



# GSA Student Council Meeting

## November 1, 2021 - *Minutes*

### *7pm; zoom*

Meeting Start time: **7:05pm EST**

#### I. Voting for GSA Positions

- A. Secretary (Rahul Upadhya)
- B. VP of Events and Programming (Matilda Mercer)
- C. Senator (Danielle Kozlosky)

#### II. Report on State of GSA

##### A. President (P) **president @gsa.rutgers.edu**

- 1. Meeting with Dean's, Faculties, and Representatives from various Rutgers services
- 2. Updates
  - a) Big focus on student's mental health
    - (1) Dr. Jennifer Jones-Damis, Associate Director of Counseling and Psychiatric Services
    - (2) Dr. Bindi Shah, Director of Psychiatric Services
    - (3) PLEASE REACH OUT if you are in need of help- GSA, HOPE, CAPS, Your Advisor and someone in the department, Friends, Anyone...
    - (4) Resources for mental health will be posted on the GSA website (under Resources tab)
  - b) To get a better understanding of OUR or graduate student needs, please fill out the "Rutgers National College Health Assessment 2021"
    - (1) [https://achasurveying.co1.qualtrics.com/ife/form/SV\\_0VDNdnCkHFcQVXE?Q\\_DL=Nc2LJ5aiTFfHNpM\\_0VDNdnCkHFcQVXE\\_MLRP\\_2h4e4Rg](https://achasurveying.co1.qualtrics.com/ife/form/SV_0VDNdnCkHFcQVXE?Q_DL=Nc2LJ5aiTFfHNpM_0VDNdnCkHFcQVXE_MLRP_2h4e4Rg)

[J03I9B7U&Q\\_CHL=email](mailto:J03I9B7U&Q_CHL=email)

3. Student Essential Needs (SEN) Task Force
  - a) Meeting with Vice-Chancellors, Dean, Faculty, student organization leaders, etc
  - b) Updates
    - (1) Understanding of student needs (both for undergraduate and graduate students)
      - (a) For UGs, food insecurity higher but for grads housing insecurity was higher
    - (2) Food Pantry: Located in College Avenue Student Center, Room 115 (Basement)
      - (a) Please reach out to the office if you are in need of food assistance.
    - (3) NJ Campus Hunger Grant/Conference (Feb 10/11, 2021: Virtual): Rutgers received \$200,000 to:
      - (a) Fight student hunger
      - (b) Leverage more sustainable food solutions
      - (c) Raise awareness of current campus services
    - (4) Dean of Students Integration Plan (completed by May 2022): All Deans office under one unit for increased access and efficiency
4. Academic Master Plan Meeting
  - a) Meeting with Dr. Conway (Chancellor-Provost, NB), Dean's, Department's Chair, and Faculties
  - b) Initiative to improve graduate student life at Rutgers. Topics include:
    - (1) Ways to improve mental health of grad students
      - (a) Better services and counsellors at CAPS
    - (2) Ease of collaboration for research between departments and school
    - (3) Easy registration procedure for taking interdepartmental and inter-school courses
    - (4) Transparency between the Higher Administration and graduate students, including clear communication
    - (5) Initiatives focused towards grad students' life after school (career fairs, workshops, etc.)
      - (a) Rutgers Career Exploration and Success initiatives for graduate students
  - c) In the next few months, the university will send out surveys, organize Town Halls, and will start an online suggestion box. PLEASE UTILIZE THIS OPPORTUNITY to convey your concerns.
5. GSA Banner Templates voting poll conducted- Banner #2 had the majority of votes
6. If difficulty adjusting to graduate school, contact [president@gsa.rutgers.edu](mailto:president@gsa.rutgers.edu), look at

[getINVOLVED site for Zoom meeting link for virtual hours](#)

## B. Executive VP (EVP) [evp@gsa.rutgers.edu](mailto:evp@gsa.rutgers.edu)

1. Electronic Lab Notebooks (ELNs)
  - a) SGS Deans Alder, Millonig, Gelinas
  - b) Vice Chancellor Scotto
  - c) New VP for Research Mike Zwick
  - d) Options:
    - i) Lab Archives?
    - ii) SciNote
    - iii) Arxspan
  - e) Draft Senate proposal
2. Event Advertising
  - a) Concern in SGS that events are not widely publicized
  - b) Channels for advertisement
    - i) getINVOLVED (required)- make public to students and fac/staff
    - ii) Email distribution
    - iii) GSA advertisement list and social media
  - c) Limited seats
    - i) Should reserve 50% of seats for non GSO members
    - ii) Make RSVP date known ahead of time before opening for responses
    - iii) Fill remaining seats with GSO members only after a certain time is allowed for outside members to respond
3. GSA In-Person Event Guidelines
  - a) GSOs must
    - i) Obtain explicit, written departmental review for any in-person event
    - ii) Submit documentation via the website for GSA pre-approval
    - iii) Submit events to EACS where necessary (25+ attendees)
      - 1) Provide documentation of submission and outcome
    - iv) Must complete these steps & receive GSA clearance before holding event
      - 1) Documents must be included in final reimbursement submission
      - 2) Masking still required at all times indoors
  - b) COVID-related Pre-Approval
    - i) Keep all standard GSA Reimbursement PER requirements in mind as well (e.g.

PERs, attendance sheets, “sponsored by GSA”, itemized receipts, funding restrictions/guidelines, etc.)

ii) You will include your Pre-Approval packet with your PER (regardless of reimbursement request).

iii) NOTE:

iv) If the event is In-Person, Pre-Approval Process must be completed before submitting Honoraria request!

v) [If the event has 25 or more people, need to submit event to EACS](#)

c) Update on getINVOLVED

i) All GSOs must advertise on getINVOLVED for reimbursement

- 1) No exceptions
- 2) Provide documentation in reimbursement submission

ii) Future GSA meetings

- 1) Remote: Zoom link shared on getINVOLVED
- 2) To do

(a) Visit:

<https://rutgers.campuslabs.com/engage/actioncenter/organization/gsa>

(b) Ask to join GSA organization

(c) An officer will approve your request

4. University Senate

- a) GSA appoints all SGS senators (one vacant seat)
- b) Monthly meetings (Friday afternoons) with additional sub-committee duties
- c) Recommend changes across all aspects of RU to administration
- d) Email [evp@gsa.rutgers.edu](mailto:evp@gsa.rutgers.edu) to learn more
- e) Senate webpage: <https://senate.rutgers.edu>

## C. Treasurer (T) [treasurer@gsa.rutgers.edu](mailto:treasurer@gsa.rutgers.edu)

1. GSOs that missed Academic Year Allocations cycle may submit for recognition and funding on a rolling basis until GSAs budgeted funding is depleted
2. Funding allocated to following GSOs
  - a. Materials Science and Engineering Graduate Student Association
  - b. Anthropology Graduate Student Association
  - c. Bloustein’s Women’s Leadership Coalition

D. Secretary (S) [secretary@gsa.rutgers.edu](mailto:secretary@gsa.rutgers.edu)

1. N/A

E. GSA Subcommittees

1. Health and Nutrition (HN) [healthandnutrition@gmail.com](mailto:healthandnutrition@gmail.com)

- a) October Event
  - (1) Milk tea with customized toppings (10/12 and 10/19)
- b) Planning oats cook with us in-person event in GSL in November
- c) Planning Apple Cider and Hot Chocolate event in December
- d) Social Media posts
- e) Actively recruiting members. Can join on getINVOLVED and reach by emailing

2. Mental Health (MH) [mentalhealth@gsa.rutgers.edu](mailto:mentalhealth@gsa.rutgers.edu)

- a) MHC goals for 2021-2022
  - (1) Analyze results of the Graduate Student Mental Health Survey
  - (2) Create new mental health resources to support graduate students
  - (3) Reduce stigma around mental health/seeking help by creating a safe space and community
  - (4) More virtual wellness events
  - (5) Reach out to other GSOs → Representative from GSOs to act as a Mental Health Liaison in their GSO!
    - (a) Pass on info and news about events from the MHC
    - (b) Advocate for mental health resources/events
- b) Mental Health Survey opened in May 2021 and has 245 responses
  - (1) Deadline: end of fall semester
  - (2) Link: [https://rutgers.ca1.qualtrics.com/jfe/form/SV\\_4GH9M9TB3Gu4hRI](https://rutgers.ca1.qualtrics.com/jfe/form/SV_4GH9M9TB3Gu4hRI)
- c) Past events for Fall 2021
  - (1) Emotional Wellness & Mental Health in Graduate School (Dr. Francesca Maresca)
    - (a) List of downloadable resources:  
<https://sites.rutgers.edu/gsa/resources/health-and-wellness/>
    - (b) How to find a therapist

- (c) Recorded talk from Dr. Maresca
- d) MHC is recruiting new members. Contact [mentalhealth@gsa.rutgers.edu](mailto:mentalhealth@gsa.rutgers.edu) if interested

## F. VP of Events and Programming [vpep@gsa.rutgers.edu](mailto:vpep@gsa.rutgers.edu)

1. Virtual Mindfulness
  - a) Event to reflect and explore how to be more mindful
    - (1) Speaker: Waiting for approval
    - (2) 1 Hour event
  - b) Speaking points
    - (1) 7 Principles of Mindfulness
    - (2) Book Recommendations
    - (3) Practices
  - c) Calm subscription tutorial
    - (1) Using Rutgers email
2. Fall Treasure Hunt at Zimmerli Art Museum
  - a) Free apple cider and donuts
3. Holiday Cookie Decorating
  - a) Gingerbread/ Sugar cookie decorating
  - b) Candy beads, gum drops, and icing will be provided
  - c) Known Allergies section will be on sign in sheet for preventative measures (nut-free)

## III. GSA Open Positions

- A. Open Positions:
  1. Vice President of External Affairs
  2. Social Media Chair
  3. SGS Senator (1)
- B. Interested in serving for any of the positions? Want more information?
  1. Please reach out to us at [president@gsa.rutgers.edu](mailto:president@gsa.rutgers.edu)

## IV. Senate Update

- A. The University Senate met on October 22, 2021
  - a) Meeting agenda (link in slide deck)
  - b) President Holloway gave administrative report
  - c) Voted on student members of executive board and board representatives
- B. Next Senate meeting: November 19, 2021 at 1:10 pm

- C. Budget and Finance Committee Update
  - 1. Met with Tony Calcado, Executive Vice President and Chief Operating Officer
    - a) Emergency preparedness
- D. Instruction Curricula and Advising Sub-Committee Update
  - 1. Charge in progress- Office of Disability Services (ODS)
    - a) Pandemic effect
    - b) Issues impacting interaction between ODS, undergraduate/graduate students, and faculty
- E. [If anyone has questions for Pres. Holloway, attend the next meeting \(open to all\)](#)

## V. GSO Announcements

- 1. [N/A](#)

## VI. Any Other Business - Open Forum

- 1. [N/A](#)

## VII. Adjournment

Meeting end time: **8:00 pm**

### **Post-meeting minutes**

[N/A](#)