

- I. Call to Order: 11:02am
- II. Roll Call
- III. Approval of July 7, 2015 Minutes - Approved
- IV. Executive Board Reports

A. **Executive Chair** – Fritz Yarrison – [fyarriso@kent.edu](mailto:fyarriso@kent.edu)

1. Senator Responsibilities

a. The main goal of the Senate is to connect all graduate students and act as a conduit of information.

b. Every academic unit is required to have one representative at every meeting. Missing more than one meeting will cause your entire academic unit to be ineligible for funding for the year. This is why having an alternative senator is so important. If neither you nor your alternate can attend, you may have someone else represent your academic unit for a meeting. Funding includes the Domestic Travel Award, Research Award, International Travel Award, and Organization Requests.

c. Please make sure you know who your constituents are. You can see that information on the website (<https://www.kent.edu/graduatestudies/gss-senators>). Please contact us if information isn't getting to all of your constituents.

2. GSS Cartwright Office

a. We have two offices on the first floor of the Kent Student Center, 120L and 120M, however we are not in those offices very often. There is however a dropbox outside of the office where reimbursement sheets can be turned in.

b. Our primary business office is in Cartwright Hall and has moved this summer from the first floor to the second floor in room 215. We have more space than in the past, especially immediately outside of the office where there are workstations. This space will now be available for graduate students as a workspace; so if anyone is looking for a quiet place on that side of campus to get work done this space will be available.

3. General Meetings

a. We generally have one meeting per month.

b. We go through agenda items as they relate to each board member.

c. There will also be occasions where the senators will vote on or help decide different issues. Please raise your name placard during the voting process in order to vote.

d. Please refer to the announcements at the end of the minutes for the General Senate Meeting schedule for the fall.

B. **Executive Vice Chair** – Andrea Meluch – [ameluch1@kent.edu](mailto:ameluch1@kent.edu)

1. International Travel Award

a. The award is a competitive funding opportunity for travel to all areas outside of the continental United States and Canadian Provinces adjacent to the continental U.S. up to \$1500.

- b. The award is for professional development for various activities such as paper and poster presentation, a workshop, or an internship
- c. It is awarded three times a year, Spring, Summer, and Fall.
- d. The Fall 2015 International Travel Award
  - i. There were 8 submissions
  - ii. 7 were complete and reviewed by the committee
  - iii. The volunteer review committee of 8 from various academic units met last week and evaluated them
  - iv. From the \$3000 budget we awarded 1 application fully and two partially.
  - v. Of the three awards two went to Chemistry and Biochemistry and one went to Psychological Sciences
  - vi. Some of the common problems in applications were:
    - Not writing to a general audience
    - Not verifying a financial need
- e. Spring 2016 International Travel Award
  - i. Deadline: November 30<sup>th</sup>, 11:59pm
  - ii. It is very important that all guidelines are strictly followed and any infraction to the guidelines will cause that application to be thrown out.
  - iii. If you are interested in sitting on the Spring 2016 International Travel Award Review Committee, please contact Andrea.

Q. If the deadline for a conference registration or the results from an abstract submission is before the award deadline, can we still apply?

A. Yes, if you need to, you can include a letter from your advisor and proof of submission stating that you expect to present at the conference.

## 2. Committee Representation

- a. There are several academic and administrative committees across campus that seek graduate student representative from all students outside of GSS, some even give voting responsibilities to the representatives. If you were on a committee last year you should have been contacted to see if you wanted to continue.
- b. Three committees that we are still seeking representation for the University Library Advisory Committee, Public Safety Advisory Committee, and the Transportation Advisory Committee.
- c. Many of the other committees seek alternates
- d. If you are a representative, please fill out the committee form on our website (<https://www.kent.edu/graduatestudies/gss-committee>)
- e. If you have any questions about the different committees or wish to serve on a committee please contact Andrea.

## 3. Faculty Senate

- a. The library spoke about copyright services and that are available for research and or course copyrighting and questions.
- b. An EPC Action item was proposed to change the midterm grading policy to include all 10,000 and 20,000 classes to require midterm

grades and moving up the midterm reporting to the 4<sup>th</sup> week. They are piloting that program.

**C. Finance Chair – Suparna Navale– [snavale1@kent.edu](mailto:snavale1@kent.edu)**

**1. Domestic Travel Award Changes**

- a. There will be only a flat rate of \$300 to those who are presenting at conferences; however the award will not be guaranteed and upon availability of funds will be issued at a randomized basis. You must have proof of presentation or a letter from your advisor that states you submitted your research to a conference. The travel area is now only the lower 48 U.S. states and any adjacent Canadian Provinces.
- b. You must also prove attendance and presentation when turning in the reimbursement forms.
  - Q. Is it still reimbursed amount?
  - A. Yes.
  - Q. Do we still need receipts?
  - A. No.
  - Q. What if a student just wants to attend?
  - A. In order to receive the award you must present original research at a conference.
  - Q. What if we are in Theatre, Music, Art, etc... and our "research" isn't often seen as research and our "presentations" often include performances, expositions, recitals, etc.?
  - A. We define research very broadly across all aspects of GSS. As long as it is original "research" in your own program, we would define it as such, and then it is eligible for our awards and the symposium. So, yes, this type of research is more than welcome.

**2. FY 2016 Budget**

- a. The Board of Trustees has delayed forming a budget this year, so we don't actually know how much money we will be allocated this year.
- b. We decided not to guess on a full budget, but due to our budget having never decreased, we would like to decide on an amount in order to award the 2015 Fall Domestic Travel Award because of the upcoming due date.
- c. We would like to take a vote to give the executive board permission to utilize at least \$40,000 (133 awards) to allocate for the Fall 2015 Domestic Travel Award. There will be the possibility for that amount to increase when we propose the full budget next month.
  - Q. How many awards were given last fall?
  - A. 122 students were reimbursed for travel last Fall.
  - Q. It was discussed whether allocation of funding to certain activities that would help generate their own funding would be a beneficial idea.

A. In general, GSS strives to allocate funding as evenly as possible across programs, and that strategy would most likely go against those principles. GSS also strongly urges that departments should be the first source of funding, and that GSS should be seen as a supplementary, not primary, resource.

Q. Foundations, Leadership, and Administration includes a system of alumni funding through a newsletter and website, which may be something to look into.

- d. Vote: Passes
  - i. All in Favor

3. Fall 2015 Domestic Travel Award

- a. Deadline: September 14<sup>th</sup> 11:59pm
- b. There will only be a two week application window prior to the deadline. The link is provided here:  
<https://www.kent.edu/graduatestudies/gss-domestic-travel>

**D. Advocacy Chair** – Megan Hornyak – [mhornya6@kent.edu](mailto:mhornya6@kent.edu)

1 Fall 2015 Research Award

a. An award that is offered twice a year to fund up to \$2000 for your research

b. Deadline: October 12<sup>th</sup> 11:59pm

Q. How are individual award allocations given?

A. Up to \$2000. They can be partially funded, or the initial request may be less than \$2000.

2 Fall 2014 Research Award

a. The deadline for turning last Fall's forms is September 18th If you were on a committee last year you will be getting an email soon asking if you still want to serve on that committee.

3 Fitness Center Updates

a. For Thesis 2 and Dissertation 2 students, an alternate to the university is Kent Park and Rec Fitness Center. Contact Megan for more information.

4 Service Activities

a. Some options for service activities include:

- i. A local clothing drive
- ii. A local canned good drive

b. We are interested in opening discussion to decide how we want to utilize our time for service activities and whether we want to divide our two activities between donation-based or activity-based activities. We'll be sending out a poll this week.

c. Some options for more service activities:

- i. The Campus Kitchen
- ii. Habitat for Humanity
- iii. Super Service Saturdays
- iv. From the floor: Cards for Kids, an organization that facilitates making hand-made cards for kids.

- v. From the floor: The Women's Center Food Pantry is empty and it being on campus would make it a good focus.
- d. Please email Megan with any further suggestions.

**E. Research Symposium Chair** – Morgan Chaney – [mchaney1@kent.edu](mailto:mchaney1@kent.edu)

- 1 The 31<sup>st</sup> Annual Graduate Student Symposium: A World of Research will be on Earth Day, Friday, April 22<sup>nd</sup>, 2016.
- 2 Keep this date in mind and remember that this is the largest annual research event on campus.
- 3 We are still trying to decide on a keynote speaker for the symposium. If you or your constituents have any suggestions please email Morgan.

**F. Info Services Chair** – Mark Rhodes – [gss.info@gmail.com](mailto:gss.info@gmail.com)/[mrhode21@kent.edu](mailto:mrhode21@kent.edu)

- 1 Senator Updates
  - a. Please email Mark [mrhode21@kent.edu](mailto:mrhode21@kent.edu) or [gss.info@gmail.com](mailto:gss.info@gmail.com) with any senator or alternate senator updates or if you are not receiving emails. Your information at <https://www.kent.edu/graduatestudies/gss-senators> should be up-to-date.
- 2 Social Media
  - a. Please encourage all of your constituents to like us on [Facebook](#) and follow us on Twitter ([@ksugss](#)) for news!
- 3 Academic Unit Announcement
  - a. If your program, department, organization, etc. has any announcements that would be relevant to other graduate students, or if you have pictures from any social event, share them with Mark, and he will post them to our social media.

**V. New Business**

**A. Organization Request**

**1. Biological Sciences**

a. Seeking to bring Dr. Steve Philips from University of Texas Austin to give a talk, which would be of interest to graduate students through many of the biological and behavior sciences.

Q. What would be the overall benefit?

A. Besides the content of the talk, it will be a great way to see research going on at different institutes, as well as a good professional development opportunity.

b. Vote: Passes

i. For: 27

ii. Against: 0

iii. Abstentions: 1 (Business Administration)

**VI. Announcements**

**A. Kate McAnulty** –Assistant Dean of Graduate Studies - Faculty Advisor for GSS.

- 1. A lot of change in the Grad Studies Office:

- a. Mary Ann Stephens retired June 30 and Melody Tankersley has started as the interim Dean and senior Associate Provost which helps increase the exposure of graduate education in the University
  - b. President Warren has taken a great interest in our organization and especially the research symposium. Keep in mind the advances that GSS has made. We have had great growth in the symposium over the years, and want to make sure we continue to enhance the professional nature of GSS in general including personal communications and meetings.
  - c. Please remember that you as a senator for your unit are really an extension of the Division of Graduate Studies and, especially with our increased exposure, you should behave professionally. Reach out to Kate if you have any issues.
  - d. You should start receiving a Grad Studies' bi-weekly newsletter, so look for that, and know that it can be an outlet for your program.
  - e. GPAD workshops are one-hour free workshops on various topics. Registration for these workshops opens Monday.
  - f. Graduate Student Socials are held in the Atrium of Cartwright Hall as an on-campus platform for graduate students held twice a semester. This semester they are Wednesday, October 14<sup>th</sup>, and Thursday, November 12<sup>th</sup>.
  - g. Kent State and Graduate Studies will be running a Three-Minute-Thesis Competition this year. If you participate, you will have just 3 minutes and 1 Powerpoint slide to present your research. Keep in mind there is only room for 60 competitors and registration is open. Cash prizes.
  - h. You are welcome to meet with Kate related to GSS or just as a graduate student. Her office is in Cartwright Hall (125), and she can be reached via email at [kmcanult@kent.edu](mailto:kmcanult@kent.edu) if you would like to schedule a meeting.
- B. Next GradFest will be Friday, October 9th, 2015 from 6-8:00pm, Location TBD
- C. Our Fall 2015 General Senate Meetings will be the following times, days, and locations:
1. Tuesday, Oct. 13th from 11am-1pm in 306 Kent Student Center
  2. Tuesday, Nov 3rd from 11am-1pm in the 3<sup>rd</sup> Floor Ballroom Balcony of the Kent Student Center
  3. Tuesday, Dec. 1st from 11am-1pm in the 3<sup>rd</sup> Floor Ballroom Balcony KSC

VII. Adjournment 12:18 – Motion: Music ; Seconded: Physics