

- I. Statement from Jessica Peck, Graduate Student Trustee
  - A. Jessica was just appointed by Governor Kasich in July, until May 2019, and has attended one meeting of the [Board of Trustees](#) (BOT) so far. She acts as an advocate for graduate students on the BOT. One of her goals in this role is to forge more of a connection between the BOT and the GSS.
  - B. The BOT is composed of 9 voting members and 2 student members who do not have voting privileges. Although student members do not vote, they are expected to have the same depth of knowledge as the BOT in order to give them feedback on issues that impact students.
  - C. BOT is separated into 5 committees, and Jessica currently serves on the following 3 committees and will serve on the remainder in the future so that all committees have a student representative:
    1. Academic Excellence
    2. Finance & Administration
    3. Investment
  - D. Members of the University and public are welcome to attend BOT meetings. Their next meeting is 12/13/17 at 9:00 a.m.
  - E. Question: Are you aware of any Ohio universities where student trustees have voting rights?
    1. Answer: Only Ohio State University allows this, but there is a consensus that proscribing student voting is beneficial in order to avoid conflicts of interest.
- II. Call to Order AT 2:19 p.m.
- III. Roll Call
  - A. Absent: Applied Engineering, Sustainability & Technology; Art; Fashion; Modern & Classical Language Studies
- IV. Approval of minutes from October 31, 2017 & November 14, 2017
- V. Executive Board Reports
  - A. **Executive Chair** – Mark Rhodes – [mrhode21@kent.edu](mailto:mrhode21@kent.edu)
    1. National Conference of the National Association of Graduate-Professional Students (NAGPS)
      - Mark attended the national conference at Syracuse last month. He made lots of national connections with other GSS-like organizations at other universities. He generated the following ideas at this conference:
        - Creating a running publication list for publications generated by past Research Awards
          - Mark has been using Google Scholar to gather such a list from more than \$300k of past Research Awards, and these queries have returned more than 150 different publications!
          - This will be great to show to the administration to show returns on their investment in the GSS and will hopefully lead to an increase in funds for the future, perhaps even from alumni
        - Creating a database of information about teaching assistants across KSU
        - Fostering more of a connection with the grad trustee
        - Incorporating more committees into the KSU GSS
          - Many other student government organizations require their representatives to join committees. Incorporating this into the KSU GSS may increase our efficacy as a collective

working toward the issues that we and our constituents find important.

- Reaching out to graduate students in online-only programs (e.g., from the School of Library & Information Sciences)
    - This represents a very large constituency that is currently not being represented very well.
  - Regularly sending graduate students to Washington DC for graduate-student advocacy
    - Last month, we sent Kate and Betsy to DC to speak to legislators. Maybe we can send other grad students in the future so that we can offer this experience to others.
  - Graduate Studies pays \$500 for the GSS to be part of the NAGPS, and we consider this a worthwhile investment. However, while the NAGPS does necessary work and has great potential, the organization is also very disorganized and dysfunctional. Therefore, we should continue to invest in it for the time being, though make sure that the organization improves going forward.
2. Report: Faculty Senate meeting (11/13/17)
- Aramark apologized for grievances in quality, price, availability.
    - They have set up teams to rectify the issues that have been brought up.
    - Pizzas may now officially be purchased from off-campus vendors.
  - The Faculty Senate passed a resolution on textbook sales-tax exemptions (see New Business).
3. Report: Faculty Senate Budget Advising Council (FaSBAC)
- FaSBAC had a major discussion on restructuring the Responsibility-Centered Management (RCM) model to include more research, scholarship, and pedagogy—and to be *less* structured around class registration. This discussion is ongoing.
    - A notable example is provided by the College of Arts & Sciences, which is \$6.3M in debt because of this dysfunction because the majority of the university's research happens in this college.
4. Announcement: Board of Trustees
- The GSS executive board has been invited to lunch with the BOT on 12/13/2017.
  - At this meeting, Mark will be giving a brief report on what we've been doing. Please let him know if you would like him to bring anything up at this meeting.
5. Report: Strategic Opportunity for Academic Reach and Success (SOARS)
- Mark is a member of this committee, which is responsible for implementing the [university's strategic roadmap](#). Within this committee he will be involved in discussions around the Kent Student Center redesign.
6. Report: Student Leadership Lunch
- Dr. Shay Little (VP for Student Services) has put together a program for us to give feedback on Dining Services. This program is called [Students Particularly Interested in Culinary Excellence \(SPICE\)](#). There is a program for those with no dietary restrictions and one for vegetarians (Veggie SPICE).

**B. Executive Vice Chair** – Kathryn Klonowski – [kklonows@kent.edu](mailto:kklonows@kent.edu)

1. Deadline: applications for the Summer/Fall International Travel Award

(ITA) are due on March 5, 2018 for travel between 5/21/2018 and 1/15/2019

- Because of the long travel period, Kate is expecting a large pool of applicants. She is still figuring out the logistics of the budget.
- Even if someone only expect to be accepted for a conference, please advise constituents to submit applications.
- Application will open on GSS website starting January 15, 2018 at 12:00 a.m.

2. Committee Reports (see attached)

- Report: Educational Policies Council (EPC; 11/20/2017)
- Report: University Diversity Action Council (UDAC; 11/17/2017)
- Report: Intercollegiate Athletic Committee
- Report: Advisory Committee on Academic Assessment
- At the behest of the KSU higher administration (specifically President Warren), Fall Break will begin starting in Fall 2018, despite strong resistance from Faculty Senate.
  - This will not coincide with Thanksgiving break; rather, it will be earlier in the semester. Because of this change, classes will start less than a week earlier for Fall 2018.
  - If you have any opinions, tell Kate. She is the designated graduate student voice on the committee to plan this new feature of the academic calendar.

3. National Association of Graduate & Professional Students (NAGPS)

- The Midwest regional conference will be March 2-4, 2018 in Kent, OH

4. Update: Graduate-Undergraduate Mentoring (GUM)

- This is will be starting soon. More information will be forthcoming.

C. **Finance Chair** – Suparna Navale– [snavale1@kent.edu](mailto:snavale1@kent.edu)

1. If any applicants for the Fall Domestic Travel Award (DTA) have not received their award letters, please advise them to check their spam inboxes if their names appear on [the list of Fall DTA awardees](#).

2. Deadline: applications for the Spring Domestic Travel Award are due on January 29 at 11:59 p.m.

- The application period will open on 1/8/18 at 12:00 a.m.
- We have budgeted \$65k (translating to 217 DTAs of \$415 apiece). Please urge your constituents to apply!

3. Update: Special Contingency Award

- Will be available on 1/2/18 at 12:00 a.m. *Please tell your constituents!*
- Question: How much will be given per award?
  - Answer: \$300 for domestic travel, \$1500 for international travel.

D. **Advocacy Chair** – Timothy Rose – [trose16@kent.edu](mailto:trose16@kent.edu)

1. Update: Fall Research Award (RA)

- Of 22 applications, 9 were funded. About \$17k was awarded, leaving ~\$30k for next semester.
  - Fall 2017 awardees [have been listed](#) on the GSS website.
  - The following changes will be made for Spring 2018 in order to increase the number of eligible RA applicants:
    - Qualtrics will prevent non-PDF submissions for all documents (with the exception of the proposed budget submitted as an excel document)
    - Tim will be disbursing new updated guidelines/FAQs will be updated, including a clearer explanation of blinding, which is a major reason that many applications are

- rejected.
  - Instead of sending letters of rec to the Advocacy Chair, a separate portal will be created for submitting these letters. This portal will open and close at the same time as the student application portal.
- 2. Deadline: Spring RA opens on 1/28/2018 at 12:00 a.m. until 3/5/2018 at 11:59 p.m.
- 3. Philanthropy
  - Tim is collecting books for Books for Prisoners.
  - Special thanks goes out to Dr. Carroll Feldman-Sparber for donating books!
  - Announcement: Next semester's philanthropic event will be for Habitat for Humanity.
- 4. Update: Graduate Appointee Advocacy Program (GAAP)
  - Graduate Student Climate Survey
    - If *any Senators* would like to review the survey, Tim would be grateful for your feedback.
      - For example, many departments vary in the amenities (e.g., free printing) offered to graduate students, and Tim may be unaware of some important amenities in your department.
    - The goal is to implement the survey in February 2018
  - Update: healthcare subsidies from peer and aspirant universities
    - Peer institutions: only one does not offer such subsidies or healthcare options whatever. Two peer institutions do not offer subsidies, but their graduate students qualify for the state-subsidized health insurance. Three peer institutions do offer subsidies:
      - Ohio University: \$80 subsidy
      - Two others offer \$1600 and \$1800 subsidies, respectively. This is similar to the subsidy given to KSU graduate students.
    - Aspirant institutions: 4/5 offer healthcare subsidies to graduate students. Of these, one offers a \$1200 subsidy, another offers a \$2700 subsidy, and the third subsidizes between 25%-100% of health insurance (depending on department). The last aspirant institution offers complete health insurance.
    - Goal: make report of this information by the start of the Spring semester, complete with an analysis of the information.
  - [Sexual Assault Nurse Examiner \(SANE\)](#) nurses
    - Tim will be including this in his report at the start of the next semester.
    - KSU currently does not have any SANE nurses on staff to collect forensic evidence on sexual assaults. KSU used to have a relationship with a Ravenna institution instead. Now, however, KSU recommends anyone wanting this service to go to Akron, which is in a separate county and is a considerable distance away.
    - Furthermore, KSU students have the farthest distance to travel for SANE services of all our Peer and Aspirant Institutions. All of this confounds bureaucratic issues
    - Currently, 6 Ohio state universities do have SANE nurses, and this does not appear to be related to the size of the universities.

**E. Research Symposium Chair** – Elizabeth Melick – [emelick@kent.edu](mailto:emelick@kent.edu)

1. 2018 Symposium Hotcards are available for distribution. Please pass these out to as many graduate students as possible!
2. Update: New registration system for 2018 Symposium will be through the platform Digital Commons
  - We used to use Qualtrics for registration, but Digital Commons provides many more services for the function of conference registration. Overall, this change will streamline the registration process.
  - Once the program is finalized, Digital Commons will allow for better access for external people to see registrants' abstracts.
  - Registrants will have to make a Digital Commons account, but the effort for this is minimal.
3. Solicitation for volunteers for planning committee: Betsy needs people interested in *fine arts fields* and those with *poster presentation experience*.
4. Please inform your constituents that the 33<sup>rd</sup> Symposium will be held on April 19-20, 2018!

**F. Info Services Chair** – Morgan Chaney – [gss.info@gmail.com](mailto:gss.info@gmail.com)

1. Proposal: Bylaws amendment to change the rules for the Domestic Travel Award (see Appendix B)
  - Briefly, these changes would allow graduate students to apply for more than one DTA per year, but it would still give first-time applicants preferred status.
    - Point of order: executive-board members are not allowed to make motions. Therefore, a Senator will need to move to discuss these proposed changes.
  - Motion to adopt these proposals by Geology; second by Mathematics
  - Discussion
    - Question: Why can't multiple DTAs be used for the same projects?
      - Answer: The DTA is written this way in order to diversify the projects we're funding.
    - Minor grammatical changes were made without motions.
    - Question: Why has it been prohibited that students can only receive one DTA per semester?
      - Answer: This restriction is meant to increase the number of people of receiving DTAs.
    - Question: For context, how many DTAs were awarded this semester, and what was the maximum number of DTAs that could have been awarded?
      - Answer: We budgeted for 143 DTAs, but only received 122 applications.
  - Vote: passes unanimously, no abstentions
  - According to the Bylaws, these changes will go into effect next semester.
2. Send Morgan news (e.g., thesis defenses) or content (e.g., blogs, pictures) from your department that you'd like him to share on GSS's social media
3. Like us on [Facebook](#) and follow us on Twitter ([@KSUGSS](#))

**V. New Business**

**A. Faculty Senate State Sales Tax Exemption for Textbooks Resolution** (see Appendix C)

1. Faculty Senate recently approved this resolution, and they have asked us to discuss this as well.

- Clarification: this resolution does not have to do with the GOP tax reform. Rather, it concerns sales tax of textbooks.
- 2. Motion Biomedical Sciences; second by Geology
- 3. Discussion: none
- 4. Vote: passes unanimously, no abstentions
- B. Robert Hakes (Public Health): Concerns about the DTA and RA
  1. Concerns about the DTA:
    - DTA amount (\$300) is too low to make a difference for applicants from Public Health.
      - When the DTA was changed to its current form (i.e., a flat rate of \$300 per DTA), an analysis/poll of the GSS indicated that the average amount of money for a conference for KSU graduate students in 2014 was approximately \$300. This is the justification for the current award amount.
    - Disbursement through the Bursar is problematic because any outstanding balance on a student's account will be subtracted from their DTA.
      - Without disbursing through the Bursar, much more paperwork would be necessary. This would drastically increase the time between application and disbursement.
  2. Concerns about the RA:
    - IRB/IACUC approval or exemption before application is problematic for several reasons, and it does not mirror the application processes of major funding bodies, such as the NSF or NIH.
      - This evidence is important for our review committees because our committee members are not experts in the fields being reviewed. NIH, NSF, and other large funders have comparatively large pools of experts who can make the call on which projects will be likely to receive approval/exemption.

## VI. Announcements

- A. Spring 2018 Graduate Student Orientation (GSO) will be 1/12/2018, but the executive board will be at the Resource Fair on 1/11/2018 to welcome new graduate students.
- B. The GOP tax reform is still an important because the provisions in the House's bill would make tuition waivers taxable income.
- C. Spring 2018 General Senate Meetings; Grad Fests will be the Fridays afterward.
  1. Tuesday, January 30 at 12:00 p.m. in the Ballroom Balcony of the Kent Student Center (KSC)
  2. Tuesday, February 27 at 12:00 p.m. in room 310 of the KSC
  3. Tuesday, April 3 at 12:00 p.m. in room 306 of the KSC
  4. Tuesday, May 1 at 12:00 p.m. in room 310 of the KSC
- D. Job Search announcement: Administrative Assistant Chair (see Appendix D for description of the position)
  1. Yeo Jung will be vacating her position after the Spring semester.
  2. Those interested should apply next semester.
  3. The application window will be open from February 1<sup>st</sup> to March 1<sup>st</sup>.
  4. The anticipated start date is early April.
  5. More information will be sent out to the Senators in January.

## VII. Adjournment at 3:52 p.m.

- A. Motion by Music; second by Biomedical Sciences

Appendix A:

## **GSS 12/5/17 Meeting Committee Reports:**

**Educational Policies Council (EPC) 11/20/2017**

Submitted by: Kate Klonowski, VEC, GSS

Tankersley: Description of courses (numbers/types) and make it easier to move forward  
Have to have a policy for credit to contact ratio – designated numbers for these courses  
Make one comprehensive document.

College of Arts & Sciences – include materials science in Liquid Crystal Institute: Rename “The Materials and Liquid Crystal Institute”

Graduate Educational Policies Council

School of Art: Consolidate what was an M.A. in Crafts and the M.A. in Fine Arts to an M.A. in Studio Arts – 13 new courses (took independent study courses and moved them into specific courses as a result of the accreditation concerns). Reflecting the current way of thinking about arts (not being separate).

Department of Biological Sciences:

Name changes – M.S. & Ph.D.

Cell Biology (historically) – Updating to more common name of the discipline and regularizing the curriculum. Renamed to Cell Biology and Molecular Genetics (discussion about including/excluding the “Biological Sciences” prefix).

Also, Biological Sciences-Ecology and Evolutionary Biology

Also, Biological Sciences-Integrative Physiology and Neurobiology

**University Diversity Action Council (UDAC) 11/17/2017**

Submitted by: Kate Klonowski, VEC, GSS

Started meeting w/love over bias video (P&G “Thank you, Mom”)

Remarks from Dr. Alfreda Brown

Powerpoint presentation by Henderson Ellis

- Dividing up into University Action Council Teams
  - Regional Impact

### **Priority 4: Regional Impact**

What does that mean?

- 4.2 Trying to help all of the regional campuses have diversity programs on campus. Some have activities and some do not. (Shawna Lee’s work-continuing work)
- 4.1 Being in school districts – pipeline into Kent State. UB can’t “recruit” for Kent State, but its still a good venue to create a school->university pipeline
- CPM is not usually the direction people go in the med field—create a bridge to encourage grads to go in that direction

Two things (community-regional & university-regional)

#### **What are we currently doing really well? (priorities & diversity)**

- I see stuff everywhere for Kent
- When students are here at Kent campus, programming seems to be very extensive as well as organizations

- We engage community partners well, effort to engage businesses around NEO (i.e. golf outing)
- Involved in schools
- Graduates are around the community in many diverse ways
- We offer affordable access to students
- Stark campus has been up for 2 years and wasn't much before. Raising the bar and level of awareness. Definitely a need and progress is being made. Every campus has its own needs.
- Interest in these programs is increasing
- Communities heavily impact the needs of the campuses
- Adapting services to engage the regions (i.e. online options)
- Offer training at regional campuses (i.e. Green Dot)
- Good programming at regionals
- **What can we do more of? (opportunities)**
- Kinetic Creativity festival (arts program) big community draw—more things like that in regional campuses/areas
- Kent Talks started at Kent campus—what does that feel/look like at the other regions? How do we have conversations around diverse topics
- Kent campus has a very active downtown scene and organizations and the explicit DEI presence is not necessarily visible at these festivals
- Bringing about dialogues in communities?
- We don't know internally what good others are doing – need process for sharing – without burdening people with too many “task force” activities that may already be actively being worked on
- Do we have trainings like Green Dot and others that are accessible to students?

### Questions?

*We don't know what regional campuses DO.* I love the idea of a field trip to the regional campuses

Our students are out there, but what are they doing that links w/DEI? How are our students being ambassadors and are we making a conscious effort to impart that to our students going out into the community?

How do you move into the community and take advantage of opportunities for community engagement?

How do you plan on sharing with your units? (handouts help)

Do we create a charge to regional campuses for expectations?

Do we have stakeholders who are invested in creating these

Expectations?

Being a larger presence on campuses

Shifting culture

Establishing an DEI at other campuses perhaps?

What support to these campuses need?

Is there a model that needs to be created in the regions (geographical) and the campuses?

Find out who our contacts are at different campuses so we know what is happening and will better inform what we suggest

Next Step in process: **Create priorities**

Start a collection or database of activities and what they are trying to accomplish



## 12/4/17 Priority 4 UDAC Subcommittee meeting

What are our priorities and how do they connect to the University's mission?

Priorities for this academic year:

1. Collection of work in the university itself
  - Sharing the existence of academic units that students may not know about.
2. Collection of what is going on in the community
  - What are we doing at our regional campuses?
3. Examination of recruitment work
4. Communication

How does this LOOK?

- a. What is "low hanging" and immediate?
- b. What is long-term?

First steps: Not wishing to be redundant - Get a comprehensive list of all diversity efforts across the regional campuses. How do we collect them?

Other groups, organizations & businesses that are doing things and is there a connection in terms of where we might be able to collaborate – also, define the area – is it all the regions?

The regional piece that's already out there – what is the university already doing and they need to share that more explicitly with us. Is there a level of competition involved?

We need more students! 200 more. Looking for a pipeline into the community (NE Ohio) 60+ colleges here. How do we compete with this?

What specific populations are we trying to reach and how specific do we need or want to be? What is our focus?

Collect the info, examine it, and then what do we do from there? And these recruitment tactics may change based on the

Ask admissions to speak to us about current recruitment initiatives? Grad and Undergrad?

College credit plus: extended last year to the 7<sup>th</sup> grade. If a student is accepted at the university, they are eligible to take college credit at the high school so low-income families could mitigate the cost of college. However, the opportunity is being taken by mostly affluent students because of the stringent requirements (3.0 GPA/21 ACT) Hiram is admitting students in regardless. Our campus wants to raise the standard which will essentially eliminate more students we need to reach out to (invisible wall)

Communication: How do we effectively improve and enhance the communication of our diversity (look at our own media outlets—how can we work with them to promote what we're doing?) More importantly, what are the regions doing to this end?

Before the next meeting, each of us can start collecting some information about what our individual units are doing.

**Next meeting: Development of the *how* to get the work done and create a specific timeline**

**Date/Time: 11:30 – 12:30 – Provost conference room (Library, 2<sup>nd</sup> floor)? Immediately following the January 19<sup>th</sup> UDAC meeting**

**Intercollegiate Athletic Committee (IAC) 10/25/2017**

Submitted by Lorriane Odhiambo, Public Health

Items Discussed in Committee Meeting / Actions Taken:

Elections of officers and members to the academic and budget sub committees.

We received updates on the renovation of facilities for various sports such as the football stadium, Murphy Melis stadium for field hockey and lacrosse

Updates on Lacrosse - a new sport being introduced in 2018 based on title IX. Coach has commitments from players and she continues to recruit and plan ahead. She will come to the next meeting to offer more updates.

Funding was addressed - the concept of crowdfunding - using social media. Getting teams to raise funds for themselves by sharing the information. Getting Alumni involved.

Academics - overall GPA is up, mainly attributed to the improvement from the football team. More needs to be done but this is a great step!

Teams are doing well - soccer are doing very well! They had an upcoming game for regular season champions, not sure if they won but I hope so!

After following and asking about athletes in graduate school - they are finally looking into this and working with the alumni office to get data on athletes pursuit of graduate school and from this, work to fill gaps.

Adjourned at about 1:45 pm

Additional Comments:

Informative meeting! A lot goes into ensuring all the wheels are turning!

**Advisory Committee on Academic Assessment (ACAA) 10/12/2017**

Submitted by: Loubna Bilali, Modern and Classical Languages

Items Discussed in Committee Meeting / Actions Taken:

Meeting Minutes:

Assessment reports survey

Dr. Sarah Wu shared the results of the assessment reports survey with the committee. This was a survey that was sent out to ACAA members to gauge their knowledge of what AAL can offer. The committee members contributed some insights of how AAL could present assessment data to more effectively communicate results including email announcements with data highlights.

NSSE snapshot

Dr. Sarah Wu shared the snapshots that she had created from the standard report given from the National Survey of Student Engagement (NSSE). These snapshots include data not usually provided by NSSE. Dr. Wu pulled from raw NSSE data to provide these snapshots. Units expressed interest in receiving this information sorted out by college, which is a service that AAL can accommodate. The results of this report sparked conversation within the committee, covering several topics. The consensus of the committee was that reports such as this could be very useful to their units, and ways to communicate these reports were discussed.

Faculty engagement in assessment

Dr. Pat Vermeersch asked the committee to brainstorm ways to engage faculty in continued assessment or in starting assessment. Informal ideas were shared to also increase ACAA member attendance. There were many ideas presented including: attending college and school retreats, getting information to the Center for Teaching and Learning, having talking points that can be taken back and communicated to the different units, assessment forums, and reinstating assessment mini-grants. The reward structure of the university regarding assessment was also discussed as an indicator of assessment culture. The committee was asked to continue thinking about these topics.

## Appendix B: Proposed Bylaws revisions

Proposed amendments:

### V-D-iii

Original wording: “An individual is eligible to receive funding for one Domestic, International, and Research Award per academic year. However, these awards may not be utilized for the same purposes (e.g. project or conference).”

Proposed wording: “An individual is eligible to receive funding for one International Travel Award and one Research Award per academic year. Individuals may receive more than one Domestic Travel Award per academic year in accordance with the rules described below (§VIII-A). If multiple awards are received, they shall not be utilized for the same purposes (e.g., a single project or conference).”

### VIII-A-ii

Original wording: “Priority will be given to students based on availability of funds and completion of application.”

Proposed wording: “Priority will be given to students based on availability of funds, completion of application, and status of previous Domestic Travel Award applications (i.e., those made in the same academic year). If the number of complete Domestic Travel Award applications exceeds the maximum number allotted, the awards shall be decided by a randomized lottery. This lottery will give all applicants equal weight unless there are applicants who have received a previous Domestic Travel Award in the same academic year (§VIII-A-iv).

### VIII-A-iv

Original wording: “An individual student is eligible to receive one Domestic Travel Award per academic year (§V-D-iii).”

Proposed wording: “An individual student is eligible to receive one Domestic Travel Award per semester. Any applicants who have already received a Domestic Travel Award in a previous semester in the same academic year will be chosen in a second round of selection, following the same randomized, lottery-style protocol as the first round (§VIII-A-ii).”

STATE SALES TAX EXEMPTION FOR TEXTBOOKS

Whereas, Public institutions of higher education across the state of Ohio are committed to increasing the fraction of working age citizens with certificates and degrees by providing opportunities for high quality, affordable education;

Whereas, Textbook costs have increased by more than four times the rate of inflation since 2006 and by 945% since 1978;

Whereas, The U.S. Public Interest Research Group has found that nationwide textbook costs are approximately 26% of the cost of tuition at state universities and 72% of the cost of tuition at community colleges<sup>1</sup>;

Whereas, A 2017 survey of more than 1,000 students from four-year colleges in the US and Canada found that 85% had delayed or avoided purchasing textbooks for their courses even though half did so expecting that their grades would be negatively impacted by their decision<sup>2</sup>;

Whereas, College and university students in Ohio paid between \$25 and \$30 million in sales tax on textbook purchases during the 2015-2016 academic year;

Whereas, Many states (e.g. Arizona, Connecticut, Florida, Hawaii, Iowa, Kentucky, Massachusetts, Minnesota, Mississippi, Missouri, New Jersey, New Mexico, New York, North Dakota, Pennsylvania, Rhode Island, South Carolina, Tennessee, Utah, Vermont, Virginia, and West Virginia) specifically exempt textbook purchases for secondary education from sales tax<sup>3</sup>; now, therefore, be it

*Resolved*, The Kent State University Faculty Senate strongly supports legislation such as the 131<sup>st</sup> Ohio General Assembly's HB 308<sup>4</sup> and the 132<sup>nd</sup> Ohio General Assembly's HB 337<sup>5</sup> that would specifically exempt post-secondary textbooks from state sales tax as a means of making it easier for students at Ohio's public institutions of higher education to obtain a high quality education at an affordable price.

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<sup>1</sup> <http://www.uspirg.org/news/usp/student-group-releases-new-report-textbook-prices>

<sup>2</sup> <https://www.insidehighered.com/quicktakes/2017/09/20/study-high-textbook-prices-lead-poor-grades>

<sup>3</sup> <https://trustfile.avalara.com/blog/state-sales-tax-rules-for-textbook-purchases/>

<sup>4</sup> <https://www.legislature.ohio.gov/legislation/legislation-summary?id=GA131-HB-308>

<sup>5</sup> <https://www.legislature.ohio.gov/legislation?5&pageSize=10&start=1&sort=LegislationNumber&dir=asc&statusCode&legislationNumber=337&generalAssemblies=132>

## Appendix D: Call for applications for Administrative Services Chair

### EMPLOYMENT OPPORTUNITY KENT STATE UNIVERSITY GRADUATE STUDENT SENATE

#### Description

Administrative Assistant of the Graduate Student Senate

Duties include:

- Processing reimbursements for all travel, research and student organization awards
- Collaborating with Special Assistant, Jennifer Butto, regarding reimbursement processing and operating expenses of GSS
- Collaborating with the University Tax Office regarding non-resident alien tax withholding & payment reports of resident alien
- Collaborating with Finance Chair regarding the GSS expenses and budget and Domestic Travel Award Applications
- Collaborating with the Executive Board of the GSS
- Assisting with the planning and execution of GSS Meetings, GSS sponsored events, such as GradFest and the Graduate Research Symposium
- Updating data: list of department business managers & administrators
- Accounting
- Answering questions via phone and email from students, faculty and staff of Kent State University
- Organizing paperwork within office space
- Attending all Graduate Student Senate Executive and General Meetings
- Creating and updating a manual for the duties of this position

Contract Specifics:

Estimated Hourly Pay: \$13.00

Other benefits negotiable

Hours/week: maximum of 20

#### Application Qualifications

Graduate student standing. Financial and administrative experience preferred. Excellent communication skills required.

According to Federal law, students are not permitted to work more than 28 hours per week. This only applies to student positions within the University (i.e. graduate assistantships, hourly positions, etc.) Please keep this in mind when applying for this position.