

Graduate Student Association General Meeting Minutes

Date: 10/15/2012



Reminders/Follow-up:

-T-shirts will be ordered, get your size to Whitney LM so that you can have a new one if you are new to GSA or need a new size/shirt etc. They should come in very quickly.

General Meeting

-There will be a USA open forum Wednesday (Oct. 17) 1245-150 in Nifkin to discuss the Course Keyword Project with Andrea Webster

1. Update on Survey - we have approval from the Assessment Office to send out Tuesday 10/16.

~All committee chairs have copies of questions they submitted to make any necessary changes to the survey

~Send out survey Wednesday Morning and have 1 week for students to return it, 3 prizes will be given in the form of \$50 gift cards to students who fill out surveys.

~Steve and Michelle will practice the survey before it is officially sent out

2. Kevin Reynolds, the ESF Academic Integrity Coordinator, will be joining us to discuss the current academic integrity policy and potential changes to it in the future. As mentioned at the last meeting, if you have any comments from grads in your department (or yourself of course) regarding experiences or problems with the current policy, he will be taking suggestions and feedback.

~Wanted to share and gather information this evening to see what problems are with academic integrity from our point of view, suggestions that are accepted will be put into place in the next academic year.

~4 Categories of academic integrity; plagiarism, improper collaboration, cheating and assisting with cheating. Faculty member and student should have a discussion about event, results of the conversation should be sent to Kevin and he keeps records of these discussions. Anything considered to be Committee of Academic Honesty will hold a hearing to determine if there was a problem with Academic Integrity and how to handle it.

~Members of GSA can sit on hearing committees for the Committee of Academic Honesty, Kevin wants to open up the possibility to all ESF graduate/undergraduate students. He is happy to welcome any suggestions on this point. We will discuss this point later to see if there is interest.

~How well is the system working from your point of view?

-Michelle brought up an example of ambiguity in relation to how to handle plagiarism on

the part of the student cheating and faculty member. Because no one knew exactly what needed to be done, the student went unpunished and repeated the action multiple times. How can we make the process for handling academic dishonesty more clear to stop this in the beginning?

~This is a newer process and they are working on making sure everyone knows the steps. If a faculty member is unwilling to follow through when a TA believes it is necessary, please come to see Kevin to discuss the event and what your options are.

~If a violation happens and the first problem was not reported, then it does not count in terms of punishment. The only way for Kevin to know if it is the 1st/2nd offense etc. is if it is reported. Often there is concern on part of the faculty to create a "record" for the student but it is important to have the message sent that the ESF community values include academic honesty. Also, these actions will have more real consequences in the job world and students should see that it is necessary to follow the procedures they have agreed to.

-Steve asked if the process if originally followed but later found out to be an error in grading/something that is not the fault of the student, does it still go on their academic integrity policy?

~This type of thing is being looked at but as it stands now it would still count as a first offense. It is a muddy area, Kevin should be asked on a case specific basis.

-Jessica asked if a student should report on any academic dishonesty that they see taking place.

~Kevin stated that yes because the point of this is to educate the people who are not following through with academic integrity.

-Whitney LM proposed having a section on the steps to handle academic integrity at the Colloquium for Student Teaching.

~The overall feeling is that it is covered well enough through informative emails, teachers informing students and the student handbook.

~Kevin would like to propose training for those wanting to sit on committees. Primary training would consist of learning what the policy and procedures are, would be based around who would like to do the training. Would be a one-hour training session. Kevin is happy to take suggestions on this point.

~GSA will collect feedback on this topic, if students have interest etc.

3. Andrea Webster, campus Sustainability Coordinator, is joining us to discuss the Office of Energy and Sustainability and Provost Office initiative for a course keywords proposal project, where they're creating a database of keywords for ESF courses. The idea is that the keywords will aggregate courses that span multiple departments and she is hoping for our input on the list of keywords to see if it is complete!

-Wants to focus on the Course Keywords Project. Courses and course catalog currently divided by department, but there are courses for one division of study across all departments. The hardest part is coming up with a list of key words to use. Most departments have been informed/consulted, but want student input. EX. If you take a policy major and want to take policy courses listed under all departments, you will have the opportunity in the future to search policy and see a list of proper courses.

~Input on changes to word list that the project already has. There will be a USA open forum Wednesday (Oct. 17) 1245-150 in Nifkin or email sustainability@esf.edu if you have questions.

-The keywords would be approved and curriculum coordinators would tag the key words for courses, tags would be approved by the curriculum committee and then be available to students.

~Abigail asked if short courses/new courses will be included in this? Not until the course is made permanent, often these classes are trial classes to be made permanent later. Therefore, students would need to view the course list as it exists now in order to see ALL available classes.

~John proposed using the word Modeling as a keyword, Emily proposed the keyword Interpretation and Brent Johnson suggested using the keyword Grad to allow graduate students to search without seeing undergraduate classes. Other keyword suggestions were submitted on paper.

4. Committee Updates and review the proposed committee calendar of events for the upcoming year (copies will be provided).

-Webpage: Wants to make sure that the webpage is representative of the committees we have in place now. Every committee should have a tab with its mission and goals. Every committee needs to make sure this information is up to date and your group agrees with what it says. Please scan through and check.

-Thank you for giving information early for flyers, please give Lindsay 1 week or more prior to printing day to make the flyer, send as much information as possible and MAKE SURE IT IS ACCURATE INFORMATION. If there is a committee meeting etc. please email Lindsay so that she will be able to put the event on the calendar. Scott suggested that the speaker committee create their own flyer for smaller events in the spring to avoid overwhelming Lindsay in the spring.

The G-Calendar is not just for events we have set a date for and booked but for proposed events to see where the events fall and help to spread them out. There is a room booking issue sometimes, or having events on the same day, concentrated events around exam time etc. This will help avoid those problems in future semesters.

Meeting on the 29th-want to dedicate this meeting to budgeting and proposing future events. This is the first step in visualizing the rest of this semester and the spring, especially to help with room reservations. If you are unsure of when you would like to hold an event but are not sure what date, book a room for both days to help avoid conflicts. This next meeting should allow us to talk about improvements to events etc.

-Social Committee:

~Wine Tour 10/13: Was a success, 35 people attended.

~Halloween Party 10/26: @ The Inn Complete, Costume Contest and free beer and pizza.

5. Any other new business and upcoming events - including a discussion of inviting Provost Bongarten to an upcoming meeting. It would work well to invite him to a meeting after the meeting with Scott Shannon, sometime in November (4 weeks) allowing us one more time to discuss this before meeting with the Provost.

Email Jimmy for further information on the meeting with Scott Shannon to give him any suggestions. Meeting will be Wednesday (Oct. 17) at 9:30am.

Attendance:

Doug Morrison	Brent Johnson	
Whitney Carleto	Natalia Cagide	
Jennifer Yantachka	Scott Sveiven	David Schmidt
Abbie Larkin	Kevin Reynolds	
Steve Balogh	Kat DeVilbiss	Michele Hierholzer
Cat Foley	Lindsay Perez	Andrea Webster
Whitney L Marshall	Thomas P. Taggart	
John Wiley	Jessica Bouchard	
Matt Regan	Prajakta Dongre	

