Rackham Student Government
Board Meeting: April 6, 2011
Agenda

I. Call To Order
II. Approval of Agenda
III. Approval of Previous Minutes
   a. March 16, 2011
   b. March 23, 2011
   c. March 30, 2011
IV. Officer Reports
   a. Graduate Student Body President, Michael
   b. Graduate Student Body Vice President, Mayela
   c. Graduate Student Body Treasurer, Mindy
V. Guest Speaker: Jill McDonough, Director of Development and Alumni Relations, Rackham Graduate School
VI. Committee Reports
   a. Academic Affairs
   b. Budgetary
   c. Communications
   d. Elections
   e. Legislative
   f. Student Life
VII. Funding Request – Thai Student Association
VIII. Winter 2011 Elections Discussion
IX. University Graduate Housing
X. Individual Projects
XI. Open Discussion
XII. Adjournment
I. CALL TO ORDER

A regular meeting of the Rackham Student Government General Board Meeting was held on Wednesday, March 16, 2011, at 7:40 p.m. at the Rackham Graduate Building. *The meeting time was changed to 7:40 p.m. due to the Division III/IV Town Hall that took place at 6:00 p.m. – 7:30 p.m. at the Rackham Graduate School.*

RSG President Michael Benson called the meeting to order at 7:41 p.m.

Members Present: Michael Benson, Mayela Montenegro, Mindy Waite, Yu Zhang, David Cottrell, Bob Nyambati, Alex Emly, Josh Bow, Eli Eisman, Phil Esposito, Katherine Fisher, Tien-Huei Hsu, Alex Toulouse, Ethan Eagle, Lily Mancour

Guests: Dorothy Pirtle, Elections Director; Garret Goh, Student

II. APPROVAL OF MEETING MINUTES

Josh motioned to approve the RSG Board Meeting minutes of February 23 and March 9. Motion is seconded. Minutes approved.

III. OFFICER REPORTS

a) PRESIDENT

MICHAEL:
Thanks to all who attended Division III and IV Town Hall. Division II Town Hall will be on Friday.

Rackham has approved funding for SAGE trip.

Northwood Apts will be closed to be restored and re-opened to make more room for undergrads. Will discuss issue next week.

b) VICE PRESIDENT

MAYELA:
Thanks to Tien and Josh for the Town Halls.

c) TREASURER

MINDY:
We have $25,000. And a funding request that came in today.
IV. ELECTIONS UPDATE

DOROTHY:
Email went out on Tues announcing a candidate file extension. Two events for candidates – no one attended either. Didn’t have banner or visible sign. Teamed up with Josh and Tien to target non-RSG people at the Town Halls. It is my hope that non-RSG members will attend Friday’s Town Hall. Suggests that a banner saying “RSG” is purchased for the future.

$195 in Elections Budget remaining. Not sure remainder of funding will be used.

LILY:
Suggests a tent with RSG printed on it.

MINDY:
We’ve discussed funding. Some funding can also come from the Communications Committee.

ETHAN:
Suggest that we engage with IT to have an elections announcement on cTools the week of the elections.

V. BALLOT QUESTIONS

MICHAEL
No one at Rackham actually knows why we have a 9-point scale. We can perhaps add a ballot question “Do you support changing Rackham’s 9-point GPA scale to a 4-point scale?” In order to move forward, Board has to approve putting this on the ballot.

LILY: Would students know about the 9-point scale?
MICHAEL: We can direct students for more info.

Bob motioned to include the conversion of a 9-point GPA scale to a 4-point GPA scale on the ballot. Mayela seconded the motion. No objections.
AYES: 12
NOES: 0
ABSTAIN: 3
Motion passed.

VI. FUNDING REQUEST

MINDY:
Representatives from Black Scholars and Professionals will be presenting on their funding request for the event “Saturday Morning Conversations: Work and Faith,” scheduled for March 26th. Will give a 5-minute presentation about event, and Q&A.

[ENTER GUESTS: Black Scholars and Professionals]
Jonetta Johnson
Terry Wood, 2nd yr postdoc, Public Health
Amy Williams
JOHNSON:
Held by Black Scholars, new group at UM. Caters to students of African descent, but open to everybody. Christian-based, affiliated with Inter-Varsity, an umbrella Christian organization.

WILLIAMS:
Panel members who are professionals in the area, some are faculty members. Dr. Griffin is professor at Public Health; psychology professor; business school faculty who teaches diversity; professor of peace and global studies; another professor; a pastor; an attorney and alum of UM and associate pastor.

Wanted to have diverse faculty and professionals from the community. Possible serve as mentors and be used as resource for minority Christian grad students.

WOOD:
Has been successful in securing funds for the facility. Is requesting funds for food, and speaker honorarium - $20/gift card for each panelist.

JOSH: Why do you expect an increase in attendance?
JOHNSON: Before, the event hasn’t been opened to the entire campus.

KATHERINE: How do you plan to advertise?
WOOD: Using personal networks and advertising to Emerging Scholars Interdisciplinary Network, advertised through SCOR. Using word of mouth and increasing type of communication.

ELI: You’d be willing to co-sponsor an event for all religions not just Christianity?
WOOD: I hoping that more events like these will continue which will engage other faiths.

LILY: Feels like you’re being ripped off with food.
WOOD: Thinks food is inviting and the food will be fine, based on menu items selected by the group.

ELI: Have you considered reaching out to local churches for funding?
JOHNSON: No, has remained on campus. Came because RSG may provide funding for food, which other student orgs don’t.

JOSH: You say you’ll have the event anyway, so where will you come up with $800?
WOOD: May not offer food then.

MINDY: Can you go to a cheaper place if we partially fund you?
WOOD: May get cheaper food package.

BENSON: Is there only 1 professor who’s not from UM?
WILLIAMS: There are 3 who are not.

BENSON: Is your event education or religious focused?
JOHNSON: Education focused, to enhance the lives of grad students and reach out to potential mentors.

[GUESTS EXIT]
JOSH: Feels that 87% of budget going to food is too much.

ALEX E: Seems like they're advertising to their own group and to departments of their own students. Also, hesitant about funding for Christian food instead of inter-faith event. Also they applied last week for funding and are waiting for our money so they can advertise.

MICHAEL: They had originally emailed form to Cherisse a week ago.

ALEX T: Can we suggest to them that they have their event during the week so we can get a room for them at Rackham, so cost of food is minimal.

DOROTHY: Suggest perhaps a reduced amount for food, but not change their mission or their event.

JOSH: Has no problem giving funding to Christian event because we'd give funding to Muslim or Hindu group as well. Has issue of the large expense of food. Would feel more comfortable funding facility, like MSA, but not food.

ETHAN: You can't bring in outside food from third party vendor.

Josh motions to fund $205 ($105 for honorarium + $100 for food) for the event “Saturday Morning Conversations: Work and Faith” sponsored by the Black Scholars and Professionals.

Mindy motions to fund $305 ($105 for honorarium + 200 for food). Ethan seconds the motion.

Phil motions to fund block-grant of $350 with encouragement that they spend some portion of the money for advertisement. Eli seconds the motion. Josh objects.

Speaker in favor: PHIL: Thinks amount is compromise with what they requested. Helps to increase profile of the event. They said there’s an option for cheaper breakfast, and it’s for them to figure out. It’s a gesture of good faith and covers our bases.

Speaker against: JOSH: We give them money for advertisement and 1 ½ weeks isn’t enough, so they’ll spend $5 for advertising. We’re being nice solely by considering to fund this request. $305 is more than enough.

Vote on Phil’s motion to fund $350 with encouragement that they spend a portion of the funds for advertisement.

AYES: 10
NOES: 4
ABSTAIN: 1
Motion passed.

VII. TOWN HALL UPDATE

TIEN:
We just had 2nd town hall meeting, Div III and IV. Thanks to all who participated and attended. Counted at least 10 non-RSG people who came, but didn’t actually stay. Please each Rep step up and encourage your constituents to go.
Next Town Hall is Div II this Friday. Div II Reps please start advertising.

CHEN:
Has gotten questions from peers about why one should go to the Town Hall.

TIEN:
Rackham offers services and funding for students, so students know what Rackham offers.

MICHAEL
We’re doing a better job in reaching out to students than has been done previously. If you don’t know the answer to a question, please ask. If you don’t know why the Town Hall is important, ask Reps and Exec. It’s up to you as Rep to convey to people in your program and Division on why it’s important.

Next week, we’ll begin handing out RSG business cards for everyone.

JOSH:
Bring people to the Town Halls!

TIEN:
Thanks to Mindy for being in charge of the food!

LILY:
Suggests that we ordered catered food instead of individual orders, for our RSG meetings.

MICHAEL: Let’s discuss this next week.

VIII: SAGE WHITE PAPER

MICHAEL:
Please take a look at the White Papers. If you have suggestions.edits, please email exec. Will be asking for the Board to approve the SAGE items.

IX: COMMITTEE REPORTS

a) ACADEMIC AFFAIRS

Josh motions to approve the Academic Affairs meeting minutes. Mindy seconds the motion. No objections. Minutes approved.

TIEN:
Ethan, Mindy, and I have been meeting with GEO about their unionization efforts. Has list of questions (in agenda packet). Ask people to read it and send me comments about changes you want to be made.

MINDY:
Especially concerned about phrases being neutral for each party.

MICHAEL:
Wants to ensure there is information that students want to know about. Email Academics Committee with your comments by this Friday.

ELI:
Can I show to my constituents and colleagues?
MINDY: Yes, no problem.

b) BUDGETARY

MINDY:
Just went through a proposal. Another proposal will be discussed next Tuesday at the Budgetary Committee meeting.

c) COMMUNICATIONS

MAYELA:
Nothing

d) ELECTIONS

DOROTHY:
Should we host one more event hoping that people will show up?

RAHUL:
There’s no point of doing an event if it won't be done right. Don’t want to beg people to run. We should organize an event if we can figure out some activity where we can attract the candidates who want to participate, not only because of the free food.

DOROTHY:
If not hosting an event next week, then hire a part-time graphic designer. Problem with RSG emails is that they all look the same and need more graphics. Has suggestion of a person who can work on website and do graphic design.

e) LEGISLATIVE

MICHAEL:
There will be a meeting next week with some people from MSU and Wayne State, and meeting with their membership in a few weeks.

f) STUDENT LIFE

RAHUL:
Tomorrow is the St Patty's Day. Email was sent out to student body. It'll be at Alley Bar. Will give out 30 free shirts, first come, first serve.

MICHAEL:
Will coordinate to providers in the future so providers can sell t-shirts directly to students and we don't serve as intermediaries.

X. INDIVIDUAL PROJECTS
RAHUL:
Project of branding. Wants to take over Facebook account.

ALEX T:
We should have a weekly email about our events. Should be taken with Communications Committee.

Alex T. motions that the Communications Committee meet next week. Alex E. seconds the motion. No objections. Motion passed.

XI. ADJOURN

The Rackham Student Government General Board Meeting was adjourned at 8:40 p.m.

*Meeting minutes prepared by: Mayela Montenegro, Vice President*
I. CALL TO ORDER

A regular meeting of the Rackham Student Government General Board Meeting was held on Wednesday, March 23, 2011, at 7:15 p.m. at the Rackham Graduate Building.

RSG President Michael Benson called the meeting to order at 7:15 p.m.

Members Present: Michael Benson, Mayela Montenegro, Mindy Waite, Tien-Huei Hsu, Chen Li, Alex Emly, Yu Zhang, David Cottrell, Lily Mancour, Bob Nyambati, Josh Bow, Rahul Sakhamuri, Alex Toulouse, Katherine Fisher, Ethan Eagle, Kristy Figel, Eli Eisman

Guests: 
- Ryan, SNRE Grad Student
- Bill Wrobeski, Director of ITCS

II. OFFICER REPORT

a) PRESIDENT

MICHAEL:
Thanks to Yu, I led a discussion panel this past Saturday at the Global Scholars Summit 2nd Annual event which was extremely successful. Our guest today Ryan participated in the panel. Welcome to our meeting.

Has 5 students participating in SAGE Conference this weekend. Mayela will lead the RSG board meeting next week. Need someone to take minutes.

Elections – will discuss Facebook advertisement. Dorothy recommends discontinuing Facebook ad, wants Board’s opinion.

Marked Chen as absent from last week’s meeting due to her late arrival. Chen, please explain why you missed more than half of the meeting.

CHEN: Came to our usual room and by the time I returned to my office to check my email, I arrived late.

Ethan motions to override Chen’s unexcused absence. Mayela seconds the motion.

Ayes: 8
Noes: 0
Abstain: 8

Motion passed.

Please don’t forget to vote in the RSG elections!

b) VICE PRESIDENT
MAYELA:
No report.
c) TREASURER

MINDY:
Alex E and Rahul have outstanding balance – please submit your receipts.

RSG Balance is about $20,000.

MICHAEL:
Balance is cash on-hand. Amount will be reduced as payments are processed.

III: TOWN HALLS REVIEWS

JOSH:
Have had 3 town halls targeting each division. Sole unifying question was preparing students on what's to come, and careers outside of academic. So, perhaps academic affairs committee can look toward pursuing this. Change of GPA was an issue, as well as funding.

MICHAEL: Congrats to Josh and Tien for organizing great town halls! Looking forward to hosting more at the start of the next academic year. If you have questions, please email academic affairs chairs.

IV: GUEST SPEAKER: From ITCS
Guest: Bill Wrobleski, Director
- Has been in charge of computing sites, wolverine access, etc, so can answer questions regarding those too
- Background on Google stuff – has been a lot of activity about what to do for email, calendar perspective. How to help students and staff work well together.
- Fairly consistent that the majority of people have a google account
- Medical Center moved forward already with Exchange.
- Would like to move everyone into one system, but probably not likely
- Medical center work under different set of business requirements; moving to cloud service vs on-premise service. They started before the Google discussion happened. Trying to change how to do medical care. Microsoft Exchange is part of their delivery.
- Campus working on different priorities than hospital.
- Campus-wide initiative in the fall to get feedback, which turned into proposal for Pres, Provost, CFO, etc. Mid-Jan got approval that project would move forward.
- Pre-analysis phase of the project, figuring what's in scope and not, building a budget, etc. That's what has been working on for past 6-weeks.
- Slated to present after March 31st to university, but was postponed for a few weeks. Expects decision in next 30-60 days, to get funding and start.
- Early 2012 wants the students to all transition to this new system.

Questions:
JOSH: My undergrad institution did something similar. Had to have several email addresses. Is that how it'll work?
BILL: Will keep @umich.edu email address. Will look like a Google App account. Expect other features like Sites, Wiki, etc.
RAHUL: So maize and blue won't exist anymore?
BILL: That’s right. It’ll take a while to shut it down. Has several in imap and exchange.

DAVID: Is this a more professionalized google account, because currently gmail has several ads.
BILL: This is a different service, so it won’t have ads. Not sure if it has email scans. There are different versions of google package with different levels of security – this drives the cost, so will be thoughtful on how to follow this.

MINDY: How much do you pay now per person, for email?
BILL: Currently $108/person for faculty and staff. For students, it’s less.

BILL: Wants to do integration to ctools. Web log-in is for web, and not for phone. So, a different password and authentication process will be developed to make it easy for you to sync it with your phone.

MICHAEL: Has spoken to grad students, and a concern is that google just came out with a different level of security. And, number of smart phones increases tremendously ‘push’ is important for Android phones in particular, so when university doesn’t transition over that the feature is not shut down.

ETHAN: For GSIs, storing grades – at one point, there was 3 or 4 GSIs for a class with different section and wanting to create a comment site to add grades, and Prof said that you can’t use Google for university purposes. Will there be something like this with this new function?
BILL: Has to be careful on what to give access to. In the umich space, there will be space with google to do more.

RAHUL: I currently use google account for junk, and umich for serious stuff. So if umich email goes to google, will it be separated?
BILL: Yes, will be a separate account. There’s no way for the University to know of students’ private google accounts.

MAYELA: Will there be a limit in inbox, cause some of us have thousands of emails.
BILL: There will be a limit but it’ll be large. There will also be a limit on the size of the email.

Go around and answer questions:
- When would you like the transition
- Move the emails yourself?
- Do you use the MFile?

Overall consensus to do it over the summer. Most people want to transfer emails themselves. Many people use MFile.

BILL: As grad students working closely with faculty, want to understand how best to use this new function with faculty. It’s been suggested that most faculty wouldn’t want administrators to help them, but have students help them. Would it be possible to have a student ‘Geek Squad’ to help faculty members. Also, what areas do you see of faculty using these tools.

MICHAEL: There’s a faculty member in his dept who has his secretary print out his emails and documents. So, we shouldn’t assume that all Profs will be open to discovering the system
themselves. Maybe, set something at each department so ITS can come in and show people how to do things.

    MINDY: Do students first, then faculty, because her advisor will go to her. And they won’t read emails on how to do it until they’re forced.

ETHAN: How do Professors get trained on how to use ctools?
BILL: Number one response was people figure it out, or ask a colleague to help. For students, similar responses. Asking ITS or technical people aren’t high.

V. SAGE WHITE PAPER

    MICHAEL:
    Everyone got copies last week. Any questions?

Josh motions to approve the SAGE White Papers. Mindy seconds the motion.
AYES: 16
NOES: 0
ABSTAIN: 1
Motion passed. SAGE White Papers approved.

VI. SAGE TRIP

    MICHAEL:
    5 individuals will be going: Michael Benson, Mindy Waite, Adam Cole, Lily Mancour, Cherisse Loucks

VII. UNIVERSITY HOUSING

    MICHAEL:
    Will discuss this issue next week. Current proposal is to cut dorm beds from graduate students to undergrad. It’s upsetting. Recommends Student Life puts forward a resolution, with public hearing.

VIII. COMMITTEE REPORTS

    a) ACADEMIC AFFAIRS

    TIEN:
    Please stay after today’s meeting for quick meeting. GEO FAQ sheet is ready, to be posted and sent out.

    b) BUDGETARY

    MINDY:
    Approved $300 for Hijabi Monologues.

    c) COMMUNICATIONS

    MAYELA:
Quick meeting after meeting

d) ELECTIONS

MINDY:
It’s going on currently, please vote!

MICHAEL:
Please review bylaws for the Elections Director position, to discuss potential bonus next week.

e) LEGISLATIVE

MICHAEL:
Legislative Committee meeting after SAGE, to discuss lobbying in state capital. Coalition on state issues.

f) STUDENT LIFE

MICHAEL:
March Madness – 279 people signed up. When tournament ends, Committee will discuss event to watch the final game.

RAHUL:
St. Patty’s Day – line out the door. Very full and successful.

IX. GPA CHANGE – BALLOT

MICHAEL:
Concerns of what we want to change to. So, we’re going to discuss it and propose a special election to see what students want.

X. OPEN DISCUSSION

RAHUL: When does the current term end?
MICHAEL: May 1st ends, new board begins May 2nd.

XI. ADJOURN

The Rackham Student Government General Board Meeting was adjourned at 8:33 p.m.

Meeting minutes prepared by: Mayela Montenegro, Vice President
I. CALL TO ORDER

A regular meeting of the Rackham Student Government General Board Meeting was held on Wednesday, March 30, 2011, at 7:15 p.m. at the Rackham Graduate Building.

RSG Vice President Mayela Montenegro called the meeting to order at 7:15 p.m. *RSG President Michael Benson and Treasurer were in Washington D.C., advocating on behalf of graduate students with the SAGE coalition. (www.sagecoalition.org)*

Members Present: Mayela Montenegro, Josh Bow, David Cottrell, Eli Eisman, Alex Emly, Kristy Figel, Katherine Fisher, Tien-Huei Hsu, Bob Nyambati, Alex Toulouse

Guests: Dorothy Pirtle, Elections Director

II. OFFICER REPORT

a) VICE PRESIDENT

MAYELA:

Michael and Mindy are in DC for Sage.

We have just fewer than 20,000 dollars in our budget. No new requests or disbursements.

III. COMMITTEE REPORTS

a) STUDENT LIFE

Had a committee meeting on Thursday.

BWW watch the champion game, 8:30, Monday 4th. It would be nice to have 2 RSG members at each table (8 total). This is confirmed.

Two bar nights in April.

Potentially a bar crawl over the summer. Try to organize this last year; bars were wary on St. Patrick’s Day. Bars are also less likely to offer specials during the bar crawl.

Over the summer, create a Grad Student Shirt. Will give some out for prizes, other will be able to be bought by students at Underground printing.

Talking to intramurals.

b) ACADEMIC AFFAIRS
Union FAQs have been sent to Mike but has not been sent to the whole Campus.

We are looking at the Grad Student Bill of Rights, will talk about it next time.

The committee would like to allow an option to allow Representatives to go paperless if they choose to opt in.

c) COMMUNICATIONS

Met last week after the RSH board meeting.

The committee is going to try to send out a weekly e-mail, going to contain all of the events going on that week.

Look at ‘mailchimp’ that will help make this look professional. We could also look at Adobe Professional. Adobe Professional has templates to help make the newsletter look more professional.

d) LEGISLATIVE

There is not much of an update. In DC with SAGE.

e) ELECTIONS

Presented the final list of all of the winners.

Recruitment efforts included putting together a Ctools advertisement help attention. There is now a RSG facebook page, allow more time for this to happening online. There was a facebook add, we need Mike to see some stats. Large scale e-mails seemed to be fairly impressive. Gift cards will be given out this week. Dorothy has sent over 150 e-mails over the last 5 weeks; please take this into consideration when voting on a bonus.

Recommendations would include trying unique events. Also, Dorothy will create a timeline to help the next elections director. Bylaw revisions are not necessary if the timeline works. Advertise with MSA and other groups holding elections at a same time. Have more town halls and advertise better.

The board would like to see the voter totals this year compared to last year. Memory tells us the 380 votes were cast this year and about 450 votes were cast last year.

We might want to consider doing something about endorsements. The RSG bylaws state that there cannot be parties during the election. We need to decide if groups, like SCOR and GEO, backing candidates adds to the best representation of the Rackham student body. Groups do not count as a political party under the current definition. Backing candidates might lead to platforms becoming obsolete. The board recommends that the elections committee to either restrict or encourage all student groups to find candidates and support them publically.

The officers want to create an ethics statement that would state what is expected of RSG representatives when conflicts of interests occur.
What has happened in the past elections with voting numbers?

The elections director’s salary is for 300 dollars. Bare minimum is to recruit candidate, advertise, count ballots, and notify to the board. Do we want to consider the 200 hundred dollar bonus that is for going above and beyond? What is the precedent? Three of the last four have received the bonus. She has been present at many different activities and done a lot of work for the election campaign.

IV. NEW BUSINESS

Tien motions to give Dorothy Pirtle the full bonus, Bob seconds.
AYES: 9
NOES: 1
ABSTAIN: 0
Motion passed. Dorothy will receive a total of $500 for her services as Elections Director.

V. ADJOURN

The Rackham Student Government General Board Meeting was adjourned at 8:19 p.m.

Meeting minutes prepared by: Josh Bow, Representative
I. CALL TO ORDER

Meeting called to order at 8:30 p.m.

Members Present: Katherine Fisher, Mindy Waite, Joshua Bow, Tien-Huei Hsu, Robert Nyambati, Kristy Figel, Eli Eisman, Ryan Sisson (First year SNRE student)

II: TOWN HALL

Town Hall meetings

Recap of town hall meetings was done during RSG general meeting: please refer to those minutes for more information.

There is concern regarding turn out of the town hall meetings. Although more people showed up for these meetings than in past town halls held by RSG, we hope to further increase graduate student participation. We discussed whether or not to have town halls at all or just scrap the idea altogether.

Arguments against having town halls: Graduate students are just not interested; it’s not a matter of advertising. We end up spending a lot of time and money with few people showing up. Office hours may suffice as a way for people to find resolution for their problems.

Arguments for having the town halls: Graduate students don’t know what town halls are all about; we should have town halls more often to increase RSG visibility. May not be the best venue but it is a way for people to come and voice concerns if need be. Although resources are available, graduate students may not be aware of them. Associate Deans have expressed desire to be part of these town halls in the future.

Suggestions for town halls:

- RSG needs to announce town halls earlier/ we need to start planning much earlier
- Hold all campus town halls instead of Division specific town halls (realistically, no one knows what division they are in)
- Hold the next in the beginning of the Fall semester: begin planning at least 2 months in advance
- Add information regarding RSG and town hall announcements to orientation material for incoming students OR have RSG present at first year orientation
- Having a representative present during GSI orientation or program orientation
- Integrating town halls with other events may give us better turn out (however, it’s been tried in the past but did not work out)
- Have a feedback box of some sort at RSG social events to get more questions for town halls
- Graduate Student Festifall will be held in the future, RSG should man a booth to promote RSG events, including town halls

Please email Josh or Tien if you have any other suggestions.

III. Other Issues
Future plans for Academic Affairs committee

We agreed that we need to let future committee members know about current issues they need to address so as to make an easier transition. Compilation of a transition binder was raised as a possibility.

It was suggested that RSG go paperless. This will reduce operational costs and be better for the environment. However, having a physical agenda usually increases productivity of the meeting. So at least offer the option to be paperless.

Graduate Student Bill of Rights

Our committee should address the academic-related parts of the Bill of Rights. We will work in collaboration with the Student Life committee to complete this document. It was suggested that we invite Dean Janet Weiss to a committee meeting to facilitate this process.

Please read the Bill of Rights prior to our next committee meeting. We will be discussing it in detail. We may end up assigning different parts to different people.

ProQuest Distinguished Dissertation Award allocation

We reviewed the dissertation award allocations from 2005-2009. This packet of information included the number of nominated students from different departments and also information on the winners. Unlike the predoctoral fellowships that allocate a certain number of awards to each division, the distinguished dissertation award does necessarily follow with that distribution. In addition, we observed that some departments have chosen not to nominate students.

We discussed how we would like to address this issue:

- We can request to have standardization across departments with regard to how the subject of the awards is approached (departments should have a formalized process of nomination)
- We should involve the original complainant in this conversation
- Encourage students to take up the issue with their departments (and decide whether we will facilitate the conversation or not)

IV. Next meeting

April 6th 2011, 6:00pm

V. Adjournment

Meeting was adjourned at 9:15pm
SAGE Federal Legislative Priorities

Taxation and Indebtedness

**Subsidized Loans Vital to Economy:** The Administration budget proposal for FY2012 would eliminate subsidized loans for graduate students, accruing debt for students from day one. This would significantly add to the debt graduate students face upon graduation and would directly affect lower income students.

*SAGE Recommends:* Keep the subsidized federal loan program for graduate students and find alternate means of funding the Pell Grant.

**Indebtedness: A Growing Obstacle for Attainment of Graduate Education:** The growing debt burden students face has a tangible effect on the number of students and the current loan forgiveness program is too narrow for its intended population to use, and creates a heavy tax burden on the debt forgiven.

*SAGE Recommends:* Exempt forgiven loan debt from federal taxation and expand income exclusion amounts covered under income-based repayment and income contingent repayment programs.

**Qualified Educational Expenses’ Not Defined as Originally Intended:** The Higher Education Act of 1965 (HEA) defines the cost of attendance for higher education as the total cost of education, including tuition, fees, books, supplies, housing, etc. In 1986, changes in tax law uniquely disadvantaged graduate students, making portions of fellowship and student aid, such as room and board, taxable income.

*SAGE Recommends:* Amend the tax code to define “Qualified Higher Education Expenses” and “Qualified Tuition and Related Expenses” to match the definition of “Cost of Attendance” in section 472 of the HEA.

Research Funding

**Funding Federal Research Grants Is Crucial to Our Country’s Economy:** The U.S. economy is dependent on groundbreaking research at leading research universities. If the U.S. is to remain a global leader in innovation and technology development, Congress should maintain or expand federal funding of graduate research, which produces cures to diseases, new technology, and a more powerful workforce.

*SAGE Recommends:* Congress should maintain, if not expand, federal funding of graduate research.

Immigration

**Visa Reform: Allow World’s Brightest to Create American Jobs:** While the U.S. economy has globalized, our use of talented, U.S.-educated international students lags. The export of some of the best and brightest to our international competitors hurts our economy and standing as global leaders.

*SAGE Recommends:*
- F-1 Visa Reform allowing International Students to Visit Sick Family Members.
- Exempt all students who obtain advanced degrees in the U.S. from the H1-B cap.
- Grant Work Authorization to the Spouses of H-1B Holders (those in the H-4 category), as is done for the spouses of L-1 Visa holders.
- Pass H.R. 399, the STAPLE Act — This bill would authorize international students who have earned a Ph.D. degree from a U.S. university in the fields of science, technology, engineering, or mathematics (STEM) to be admitted for permanent residence, and be exempted from numerical limitations on H-1B visas.
Taxation and Indebtedness Policies Stifle Innovation

Ending Subsidized Loans Contributes to Student Debt and Hurts U.S. Economy

The Obama Administration’s budget proposal for FY2012 eliminates subsidized loans for graduate students, in an attempt to fully fund Pell Grants. This means graduate students will begin accruing debt from Day 1, rather than having interest deferred until graduation. The elimination of subsidized loans will significantly add to the already impressive debt students pursuing advanced degrees face upon graduation (approximately 22% more debt for a five-year academic doctoral program\(^1\)), and serves as a disincentive for prospective students to pursue advanced degrees. The proposed change will particularly affect lower-income students.

**SAGE Recommends:**

- Keep the subsidized federal loan program for graduate students and find alternate means of funding the Pell Grant.

Indebtedness: A Growing Obstacle for Attainment of Graduate Education

Graduate students face an ever-increasing debt load upon graduation. This growing burden has a tangible effect on the number of students who apply to graduate school and, as a result, on the nation’s global productivity and economic competitiveness. The current loan forgiveness program is too narrow for its intended population to use and creates a heavy tax burden.

**SAGE Recommends:**

- Exempt forgiven loan debt from federal taxation.
- Expand income exclusion amounts covered under income-based repayment and income contingent repayment programs.

‘Qualified Educational Expenses’ Not Defined as Originally Intended

The Higher Education Act of 1965 (HEA) defines the cost of attendance for higher education as the total cost of education, including tuition, fees, books, supplies, housing, and other education-related expenses. This definition determines the amount of student financial aid and higher education incentives, such as subsidized student loans and tax deductions, for which a student is eligible. In 1986, changes in tax law limited this definition in a way that uniquely disadvantages graduate students, making portions of fellowship and student aid, such as room and board, ineligible for higher education tax incentives.

**SAGE Recommends:**

- Amend the tax code to define “Qualified Higher Education Expenses” and “Qualified Tuition and Related Expenses” to match the definition of “Cost of Attendance” in section 472 of the HEA.

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\(^1\) This assumes the current 6.8% APR and constant yearly loan request for 2 or 5 full years respectively. Some doctoral disciplines can be shorter (4 years) and some can be much longer (up to 8+).
Background: Student Financial Burden Overwhelming

Subsidized Loans

Title IV of The Higher Education Act of 1965 authorizes a loan guarantee by the government for eligible students (those at accredited American institutions of higher education) to supplement other fund sources towards education expenses (see item A). Federal Loans are available to colleges and universities to disburse directly to students. These loans contain a provision for in-school deferment; that is to say, students do not start repaying the loan while enrolled at least halftime in an accredited American university. In addition to disadvantaging lower wage earning families, the increased debt burden will make it more difficult for individuals interested in pursuing careers in low-paying public service jobs to afford graduate education.

The Cost of Accrued Interest. A $1,000 loan taken by a student in the first year of a graduate degree will accrue $141 of interest by the time the student makes the first payment for a two-year degree (masters), or $389 for a five-year program (doctoral). In reality, students take much more costly loans year after year of study.

Qualified Educational Expenses

Current tax law, in determining a graduate student’s tax liability, limits “qualified expenses” to tuition and registration fees only. This limitation places an added financial burden on graduate students, and has a direct impact on the affordability of graduate education, by excluding income used for basic living expenses such as room and board from a qualified educational deduction. The SAGE recommendation will make the definition of “qualified education expenses” consistent across all forms of federal education assistance.

Taxation of Fellowships and Scholarships. Education expenses paid with fellowship and scholarship monies can be deducted from gross income, but the current definition excluding room and board reduces the benefit by about a one to one-and-a-half months’ worth of scholarship funds. Notably, education awards do not take this tax burden into account.

Lifetime Learning Credit. The Lifetime Learning Credit is equal to 20 percent of the taxpayer’s out-of-pocket education related expenses up to a maximum of $10,000 in expenses (that is, $2,000 in benefits). However, because of the narrow definition of “qualified expenses,” most graduate students do not qualify for this credit.

Student Indebtedness

Congress created The Public Service Loan Forgiveness Program within the College Cost Reduction and Access Act of 2007, to encourage individuals to enter and continue to work full-time in public service jobs. Under this program, borrowers qualify for forgiveness of the remaining balance on certain federal student loans, once they have made 120 monthly payments and while employed by certain public service employers. Income-based repayment plans and loan forgiveness programs are intended to provide relief to a small segment of professionals who have chosen to serve the community in low-paying public service occupations, rather than use their education for lucrative careers. There are two main problems with the program:

The Forgiven Loan Is Considered Taxable Income. While the loan forgiveness program is intended to reward individuals serving the public good, the forgiven loan amount is considered part of the individual’s gross income, resulting in an added tax burden. This runs counter to the program’s purpose of creating incentives for individuals to pursue a career in public service.

The Program Is Too Restrictive. Most federal education loans are 10-year loans, meaning that after 120 payments, there will be nothing left to be forgiven.

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2 This assumes the current 6.8% APR for 5 full years.
Cuts to Research Funding Put America’s Future at Risk

Funding Federal Research Grants Is Crucial to Our Country’s Economy

The U.S. economy is highly dependent on groundbreaking research conducted at leading research universities. If the U.S. is to remain a global leader in innovation, technology development, and the knowledge-based economy, Congress should maintain, if not expand, federal funding of graduate research, which produces cures to diseases, new technology, and a more powerful workforce. Universities rely on federal research funding to attract and retain the best graduate students and these graduate students are dependent on the funding to perform essential research.

Critical Programs That Build Our Economy and Keep America Competitive

National Science Foundation (NSF)

NSF develops new innovations, strengthens our national economic competitiveness, and advances the goals outlined in the bipartisan America COMPETES Act. NSF funds merit-based research and supports science, math, and engineering education across the country, in all 50 states. NSF investments help to ensure that we build a better America by remaining a global leader in science and technology.

SAGE Recommends: Fund NSF at the President’s FY2012 $7.7 billion budget request level or, at a minimum, do not let funding fall below the FY2010 level of $6.9 billion.

National Aeronautics and Space Administration (NASA) Science Mission Directorate

The NASA Science Mission Directorate is an essential part of meeting the growing challenges to fully understand global changes to the Earth and answer fundamental questions regarding the universe through space exploration.

SAGE Recommends: Fund Science Mission Directorate at the President’s FY2012 $5.0 billion budget request or, at a minimum, do not fund below the FY2010 level of $4.47 billion.

National Institutes of Health (NIH)

NIH, the nation’s primary agency for supporting biomedical research, competitively awards grants to scientists at universities in all 50 states, as well as many other institutions across the country and world. NIH educates the next generation of scientists and funds leading-edge research with the goals of improving health and saving lives through medical discovery and scientific leadership.

SAGE Recommends: Fund NIH at the President’s FY2012 $32 billion budget request level or, at a minimum, do not let funding fall below the FY2010 level of $31 billion.
National Endowment for the Humanities (NEH)

NEH is the lead federal agency focused on the development and support of scholarship and other work in the humanities. NEH is a vital source of funds for scholars and researchers whose work helps citizens and policymakers alike better understand and address the social, economic, and political challenges facing the world today. NEH grants are awarded on a competitive, merit-reviewed basis to organizations and institutions in every U.S. state and territory. Many grants provide significant leveraging of nonfederal giving through matching requirements.

*SAGE Recommends: Do not cut NEH below the FY2010 level of $167.5 million.*

Department of Energy (DOE) Office of Science

The DOE Office of Science funds leading-edge energy research and educates the next generation of scientists. Strong, sustainable, and predictable funding levels for the Office of Science are also necessary to ensure that we remain a global leader in science and technology, which are the foundation of our nation’s economic growth and aid in our national defense.

*SAGE Recommends: Fund DOE Office of Science at the President’s FY2012 $5.4 billion budget request level or, at a minimum, do not let funding fall below the FY2010 level of $4.9 billion.*

National Oceanographic and Atmospheric Administration (NOAA)

NOAA conducts crucial science related to our oceans and atmosphere that provides decision-makers with critically important data and services that enhance the nation’s economy, security, and environment. Particularly, the Sea Grant program is a nationwide network of 30 university-based programs that work with coastal communities on research and outreach to promote better understanding, conservation, and use of our coastal resources.

*SAGE Recommends: Fund NOAA Office at the President’s FY2012 $5.5 billion budget request level or, at a minimum, do not let funding fall below the FY2010 level of $4.75 billion.*

Defense Advanced Research Projects Agency (DARPA)

Secretary Gates and other Pentagon officials recognize and hail the importance of basic research to keep our military armed with cutting edge technology and to provide our soldiers with the tools necessary to succeed on the battlefield. Over the years, the Defense Advanced Research Projects Agency (DARPA) has played an important role in funding high-risk, high-reward research, which has led to many significant defense technologies, some of which have also evolved into remarkable civilian applications. SAGE urges strong support for this game-changing research agency.

*SAGE Recommends: Fund DARPA at the President’s FY2012 $2.1 billion budget request level or, at a minimum, do not let funding fall below the FY2010 level of $1.8 billion.*
Student Immigration Reform Will Keep World’s Best in U.S.

Incentivize Top International Students to Learn and Stay in America

Attracting top international graduate students to our schools and workforce is essential for domestic job creation and innovation. Unfortunately, visa restrictions often force immigrant graduates out of the country, robbing the U.S. of talent, skills, and educational investments. Simple, low-cost adjustments to two key visa programs could result in significant improvements.

I. H-1B Visa Reform: Allow World’s Brightest to Create American Jobs

While the U.S. economy has globalized, our use of talented, U.S.-educated international students lags. The world’s top students flock to our higher education institutions, only to end up having to leave due to restrictive U.S. visa policies. The export of some of the best and brightest to our international competitors hurts our economy and standing as global leaders. Recent studies from the World Bank and National Foundation for American Policy have found that increasing the number of H-1B high-skill visas to graduate students would increase the number of patent applications and encourage job creation, critical components of competing in a global economy.

SAGE Recommends:

• Exempt all students who obtain advanced degrees in the U.S. from the H1-B cap.
• Grant Work Authorization to the Spouses of H-1B Holders (those in the H-4 category), as is done for the spouses of L-1 Visa holders.
• Pass H.R. 399, the STAPLE Act — The STAPLE Act would authorize international students who have earned a Ph.D. degree from a U.S. university in the fields of science, technology, engineering, or mathematics (STEM) to be admitted for permanent residence, and be exempted from numerical limitations on H-1B visas.

II. F-1 Visa Reform: Allow International Students to Visit Sick Family Members

The F-1 Visa is the primary visa foreign full-time students use to access education in the United States. Unfortunately, current regulations do not align with the realities of graduate education. Students from countries that can only receive single-entry visas face difficulties returning to the country after traveling abroad for conferences or visiting sick family members. Further, current work requirements and "All But Dissertation" restrictions make it difficult for foreign students to support themselves while attending a full-time academic program.

SAGE Recommends:

• Grant waivers to students with single-entry visas, and make security screenings more efficient, to permit realistic travel and re-entry while enrolled in a U.S. institution.
• Expand off-campus work allowances.
• Allow ABD international students the opportunity to short-term withdraw, as presently granted to domestic students, without losing their visa.

1 A student is considered ABD when course work has been completed and he or she is focused on research.
Rackham Student Government Funding Application

Organization Name: Thai Student Association
SOAS Account #: 938456
Registered with MSA? Yes

Primary Contact Name: Anwida Prompijit
Title: Funding committee
Email: anwida@umich.edu
Phone: 7343539900

Secondary Contact Name: Nutirudee Charoenruk
Title: Treasurer
Email: nutturud@umich.edu
Phone: 7347304505

Please check any of the following that describe your organization:

<table>
<thead>
<tr>
<th>Category</th>
<th></th>
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<tbody>
<tr>
<td>Academic/Professional</td>
<td></td>
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<tr>
<td>Creative Arts/Expression (Visual, Performance, and/or Exhibition)</td>
<td></td>
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<tr>
<td>Community Service</td>
<td></td>
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<tr>
<td>Cultural/Ethnic</td>
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</tr>
<tr>
<td>Environmental</td>
<td></td>
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<tr>
<td>Graduate</td>
<td></td>
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<tr>
<td>Honorary</td>
<td></td>
</tr>
<tr>
<td>International</td>
<td>x</td>
</tr>
<tr>
<td>Political</td>
<td></td>
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<tr>
<td>Publications/Journalism</td>
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<tr>
<td>Religious</td>
<td></td>
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<tr>
<td>Science/Technical</td>
<td></td>
</tr>
<tr>
<td>Social Justice</td>
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</tbody>
</table>

Describe the overall purpose/mission of your organization and the planned initiatives and activities intended to uphold said objective(s).
TSA is an organization aimed at creating awareness, promoting our unique Thai culture and strengthening the unity among the members of the association. We aim to achieve this through our annual "Thai Night" event. (See below for more details)

# of active student members: 35
# of graduate student members: 50

Average attendance at group meetings (Board, committee, event planning, etc.): 15
Average attendance at similar events: 60-80
Average graduate student attendance at similar events: 55-65

How often does your group meet? Twice a month

Does your group charge dues to members? No
Do all of your activities/events take place on campus? If yes, where do you prefer to hold your programs? If not, where else do they take place?
Yes. Available rooms in academic buildings.

Does your group engage in political activity, i.e., electoral, partisan, etc.? If so, describe this activity.
No

Does your group engage in lobbying efforts? If so, describe these efforts.
No

Does your group work with any University department or other student organizations in any capacity? If so, please describe this collaboration.
Yes.

Is your group affiliated with a national, parent, and/or umbrella organization? If so, please describe this relationship and how it plays a role in your organization’s functioning.
The Royal Thai Embassy partially helps in the funding of our events.
Event Description

Event name: Thai Night 2011: Journey Through Thailand
Event date(s): March 19, 2011
Event location: Mason Hall

1. Briefly describe this event. What is its overall purpose?
Thai Night is the Thai Student Association's annual event that is held to promote our well-founded cultures and traditions to the students at the University of Michigan as well as the Ann Arbor community. This year, Thai Night will take you on a journey through Thailand, where you will experience the authentic cuisines and performances from four regions of Thailand.

2. Describe how this event will affect our campus and the graduate student body.
We will impact the Ann Arbor community and university campus by sharing and promoting Thai traditions such as Thai dance and music. Thai Night will create an opportunity for graduate students to become more culturally enriched. We believe that sharing these features of our culture is a beautiful way to cultivate a sense of understanding and acceptance of ethnic diversity in our community.

3. Describe how this event will include other groups or departments.
Center for Southeast Asian Studies
Michigan Student Assembly
Thai Undergraduate Student Association
Southeast Asian Network

4. With which other groups or departments are you sponsoring this event, if any?
Michigan Student Assembly

5. If your organization is traveling, explain why this is integral to your event and how it will impact the graduate student community.
We will not be travelling.

6. If your organization is purchasing food, explain why this is integral to your event and how it will impact the graduate student community. Also, what is the approximate food cost/attendee?
Food is one of the main attractions for Thai Night as it is an integral part of Thailand's culture. People who come to this event will get a chance to taste traditional Thai cuisine. This will help them learn more about Thai culture.

7. If your organization is bringing a speaker, performer, DJ, photographer (or any other paid individual for services rendered), explain why this is integral to your event and how it will impact the graduate student community. Please explain how the amount he or she will be paid was determined based on similar services. Additionally, attach a short biography to the end of this application.
We will not be hiring any service.

Email application to RSG Treasurer, Mindy Waite, at rsg-treasurer@umich.edu with subject “RSG Funding Request.”
8. If your organization is applying for capital goods (anything that can be reused after the event has taken place), explain why such goods are integral to the event.
None

9. Who is eligible to participate? (Keep in mind the more diverse the graduate student participation, the more likely RSG will fund)
College students, Alumnus, Professors, Scholars, Other organizations, basically everyone

10. How many participants do you expect?
250

11. Are your date and location confirmed? Yes

12. Will you charge admission? Yes
If so, how much per person? $12 for Students
$15 for general admission

13. Will this be donated to charity? No
If yes, what percentage will be donated?

14. How do you intend to advertise, in particular to graduate students?
Pamphlets, posters, e-mails, Ann Arbor Observer magazine and by word of mouth.

15. To what other funding bodies have you applied and/or have received funds from? Please note each funding body here, the amount for which you applied, the amount that was granted, and to what purpose you intend to put those allocated funds. Requests of funding for the majority of events cost solely to RSG will rarely be fully funded, please seek out additional funding sources as well.

<table>
<thead>
<tr>
<th>Funding Body</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSA</td>
<td>$ 1000</td>
<td>$ pending</td>
<td>Equipment rental</td>
</tr>
<tr>
<td>Royal Thai Embassy</td>
<td>$ 1000</td>
<td>$ pending</td>
<td>Miscellaneous</td>
</tr>
<tr>
<td>Alumni and Thai Restaurants</td>
<td>$ 800</td>
<td>$ pending</td>
<td>Catering, publicity</td>
</tr>
</tbody>
</table>

16. If RSG does not fully fund your event in the amount requested, how do you intend to cover those costs? Will the event still be held?
Ask fund from current members. Yes, this event will be held even if we don’t get any fund. But, we might have to decrease the event scale.

Email application to RSG Treasurer, Mindy Waite, at rsg-treasurer@umich.edu with subject “RSG Funding Request”.
Event Budget

List all expenses. Please use the notes section below each category to explain costs in greater detail. Be sure to cover ALL costs, not just those you are asking RSG for funding for.

<table>
<thead>
<tr>
<th>Category</th>
<th>Total Cost</th>
<th>Amount Requested from RSG</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Advertising &amp; Publicity</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Posters/fliers</td>
<td>$300</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>• Other</td>
<td>$200</td>
<td>$200</td>
<td></td>
</tr>
<tr>
<td>Notes:</td>
<td></td>
<td></td>
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</tbody>
</table>

**Operations**

• Office supplies (please specify): $200 $200
• $50 $50

Notes:

**Printing & Publications**

$300 $0

Please attach a copy of the publication to the end of this application.

**Facilities & Equipment Rental**

• Equipment (please specify): $250 $250
• $1000 $0
• Room rental $350 $350

Notes:

**Services**

• Speaker honorarium $ $0
• Speaker travel $ $0
• Speaker lodging $ $0
• Other: $ $0

**Student Travel**

• Lodging $ $0
• Transportation $ $0
• Vehicle Rental $ $0
• Gas $ $0

**Capital Goods**

• T-shirts $ $0
• Other: $ $0

**Food:** $3000 $0

**Other:** $ $0

**TOTAL EXPENSES** $6700 $1000

Please remember to attach a mock-up version of the flier, publication, or t-shirt design with the RSG logo or “Sponsored by the Rackham Student Government” statement to your application.

Email application to RSG Treasurer, Mindy Waite, at rsg-treasurer@umich.edu with subject “RSG Funding Request”. 
Journey through Thailand
Thai Night 2011

“Experience 4 regions with authentic Thai cuisines and performances”

Saturday, March 19th, 2011
5:00-8:00pm
Mason Hall (419 S. State St.)

Buy ticket at thainight2011@umich.edu

Ticket price $15
($12 with student ID)

Sponsored by Michigan Student Assembly and Rackham Student Government
Organized by Thai Student Associations at the University of Michigan and Eastern Michigan University

Email application to RSG Treasurer, Mindy Waite, at rsg-treasurer@umich.edu with subject “RSG Funding Request”.
Rackham Student Government
Sponsored Event Report

Organization: Thai Student Association
Contact person & email: 

Event name: Thai Night 2011
Event date(s): March 19th, 2011

1. # of students who attended:
We had total 70 students who were the staffs for this event and approximately 150 students who were our guests.

2. % of attendees who are graduate students:
50 staffs and approximately 75 guests are graduate students. We couldn’t count the exact number of graduate students who were our guests since we didn’t ask them once they registered to the event.

(These numbers may be estimates, but if they are, please explain what made exact counts difficult.)

3. Event summary: What went well? What didn’t go well? What will/would you change for a future event like this?
We succeeded in the part of Thai food festival and Thai performance show. The average score from our guests from those 2 parts are more than 4.8 out of 5. And also, we were appreciated from helping Japanese Student Association raising money to help Japan from natural disaster. However, they said the venue for food festival, posting wall at Mason hall, is too small for this size of event. What we will change for next year is that we need to find the appropriate size of venue to match with the size of the event. And we need to ask more sponsor beforehand.

4. Financial breakdown: Please itemize any revenue from the event (e.g. entrance fees, donations), overall costs, and note in particular final costs toward which you put RSG funds.
Total revenues, only entrance fees, are $3,300.
Total costs are $6,000.
Total money from sponsors, Thai Royal Embassy, MSA and Thai Study Program, is $1,850.

Total funds that we still need to ask from RSG are $850.

Please submit this report, along with original receipts, to RSG Treasurer Mindy Waite (rsg-treasurer@umich.edu) by INSERT DATE HERE. If we do not receive the report and receipts by then, you forfeit reimbursement.