in the neighborhood, Windy City Roller derby, UIC

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soccer + basketball games, Casino night (the end of year party), Graduate Student BBQ at the start of year.

So, we can do these social events that bring students together or, if we eliminate that, we will just be a funding agency.

Gibran Rezavi (Economics): Students in Economics Dept. need to be at dissertation level to publish, so social events are our only interaction with the GSC and graduate student community.

Juan Martinez (Sociology): Only 5% of the budget is social events - it's a small price to create a graduate student community. I worked with the diversity committee, meet university administrators and got to engage on campus at other levels.

Yvonne Isom (Criminology): In our dept. we never had anyone denied a travel awards. So there's always enough travel awards from our dept.'s perspective.

Deana: We asked the Student Fee Advisory Committee (SFAC) for \$7000 to supplement our budget for travel awards. We were the only student fee funded body that got this increase.

Harish: The increase will be added to travel awards and social events.

Jordan Gunn (Pharmacology): How many meetings? How much did this food cost?

Anushka (Secretary): We have 7 meetings. Tonight's food cost \$530. Enjoy it and expect to see a couple of meetings with pizzas.

Harish: We cut down that portion of our meetings by \$600.

Eduardo Bustamante (Kinesiology): Is the amount for social events more than last year?

It was \$3000 last year. ** Check this with Harish **

Sarah Fowle (Educational Psychology): If the events were well attended with \$3000 do we need to put more money at it?

Holden: When applying for the SFAC budget increase we requested money for both social events and travel awards. To put it all towards travel awards would be going against our proposal.

Eduardo Bustamante (Kinesiology): They were well attended so it's worth trying to grow them

Betul Demirkaya (Political Science): How are social events decided? Are they decided here?

Deana: Great segue into committees. We have GSC Committees where decisions are made on what events we do, how to spend the money and such. We have 5 committees you can be a part of. More information is here:

http://www2.uic.edu/stud_orgs/gsc/committees.html

Ina Han (Neuroscience): I move to vote on budget as it stands now before us.

Trevor Gates (Social Work): I second the motion.

Vote – [only 1 per department]

48 Yes

2 abstentions

Motion on the budget for 2010-2011 passed.

**James Stewart: Assistant Director of Commuter Resource Center (CRC),
Student Leadership and Development Services**

Email: commuter@uic.edu

Website: commuter.uic.edu

Phone: 312-413-7440

- CRC is a result of the strategic planning in 2006. Commuter students @ UIC are 85% of the population. They are diverse – non-traditional age, graduate, medical and undergraduate.
- Convenient location. – 2nd floor SCE by inner circle.
- Hours: 8am-6pm Mon-Thu, 8am-5pm Fri.
- Facilities: study/lounging places, lockers, showers, kitchen, computers and printer, multipurpose room.
- Programming: educational workshops, off-campus housing fair, game day, movie afternoons.
- Services: commuter assistance, carpool connections.

Q: Do you plan to open one in the West campus?

James: If we are wildly successful as we hope, we'll definitely look into that. We'll also look into having a shuttle service from W. to E. campus.

Shuang Zhou (Physics): Are there any additional costs to students?

James: Everything is free – lockers, programs, everything.

Dean Deanna: Associate Vice Chancellor of Student Affairs + Dean of Students

Website: <http://www.uic.edu/depts/ovcsa/>

- With the Student Affairs hat: I'm the manager for several depts. that provide services to students – Office of International Services, Financial Aid, Counseling Center, Student Employment, Career Services, Student Leadership and Development Services, Commuter Resource Center, Wellness Center.
- With the Dean of Students hat: I deal with students who have trouble, caused trouble or are in trouble. Services available through this office to all students as you pay for them via student fees are:
 - o Student Legal Service –Attorney + paralegal. Any student can use their services for traffic accidents, landlord issues, divorce, misdemeanors, etc.
 - o Student Conduct Process – people who cause trouble. Disciplinary process whenever someone files a complaint against a student on campus.
 - o Ombudsperson – deals with any grievance/complaint - parking dining, housing, college, etc. Tries to intervene with appropriate on-campus entities to resolve issues.

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- Student Advocacy – assist students during personal emergency/crisis – attempted suicide, death, fire, etc.
- Student Veteran Affairs – those who need assistance can be served.

Project Award presentation – Marissa Baker

Marissa Baker (from Art History Student Association)

- Hosting a graduate student symposium – their dept. never hosted something like this before.
- Oct. 8-9 – Neighborhood and world – The Global and Local City. Bringing attention to UIC and our dept.
- Sent invitation to Art/Architecture dept., Urban planning and others. 9 graduate students are coming from elsewhere. The event will be held @ Hull House. Discussants on panels are PhD students here.
- Dr. Bradford Hunt – keynote speaker from Roosevelt University.
- Asking for money for flyers, postage and refreshments.

Ina Han (Neuroscience): How many students can this event handle?

Marissa: Gallery 400 maybe 100 some students. Hull house – 100 some too.

Ivan Alfaro (Business): Is it open to any student at UIC?

Marissa: It's open and free.

Juan Martinez (Sociology): How are you advertising?

Marissa: We advertised with the College of Art and Sciences, hnet(humanities net), we emailed other universities, we will be sending Massmail.

Juan Martinez (Sociology): I recommend UIC announcements.

Harish: Another suggestion – have u heard of SFAC? The funds they give can also be applied toward marketing materials.

Marissa: We had paperwork issues. We are not an official student organization and have fixed that issue but missed the deadline.

Ina Han (Neuroscience): I motion to vote on the project award.

Tiffany Funk (Art History): I second the motion.

All YES!

No abstentions or Nays.

Announcements – Deana Lewis

- Feel free to bring flyers and stand and tell us about events you are working on.
- The Faculty Senate is looking for graduate student representation.

Gibran (Economics) – I was on the Executive Committee as well as the Budget Planning and Priorities Committee – the faculty-only committees need graduate students. We are not active playmakers but it is good to get our voices heard. It is important to participate and keep faculty abreast about our concerns

Holden: 10 senator seats need to be filled. Meetings are once a month or once a semester. The senate is the governing body of university. Contact me for details.

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Deana: I was on the Education Policy Committee of the Faculty Senate – could learn and give graduate student input on decisions we were making.

- Transportation Committee to talk about changes to the Intercampus shuttle routes.
- Harish is on the Search Committee for Provost.
- There will be a search committee for the Dean of Liberal Arts and Sciences soon.
- *Ina Han (Neuroscience)*: Any graduate student can be on GSC Committees so please spread word to your depts.

Heather Drummond (Public Health): Is there information on the website?

Anushka: Yes

2nd Annual GSC & GC BBQ – Deana Lewis

Please forward the information and flyer to your constituents.

This year we are having students show a ticket for admittance to avoid having undergrads eat all our food. Graduate students should contact you are their reps for the info. The ticket can be found on our site – all they have to do is print it out and bring it with them.

http://www2.uic.edu/stud_orgs/gsc/index.html

Survey – Deana Lewis

To get your feedback on what issues you would like to hear about at our meetings. You are always welcome to email us with feedback.

At the next meeting we will have:

- Dean Gillet, Dean of the Graduate College
- Office of Sustainability
- Graduate Employee Organization (GEO)

GSC General Body Fall Meeting Dates

October 14th

November 11th

December 9th