Call to Order

T. Sonnentag, President, welcomed the Council members and acknowledged Provost April Mason. She called the meeting to order at 12:00 pm.

1.0 Review & Approval of Agenda
T. Sonnentag asked the Committee 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 Leadership Committee Minutes from December 3rd, 2012
T. Sonnentag asked the Committee if there were any additions or corrections to the previous meeting’s minutes as presented.

Motion #1: Move to approve the meeting minutes from December 3rd, 2012
Action: Motion Approved

3.0 Guest Speaker:
Provost April Mason reported that in line with the K-State 2025 University Strategic Plan, all colleges have already done their planning and these reports are available on the K-State 2025 website. She mentioned that now the University is working with departments to develop their strategic plans to align with their specific college’s strategic plans. On January 25th, the Provost, President Schulz, the Deans, all the Department Heads, members of the Office of Student Life, and representatives of K-State Olathe, and the librarians attended a retreat to prepare for departmental strategic planning. Departments will work this semester to
develop their strategic plan and those plans will be available on the 2025 website by the end of this semester. Graduate students, undergraduate students, faculty and alumni representatives will be participating in the departmental level strategic planning. She asked the attendees to convey this information to other graduate students and colleagues. She also mentioned that University will be coordinating a single ceremony at the end of spring semester to recognize faculty achievements. She also reported that last spring (April 9th-11th) the Higher Learning Commission (HLC) of the North Central Region re-accredited K-State for another 10 years. Two issues had been identified during the previous reaccreditation process and these two areas were carefully reviewed during last year’s HLC site visit. These two areas were assessment of student learning (Student Learning objectives) and diversity on Campus. K-State had made a very good progress in both of this area in last 10 years. HLC was very pleased with the progress K-State had made. She also thanked all graduate students for conveying the message about K-State’s re-accreditation and for being a part of that progress. Provost Mason responded to numerous questions presented by graduate students regarding GRA/GA tuition “waivers” and other areas of interest.

4.0 Officers reports:
T. Sonnentag reported that President Schulz is sponsoring an end-of-the-year cookout celebration for graduate students on his lawn to coincide with the recognition of GRA/GTA awards through Golden Key on April 28th. T. Sonnentag also reported that the GSC will host an online chat with Dr. Shanklin and Angela Hayes (Career Employment Services (CES)) on February 5th at 5:30 PM. Graduate students will have an opportunity to ask questions about job searches, job interviews, how CES can help graduate students on both academic and industrial jobs searches, etc. She encouraged the Council members to participate in the online chat and spread the word about this chat to other graduate students. She also asked the attendees to post flyers in their department for the planned professional development events and to encourage participation. She also promoted the upcoming GSC executive officers elections. T. Sonnentag also mentioned that each pair of candidates for the President and the Vice-president positions for SGA will be coming to speak at the GSC Leadership Meeting on Feb. 18th.

T. Wadian reported that the Graduate Council - Student Affairs Committee has put together a subcommittee for the annual review of graduate student’s performance and he will serve as the graduate representative for this sub-committee. He also asked the leadership members to send him ideas, concerns, and feedbacks that they might have about student’s evaluation. He also encouraged the Council members to attend Donald Asher’s seminar on February 19th Town Hall, Leadership Building.

A. Bhandari reported that he is updating the departmental group registrations and will give more information to the Council during the next several meeting.
K. Penugonda reported the overall budget allocation 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: $31,961.54  
Balance: $69,216.86*  

*Note: $27,200 + $21,550 have been awarded for travel grant periods 2 and 3, respectively -- reimbursement requests are being submitted and processed.

**SGA General Funds**

Allocated: $21,000

**GSC Foundation Funds:**

Beginning balance $2,407.86  
Expenditures: $58.88  
Contributions: $15.00  
Balance: $2,363.98

Dr. C. Shanklin reported that the 2013 Graduate School Alumni Fellow, Dr. John Ruffin will attend the networking event with the GSC Leadership Committee on **February 20, 8:30-9:45 a.m., in room 102 Fairchild.** Dr. Ruffin is the current Director of the National Center on Minority Health and Health Disparities. She asked students graduating in May and in need of ETDR guidance to attend workshop starting from 2:30- 3:30 PM in Town Hall, Leadership Studies Building on February 20th. This workshop will be followed by an open Forum for Graduation Deadlines and Requirements from 3:30 to 4:30 PM in the same location. She also asked attendees to spread the message about these events to other colleagues graduating in May. She also mentioned that students unable to attend the workshop can watch an updated video posted on the graduate school website with important information and deadlines. Dr. Shanklin also reminded the Council about the deadlines for the **Sarachek Predoctoral Honors Fellowship (March 1, 2013)** and the **KSURF Doctoral Scholarships (April 1, 2013)** and encouraged the attendees to share this information with their fellow graduate students. She also asked the Council members to help in the nomination of individuals for two Alumni Association Awards: One recognizing
students’ academic achievements and the other recognizing leadership/service contributions of graduate students. She also mentioned that the call for nominations for GTA/GRA awards through Golden Key will be in mid-March and asked the attendees to keep a vigilant eye out for that announcement.

5.0 Graduate Student Senator Reports
C. Johnson reported that election of Student Governing Association (SGA) will be during the first week of March and the filing deadline for positions is February 15th. He also encouraged the graduate students to apply for the graduate student senator positions and for the University Governing Body. K. Lopez mentioned that she will update the Council about union activities in upcoming meetings.

6.0 Committee Reports
Allocations– K. Penugonda reported that the committee received 67 travel grant applications for the travel period-3 from the students traveling between January 1st and March 31st. The committee has allocated approximately $22,000 for this travel period. She also asked the Council members to notify graduate students if they had questions about Travel Awards to email the committee.

Research Forums – J. Standard mentioned that the nine K-State students are presenting on behalf of K-State at the Capitol Graduate Research Summit in Topeka, on February 14th to the legislators, Board of Regents, and public. The poster presentations will be held on the 2nd floor of the Rotunda in the Capitol building. He also mentioned that the K-State Research Forum will be held on March 27, 2013. 120 (mostly graduate and few undergraduate) students will be presenting research in either an oral or poster format. The Research Forums Committee will be asking for help in setting up for the event. More information will be provided in coming meetings.

Student Affairs – C. Dennis reported that the Committee will be organizing a Valentine’s Day card making event for students on February 11th at 7 PM in room 227 of the K-State Student Union. When making valentines, students will be encouraged to stop by President Schulz and Dean Dr. Shanklin’s offices to post a valentine in appreciation for their support of graduate students.

International Student Affairs – M. Rai reported that there is a coffee hour on February 8th. She also encouraged Council members to attend a February 21st presentation by graduate students.

Professional Development- A. Fairbanks reported that the Committee will be bringing an outside speaker to campus on February 19th, Mr. Donald Asher, to discuss on “How to network with professionals in your field.” She also mentioned on March 5th there will be a professional development event with faculty panelist across Campus to discuss preparing for interviews for academia positions.
Likewise, on April 10th, 3:30-5:30 an industry panel will be discuss applying for jobs in industry. C. Bonnelly also added that a student loan workshop will be held on March 11th (more details to come).

Fundraising – J Hardy, not present, no report

Awards and Recognition – C. Bonnelly, present, no report.

**7.0 University-Wide Representative Reports**

Health Insurance – M. Banfield, not present but T. Sonnentag reported on his behalf and mentioned that the GRA/GTA health insurance enrollment for the spring 2013 is closed.

Union Governing Board – K. Lopez reported that the food service provider has changed in Union so asked the attendees to provide feedback about the new food items. She also mentioned the alcohol policy passed by UGB and will update the Council about Union renovations activities in upcoming meetings.

Library Committee – L. Reiter reported that the K-State Library is partnering with the K-State Writing Center to plan two events on February 28th and March 7th on initiating and inspiring writing in graduate students (more details to come).

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

8020 Committee – K. Grinter reported that the committee needs four graduate students for a February 13th to help with Cats in Capital event in Topeka.

State Affairs – L. Teague reported that there has not been any legislation put forward at this time.

Women of K-State – K. Penugonda reported that Women of K-State is encouraging students to attend the musical events at McCain. She also mentioned that there is a music concert by women faculty of School of Music, Dance, and Theatre on February 4th.

**8.0 Upcoming events:**
Feb. 5 – Online Chat with Dean Shanklin & Angela Hayes to discuss career services resources available to graduate students. (e.g., job searches, applying for academic and industry positions, career development, etc)

Feb. 6 – KSU Career Speaker Series – Joshua Waldman (Topic: 7 Mistakes Job Seekers Make Online; 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! [http://www.expertwebinarseries.com/k-state](http://www.expertwebinarseries.com/k-state).

Feb. 8 - Talk - Blue Key Senior Honor Society is hosting Dr. Tim Elmore to speak to the student body, focusing on his book, *Habitudes*. Dr. Elmore, a world-renowned author on the topics of leadership and self-development. Held in Forum Hall – K-State Student Union, 5:00p.m.

Feb. 18 - GSC Leadership Committee meeting, 12:00-1:00pm, Waters 137.

Feb. 14 - 10th Annual Capitol Graduate Research Summit (CGRS) in Topeka. 10:00a.m.-2:00p.m., Docking State Office Building, 915 SW Harrison (10th & Harrison), Topeka, KS

Feb. 19 - Visit - Donald Asher, an internationally recognized author and speaker on the topics of careers and higher education. Seminar 4:00- 5:30p.m., Town Hall, Leadership Studies Bldg. Interactive session 5:30-6:30p.m., 123 Leadership Studies Bldg.

Feb. 26 - Center for the Advancement of Teaching and Learning (CATL) host “OMG! My prof just tweeted me!” Using Technology in the Classroom, from 3:30-4:30pm in the Hale Library Hemisphere Room.

March 1 - GSC Travel Grant application deadline for Travel Period 4 (April 1 – June 31); Due: 5:00p.m. CST

March 1 - Submission Deadline to complete iSIS Graduation Application for May Graduation.

10.0 Adjournment

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