Meeting 1: January 25th 2011

Attendance
Josh Bow, Tien-Huei Hsu, David Cottrell, Kristy Figel, Mindy Waite

List of issues from brainstorming session with entire RSG board (January 12th 2011)
1. GSRAs Unionization and GEO's role.
2. Increase resources available for professional development
3. Issues associated with Continuous Enrollment
4. Rackham Dissertation Awards (who is awarding these, what is the process involved)
5. CONCUR and issues involving Masters and fellowship-funded grad students.
6. Increase study spaces for Masters students.
7. Masters degrees in traditionally PhD-only programs
8. “3-paper” rule (in which if you write three papers you are exempt from writing a dissertation)
9. Review of which courses can be cross-listed
10. Graduate student voice on the Board of Regents.
11. Re-working of departmental websites to ensure prospective students are well-informed

Meeting notes

Budgeting: $100.00 discretionary fund
$600.00 for each town hall meeting (two meetings)
$200.00 for pamphlets, GEO, etc.

Town Hall meetings: We may want to have a few different meetings across committees. We'll ask for $300.00 for each meeting, and try to coordinate two at accessible locations on campus (e.g., Rackham building, library, etc.). Josh volunteered to print flyers. One early in semester
Action: Inquire about cost.

GEO: Issue to be addressed this semester. Inform new members of RSG about current issues.
Budget for informational packet/brochure - $200.00 proposed.

Study space for master’s students: Hatcher only allows carrels to be secured by dissertation-writing doctoral students. Kristy will inquire about actual policies, speak with master’s students about preferences, and determine an initiative, if appropriate.

Departmental awards: Find out the policy and procedure of awards, pertaining to ratios across departments. Especially pertaining to engineering students. Mindy will learn about these policies & procedures, and the ratio of master’s-doctoral students in engineering (i.e., which may account for disparity in awards).

David’s question: “What kind of power do we have?”

Outdated department websites: How can we get departments to update their websites regularly? Potentially develop a rubric or a list of standards to propose. Most specifically, the political science
department has an outdated site and critical information that is missing. David will find important background information.

RSG website: We need to update it.
RSG ACADEMIC COMMITTEE MEETING

FEBRUARY 9, 2011, 6:10pm

Members Present: Tien-Huei Hsu, Josh Bow, Mindy Waite, Ethan Eagle, Katherine Fisher, Robert Nyambati, Eli Eisman

Town Hall Meetings

We will continue with the idea of having 3 town hall meetings, at least one on central and one on north campus, with each town hall meeting targeting one or two divisions. This will ensure that students have at least 2 times/dates to choose from and will allow us to address particular items of interest for students from each division. These meetings will have the deans of each division and RSG reps. Students may email beforehand their questions or topics they want addressed. We are shooting for our first to be the 2nd week of March.

Mindy will draft a letter inviting the student body by Thursday.

GEO GSRA Process

Ethan will contact GEO reps to let them know that we are putting together an info packet for the graduate student population. We would like to get GEO’s input into the info packet so that the information is current and correct.

Eli will contact Marie (former RSG rep) for the data from the GSRA survey.

PhD Course Hours

In the works with the president and Umich officials

Study Space for Master’s Students

Kristy may want to be here for this discussion, as she is a master’s student interested in this topic. Specifically, Josh is going to get information to clarify the current rules for study spaces by emailing Paul Corrent.

Dissertation Awards

An email was drafted to voice displeasure, but we are changing course on this one. Instead, we will seek information regarding the number of applications submitted from each division and which faculty are on the selection committee. To find this information, will email Homer Rose.

Other Issues: Bestowal of Master’s During PhD Track & Dept. Review Transparency

Will discuss the idea that departments should give PhD Candidates a Master’s award during their candidacy. Additionally, each department should send the results of
their reviews (which happen ~ every 4 years) to their graduate students so the students are aware of department weaknesses and strengths. This should be brought up during a committee meeting with Dean Weiss.

**Summarized To-Do List:**

Mindy – write town hall draft

Josh – get info about rules on Master’s student study spaces (Paul Corrent)

Ethan – contact GEO for info on GSRA unionization for info packet

Eli- contact Marie of GEO for GSRA survey data

Tien- contact Dean Rose regarding Dissertation Awards

Michael Benson – get a meeting with Dean Weiss set up to discuss these specific issues

All - choose a Division, email their Deans, and then choose a specific date for the first town hall

Next meeting: Feb. 23 at 8:15pm

**Adjourned** at 7:10pm

Dear fellow graduate students,

Your Rackham Student Government (RSG) wants to hear from YOU!

RSG represents over 8,000 graduate students at the University of Michigan and works toward enriching graduate student lives through social events, academic development, student group support, legislative lobbying, and much more.

To find out what’s on YOUR mind, RSG is hosting a town hall meeting with Deans (NAME) and (NAME) on (DATE) at (TIME). From (TIME) to (TIME), the Deans and RSG representatives will give updates on current graduate student issues. Afterwards, the remaining time is open for group or one-on-one discussion. RSG will provide free (FOOD) and drinks.

If you have any issues that you would like to be specifically addressed during the town hall, please e-mail the chairs of the Academic Affairs Committee (e-mails below).

We look forward to meeting you and hearing your questions and concerns,

Tien-Huei Hsu & Josh Bow
tienhuei@umich.edu & bowj@umich.edu
Academic Committee Chairs
Rackham Student Government
I. CALL TO ORDER

Meeting called to order at 8:25 p.m.

Members Present: Michael Benson (Graduate Student Body President), Mindy Waite (Graduate Student Body Treasurer), Joshua Bow (Co-Chair), Eli Eisman (Division 1), David Cottrell (Division 1), Tien-Huei Hsu (Co-Chair), Katherine Fisher (Division 4, Emeritus Chair), Robert Nyambati (Division 3), Marie Puccio (Student, Division 3), Rob Gillezeau (Division 3 student and GEO president)

II. GEO GSRA Unionization Informational Email

MINDY: Tien and I met with several GEO members at the GEO office last Thursday and got a lot of good information for the email. We are looking to send this out ASAP.

ROB: I’m happy to help. Also, RSG should think about the idea of whether or not GSRAs have a right to unionize and summarize the MERC case.

TIEN: Let’s meet at 6:00pm at Ambrosia Café on Monday, 2/28/11 to discuss and finalize the email.

ROB: Gave an update on GEO’s current position. There are 2400 U of M GSRAs and GEO needs the majority of those to sign yellow cards in order to make the next move. They have now received 800 yellow cards out of 1000 students approached, mainly on North Campus and will now move to the main Campus. Central Campus is more union-friendly, so they anticipate getting the necessary 400 yellow cards easily. Hope to avoid a vote and utilize accretion instead.

III: TOWN HALL

JOSH: We need volunteers for the town hall on March 7th from 6-8pm.

- Prepare questions – ELI
- Food – Minday
- Advertising – Tien
- Moderator - Michael
- Will also need execs to show up
- Room is already rented

We have several Deans showing up and have also invited GEO, if they are interested.

MICHAEL: Eli, has the student life committee discussed advertising this at events?

ELI: They haven’t gotten back to me.

IV: GSRA Bill of Rights

MICHAEL: Please read the GSRA Bill of Rights and send me ideas. The professional schools at U of M may be interested in getting in on this. Also, we’ll have to word things carefully when it comes to graduate students as employees and refer to the GEO documents on the subject.
ROB: I would like to join the Academic Affairs email list

ELI: Can I veto Rob joining our email list?

MICHAEL: Nope. To get on the list, go to: http://directory.umich.edu/ldapweb-bin/url?ldap:///cn=rsg-academics,ou=User%20Groups,ou=Groups,dc=umich,dc=edu
Click “bind” and then “modify” and add yourself

VII. ADJOURN

The Rackham Student Government Academic Affairs Committee was adjourned at 9:00 p.m.

Meeting minutes prepared by: Mindy Waite, Treasurer
RACKHAM STUDENT GOVERNMENT
Academic Committee Meeting
March 9, 2011 (6:00 P.M.)
RACKHAM GRADUATE BUILDING

I. CALL TO ORDER

Meeting called to order at 6:15 p.m.

Members Present: Joshua Bow, David Cottrell, Tien-Huei Hsu, Robert Nyambati, Ethan Eagle

III: TOWN HALL

Our first town hall meeting occurred this Monday (March 7th) and we had 21 graduate students in attendance along with 9 RSG representatives (all Division I reps except one showed up). Our next town hall meetings will be held on March 16th (Division III and IV) in the Rackham amphitheater and March 18th (Division II) Boeing auditorium, FXB Building. Both will be from 6 to 7:30pm. Division reps were reminded that they are expected to attend their respective town hall meetings.

We discussed how to encourage graduate student attendance in future town hall meetings. We agreed that improvements could be made to previous emails to encourage attendance. We agreed that fewer emails should be sent out. In addition, the emails should have a catchy subject line like “Dinner on RSG”. We also agreed that division representatives need to strongly encourage participation from their departments. We will not only send out mass emails, but also ask division reps to send out separate emails regarding the town halls to their respective departments.

David will draft emails.
Mindy will be in charge of food.
Josh will provide beverages.

List of attendees attached below.

II. GEO GSRA Unionization Informational Email

Mindy, Ethan and Tien have been meeting with Rob and Katie from GEO to come up with questions and answers to send out to graduate students with regard to the GSRA unionization issue. The document currently comprises of the following parts: brief introduction, history behind GSRA unionization, advantages and costs of unionization and miscellaneous questions.

Our next meeting with GEO is tentatively set to be on Tuesday evening at 7pm at Café Ambrosia. Final changes will be made and we plan to have the email ready by next Wednesday to present to the RSG board.

IV: GSRA Bill of Rights
Bob, Josh and Tien have volunteered to look into drafting the Bill of Rights. A Google Doc has been set up for this purpose. We are planning to have the first draft ready by the next Academic Affairs committee meeting (in 2 weeks).

VII. NEXT MEETING

March 23rd 2011, 8:15pm

VIII. ADJOURN

Academic Affairs committee meeting was adjourned at 7:00 p.m.

Meeting minutes prepared by: Tien-Huei Hsu, Co-Chair

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
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<tr>
<td>1. Garrett</td>
<td>CSRA</td>
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<td>2. Nicole Broekema</td>
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<td>3. Sara Cassidy</td>
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<td>4. Nathan Raynid</td>
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<td>5. Mike Engstrom</td>
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<td>6. Leibin Wang</td>
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<td>8. Gretchen</td>
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<td>9. Gabrielle Todd</td>
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<td>10. Jon Giebel</td>
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<td>11. Shandee Dixon</td>
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<td>12. Tyler Nunsca</td>
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<td>14. Marijo Roiko</td>
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<td>15. Liu Benechej</td>
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<td>16. Daul Lund</td>
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<td>18. Sacil Elahi</td>
<td>BME</td>
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<td>19. Ethan Eagle</td>
<td>RSG</td>
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<tr>
<td>20. Juliana Cunle</td>
<td>MICRO</td>
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<td>21. Jacqueline Higuera</td>
<td>NURSING</td>
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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
I. Roll call of members at 6:20pm
   Michael Benson, Tien-Huei Hsu, Bob Nyambati, Mindy Waite, Katherine Fisher, Mayela Montenegro, David Cottrell

II. Special Business

   * Graduate Student Bill of Rights
      Progress has been made. Have made some ideas of edits for the Rights Sections 1-3. Will start working on a Google doc on these.

   * Transitioning to next semester
      Josh begins new role as VP, Tuesday, May 3rd. Committee elections will be held in the 2nd week of May. Discuss how we can set up a meeting to get to know one another and our issues of interest before forming groups/electing Chairs.

III. Other issues
   Gentleman interested in the dissertation awards is curious how this issue is progressing. The Academic Committee has made a decision regarding this issue and will respond to Terrance regarding our decision.

IV. Next meeting: April 13th, 2011 (8:15 pm)
V. Adjournment at 7:04pm

Minutes taken by Treasurer Mindy Waite
I. Roll call of members at 8:30pm
   Michael Benson, Tien-Huei Hsu, Bob Nyambati, Mindy Waite, Katherine Fisher

II. Special Business

   * Graduate Student Bill of Rights
     Edits have been made to Bill of Rights (Berkeley version) Sections 4-6. Google Doc has been sent out to members of the committee.

   * Transitioning to next semester
     Chairs will provide written summaries of their experiences from this semester to the incoming board. A survey will be provided to committee members to determine what improvements should be made in the future.

III. Other issues

   We have decided to respond to escalating constituent concerns regarding the unionization efforts. A draft email will be made to inform students of how to prevent unwanted solicitation from any organized group.

IV. Next meeting: April 20th, 2011 (6 pm)

V. Adjournment at 9:12 pm
I. Roll call of members at 6:03pm
Kaitlin Flynn, Grant Mandarino, Mindy Waite, Joshua Bow, Tien-Huei Hsu

II. Transitioning to the next semester

Things we worked on last semester

- Town Hall meetings
- GSRA unionization information
- Dissertation awards
- Graduate Student Bill of Rights

We briefly discussed each issue with regard to what was done and what how we can improve on in the future.

Things still on our plate:

- Issues with regard to GSRA Unionization efforts
- Rackham Dissertation Awards (who is awarding these, what is the process involved)
- Increase resources available for professional development
- Issues associated with Continuous Enrollment
- CONCUR and issues involving Masters and fellowship-funded grad students
- Increase study spaces for Masters students
- Masters degrees in traditionally PhD-only programs
- Review of which courses can be cross-listed
- Re-working of departmental websites to ensure prospective students are well-informed (LSA has standardized webpages)

Additional items we wish to work on:

- Funding of training grants

We will discuss in more detail what we will want to work on in our next meeting.

Concrete goals for the summer:

- Draft of the Graduate Student Bill of Rights
- Planning for future town hall meetings

III. Future meeting times will be every other week at 6 pm.

IV. We will be going paperless. Co-chairs will send out agendas at least a day early to ensure everyone has a chance to look at it.

V. New board positions for summer:
• Co-Chairs: Mindy and Tien
• Secretary: Grant (will take down minutes and post them on RSG website)

VI. Expectations of board members (minimum):

Chair/co-Chairs:

• Organize & set up meetings
• Write agenda
• Approve meeting minutes
• Attendance
• Delegations
• Contacting potential guests for committee meetings
• Attend communications committee meetings

Secretary:

• Take minutes
• Post on RSG website

General Board member:

• Attend all AA meetings (unless for a valid reason)
• Be well informed on issues that the AA committee is working on
• Hold office hours
• Report constituent concerns to board
• Individual projects: each board member will be held responsible for tasks that support the overall goals of the AA committee

VII. Budget
$300 Miscellaneous fees (for banner, suggestion boxes etc)

VIII. Next meeting:
June 2nd 2011 (6pm) Location TBA

IX. Meeting Adjourned 7:00 pm
RACKHAM STUDENT GOVERNMENT
Academic Committee Meeting
June 2nd, 2011
2nd floor of BORDERS, 612 E. Liberty St

I. Roll call of members at 6:07 pm.
Tien-Huei Hsu, Mindy Waite, Joshua Bow, David Cottrell, Kaitlin Flynn

Excused absences: Grant Mandarino, Anagha Kshirsagar, Anne Fitzpatrick
Unexcused absences: Eli Eisman

II. Special Business

• Graduate Student Bill of Rights (need 3 people to be working on this)

  **David, Kaitlin and Grant** will be working on finalizing the draft. They will provide an estimated completion date by the next committee meeting (6/16)

  We will also invite graduate students to participate in this process by advertising in the RSG newsletter and providing a link to a page on the RSG website where the document will be posted as a pdf. A new version of the document will be posted every week on a predetermined day of the week. A comment forum will be provided for suggestions.

  **Mindy** will upload the document and set up the comment forum.

  **David, Kaitlin and Grant** will be responsible for the weekly posting of updated versions.

  **Tien** will provide a 1 to 2 sentence blurb for the newsletter.

• Town Hall Preparations

  **Mindy** will look into getting the banner. The first Top of the Park event will begin on 6/17. We will try and have the banner before then (if possible, bring to next AA committee meeting).

  **Josh** will make the suggestion box by the 6/8 event and hand the box to Kaitlin.

  **Kaitlin** will attend the 6/8 Student Life event (bar night)

  **Josh** will provide the committee with the Student Life event calendar next committee meeting.

  Representatives are reminded to hold office hours. The interactions/questions we get here are another great resource for the town halls.

  We discussed the format of the Fall 2011 Town Halls:

  We decided to have “Lunch with the Deans” Sessions. These will be hour-long sessions which will replace the 3 separate division-specific town halls. Food will be provided by Jerusalem Garden. Students will be required to RSVP, allowing us to get a good estimate on the amount of food to provide. This provides a more informal setting where individual reps can interact with students. Since it will be during the semester, we will think about
having 2 separate sessions so students having classes will have the opportunity to attend. We will ask the Deans to send out the invitational emails to their respective students as this is likely to be more effective way of encouraging people to attend. We will also advertise in the newsletter.

**Mindy and Tien** will draft email to the Deans inviting them to join us (update expected by next committee meeting).

### III. Other issues

- **Discussion of what to take on this summer**
  1. We discussed the possibility of looking into ways to encourage students to submit semester-end evaluations. For e.g. holding back student access to grades until they have submitted their evaluations. This will benefit graduate students in the following ways:
     * Provide GSIs will more representative feedback from students
     * Ensure that professors hear back from their students (with the assumption that this will lead to improvements in the courses)
   However, problems exist:
     * How does one hold back grades? Will it be against University policy?
  2. We talked about changing the GPA system from the 9.00 scale to a 4.00 scale that is more consistent with that of other institutions.
   **Tien** will provide a paragraph describing why we have the current system and reasons for and against changing it (due closer to the next election date).

- **Events**
  As of right now, we will not be having any academic events this summer. However, representatives will be present at social events to solicit graduate student concerns and questions for the Town Halls.
  **Tien** will provide blurb for newsletter.

- **Committee meeting attendance**
  We discussed whether we would like to enforce a committee attendance policy. We decided to leave it up to the executive board to decide the terms.
  As we may be getting non-RSG board members attending out committee meetings, we discussed when they will be allowed to become full voting members. We decided to have it be up to the discretion of the co-Chairs.

### IV. Open Discussion

### V. Next meeting: June 16th 2011, 6pm

### VI. Adjournment
Meeting adjourned at 6:57 pm.
I. Roll call of members at 6:04 pm.
Tien Huei-Hsu, Eli Eisman, Michael Benson, Josh Bow, Inger Bergom, Kaitlin Flynn

Excused absences: Anagha Kshirsagar, Anne Fitzpatrick, David Cottrell, Mindy Waite

Unexcused absences:

II. Special Business
1. Graduate Student Bill of Rights Discussion
   a. Purpose—to be available for grievances and academic disputes, declare rights of graduate students and have expectations set early
   b. Necessity of the employment piece within the bill of rights—GEO contract covers mostly, however GSRAs are (currently) not under contract and other Master’s students, etc have differing circumstances.
   c. The current focus of the bill of rights is to serve academic purposes and disputes.
   d. We all agree on language of financial part of GSBoR—section 8
   e. Administration—generally supportive, but we can determine the degree of “teeth” the BoR can carry (ie: punishable defenses, etc)
      i. Once we have drafts, we can move towards discussing and negotiating with the administration our rights and an idea of how the rights would be implemented
      ii. Grant proposes floating BoR at student events (maybe Town halls?) to get input. We also have an online forum available.
      iii. Michael proposes to finish up by the end of the calendar year and be able to move forward in 2012
         1. Perhaps submit to Rackham Board by November 2011
   f. One right of interest—3—the right to know the endpoint of a graduate program
      i. Eli raised the problem of program specific issues (publishing in the sciences vs. writing a thesis/book in the humanities)
      ii. Michael informs us of Rackham’s new initiative to take review of students every 4 years to judge progress

2. Town hall preparations
a. Banner- returned to the Academic Affairs committee, communications committee will compile draft and give to committee

b. Suggestion box- bringing to social events, committee members signup on google docs

c. Drafted email for the deans, Mindy and Tien sent recently

3. Service project collaboration
   a. Students have become interested in setting up departmental mentorship program for the (many) programs that do not have a mentoring set-up
   b. Along with this, a number of high schools or community organizations that could benefit from a graduate student mentorship
      i. IE: tours in a lab, discussion
   c. Proposing to set up a coordination with Detroit Partnership and other campus organizations to encourage graduate participation
   d. Michael proposes the formation of an ad hoc Service committee
      i. Great idea! If interested in serving, contact Michael

4. Committee meeting times
   a. Time is not convenient for Eli
   b. Time has been changed to 7pm on Thursdays
   c. Website has electronic capabilities we’re not pursuing currently

III. Other issues

1. RSG fall welcome picnic is Sept 2
   a. Big event! Lots of grad student turnout
   b. How could we best engage with the students? Talk with student life.

IV. Open Discussion

V. Next meeting: June 30th 2011, 7pm

VI. Adjournment

Meeting adjourned at 6:43 pm.
I. Roll call of members

II. Special Business

- Town Hall Preparations
  * Banner
  * Suggestion Box/Attendance at social events
  * Update on Town Hall status

- Office Hours Form

- Graduate Student Bill of Rights
  * Progress

III. Open Discussion

V. Next meeting: July 14th 2011, 7pm

VI. Adjournment

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<tr>
<td>Pinball Pete's</td>
<td>June 30</td>
<td>Thursday</td>
<td>Tien</td>
<td>Kaitlin</td>
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<td>Ice Cream Social (Rackham)</td>
<td>July 16</td>
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<td>Sunday</td>
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<td>Tigers Game (Rackham)</td>
<td>Aug 20</td>
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<td>Possible Dominick's afternoon</td>
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Academic Affairs Meeting

7/28/11

7:00pm at Seattle’s Best in Border’s on State St.

Notes taken by Mindy Waite

Members present: Eli Eisman, David Cottrell, Mindy Waite

I. Roll call of members
II. Discussion of Lunch with the Deans
III. Discussion of GEO updates
   a. Melinda Day lawsuit against GEO
   b. Recent town halls
IV. Discussion of spirullina as a source of essential nutrients, keeping your mind healthy while making you more efficient and ready for Academic Affairs
   a. Eli: 3 bananas + ½ mango + spirullina is a great breakfast recipe
V. Professional plans discussion
VI. Adjournment: 7:30pm
I. Roll call of members at 7:16pm
Present: Kaitlin Flynn, Mindy Waite, Tien-Huei Hsu
Excused absences: Eli Eisman, Grant Mandalino, Anne Fitzpatrick
Unexcused absences: David Cottrell

II. Special Business

• Town Hall

*We discussed alternatives for the forum and decided to keep with Lunch with the Deans idea. The worry was initially because of a fear of low attendance. However, we believe that having it during lunch hour will actually boost attendance; not many people want to spend their evenings with the Dean. Format of the TH will be discussed in the future once we determine the date for the events.
*We are still having problems with scheduling the Deans for one day. Alternatives will be: either go with the dates we’ve already set (putting more pressure on the Dean’s secretaries to schedule an available date), or have 2 Deans present on one date and the other Deans on another date.
*Once we have an available date set, we will set up a registration page for the event(s).

• Graduate Student Bill of Rights

*Kaitlin will send Tien the updated version to post onto the RSG website. We will work to solicit feedback from students.
*Mindy suggested including the information about the GSBR on email to be sent out regarding current situation with the GSRA unionization.

• Unionization/GSRA forum updates

*Mindy writing the GEO/GSRA unionization update
*We support RSG holding a GSRA joint forum because:
   There is a need to inform students and provide accurate information
   We will work towards getting both sides to agree to format
   This will give students from smaller departments or departments that are not having GSRA forums the opportunity to attend one

• SMART Goals

*Bill of Rights: We’re on track
*Town Halls: Lagging a little because of delays in scheduling date for THs

• Improvements for next semester
*Attendance: we may be enforcing an attendance policy next semester

III. Open Discussion

V. Next meeting: August 25th 2011, 7pm

VI. Adjournment: 7:38 pm
I. Roll call of members

Present: Tien-Huei Hsu, Kaitlin Flynn, Eli Eisman, Mindy Waite, Michael Benson
Absent: Josh Bow, David Cottrell, Grant Mandarino, Anne Fitzpatrick

II. Special Business

- Lunch with Deans
  * Rooms- reserved by Mindy. 3 Rackham rooms

  * Food- JG at $6.75 a person for Rackham events, $8 for a 5” sub box

  * Registration- Natalie put together the pre-registration pages. Eli will put together an email to send out. Final registrations need to be in by September 5th.

  * Topics of Discussion- could pull topics from the GSRA survey, but the deans will probably give a 2 minute intro about the ‘state of the division’ after a 1 minute RSG introduction (ONE MINUTE SPEECH)

  * Advertising (banner, suggestion box, fliers(?), emails etc)- email, small fliers (Mindy will remake) and advertise at festifall 200 fliers to print, suggestion box?

- Graduate Student Bill of Rights
  * Update- final version of document will be emailed out to students at the beginning of the school year.

III. Open Discussion

V. Next meeting: TBD

VI. Adjournment
I. Roll call of members
Present: Michael Benson, Kaitlin Flynn, Eli Eisman, David Cottrell, Tien Huei-Hsu
Absent (excused): Grant Mandarino, Mindy Waite
Absent (unexcused): Josh Bow, Anne Fitzpatrick
Called to order: 6:11pm

II. Special Business

• Nominations for Chair:
  o Tien is nominated to chair for the fall! Wheeee.

• Committee member expectations
  o Tien has power as chair to decide the expectations for the committee members
  o Tien will determine criteria for non-RSG members to become full voting members on the committee

• Budget
  o Budgeting for town hall food: $700

• Town Hall
  o Heidi Div2, Eli Div1, Rob Div3, Will Div4, (David backup for Div3)
  o The guidelines for RSG and deans to speak for the event
  o Also, might mention the issue of GPA on a 9.0 scale. We will draft a resolution for presentation to the board so this can be included on the ballot in the fall for student vote.
  o Another thing to add: what is rackham? (for deans)
  o Plates and napkins etc
  o Committee members arrive at 11:30am to set up

• Graduate Student Bill of Rights
  o It hasn’t been sent out yet. We will take another look before sending out

• Symposium (MI and MSU collaboration)
  o Research symposium next February. Sub committee: Tien, Kaitlin, Eli
  o Kaitlin will be point person for now

• Improvements for this semester
  o Enhancing classrooms? LSA is involved, improving IT in Angell hall, Dennison and Mason hall. Important for GSIs who teach in these classrooms. Some things that are needed are to enhance the classrooms and provide them projectors (!). Currently there are only overheads and chalkboards. Michael suggests bringing this to upper administrators first. David might take this on. Research to see where they would impact GSIs and masters students best.
  o Updated course records? Some that are on the books but aren’t being taught in many years. Rollover classes: classes taken above and beyond as a Phd candidate
might cost more. For other departments students aren’t allowed to take classes post candidacy what so ever.
  o Reserved study carrels for master’s students—meet with library guy soon. What about extra basement space of grad library.
• SMART Goals
  o Have a successful Lunch with the Deans event—possible survey to evaluate at event or at email?
  o Further push for graduate student bill of rights through the executive board
• Meeting times and frequency
  o Determined via Doodle, will be meeting Mondays from 6-7pm
  o Frequency: 2x per month unless completely necessary

III. Open Discussion
  • Eli would like to hold a monthly event that ties in scholarship as a bigger picture event—ex: hold an event at a museum that’s focused on academic culture and broadening experience. Ex: planetarium, art events, have people from each division co-plan and sponsor the cultural excursion. Also serves to unite people with the campus and its facilities. All of us are on board!

V. Next meeting
  2 weeks from now.

VI. Adjournment
  Adjourned at 7:06pm
I. Roll call of members
Present: Eli Eisman, Mindy Waite, Michael Benson, Tien-Huei Hsu, Kaitlin Flynn
Absent (excused):
Absent (unexcused): David Cottrell, Anne Fitzpatrick, Grant Mandarino
Called to order: 6:11pm

II. Special Business

• Committee member expectations

  Committee members are responsible for informing the chair if they are not going to be present at a meeting. Accumulation of 3 unexcused absences will result in removal of the individual from the committee. There are unlimited excused absences. To have an absence excused, it must be reasonable. The chair will determine what is considered a reasonable excuse. These expectations will be enforced starting at our next meeting.

• Town Hall Review and future plans (Michael Benson, Tien)

  Moderators please send Tien a summary of the session and a list of questions that students asked during the event.

  The AAC is responsible for forming advisory boards to each Rackham Dean of Divisions I through IV. There will be 5 to 10 people on each advisory board and the board will be comprised of volunteers from the student body at large. Associate Deans will chair their respective committees. These advisory boards will provide the Deans feedback about things that are happening around campus, make them more aware of student concerns (“extra eyes and ears”).

  Michael will write the resolution but Tien and Eli will be sponsoring.

• Graduate Student Bill of Rights
We will meet next week to discuss this document. Michael suggests that we need to look at the format of the document more carefully. Once we have a revised version we will put a notice in newsletter to solicit feedback from the student body. We will invite them to join our discussion at the general board meeting if they have feedback or to email in advance. The document will be passed on to the Student life committee to look at prior to the general board meeting.

• Symposium (MI and MSU collaboration)
Conference call has not occurred yet. Waiting on MSU response.
• Enhancing classrooms
   No new updates.

• Updating course records
   The Rackham exec board will potentially be taking this up. Michael will provide an update on this issue at our next committee meeting.

• Rollover classes
   Right now you can rollover one class, we’re hoping to increase the number of classes one can rollover to the next semester. More information will be provided in two weeks.

• Monthly event (@ art museum, planetarium etc)
   This event will be in collaboration with COSAC. Eli will contact the Ann Arbor Art museum for availability for an event and contact Student Life to determine the social schedule for the semester. Event will be open to all graduate students. Dress will be smart casual.

• Masters study space
   Michael will talk to Paul Courant regarding this issue.

III. Open Discussion

V. Next meeting
   October 10th 2011, 6pm (Chaired by Mindy)

VI. Adjournment: 6:45pm
Academic Affairs Minutes
10.24.11
6:11pm

I. Call to Order:
   a. Present: Mindy Waite, David Cottrell, Eli Eisman, Joshua Bow, Kaitlin Flynn, Chris Tom
      (skyhighflyby@gmail.com)

II. Eli wanted to discuss the resolution for the Deans
   a. Wants to change the meetings from 1x per semester to 2x per semester or 6x/year at
      the discretion of the Dean
   b. Line 26 – Chair should appoint additional members with approval of *someone* in RSG-
      execs, president, whatever, as long as there is some form of RSG approval
   c. Line 28 – committee should let us know if something changes immediately, not within 1
      year
   d. Line 32 – typo

III. Went through Bill of Rights looking at comments from Ethan Eagle. Made changes on the
     Googledoc

IV. Adjourned at 6:50pm
RACKHAM STUDENT GOVERNMENT
Academic Affairs Committee Meeting
November 7th, 2011
Espresso Royale, 322 S. State St

I. Roll call of members
Present: Michael Benson, Eli Eisman, Tien-Huei Hsu, David Cottrell, Kaitin Flynn, Chris Tomm
Absent (excused): Mindy Waite
Absent (unexcused): Grant Mandarino
Called to order: 6:05 pm

II. Special Business

Grad Student Bill of Rights
BOR will be ready to be submitted for board review this week after addition on preamble and changes with regard to formatting.
Michael will do preamble and the formatting and include it in this week’s agenda.
We expect a first reading on Nov 17th and approval by board the week after Thanksgiving. After which it will be sent to Deans (including Dean Weiss) for approval. They will define the framework in which the BOR can be enforced.
Upon their review, BOR will be sent back to the board.

UM/MSU Symposium Collaboration
Kaitlin is our UM representative; Mike Zeig is our Michigan State contact. (This information is accurate as of Oct 27th)
MSU is looking to include UMichigan and Wayne State this year. This symposium will be interdisciplinary and consist of both oral and poster sessions. Abstracts will be screened by MSU faculty. There will be award money for outstanding presentations. Students will be judged based on their ability to explain their research to the judges who will not necessarily be in their field of study.
In the past this has been a one day event, usually held on a Friday- to not conflict with March Madness. The tentative date is March 31st (which is a Saturday).
In 2010, attendance was 100 to 150 students. One difficulty they experienced was advertising the event: their student government does not have access to the grad student email list. However, students would leave after their presentation, so attendance was low. This year we’re expecting around 200 students, or one busload of students from UofM to participate. It will be held in E. Lansing.

Things we will have to pay for include:

- Transportation
- Prize money donated by the Deans. If U of M students win then our Dean will have to fund rewards.

Considerations include:

- Should we set a loose cap on # of people going? Estimated one bus load.
- How will be advertise for the event? Advertise through separate email and through grad coordinators?
- To encourage participation, we could think about paying for posters?
- Ensure that UM students have equal opportunity to do oral presentations

**Graduate Student IP Rights**

We discussed Eugene’s situation (6th year), which was brought up in board meeting during his guest visit. Essential problem is that there are gray areas with regard to intellectual property rights of GSRAs. We need to make those less ambiguous going forward. IP issues handled by OTT. OTT (director) will be coming to RSG board (1st week of December). Michael asks us to table this issue until the guests come to the board meeting and both sides of issue can be discussed.

**Town Halls for Winter 2012**

We will be joined by Dean Janet Weiss and John Godfried Assistant Dean of International Issues (who will meet principally with international students). We expect Town Halls to occur between Feb and March of 2012.

Considerations going forward:
- Do we have 4 separate townhalls? Or 2 or 3? We could have a TH for Sci and Engin and another TH for Humanities and Social Sciences.
- Maybe put question in newsletter?

Action Item: Talk to people from programs & office hours regarding optimal town hall format, times and day of the week.

**Master’s Students study space**

Paul Courant joining us in January 2012.
Eli will follow up on this. Michael will email Eli contact information and keep him posted.

**III. Open Discussion**

The following question will be included in this election’s ballot:
1. Do you support a change from a 9.0 to 4.0 GPA scale?

**V. Next meeting**
November 21st 2011, 6pm

**VI. Adjournment**
We adjourned at 6:44 pm.
I. Roll call of members  
Present: Kaitlin Flynn, Michael Benson, David Cottrell, Tien-Huei Hsu, Mindy Waite, Eli Eisman  
Absent (excused):  
Absent (unexcused): Grant Mandarino (no longer on the committee)  
Called to order: 6:09 pm

II. Special Business

- Graduate Student Bill of Rights  
  Went through the document line by line and made changes to the GSBOR. We are planning to include it in the next board meeting for a first reading.

- Town Halls format  
  Discussion postponed due to time constraints.

- Symposium (MI and MSU collaboration)  
  Symposium website is available: msugac.com  
  Abstracts will be due Jan 23, 2012. Start advertising after thanksgiving.  
  Kaitlin will work on the blurb to include in the newsletter.

- Ballot question results (in favor of 4.0 system)  
  We favor following the LSA GPA scale. Check out this link for more details: http://www.lsa.umich.edu/umich/v/index.jsp?vgnextoid=a66b421cce20a110VgnVCM100000a3b1d38dRCRD

- Monthly event

III. Open Discussion

V. Next meeting  
   December 5th 2011, 6pm

VI. Adjournment: 6:48 pm
RACKHAM STUDENT GOVERNMENT
Academic Affairs Committee Meeting
December 5th, 2011
Espresso Royale, 322 S. State St

I. Roll call of members
Present: Absent (excused): Mindy Waite, Kaitlin Flynn, Tien-Huei Hsu, Eli Eisman
Absent (unexcused): Called to order: 6:04 pm

II. Special Business

• Graduate Student Bill of Rights
  Tien will update it once Michael sends text file.

• Town Halls
  Dean Weiss is available on the following dates: March 16th and April 3rd 2012.
  We are thinking of having one large event with all the Deans with open registration to all
  graduate students with no limit on number attending one month prior to the event.
  Eli will email Deans (or their secretaries). Mindy will provide contact information to Eli.
  New additions to the THs: Dean Weiss and Dean Godfrey, the latter would like to meet
  specifically with the international students. Tien has already contacted Dean Weiss and Dean
  Godfrey (will have to email Dean Godfrey’s secretary instead).
  Format of the Winter 2012 town halls will be 45 min with everyone present (lunch), 30 min
  with the respective division Deans (for dessert).
  Room reservations will be done once date(s) are confirmed. Most likely will be in the
  Rackham building on the 4th floor where we had it last year.
  Jerusalem Garden is still caterer of choice for the Town Hall.

• Printing quotas
  Students in the Ford School would like their printing quotas to be the same as those for
  Engineering students and Ross students.
  Tien will email ITCS about printing quotas.

• Symposium (MI and MSU collaboration)
  We will advertise the Graduate Academic Conference in the newsletter. Kaitlin will write the
  blurb.
  Abstract deadline for the conference is January 23rd 2012. We’ve decided to post the flyer on
  the RSG website. However, we will not be flyering because it has not been a very successful
  way of disseminating information to the graduate student community.

III. Open Discussion

V. Next meeting
January 2012
VI. Adjournment
Meeting adjourned at 6:25 pm