GRADUATE STUDENT SENATE

General Meeting
September 7th 2016

<table>
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<th>GSS General Assembly Meeting</th>
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<td>September 7, 2016</td>
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<td>12pm</td>
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<td>Packard Lab 416</td>
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<th>Attendees</th>
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<td>Area/Organization</td>
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<tr>
<td>Goran Pavlov</td>
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<td>President</td>
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<tr>
<td>Bowsi Chen</td>
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<td>GLO-GA</td>
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<td>James Cartigan</td>
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<tr>
<td>Vice President</td>
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<td>Rehab Elkhayat</td>
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<td>Treasurer</td>
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<td>Nick Ugoos</td>
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<td>Travel Grant Officer</td>
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<td>Wuyitr Stout</td>
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<td>Secretary</td>
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<td>Bowsi Chen</td>
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<td>Communications Officer</td>
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<td>Kathleen Hansik</td>
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<td>Director</td>
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Agenda and Minutes
See meeting minutes in “Notes” section

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<th>Next Meeting</th>
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<td>September 21, 2016</td>
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<td>12pm</td>
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Agenda

- Travel Grant
  - Graduate Unit Eligibility
  - Proposed changes to GSS Fiscal Governance Policy
- Committees & Working Groups
  - Timeline
- External Grants Presentation – Aly Mondoro
- Announcements
- Open Floor
GSS Travel Grant: Unit Eligibility

All Graduate Units will be eligible for GSS Travel Grants this semester (Fall 2016)

GSS Constitution (Section D.2.b)
Any Unit that fails to attend two or more of the meetings in the previous academic semester shall be considered an inactive Unit for the following semester.

GSS provides assistance for travel expenses
All units are eligible this semester, regardless of attendance last semester
Failure to attend 2 or more meetings this semester will result in ineligibility for funding
GSS Fiscal Governance Policy: Current Version

IV) Travel Grants

A) Intent
The purpose of the Travel Grant Program shall be to assist Graduate Students in attending professional conferences. The Program is intended to cover expenses which Graduate Students would otherwise be forced to pay out-of-pocket. It is intended to supplement existing funds, not to supersede them. Talk to general assembly about opening up to travel for archives, maybe only a certain amount of budget can go to it, maybe do a budget.

B) Application Process
1) Verification:
The Graduate Student Senate will provide applications which must be adequately filled out and returned to the Graduate Student Center or to the Travel Grants Officer. Verification procedures are indicated on the application. Applicants should be warned to submit the application at least one month prior to leaving to allow for processing time. The Grant Officer will decide whether or not to accept any application submitted after the applicant leaves for his/her trip.

First proposed revision: present for vote at next meeting
Remove wording inadvertently leftover from previous revisions (red text)
Proposed Change 1

IV) Travel Grants

A) Intent
The purpose of the Travel Grant Program shall be to assist Graduate Students in attending professional conferences. The Program is intended to cover expenses which Graduate Students would otherwise be forced to pay out-of-pocket. It is intended to supplement existing funds, not to supersede them. Talk to general assembly about opening up to travel for archives, maybe only a certain amount of budget can go to it, maybe do a budget

Proposed change:
Delete text in red – does not belong, was inadvertently left in document after previous revisions; archives and other forms of professional travel are covered under current Travel Grant policy

First proposed revision: present for vote at next meeting
Remove wording inadvertently leftover from previous revisions (red text)
Second proposed revision: present for vote at next assembly
Remove the deadline of 1 month prior to trip (red text) and replace with these guidelines
Just need to have application by the time students leave for trip
Note that if students wait until the last minute, there may not be time to make any adjustments necessary for approval

Proposed Change 2

B) Application Process
1) Verification:
The Graduate Student Senate will provide applications which must be adequately filled out and returned to the Graduate Student Center or to the Travel Grants Officer. Verification procedures are indicated on the application. Applicants should be warned to submit the application at least one month prior to leaving to allow for processing time. The Grant Officer will decide whether or not to accept any application submitted after the applicant leaves for his/her trip.

Proposed change (to replace red text):
- Complete applications must be received by the Graduate Life Office or the Travel Grant Officer prior to the dates of travel. There will be no absolutely no exceptions to this rule. Any applications received after the dates of travel will be denied. Any application that is deemed incomplete (e.g., missing advisor’s signature, missing proof of conference) at the start of the dates of travel will be denied.
- Students must allow for two weeks of processing time to be informed about their application status (i.e., approved, denied, pending).
Committee List

- GSS Budget Committee*
- Professional Development Committee*
- Graduate and Research Committee*
- Educational Policy Committee for the Undergraduates • University Committee on Discipline
- Lehigh Environmental Advisory Group (LEAG)
- Faculty Committee on Student Life*
- Printing/Green Committee
- Bookstore Committee
- Transportation Sustainability Committee*
- Leadership Awards Committee
- Faculty Committee on Global Affairs
- Facilities Planning Committee*
- Library Users’ Committee
- Diversity and Inclusion Committee*

* Asterisks denote committees that have working groups within them
Some reps have signed up but we need everyone else to do so - all unit reps should be a part of a committee
Committees are typically university-wide, so we represent the concerns of graduate students
A link will be sent for sign-ups
Working Groups

- GSS Constitution Working Group
- Financial Sustainability Plan Working Group
- Professional Development Committee - Mentoring Program Working Group
- Graduate and Research Committee - Vacation, Maternal and Paternal Policy Working Group and a Health Insurance Options Working Group
- Faculty Committee on Student Life along with Facilities Planning Committee - Housing and Safety Working Group
- Transportation Sustainability Committee - Parking Services Working Group
- Diversity and Inclusion Committee - Joint UG Student Senate and GSS Working Group
- Diversity and Inclusion Committee – Summer Intramural Sports

Working groups meet regularly to focus on particular issues
Participation from everyone (all graduate students) is invited in order to create a better environment for all
A link will be sent for sign-ups

GSS Constitution Working Group = revise inadequate wording
Financial Sustainability Plan Working Group = evaluate how we’re using financial resources
Professional Development Committee - Mentoring Program Working Group = improve student relationships with faculty and alumni
Graduate and Research Committee - Vacation, Maternal and Paternal Policy Working Group and a Health Insurance Options Working Group = expand health insurance options, review vacation policy
Faculty Committee on Student Life along with Facilities Planning Committee - Housing and Safety Working Group = address housing scarcity
Transportation Sustainability Committee - Parking Services Working Group = explore parking solutions
Diversity and Inclusion Committee - Joint UG Student Senate and GSS Working Group = create events inclusive for all (GR and UG)
Diversity and Inclusion Committee – Summer Intramural Sports = revive intramural softball league
Expected timeline for working groups
At the next meeting we will have committee and working group sign-ups finalized in order to begin work
Not anticipated to be an excessive amount of work – just a way to have your voice heard
External Grants Presentation

- Aly Mondoro

Discussed external funding sources available to grad students and trip to Japan
Alysson just returned from Japan and had a wonderful experience
Here to discuss what funding sources are available to grad students
Two important sources of funding
They are highly competitive and have eligibility requirements
Even if you are not eligible, note these for other students you have contact with
External Grants

- National Science Foundation East Asia and Pacific Summer Institutes (NSF EAPSI)

Summer Research (8-10 weeks)

- Perform research in Australia, China, Japan, Korea, New Zealand, Singapore, or Taiwan
- $5,000 award from NSF, roundtrip airplane tickets, and an in-country living expense from the host country

The grant Alysson received
Eligibility requirements

- U.S. citizens or permanent residents.
- In a research-oriented Master's or Ph.D. degree program.
- At a U.S. institution located in the United States.
- Propose a research project in a field of science, engineering, or science education supported by NSF.
External Grants

- National Science Foundation East Asia and Pacific
  Summer Institutes (NSF EAPSI)

Need to find a host researcher in one of the sponsoring countries to work with.

Must find a host researcher to act as host advisor
Most faculty are open to collaboration
EAPSI Grant: Coastal Structures
There are many benefits from these experiences!

**NSF EAPSI**

- *Funding for the summer*
- *Develop professional relationships*
- *International research experience*
- *Cultural experience*
- *NSF grant*
Also note that Kate Bullard, Research Program Development Officer, will be giving a seminar on getting external grants September 30th around lunch time – look for email to come
Announcements

- **HEALTH INSURANCE DEADLINE TOMORROW SEPT 8TH**
- Budget Allocation Complete
- *Club Officers Meeting Friday Sept 9th 1pm, raffle prize $100!!*
- Financial Aid for Graduate Students – Tami Bauder tlb211
- Transition to Graduate School Series – 9/9 16 & 23
- Teacher Development Series – Starts Tomorrow!
- Women’s Exchange – Starts Tomorrow!

HEALTH INSURANCE DEADLINE TOMORROW SEPT 8TH – Very important!! Make sure that you are insured!
Budget Allocation Complete – Clubs should receive money soon
Club Officers Meeting: Friday Sept 9th 1pm – $100 raffle prize and sushi!! Please spread the word. Even if you didn’t receive funding this year, you are encouraged to attend in order to learn about the process for submitting an application for next year
Financial Aid for Graduate Students: Tami Bauder (tlb211) – Contact Tami with any questions about financial aid (she will be speaking at an assembly soon)
Transition to Graduate School Series: Sept. 9, 16, & 23 – Useful for 1st year grad students
Teacher Development Series: Starts Tomorrow! – Great way to learn how to be an effective teacher
Women’s Exchange: Starts Tomorrow!
Announcements

- Turkish Student Club Philadelphia Trip Sept 10th – GLO office
- India Club Barbecue – Sept 9th
- LUAlly - 9/8 12pm-1pm
- LU-FAM Potluck Sept 9th 5-7pm, Saucon Village
- Physics Colloquium, Dresselhaus, MIT
- R.A.D. Class – Women ONLY
- Zoellner Tickets – GLO Office
- What’s Brewing
- 9/11 Memorial Sign Ups

Turkish Student Club Philadelphia Trip Sept 10th – GLO office
India Club Barbecue – Sept 9th 6pm
LUAlly - 9/8 12pm-1pm 6pm
LU-FAM Potluck Sept 9th 5-7pm, Saucon Village
Physics Colloquium, Dresselhaus, MIT
R.A.D. Class – Women ONLY
Zoellner Tickets – GLO Office
What’s Brewing: Chuck Fisher – discuss big ideas once a month, it’s a great time!
9/11 Memorial Sign Ups: see email sent earlier today
Issues with National Labor Relations Board raised
Note that initiative for any unionization of graduate students would have to come from students