

**GRADUATE & PROFESSIONAL STUDENT ASSOCIATION
(GPSA) COUNCIL MEETING MINUTES**
Monday, September 9, 2013, 2:00 – 3:30pm – Student Union Room 208 B & C

I. Call to Order

President Michael Gordon called the meeting to order at 2:03 p.m.

II. Roll Call

Colleges with representatives in **attendance** were:

College / School	Representative
SCHOOL OF ALLIED HEALTH	Timothy Thatcher (Health Physics)
COLLEGE OF BUSINESS	Candace Corra (Accounting)
	Malori Monroe (Business Administration)
	Nacchammai Palaniappan (Management Information Systems)
SCHOOL OF COMMUNITY HEALTH SCIENCES	Erin Sheehy (Public Health)
SCHOOL OF DENTAL MEDICINE	Thomas Kenny (Dental Medicine)
COLLEGE OF EDUCATION	Pamela Juniel (Educational & Clinical Studies)
	Nicholas Nardi (Educational Psychology & Higher Education)
COLLEGE OF ENGINEERING	Derek Williams (Computer Science)
	Kishor Shrestha (Civil & Environmental Engineering, & Construction Mgmt)
COLLEGE OF FINE ARTS	Shelbi Schroeder (Art)
	Matthew “Ezra” Mahurin (Film)
COLLEGE OF LIBERAL ARTS	Kathryn Baustian (Anthropology)
	Anthony Guy Patricia (English)
	Sarah Carey (Foreign Languages)
	Amy Laws (History)
	Eugene O’Neal (Political Science)
	Jennifer Reed, Proxy (Sociology)
COLLEGE OF SCIENCE	Schetema Nealy (Chemistry)
	Erika Lomeli (Geoscience)
COLLEGE OF URBAN AFFAIRS	Qingting Hu (Criminal Justice)
	Jason Holley (Journalism & Media Studies)
	Joe Dentice (Marriage & Family Therapy)

Executive board members in attendance: President Michael Gordon, Vice President Sharon Young, Treasurer Eshani Gandhi, Secretary Meghan Pierce

Others in attendance:, Becky Boulton, GPSA Manager, GPSA Faculty Advisor Peter Gray, Director of International Programs Susan Thompson, Director of the Office of Student Conduct Phil Burns, Graduate Student Matt Mosher, President UNLV Cares Food Pantry Joseph Nickelsen, Monica Garcia, Take Back the Tap Campus Coordinator and President, Lindsay Couzens, Coordinator of Academic Assessment, John Farley, Professor, Physics Department and Angela Brommel, Nevada Faculty Alliance President

Colleges/Schools/others absent:

School of Allied Health: Kinesiology (Brian “Justin” Aylsworth), Physical Therapy (vacant position); College of Business: Economics (vacant position); School of Community Health Sciences: Health Care Administration & Policy (Ronald Loweke); College of Education: Teaching & Learning (vacant position); College of Engineering: Electrical and Computer Engineering (vacant position), Mechanical Engineering (vacant position); College of

Fine Arts: Architecture (vacant position), Music (Daniel Hunter), Theatre Arts (vacant position); College of Hotel Administration: Hospitality Administration (vacant position); Law School: Law (vacant position); College of Liberal Arts: Psychology (vacant position); School of Nursing: Nursing (vacant position); College of Science: Life Sciences (vacant position), Mathematical Sciences (vacant position), Physics & Astronomy (vacant position); College of Urban Affairs: Communication Studies (vacant position), Environmental & Public Affairs (vacant position), Social Work (vacant position)

1. Information Only – Public Comment (Agenda Item #1) –

- Angela Brommel, from the Nevada Faculty Alliance (NFA), discussed graduate student membership in the organization. Graduate students who teach are eligible for membership.
- Lindsay Couzens, Coordinator of Academic Assessment, needs graduate students to help score the Critical Thinking Assessment Test (CAT) on Friday, September 20, 2013 from 8:00am-3:00pm. Her office will provide free lunch for helpers.
- Joseph Nickelsen, UNLV Cares Food Pantry, is looking for a person to possibly take control over the pantry. Please contact him if you are interested and can devote a few years to the position.

2. Approved – Minutes (Agenda Item #2) – President Michael Gordon called for a motion to approve the Summer (June, July and August) minutes. Joe Dentice (Marriage and Family Therapy) motioned to approve and Anthony Guy Patricia (English) seconded. Gordon asked for any corrections or additions and hearing none, he called for a vote, which was unanimous to approve.

3. Information Only - Speakers (Agenda Item #3) – President Gordon introduced the two speakers: Susan Thompson, Director of International Programs and Phil Burns, Director of the Office of Student Conduct. Ms. Thompson shared information about deadlines for the upcoming Fulbright Scholarship. Students are encouraged to apply for next year's cycle. The Office of International Programs arranges Fulbright interviews. In addition, her office is the Peace Corps liaison. Please send interested parties her way.

Mr. Burns shared information about protecting student's rights. The Office of Student Conduct helps students navigate their rights and will assist students in finding the appropriate outlet for issues regarding their rights. In addition, they are available to assist students who have made violations. The Office of Student Conduct ensures that these students receive due process. Graduate students have the opportunity to complete the Office of Student Conduct training, which will qualify them to serve on academic hearing boards. The upcoming training dates are October 9, 10 and 11.

4. Information Only – Council Orientation (Agenda Item #4) – President Gordon presented a PowerPoint to the council outlining the role of the GPSA and the representatives duties and responsibilities. Gordon noted that the Executive Board will hold office hours until 4:30pm, directly following each monthly Council meeting, in the Student Union office, room 306.

5. Approved - Budget Report (Agenda Item #5) – Treasurer Gandhi reported the projected budget for the upcoming 2013 – 2014 year. Gandhi stated that the budget cycle (fiscal year) runs from July to July and she continued to inform the council that at each month's meeting she will report the monthly expenses. She guided the Council to the top portion of the budget report and explained that the report is divided into 3 columns. The first column is the expenses generated for the month. The second column is the expenditures to-date. And the final column reflects the projections for the year. The budget is based on the actual revenues brought in throughout the year. Treasurer Gandhi noted that in the mission statement (on the GPSA website) the GPSA strives to engender a sense of community among the graduate and professional students by furnishing financial support. She continued to inform the council that the goal is to spend the money in a way that all students can benefit; whether it be from attending a social event, reading a NY Times, receiving a GPSA Book scholarship or Sponsorship award, or if it just by utilizing the space in the Graduate Student Commons we try to reach the needs of as many students possible. Additionally to further assist the research needs of the graduate/professional population, the GPSA provides a study facility/lounge (housed in the Lied Library), maintaining a computer lab equipped w/38 PC and 6 Mac computers, 4 touch screen panels, a state-of-the-art color Xerox machine, scanners, color laser printer. The GPSA also sells snacks in the facility.

Treasurer Gandhi directed the council to the top of the report: wages account for both the GPSA office staff wages and the GPSA Council members' stipends. The wages paid to the student employees in the GPSA study facility. \$1800 for graduate salaries is allocated for the student awards distributed at the annual Research Forum. Each award is for \$300 and 6 awards are distributed annually. The professional salary (encumbered) is for the GPSA business manager. Treasurer Gandhi then noted that as you move down the report the fringe benefits indicated are for the professional staff, council members and student employees. She then went to the next item on the report, general operations. Allocation for the year is at \$20,693.00. This category includes: office supplies, printing costs for the Research Forum, travel costs to the Board of Regents. Also included in the operation expenses are thirty \$100 book scholarships to be awarded this year. Approximately \$2500 for the NY Times newspapers offered M-Friday in the GPSA's Graduate Student Commons Area and the Boyd Law School. Included under general operations is a \$3000 discretionary fund. This \$3000 is used only when E-board needs to approve unexpected expenses that may come up before the Council's monthly meeting. Gandhi noted that this fiscal year to date there are 3 operating expenses - monthly postage at \$10.92; telephone cost \$30.35; Xerox monthly maintenance expense at \$95.50. She continued with explaining the hosting expenses: this accounts for monthly socials, lunch or refreshments for workshops offered throughout the semester, bagels and coffee the 1st and last week of each semester's instruction and other planned GPSA activities and snacks purchased for sale in the office. Allocated this year is \$6500.

\$106,500.00 has been set aside for transfers out. These are transfers to various departments on campus. She directed the council to look on the report under monthly expenses to the transfer categories: \$2000 allocated to the UNLV Preschool, \$1000 each to the Theatre & Music Department. These monies helps keep preschool costs down for graduate & professional students, and permits graduate/professional students to go to UNLV Theatre and Music events for free and/or significantly discounted tickets. \$2,500 Student Wellness Center, to pay for more Rebel X classes, yoga, boxing and Pilates, offered to graduate & professional students. And the largest expenditure for the GPSA is \$100,000 earmarked for GPSA grants to provide assistance for students' research and conference travel. Treasurer Gandhi concluded with the revenue budget summary table. This is the revenue generated from the GPSA student fees collected each semester. The revenue projection for this year is \$265,811.00. Sales in the office are projected at \$4,000.00. This gives us a projected revenue total of \$269,811.00. To date we have collected \$98,270.742 in revenue and sales in the office have been \$359.01. The total revenue thus far is \$98,629.75. The balance forward is \$146,206.354 with a balance of \$156,590.33. President Gordon asked for a motion to approve the budget Anthony Patricia (English) motioned to approve the budget report; Katie Baustian (Anthropology) seconded. After a call for the vote, Council unanimously approved the budget report as presented.

6. Information Only - Committee Reports (Agenda Item #6) -

- Board of Regents / Nevada Student Alliance: President Gordon attended the September Board of Regents meeting. The Regents discussed the Health Allied Research Center being established close to the Shadow Lane Campus. In addition, the Regents will distribute reserve funds back to UNLV, resulting 7.5 million returning back to the university.
- GPSA Activities / Community Service: Faculty Advisor, Dr. Peter Gray discussed upcoming professional development workshops and GPSA Brownbag presentations. Currently, the GPSA is looking for council members to serve on the Activities Committee. This committee will create fun activities and community service opportunities for the graduate and professional student body.
- GPSA Publications: Secretary Pierce discussed the currently published newsletter and asked for council members to join the Publications Committee.
- GPSA Sponsorship: Sharon Young, VP / Chair of the Sponsorship committee, announced the 2 sponsorship awards that have been made - E/Fall 2013: \$2425.00 / Fall 2013: \$20,080.00. She went on to inform the council that the Graduate College has contributed \$50,000 towards Tier 1 sponsorship application, emphasizing doctoral research. This brings the yearly sponsorship allotment to \$150,000.00.

7. Approved - Old Business (Agenda Item #7) –
 - GPSA 2013 – 2014 Goals: Gordon ran through the list of the projected GPSA goals for the 2013-2014 year. He asked for any suggestions or comments. President Gordon asked for a motion to approve the 2013-2014 goals, Anthony Patricia (English) motioned to approve the budget report and Katie Baustian (Anthropology) seconded. Seeing none he asked for a motion to approve the 2013-2014 GPSA goals
8. Information Only – New Business (Agenda Item #8) – none.
9. Information Only - Announcements (Agenda Item #9) -
 - GPSA Fall 2013 Workshops – register online @ <http://www.unlv.edu/gpsa>
 - GPSA Research Brown Bag – First Wednesday of the month, Graduate Student Commons, LLB 2141 from noon – 1pm
 - Lynda.com, web-based training service now available to all UNLV employees. Graduate assistants must submit a new account request to access Lynda.com at <http://newuser.unlv.edu>.
10. Information Only – Public Comment (Agenda Item #10) – none.
11. Approved – Adjournment (Agenda Item #11) – Gordon asked for a motion to adjourn. Matthew “Ezra” Mahurin (Film) motioned to approve and Candace Corra (Accounting) seconded. By council’s unanimous vote to adjourn, the meeting ended at 3:23 pm.