Rackham Student Government
Board Meeting: September 25, 2013

Agenda

I. Call To Order
II. Approval of Agenda
III. Approval of Previous Minutes
   a. September 18, 2013
IV. Officer Reports
   a. Graduate Student Body President, Phil
   b. Graduate Student Body Vice President, Kaitlin
   c. Graduate Student Body Treasurer, Chuky
      i. Finance update
V. Committee Reports
   a. Budgetary
      i. Committee Budgets: Review and vote
      ii. BC Minutes
   b. Legislative Affairs
   c. COSAC/Student Life
      i. Munger Update
      ii. Presidential search update
   d. Academic Affairs
VI. RSG Priorities for Fall- working groups
VII. Open Discussion
VIII. Adjournment
RACKHAM STUDENT GOVERNMENT
BOARD MEETING
9/18/13
RACKHAM GRADUATE BUILDING
2ND FLOOR WEST CONFERENCE ROOM, NORTH ALCOVE
7:10 P.M.

a. CALL TO ORDER: 7:06pm

b. Present: Kaitlin Flynn, Phil Saccone, David Malewski, Michael Lang, Yiting Zhang, Julian Bahr, Chuky Mbagwu, Alex Guiterrez, Michael Benson, Mike Hand, Erin Sullivan, Chris Tom, Michael Benson, David Barton, Ben Sweeney, Brooke Horton

c. Absent: Ryan Roberts

d. Excused: Ryne Peterson

II. APPROVAL OF THE AGENDA
a. Motion by Dave and seconded by Michael Lang.

III. APPROVAL OF THE PREVIOUS MINUTES, 9/4/13
a. Motion by MH and seconded by Ben. Approved unanimously.

IV. OFFICER REPORTS
a. President Phil Saccone: Phil will have more to say later in the meeting, but thanks so much to the people who have stepped up to help out with things on the board, including Julian, Brooke, Mike Hand and Michael Benson.
b. Vice President Kaitlin Flynn.
   i. Newsletter went out last week, many thanks to Julian for his assistance in assembling a fantastic newsletter.
   ii. Kaitlin will be speaking at the Regent’s meeting tomorrow on the Munger update.
c. Treasurer Chuky Mbagwu
   i. Finance Update: still closing out and balancing the books from the summer. $29000 in the account, $11,700 came in for the new semester.
   ii. Committee Budgets: committee budgets are due next Monday at 5pm so the Fall budget will be put together by the next meeting.

V. COMMITTEE REPORTS
a. Legislative Affairs:
   i. LAC meeting today after the board meeting.
   ii. Election forum. October 29 in the Assembly hall. Michael Benson motions to hold this forum on this date. Seconded by Chris. This will take place a week before the election. KF- what is your budget? MB- outlines budget.
The format will be to allow city council candidates to give a short piece and then attendants can mix and mingle.

iii. Leasing signing forum: week before election forum, October 21 ish. MB moves, seconded by MH, approved unanimously.

iv. SAGE update: Sending a delegation of 4 board members to the SAGE Fall summit. SAGE is gearing up to take a stand on sequester 2. We will be asking the board to reach out to constituents to get support with this issue.

b. COSAC/Student Life:
   i. Munger Update: last week we had the forum. Thank you all for showing up. It was frustratingly less well attended than we hoped. We still have comments rolling in on our online forum, the responses of which Phil has shared with the rsg-board list. The two issues are still the cost and the layout. The problem is that the layout is tied to the donor and anytime we attack the design we feel that we are also attacking the donor. Much discussion ensues about the ask for the Regent’s meeting tomorrow. ML-address transparency and lower costs.

ii. Happy Hour at Bills Beer Garden tomorrow from 5-7pm. Neither Kaitlin nor Phil can make the happy hour so full board attendance would be really helpful. Michael Benson will be taking care of appetizers and Mike Hand will come with nametags and markers.

iii. Presidential Search Committee. MH is sitting on the student committee and CSG President Proppe sent out a campus-wide email soliciting feedback via an online survey. There will be a public forum hosted next Thursday.

c. Academic Affairs: Motion to approve the minutes as presented by Chris and seconded by Kaitlin. Approved with one abstention. Bill of Rights will be out to the board by two board meetings from now. Organizing town halls as they do every semester. A meeting with the registrar will be upcoming to discuss the course evaluations.

d. Budgetary: Closed one funding application last week and more are coming down the pipeline.

VI. RSG Priorities for Fall: move to next week

VII. Open Discussion:
   a. Bar night after next week’s board meeting, spouses and friends invited.
   b. Come to the Regent’s meeting tomorrow at 3pm in the Andersson room in the Michigan Union to hear Kaitlin’s speech on the Munger housing issue.
   c. Please send Brooke and Michael the information about your

VIII. Adjournment: Motion by MB and seconded by Dave. Adjourned at 8:03.
I. CALL TO ORDER:

a. Present: Yiting Zhang, Treasurer Chuky Mbagwu, President Phillip Saccone, Vice President Kaitlin Flynn, David Malewski, Ram Balachandran

b. Absent:

c. Excused:

AMS Ice Cream Social

Call To Order: August 15, 2013.

Chuky: The funding application on the table is for the Association of Multicultural Scientists (AMS) Ice Cream Social. It is a welcome social event for incoming Biomedical Science students, and is open to all AMS members and Biomedical Science students and associates. There is an expected attendance of around 100 participants, all graduate students, and the requested funds serve to subsidize food costs.

I am in support of funding the AMS Ice Cream Social at a level of $60.

Phil: The application is pretty straightforward and the event fits our funding guidelines. I support funding the event for the full amount $60 (motion).

Kaitlin: I will abstain from this discussion as I am a member of this organization.

David: Support level of $60 is agreeable with me as well (seconded).

VOTE

Yes to $60: Phil, David, Yiting, Ram
No: 0
Abstentions: Kaitlin

Motion carries for funding at a level of $60.

ADJOURNMENT August 19, 2013.
**UPSA Expanded Horizons**

**Call To Order:** August 24, 2013.

Chuky: The current funding application is for the UPSA Expanded Horizons event. It is a travel event to Toronto where Urban Planning students experience different urban environments and connect with urban planning professionals. The trip consists of various site visits in the Toronto area. Approximately 60 students, primarily from Urban Planning or a related dual degree program, are expected to participate in the event.

Historically, this event is and has been partially funded primarily through fundraising efforts and grants from the Urban Planning Department. The attending students pay between $175-$200 to cover the remaining costs. UPSA is requesting (first-time) funds from RSG to help subsidize travel/lodging costs of the event, and reduce the individual costs to the attendees.

I do not have a specific recommendation for the funding level of this event.

Kaitlin: I'm not sure if this is the first time they've applied (I seem to remember a similar event coming through before for Milwaukee). Anyway, it seems like an event we would be happy to support, but I don't see it being feasible to fund anywhere near their level of what they would like.

Given that it is a high-cost event for the participants as well, I would **motion for funding at a level of $500** for lodging.

Yiting: **Second.**

David: I'm in favor of $500 for this event as well. That would amount to around <= $10/student, depending upon participation.

Phil: In general, this seems like a wonderful program. However, remember that the bylaws ask us to consider more favorably events that are: a) likely to benefit the graduate student body as a whole, b) open to all Rackham Students, and c) held on campus. This applications falls short in those areas. $2500 is not something we could afford even if the event met all of our requirements. I think $500 is the absolute maximum. I would encourage people to review article IX of the funding guidelines.

I **motion to fund this event at the $200 level.**

Ram: I vote NO to any amount of funding. Sure it might help some of them to get great experience, but the money in my opinion can be used in other cheaper events with a larger audience.

Chuky: I share some of the concerns Phil expressed regarding the application and the event.

Kaitlin: I'll **second** Phil's motion for $200.
David: I'll also change my recommendation to $200.

VOTE

Yes to $500: 0
Yes to $200: Kaitlin, David, Yiting
No: Ram, Phil
Abstentions: 0

Motion carries for funding at a level of $200.

ADJOURNMENT August 27, 2013 @ 5:00pm.
**SPhD Seminar Series**

**Call To Order:** August 24, 2013.

Chuky: The current funding application is for the SPhD Professional Development Seminar Series. It is a recurring event open to all doctoral graduate students, but targeted towards students in the various School of Public Health departments. The seminars will cover a variety of topics relevant to graduate students (GSI/GSRAs, best research practices, grant writing, etc.) as detailed in the application. There is an expected attendance of approximately 20 students per seminar, with 6-7 sessions planned for the Fall Term. The requested funds serve to cover speaker honorarium and food.

This is a new event by the SPhD organization, and thus we have no precedence for the amount of funding given. The general focus and outreach of the seminar series match the funding guidelines in our bylaws.

The application details their plans and requested funds for the 2013-2014 academic year. Most of their speakers for the Fall term have been confirmed, though none have been confirmed for the Winter term. I am in favor of supporting the SPhD Seminar Series **up to a level of $300**, with the recommendation that they re-apply to RSG and other funding sources for the Winter term.

Kaitlin: This looks like a great, recurring event of the type we generally like to support. Given that it will likely target only about 30 students, and those 30 students will likely be the same ones at each seminar (with some overlap). This is also a new series for the organization and they're not looking to use any ("0%") of their own funds for it. Finally, their food costs are $500... for 30 people for many events. I'm certain this could be worked around in their budget if needed.

I **motion to fund at a level of $200** to cover speaker honorarium with the invite to reapply again in the fall.

David: Looks like they are requesting a total of $700 ($200 towards a $300 honorarium and $500 to cover food).

I'm fine with between $200 and $300 depending upon the RSG stance on funding food for seminars. **I'll second the $200 motion.**

Yiting: If this application includes all 13 seminars, I will consider support partial amount of food expense. We have previously approved applications for about $75 for one seminar.

Phil: I vote yes for $200 and I agree with the recommendation to reapply in the fall.

Ram: **I make a motion to increase it to $300** towards food or honorarium. Its exactly the kind of activities that I would like to see RSG funds get directed to. (**This motion was not seconded**) Ram: I appreciate all the discussion. We seem to all be on the same page to at least fund the $200 for the Speaker Honorarium. As far as we know (and as detailed in the application) the organization has no other confirmed funding for the nascent seminar series. For event of this nature, that strongly aligns
with our principles for funding, and is also in the startup phase, I think it is meaningful for RSG to provide additional funds (at our discretion of course) to help get the program off the ground. This need not be the case every year; should the series become successful, more funding avenues (perhaps departmental) will become available for SPhD and RSG can scale back its support appropriately.

Kaitlin: I'll modify my motion to a level of $250, $200 used for speaker honorarium.

David: I'll second Kaitlin's motion for $250 specifying $200 be used for the honorarium.

VOTE

Yes to $250: Kaitlin, David, Yiting, Phil
No: 0
Abstentions: 0

Motion carries for funding at a level of $250.

ADJOURNMENT August 27, 2013.
RACKHAM STUDENT GOVERNMENT
BUDGETARY COMMITTEE
September 11, 2013 – September 18, 2013
Electronic Meeting(s)

I. CALL TO ORDER:

a. Present: Yiting Zhang, Treasurer Chuky Mbagwu, President Phillip Saccone, Vice President Kaitlin Flynn, David Malewski, Ryne Peterson, Ryan Roberts

b. Absent: 

c. Excused: 

AWIS Fall Recruitment

Call To Order: September 12, 2013.

Chuky: The current funding application is for the Association of Women in Science (AWIS) Fall Recruitment event. It is an informational session targeted at introducing new and further involving existing students into the organization. They expect an attendance of 50 students, with 75% of them at the graduate level. The requested funds serve to cover food expenses, estimated at $7-8/person.

The application details their budget plans for the event. They have an annual budget of $1200, but have allocated no money towards this event. They also have not applied for funding through any other sources outside of RSG and will likely remove food from the itinerary without funding. I don't know RSG's precedence in funding recruitment efforts, but I have concerns stemming from the "not likely" funding guidelines category: Activities exclusive to the membership of one organization. I am in favor of supporting the AWIS Recruitment event at no more than $100.

Kaitlin: I abstain as I am a member of this organization.

David: Organizationally, this should be one of their most important events of the year yet they indicate there are no funds budgeted.

Yiting: This event will encourage new coming female students to mingle each other and participate more on-campus activities in the future. However, the food expense sounds a bit high to me. Since we also understand food is needed for recruiting new members, I would like to found $100-$150 for supplying basic refreshment and drink + add this event in our newsletter to advertise it.

Ryne: I think we talked about this event a little more in depth last year and my take-away was that it was a great event. I feel comfortable with funding $300.

Phil: So, the opportunity to recruit into the student org AWIS is open (more or less) to the entire community. It is odd that they haven't budgeted for it. However, I am still very much in favor of
funding them. I could be in support anywhere between $100-$200. I would also like to add that we have funded this organization many times in the past and they have always been responsible citizens (they fill out reports and submit receipts in a timely fashion etc). To my knowledge, AWIS is an upstanding organization on campus that we should be happy to support.

Chuky: Thanks for your comments and contribution everyone, discussion is now closed. At this point I’d like to make a call for motions on the funding level for the AWIS Fall Recruitment event.

Phil: I’d like to motion for funding at the $200 level.

Ryan: Seconded.

VOTE

Yes to $200: Ryne, Yiting, Ryan, David, Phil
No: 0
Abstentions: Kaitlin

Motion carries for funding at a level of $200.

ADJOURNMENT September 17, 2013.
I. CALL TO ORDER: 8:20pm
   a. Present: Representatives Michael Lang, Yiting Zhang, Michael Benson
      President Phil Saccone, Treasurer Chukwuka Mbagwu, Chair Mike Hand
   b. Absent:
   c. Excused:

II. ELECTION OF A CHAIR
    MB nominates MH as chair, ML seconds. Approved with no objections.

III. BUDGET
    September:
    Happy Hour (Sept. 20): $300
    Apple Orchard (Sept 28?, maybe early October): $600

    October:
    Happy Hour (possibly Penn State game watch Oct. 12): $300
    Eastern Market Trip (October 26th): $600

    November:
    Pistons (exact date TBD): $900
    Pin Ball Pete's (Week before Thanksgiving): $600

    December:
    Adam Reuben or other Comedian: $1000

    COSAC:
    Gas cards, water, consumables, etc. : $100

    Total: $4400
    Approved unanimously.

IV. SCHEDULE/TASKS
    a. Meeting Time: 6:15pm Wednesdays (starting Oct. 2)
    b. Yiting will take point on Apple Orchard (Phil will bring her up to speed).

V. COSAC
a. Fall Plan--ML
   Looking into Food Gatherer’s, Forsythe Science Fair (want all grad students as judges)
   Plan is to have ~3 service events

VI. OPEN DISCUSSION
   a. Do we want to create a dedicated listserv for SLC events? Answer: let’s wait on the new database and see.
   b. Wolverine Express should go into announcements and a way to sign up.

VII. ADJOURNMENT at 8:50pm.

ACTION ITEMS:
   • Michael Lang:
     1. Continue Looking into Service Events
     2. Look into Wolverine Express and getting into announcements (with way to sign up)
   • Yiting:
     1. Find out from Phil where the Apple Orchard planning is
     2. Take point on the event.
   • Hand:
     1. Add committee to Asana (for task tracking)
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<th>RSG Committees</th>
<th>Approved Budget</th>
<th>Estimated Expenditures</th>
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<td>Election Forum</td>
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<td>Lease Signing Fora</td>
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<td>AAC</td>
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<td>Town Hall/Lunch w Deans</td>
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<td>Forum on Women's Issues</td>
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<td>Happy Hours</td>
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<td>Eastern Market Trip</td>
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<td>Pistons Basketball Game</td>
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<td>Pin Ball Pete's</td>
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<td>Guest Comedian</td>
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<td>Community Service Events</td>
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<td>General Administration</td>
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<td>Munger Forum</td>
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<td>Communications: Facebook</td>
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<td>BUDGETARY</td>
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<td>Student Group/Event</td>
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Rackham Student Government
Committee Budget Request Form
(Fall 2013)

Committee Name: Academic Affairs

Committee Chairs
Chris Tom: ctchem@umich.edu
Brooke Horton: bnhorton@umich.edu

Total Amount of Funding Requested: $1475

Events:
1. Town Hall / Lunch with the Deans
   Approximate date of event:
   Late October/Early November

   How the event fits with the mission of AAC:
   This recurring (biannual) event is a well-attended way for the graduate students to directly get in touch with members of the upper administration. Both the online questionnaire and live fora provide a significant amount of feedback for RSG and Rackham about the concerns and demands of graduate students from a wide range of programs.

   Budget items & rationale:
   $1000 food / soda / utensils (estimated based on past registration)
   $200 buffer for extra registration

   Potential co-sponsors & financial contribution:
   Rackham Graduate School

   First time hosting this event:
   No, this is a biannual event

2. Forum on Women's Issues
   Approximate date of event:
   mid to late November

   How the event fits with the mission of AAC:
   The AAC is charged with addressing the academic and programmatic needs of Rackham graduate students, per the RSG by-laws. Women's issues at the university, in the form of academic and university policies, affect the quality of graduate student life and therefore is of significant importance. In the proposed forum AAC will provide resources and points of contact to graduate
students concerned with or in need of clarification on university and academic policies as they relate to women's issues.

**Budget items & rationale:**
Coffee/Tea: $95, serves 68 people
Assorted pastries: $72 (6 dozen, assorted)
Advertising: facebook promotion ($20), Flyer print outs ($20), Newsletter ($0)
Venue: Rackham ($0)
Total: ~$210, see attachment for pricing
Requesting: $275, with the understanding that unused funds will be relinquished upon completion of the event.

**Potential co-sponsors & financial contribution:**
Presidential Advisory Committee on Women's Issues (PACWI)
Sexual Assault Prevention and Awareness Committee (SAPAC)
Office of Institutional Equity (OIE)
Title XI coordinator, Anthony Walesby, or Title IX Deputy, Pam Heatlie
Ombudsman, Tom Lehker

Any contributions, would likely be in the form of handouts, pamphlets or booklets specific to their area of expertise.

**First time hosting this event:**
yes
Rackham Student Government
Committee Budget Request Form
(Fall 2013)

PLEASE RETURN TO RSG TREASURER BY September 23, 2013 (11:59 PM)

Committee Name: Legislative Affairs

Committee Chair (Please include contact information): Phil Saccone and Michael Benson (Co-Chairs)

Total Amount of Funding Requested: $3159.25

For each event, please address the following:
(Note: It is not necessary to physically/electronically duplicate this form for each event. Please format the budget request in the following manner: Event 1, response to prompts 1-5, Event 2, response to prompts 1-5, etc.)

SAGE FALL SUMMIT
1) Approximate date of the event: October 31 – November 2nd

2) Very briefly, how does the event fit the mission of your committee as defined by the RSG by-laws?

The Legislative Affairs committee is tasked with managing RSG’s legislative initiatives at the local, state, and federal level. The SAGE Fall Summit provides an opportunity for SAGE members, including RSG, to share their best practices in this regard, with a particular focus on local and state issues. Further, the Summit allows for the sharing of best practices, beyond the scope of the committee. The delegates that we send will be from a cross-section of the student government and the information that they bring back will enhance our efforts in areas ranging from academic policy to new social events and everything in between.

3) Detail the specific items that the committee is requesting, the dollar amount, and provide a brief justification for the expenditure.

Lodging @ The Caroline Inn: 2 rooms for 3 nights: $935.25

Travel: 4 Airline tickets from Detroit Metro to UNC: $363.60/person = $1454.40

Food: 3 days * 4 people * $30(max) / day = $360

Total: $2749.25
Compared to 2011 Budget (Berkeley, CA): $2619 (Delta: + $130.25)

4) Event co-sponsors and an estimation of their financial contribution, if any.

None.

5) Is this the first time you are holding the event?

No. RSG is a founding member of the SAGE Coalition. We’ve sent between 3 – 5 delegates to the prior fall summits as well as hosted last year’s Fall Summit where ~ 40 graduate students from across the country attended. (Minutes from 2012 conference are attached.)

Election Forum:

1) Approximate date of the event: October 29th

2) Very briefly, how does the event fit the mission of your committee as defined by the RSG by-laws?

The election forum will bring the candidates running to serve on the Ann Arbor City Council together, on campus, for members of the graduate student body to interact. The Legislative Affairs Committee is charged with managing the student government’s local government policy and to

3) Detail the specific items that the committee is requesting, the dollar amount, and provide a brief justification for the expenditure.

Facebook Advertising: $50
Snacks for Table Discussions: $200 (Chips, dip)

Total: $250

4) Event co-sponsors and an estimation of their financial contribution, if any.

5) Is this the first time you are holding the event?

Lease Signing Fora

1) Approximate date of the event. Mid October.
2) Very briefly, how does the event fit the mission of your committee as defined by the RSG by-laws?

By educating the student body as to the current state of the City’s lease signing ordinance and related policies, the forum will provide a means of bi-directional communication between city leaders, RSG, landlords, and the student body as a whole. This activity directly fits within the LAC mission relating to local governance. This forum will also be a springboard to the committee (and RSG as a whole) to help update the City’s lease signing policies such that they better reflect the needs of graduate students.

3) Detail the specific items that the committee is requesting, the dollar amount, and provide a brief justification for the expenditure.

$40 – Facebook and other advertising
$60 – Room Reservation fee for Angel Hall

Total: $100

4) Event co-sponsors and an estimation of their financial contribution, if any.

At this point none, though possibly CSG.

5) Is this the first time you are holding the event?

Yes.
Rackham Student Government
Committee Budget Request Form
(Fall 2013)

PLEASE RETURN TO RSG TREASURER BY September 23, 2013 (11:59 PM)

Committee Name: Student Life

Committee Chair (Please include contact information): Michael Hand

Total Amount of Funding Requested: $4400.00

For each event, please address the following:
(Note: It is not necessary to physically/electronically duplicate this form for each event. Please format the budget request in the following manner: Event 1, response to prompts 1-5, Event 2, response to prompts 1-5, etc.)

Event: Semester Happy Hours

1. Dates: Sept. 20, Oct 12th
2. SLC is charged with providing a variety of social events that will attract graduates students from across the graduate school.
3. $300 per event, $600 total. These funds will be used to provide or to subsidize appitizers.
4. None.
5. Yes, many times.

Event: Apple Orchard Excursion

1. Dates: Sept. 28th or Mid-October
2. See our response for #2.
3. $600. This will cover RSG’s half of the event costs which include renting a bus to transport students to/from the Orchard as well as paying the admission price.
4. Cosponsors: Rackham Graduate School
5. Yes, many times. Most recently in October 2011.

Event: Eastern Market Trip

1. Dates: October 26th
2. See our response for #2.
3. $600.00 This will cover RSG’s half of the event costs which include renting a bus to transport students to/from Eastern Market.
4. Cosponsors: Rackham Graduate School
5. No, this is a new event.
Event: Pistons Basketball Game at the Palace

1. **Dates:** TBD
2. **See our response for #2 above.**
3. **$900.** This is our half of the cost. We are subsidizing tickets and providing subsidized transportation to the Palace at Auburn Hills.
4. **Cosponsors:** Rackham Graduate School
5. **Yes,** many times. Generally once per year though 2x in 2011-2012.

Event: Pin Ball Pete’s

1. **Dates:** Week before Thanksgiving (Nov. 18 – 22nd)
2. **See our response for #2 above.**
3. **$600** This is our half of the cost. We will be renting PPB with Rackham for 3 hours. ($400/hour)
4. **Cosponsors:** Rackham
5. **Yes,** many times. Most recently in 2010.

Event: Comedian (Adam Reuben or other)

1. **Dates:** December TBD.
2. **See our response to #2 above.**
3. **$1000.** Talent Fee and room rental (as appropriate)
4. **Cosponsors:** Rackham
5. **Yes.** We’ve hosted Jorge Cham in January 2012.

Event: COSAC

1. **Dates:** All Semester
2. In addition to our above response, we are now also tasked with providing community service and outreach type events. This event will enable us to do this.
3. **$100. –** Gas cards, water, consumables, etc.
4. **Cosponsors:** None at present.
5. **Yes.** COSAC previously existed as a separate committee, first under President Benson’s executive order (EO-11-02) and then as a standing committee as directed by the RSG Bylaws. Since its inception, COSAC has hosted a number of service events in the local community and in Detroit. We expect to continue this fine tradition.

1) **Approximate date of the event.**

2) **Very briefly, how does the event fit the mission of your committee as defined by the RSG by-laws?**
3) Detail the specific items that the committee is requesting, the dollar amount, and provide a brief justification for the expenditure.

4) Event co-sponsors and an estimation of their financial contribution, if any.

5) Is this the first time you are holding the event?