

UNMC GSA Executive Board Meeting Minutes

Saturday, August 16, 2014 – 12:00 pm – 2:00 pm
Panera Bread, 345 Adams Street, Omaha, NE 68131

1. Welcome and Introductions

All ten (10) GSA officers were in attendance.

2. Expectations and Requirements of GSA officers (Added 8/22/2014)

Skipped due to time constraints

- a. Attend GSA monthly meetings (unless President or Secretary is informed of absence)
- b. Attend GSA board meetings (unless President or Secretary is informed of absence)
- c. Attend a variety of GSA events (not every single event, but a majority)
- d. Committees:

Academic Affairs

- o Assist the Secretary with updating the GSA webpage, Facebook page, and student survival guide

Social Committee

- o Assist the social chairs with the planning and set up of social events

Career Development Committee

- o Assist the Treasurer plan career-related seminars and workshops

Issues Committee

- o Assist the Vice-President and address issues and concerns that pertain to graduate students

3. Announcements

a. Grievance Policy

i. Elections on September 2nd, 2014

This grievance policy is the results of work by at least 2 GSA executive boards and nearly 2 years of work. Now that the policies are approved, the website and grievance forms are active and working it is now time for the GSA to elect students to the Grievance Committee which will be responsible for hearing and evaluating any formal grievances filed. Since this is the first year the Grievance Policy will be in effect, we will be electing four (4) students to the Grievance Committee. Two members, one male one female, will be elected for a term of only one (1) year; the students must be from different departments. Two (2) members, one female one male, will be elected for a standard term of two (2) years. All students elected to the Grievance Committee must come from different departments (i.e. no two student members of the Grievance Council may be from the same department.)

Nominees: Kristen Wipfler – GCBA

Jannah Obaid – EAOH

Brady Sillman - PEN

Jennifer Ye - ?

Comment [HAT1]: Added 2014.08.28

Comment [HAT2]: Added 2014.09.02

b. Add/Drop Policy

The new add/drop policy of UNMC will essentially prevent graduate students from withdrawing from a class after the first 7 days of class for any reason. This is different from previous years and could provide a challenge for some students.

c. Career Counseling

Skipped due to time constraints

d. Transferrable Skills

The Graduate Studies Office is planning on beginning a seminar series on transferrable skills (e.g. leadership, communication, teamwork) to help graduate students gain the skills they need to succeed in any career after their graduation. However, the strategic Planning Retreat for Transferrable Skills will not be held until Dec/Jan thus Heather believes that this seminar series cannot begin before Fall 2015. Therefore the GSA needs to step up to address this gap in graduate student's needs.

e. Student Termination Process

Skipped due to time constraints

f. Graduate Program Restructure

Skipped due to time constraints

4. Events

a. International Student Orientation – Monday, August 18th, 9-12, COP Room: 1038

Heather Talbott, Sidra Akhter, Brady Sillman, and Hollie Siebler will be attending this event to mingle with incoming students and answer any questions they might have.

b. Interprofessional Education Day – Wednesday, August 20th, 1:00 – 4:00 pm, MSC Trulson Events Center (Added 8/22/2014)

c. Graduate Studies Matriculation Ceremony – Wednesday, August 20th, 5:30-7:00pm, DRC1 1002

Heather Talbott, Tyler Scherr, Brady Sillman, Hollie Siebler, Sidra Akhter, and Ekta Agarwal will be attending this event to mingle with students and students' families.

d. Graduate Student Orientation – Thursday, August 21st, 9:30am-4pm, DRC1 1002

Heather Talbott, Ekta Agarwal, Brady Sillman, Hollie Siebler, and Sidra Akhter will be attending this event to assist the Graduate Studies Office with Orientation, mingle with students and answer any questions new students might have.

e. Health Forum for Returning Students – Friday, August 22nd, 4-5:30, DRC1 1002.

Heather Talbott, Ekta Agarwal, and Tyler Scherr will be attending this event to introduce the speakers for the health forum and help answer any student questions.

f. Health Forum for New Students – Wednesday, August 27th, 12-2pm, DRC1 1002.

Heather Talbott, and Ekta Agarwal will be attending this event to introduce speaker and help answer any student questions.

g. GSA Welcome Back Party – Saturday, August 30th, 12-3pm, Sorrell Green Space

Social Chairs: Shalis Ammons, Brady Sillman and Jannah Obaid explained the current progress on the GSA Welcome Back Party. Food will be catered by Sinful Burger, who will be providing made-to-order beef or black bean burgers. Food will be free for graduate students and \$5 for any guests. There will be lawn games such as volleyball and horseshoes and a SLIP-N-SLIDE for fun entertainment. A musical variety celebrating UNMC's various cultural backgrounds will be played via iPod over the ice rink speakers.

h. GSA Monthly Meeting – Tuesday, September 2nd, 12-1pm, DRC1 4003

Agenda is nearly finished. Grievance committee members need to be elected, new students Q & A and a short presentation on the role and plan of the Graduate Studies Office by Dr. Dele Davies will leave little time for any large proposals.

5. Action Items

a. GSA Welcome Back Party

We still need to verify we can get one (or more) hoses for the day of the GSA Welcome Back Party. We also need volunteers to help with set-up, manage the sign-in table, clean up, and tear down. If anyone has other lawn games that could be used please consider letting us use your equipment for the day and contact Shalis and/or Brady will any new games. Finally, the most important part of making the GSA Welcome Back Party is advertising through as many channels as possible, Facebook, in person, emails, UNMC calendar etc. Jannah has a nearly finalized draft of our GSA flyer to be posted, be sure to get this up ASAP. The social committee still needs to contact environmental services to get trash cans placed for the day, and security to get tables set up for the Welcome Back.

b. Library Resources Seminar

Shalis has tentatively taken the leadership role for putting on the library resources seminar. We agreed Late October or November would be the best time to put this event on due to final projects for classes, and comprehensive exam deadlines.

c. Career Fair (Added 2014/08/15)

We helped with a Science Career Fair last year; UNL is very interested in making this year's career fair much better but is under the impression that UNMC will be spearheading the career fair planning. We agreed a spring career fair would be the best timing, and at the moment we have no one who would be willing to take the lead on this project. We need to speak with Amanda (Lakamp) Hawley to determine what needs to be done and how to approach the situation. Brian-Hollie mentioned the successful use of virtual vendors at the medical school during resident's day as a potential way to recruit more vendors.

Comment [HAT3]: Corrected 8/28/2014

d. Career Development

We discussed what our career development plan was for the year; several potential options were brought up including examination of several nontraditional careers, zoo researchers, and a speaker suggested by a BMB student.

e. October Monthly Meeting Agenda

Skipped due to time constraints

f. Lunch Costs

Skipped due to time constraints

g. Website Updates

We need to ensure our website stays updated with agenda, minutes, and projects.

6. Other Business

Student Representatives from each department:

Megan Z – BMB

Kristi Anderson – PEN

Tyler Scherr – PAM

Erin Wuebben – CRGP

Ryan Hanson - CRGP

Comment [HAT4]: Added 2014.08.28