

Graduate Student Council Officer Descriptions

***Please note:** GSC Executive Council Officers serve on various University committees as graduate student representatives. These committees include: Appropriations Committee, Diversity and Inclusion Committee, Services Committee, Academic Policy Committee, Development Committee, and Academic Technology Committee.

President

- Chief executive officer, official spokesperson, and primary point of contact for the GSC
- Schedule and run GSC meetings
 - Meetings once per month
- Serves as a Student Representative on the Graduate Council
 - Meetings every other month, typically the last Tuesday of the month at 3:00 pm
- Attend monthly GSC officer meetings
- Attend monthly GSC general body meetings
- Attend monthly Dean's meetings
- Serves as a Student Senator on SGA
 - Meetings every other week, typically Tuesdays at 7:30 pm
 - Paid \$100 per semester as a Student Senator
- Serves on the SGA Senate Executive Board Committee.
 - Meetings every other week before SGA, typically Tuesdays at 6:30 pm

Vice President

- Attend monthly GSC officer meetings
- Attend monthly GSC general body meetings
- Attend monthly Dean's meetings
- Record and maintain the minutes and attendance records from all GSC meetings
 - Meetings once per month
- Serves as the chair of the GSC Rules and Election committee
 - Runs the elections that occur in the Spring Semester each year
- Serves as a Student Senator on SGA
 - Meetings every other week, typically Tuesdays at 7:30 pm
 - Paid \$100 per semester as a Student Senator
- Serves on the SGA Senate Services Committee

Director of Outreach

- Attend monthly GSC officer meetings
- Attend monthly GSC general body meetings
- Attend monthly Dean's meetings
- Organize, plan, and advertise social events for graduate students, including the annual GSC Halloween Event at a minimum
- Serves as the SGA Graduate Student Liaison to the Student Activities Board (SAB)
 - Meetings every week, typically Fridays at 3:00 pm
- Serves as a Student Senator on SGA
 - Meetings every other week, typically Tuesdays at 7:30 pm
 - Paid \$100 per semester as a Student Senator
- Serves on the SGA Senate Development Board Committee
 - Only meets as needed, typically does not meet at all

Director of Professional Development

- Attend monthly GSC officer meetings
- Attend monthly GSC general body meetings
- Attend monthly Dean's meetings
- Organize, plan, and advertise academic events for graduate students, including the annual Graduate Student Regional Research Conference (GSRRC) at a minimum
- Serves as a Student Senator on SGA
 - Meetings every other week, typically Tuesdays at 7:30 pm
 - Paid \$100 per semester as a Student Senator
- Serves on the SGA Senate Academic Policy Committee
 - Meetings only as needed

Director of Finance

- Attend monthly GSC officer meetings
- Attend monthly GSC general body meetings
- Attend monthly Dean's meetings
- Chief administrator of the GSC budget
- Serves as the chair of the GSC Research Grant Review Committee
 - Group of student reps that work together to review grant applications
- Serves as a Student Senator on SGA
 - Meetings every other week, typically Tuesdays at 7:30 pm
 - Paid \$100 per semester as a Student Senator
- Serves on the SGA Senate Appropriations Committee
 - Meetings every other week before SGA, typically Tuesdays at 6:30 pm

Senator Proxy (2)

- Attend monthly GSC officer meetings
- Attend monthly GSC general body meetings
- Attend monthly Dean's meetings
- There are two students chosen, each serving as a Senator Proxy
- Designated proxies to the SGA Student Senate, attending meetings on behalf of the other
- officers serving as Student Senators
- Assists the other officers when requested

Director of Graduate Travel is elected by GSC Representatives during a general meeting. 2020-2021 GSC Representatives will have the chance to vote on the Director of Graduate Travel at an upcoming meeting.

Director of Graduate Travel

- Attend monthly GSC officer meetings
- Attend monthly GSC general body meetings
- Attend monthly Dean's meetings
- Chief administrator of the Graduate Student Council Travel Grant program
 - Receives applications, awards grants, tracks finances, and processes paperwork to disperse funds to over 200 students per year
- Paid \$500 per semester as Director of Graduate Travel
- Serves on Academic Technology Committee