

I. Kara Robinson and Annaleise Lessick, University Libraries

- A. These two speakers are in charge of public services for the KSU Libraries. Finalists for the next Dean of University Libraries will be interviewed at the end of January, and Ms. Robinson encouraged grad students to attend these interviews. She said that this is a time of change, as the Library is moving from print to digital media. Announcements will be forthcoming.
- B. The KSU Library has undergone multiple changes in the last several years, and they have undertaken a study to find out best uses for space. Study space is a high priority, and they are trying to honor that as wekk as they can. Any questions or concerns about Libraries building should be directed to Robinson at [krobinso@kent.edu](mailto:krobinso@kent.edu).
- C. In the KSU Library, there are nine group-study spaces that can be reserved online on a first-come-first-served basis. This is not enough study spaces for several reasons. The best solution *would be* to build more, but funding prohibits this from happening. Therefore, KSU Libraries are trying to increase the availability of the existing spaces.
- D. Research carrels are available to faculty and ABD graduate students, but they are largely being used by faculty, despite graduate students being given higher priority. There are 47 total carrels, and there are still some available for graduate students.
  1. Question: How are these carrels reserved?
    - Answer: The reservation system is still not finalized, but they can be reserved for an entire semester by visiting the circulation desk on the first floor of the library.
  2. Question: Are these available to part-time faculty?
    - Answer: Probably, but Ms. Robinson was not sure. The primary limiting factor would be whether these part-time faculty know about the carrels.
  3. Comment: Last semester's GSS climate survey surveyed 436 students, 47 of whom said none of the graduate students in their department had desk space. Only 157 of these students said that grad students have dedicated work space.
  4. Question: Would you consider opening them to grad students who are not ABD?
    - Answer: This is a possibility that KSU Libraries could adopt. Another idea was to have a "graduate commons" on the fourth floor as floor space becomes freed up by discarding more print media.
  5. Question: How is the main library working with other KSU libraries?
    - Answer: There are libraries for architecture, fashion, performing arts (including a makerspace), maps, and all KSU regional campuses. Study spaces are constrained by how much space is available.

- II. Call to Order at 10:19 a.m.
- III. Roll Call
- IV. Approval of minutes from October 5, 2018
  - A. There was a date error in the header. This will be corrected before the minutes are placed into the GSS archives.
- V. Executive Board Reports
  - A. **Executive Chair** – Mark Rhodes – [mrhode21@kent.edu](mailto:mrhode21@kent.edu)
    1. Search Committees: President; Dean of Libraries
      - Mark put forward three names for the search committee for the next Dean of KSU Libraries, and Michael Hawkins, PhD candidate in Geography, was chosen as the graduate student to serve on this committee.
      - Additionally, the Presidential search committee needed three names, and put forward himself, Morgan Chaney, and Danielle French. This committee will be very confidential, so communications will be limited for the protection of the interviewees.
        - Question: Is there a timeline for this committee?
          - Answer: Unsure. All that Mark could say with certainty is that the Office of the President needed three names by November 8. They want to have a new president picked by July, 2019.
    2. Report: Educational Policies Council (EPC) Ad Hoc Policies Committee
      - The last EPC meeting dealt with the policy on course repeats: we are proposing a change which would allow undergraduate students to be able to retake upper division courses twice.
      - We also have discussed undergraduate transfer students and how they can qualify for honors status, and after that, the committee will consider the policy on academic forgiveness.
      - Any policies and concerns that would be especially relevant to graduate students should be brought to Mark by email.
    3. Report: Faculty Senate
      - Mark announced the Research Symposium at the end of the last meeting. At the Faculty Senate meeting, Mark vouched for the hard work of Danielle in bringing Tayo Aluko as this year's keynote speaker and the College of the Arts offered their support for the event.
      - Faculty Senate discussed demonstrations on campus. President Warren disclosed that the recent 2nd Amendment rally cost the university about \$65,000 in security costs. Parallel to this, there is a review committee for the policy on demonstrations, marches, and speakers; Mark is a member of this committee and is willing to bring forward any graduate-student opinions on this policy (<https://www.kent.edu/policyreg/administrative-policy-regarding-demonstrations-marches-and-speakers>). Bring concerns to him

by email.

4. Senator Census

- This was a fantastic idea brought up at the last meeting. The Executive Board will be discussing this over the next month, and will discuss it as New Business at our next General Meeting.

5. Presidential Funding

- As Tim and Mitch report. We have awarded many International Travel and Research Awards. Last Fall we awarded \$3,500 to 3 International Travel Awardees and \$16,000 to 9 research awardees. The numbers below show that with President Warren's support we have been able to triple our fall grants, and plan to similarly award applicants in the spring. President Warren has committed an additional \$100,000 to next year, as well.

B. **Executive Vice Chair** – Timothy Rose – [trose16@kent.edu](mailto:trose16@kent.edu)

1. Committee Reports

- University Accessibility Committee (presented by Alyx Weaver from Biomedical Sciences). October was Disability Awareness Month, and there were many events. One major event was the Kent State of Disability. One major takeaway was that attendance policy is very difficult to satisfy for many disabled students, and instructors have difficulty understanding what they are capable of.
  - [Autism Connections Kent](#) is looking for student staff to work in The Hub. Anyone interested should contact Alyx at [aweave26@kent.edu](mailto:aweave26@kent.edu).
- Student Diversity Action Council (SDAC, presented by Greta Babakhanova from Liquid Crystal Institute). SDAC is now taking applications for board positions. They specifically need people for their social/cultural programming board. Interested should contact Alyx Weaver at [aweave26@kent.edu](mailto:aweave26@kent.edu).
- College of Arts & Sciences Curriculum Review Committee (presented by Tim Rose, GSS Vice Executive Chair). Special courses will be offered in the following courses starting next year: biochemistry, bioinformatics, environmental mineralogy, and intercultural communications in the language industry. These will be added to the course catalog to be offered permanently thereafter.
  - Question: Are these courses for undergraduates or graduates?
    - Answer: Unsure, but we wanted to report this because graduate students may be asked to teach them in the future.

2. Report: Student Advisory Group

- This group was formerly known as the Presidents' Lunch, and allows for an opportunity to get student organization leaders together to talk with Vice President Shay Little or Dean Lamar Hilton.
  - The old Arts building may be remodeled to include more dining options. There is also a push to redesign the Kent Student Center.
3. [International Travel Award](#) Decisions
- Committee met yesterday. Tentatively, \$12,000, or eight full awards, have been awarded. This leaves \$37,500 for next award period. Tim will be sending out letters tomorrow (11/3).
- C. **Finance Chair** – Xin Hong – [xhong1@kent.edu](mailto:xhong1@kent.edu)
1. [Domestic Travel Award \(DTA\)](#)
- DTA reimbursements take 6-8 weeks to process. The funding will be channeled to your student account (through the KSU Bursar). International students may receive a 30% tax burden if a certain tax form is not completed. If anyone is concerned about this, they should email Xin.
  - Reimbursement packets must be submitted in hard copy to the dropbox outside of the KSC office or to Jenn Mani in the GSS office in Cartwright Hall.
    - Question: Could the address for reimbursement be put in the minutes?
      - Answer: Yes, but this address is also in the DTA award letter sent to all awardees.
      - Dropbox in the Kent Student Center – Room 120 L and M
      - Mailing address: GSS, Center for Student Involvement Box 18, Kent Student Center, Kent, OH 44240
2. GSS Awards Subcommittee
- Currently, 10 members spread across several different Academic Units. The door is always open for more committee members.
3. [Special Contingency Award \(SCA\)](#)
- Last meeting, we awarded Justine DeFrancesco (major in Teaching, Learning and Curriculum) \$1,500.
  - Rubrics for this months round of the SCA were handed out to each Senator.
    - Question: How should these applicants be judged?
      - Answer: See the different items on the rubric and judge each applicant according to those criteria.
    - Question: What about the letter from advisor criterion?
      - Answer: This letter was sent out with the agenda.
    - Comment: Judges should stick to the listed criteria

and not include matters that are not included in those criteria.

- Question: Can you recommend more than one award per round?
  - Answer: Yes.
- Question: How much money do we have for each round?
  - Answer: \$1,500 for each round, and these monies should be used for travel in a emergent circumstance. Up to \$300 for domestic travel, and up to \$1,500 for international travel.
- Each presenter was given 3 minutes to present their case and 5 minutes to answer questions. The presenters were Srijana Bhandari from Chemistry & Biochemistry department, and Paula Castaneda from Music department. Senators completed their rubrics and handed them in to Xin.

D. **Advocacy Chair** – Mitch Powers – [mpower16@kent.edu](mailto:mpower16@kent.edu)

1. Research Award

- Large number of applications (46) was brought before the committee. Mitch thanked his review committee for dealing with this volume of applications.
  - 23 applications were funded (18 full, 5 partial). This is a higher number than in the past because of the increased availability of funding.
  - Total awarded funds: \$38,783
  - Leaves roughly \$42,000 for next round. About 50% of applications came from the natural sciences. Average award amount was \$1690.
  - To improve the reimbursement process, Mitch is encouraging departments and/or advisors to make purchases on behalf of students and processing reimbursements through interdepartment charges. Clarified guidelines will be made available.
  - Mitch is already looking for volunteers for next semester's round of the RA.
  - Question: The students do not have to pay taxes on the Research Award, do they?
    - Answer: The awards are considered as scholarships, and in most circumstances are not reported as income tax. Scholarships used for certain travel/living expenses may be taxed. Please consult the "Non Resident Award Letter" and "Resident Award Letter" on the Research Award website for further information. **GSS is not able to give specific tax advice.**
  - Question: Can materials be changed if the spirit of the

project has not changed?

- Answer: Yes. This has happened in the past, but awardees should notify Mitch before the purchase is made to confirm that it is an acceptable change.
  - Summary of award decisions
2. National Association of Graduate-Professional Students (NAGPS) Legislative Action Days (LAD) for next semester
    - Date to be determined, probably in March. Looking for 2-3 volunteers now
    - Possible future Ohio LAD plans
      - Parties interested in planning and organizing local legislative advocacy events should contact Mitch.
  3. Philanthropy
    - [Books for Prisoners](#)
      - If anyone has books to donate, they should contact Mitch or Bengt George ([bgeorg12@kent.edu](mailto:bgeorg12@kent.edu)) from Sociology. There is also a dropbox in Merrill Hall.
    - Poems from Prisoners
      - Readings will be happening in December and January, and Mitch will keep everyone apprised.
    - Mitch is always open to other ideas. Please contact him with your charitable causes.
  4. Update on Grad Student cookbook
    - Mitch is still looking for recipes, which should be sent to [gss.recipe@gmail.com](mailto:gss.recipe@gmail.com).
      - Question: Should recipes be labeled vegetarian or vegan?
        - Answer: That would be appreciated, as would some kind of price breakdown or other information.

E. **Research Symposium Chair** – Danielle French – [dfrenc12@kent.edu](mailto:dfrenc12@kent.edu)

1. [Tayo Aluko](#) is this year's keynote speaker for the Graduate Research Symposium
  - Danielle is currently in the end stages of contract negotiation and approval on the administrative end.
  - The full performance of Mr. Aluko's genre-bending play, "Call Mr. Robeson," will begin at 7:00 p.m. in the Cartwright Hall Auditorium on April 5, 2019, and this performance is open to all faculty, staff, and students on campus. Look [here](#) for more information on this performance!
2. Announcement of specific dates and registration material will be coming next meeting. Everything should be open at the end of the calendar year. Presenters may register this year as individuals or as a panel.
  - Panel registration is new this year, so this may require some explanation to your constituents. **Danielle urged Senators to make sure people know about this new option!**
3. Volunteers for help on the day of the Symposium are welcome!

Volunteers are very important for the success of the event, and anyone interested in this should email Danielle.

4. Question: Will posters be presented on Thursday, April 4?
  - Answer: Yes, and podium presentations will be on Friday.

F. **Info Services Chair** – Morgan Chaney – [gss.info@gmail.com](mailto:gss.info@gmail.com)

1. Call for social-media items
  - Morgan received some accomplishments from Political Science and Biomedical Sciences. Please send Morgan news of publications, as well as other accomplishments like thesis defenses or awards.
2. Like us on [Facebook](#) and follow us on Twitter ([@KSUGSS](#))

V. Old Business

A. Resolution on improving the representation of graduate students in the selection committee for the Kent State University Graduate-student Trustee (see Appendix A).

1. The draft resolution was read aloud by Morgan Chaney, GSS Information Services Chair.
2. Motion to adopt the resolution by Geology; second by Biological Sciences.
  - Discussion
    - Question: How many undergraduate students are currently on the KSU Board of Trustees?
      - Answer: There is currently one undergraduate student trustee and one graduate student trustee.
    - Question: Who are the Kent Scientistas?
      - Answer: This is a graduate student organization composed of women studying STEM fields at KSU.
  - The resolution adopted by a unanimous vote with no abstentions.

VI. New Business

A. Bylaws amendment for the creation of an Advancement Chair on the GSS Executive Board

1. §I-A-viii: Advancement Chair  
The Advancement Chair is responsible for securing the necessary funds to grow the official endowed fund of the Graduate Student Senate. Pursuant of this primary goal, the responsibilities of this person include contacting alumni, working with the Division of Institutional Advancement, and organizing other campaigns or events for the financial benefit of the Graduate Student Senate. Additionally, the Advancement Chair must provide a formal report on the state of the endowed fund at each General Meeting of the Graduate Student Senate. The Advancement Chair works closely with all other positions on the

Executive Board to acquire and organize information from past awardees and those involved with the Senate. Similar to the Administrative Assistant, this position will be hired through a competitive application process led by the Executive Board under the supervision of the Division of Graduate Studies.

2. §I-A-ix: (previously subsection I-A-viii)
3. Motion to adopt this change by Geology; second by Philosophy.
  - Discussion
    - Question: When would this position start?
      - Answer: Spring, 2019.
    - Question: Do the current executive members volunteer their time?
      - Answer: No, the executive members all receive a nominal stipend in the form of a 5 hour/week assistantship.
  - Motion by Mark Rhodes to amend proposed Section I-A-viii to include the sentence at the end, "This position will end at the conclusion of Spring, 2023."
    - This passed unanimously.
  - Question: Given that President Warren is leaving at the end of Spring, 2019, should we still expect the \$100,000 per year for the next five years from the Office of the President?
    - Answer: President Warren has assured Mark that this supplemental funding will continue next year. After that, it would be at the discretion of the new President.
  - Question: Do we have enough information for this bylaw change? What are the specific duties of the position, how will their official reports be made, what are the necessary funds, and other questions were raised.
    - Answer: We are basing the necessary funds off of the \$2 million suggested by the President, however we would be happy with any amount considerably higher than the current standing. The reports would be just like the other Board reports. Mark agreed that tabling this discussion for the December meeting would be useful, and allow the Board to come up with more specifics on the job duties of a new chair.
  - Motion by History to table this Bylaws revision until the next General Meeting; second by Philosophy.
    - Passed unanimously with no abstentions.

## VII. Announcements

### A. Organizational Requests

#### 1. Psychological Sciences

- Requesting \$50 to fund "A Taste of Diversity" culinary event.



- Funds will go toward supplies for making these dishes.
  - Passed unanimously with no abstentions.
2. Physics
    - Requesting \$50 for student seminars to pay for pizza and refreshments. These seminars are an opportunity for students to present their research to an educated audience.
    - Passed unanimously with no abstentions.
  3. Political Science
    - Requesting \$50 to fund a boot camp (11/26-11/30), specifically for/ snacks and refreshments. Trying to help new graduate students to acquire important studying and time-management skills. Community building within their department as well.
    - Question: What's the difference between Dissertation Boot Camp and this event?
      - Answer: This is during the week rather than on a weekend. Additionally, this would be free for Political Science students.
    - Passed unanimously with no abstentions.
- B. Dissertation Boot Camps are scheduled for the dates below, and [registration is also required](#). These events cost \$40 per attendee, and the cost covers all meals and a stainless steel travel mug.
1. November 30-December 2, 2018
  2. February 15-17, 2019
  3. March 15-17, 2019
  4. April 26-28, 2019
- C. Grad Fest will be held on Friday, November 2 (i.e., today) at Dominick's.
- D. Research in Japan with the Japanese Society for the Promotion of Science (JSPS)
1. The JSPS Director, Dr. Kohji Hirata, will be visiting KSU on November 14 to discuss long- and short-term fellowships available at Japanese research institutions. This event will be held in 143 Lowry Hall at 4:00 p.m.
- E. The remaining Fall General Meetings will be on the following dates:
1. Friday, December 7, 2018, 10:00am, KSC Ballroom Balcony
- F. "Grad School and Beyond" event for graduate students to tell their stories about graduate school and applying.
1. November 20, 5:30-7:30 with food and refreshments.
- G. Graduate Student Affairs Conference (GSAC) will be held here at Kent on November 17th and is a day-long conference put on by graduate students, for graduate students. The conference will be an excellent opportunity for students interested in a career in higher education to network, learn about a variety of functional areas, and gain experience presenting in a conference setting.
1. Those interested can register here:  
<https://myocpa.z2systems.com/np/clients/myocpa/eventRegistration.jsp?event=21&&publicNologin=1>

VIII. Adjournment at 11:50 a.m. by Biological Science

- A. Second by Biomedical Science

**Appendix A: Resolution on Improving the Representation of Graduate Students in the Selection Committee for the Kent State University Graduate-student Trustee**

Whereas the Graduate Trustee is meant to represent the graduate student body, to the exclusion of the undergraduate student body, on the Kent State University (KSU) Board of Trustees;

Whereas the experiences of graduate students differ strongly from those of undergraduate students;

Whereas Priority 1 of the KSU Strategic Roadmap has been interpreted by numerous administrators, including the President and Dean of Students, to include *all students*, regardless of rank; and

Whereas the nine-person Selection Committee for Student Trustees outlined in Chapter 2-11 of the KSU Policy Register (§D-1-a) currently includes only two positions for graduate students; therefore, be it

Resolved that the KSU Graduate Student Senate . . .

urges a revision of the aforementioned section of the KSU Policy Register to include, at a minimum, a number of graduate students equal to that of undergraduates on the Selection Committee for the Graduate-student Trustee; and

recommends for this selection committee the following constituencies:

§ Black Graduate Student Association;

§ International Graduate Student Association;

§ Kent Scientists;

§ Division of Graduate Studies, represented by a delegate chosen by the Dean; and

§ Graduate Student Senate, represented by an elected member-at-large from the body of the GSS.



