Call to Order

T. Sonnentag, President, welcomed the Council members and called the meeting to order at 12:00 pm.

1.0 Review & Approval of Agenda

T. Sonnentag asked the Council members if there were any additions or corrections to the agenda as presented.

Motion #1: Move to approve the meeting agenda as distributed.
Action: Motion Approved

2.0 Review & Approval of GSC Minutes from November 5th, 2012

T. Sonnentag asked the Council members if there were any additions or corrections to the previous meeting’s minutes as presented.

Motion #1: Move to approve the meeting minutes from October 1st, 2012
Action: Motion Approved

3.0 Recognition of Top Presenters from Research and the State:

T. Sonnentag handed the floor to M. Miller to recognize three of the top 9 presenters (Kavita Kharel, Katie Burke and Melissa Lynes) from Research and the State held on November 6, 2012. Dr. Shanklin recognized the top presenters with a $100 gift card and a certificate. M. Miller also mentioned that the other top presenters will be recognized at the upcoming GSC leadership and general meetings. The 9 selected winners from Research and the State will be presenting their research posters at the 10th annual Capitol Graduate Research Summit (CGRS) in Topeka on February 14, 2013.

4.0 Guest speaker: Jamie Engelken and Joel Reimer from PowerCat Financial Services (PFS) talked about different services their office provides to currently enrolled K-State students. J. Engelken mentioned that PFS give information on budgeting, credit use, managing debt, student loan management, transition to work after college etc. She also mentioned that students can use the online service to make an appointment for free individual financial counseling. Students with busy schedules, and those who are unable to come at campus, can also receive online counseling through skye. J. Reimer mentioned that the majority of the students receiving financial counseling services in their office are undergraduate. However, he encouraged needy graduate students to contact their office to receive free financial counseling. He also mentioned that their
office is committed to providing general information about financial resources but will not make specific recommendations (e.g., investment decisions).

T. Sonnentag thanked Jamie Engelken and Joel Reimer for their time and asked the Council members to complete the evaluation form based on their presentation.

5.0 Officer Reports
T. Sonnentag reported that the fundraising events at LOCAL and at Orange Leaf were successful and thanked all participants. GSC earned $65.26 from LOCAL and $50.00 from Orange Leaf. She also mentioned that the online chat with President Schulz and Dean Shanklin was very successful and thanked all participants who submitted questions.

T. Wadian reported that the Graduate Council’s subcommittee on Student Affairs voted on the annual review of graduate student’s performance. He mentioned that the annual review will give guidelines for faculty as “best practices” but will not be obligatory. However, he noted that this may be something that is integrated in the K-State system in the future. He also mentioned that Tammy Sonnentag and Jarred Pfeiffer received the GSC Award for Excellence in Graduate Student Teaching for PhD and MS, respectively.

K. Pennugonda is out of country but T. Sonnentag reported on her behalf. T. Sonnentag summarized the funds of fiscal year (FY) 2013 as follows:

GSC FY 13 General Funds/Presidential Allocation:
FY12 Carry-Over Funds $1,178.40
Allocated: $100,000
Beginning Balance: $101,178.40
Expenditures: $16,110.17
Balance: $85,068.23*
Out of this $27,200 has been awarded in travel grants for Travel Period 2 -- reimbursement requests are now being submitted and processed.

SGA General Funds:
Allocated: $21,000
Expenditures: $ 16,473.21
Balance: $4,526.79*
All funds have been awarded for Travel Period 1, but reimbursement requests have not been submitted for $5,551.79.

GSC Foundation Funds:
Beginning Balance $2,407.86
Expenditures: $58.60
Balance: $2,359.26

T. Sonnentag also reported any remaining funds (unclaimed) from travel period 1st will be reallocated to the travel period 3 and 4.
Dr. Shanklin reported that the Graduate School commencement will be on December 7th at 1:00 PM at Bramlage Coliseum and asked for two graduate student volunteers to help on the commencement day. She mentioned Dr. Kerry Ann Rockquemore, Director of the National Center for Faculty Development and Diversity, will be presenting a workshop for graduate students on January 18, 2013 from 9:00 AM to noon. Dr. Rockquemore will cover topics on time management, writing productivity, long- and short-term goals and transitioning to faculty positions for graduate students. Dr. Shanklin mentioned that the workshop will be open for STEM (science, technology, engineering and mathematics) fields. But encouraged students from all backgrounds to participate and register online as soon as possible due to limited space.

Dr. Shanklin encouraged all graduate students to participate in the webinar series on behalf of Angela Hays. The webinar will focus on interviewing. She also asked the council members to spread this message to other colleagues especially to those getting ready to apply for job. These webinar series are also archived. Dr. Shanklin mentioned that Graduate School is now linked up with Virtual PhD, a web based resource currently available to PhD’s of the social sciences, humanities and fine arts. The resource is focused on how to seek jobs outside of academia. Starting from summer (2013) the program will also include resources for STEM (Science, technology, engineering and mathematics) fields. She also indicated that Graduate School will hold a workshop with Angela Hayes to discuss the resources available on job searches in the near future. Students must register to use both virtual PhD and the webinar resources. She also asked all the students to spread this information and send feedback.

**6.0 Graduate Student Senator Reports**

A. Polys reported that Chartwells will be discontinuing its service with the Union starting December 31st but Sodexo will begin service thereafter. So the transition will be smooth. She also mentioned that the Union Governing Board increased privilege fees for Union Program Council by $0.55 which will increase tuition for next academic year (Fall 2013). She also reported that 15-20 various organization within the campus received small allocations.

K. Lopez reported that the athletic department ticket center will sell 1000 ticket for the Fiesta Bowl to K-State students (I-CAT holders) starting at 8:30 on Wednesday. The ticket sales will also be opened for all students on Thursday. The ticket will cost $105 each.

**7.0 Committee Reports**

Allocations – K. Penugona, Not present, but T. Sonnentag reported on her behalf. She mentioned that the deadline to apply for the GSC travel grant had passed on December 1st and more details will be provided in next meeting regarding the number of students who applied and the average award given.

Research Forums – M. Miller reported that December 21st is the deadline to submit abstracts to participate in the K-State Research Forum. More information will be sent in the near future for both graduate and undergraduate student presenters.

Dr. Shanklin mentioned that the Research Forums Committee will receive corporate sponsorship to help honor the top presenters next academic year. She indicated that Research and the State event will receive $2500 funds to support awards in Agricultural Sciences. This will increase
current $100 awards to approximately $250 for each top presenter. The K-State Research Forum will also receive $1750 from Dow AgriSciences to fund presenters from Agro Science in the annual K-State Research Forum. So, the Research Forums Committee will organize an oral or a poster presentation for Ag Science students separately to use this fund. Possibilities for the distribution of funds will be discussed, with one idea being that 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place position may receive $500, $250 and $150, respectively.

Student Affairs – C. Dennis reported that the committee is planning to conduct a survey to determine the types of social events graduate students would like to participate in Spring semester. She also requested the council members provide ideas about the possible events that interest the graduate students.

International Student Affairs – M. Rai not present, no report.

Professional Development- A. Fairbanks reported that the committee will be bringing an outside speaker on February 19, Mr. Donald Asher, to discuss on “How to network with professionals in your field”. T. Sonnentag reported on behalf of L. Solheid and mentioned that the “Theater Delta” performance group will be visiting K-State next semester on April 29<sup>th</sup>- 30<sup>th</sup> sponsored by UPC, the GSC, and the Graduate School. They will conduct three performances the first one more undergraduate student focused about suicide and depression, the second will be for graduate student and early faculty focused about research ethics and the 3<sup>rd</sup> will be more focused for early faculty and will be about mentoring.

Fundraising – J Hardy was not present but T. Sonnentag re-summarized the income earned from LOCAL (October 30<sup>th</sup>) and Orange Leaf (November 12<sup>th</sup>) and thanked all who volunteered. She also mentioned that J. Hardy is coordinating on concession stand for next semester.

Awards and Recognition – C. Summers reported that the awards and recognition committee have submitted all the information regarding awards and recognition to Marketing and Communication and hard copies of the newsletter was ready. However, due to some mistakes they are correcting it and will send to graduate students through listserv.

8. 0 University Wide Representatives:

Health Insurance – M. Banfield was not present but T. Sonnentag reported that health insurance enrollment for the spring 2013 will be open from January 1<sup>st</sup> to 31<sup>st</sup>.

Union Governing Board – K. Lopez mentioned that UGB is conducting a survey about food service in union and the union will be open 24 hours during the finals week to help students.

Library Committee – L. Reiter, not present no report

Campus Master Plan Committee – P. Sukthankar, not present, no report,

8020 Committee – R. Manes-Not present, but T. Sonnentag mentioned that R. Manes will be graduating in December, so if anyone is interested to serve this position let her know.
State Affairs – L. Teague- present, but no report.

Women of K-State –K. Penugonda and J. Kumar were absent but T. Sonnentag reported on behalf of K. Penugonda. She reported that the Women of K-State are holding the last brownbag event of the semester will be on December 11th with the discussion on “Healthy and Simplified Meals for the Holidays”.

Dr. Shanklin reported that the representatives from the Writing Center and Hale Library are meeting on Wednesday to determine the need of graduate students. She asked the council members to send an email or provide idea about graduate students need before Wednesday to her.

9.0 Upcoming events:
- Dec. 4 – CATL “T’was the night before finals” Seminar, 3:30-4:30pm, Fairchild 215
- Dec. 5 - KSU Career Speaker Series – Eric Kramer (Topic: Active Interviewing; 8:00-9:00p.m.). The series features authors and career experts who will share their secrets, research, and tips with you as a job seeker. You are invited to join the live Webinars, or watch recordings of the Webinars whenever you want - at no cost!
- Dec. 7 - Graduate School Commencement, 1:00pm, Bramlage Coliseum (Last Day of Classes).
- Dec. 21 - K-State Research Forum (KRF) Abstract Submission Deadline11:59pm CST
- Jan. 2 - KSU Career Speaker Series – Tony Beshara (Topic: Organizing the Job Search Process; 8:00-9:00p.m.). The series features authors and career experts who will share their secrets, research, and tips with you as a job seeker. You are invited to join the live Webinars, or watch recordings of the Webinars whenever you want - at no cost!
- Jan. 16 - New Graduate Student Orientation –Support Services Fair (7:45am-9:00am). Location: Fiedler Hall (Engineering Complex)
- Jan. 18 - Time Management and Productivity Workshop for Graduate Students, Presented by Kerry Ann Rockquemore, Ph.D., Executive Director of the National Center for Faculty Development & Diversity.Tammy Sonnentag Information 9:00-12:00p.m. Open to STEM graduate students in the Colleges of Arts & Sciences and Engineering. Space is limited and advanced registration is required. Register at http://scan.me/dr376g!
- Jan. 22 – Spring Semester begins
- Jan 28 – GSC Leadership Committee meeting 12:00-1:00p.m., Waters 137

10.0 Adjournment
T. Sonnentag thanked all for attending and adjourned the meeting at 1:00 pm.