President’s Report – Kat Slye

Executive Summary:
My main focus was on transition this month, but I also attended a few events and had communications with many people. I did a lot of work on the 2016-2017 budget proposal and got feedback from the Speaker and Treasurer; the Treasurer finalized it and it is up for your approval this evening. We got the PO for the printer and we should get it within a few weeks. We also started a petition to get better space and be included in the CC expansion; I will be attending the facilities meeting on May 2nd to ask them how the GSA fits into this expansion and whether we will get allocated space.

Liaising
- Continued to talk to the Downtown campus building managers about our options regarding security. I have asked for a quote regarding a keypad and we are looking into requesting a different space (long shot but a space other than the basement might be better). This will be an issue that carries over into the summer.
- Continued to try to schedule a meeting with UAS about negotiating our contract.
- Communicated with UAS and Dawn Hubert, our financial advisory, about the missing money from our account according to UAS that was missing according to a report from the accounting office that Dawn provided to me. Randy provided us with an updated ledger for the deposits to our account. Before I could even see the e-mail in the President’s E-mail Box, Dawn found a deposit error of $17,857.33 missing from the UAS ledger report. Randy said he would add that missing deposit to our account.
- I sent the Divestment Resolution to as many SUNY Student Government Leaders as I could find e-mails for and to Assemblyman Ortiz and Senator Krueger
- I sent a thank you postcard to Kevin Williams for coming to our meeting to discuss the BRP implementation.
- I sent a thank you postcard and e-mail to President Jones for coming and speaking with us at the President’s Forum.
- Communicated with Peter Evans about handicapped accessibility during graduation ceremonies. A student brought this to me this semester about the December ceremony that students in wheelchairs could not go across the stage like everyone else since there was not a ramp on the other side, just stairs. He said he is looking into the issue and what we can do about getting a ramp on both sides of the stage.
- I wrote the Libraries resolution for the meeting. This included reaching out to the Libraries Interim Director’s staff support to get their alternative proposal for space for offices other than the 3rd floor of the library.
- I offered suggestions about the Sustainability Resolution.
- I attended SUNY SA and presented our Ban the Box and Fossil Fuel Divestment Act resolutions, both of which passed.
- I attended part of the Faculty Meeting.
- I attended the Senate Forum on Sustainability in the Curriculum.
I attended 3 RGSO events: Murder Mystery Dinner by Atomic Danes, *The Human Experiment* by LACS and Graduate Students in Sustainability, and *The Neighborhood that Disappeared* by AGSO.

I represented the GSA at the Trashion Fashion Show.

**Oversight**

- I worked on the budget proposal for the 16-17 year.
- I communicated with the E-board about the importance of ensuring they are at office hours after OMs told me there had been complaints about officers not being at their scheduled office hours.
- We finally got the PO from UAS for the first printer. We will work to schedule a time to get it delivered and set up.

**Programming / training**

- Worked with the Programming Chair on planning the recognition event.
- Worked with our Speaker and Programming Chair on finalizing the format and topics for the Presidents Forum.
- I met with the incoming President to work on transition.

**Meetings**

- Christakis: we discussed the president’s forum, the survey we are going to send to graduate students about student life and advocacy issues, and the changing of orientation into a day long event with speakers on campus resources as well as topics such as managing stress and work/life balance to help graduate students get off on the right foot.
- UAS meeting to negotiate our contract still has not occurred. I have been trying to meet with them since Mid-March.
- E-board meeting on May 1st
- Met with our representatives who were attending the NAGPS Regional Conference to review the travel plan and how they are to collect and share the information they gather.
- Beth: Discussed transition, she told me that the Director of New Student Programs wants to work with the GSA on a Graduate Student Guidebook they are developing, and we talked about the UAS contract.
- Public Engagement Council Meeting: we got updates on the work of the working groups and discussed the future of the PEC including structure and support for the Office of Public Engagement.

**Information management**

- SEC Reports
- Senate Reports
- I compiled this report
I continued to work on the GSA Brain project. I really focused on documenting the small
details of being president and vice president that are not in our governing documents to
ensure those nuances are not lost in transition. I also added a list of our key contacts that
the president should know including their titles because over time people will change but
titles hopefully not as often.
• I started presidential transition with the new president for 16-17.
• I wrote summaries about our monthly advocacy and State LAD for the NAGPS
  newsletter where we will be the feature school.

Recruitment / outreach contributions
• I will be representing the GSA at the Graduate and Undergraduate Graduation
  Ceremonies in May
• I’ve been doing a lot of posting on FB for the GSA, sharing our RGSO events as well as
  posts from pages of our campus and graduate student networks. I suggest each RGSO
  have a FB page so we can tag you in any posts about your upcoming events!

Financial activity
• I approved payroll, RGSO reimbursements, and office bills.
• I (with Dawns help) found where our missing money was and UAS has put it into our
  account (see above)
• Prepared a budget proposal for the 16-17 year along with the Treasurer and Speaker
• Printer Contract and Service Agreement for the second printer is up for approval this
  evening. It will be executed by the next President, since it will not be done until our lease
  is up on the current machine in July.

Planning and Executing Yearly Plan
• I added a lot to the GSA Brain (see above)
• Reached out again to the NAGPS Northeast Regional Chair regarding our joint letter to
  encourage non-member schools to join NAGPS. I will be sending this letter by myself if I
  do not hear back from him by early May.
• Worked with the GSA members who were attending the NAGPS Regional Conference
  with travel and how they should approach attending sessions and taking notes. I also
  explained they need to write a report after the event to share with the e-board to be used
  in future development of the organization. Hirah Mir will be the lead on writing that
  report.
• Continued monthly advocacy with the Programming Chair and wrote the Libraries
  Resolution.
• I will be attending the Facilities Meeting about the CC expansion project to present a
  petition for the GSA to get better space and to ask when we will be allocated space.
I would like to take this opportunity, my last report to the GSA Assembly, to reflect upon my time serving the GSA. This is the part of my report you can skip if you wish.

When I came on board as Vice President in January of 2013, I never could have imagined what the next two and a half years would bring me and I certainly never expected what I got. I never expected to rewrite internal documents that will (hopefully) have a lasting impression and help guide the organization for years to come. I never expected to be someone people would come to for advice. I never expected to be so engaged with the advocacy of our organization, or plan a State LAD. I never expected to be President of this great organization, but it is an experience I would not trade for anything as it has help me grow and develop some important skills I will need after I leave UAlbany. One thing this unexpectedness has taught me is that you can never know what you will get out of an experience or what you can contribute unless you participate and get involved. You never know what great things will come from any experience, so taking the chance and getting involved is important.

Over the last two-and-a-half years, I have seen graduate student passion for the work we do: for governance through service in the University Senate; for equity and inclusion through work on graduate student stipends and having tough conversations about topics including race, poverty, and privilege; advocacy through participation at NAGPS events, the State LAD, hosting events on topical issues such as sustainability, and actively discussing resolutions; development as scholars and thinkers through hosting and participating in department and interdepartmental conferences, workshops, panel discussions, and movie presentations; and for collaboration and teamwork, because no one does anything alone.

During my time with the GSA, I experienced learning and growth opportunities, such as liaising with offices on campus and how to advocate. I experienced challenges and frustrations, at times feeling like I was under a great deal of stress, but it was those moments that helped me grow stronger because I came out on the other side having learned a lesson or two. I have made great friends, and had opportunities to have a real and lasting impact not only on the organization itself but on issues important to and affecting graduate students.

I believe this experience has helped me grow as a person, learning about people and interpersonal interactions. I learned how to lead and I hope I have inspired others to lead in the process; I know I have been inspired by people and I hope I have passed on that feeling to someone else. I have gained the skill of liaising and have improved my communication, time management, and information management skills. I have learned how to delegate (some) and that I love, and am good at, writing, “how to” and transition documents and have seen first hand how important they are. I have also started to learn how to fail. It is not something I am totally comfortable with (yet) but during my time as VP, and especially President, I have learned that I cannot do everything, some things just won’t get done, you can’t win every battle, and you have to be ok with that.
I have a firm belief that you should leave any organization better than how you found it. I think I have contributed to making the GSA a better organization not only through our own internal documents but by expanding what we do, helping graduate students see their collective potential to have an impact at this University and beyond, and increasing our profile as an advocacy organization. While I am proud of the work I did as Vice President, including changing the way we allocate money to give more autonomy to RGSOs, offering trainings, and assisting the President as best I could, I think the one thing I am proudest of is the State LAD. When I became President, I knew I wanted to have a lasting impact on the advocacy pillar of this organization. I know the event was far from perfect and there were many lessons we learned along the way of how to improve it in future years, but I feel as if I was able to help graduate students not only see their true potential in advocacy, that we can have a real impact, but also give them an experience that they could learn from, and that was my goal. I sincerely hope that future e-boards continue to hold a state LAD and make it better and better each year.

Being a part of the GSA has become a large part of my identity as a graduate student, and I am still not sure exactly what I will do when I no longer have access to a GSA e-mail account on June 1st. I am excited for what lies ahead for me, and the GSA, but knowing I will no longer be part of leading this great organization is not easy. I have done my best to ensure all of the knowledge I have accumulated over the last few years is written down to help guide those that come next, and I can’t wait to see what else the GSA at UAlbany will accomplish in the coming years. To paraphrase another leader in this organization, I hope I have left a good story behind that will inspire others to continue our great work.

Finally, I want to thank everyone who has helped to build this organization and made my experience so great. The RGSO leadership, the E-board, the Assembly Representatives, Judicial Board Members, the Senate Team, the Office Managers, and any graduate student I have interacted with during my time. I have truly enjoyed serving the graduate students at this University and watching us all grow together as we built the organization we have today. The GSA was not built in a day nor was it built by one or a few people, but through the contributions of us all. Without everyone involved, the GSA does not work. We all have our own special role to play to keep this great organization moving and doing. We are only confined by the limits we place upon ourselves, and I know the GSA is not through doing great work on behalf of graduate students.

I want to leave you with two things that my time in the GSA has taught me could not be more true:

“Nothing is impossible. The word itself says ‘I’m possible.’” And
“Never doubt that a small group of thoughtful committed people can change the world. Indeed, it is the only thing that ever has.”
As an organization we have overcome great odds as we have fought for what we believe in and though we are small in number, we are great in impact.

**Vice President – Hirah Mir**

**Executive Summary:**

RGSOs, make sure that you have had an Equity and Inclusion approved event for the academic year. You can apply for EI approval even after your event has taken place.

The RGSO Vice Chair and I have been working on transition documents for RGSOs! We aim to have those finalized by the end of the week to distribute to RGSOs at the Presidential Mixer.

As per her request, I sent out Fossil Fuel Divestment Act Resolution to Kristin Williams, the Legislative Director of the Assistant NYS Assembly Speaker, and also to NAGPS for their support.

The UAlbany GSA will be featured in the NAGPS May Newsletter for the Northeast Region!

NAGPS needs graduate student debt stories. They are working with Senator Patty Murray to support legislation for affordable college. They have a number of stories about debt from undergraduates, but very few from graduate students. Please submit your stories to the Senator here: [http://www.murray.senate.gov/public/index.cfm?p=college-affordability-share-your-story](http://www.murray.senate.gov/public/index.cfm?p=college-affordability-share-your-story) Please be sure to mention that you are an NAPGS member!

**Liaising:**

- Presented at the NAGPS Northeast Regional Conference at Stony Brook University.
- Agreed to submit highlights about the UAlbany GSA and our accomplishments to the NAGPS May Newsletter. Our GSA will be featured next month in the NAGPS Northeast Regional Newsletter!
- Tom Robertson (Treasurer elect) is now serving on the NAGPS Northeast Region E-board.
- Spoke to NAGPS President about the Fossil Fuel Divestment Act resolution. The resolution and bill are not aligned with NAGPS's legislative platform but the President told me I should send to Legislative Director any way because the Executive Committee can accept bills and resolutions that are not on the platform.
- Sent Fossil Fuel Divestment Act Resolution to Kristin Williams, the Legislative Director (LD) for Assemblyman Ortiz. We are trying to set up a call so that she can give me a list of other Assembly members to whom I should forward the resolution.
- Sorted out confusions about unpaid bills to UAS that involved former RGSOs.
- Spoke to Student Involvement about approving/not approving RGSO MyInvolvement registration.
- Spoke to Future Faculty Leadership Council (FFLC) Members about recruiting new members. I emailed the FFLC application to RGSO Presidents, encouraging them to apply.
- RGSO Vice Chair spoke with Jennifer Disare (Catering Sales Manager) to ask about obtaining permission to serve alcohol on campus.

**Programming/ Training/Meetings:**
- I gave an informal training to a student who is interested in starting an RGSO next semester. The student would like to put on an event this semester so I gave the option of becoming a Developing RGSO this semester. No decision has been made but I am helped her organize her event.
- There are no events currently pending review. All submitted event sheets have been processed.
- The RGSO Committee Vice Chair is working on the transition document for RGSOs. The purpose of this document is help RGSOs create institutional memory and ease transitions from one leadership team to the next.
- Met with an RGSO that was submitting PRs for more funds than were already in their account. During the meeting we learned that the RGSO was submitting event forms in the incorrect place on MyInvolvement. There was a lot of confusion but it was all sorted out at the meeting.
- Had three meetings with a student who is interested in started an RGSO next semester but missed the Spring 2016 deadline for recognition.
- I spoke to a new RGSO whose MyInvolvement registration fell through. I have agreed to fund them up to $250 using the VP Discretionary Budget.
- I consulted with one RGSO about their application for RGSO of the Year.
- I am currently in the process of scheduling a meeting with the VP Elect to begin transition. The meeting will most likely take place during finals week.

**Information Management:**
- The Vice President tracking document has been updated with records of RGSO funds allotment and spending, submitted reimbursements, and Assembly attendance up until this point.
- The RGSO Committee Vice Chair typed and documented all niche-analyses from the Spring RGSO Trainings.
- I added information to the GSA Brain Project about the MyInvolvement Registration process, event cards, tracking committee points, ideas for RGSO trainings, how to use the VP Discretionary Line, and how to navigate the official VP email.
- Three RGSOs this semester have lost recognition because they did not attend the last two Assembly Meetings.
- All submitted event cards for RGSO events have been tallied and recorded.
- Received an updated list of RGSOs who have held Equity and Inclusion approved events so far this year.

**Recruitment / Outreach Contributions:**
- I connected the Elections Committee chair with interested members.

**Financial Activity:**
- $32,734.48 total have been allocated to RGSOs. There is $7,265.52 remaining in the RGSO budget. These funds have yet to be allocated. (See Table 1)

*Table 1: Allocation of RGSO Funds Up Until 4/26/16*

<table>
<thead>
<tr>
<th>RGSO</th>
<th>Allocated</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All 26 RGSOs</td>
<td>$13,000.00</td>
<td>Initial Grant</td>
</tr>
<tr>
<td>YesPlus</td>
<td>$500.00</td>
<td>Speaker Event</td>
</tr>
<tr>
<td>Sustainability (and LACS)</td>
<td>$2,000.00</td>
<td>Film Series</td>
</tr>
<tr>
<td>Counseling Psych</td>
<td>$1,000.00</td>
<td>Diversity Conference</td>
</tr>
<tr>
<td>ISO</td>
<td>$1,000.00</td>
<td>Diwali</td>
</tr>
<tr>
<td>Ed-psych</td>
<td>$75.00</td>
<td>Fall Brown Bag 3</td>
</tr>
<tr>
<td>YesPlus+</td>
<td>$1,200.00</td>
<td>Spring Mediative Mondays</td>
</tr>
<tr>
<td>GAPS</td>
<td>$1,500.00</td>
<td>Institutions and Societies</td>
</tr>
<tr>
<td>LACS</td>
<td>$128.50</td>
<td>Connected By Coffee</td>
</tr>
<tr>
<td>HGSO</td>
<td>$15.25</td>
<td>The Brother Documentary</td>
</tr>
<tr>
<td>Ed Psych</td>
<td>$542.32</td>
<td>Spring Brown Bag 1</td>
</tr>
<tr>
<td>HGSO</td>
<td>$370</td>
<td>Chris Capozzola Talk</td>
</tr>
<tr>
<td>SASPA</td>
<td>$430.20</td>
<td>Bullying Prevention and Intervention</td>
</tr>
<tr>
<td>YesPlus</td>
<td>$700.00</td>
<td>Power of Breath- The Secret to a Happy and Healthy Life</td>
</tr>
<tr>
<td>SASPA</td>
<td>$280.00</td>
<td>Private Practice</td>
</tr>
<tr>
<td>6 New RGSOs</td>
<td>$1,500.00</td>
<td>$250 Initial Grants for SP2016</td>
</tr>
<tr>
<td>EGSO</td>
<td>$500.00</td>
<td>14th Annual Conference</td>
</tr>
<tr>
<td>GAPS</td>
<td>$250.00</td>
<td>Chris Capozzola Talk</td>
</tr>
<tr>
<td>AGSO</td>
<td>$250.00</td>
<td>Graduate Research Symposium</td>
</tr>
<tr>
<td>EGSO</td>
<td>$600.00</td>
<td>Creative Writing Professionalization</td>
</tr>
<tr>
<td>NanoGSO</td>
<td>$300.00</td>
<td>Colloquium</td>
</tr>
<tr>
<td>BMS/EHS</td>
<td>$40.00</td>
<td>BMS Student Seminar</td>
</tr>
<tr>
<td>Ed-Psych</td>
<td>$1,137.39</td>
<td>15th Annual Conference</td>
</tr>
</tbody>
</table>
### Strategic Plan Progress:

- **Develop Transition Documents, Empower Committee Members:** RGSO Vice Chair and I have been finalizing a draft of a transition document/template for RGSO leaders. The Vice Chair also helped find information about obtaining alcohol permits from Sodexo/UAS. The Vice Chair spoke with Jennifer Disare to clarify and the learned information has been added to the GSA Brain Project. The Vice Chair also documented the niche-analyses that RGSOs completed at the Spring Training. These niche-analyses will be given to the respective RGSOs for them to use and keep for transitioning and their own institutional memory.

- **Develop a Strategic Affiliation with NAGPS:** I presented at the Northeast Regional Conference. GSA Treasurer elect, GSA President elect, and an RGSO Leader attended with me. The GSA Treasurer elect and I now both have positions on the Northeast Regional e-board. I will be working with NAGPS to develop a survey about alternative academic careers for doctoral students. Treasurer elect and I will also be continuing to work on a handbook for helping graduate students navigate the non-academic job market. This handbook will be published to the NAGPS Institute. I also sent out Fossil Fuel Divestment Act resolution to the NAGPS Northeast Region Legislative Concerns Advocate.

### Next Steps:

- Complete the transition document for RGSO leadership and send draft to GSA President for approval and feedback. Send this document out to RGSO Presidents at the Presidential Mixer.
- A better way of tracking committee participation needs to be created. The points systems should be revisited.
- Ask GSA committee chairs and GSA Lead Senator about members' committee participation to update tracking of RGSO committee requirements.

---

**GRADUATE STUDENT ASSOCIATION**

**UNIVERSITY AT ALBANY**

State University of New York

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH</td>
<td>$435.83</td>
<td>International Night</td>
</tr>
<tr>
<td>BMS/EHS</td>
<td>$644.10</td>
<td>International Night</td>
</tr>
<tr>
<td>Ed-Psych</td>
<td>$650</td>
<td>Non-Academic Panel</td>
</tr>
<tr>
<td>Atomic Danes - GSS</td>
<td>$1,349.50</td>
<td>Murder Mystery Dinner</td>
</tr>
<tr>
<td>BMS/EHS</td>
<td>$40.00</td>
<td>Coffee Friday</td>
</tr>
<tr>
<td>LACS</td>
<td>$100.00</td>
<td>Film Series - Human Experiment</td>
</tr>
<tr>
<td>UAPA</td>
<td>$1,734.19</td>
<td>9th Annual UAPA Graduate Student Conference</td>
</tr>
<tr>
<td>LACS</td>
<td>$230</td>
<td>Engaging Students in Social Justice</td>
</tr>
<tr>
<td>LACS</td>
<td>$232.20</td>
<td>Film Series - True Cost</td>
</tr>
</tbody>
</table>

**Total Allocated:** $32,734.48

**Total Remaining:** $7,265.52
- The RGSO Guidelines do not mention much about losing recognition. More detailed information about how a group loses recognition should be added.
- There should be something in the guidelines about consequences for not holding an Equity and Inclusion event, for not meeting committee requirements, and other unfulfilled requirements.
- Add Jennifer Disare's contact information and the procedure for obtaining permission to serve alcohol on campus to the GSA Brain Project.
- Add information to the GSA Brain Project about general information management skill, accessing and understanding the dropbox, and current updates from the 2015-2016 academic year.
- Add personal VP documents to the VP dropbox.

**Treasurer – Hina Thalo**

**Executive Summary:** I am currently working on another printer’s purchase agreement and service agreement. I try to get Purchase Order for one printer in order to get one printer in May.

**Liaising** – Some of students did not receive the reimbursement checks. So, I work with UAS to figured out, why student did not receive the check and try to re-issue new checks.

**Meetings** – Finance Committee met on 4/14/2016 and 4/22/2016 and worked on closing the Purchaser Requests.

**Information management** – I try to reconciled GSA ledger with my-involvement purchases requests report. Worked with UAS to resolve the differences.

**Financial activity** – I attached my reports. Where you will find more information about current revenue and expenses.

Revenue number was get from GSA Ledger Report of 4/26/2016. Expenses number was get from My-Involvement Report and GSA Department Payroll Report.

<table>
<thead>
<tr>
<th>Budget as of 4/22/2016</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>GSA ACCOUNT BALANCES &amp; REPORT SUMMARY</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Expected Revenue 2015-16</td>
<td>$165,000.00</td>
</tr>
<tr>
<td>Carry-over from 2014-15</td>
<td>$124,102.54</td>
</tr>
<tr>
<td>Total Expected Revenue</td>
<td>$289,102.54</td>
</tr>
<tr>
<td>Total Allocated</td>
<td>$265,964.00</td>
</tr>
<tr>
<td>Total Unallocated</td>
<td>$23,138.54</td>
</tr>
<tr>
<td>Total Deposits</td>
<td>$282,983.09</td>
</tr>
<tr>
<td>------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Total Paid</td>
<td>$122,990.96</td>
</tr>
<tr>
<td>Adjustments: See attached Sheet</td>
<td>$3,388.98</td>
</tr>
<tr>
<td>Actual Account Balance</td>
<td>$156,603.15</td>
</tr>
<tr>
<td>Expected Account Balance</td>
<td>$166,111.58</td>
</tr>
</tbody>
</table>

**BUDGET SUMMARY**

<table>
<thead>
<tr>
<th>Services</th>
<th>Amount</th>
<th>Amount</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Allocated</strong></td>
<td>$1,000.00</td>
<td>$130.00</td>
<td>$870.00</td>
</tr>
<tr>
<td><strong>Paid</strong></td>
<td>$40,000.00</td>
<td>$13,504.11</td>
<td>$26,495.89</td>
</tr>
<tr>
<td><strong>Balance</strong></td>
<td>$45,000.00</td>
<td>$15,624.11</td>
<td>$29,375.89</td>
</tr>
<tr>
<td><strong>Contingency Budget (at 5% of projected revenue)</strong></td>
<td>$8,250.00</td>
<td>$0.00</td>
<td>$8,250.00</td>
</tr>
<tr>
<td><strong>GSA Welcome/ End Year Events</strong></td>
<td>$4,000.00</td>
<td>$1,283.42</td>
<td>$2,716.58</td>
</tr>
<tr>
<td><strong>Allocated from Previous Fiscal Year</strong></td>
<td>$15,814.00</td>
<td>$14,965.94</td>
<td>$848.06</td>
</tr>
<tr>
<td><strong>Food Pantry</strong></td>
<td>$5,000.00</td>
<td>$0.00</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

**OPERATIONS**

<table>
<thead>
<tr>
<th>Contractual Goods and Services</th>
<th>Amount</th>
<th>Amount</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Liability and Theft Insurance</strong></td>
<td>$2,000.00</td>
<td>$300.00</td>
<td>$1,700.00</td>
</tr>
<tr>
<td><strong>Printer Contract/ Lease</strong></td>
<td>$17,000.00</td>
<td>$11,851.01</td>
<td>$5,148.99</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Contractual Costs</th>
<th>Amount</th>
<th>Amount</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Paper</strong></td>
<td>$5,000.00</td>
<td>$4,392.00</td>
<td>$608.00</td>
</tr>
<tr>
<td><strong>Office Supplies</strong></td>
<td>$2,000.00</td>
<td>$959.37</td>
<td>$1,040.63</td>
</tr>
<tr>
<td><strong>Phone and Fax</strong></td>
<td>$100.00</td>
<td>$0.00</td>
<td>$100.00</td>
</tr>
<tr>
<td><strong>Water</strong></td>
<td>$1,500.00</td>
<td>$1,289.20</td>
<td>$210.80</td>
</tr>
</tbody>
</table>

**Officer Stipends**

| Stipend-President                 | $4,500.00  | $3,937.50  | $562.50    |
| Stipend-Vice President            | $3,500.00  | $3,062.50  | $437.50    |
| Stipend-Treasurer                 | $3,500.00  | $3,062.50  | $437.50    |
| Stipend-MCAA Chair                | $3,000.00  | $2,625.00  | $375.00    |
| Stipend-Programming Chair         | $3,000.00  | $2,625.00  | $375.00    |
| Stipend-Grants Chair              | $3,000.00  | $2,625.00  | $750.00    |
| Stipend-Lead Senator              | $1,000.00  | $500.00    | $500.00    |
| Stipend-Senators                  | $1,500.00  | $750.00    | $750.00    |
| Stipend-University Council Rep.    | $500.00    | $500.00    | $0.00      |
| Stipend-Assembly Speaker           | $500.00    | $500.00    | $0.00      |
Executive Summary: This past month was spent planning the Diversity Conference, which was a great success. We have approved all RGSO applications that have been sent out and our committee is getting ready to provide feedback for next year's EI. I will also be following up with connections made at the beginning of the semester (e.g. Carolyn Malloch and Estela Rivero).

Oversight: There have been a few issues regarding GSA representatives and judicial oversight. However, those issues were resolved in past assembly meetings and through email. There is no need to follow up with concerns this semester.

Programming/Training: - April 23rd we held our Diversity Conference. The program was a success and the attendees and speakers stated that it was a fruitful conference. In the coming weeks, the EI committee will sit down to talk about plans and improvements for next year.

Recruitment/outreach contributions: I have made connections in the Equal Opportunity Program and have given them contacts in the GSA for the future. I also plan to follow up with this office weekly as there are graduate students who use this program.

Liaising: I have talked with individuals on my committee regarding the GSA's childcare initiative and have gathered names for students who will share their stories about being a parent and graduate student. I have also been in contact with individuals who have faced hardships in their departments concerning parenting and childcare. I plan on following up with students and

---

**Stipend - Assembly Secretary**
- $500.00
- $250.00
- $250.00

**Stipend - Judicial Board**
- $2,500.00
- $500.00
- $2,000.00

**Stipend - Senate Council Representatives**
- $3,500.00
- $1,500.00
- $2,000.00

**Administrative Support**

<table>
<thead>
<tr>
<th>Role</th>
<th>Salary 1</th>
<th>Salary 2</th>
<th>Salary 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Managers</td>
<td>$25,000.00</td>
<td>$19,015.27</td>
<td>$5,984.73</td>
</tr>
<tr>
<td>Public Relation Manger</td>
<td>$2,500.00</td>
<td>$1,250.00</td>
<td>$1,250.00</td>
</tr>
<tr>
<td>Parliamentarian</td>
<td>$800.00</td>
<td>$800.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**PROFESSIONAL DEVELOPMENT**

<table>
<thead>
<tr>
<th>Category</th>
<th>Salary 1</th>
<th>Salary 2</th>
<th>Salary 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAGPS</td>
<td>$16,000.00</td>
<td>$11,604.49</td>
<td>$4,395.51</td>
</tr>
<tr>
<td>Strategic Plan Funding - President</td>
<td>$6,000.00</td>
<td>$1,051.24</td>
<td>$4,948.76</td>
</tr>
<tr>
<td>Strategic Plan Funding - MCAA Chair</td>
<td>$4,000.00</td>
<td>$594.25</td>
<td>$3,405.75</td>
</tr>
<tr>
<td>Strategic Plan Funding - Programming</td>
<td>$13,000.00</td>
<td>$2,275.85</td>
<td>$10,724.15</td>
</tr>
<tr>
<td>Strategic Plan Funding - Vice President</td>
<td>$1,500.00</td>
<td>$38.20</td>
<td>$1,461.80</td>
</tr>
</tbody>
</table>

**INVESTMENTS**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost 1</th>
<th>Cost 2</th>
<th>Cost 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Future Technology Purchases (Printer for Uptown)</td>
<td>$20,000.00</td>
<td>$0.00</td>
<td>$20,000.00</td>
</tr>
</tbody>
</table>

---

**Equity and Inclusion – Amani Edwards**

Executive Summary: This past month was spent planning the Diversity Conference, which was a great success. We have approved all RGSO applications that have been sent out and our committee is getting ready to provide feedback for next year's EI. I will also be following up with connections made at the beginning of the semester (e.g. Carolyn Malloch and Estela Rivero).
staff members this week regarding childcare and to work with the wages and benefits committee to develop a plan for UAlbany. I also attended the President’s Forum and brought graduate student concerns regarding childcare to the President and his staff.

Financial Activity: The EI budget spent a little over 1800 on the conference and have also granted $100 to the AGSO. In all, the budget should be around $500.

Planning and Executing Yearly Plan - I have made connections with services and other offices on campus to expand their outreach to graduate students. I have also been in contact with Dr. Tamra Minor and Dr. Michael Christakis regarding student issues - I have been in constant contact with graduate students regarding GSA services and getting involved. I have also made sure to follow up with RGSO's regarding any issues they may have. My committee and I will be gathering ideas on what to do for RGSO's who do not fulfill their EI requirements.

**Programming Chair – Lisa Cassidy**

**Summary**

**April Events**
- April 2 – Academic Job Market Bootcamp – put on by ITLAL and sponsored by GSA Programming funds!
- April 5: Power Dialogue and Graduate Student workshop on environmental justice with respect to the Clean Power Plan – collaboration between Programming, Sustainability and Public Health RGSOs. Over 70 workshop participants!
- April 15: CEHC – Sheri Fink
- April 21: Earth and Wellness Day
- April 27: Holistic Medicine discussion on stress management

**Upcoming Events**
- May 4 - Stress Less, Restore more event! Come for a free lunch and some stress-relieving activities such as guided meditations, puzzles, plant potting, writing/journaling, coloring, and more.
- May 7 – Appreciation banquet – If you registered and realize you cannot make it, please email GSAProg@albany.edu

**Liaising**
- ITLAL and FFLC: I have been Corresponding with them and am helping fund the Academic Job Market Boot Camp.
- Office of Sustainability: In addition to Programming Chair, I am also Grounds Chair on the Sustainability Council and have been speaking with Mary Ellen Mallia, the Director of the Office of Sustainability on how the GSA can contribute to the Power Dialogue and Earth and Wellness Day.
Sustainability and Public Health RGSOs: Collaborating on a student led workshop for the Power Dialogue.
Working with Heidi Wright from the Counseling and Psychological Services Center to put on stress relieving event for May 4.

Meetings and dates
April 8: Programming committee meeting
April 12: Met w. Jenn Disare to order food for Appreciation Banquet
   Met with Heidi Wright from Counseling Center about May 4 event
April 1 – met w. Caitlin about name change for Indian Quad

Financial Activity
See budget report

Strategic Plan Agenda
Under Goal 1: Provide programs designed to encourage academic and professional achievements of our Constituents
   1. Cosponsoring Academic Job Market Bootcamp
   2. Enhance RGSO interaction
      a. Public Health and Sustainability RGSOs working on workshop for Power Dialogue
   3. Utilize Public Relation Director
      a. **Our PR Director has been unable to participate

Under Goal 2: Foster a culture of activism and advocacy within the GSA
   1. This past months advocacy topic was the NED pipeline – The project has been suspended!

Under Goal 3: Provide supportive programs for graduate students
   1. Reduce stress and manage time
      a. Co-sponsoring event with Counseling Center – Stress Less, Restore More!
   2. Bolster the GSA’s connection by collaborating with other entities on campus.
      a. Met/collaborated with ITLAL/FFLC, Office of Sustainability, Counseling Center and CEHC, Counseling Center
Grants Chair – John Stovall
Many thanks to everyone who has provided reimbursement documents for Spring 2016 grants! If you still have reimbursement material to submit (or any feedback, questions, or comments), please do so to the Grants chair at gsagrant@albany.edu. Printed material can also be submitted to the GSA office.
Also, if you wish to submit a Summer 2016 grant application, the online forms (via MyInvolvement) are available as of April 1st. Do note that the deadline for Summer grants is May 31st.
Finally, congratulations to Sydney Heiss, who has been appointed as the 2016-2017 GSA Grants Chair! Please extend her a warm welcome.

Wages and Benefits – Caitlin Janiszewski
We are sending a rep to the BOT public hearings next week to speak on GTA wages and contingent faculty work conditions. Additionally, we are continuing to gather information on the childcare issue and preparing a preliminary report to be considered by next years committee. The discussion at the President's Forum has provided good leads for continuing to deal with this issue. We are also recruiting people for next year.

University Council Rep – Caitlin Janiszewski
Nothing new to report except that our last meeting is on May 13th.

UAS Board Rep – Dylan Card
Nothing new to report. Our next meeting is Tuesday, May 3rd.

Lead Senator – Nakissa Jahanbani
RECOMMENDATIONS ROAD MAP
• Graduate studies ombudsperson (GOV I and GOV II)
• Continued discussion of the potential reorganization of the uptown library’s 3rd floor (LISC)
• UAlbany’s Chief Diversity Officer on the CDTA bus incident (ULC II)
• Library Hours Task Force (LISC II)
• New Faculty Orientation (ULC I)

SENATE EXECUTIVE COMMITTEE REPORT 13th and 27th
KAT SLYE, GSA PRESIDENT
April 13th
Chair’s Report
Councils will come up with questions for the faculty meeting to ask of the President, Provost, and Director of Institutional Research during a panel

Discussion about relationship of athletics to the senate

- UPPC had a sub-committee but not active
- ULC also had an athletics sub-committee but not active
- This came up because the Chair was informed that Women’s Tennis was being cut due to a shrinking conference and it not being viable; UUP informed us of this

Provost’s Report

- Nothing much new since the last Senate Meeting
- The contingent committee has been formed
- Strategic Planning is on hold for right now; trying to form the Steering Committee; there will be a larger body over the steering committee similar to the Public Engagement Council and under the SC will be working groups
- Has engaged college deans in a discussion about enrollment; not part of SP at this point but this issue will no doubt be involved in the process

Discussion of the Proposal to Create the College of Emergency Preparedness, Homeland Security, and Cyber Security

- Brief presentation (we had all been given the full 200+ page report)
- The goal of the non-credit training is to encourage life long learning, which will be required by students going into jobs in these fields
  - Students will be able to start their training portfolio while in school
  - Most of them are free, and they plan to try to offer scholarships for the ones that cost money or to buy them in bulk to offer at a discounted rate to students
  - Those that cost are the trainings most often accepted by employers
  - Employers will pay for some if students are working
- There is no language requirement but students will learn in their courses how to communicate information to people who speak different languages and communicate in a culturally sensitive manner
- They are able to accommodate up to 100 students right away despite the predictions of only 30 majors the first year it is open (could be up to a year away from offering the major depending on how long it takes at SUNY Central and State Ed to get approval)
CAFECOR (committee on academic freedom) and the University Life Council will have resolutions for the SEC and Senate in the coming weeks.

Governance Survey Response rate has been good; 10% of students, or about 500.

April 27th
Discussion about the need for a secretary. There has been discussion about compensation for this position in some way; this will continue to be explored.

Provost’s Report
- He updated us on relationships forming with Chinese Universities regarding sending engineering students to SUNY Albany for their 3rd and 4th or just 4th year (they are creating relationships with a few different universities).
  - A concern was brought up about language skills and how some professors have noted the lack of such skills in recent international students.
  - The provost said that there will be a standard these students will have to meet and recognized that for all international students the University should be helping them learn over time not just in a 1 shot summer or semester Language course. He said Harvey Charles is in charge of ensuring this support occurs.
- They are working with a consultant about what to do with the Information Studies program and this should be resolved by the end of the fall semester.
- He has been visiting all departments to see how things are going; this includes a discussion with Deans about how to extend ourselves without overextending ourselves.
- The strategic planning Steering Committee will be formed by the end of the semester; the administration is forming this committee – it will be representative of those who are at our university i.e. it will include people from all parts of the university, faculty, staff, UG students, Grad students, etc. They want to do this right not quick and once a draft is prepared by the steering committee, there will be an opportunity for the whole university community to see it and offer suggestions; they want this to be a transparent process. It will be finished by the end of the next academic year.

GRADUATE ACADEMIC COUNCIL (GAC)
1. Minutes from the last GAC meeting were approved

2. Graduate Certificate Program in Computing Education (unanimously approved)

   Minimizing the full load of credits. 9 credits seems to be the standard; The rationale behind decreasing the load from 12 to 9 credits was a decrease workload and expenses.

   This proposal was put in place after a discussion forum gauging appropriateness of the credit change and on the input regarding international students schedules, level of stress and workload.

   Despite the fact that it was approved by GAC, given that it is a policy matter, it will need to be addressed to the senate as a bill

3. Graduate Certificate Program joint between the School of Education and the School of Informatics (unanimously approved)

   a. Intended to expand computer science education for teachers and enable the school to reach new audiences via an online course format

   b. Deemed important due to the relevance of computer science in today’s day and age.

   c. 5 course sequence that will fit into a larger master’s program

   Questions were raised regarding the flexibility and user-friendly nature of the certificate program for disabled students (those that need computerized text in audio form)

   In response to that inquiry, it was stated that this certificate is a part of a larger master’s program that does look into/take into consideration those such accommodations

4. Curriculum and Instruction report

   • Proposals looked at

   o Education Admin and Policy Studies PhD

       ▪ Reduced credits from 78 to 69; changed core requirements (meets normal standards; 60 credit average for a PhD program)

   o Physics MS and PhD

       ▪ MS
Broke up into two options (30 credits with Master’s thesis; comp exam with 32 credits)

- PhD
  - Physics had previously required that all three components be completed by the end of the first year, but now only 2 need to be completed by the end of the first year
    - Behavioral neuroscience
      - Updated the language of their degree (from biopsychology to behavioral neuroscience)
      - Changed courses to reflect more modern nomenclature
      - Overall the credit requirements remains the same as before
    - Biomedical MS and PhD
      - Intro course changed from 4 credits to 6 credits, but all the requirements check out
      - Total credits remain the same (36 and 60, respectively)

Made sure they fit with the SUNY requirements and requested/required clarification for concerns

ALL WERE APPROVED

5. Funding:
   I. Market value; 16000 humanities, 17000 for modal social sciences, and 20000 for stem (low ball).
   II. For 2016: 18500 in stem, 15300 for humanities, modal social science 16400.
      - Increase number of years of funding for grad students by a year
      - Bring stipends up to market value (20 thousand for STEM)
      - Extend years of funding; doubled the slots provided for increased stipends

6. Administrative Unit assistantships
   - Some money goes to these units
   - Raise in stipend, but they are responsible for tuition (administrative units)
   - These contributions are not academic but, according to Carolyn Malloch of the Disability Resource Center, they contribute to the academic community by providing aid and assistance and therefore are still important

COUNCIL ON ACADEMIC ASSESSMENT (CAA)
HENRY CURTIS, SENATOR

1. APRC’s review of the English department was passed with revision. Dean Williams attended the meeting and took issue with the language in the report concerning graduate funding, claiming that the commentary on funding wasn’t a part of assessment, so it wasn’t the responsibility of CAA to discuss the issue. Since both the external reviewers who brought up the issue of funding and the department themselves in their response to the external review saw it as an assessment issue, I argued that it should stay included in the report. Dean Williams agreed, but requested that increased language about the Blue Ribbon report be included to show that the concerns in the report had been addressed.

2. GEAC’s report on GenEd assessment for UAlbany Math courses was passed. Almost all of the courses are succeeding at meeting the school’s learning objectives, but most had a problem with including all of the learning objectives in their syllabi. Increased communication between the chairs of departments and the university was deemed necessary to ensure compliance from courses that meet the GenEd requirement.

3. A more formalized procedure for departments to request extensions for program review was passed. Before, the process was wholly informal and consisted of unwritten rules. The new procedure more directly outlines the steps that departments have to take to request extension and limits the types of cases where extensions will be allowed as well as the maximum length of extensions.

The next CAA meeting is currently being scheduled, but will be sometime between April 18th-21st. The next APRC meeting will be April 5th. We will be discussing reviews for the Physics, Psychology, and Philosophy departments.

GOVERNANCE COUNCIL
CAITLIN JANISZEWSKI, SENATOR

I. University at Albany-Graduate Studies Ombudsperson

Review Existing Program at UAlbany

- Reviewed the Ombuds programs at other universities to compare to our program at UAlbany.
- The last point on the UAlbany Ombuds page needs to be changed:
The Ombuds Committee includes, as ex officio members, the current chair of the Graduate Academic Council (GAC), the Dean of Graduate Studies, the Provost, the Vice-Chair of the Senate, University Counsel or designee, the Affirmative Action Officer, GAC-appointed faculty members, and Graduate Student Organization (GSO)-appointed graduate students.”

The Ombuds do not think that this section and the people listed should be included since no such committee exists. This section is unnecessary and it could lead to liability problems in terms of responsibility and who is to be held accountable.

The Ombuds program is established through a senate bill and is backed by the University.

The senate bill may need to be examined and revised to reflect more of what the Ombuds program has become since the bill was written.

Discussion of Ombuds Roles

The possibility of quarterly reports to keep track of the number of cases being handled by the Ombuds program was discussed. The Ombuds decided that a report at the end of each term would be more beneficial.

The reports would not include confidential names and would be used to keep track of information such as if students are utilizing this program and if the program is helping students.

The Ombuds would like a form made up for the report that they can fill out. The form will be made and sent out in the next week as a trial run.

There was discussion of setting up meetings where the reports would be discussed. All of the Ombuds would meet to discuss the reports and share any cases or methods they would like.

Discussion on if there was a certain point that an Ombudsperson should not get involved in a grievance. The Ombuds felt that no matter what stage of the process they should be available to help the student.

Should an Ombudsperson be helping someone who is already dismissed? Obviously, it is important to try and help before that point.

Need to clarify if there is a certain point that an Ombudsperson has to direct a student to a different authority.

Tips, Suggestions, and Discussion
• Glenna said she would get requests from 4-8 students a semester looking for help. It is a good idea that the Ombuds be in contact to know who is working with whom and to ask each other questions if needed.

• It is important to keep in mind that what the student needs and wants is the Ombudsperson’s main concern.

• It was addressed by all in attendance that the Ombuds program has become neglected. However, there is still a need from students because they are still coming to the Ombuds whose names are on the Ombuds program website. The webpage needs to be updated and contact between the Ombuds and Graduate Dean should be maintained.

• Often students need to be advised to talk to someone they trust in the department. When people come to talk an Ombudsperson you offer them helpful advice and the steps they can take to resolve a problem. This often gives them the courage they need to proceed.

• It seems that less cases are coming from the College of Arts and Sciences and most often cases are coming from the professional schools and School of Education.

• Students should probably not start a case with someone in the same school or department, but rather with someone who is removed from the department they have a grievance with. However, it is up to the student to make the choice of who they want to talk to regardless.

**Future Plans**

• The Ombuds program will be brought to the attention of incoming graduate students at orientation. The program will also be made aware to the faculty.

• The committee thinks that the number of Ombuds should be correlated to demand. At this point the committee thinks four people are enough, and that the fourth Ombudsperson should add diversity. Another woman may be helpful.

• It may be a good idea to get one more person to serve as an Ombudsperson for the Uptown campus, because it is useful for the students to have someone close by to where they have classes and work.
David Anderson would like to indicate that his preferred method of contact is via telephone on the webpage. Glenna and George said that either email or phone works as a way for students to contact them.

The Ombuds should meet once or twice a year to discuss situations and techniques that have occurred in cases during the semester.

The Ombuds would like to meet in the fall to orient any new Ombuds to the program.

Training for Ombuds who are replacing others on the committee should consist of past Ombuds sharing cases and how they were handled to the incoming Ombuds. There should be new Ombuds rotated though the program.

II. Graduate Student Ombuds Office

Link: http://www.albany.edu/graduate/graduate-ombuds.php

The Ombuds Office at the University at Albany has officially opened its doors, with services for graduate students.

An Ombudsperson:

- provides independent, informal, and non-partisan counsel to graduate students on matters relating to University experiences or involving dispute resolution or interpersonal misunderstandings, particularly those involving the graduate student's academic program or academic progress;
- may serve as wise listener, counselor, mediator, or fact-finder, and may provide the student with feedback concerning questions, concerns, or complaints;
- does not constitute part of the grievance procedure or the judicial system, although consulting with an Ombudsperson may lead a student to file a grievance, and has no formal decision-making authority over students who seek out consultation;
- may suggest referrals to other resources available to students, but is not intended to be the only source of such referrals.

Ombudspersons at the University at Albany hold the rank of full professor or professor emeritus and have agreed to be available to students by means of phone, e-mail, and in-person conferences. Ombudspersons receive no remuneration for their services to students and to the
University. Their appointment reflects the trust of their peers in their fairness, their understanding of the position of graduate student, and their knowledge concerning the academic organization of the University at Albany.

The Ombuds Office is a "virtual" office that uses University space mutually-agreed upon by student seeking help and the Ombudspersons, and is normally the Ombudsperson's faculty office. Ombudspersons report in generic terms, with all identifying information removed, to the Ombuds Committee created by Senate Bill 0405-13. The Ombuds Committee appoints and trains Ombudspersons and monitors the number of consultations the Ombudspersons receive in order to make certain that there are a sufficient number of Ombudspersons available to meet the needs of graduate students.

The Ombuds Committee includes, as ex officio members, the current chair of the Graduate Academic Council (GAC), the Dean of Graduate Studies, the Provost, the Vice-Chair of the Senate, University Counsel or designee, the Affirmative Action Officer, GAC-appointed faculty members, and Graduate Student Organization (GSO)-appointed graduate students.

COUNCIL ON RESEARCH (COR)
HANNA MARIE PAGEAU, UNIVERSITY COUNCIL REPRESENTATIVE
TOM ROBERTSON, UNIVERSITY COUNCIL REPRESENTATIVE

Old Business

- Approved February Minutes
- Discussed Journal Support Award
  - Questions on if the award should be continued
    - Reason: not many applicants
    - VP did not want to remove it now
- FRAP grant
  - Approved below wording which was given in the last month
  - Changed wording to remove 12-month gap between funding periods and revised following sentence to now read (red is new addition) “a faculty member may not apply for FRAP if he/she has an open FRAP account, regardless of category unless exceptional circumstances see additional justification statement”
  - Instead of new mission statement two sentences explaining FRAP A and B were suggested and will be approved next time.
- Benevolent Grant
• Replace doctoral with graduate in one location to make it more visible that grant is for all graduate students.

• Subcommittees
  o Benevolent grants and journal support grants were announced and approved.
  o Subcommittee on Centers:
    ▪ Going through to see if centers are inactive or not. Large numbers appear to be inactive
    ▪ Created form e-mail to send to centers to avoid making it appear COR is auditing them.

• Presentation for new institute (New York State Youth Justice Institute)
  o Issue concerning approval of institution:
    ▪ US state can only guarantee 2 years funding institutes generally require 3.
  o VP spoke in favor of approving new institute

New Business
• Discussion on if Benevolent grant recipients should have to provide a report to justify the money (like the FRAP recipients do) no conclusion.
• When asked if money can be shifted from grant to grant VP noted that they come from different sources and also that the Office of research is currently running at a deficit to keep the funding at its current levels.
• Meeting Changed for next time from Thursday to Friday April 15th to ensure quorum.

COUNCIL ON LIBRARIES, INFORMATION SYSTEMS, AND COMPUTING (LISC)
CATHLEEN GREEN, UNIVERSITY COUNCIL REPRESENTATIVE

Summary:
As usual, the biggest agenda items were the reports from Rebecca Mugridge (Interim Dean, Libraries) and Simeon Ananou (VP/CIO, ITS). There was also a demonstration of the UAlbany App Version 2.0. The next LISC meeting is to be held May 2, 2016.

I. Libraries Report – Rebecca Mugridge (Interim Dean of Libraries)
Update on the Office of Campus Planning’s proposal for 3rd floor of the library:
• Rebecca did not report on this, so I asked. She stated no update on this issue at this time. Just that they are going to investigate the proposals put forward by the library. Stay tuned.
• Follow up to question from Friday’s meeting, which was why can’t they just move one set of books, i.e. the bound journals in the Science Library and put the Writing Center/EOP there? Rebecca said that is what they have proposed, but eventually the books will need to be moved for 3rd floor renovations, which is why the Office of Campus Planning originally wanted to move them. Her goal is to protect access of these materials when the renovation ultimately needs to be done.

**Update on Compact Planning Proposals**

1. Putting forward 4 proposals, two high priority and the last two medium priority
   1. Library support for engineering school
   2. Library support for emergency preparedness school
   3. Replace student seating throughout the main library
   4. Create information literacy classroom in the science library that can hold up to 40 people

**Update on library faculty searches:**

• Hired evening associate (allows library to stay open late hours)
• Reference librarian search has made recommendations on candidates to interview.
• Interactive media center position is posted through April 29
• Search has begun for an information literacy librarian, who will continue the use of badgery

II. Other:

• **Appointing a Library Hours Task Force in response to Student Advisory Board request for more hours open.** I asked if graduate students were on the committee and Rebecca said no, but they will be putting out a survey to get student input, so keep your eyes open. Graduate students must respond if they want their voices heard!
• Two Conversations in Standish were successfully had (Rabi Musah, James Stellar) and Rick Forgarty is next on April 6th
• On April 8th, there will be an afternoon conference (2PM-5PM) celebrating Marsha Brown, an alumna of the University who was a famous author/illustrator of children’s books. When she passed away last year, she left the contents of her studio to the University. If you are interested in attending, let me know and I will tell you how to RSVP.

**ITS Report – Simeon Ananou (VP/CIO, ITS):**
• ITS required a subscription from Gartner, should help with research? Not really sure what it is or means
• Also got a contract with Nessus, which provides a vulnerability-scanning tool. It will scan all systems on campus and let us know where to take action and patch things. More security
• Poor network performance in residence halls, searching for a new 3rd party vendor to provide more bandwidth to make it better.
• As part of the University’s digital strategy, they are planning to revamp the website to make sure information is current and not outdated

UNIVERSITY LIFE COUNCIL (ULC)
ANGIE MEJIA

I. Randy Stark, Associate Vice President of Human Resources presented on the new initiative to create an Orientation for New Faculty. A motion was made and unanimously approved that the university resume holding an orientation program for new faculty including faculty who arrived last fall and this January for whom there was no program.
  o New training coordinator will start next Monday: Christina Priest, she will work on the orientation and on boarding.
  o Part of the goal is to have an online formal orientation (tailor to specific union employee, contracts ect.) as well as welcome event.
  o There will be a follow-up program after orientation (because it’s all about retentions).
    ▪ i.e. 30 days, 3 months, and 6 month after orientation. The feedback will be collected and shared.
  o Suggestions:
    ▪ Faculty should be informed of the resources on campus, and the locations
    ▪ A welcoming with cookies and coffee event can help faculty build connections
    ▪ Some orientations are department specific, but the school should provide basics website, locations, and instructions.
    ▪ There should be a full orientation to online professor
    ▪ Library has a mentoring program for New faculty
      • There is a campus wide committee to look at mentoring,
        (accomplishments in the space of diversity and inclusion and exit interviews)
      • -What’s happening here on campus?
II. Tamra Minor, Chief Diversity Officer and Assistant Vice President for Diversity for Diversity and Inclusion, was introduce to talk about the campus address to the bus incident.
   o Senate Forum. There was a question if the Senate should consider holding a Forum on diversity issues specifically coming out of the bus incident – this forum would likely be hosted by ULC.
   o Tamra Minor explains that there is a dialogue series as a response to the bus incident. The dialogue series was developed talk about broader issues in the campus community. The dialogues consist faculty only, faculty and staff, Staff only, student only, and student, faculty and staff.
   o Dialogue In Action programs (DIA) (ULC and Diversity and Inclusion) both in the downtown and main campus. (ULC will continue to discuss about the DIA program for the Diversity transformation projects.
      ▪ There is a promotions issue for events.

III. In our next meeting we will be talking about a new faculty chair for the ULC. Also, I added in the agenda a new business of order, the GSA initiative for a maternity and paternity leave policy on campus.

UNDERGRADUATE ACADEMIC COUNCIL (UAC)
MEGAN SCOTT, COUNCIL REPRESENTATIVE

Council Activities

❖ College of Emergency Preparedness, Homeland Security, and Cybersecurity

Undergraduate Major Proposal: UAC members reviewed the CEHC in great detail and clarified logistical problems. The council made changes to the following areas: admission to the major, a credit core requirement tracks, concentrations available within the major, an applied learning core requirement, and a non-credit training requirement. In addition, the council decided upon appropriate degree tracks, making the distinction between a CEHC bachelor’s of science and bachelor’s of arts degree.
Admission to major: Presently, the major can accommodate 100 students and 200 students during its first year. Council members proposed to consider ways to restrict the major.

Credit Core: It is recommended that students take core liberal arts and science courses within the first 2 years of study. In addition, the UAC would like more details on advisement guidance regarding the 100 hour non-credit training. Members had concerns that freshmen should not be doing the trainings when they need to focus on their academics. The UAC will continue to work on this concern. The committee noticed inconsistencies with the current scheduled classes and proposed scheduled classes. ASC representative recommends the CEHC be mindful of the heightened interest in this emerging major/minor and work closely with ASC and Enrollment Management to track student interest and course availability. It was noted that there should be some flexibility to add sections or seats to accommodate students need in progressing with the major. Thus, certain core courses must be offered more frequently.

Concentrations: Three concentrations will exist within the CEHC major: Cybersecurity (B.S.), Emergency Preparedness (B.A.), Homeland Security (B.A.). Members observed the options for the Cybersecurity concentration may create a potential bottleneck issue in the future based on course availability. Members decided Concentrations are acceptable with the revisions provided in the proposal.

Applied learning courses: The CEHC major will require 6 specific core courses (18 credits) required for all concentrations.

Non-Credit Training Requirement: CEHC major proposal notes a 100-hour training requirement that will not count toward academic credits within the curriculum. UAC made important distinctions between “training”, “service”, and “internship”. UAC reviewed how the 100 hours will be recorded. Students will record hours using the ePortfolio device “Digication” which is already in use in the Rockefeller College graduate programs.

BA/BS distinction: UAC deemed it was most appropriate to offer separate BA and BS tracks within the CEHC major. BA/BS track is distinguished by concentration. Emergency Preparedness and Homeland security concentrations will provide for BA degrees. The Cybersecurity concentration will provide students a BS degree. Distinction was made because a BS route best enables students to fulfill liberal arts and sciences requirements.
CEHC proposal curriculum overview: CEHC major with a concentration in Emergency Preparedness or Homeland security will receive a BA and are required to take 90 liberal arts and science credits out of the 120 total credits required for graduation. The CEHC major with a concentration in Cybersecurity will receive a BS and are required to take 60 liberal arts and science credits. All students within the major are required to take 39 graduation credits toward the 120 total required credits. Of the 39 credits, 18 are specifically required core courses, 12 credits in courses at the 300 level or above taken within one of the three concentrations, and 9 credits in experiential learning courses. In addition, CEHC majors are required to complete 100 hours of non-credit training.

CEHC proposal decision: UAC reviewed and approved the CEHC proposal. The UAC also offered recommendations to be addressed at the proposal moves through governance. Namely, the UAC calls for a degree of mindfulness, considering the majors potential popularity and the implications this may have. Core courses should be offered more frequently, more sections given for a particular course, or seats added to a particular class to best accommodate this major’s needs.

Latin American Studies Proposal: Latin American, Caribbean & U.S. Latino Studies department proposed changing the name of the major (previously Latin American Studies) to the same name as the department. They also want to rename the minor (of the same name as the current major) to Latin American and Caribbean Studies. Making these changes makes a difference in what is printed out on student transcripts. The change in the name of the major has to go to SUNY and State Ed. (The change in the name of the minor is a campus-based decision.) UAC decision for this proposal is still underway.

UNIVERSITY PLANNING AND POLICY COUNCIL (UPPC)
NAKISSA JAHANBANI

I. Approval of the Minutes from February 18, 2016
   a. Approved

II. Approval of the Minutes from April 7, 2016
   a. Approved

III. Chair’s Report
    a. N/A

IV. Provost’s Report
V. New Business

A. Certificate of Graduate Study in Computing Education (CCE Online), presented by Dr. Peter Shea, et al.
   - Expand computer science education to K-12 teachers internationally; provide emerging trends/needs to teachers in computer science
   - Stefl-Mabry – addressing diversity beyond “girls coding”, disabilities in computing
   - Some unclear language in the proposal
   - Will incorporate the feedback and resubmit
   - This has already been reviewed and approved by the GAC
   - Voted in favor of conditionally accepting the proposal, pending revisions

B. Certificate in International Education Management, presented by Dr. Mitch Leventhal, et al.
   - 9-credit certificate, fully online
     - 3 courses that are being taught presently
   - Aimed at mid-career professionals
   - Eventually plan for a Master’s in International Education Management
     - Students can apply certificate credits to Master’s, once approved
   - Very few programs in international education management; but this department has particular strengths in this
   - An opportunity that has to be addressed in distance programs
   - Voted in favor, with very minor revisions
     - Some short language about “where the jobs are”, adapted from the Master’s Letter of Intent
     - Certificate gets reviewed by GAC, UPPC, SEC, and finally the Senate; unsure if this will make it to the Senate in time

C. Separately – received a Letter of Intent about the Master’s in International Education Management
   - UPPC needs to review and see if recommended that it should go to SUNY Central, needs a letter from Provost
   - Targeting people early in their career
     - Most will likely have support from their employers
   - Asked about cross-departmental course listings (some in administration, etc.)
   - Asked about how planning on matching students for the practicum
UNIVERSITY SENATE MEETING – APRIL

Approval of Minutes of March 7, 2016 – APPROVED

Approval of Minutes of April 4, 2016 – APPROVED

Approval of Proposed Council and Standing Committee Memberships for 2016-2017 – APPROVED

Election of Senate Secretary for 2016-2018 – DEFERRED TO NEXT MEETING

Election of Senate Vice-Chair for 2016-2017 – KARIN REINHOLD (MATHEMATICS) ELECTED

Unfinished Business

Senate Resolution 201516-01R: RESOLUTION ON EMERITI PARTICIPATION IN THE UNIVERSITY SENATE – PASSED

- Not a formalization of emeriti participation in the University Senate, that requires changes in the by-laws; this acknowledges that this constituency is important and, if approved, has place for agency/participation in the Senate

New Business

Senate Bill 1516-04: CEHC PROPOSAL TO ESTABLISH A BACHELOR OF ARTS AND A BACHELOR OF SCIENCE IN EMERGENCY PREPAREDNESS, HOMELAND SECURITY AND CYBERSECURITY – PASSED

- Possibilities of this being taken away like CNSE
- Reactivation of a program in one department is separate from a major in another college (e.g. CEHC)
- Concern with investment in homeland security in our nation; what kind of training are they getting? Need knowledge of history, analytic skills, etc. – is the core getting statistics, foreign language, or history beyond that?
Other Reports

A. SUNY Senators’ Report - J. Philippe Abraham, John Schmidt, Walter Little
B. Graduate Student Organization Report – Katherine Slye, President
C. Student Association Report – Jarius Jemmott, President
D. Council/Committee Chair Reports – NOTHING TO ADD
   i. CAA – James Mower, Chair
   ii. CAFFECoR – Carol Jewell, Chair
   iii. CERS – Michael Jerison, Chair
   iv. COR – Daniele Fabris, Chair
   v. CPCA – Lynn Warner, Chair
   vi. GAC – Ronald Toseland, Chair
   vii. GOV – James Collins, Chair
   viii. LISC – David Mamorella, Chair
   ix. UAC – Karen Kiorpes and Christy Smith, Co-Chairs
   x. ULC – Michael Jaromin, Chair
   xi. UPPC – Joette Stefl-Mabry, Chair

Adjournment