Rackham Student Government
Board Meeting: October 9, 2013
Agenda

I. Call To Order
II. Approval of Agenda
III. Approval of Previous Minutes
   a. October 2, 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
      ii. Receipts
V. Executive Order: Creation of RSG Communications Secretary and Special Advisor to the RSG Executive Officers
VI. Appointment of Elections Director
VII. Committee Reports
   a. Academic Affairs
      i. Instructor Evaluations
      ii. Lunch with the Deans—Rep. expectations
   b. Budgetary
      i. Minutes from previous meeting
   c. Legislative Affairs
      i. Leasing forum details
      ii. Leasing survey
      iii. SAGE update
   d. Student Life
      i. Upcoming events
      ii. RSG rep. participation
VIII. Open Discussion
IX. Adjournment

Included in packet:
RSG Board Minutes October 2, 2013 (p. 2)
BC Minutes October 7, 2013 (p. 5)
SLC Minutes October 2, 2013 (p. 11)
Graduate Student Bill of Rights- Revised (p. 14)
Graduate Student Bill of Rights- Original (p. 19)
RACKHAM STUDENT GOVERNMENT
BOARD MEETING
9/18/13
RACKHAM GRADUATE BUILDING
2ND FLOOR WEST CONFERENCE ROOM, NORTH ALCOVE
7:08 P.M.

a. CALL TO ORDER: 7:08pm

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, Ryan Roberts, Ram Balachandran, Krithika

c. Absent:

d. Excused:

II. APPROVAL OF THE AGENDA

a. Motion by MB and seconded by MH, approved unanimously

III. APPROVAL OF THE PREVIOUS MINUTES, 9/25/13

a. Motion by MB and seconded by MH.

IV. OFFICER REPORTS

a. President Phil Saccone: Kaitlin and Phil had numerous news outlets reaching out for the Munger issue. Thanks to Kaitlin, MB, and Chuky for holding down the fort while Phil was away. It’s a shame that it was approved unanimously without any Regent’s commenting on the student opinions that were shared at the meeting. Budget looks good and to be both ambitious and realistic. Looking to Natalie to finalize some dates for the Rackham/RSG joint trips. Welcome to Krithika to the board.

b. Vice President Kaitlin Flynn.
   i. Newsletter going out next week, waiting on a few dates to be finalized for our October events.
   ii. Many Deans, administrators, professors and staff have reached out to Kaitlin to express their support and frustration over the Munger housing situation

c. Treasurer Chuky Mbagwu
   i. Finance Update: $29,000 in the account. We had a surplus of ~$3,000 from the summer. At the end of the summer, the balance was $14,000. We budgeted $12,075 for this semester per last week’s budget approval. We’ll have ~$5,000 in surplus/reserve.

V. COMMITTEE REPORTS
a. **Legislative Affairs:** Thanks to everyone who submitted questions for the city council forum, now in the process of collecting all of the suggestions and processing them. Updates from the city council: city’s environmental commission is considering divesting from fossil fuels, but it was voted down twice. Some developments are being planned to being catered at young professionals and graduate students, the city has asked us to host a forum to get feedback, potentially in March. The SAGE fall summit is coming up. Anyone who is interested in going should contact Phil by Friday.

b. **COSAC/Student Life:** Minutes will be forthcoming. We were contacted to help publicize some Habitat for Humanity build days. MB moves to authorize the SLC to host a build day or fundraiser or publicize on their behalf—this motion is without a budget. This motion is seconded by Ram. Approved unanimously. Phil is now appointing Mike Hand to be the Event’s Director for this term. Motion by MB and seconded by CT. Roll call vote: approved with one abstention.

c. **Academic Affairs:** Motion to receive and approve the minutes from the AAC meeting by Brooke and seconded by CT. Approved with two abstentions. GSBOR and the course evaluation resolution will be taken to the board next week. The Lunch with the Deans will be taking place Oct 29 + 31 on North and Central campus. Chris and Brooke will also be meeting with SACUA’s academic affairs committee next week to discuss graduate student issues and how our committee can interface with theirs. We will need to think about whether we should present the document as a Best Practices guide or as a Bill of Rights (implying enforcement). Phil suggests we have two documents, one that is a guide to Best Practices (thought to be easily approved by the REB) and one that is full of enforceable rights. Phil feels that enough work has been done on the Rights document that we shouldn’t set it aside just because we are concerned about getting it passed.

d. **Budgetary:** There are no minutes but there is a much higher volume of applications and we will be meeting within the next week to take care of those.

VI. **Open Discussion:**

a. Bar night in 5 minutes at Arena

b. Ben Sweeney: have we talked to GEO about the Bill of Rights. MB: historically, yes, there were many GEO members on the board at the time that the Rights were originally crafted, however since it was approved by the board in March 2011 we have not had much input from GEO members, but the document remains pretty unchanged. BS asks if he can share the document with GEO. MB says that we should probably have a public hearing to allow many people to give their input. Phil also says that we should wait and not put the document on the website until it’s finally approved by the board.

c. MH: thanks to everyone who helped out with the presidential search report. The report got submitted this afternoon and will be live on the CSG website soon, and it includes a large section on graduate student issues. Grad students were concerned about transparency, diversity, ‘grad students are real people too’, plus some additional over the top comments. Many thanks to MH and ML for their
efforts. Some off the cuff comments were Munger related and transparency and student involvement in decision-making. Lots of talk of no student on the search committee. 4-5 Regent’s were present plus other members of the search advisory committee.

d. MB: historical reference: observe to see how things work before making headway on the committee. MB has seen in the past semester people coming in and doing a lot of great work, but not seeing as much observing and recognizing where RSG has come from. Often times it can be very helpful to take a step back and observe and see where things are coming from and why we do things how we do before trying to change something. Don’t stop the great work that’s going on but as we move forward consider taking a step back and getting a new perspective.

VII. Adjournment: Motion by CT, objection by MB to make the comment above, seconded by MB and adjourned at 7:56pm.
CALL TO ORDER:

Present: Ryan Roberts, Chuki Mbagwu, Phillip Saccone, Kaitlin Flynn, Dave Malewski

Absent:

Excused: Ryne Peterson, Yiting Zhang

Chuky: I’m calling the meeting to order at 6:08PM.

Phillip: Please give us a summary of each application as we move along; provide some highlights.

Chuky: We will begin with the Allies for Disability Awareness; they are holding an event in the EECS building. They are hoping for round 100 people to show up, and they are requesting $856.18 from RSG. They have relatively low membership, but I don’t see anything wrong with the application at all.

Phillip: How is their advertising?

Kaitlin: They want money for advertising, money for hearing-impaired students, money for printing.

Chuky: And money for food.

Phillip: Social Work has their own student government.

Kaitlin: Do they get fees?

Phillip: I think they get $1.50 per student. The people they are advertising towards tend to be MSW students, their PhDs are Rackham students, but MSW students are not Rackham students. If they are anticipating 175 graduate students total, maybe 10-20% are Rackham students, and that is being generous. We can instruct them to advertise more broadly, and we can aid them in their advertising with the Gazette.

Kaitlin: This seems like a good event, and I have a big spot in my heart for this sort of thing. It does not seem like there are going to be a lot of RSG-covered students involved. I would support $100, maybe $200.

Dave: This type of thing tends to be covered very well at Wayne State.

Kaitlin: Maybe $200?

Phillip: I haven’t been a huge fan of dictating specifically what they do with funded money, but maybe we can provide money under the condition that they gear it towards advertising to RSG-covered students. I second the motion at $200. Can anyone rationalize giving more?

Dave: If you want to rationalize giving upwards of $300, then giving them the funding for communication to deaf or hearing-impaired student aids justifies that.

Kaitlin: I would lean towards $200.

Phillip: We may want to go with our gut on this, because, when asked, student organizations tend to increase their numbers, and $200 is a good figure for the numbers that they have given us.
Dave: I motion $200.

Kaitlin: Second.

Chuky: Any other motions? I’d like to call a vote.

Phillip: I would like to suggest that we require that they advertise in the Gazette and find another manner of advertising to RSG-covered students as an amendment.

** Amendment adopted **

** Vote held on $200; all voted in favor. They will additionally be required to advertise in the Gazette and find another non-expensive method to advertise to RSG-covered students. **

Chuky: We will move onto Fraker Conference Organizing Committee.

Kaitlin: They need to provide us with a budget.

Phillip: Motion to table while we request more information.

Kaitlin: Seconded.

** All voted in favor of tabling. **

Chuky: We will move onto the Real Estate Club.

Kaitlin: There are 194 people expected, and almost none of the of these students are from Rackham.

Dave: There is sort of an idea in their application that they want $5,000 total, with all funding sources considered.

Kaitlin: So they want $5,000 total, they request $3,500 from Ross SGA, and so they are requesting $1,500 from us?

Phillip: What is their plan for getting anywhere near the total amount of money that they need.

Dave: That is contained in number 12.

Phillip: This seems like a very selective event that is not geared towards RSG-covered students. I would propose zero funding and giving them an opportunity to respond.

Ryan: Within UMEC, we decided to not fund closed events. This would meet our definition of a closed event.

Phillip: I make a motion to zero fund and require more justification from them regarding how they intend to acquire and use their funds.

Kaitlin: I second the motion.

** Ryan, Kaitlin, Dave, and Phillip vote in favor of the zero-fund motion. Chuky abstains. **

Chuky: We will move on to the Optics Society. We are not sure exactly how their numbers work out with regards to the $750.

Kaitlin: It says that they set aside $750.

Chuky: That is equivalent to the amount claimed to be requested from another organization, though.

Phillip: This question tends to confuse organizations.
Chuky: If you do the math, they shouldn’t be requesting funding from us. We need to clarify their math.

Phillip: I would like to proceed under the assumption that they have $750 in-hand and have not been funded. I think they screwed up this question, like a lot of organizations do. Let’s make a motion and table it, and then vote electronically after we confirm this assumption. This way, we can settle the verbal discussion here. If they have $1,500 (and not $750), then we can just decide to not fund.

Kaitlin: They want money for a competition to model a phenomenon. They are providing the audience and participants with food for the demos. They have had about 20 graduate students at similar events. How many students will they get competing to make models? 20? 50?

Ryan: Everyone who participates will be a graduate student.

Kaitlin: Let’s say 25-40 graduate students demoing their models.

Phillip: I would consider 25-30 to be a more realistic number. We should probably check the by-laws, but I don’t think we can fund prizes. Even if we can, I would lean against it. They will have to look for someone else to do that.

Kaitlin: I would support funding at the $200 level.

Phillip: I would say we provide demo supplies and fliers.

Dave: I would support $150-$160.

Phillip: They’re just starting, and I am in favor of supporting them as they move on with this.

Dave: It’s not marked as a first event of its kind.

Phillip: They claim it’s the first event of its kind on the application.

Dave: They put the mark in the wrong place. If it’s not the first of its kind, they can re-use supplied from prior years. I like the idea of $200, but I just don’t want to fund fliers.

Phillip: I make a motion for $160 contingent upon advertising in the RSG Gazette.

Dave: Second.

** Vote unanimously affirmed $160 funding contingent on RSG Gazette **

(Vote confirmed by email, after we confirmed that they misunderstood the budget question).

Chuky: On to SPIC MACAY. 23 members, 15 graduate students, expecting about 150 people at the event, 75% graduate students. It’s a cultural event promoting cultural tapestry among Indian youth. They applied to numerous funding bodies, and they received various amounts of funding. They asked us for $700 for a speaker honorarium. Their full budget is $4,000 dollars. It seems like they’ll get close to the full amount they require to put the event on.

Kaitlin: Honorarium for this dance troop?

Phillip: We funded them well last year. They open their events to the whole student body, it’s a cultural event, they attract a lot of graduate students, they submit a solid application, and they are very responsible. I would like to motion from $400 - $500.

Kaitlin: $350 is reasonable. That turns out to be about $2 per graduate student.

Phillip: Your math was almost right on. So $350?

Dave: Second at $350.
** Ryan, Dave, Phillip, and Kaitlin favor the motion, and the motion passes. Chuky abstains. **

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)

Chuky: 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.
I. CALL TO ORDER:
   a. Present: Representatives Michael Lang, Yiting Zhang, Michael Benson
      President Phil Saccone, Chair Mike Hand

   b. Absent: Chuky (Entered 5 minutes before adjournment)

   c. Excused:

II. Recap: Bill’s Beer Garden
    Rather successful (and under budget). Thanks to M^3 for helping coordinate everything.

    MH: Bills Bear garden was pretty successful. The three Mikes ran the event. Ben
    supported and helped get people to get name tags. We had about 100 graduate students
    attend.

III. Watch Party for Penn. State Game

    MH: We’ve previously discussed hosting a watch party for the Michigan v. Penn State
    game. If we’re going to do this, we need to come to a consensus on a plan. Have we done
    this before?

    MB: Yes, but not for a football game. We’ve hosted watch parties at Buffalo Wild
    Wings as well as other venues for March Madness events.

    Phil: Given the turnout for our summer happy hours, we could tell a venue that we can
    guarantee at least 75 people, likely more. Also, down the road perhaps we could budget
    more funds and fully purchase foods rather than just subsidize.

IV. Plan for October Socials
    a. Happy Hour

       Lang: One option would be the happy hour. Another option could be something
       for Halloween. Though the SAGE delegation will be away on Halloween.

       Chairman Hand: One thing that worked at the Beer Garden event was that we
       said that people couldn’t eat if they didn’t have a nametag.
**Benson**: Spoke about stuff. Also noted that we used ~ $160 for the Beer Garden event so we are under budget in the at regard.

The committee discussed hosting both events and aiming to use ~ $100.

**Chairman Hand**: Let's figure out who's going to do what.

**President Saccone**: I volunteer to plan one.

**President Benson**: I'll volunteer to plan the other.

Benson and Saccone Rochambeau. Benson goes first and wins. Phil will plan the Football game. Benson will plan the Halloween event.

The committee discussed dates for hosting the events. Phil will call BWW tomorrow to setup a reservation for next Saturday. Benson will find a location for the Halloween.

b. **Apple Orchard Trip**

MH: there was some confusion over email on this. Let's try to find a date to do it. Finalize the date:

**Yiting**: Can we do a Sunday?

**MB**: Sure, but if so we need to give reasonable notice for this, so really the next viable date would be the 20th.

**MH**: If we can’t do the 20th we can try the 27th, with a third option of the 26th, even though we have the EMT then. Phil will discuss this with Natalie tomorrow and will loop Yiting in with updates.

c. **Eastern Market Trip**

MH: Was someone taking the lead on this?

**Benson**: Phil can talk about this with Natalie. In all likelihood they will take the lead.

V. **Teaching Evaluations and Course Bank Update**

VI. **COSAC**

a. **Habitat Email**

**Hand**: I think this would be worth publicizing. We got an email 10 days ago. Would like to publicize. Will bring this up at the next SLC meeting to select dates.
Benson: In the past we’ve had to raise funds for Habitat to hold a build day, where we “took over Rick’s American Café” while the undergrads have been away.

Hand: Will bring this up

b. Forsyth Middle School Science Fairs
Lang: Talking with someone, Would like to host a grad student run.

MH: Please write up something for Phil to include in next week’s agenda for the Board to consider (to authorize the event)
c. Update on Other Service Events
Lang: Wolverine Express has setup their dates for the semester. They’re traveling once per week for the next three months to different schools. They usually take 20 – 30 people per week. I haven’t directly contacted them. I think we should publish this in the newsletter and tell people to volunteer and to note that they’ve heard from us.

Hand: Great, please contact them and let them know that we’d like to help them advertise to graduate students. Let’s have them design an ad for the newsletter.

VII. OPEN DISCUSSION

VIII. ADJOURNMENT at.

Benson Moved to Adjourn. Lang seconded. Hand asked for objections. Seeing none he declared the meeting adjourned at 6:58pm.

ACTION ITEMS:
- Michael Lang:
- Yiting:
- Hand:
- Benson:
- Chuky:
- Phil:
- Kaitlin:
- Sweeny:
Preamble

Graduate education is a crucial stage of training for advanced fields. It focuses on the discovery of new knowledge, the generation of new ideas, and the development of future leaders. As junior colleagues, graduate students critically contribute to the mission of the University of Michigan through their research, teaching and extracurricular involvement. The success of these contributions relies in part on the relationship between students and faculty, for which both parties share responsibility.

On behalf of all Rackham graduate students, Rackham Student Government offers this document as a beneficial reference for all those involved in graduate education at The University of Michigan.

This document outlines both the responsibilities and expectations of graduate students have for attaining a meaningful and productive educational experience as they transition into fully participating colleagues in their respective fields. It is imperative that students and faculty work together to create an environment that encourages academic inquiry, integrity, mutual respect, and professional development.

Definitions

1. University: Refers to the University of Michigan as an institute of higher learning that is authorized to grant academic degrees, and also to faculty, staff and administrators who are associated with this institute.
2. Rackham: The Rackham Graduate School is the central administrative unit for most graduate programs at the University.
3. Program/Department: An academic unit as defined by the University.
4. Faculty/Advisor: An employee appointed by the University who serves in teaching, service and/or research functions.
5. Graduate Student: An individual enrolled in an advanced degree program and for whom the University holds academic records.
Rights

1. Graduate students have the right to fair and equal treatment from University administrators, departmental staff and faculty free of discrimination based on gender, race, age, family status, sexual orientation, gender expression, disability, religious or political affiliations, country of origin, and citizenship.

2. Graduate students have the right to specific and concrete requirements for achieving an advanced degree, to be communicated clearly upon entrance to the program. This information should be freely accessible in written form. Modifications to those requirements must be conveyed to the students in a similar manner. Changes to degree requirements should not affect students previously accepted into the graduate program or academic focus, except at the option of the student.

3. All graduate programs should outline non-coursework expectations and the ways in which those expectations can be achieved, such as participation in recruitment events, mandatory meetings, special training. Provisions for when these expectations are in conflict with other requirements or professional commitments should also be outlined.

4. Graduate students have the right to refuse to perform tasks unrelated to either clearly stated degree requirements in their individual academic program(s) or their professional development.

5. Graduate students have the right to change faculty advisor(s), as well as, the right to alternative supervision. If a degree program is to be discontinued, provisions shall be made for students already in the program to complete their course of study.

6. Prospective and currently enrolled graduate students have a right to know the normative and average times to degree within a specific graduate program. These students have a right to know a program’s attrition rate and the predominant reasons for failure of completion, unless providing the information interferes with an individual’s privacy rights.

7. Graduate students have the right to be informed of financial support for their studies prior to entering and throughout the program. Should this support change at any time during the course of study, graduate students have a right to be informed in writing of such changes in a timely manner.

8. Discussion of students between faculty, staff, or other students should be professional in nature and focused on academic performance and professional development.
9. Graduate students have the right to transparent evaluation, regular feedback and guidance concerning their academic performance and progress towards an advanced degree. Evaluations should be factual, clear, and discussed between the student and evaluator. The following should be available to the student in writing: annual progress reports, decisions on qualifying examinations, and unusual or additional program requirements.

10. Graduate students have the right to correct or remedy deficiencies in their academic performance prior to dismissal from a program in a reasonable amount of time. Any intent to dismiss a student from a graduate program or advising relationship must be preceded by specific, written performance evaluation at least one semester prior to completion of dismissal. This document must include specific requirements and concrete timeline that a student should take to rectify unsatisfactory performance and avoid dismissal from his or her program(s).

11. Graduate students have the right to access professional training courses and seminars as needed. This should include but not be limited to: information about professional associations and conferences, mock interviews, job opportunities and publishing articles in journals.

12. Graduate students who are required to teach as a stipulation of obtaining an advanced degree should be afforded a comprehensive training program for their teaching responsibilities. This includes, but is not limited to academic resources, teaching and learning, and sexual harassment training.

13. Graduate students have a right to adequate space and material resources for their work (e.g. printers, telephones, computers etc.)

14. Graduate students should have representatives on all campus-wide administrative committees that affect graduate students, with voting privileges where appropriate. In addition, all departments and graduate programs should include graduate student representatives in committees that make decisions affecting graduate student policies and academic requirements.

15. Graduate students have the right to utilize the support resources on campus, including but not limited to Health Services, Counseling and Psychological Services, the graduate student Ombudsman, University Ombudsman, Sexual Assault and Prevention Awareness Center, Spectrum Center, etc. A graduate student has the right to request a temporary leave of absence for health or mental health reasons.

16. Graduate students have the right to fully participate in University and non-University communities, including student organizations and political processes, with the expectation that involvement not detract from their scholarly work or progress towards degree completion.
17. Graduate students have the right to a non-biased arbitration process if and when seeking to resolve a violation of these rights. Official academic grievance procedures and informal complaint procedures should be clearly defined at the graduate division and at the department or graduate program level. These procedures should be presented to graduate students at the time of entry.

18. Graduate students have a right to be informed of these rights upon enrollment, and to be free of reprisals for exercising these rights.

Responsibilities

1. Graduate students have the responsibility to conduct themselves in a manner befitting a junior colleague. Graduate students’ professional behavior should be a credit to themselves, the higher academic unit, and the University.

2. Graduate students have the responsibility to respect and uphold all relevant University policies regarding professional conduct, including but not limited to the Code of Academic Conduct, the University Policy on Nondiscrimination, Sexual Harassment and Student Records and Privacy.

3. The University of Michigan strives to create a diverse working environment; therefore it is the graduate students responsibility to work with diverse faculty, staff, and peers regardless of their race, gender, religion, sexual orientation, or national origin.

4. Discussion of faculty, staff, or other students should be professional in nature and focused on issues pertaining to academics and/or mentoring.

5. Graduated students are to uphold ethical norms in research and higher academic pursuits and provide accurate and honest reporting of research results, methodology, and scholarship.

6. Graduate students pursuing an advanced degree at the University of Michigan have the responsibility to uphold the ethical and professional standards of their discipline.

7. Graduate students are expected to devote an appropriate amount of time and energy toward the advanced degree within normative time, unless special circumstances apply. The specifics of this requirement are negotiated in a discussion with the mentor.

8. Graduate students should take the initiative in asking questions that promote their understanding of the academic requirements and the financial particulars of their specific graduate program.
9. Graduate students should investigate and apply for appropriate funding opportunities with discussion and advice from their faculty mentor(s).

10. Graduate students have a responsibility to understand their role in the development of the relationship between faculty mentor and graduate student. This includes, but is not limited to: an awareness of time constraints and other demands imposed on faculty members and program staff; regular communication with faculty mentors and advisors, especially in matters related to research and progress within the graduate program; and timely communication of concerns and difficulties within the program and in life that are preventing them from making progress within their degree, with the appropriate person(s).

11. Graduate students who serve as Graduate Student Instructors have the following responsibilities:
   a. To work cooperatively with supervising faculty and other teaching assistants to accomplish the tasks set out by the GSI assignment.
   b. To give adequate attention to the teaching role by conscientious efforts in planning, preparation, and implementation of GSI assignments.
   c. To achieve an appropriate balance between teaching responsibilities and other essential activities.
   d. To take advantage of whatever orientation and training opportunities are offered as professional development.
   e. To engage in reflective analysis of teaching activities, and to accept constructive criticism from peers and faculty in order to better fulfill these teaching roles.
   f. To proactively seek varied teaching opportunities.

12. Graduate students have the responsibility to seek out a non-biased arbitration process if and when a situation that is hostile or otherwise prevents reasonable degree progress develops with a mentor, staff, faculty, or student.

13. Graduate students have the responsibility to correct or remedy deficiencies in their academic performance prior to dismissal from a program in a reasonable amount of time.

14. Graduate students have the responsibility to discuss their career goals and options with their mentor, as well as track progress towards specific goals they have set for themselves.
Rackham Student Government
Graduate Student Bill of Rights
2012
DRAFT

March 29, 2012
Contents

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Preamble

Upon enrollment, all Rackham graduate students will be informed of the following rights and responsibilities. These rights and responsibilities are derived from Masters and PhD students' roles as junior colleagues who contribute to the mission of the University of Michigan through their research, teaching and extracurricular involvement. All graduate students will be free from reprisal for exercising the rights and responsibilities contained within this document.

Definitions

1. **University** Refers to the University of Michigan as an institute of higher learning that is authorized to grant academic degrees, and also to faculty, staff and administrators who are associated with this institute.

2. **Faculty/Advisor** An employee appointed by the University who serves in teaching, service and/or research functions.

3. **Program/Department** An academic unit as defined by the University.

4. **Graduate Student** An individual enrolled in an advanced degree program and for whom the University holds academic records for.

5. **Professional Development** Skills or knowledge acquired for career advancement.

Rights

1. Graduate students have the right to fair and equal treatment from University administrators, departmental staff and faculty free of discrimination based on gender, race, age, family status, sexual practice, sexual orientation, gender expression, disability, religious or political affiliations, country of origin, and citizenship.

2. Graduate students have the right to refuse to perform tasks unrelated to the requirements of their individual academic program(s) or professional development.

3. Graduate students have the right to specific and concrete requirements for achieving an advanced degree. These will be communicated clearly upon entrance to the program and accessible in written form thereafter. Modifications to those requirements must be conveyed to the students in a similar manner. No changes to degree requirements will affect students previously accepted into the graduate program or academic focus, except at the option of the student.

4. Graduate students have the right to change their faculty advisor(s) and the right to alternative supervision, external to the university if necessary, in cases where the student’s primary advisor departs from the university upon achieving candidacy. If a degree program is to be discontinued, provisions will be made for students already in the program to complete their course of study.
5. Prospective and currently enrolled graduate students have a right to know the average time to degree within a specific graduate program. These students have a right to know a program’s attrition rate and the predominant reasons for failure of completion.

6. Graduate students that are required to teach by their program will be afforded a comprehensive training program for their teaching responsibilities.

7. Graduate students that are required to perform research by their program will be afforded a comprehensive training program for their research responsibilities.

8. Graduate students have a right to adequate space and material resources for their work (e.g. printers, telephones, computers etc.)

9. Graduate students have the right to objective evaluation, regular feedback and guidance concerning their academic performance and progress towards an advanced degree. Evaluations will be factual, specific and should be shared with the student within a reasonable period of time. The following will be available to the student in writing upon request: annual progress reports, decisions on qualifying examinations, and unusual or additional program requirements.

10. Graduate students have the right to correct or remedy deficiencies in their academic and/or research performance prior to dismissal from a program. Any intent to dismiss a student from a graduate program or advising relationship must be preceded by specific, written performance information at least one semester prior to actual dismissal.

11. Graduate students have the right to access professional training courses and seminars. This includes but is not be limited to: information about professional and academic associations and conferences, mock interviews, job opportunities and publishing articles in journals.

12. Graduate students have the right to be informed of financial support for their studies prior to entering and during their programs. Should this support change at any time during the course of study, graduate students have a right to be informed in writing of such changes in a timely manner.

13. All departments and graduate programs will include graduate student representatives in committees that make decisions affecting graduate student policies and academic requirements. This does not include bodies that determine an individual student’s academic progress.

14. Graduate students have the right to representation on all campus-wide administrative committees that affect graduate student, with voting privileges where appropriate. In addition, all departments and graduate programs will include graduate student representatives in committees that make decisions affecting graduate student policies and academic requirements.

15. Graduate students have the right to participate in extra-curricular activities including but not limited to student organizations and political processes without fear of retribution or academic consequence with the expectation that involvement not detract from progress toward degree completion.

16. Graduate students have the right to a non-biased arbitration process if seeing to resolve a violation of these rights. Official academic grievance procedures and informal complaint procedures will be provided and clearly defined by Rackham and at the graduate departments and graduate program level. These procedures will be presented to graduate students at time of entry.
17. Graduate students have a right to be informed of these rights upon enrollment, and to be free of reprisals for exercising these rights.

4 RESPONSIBILITIES

1. Graduate students have a responsibility to conduct themselves, in all educational activities, in a manner befitting a junior colleague. Graduate students behavior should be a credit to themselves, their program/department, and the University.

   They have the responsibility to respect and uphold all relevant university policies regarding professional conduct, including but not limited to the Code of Academic Conduct and the University Policy on Nondiscrimination, Sexual Harassment and Student Records and Privacy. Graduate students have the responsibility to uphold and respect all of the aforementioned rights for fellow graduate students.

2. Graduate students have a responsibility to devote an appropriate amount of time and energy toward achieving an advanced degree within a normative time, unless special circumstances apply.

3. Graduate students have a responsibility to uphold ethical norms in research and higher academic pursuits and provide accurate and honest reporting of research results, methodology, and scholarship.

4. Graduate students have the responsibility to take the initiative in asking questions that promote their understanding of the academic requirements and the financial particulars of their specific graduate program.

5. Graduate students have a responsibility to understand their role in the development of the relationship between faculty mentor and graduate student.

   (a) To have an awareness of time constraints and other demands imposed on faculty members and program staff.

   (b) To communicate regularly with faculty mentors and advisors, especially in matters related to research and progress within the graduate program.

5 ENFORCEMENT

Individual sections of this document will be enforced via various university policies and offices. They are listed here for reference.