

1. Guest Speakers - Hesburgh Library - Jessica Kayongo, Diane Walker & John (last name?)
  - a. Library Renovations
    - i. Master planning process began three years ago
    - ii. Goals:
      1. to make library resources visible
      2. promote research & learning services such as OIT & Writing Center
      3. implement space strategies for effective access & growth of Library's physical collections, etc.
    - iii. Project is in phases
      1. Phase 1B currently
        - a. Entrance Gallery currently under renovation
          - i. each of first two floors is equivalent of football field square footage-wise
      2. Phase 1
        - a. floor 10 is currently under renovation
    - iv. What's completed so far?
      1. North Entrance Gallery
        - a. atrium is letting in light from skylight
        - b. 2nd floor - New North Reading Room
          - i. glass wall separates reading room from rest of space
        - c. skylight Community feedback - "We need more natural light in middle of building".
      2. Landscaping on North side now
        - a. didn't use to be able to enter library at all on North side.
    - v. Level 10 will be open and ready in January of 2016
    - vi. Phase 2
      1. will be open in March of 2016
    - vii. Service Desks need to be more visible
      1. now, service desks are more visible
      2. ceiling has cut-out to let light in on first floor
    - viii. Second floor
      1. removed marble wall
      2. relocated restrooms
      3. light will eventually be coming in from the South
    - ix. Current Carrels not functional
      1. dark, bad temperature, no natural light, claustrophobic
      2. going with a more open concept
    - x. Graduate Student Enclave - Northern Extension
      1. built custom work stations for grad students

- 2. will be 18 square feet of surface desk area (this is 3-4 times what is there currently)
  - 3. lockable book storage units - each student assigned one
- xi. Tenth floor - Putting in Reading Room
  - 1. behind glass wall
- xii. Phase 2 - Concourse Phase
  - 1. large chunk of concourse (old concourse - paneling & marble are gone)
  - 2. glass will be installed on upper area
  - 3. East & West wings won't be paneling - will be floor to ceiling glass
  - 4. large piece of marble left - possibly large art installation
  - 5. concourse is a high visitor traffic area - favorable impression is goal
  - 6. furniture will remain in concourse but will change
- xiii. Adjacent space to Concourse
  - 1. Scholar's Lounge
    - a. Will be library study space
      - i. variety of types of seats
      - ii. food is acceptable
      - iii. auditorium needs overflow seating
      - iv. flat panel monitors will allow streaming (from auditorium event) to happen
      - v. space should be welcoming, warm and a bit high-end
    - 2. Website dedicated to this project
      - a. <http://renovation.library.nd.edu/>
      - b. webcams are installed at construction zones - can see these on website
- xiv. Kristen Drahos, Quality of Life (*Theology*): The silent study spaces are beautiful but limited. Are there more being added? Some are frustrated if food is brought in - can be loud, distracting, smelly, etc.
- xv. Diane: Where the fishbowl is now, there is a foreshadowing of a much larger space of this kind. We have conflicting input re: food. We prefer not messy, smelly or noisy food. One group doesn't know how it can be controlled. Looking for feedback.
- xvi. John: This space is designed to absorb sound
- xvii. Jessica: The entire tower will be catered to quiet space
- xviii. Jill Plummer (*History*): In terms of new carrell space, how many desks will be in the graduate enclave? All people from the History department? Mix?
- xix. Jessica: We've installed 34 desks. A & L allocates carrels. Not all History but that is the aim. Desks are sharable. Possibly could allocate 2

people to one desk. Card-swipe so grad students allocated can be in that space.

- xx. John: Ideally, American History space. We did benchmarking at Princeton, Penn...room will only be how many people are allocated.
- xxi. Margie Housley (*English*): Will there still be 4th floor carrel space?
- xxii. Jessica: No, that will just be devoted to staff space
- xxiii. Diane: 9th floor collection will be moved. 4th floor collection will be moved up to 9th floor. Long term plan - is to reconfigure the stacks
- xxiv. New elevators in building next year. May help with transition of floors 9 through 5.
- xxv. Andrew O'Connor (*Theology*): When will Phase 2 be finished?
- xxvi. Jessica: Begins around March. Hopefully finished within 2016.
- xxvii. Diane: Feel free to be in touch - see Ren Alert page for suggestions, etc.

2. Guest Speakers from OIT, Brian Burchett & Jeff Bain-Conkin

- a. Brian & Jeff are from Teaching & Learning Technologies division
  - i. OIT is largely concerned with infrastructure
  - ii. How we might partner with grad students in future
- b. Recent & Ongoing projects
  - i. Helping instructors create blended-learning content/supplemental content for traditional classes
    - 1. Lightboard Studio
      - a. Video production that is natural alternative to face-to-face teaching
    - 2. Sakai
      - a. ND's learning management environment for curating class resources, distributing assignments, & tracking assessment
  - ii. Encouraging more engagement from students during class
    - 1. Apple TV
      - a. Wireless projection appliance for any IOS or OSX devices
    - 2. DeBartolo BO11
      - a. Active learning classroom with flexible furniture, 8 wireless team computers, 12 configurable displays, & whiteboard paint on walls
  - iii. Enabling students to create multimedia content for assignments or presentations
    - 1. One-Button Studio
      - a. Easy-to-use video production suite with green/blue screen & projector
    - 2. Equipment Checkout (115 DeBartolo)
      - a. Video cameras, microphones, & other multimedia production equipment (including Apple TV kits) available for student & faculty use

- iv. Enhancing other pedagogic & research techniques through many other tools & services
  - c. OIT is seen as reactive & supportive
    - i. Want to be more engaged now
      - 1. out & about
        - a. seeing what instructors are going through with students
    - ii. We're in a position to help Grad students distinguish your application from others.
      - 1. Thinking about mini-grants
        - a. Mike Westrate tells him lots of Grad students look for small amounts of money
          - i. We might be in a position to provide funds if Grad students help (OIT) out in various ways
          - ii. Grad students will get double the Professional Development funds
          - iii. OIT gets the 'guinea pigs' that they've been looking for
    - iii. Brian: If we're partnering on the grant level.....(unrecorded comment)...faculty reluctant to take chances in classroom.
      - 1. Hoping Grad students may be more risk-taking
  - iv. Meredith Doellman, (*Co-Vice President*): What have you collected data on so far?
  - v. Jeff: Moreau Experience. We're involved in the back end of that. We're learning & would like to have more rigorous data. We have some ideas.
  - vi. Meagan Simpson (*English*): What would be helpful would be some kind of online teaching portfolio. There is no central place in which I can do that. As far as PD, that would be great (unrecorded comment) we might be able to then share with search committees.
  - vii. Jeff: I'd like to see where you can curate your own student's content.
3. Guest Speakers - Lisa Michaels from Grad Career Services & Josh Mason - GSU Professional Development Chair - Assisting Lisa with 3MT Project
  - a. 3MT (3-minute Thesis) - Academic competition developed by University of Queensland, Australia, for Ph.D. students in 2008
  - b. Goal - is for Ph.D. students from all departments & colleges to explain their research
    - i. in a language appropriate to audiences having both specialists & non-specialists, all within 3 minutes
  - c. Not an opportunity to dumb down your research
    - i. this is to help reignite what you're doing.
    - ii. to highlight the research you're doing
  - d. Open to public, undergrads, alumni, South Bend industry partners, etc.
  - e. Lisa: Who has heard of McCloskey Competition out of Mendoza?
    - i. This is celebrating the pursuits of our grads

- ii. You will get Professional Development training out of this as well -  
Socialize & build relationships
- iii. McCloskey Event is open to any students
  - 1. an event where innovative ideas are worked on
  - 2. prizes are given
- iv. 3MT has gone international
  - 1. most peer colleges are using this, maybe on a smaller basis
  - 2. we chose to represent the whole graduate population
- v. Process: soft launch in next few weeks. (a teaser)
  - 1. we want you to know what's going on
  - 2. building website now
- vi. Spring, 2016 "3 Minutes to be Brilliant"
  - 1. orientation session
    - a. what process is
    - b. what's expected
    - c. required to go to 1 Professional Development class
    - d. 5 courses tiered toward this competition
- vii. February, 2016 each division will have a run-off
  - 1. 1st place \$100, 2nd place \$50 (2 winners from each division)
- viii. March 16, 2016 - Final event at Mendoza, Jordan Auditorium, 8 participants
  - 1. prizes: 1st place \$1000, 2nd place \$750, People's Choice Award \$500
  - 2. networking reception to follow awarding of prizes
- ix. April 6-8, 2016 - 1st place winner will represent UND at the Midwestern Association of Graduate Schools (MAGS) 3MT Regional Conference
- x. Awesome way to link your research for possible employment opportunities
- xi. Please help promote this event!
- xii. Meagan Simpson (*English*): Is there any question-component to this?
- xiii. Josh & Lisa: No. No tricks on what the judging will be on
- xiv. Meredith Doellman (*GSU Co-Vice President*): What's the deadline for candidacy?
- xv. Josh: Not laid out by University of Queensland, which we have to follow. We do need to discuss this and will let you know.
- xvi. Margie Housley, (*English*): Are the PD events only for participants?
- xvii. Lisa: No, not at all. It's for the competitors to attend one but everyone can go.
- xviii. Josh: Workshops are put on by the Grad School PD team
- xix. Eve Bjerre, (*Sociology*): Will there be flyers for us to send out to promote this?
- xx. Lisa: We will be sending out to all Grad students

- xxi. Josh: There will be a meeting in December to sort out hardcopies & how to distribute. All materials will be electronically sent.
  - xxii. Enma Pardilla-Delgado, (*Psychology*): Does it have to be your dissertation research project?
  - xxiii. Lisa: Yes. The point of this is to be able to speak to any sort of audience. Can you explain your research in 3 minutes?
  - xxiv. Mary Aloia, (*Romance Languages & Literature*): Can you participate if (unrecorded comment)..not Ph.D. student?
  - xxv. Josh: For 1st year, no. We're working on this for the future
  - xxvi. Lisa: The winner of ND competition gets to go to Chicago, all expenses paid by the Grad School & present your 3MT at MAGS association, competing against other universities.
4. Approval of Minutes from October, 2015
- a. Bryant Vande Kolk, (*GSU President*): Do I have a motion to approve?
  - b. Enma Pardilla-Delgado, (*Psychology*): Yes
  - c. Bryant: Do I have a 2nd?
  - d. Aryanne de Silva, (*Psychology*): Yes
  - e. Bryant: All in favor? Minutes have been approved
5. Executive Committee Reports
- a. Bryant: Nicholas Bonneau has stepped down as the GSU Health Care Chair
  - b. Bryant: We met with Dean Laura Carlson. We were invited to lunch for Mental Health & Wellness. Dr. Bill Stackman met & discussed McDonald resources
    - i. Care Consultants were discussed and made aware
  - c. Sean Vilanova, (*GSU Co-Vice President*): Met with Mimi Beck & McDonald Center - focused on overall wellness from the get-go. Taking more of a pro-active standpoint. Looking into ways to work with Mimi & the Center to promote resources that are available.
  - d. Meredith Doellman, (*GSU Co-Vice President*): Convened a Faculty Committee for revising CIFS. Also convening a committee to review and rewrite academic honor code. Faculty Senate is actively looking for input on that.
  - e. Bryant: Advisory Committee for LGBTQ students discussed important topics for this year. Climate perception vs reality. Whether or not people feel welcomed. Advisory committee for students for race & ethnicity. Meeting again November 30, 2015. Library hours on Sundays. Grad Life advisory panel met as well - See Bryant's e-board report. Ad Hoc Committee will be meeting next week.
  - f. Michael Altenburger, Academic Affairs Chair, (*Theology*): What are the main issues with CIFS?
  - g. Meredith Doellman, (*GSU Co-Vice President*): Nobody has ever confirmed that CIFS actually measure what we think they measure. A lot of departments are really concerned about the way that the CIF numbers are used.
  - h. Bryant: introduced Angela Lake, Assistant to Mimi Beck, Dean's Office, Grad School.

- i. Angela Lake: Talked about GSU website plan. Showed current website. Looking to update and make more user friendly and on smartphones too. New goal is to highlight our organization. Showed Student Affairs website. Our tagline - about 5 seconds to engage someone. Short, descriptive phrase is needed. Told about the options available. Custom template from Conductor, is what we decided. Easy to keep up with.
  - j. Bryant: Went over reasons why we need this. Website needs an overhaul. content, esthetic appeal. Needs to be a hub, easy to navigate. Responsive to mobile devices. Made sense for a redesign. If over \$500, we need to ask the Council. We've asked all of our chairs to submit what they would like to see. We're hoping between \$750 & \$1750. Is there a motion to bring this to the table?
  - k. Meagan Simpson, (*English*): Yes
  - l. Matthew McEwen, (*Sociology*): Seconds this motion
  - m. Bryant: Are there any questions?
  - n. Aryanne de Silva, (*Psychology*): What will we use the website for?
  - o. Mimi Beck, (*Grad Student Life Program Director*): It hasn't been well updated in many years.
  - p. Meagan Simpson, (*English*): What is baseline content?
  - q. Bryant: Home, Events, Professional Development, Grad Life, Resources & About. We'd also want to have a side banner for current student resources and support, future students and maybe even some housing suggestions. Mandy and Lisa were looking for contact information for Department Representatives on the website.
  - r. Meredith Doellman, (*Co-Vice President*): It's updated now.
  - s. Bryant: Plan on using 'card' idea. Maybe a Twitter feed going. Other questions?
  - t. Meagan Simpson, (*English*): On the Professional Development side, you mentioned CPG but could there potentially be some room for events, pointer for Grad School events?
  - u. Bryant: We don't want to duplicate.
  - v. Sean Vilanova, (*GSU Co-Vice President*): The cards are a nice thing. We can switch them out.
  - w. Mimi Beck, (*Grad Student Life Program Director*): The Grad development team is looking for more ways to market their events. Talk to Evan about that.
  - x. Bryant: passed around the sign in sheet.
  - y. Bryant: We'll try to update the content currently. Are there further questions? We are going to be pushing Conductor for secondary colors too. We need to vote. This is a budget matter. The Chairs can't vote. All in favor: 17. Opposed? 0. Abstentions: 0. This motion passes.
6. Committee Reports
- a. Michael Altenburger, Academic Affairs Chair, (*Theology*): There has been support from all parts of campus that deal with Grad students for 3MT.
  - b. Katie Button-Simons, Professional Development Chair, (*Biological Sciences*): Student in Biology is interested in having Grad School support - help in finding

places such as a paid fellowship while they are working on their....(unrecorded comment)...working somewhere else.

- c. Meagan Simpson, (*English*): Potential in English for something like this down the line. More on the student side, rather than the faculty side.
- d. Katie Button-Simons, Professional Development Chair, (*Biological Sciences*): Would Grad students be interested?
- e. Meagan Simpson, (*English*): What is the nature of the support? Financial?
- f. Katie Button-Simons, Professional Development Chair, (*Biological Sciences*): Yes, to replace your stipend for this semester. Hopefully it would come from the institution you were going to work for or explore possibilities if that isn't possible.
- g. Lisa Michaels, (*Grad Career Services*): Clarification: covers cost of unpaid internship.
- h. Gabe LaBonia, Social Chair, (*Chemistry & Biochemistry*): The price for Thanksgiving tickets are \$6. Already sold over 100. 240 tickets left. Movie is tonight at 8:30. Halloween party was very well attended.
- i. Angel Matos, Quality of Life Chair, (*English*): We had the first LGBTQ Luncheon. Almost 30 people showed up. December 3, will be the second luncheon. LGBTQ Holiday Party/Potluck will be December 9.
- j. Kristen Drahos, (*Theology*): Cooking class: Martin's event, we can afford it. We can do this two or three times this academic year. There is also an ethnic version. Checked out venues around town. With budget, Martin's was the best option.
- k. Sayanty Roy, Quality of Life Chair, (*Biological Sciences*): We plan to start a shuttle system to commute to Meijer. ND Transportation is willing to support this for a trial period until December 23. Based on that, we'll see if we should expand. There is a preliminary survey to see how much of a demand there is. It's really for 1st and 2nd year students. Will run two vans per Marty at ND Transportation. Univeristy Women's Committee (Sayanty sits on this committee). Trying to set up 2 events next semester that will bring female undergrad, grad, faculty and staff together. Will mentor them and networking for grad students.
- l. Eve Bjerre, (*Sociology*): Asked about details of when bus leaves, etc.
- m. Sayanty Roy, Quality of Life Chair, (*Biological Sciences*): If living in FOG or University Village, they both get e-mails. At this point, it is limited to FOG and University Village. Open discussion though if we can expand this.
- n. Bryant: Are there any reports for any University Committee? There were none. Is there a need for breakout sessions? There was no need. We will have breakout sessions at the January meeting to kick-off the new year. Is there a motion to adjourn?
- o. Meagan Simpson, (*English*): Yes
- p. Christopher Shuck, (*Chemical & Biomolecular Engineering*): Seconds this motion
- q. Meeting was adjourned at 8:32 p.m.