

MGSC Meeting Minutes

December 6, 2018

Attending: Lacy, Ryan, Wieczorek

MGSC Teaching Award Potential Donor Gift

- There is a possibility that funds could be available to support the MGSC teaching award (\$500 per year) that the individual could either take as cash (pay taxes) or put towards their research (without taxes)
- The money cannot be put towards the service award
- We could ask the department to put the \$50 from the teaching award towards the service award which would be \$100 (perhaps even as money or research)
- MGSC's name should stay on the award; summary would have to include the donor's name. It might be suggested that we write a letter to the donor family letting them know who won.
- Maggie will e-mail Plaut.

Sweatshirt Final Numbers

- Total Cost: \$1749.05
- Total Revenue: \$2067 (not including the last extra sweatshirt)
- Total Profit: \$317.95

February PDL Topic

- February: Rachel Caldwell (Copyright specialist from the library) talked about your rights as a publisher, publishing your dissertation
 - Maggie e-mail the MGSC to get a point person in the beginning of January
- Future PDL: Split up among the research topics with faculty and/or upper-level graduate students
 - We could possibly ask the department for more money if these occur on multiple, different days
 - This would be a good one for March

Town Hall Recap

- Prelim Issues
 - We will write a letter to Feng about the incident and request that all committee chairs be reminded of their obligations regarding FERPA and the paper system that's in place now to maintain privacy and at the beginning of each meeting. (Maggie will write this, discuss with us, and send it to Feng and Pam.)
- Mentoring Program
 - Strongly encourage all participants to complete the evaluation survey sent out by Denzler.
 - Common Office Hours: Jack will talk to Malissa about some issues that were brought up, particularly regarding communication and setting up clear expectations for instructors and students.
 - Instructor of Record: We would like to know how the current choices are made as to some mentoring programs being instructors of record and some not. We will talk to Dr. Brodskiy in January to discuss this and the possibility of a uniform policy.
- Pay Bonus Deadlines
 - We will discuss this issue with Dr. Feng in January. In order for these bonuses to serve as incentives, students need to know the deadlines.
- Office Changes
 - We haven't heard anything, and the Department doesn't know anything at this time.
- MGSC Letter to Prospective Students
 - Ideas: if they are going to have a visit, sending it a few days before would be good. Or, two weeks after they get accepted. Or, two weeks before decision day.
 - We may have to have a few different versions.
 - The letters will probably have to be sent from Pam.
 - We can keep talking about this in January; in the meantime, Maggie will talk to Pam to see what she thinks
- It is on the schedule of the committee to update the handbook next semester. The University doesn't want them to update the handbook more than once per year. MGSC next summer should check the handbook and/or check in with Pam to see if the changes have been made.