Details:

Date: March 12, 2014
Time: 12:30 a.m. – 1:30 p.m.
Location: 8th floor Board room -Dean B. Ellis Library
             Arkansas State University, Jonesboro
Secretary: Pamela Shultz

Meeting Minutes:

Executive Board

Dalia Tejada – President   dalia.tejada@smail.astate.edu

Ashley Handcock – Vice-President   ashley.handcock@smail.astate.edu

Juanjuan Li – Treasurer   juanjuan.li@smail.astate.edu

Pamela Shultz – Secretary   pamela.shultz@smail.astate.edu

Board Attendees: Dalia Tejada, Ashley Handcock, Pamela Shultz, Martina Garda, Juanjuan Li, Byron Keys

Council Attendees: Rebecca Cooper, Revis Edmonds, Barbara Barnett, Josh Bramlett, Martina Garde

I.   Call to Order and Welcome Note:

Dalia Tejada, President, called the meeting to order at 12:33pm. Dalia asked members to allow the guest speakers to speak on their topics before the minutes and GSC business was discussed.

Ashley motioned that the speakers be moved to the beginning and Pamela seconded, all were in favor.

Henry Torres was the first speaker. He spoke on Information Technology and Security. He discussed the updates to include most recent technologies and capabilities.

He discussed that 241 fraudulent tax returns on employees and they hired security companies to investigate and they are still not sure how the data was released. This year 8 employees were fraudulently claimed, 7 of them were the same from last year.

An internal IT security panel was established. Any security cameras that are purchased must now be approved by ITS.

Henry Torres spoke on each of bulleted item in his handout. SEE HANDOUT for further information.

Bill Smith from Creative Services came to speak with the Graduate Student Council on policies and procedures with the stAte logo and group Facebook pages using ASU's name.

Smith stated that the "stAte" logo is a policy that was adopted by the university system. He states that they are still currently in process of replacing old logos and are rolling out additional changes to the old logos.

Smith claims that the logo change was due to a survey not seeing a consistency- the old logo was tested. Best of all logos were recognized. University does not want several logos among several areas so it was decided to be one unity to establish a more solidified profile.

He recommends students to send him an email on any old logos that we may find around campus.

If we are creating t-shirts he suggests that we work with Creative Services to help with design. He also stated that we need to come see him about our Graduate Student Council logos because they need changed.

He stated that steps were taken to notify people of the change through talking to groups, sending out emails to deans, campus offices, and then notified print shops before notifying the public.

As for social media, Smith states that there isn't an official policy, they have procedures in place, but no official policy. However, he states that they are in the process of creating an official policy.

Smith states that if you are representing the institution you will fall under whatever gets created. He continues by stating that if using the ASU logo or any ASU information it will follow rules and procedures. He states that if you have a group page for ASU organizations that they want access. The 2+2 rule. In the event the current members leave, ASU will have access so that new members can be put in administrator roles for the group page. He warns us to be careful what we post even on our personal sites and tells us about the Professor at the University of Wisconsin.

We thank our speakers for their time to speak with us on these issues.

Minutes were approved from the February 26th meeting.

II. Reports:

President Report- Dalia began her report by stating that there have been updates on the website. She also mentioned about the Graduate Student Council getting new t-shirts with more accurate sizing. She suggested that members give her their t-shirt sizes so that t-shirts could be ordered.

Dalia also mentions the Graduate Council Committee meeting where new programs and new courses and teacher requirements were approved.

Juanjuan stated that during the Shared Governance Committee there was a system presented that will allow Dalia and Juanjuan access to activate or deactivate group member email addresses.

For IT Technology Fee which was discussed in further detail by Henry Torres student technology fees will be used to fund instructional technology, student support services, computer tech in

classrooms and labs, infrastructure, and software distribution as well as Turn it In and Career Services Software.

For the University Planning committee Chancellor Tim Hudson mentioned that the university was in good shape financially and that the HLC visit last fall provided them with a lot of information.

Vice President Report- Ashley stated that the Potluck Activity will be held in the ABI building and that members will need to sign up for food items that they will be bringing.

Treasurer Report- Action Fund money $1500 for 12 applicants.

Secretary Report- meeting minutes were approved at the beginning of the meeting. Sign-up sheets for shirt sizes and for potluck.

Other Reports: None at this Time.

Committee Reports:

Development Communications Committee is looking for new member to be added.

International Committee met, Martina was in attendance.

Revis suggested that for committee meetings and additional meetings outside of the regular Graduate Student Council Meetings that reminders be sent out 5 days in advance so that plans can be arranged.

III. Adjournment:

Meeting was adjourned at 1:52pm.