

**Minutes of the Graduate School Advisory  
Council General Assembly Meeting  
September 06, 2019.  
Venue: Arcola Tuscola, M.L.K Union Building.**

Jossey Fioretto, President of the Graduate School Advisory Council, convened the meeting at 11:04 a.m..

Attendees: 17

Excused: 2

**A. Welcome, Introduction, and Program Update**

The meeting began at 11:04 am with an introduction of which each member was to mention his or her name, a program of study, and the department's updates. New executive members were asked to share their ideas for the new academic year.

**I. Program Update**

- i. MBA
  - 1. New MBA Graduate coordinator and the former Graduate coordinator is now the Assistant Dean.
  
- ii. Curriculum and Instruction
  - No Report
  
- iii. Special Education
  - 1. The family festival is expected to be organized on September 21<sup>st</sup>.
  
- iv. School of Psychology
  - 1. Running an academic intervention program which costs \$65 per person. Currently, have 3 students waiting for 5 more.
  
- v. Biological Sciences
  - 1. New Health Advisor has been appointed for the department.
  - 2. The department is organizing a research fair to allow speakers to share their research works and experiences.

vi. Sports and Kinesiology

1. Exchange students from UK are on campus and they are sharing their experiences and doing presentations.
2. Career week- They are organizing career week to help on how to search for a job, resume writing, and others.

Vii. Communication Disorders and Sciences

1. Rebecca Throneburg has been appointed as the new Department Chair
2. Nichole Mulvey has been appointed as the new Graduate coordinator
3. Autism conference to be held on September 20<sup>th</sup> at the Grand Ball Room.

Viii. Student Dean

1. Hopes to bring students and organizations together for this administration.
2. Embrace online Graduate studies using our social media to reach out to all Graduate Students.

Ix. Parking Committee

No Report

**B. Executive Report**

- a. President, Josey Fioretto - [jmfioretto@eiu.edu](mailto:jmfioretto@eiu.edu)
  - i. Williams Travel and Grant Applications are open for all individuals to apply.
  - ii. Bobby from the career service department will be the speaker for the next meeting to discuss issues of employment searching, interview preparation, and resume writing.
- b. Vice President of Administrative Activities, Godwin Gyimah – [ggymah@eiu.edu](mailto:ggymah@eiu.edu)
  - i. The minute is to be sent to us via email by using a link which can easily be assessed.
  - ii. Booth Library and the history department is organizing the 400years after first slavery program so students must partake in it.
- c. Vice President of Public Relations, Missy Stone- [mastone@eiu.edu](mailto:mastone@eiu.edu)
  - i. Social Media cross-selling. Feature a Graduate student each week
  - ii. Facebook and Instagram to be more professional

- iii. Soliciting for more ideas on how we can promote the Graduate school on social media.
  
- d. Vice President of Recruitment and Retention , Conlon Muhr- [cjmuhr@eiu.edu](mailto:cjmuhr@eiu.edu)
  - i. He indicated if there is anyone graduating this Fall and there is someone interested as a successor, he or she should send an email to him.
  - ii. In sending out meeting dates, we plan to add the reason to stay and informed people about the importance for each department to get a Rep at GSAC as part of the information.
  
- e. Faculty Advisor, Lori Henderson- [lahenderson@eiu.edu](mailto:lahenderson@eiu.edu)
  - i. Graduate School Research and Creativity Awards are open for all scholars. Deadline is November 1.
  - ii. Graduate school fair with the career service department on October 17 .
  - iii. Williams Travel and Grant application is opened
  
- f. Vice President Programming, Hannah Smothers- [hrrsmothers2@eiu.edu](mailto:hrrsmothers2@eiu.edu)
  - i. She assured the house she is hoping we will organize more programs for this semester.
  - ii. Soliciting for ideas for programs. Tolu suggested we could do sports.

**i. New Business**

- i. Williams Travel and Grant and Graduate Research and Creativity Grant Fall Applications have been opened.
- ii. Career Service Personal will be the speaker for the next meeting on issues about employment.
- iii. Updates from all executive members on what they have planned for Fall 2019 semester (See above for notes on that).

The meeting was adjourned at 11:41 a.m.

**Respectfully submitted by**  
Godwin Gyimah  
Vice President- Administrative Activities

**1. Welcome and introduction**

**2. Executive Board Updates**

**a. President:**

- i. The Graduate School is now accepting nominations for graduate student spotlight series. We want to showcase what our students are doing at EIU. There will be a photo gallery on the Graduate School Website and the nominee will be featured on GSAC social media. The link is attached here: (<https://www.eiu.edu/graduate/machform/view.php?id=18352>).

**b. VP of Programming:**

- i. Casa Del Mar Dinner: September 24<sup>th</sup> at 6pm.
  1. Please forward that to your cohorts. All Graduate Students Welcome.
- ii. Friends Trivia Night: October 4<sup>th</sup> at 6pm in the Union Loft
  1. Set your calendars
  2. Prizes will be given to the winning team

**c. VP of PR**

- i. Graphics will be uploaded on our Twitter, Instagram and Facebook
- ii. Please follow us on social media! ☺
  1. Instagram: @eiu\_gsac
  2. Twitter: @EIU\_GSAC
  3. Facebook: EIU Graduate Student Advisory Council

**d. VP of Recruitment and Retention:**

- i. Please email [cjmuhr@eiu.edu](mailto:cjmuhr@eiu.edu) if you have any questions about being a member or issues about attending meeting

**e. Graduate School Advisor**

- i. Stay up to date with GSAC with our website: <http://castle.eiu.edu/eiugsac/>
  1. All information will be available on this
- ii. Follow the grad school on social media as well! ☺
  1. Facebook: EIU Graduate School
  2. Instagram: @eiugradschool
  3. Twitter: @gradschooleiu

**3. Department Updates:**

- a. N/A

**4. Career Services – Bobbi Kingery**

- a. **Location:** Career Services is located in the Human Services Center

**b. Interviewing:**

- i. Students are the weakest at this skill but easy to learn
- ii. Career services can help with everything related to interviews

**c. Events:**

- i. Workshops available throughout the week
    - 1. Hands-on: learn how to start a resume and review it; make the events worth your time
    - 2. Sign up online
  - ii. Tuesday, September 24: Informal Networking Night @ Tarble Arts Center (6-7:30pm)
    - 1. Great opportunity to get out of your comfort zone and practice these skills.
  - iii. Dine, Dress, & Drink Event @ Brick House
    - 1. This event will happen later on in the semester. Be on the lookout for more information.
    - 2. Dining Etiquette
      - a. How do you order?
      - b. Food Allergies?
      - c. Do you drink or do you not drink?
    - 3. Walk through a dinner session
    - 4. Fashion show
      - a. What is business casual attire? Options for dinner meeting?
  - iv. Recruitment Events
    - 1. Education Job Fair – November
    - 2. Graduate School Information Day
  - v. Career Fair
    - 1. There are employers for management, marketing, accounting, professionals from school districts, camps, and social service.
- d. Panther Tracts**
- i. Database to upload information and search jobs
  - ii. Available to graduate students
- e. LinkedIn**
- i. Social Media for Professionals
  - ii. Everyone should be utilizing – expanded resume
  - iii. Actively Join Groups – they will tell you what employers are looking for
  - iv. Can put references on LinkedIn

**Minutes of the Graduate School Advisory  
Council General Assembly Meeting  
October 04, 2019.  
Venue: Underground Loft of the Union, M.L.K.**

Jossey Fioretto, President of the Graduate School Advisory Council, convened the meeting at  
11:03 a.m.

**A. Welcome, Introduction, and Program Update**

The meeting began at 11:03 am with an introduction of which each member was to mention his or her name, a program of study, department's updates, and favorite Fall Activity.

**Program/Department Update**

i. MBA

No Report.

ii. Curriculum and Instruction

1. Education conference on November 8
2. Networking night is coming off on Sunday October 8.

iii. College Affairs

No Report

iv. Clinical Psychology

No Report

v. Biological Sciences

1. .Seminar is been organized on October 21<sup>st</sup> which seeks to discuss how drought affects plants.

vi. Sports and Kinesiology

1. .Sports industry roundtable discussion will be organized on October 25. Professionals in the sports industry will come around to share their rich experiences.

Vii. Communication Studies Department

No Report

Viii. Student Advisor

1. The Graduate School is soliciting for students who can function as Graduate mentors to mentor undergraduate students. Interested persons can sign up.

Ix. Health Promotion and Leadership

1. Wednesday October 9 is declared as a day to showcase something we care for by taking pictures and sharing.

x. Chemistry

No Report

xi. Sustainable Energy

1. The month of October is declared as Energy Awareness month. On October 15, workshop on Energy Awareness will be organized and all students are encouraged to join.

**B. Executive Report**

- a. President, Josey Fioretto - [jmfioretto@eiu.edu](mailto:jmfioretto@eiu.edu)
  - i. Trivial Night is Tonight at 6:00Pm and students are encourage to join.
  - ii. On October 22, GSAC will be organizing Halloween Top Party. The house will be updated on the activities as well as the venue.
  - iii. Grants and scholarship deadlines are close so in case you are interested in research/grant and would want to apply for any grant/scholarship, please do apply.
- b. Vice President of Administrative Activities, Godwin Gyimah – [ggymah@eiu.edu](mailto:ggymah@eiu.edu)
  - i. Updates on the 400<sup>th</sup> event. On Monday, there will be an event on the 400<sup>th</sup> years after slavery. The Keynote address will be given by DeRay McKesson, a leader in the Black Lives Matter Movement. All students are encourage to join the program.

- c. Vice President of Recruitment and Retention , Conlon Muhr- [cjmuhr@eiu.edu](mailto:cjmuhr@eiu.edu)  
No Report
- d. Graduate School Advisor, Lori Henderson- [lahenderson@eiu.edu](mailto:lahenderson@eiu.edu)
  - i. October 17 is declared as the Graduate School Information Day. Other Schools are coming around and students interested in Ph.D. will have the opportunity to interact with schools and prepare the way towards applying.
  - ii. GSAC and the Graduate School are organizing a homecoming day. Tent will be mounted and volunteers will be needed to assist on the homecoming day which is Saturday October 26. There will be many activities for students.
- e. Vice President Programming, Hannah Smothers- [hrrsmothers2@eiu.edu](mailto:hrrsmothers2@eiu.edu)  
No Report
- f. Graduate Faculty Advisor
  - i. Free flu shot is slated to take place on next Tuesday, October 8. All students are encouraged to make use of it.

The meeting was adjourned at 11:25 a.m.

**Respectfully submitted by**  
Godwin Gyimah  
Vice President- Administrative Activities

**Minutes of the Graduate School Advisory Council  
General Assembly Meeting  
October 18, 2019.  
Venue: Underground Loft of the Union, M.L.K.**

Godwin Gyimah, Vice President of Administrative Activities of the Graduate School Advisory Council, moderated the meeting at 11:03 a.m by introducing the Ph.D. panel and provided them with guidance for the discussion.

**Ph.D. Panel Discussion**

**Dr. Mark Dries**

- Research more about your field and what you think will work best for you. You must think why you want to pursue Graduate school. Be sure you want to pursue graduate education. Know your passion and the project you want to do.
- Study and know what you want your future to be and the job market availabilities . Your end goals important.
- Think about who you are going to work with not only about the reputation of the school. Besides, you need a faculty member with a high standard who can help you in your dissertation and publication.
- Get in touch with the Graduate school to know more about assistantship positions. This enables you to know the financial assistantships available.
- Doctoral education demands a lot of sacrifices which comes from both your end and that of friends and family members.
- Prior to entering your Doctoral program, know the skills you need to build up and make sure you build upon your skills.
- Always find a balance for your life. There will be a combination of things and doing so helps in your commitment and preparation towards future life

**Dr. Yolanda Williams**

- Ph.D. life is more of a struggle. It got to a point when twelve out of all the candidates failed their comprehensive exams. She then had to switch to Indiana State University.
- She advised potential students to check whether professors in the institution they are applying for are publishing or not.
- She was a professional and she needed flexible schedule to navigate the weeks and this influence her choice of school.
- Doctoral program requires assistance from other individuals. Though she was single, she had support from friends and family members who advise her.
- Each period comes with a new challenge and it is always advisable to never give up but keep working on yourself.

**Dr. Danessa Carter**

- The biggest problem was on the school to choose since all the schools she applied for offered her admission. Due to her contact with Northern Illinois University, she settled on Northern Illinois. Besides, they had given her a Graduate Assistantship offer which was pleasant.
- It is prudent to research more about the publishing and interest of faculty since they are the individuals to mentor you.

**Dr. Jon Coleman**

- Focus on the availability of cohort to support in your research work.
- Always examine the flexibility of the institution and the program. The University of Georgia had both Part-Time and Full-Time admission and this he sees as more flexible.
- He also realized the faculty members had interest which interweaves with his own.
- It is also important to examine what the Alumni of the institution is doing and the institution's graduation rate.
- Doing presentation, posters, and attending conferences help in building you up and opens you to more networking for the future.

The meeting was adjourned at 12:05 p.m.

**Respectfully submitted by**

Godwin Gyimah

Vice President- Administrative Activities

**Minutes of the Graduate School Advisory  
Council General Assembly Meeting  
November 1, 2019.**

**Venue: Underground Loft of the Union, M.L.K.**

Jossey Fioretto, President of the Graduate School Advisory Council, convened the meeting at 11:04 a.m.

**A. Welcome, Introduction, and Program Update**

The meeting began at 11:04 am with an introduction of which each member was to mention his or her name, a program of study, and department's updates.

**B. Program/Department Update**

a. MBA

- i. Quebec's Sector of Excellence is organizing a forum for a conversation with EIU Graduate Students and an open discussion on Business and Technology Opportunities in Quebec. The venue is Lumpkin Hall 2121 on Wednesday November 6. Conversation with EIU Graduate Students is between 3:00-3:45pm while the Open Public Presentation on Business and Technology Opportunities in Quebec is between 6:00-7:00pm on Wednesday.

b. Curriculum and Instruction

- i. The Department of Curriculum and Instruction will be embarking on a research conference next week Friday.

c. College Affairs

- i. No Report

d. School Psychology

- i. The School of Psychology is organizing a book drive for kids.

e. Biological Sciences

- i. No Report

f. Communication Studies

- i. No Report

g. Political Science

- i. The Political Science department is organizing a colloquium on Monday at 4:00pm in Coleman Hall Room 2210. The colloquium is about research works and Dean Ryan Hendrickson will be presenting his research on coming Monday.

- h. Communication Disorders and Sciences
  - i. Shane Burcaw is presenting in Buzzard on November 4<sup>th</sup> from 4-6pm to speak about disability and inclusivity

### C. Executive Report

- a. President, Josey Fioretto - [jmfioretto@eiu.edu](mailto:jmfioretto@eiu.edu)
  - i. HERC is sponsoring a Graduate Student Expo on November 19 at 5:00pm. Counseling Center, Health Center, Library, and GSAC will join to give a presentation.
  - ii. There is going to be a business and Technology forum on November 6. Interested individuals can attend to learn more about business opportunities.
  - iii. Fall Education Job Fair will take place on November 6 and all members are encouraged to attend.
- b. Vice President of Administrative Activities, Godwin Gyimah – [ggyimah@eiu.edu](mailto:ggyimah@eiu.edu)
  - i. Updates on the Global Cultural Night and International Education Week. The Association of International Students announces to the house their upcoming programs. Global Cultural Night event is slated for November 14<sup>th</sup> between the hours of 6:30pm-9:00pm, while the International Education Week starts from Monday November 18<sup>th</sup> and ends on Thursday November 21<sup>st</sup> with series of activities.
- c. Graduate School Advisor, Lori Henderson- [lahenderson@eiu.edu](mailto:lahenderson@eiu.edu)
  - i. Fall Williams Travel and Grant and Graduate School Research and Creativity Grant Awards end today November 1 at 4:00pm. If anyone is embarking on a research conference/project, the person is encouraged to apply before 4:00pm today.
- d. Vice President Programming, Hannah Smothers- [hrrsmothers2@eiu.edu](mailto:hrrsmothers2@eiu.edu)
  - i. Bingo kicks off on November 14<sup>th</sup> and all members are encouraged to join.
- e. Graduate Faculty Advisor
  - i. No Report
- f. Vice President of Public Relations, Missy Stone- [mastone@eiu.edu](mailto:mastone@eiu.edu)
  - i. Student Spotlight nomination and posting continues. You can nominate someone you know.
  - ii. If any member has any update from his/her department and would want to share on the GSAC page, the person can send to the Vice President for public relations.
  - iii. Claudia Danny, an expert in Social Media will be our guest in our next GSAC meeting.
- g. Graduate Student Dean
  - i. Let's keep sending in nominations for students spotlight as we seek to celebrate the achievements of our graduate students and to encourage them

to soar high.

The meeting was adjourned at 11:35 a.m

**Respectfully submitted by**  
Godwin Gyimah  
Vice President- Administrative Activities





**1. Welcome and Introduction**

**2. Executive Board Updates**

**a. President:**

- i. Open Executive Board Position – Vice President of Recruitment and Retention. The role this position has on the executive board is recruiting and retaining our members. The VP of Recruitment and Retention is involved in making sure the members feel welcome and typically have an open door email policy.
- ii. School Counseling:
  - 1. The honors fraternity, CSI, is selling t-shirts promoting mental health awareness. If you are interested in buying a shirt please email Josey ([jmfiorretto@eiu.edu](mailto:jmfiorretto@eiu.edu)) or Tessa ([trhanlon@eiu.edu](mailto:trhanlon@eiu.edu)).

**b. Vice President of Programming**

- i. On December 6, we will be hosting an end of the term event during our typical meeting time. We will have a prize for the winner of an Ugly Sweater Contest. We will also have cords available for those graduating in December.

**c. Vice President of Public Relations**

- i. Student Success Expo will be held November 19<sup>th</sup>. It will feature what services are available for graduate students at EIU, including GSAC!

**3. Department Updates:**

- a. College Student Affairs
  - i. Mario Kart Tournament will be held tonight, November 15<sup>th</sup> at 7pm in the Martinville Room in the Union. It is free to attend
- b. Textbook Rental Committee
  - i. Budget update
  - ii. Switch to Windows 10

**4. Guest Speaker – Social Media Etiquette by Dr. Claudia Janssen Danyi**

- a. She is a professor for Public Relations in the Communications Department with background about how organizations use social media.
- b. Cyber vetting – a practice that employers use to look up what they can find online once you've applied for a job (70% of employers do this)
- c. Statistics:
  - i. How many employers have found content that made them not hire someone – 57%

- ii. How many employers don't interview someone if they can't find them online? - 47%
- d. Asked employers what you found online – what made employers not hire a candidate
  - i. Provocative or inappropriate photographs, videos or information
  - ii. Drinking or using drugs
  - iii. Discriminatory comments
  - iv. Linked to criminal behavior
  - v. Lied about qualifications
  - vi. Had poor communication skills – put forward a footprint (often informal); spelling and grammar still matter
  - vii. Bad-mouthed previous company or co-workers
  - viii. Screen name being unprofessional
  - ix. Shared confidential information from previous employers
  - x. Lied about an absence
  - xi. Posted too frequently (during work hours)
- e. What are employers looking for on social media
  - i. Information that supports qualification for the job
  - ii. Professional online persona
  - iii. What other people are posting about the candidate
  - iv. Reason not to hire the candidate
- f. Reasons to hire someone
  - i. Creativity, professional image online, well-rounded, showed a wide range of interests, got a good feel for the job candidate's personality
  - ii. References about the job candidate, interacted with profile, posted compelling video, large number of followers or subscribers, displayed communication skills, information about awards and accolades
- g. Start as early as you can with professional social media
- h. How to use social media presence to your advantage
  - i. Create LinkedIn & twitter profile – LinkedIn is oftentimes an expectation that you will have it; Instagram can also be good
  - ii. Make your personal profiles private
  - iii. Use social media to network
  - iv. Post professionally
    - 1. Avoid bad mouthing or complaining on social media
    - 2. You can be informal, but spelling and grammar matter

**Minutes of the Graduate School Advisory  
Council General Assembly Meeting  
January 17, 2020.  
Venue: Underground Loft of the Union, M.L.K.**

Jossey Fioretto, President of the Graduate School Advisory Council, convened the meeting at  
11:05 a.m.

**A. Welcome, Introduction, and Program Update**

The meeting began at 11:05 am with an introduction of which each member was to mention his or her name, a program of study, department's updates, and something special about his/her family.

**Program/Department Update**

- i. Curriculum and Instruction
  - 1. New Department Dean has been appointed
  
- ii. College Student Affairs
  - No Report
  
- iii. Clinical Psychology
  - 1. Three (3) students from the department have been accepted for the MPA conference.
  - 2. Faculty members are interviewed for faculty positions
  
- v. Biological Sciences
  - 1. . The department is organizing the seminar and resource personnel has been invited for the seminar.
  
- Vii. Communication Studies Department
  - No Report
  
- Viii. Graduate Student Advisor
  - No Report
  
- xii. Communication Disorders and Sciences
  - No Report

xiii. School of Psychology

1. Faculty members are been interviewed for faculty positions

xiv. Economics

No Report

**B. Executive Report**

a. **President, Josey-Fioretto-[jmfioretto@eiu.edu](mailto:jmfioretto@eiu.edu)**

i. Many research grants are available for individuals who intend to attend conferences and presentations. We have a Graduate school research and creativity grant and Williams Travel and Grant. Besides, we also have the GSAC scholarship to be awarded to students. Students are to provide a write up of about 1000 words or less on their involvement on campus and how their involvement has impacted their program and the graduate school. All these scholarships are on the eiu academic website. The deadline for Williams Travel and Grant and Graduate research grant is February 7<sup>th</sup>.

ii. Updates on activities for the semester- Publishing and Uploading your thesis forum, a cultural day with international students, Community service day, and a mental health day with the Counselling service.

b. **Vice President of Administrative Activities, Godwin Gyimah – [ggyimah@eiu.edu](mailto:ggyimah@eiu.edu)**

i. Martin Luther King Service Day comes off on Monday, January 20<sup>th</sup>. The department of civic engagement and volunteering service is soliciting for volunteers who are interested in community services.

c. **Vice President of Recruitment and Retention, Derick Lamptey- [dlamptey@eiu.edu](mailto:dlamptey@eiu.edu)**

i. Derick encourages all members to do well to attend GSAC meetings and also remember to sign the attendance sheet since there would be a raffle for members base on the number of meetings attended at the end of the semester. ii. He also admonished members to apply for the GSAC scholarship and members should do well to announce to their departments.

d. **Graduate School Advisor, Lori Henderson-** [lahenderson@eiu.edu](mailto:lahenderson@eiu.edu)

- i. King Mertz Research and Creativity award for a non-Thesis project has been updated on the eiu academic work. Students who have exhibitions or any other projects should get in touch with a graduate coordinator or faculty mentor to nominate them for the award which ends in February.

e. **Vice President Programming, Hannah Smothers-** [hrrsmothers2@eiu.edu](mailto:hrrsmothers2@eiu.edu)

- i. GSAC would be organizing a dinner this month and students are encouraged to join and invite other members as well.
- ii. Trivial night comes off January 31<sup>st</sup>.
- iii. Hannah admonished the house to coordinate with all our graduate coordinators to help share our events with students through emails and other pages.

f. **Vice President- Public Relations**

- i. She informed the house we need more updates and nominations for the Graduate school spotlight. Students are encouraged to nominate other students whose achievements deserve to be celebrated.
- ii. Students are as well encourage to share all our activities on various pages

g. Graduate Faculty Advisor, Dianne Timm [dtimm@eiu.edu](mailto:dtimm@eiu.edu)

No Report

**Proposed Programs for the Semester**

- Mental Health Program with the counseling department
- Forum on publishing and Online Thesis upload
- GSAC Cultural Day
- Community Service Project

**N.B. The next meeting is slated for February 7<sup>th</sup>.**

The meeting was adjourned at 11:29 a.m.

**Respectfully submitted by**  
Godwin Gyimah  
Vice President- Administrative Activities

**Minutes of the Graduate School Advisory  
Council General Assembly Meeting  
February 7, 2020.  
Venue: Underground Loft of the Union, M.L.K.**

Jossey Fioretto, President of the Graduate School Advisory Council, convened the meeting at  
11:00 a.m.

**A. Welcome**

The meeting began at 11:00 am with an introduction of the guest speaker from the counselling clinic.

**Program/Department Update**

i. MBA

No Report

ii. Curriculum and Instruction

No Report

iii. College Affairs

No Report

iv. Clinical Psychology

No Report

v. Biological Sciences

1. Darwin Day kicks off. There are presentation sessions ongoing on Sunday, Monday, and Tuesday at 7:00 am. The focus for this year is on climate change and evolution and how they affect species.

vi. Sports and Kinesiology

No Report

Vii. Communication Studies Department

No Report

Viii. Student Advisor

1. There are a lot of scholarships on the Graduate school website. Let's announce to our colleagues so they can submit application.

ix. Library Advisory Council Graduate School Representative

1. The annual library research award is opened for entering. All students can apply since we have entries for both undergraduate and graduate students.

xi. Sustainable Energy

1. Earth Week celebration comes off soon. The Department is seeking for the service of volunteers who could help with tree planting, marketing of the various programs, and other services.

**B. Executive Report**

a. President, Josey Fioretto [-jmfioretto@eiu.edu](mailto:jmfioretto@eiu.edu)

i. GSAC Scholarship is available. Josey encouraged the house to apply and inform students in their department to apply. Deadline is on February 21.

ii. A proposal was submitted before the house for the purchasing of a tree for Eastern. The house voted Yes on the motion.

b. Vice President of Administrative Activities, Godwin Gyimah – [ggyimah@eiu.edu](mailto:ggyimah@eiu.edu)

i. No Report

c. Vice President of Recruitment and Retention, Conlon Muhr- [cjmuhr@eiu.edu](mailto:cjmuhr@eiu.edu)

No Report

d. Vice President Programming, Hannah Smothers- [hrrsmothers2@eiu.edu](mailto:hrrsmothers2@eiu.edu)

No Report

e. Vice President- Public Relations

- She beckons on all members to try and attend our programs.
- Planning for a program of the weekday in the union and would want to know the kind of programs expected. What kind of events do members suggest?

### **Program Proposal**

- Pizza Party on any day on Tuesday, Wednesday, and Thursday.
- Night-time events- Weekend events- Real Estate and painting
- Other programs to be considered: Bingo, Trivia, roller skating, community service, and ball game.

## **SUMMARY OF PRESENTATION**

### **SELF-CARE**

#### **Counselling Service and what it offers**

- Self-care basically deals with taking time to obtain your needs: physical, emotional, spiritual, and professional needs.
- Physical self-care includes: Regular exercise, going for medical appointment, ensuring personal hygiene, eating nutritious food, and getting enough sleeping time.
- Emotional health care includes: Attending counselling appointment and laughing.
- Social self-care- Spend more time with people you enjoy, call and check up on your family, go on a date, meet and connect with new people.
- Professional self-care includes: Going for workshops you are interested in, take a full lunch break, and maintain connection with college.
- Spiritual Self-care includes: Meditating, pray, act morally, and participate in something that interest you.

#### **Self-care is a necessity**

- Self-care helps to release stress
- Self-care promotes good health

#### **Types of counselling the clinic offers**

- Individual Counselling
- Group Counselling
- Crisis Intervention
- Consultations Service

- Psychiatric Care
- Outreach Service

### **Reasons Students seek Counselling Service**

- Adjustment/Transitional issues
- Relationship issues
- Trauma
- Race related issues
- Depression
- Anxiety
- Family related issues

### **Setting up appointment**

Call +12175813413 or step by the office for appointment

8:00AM-4:30PM Monday-Friday

The meeting was adjourned at 11:48 a.m.

### **Respectfully submitted by**

Godwin Gyimah

Vice President- Administrative Activities

**Minutes of the Graduate School Advisory  
Council General Assembly Meeting  
February 21, 2020.  
Venue: Underground Loft of the Union, M.L.K.**

Melissa A. Stone, Vice President, Public Relations, of the Graduate School Advisory Council,  
convened the meeting at 11:04 a.m.

**A. Welcome, Introduction, and Program Update**

The meeting began at 11:04 am with an introduction of the resource person from BOOTH Library for Publishing and Thesis submission presentation.

**Program/Department Update**

- i. Curriculum and Instruction
  - 1. The College of Education has a New Department Dean
  
- ii. College Student Affairs
  - i. The department is looking out for another Graduate program to pair up with for a volunteer task. Interested students or programs can join for the set goal.
  
- iii. Clinical Psychology
  - No Report
  
- v. Biological Sciences
  - 1. . No Report
  
- Vii. Communication Studies Department
  - No Report
  
- Viii. Graduate Student Advisor
  - 1. GSAC scholarship and other Graduate School scholarships are due today at 4:00 pm. Please do well to submit an application and encourage other members to do it.
  
- xii. Communication Disorders and Sciences
  - No Report

## SUMMARY

### Eastern Illinois University Online Master Thesis submission

- The Keep as a repository session on the BOOTH Library website displays the Masters Theses Data including the number of Thesis Documents submitted over the years and the number of downloads.
- To submit the Thesis, the student has to pay Thesis upload fee of \$25 which is charge through the student accounts.
- Prior to the upload, the student is expected to fill details such as the full name of the author, title of the work, student E-Number, and other details.
- Students would be allowed to request a print copy with cover options or printing and paper options.
- There is a Quick Calculator option that helps in calculating the expected cost to be paid in uploading one's Thesis.

### B. Executive Report

- a. Vice President of Administrative Activities, Godwin Gyimah – [ggyimah@eiu.edu](mailto:ggyimah@eiu.edu)
  - i. Updated the house on International Students Olympic Games which comes off on Saturday, February 22. The game includes soccer, badminton, Table Tennis, Cricket, Ping Pong, and Volleyball.
- b. Vice President of Recruitment and Retention, Conlon Muhr- [cjmuhr@eiu.edu](mailto:cjmuhr@eiu.edu)

No Report
- c. Graduate School Advisor, Lori Henderson- [lahenderson@eiu.edu](mailto:lahenderson@eiu.edu)
  - ii. No Report

- d. Graduate Faculty Advisor
  - i. No Report
- e. Vice President of Public Relations, Melissa A. Stone- [mastone@eiu.edu](mailto:mastone@eiu.edu)
  - i. GSAC Painting event is slated to take place on Thursday, March 5 at 7:00. The location for the event is yet to be confirmed and announce to the House.

The meeting was adjourned at 11:27 a.m.

**Respectfully submitted by**  
Godwin Gyimah  
Vice President- Administrative Activities