

Graduate Student Employment Committee (GSEC)

Minutes of February 6, 2020 meeting

Voting members present – Handschy, Scialacqua, Skuodas, Walker-Cecil, White.

Voting members absent – Fuhrman, Goldberg, Guo, Lingo, Norling, Tranel.

Non-voting members present – Campo, Danger. Guests – Jan Waterhouse, Christine Getz, Marty Miller, Sarah Markham Harris.

The meeting was called to order by Associate Dean Campo @ 11:02 AM.

- 1) Meeting minutes for November 20, 2019, were approved.
- 2) Associate Dean Campo announced the Graduate Assistant (GA) Grievance procedures will be on the Graduate College website soon. The Graduate College in conjunction with Human Resources is developing a workflow form for the grievance procedure.
- 3) Discuss graduate student fees - Marty Miller, Director of Billing Information Systems, and Sarah Markham Harris, Senior Associate Registrar, led the discussion. Slides were shared at the meeting.

Students would like more transparency related to student fees in order that the students may better compare offers and budget. Although a student may use the Tuition and Fees calculator to estimate cost of attendance, most students are not familiar with the calculator or the terminology associated with it. A suggestion was made to consider including a fee estimate component to “Sample Plans.” Some of the stated concerns associated with surprise billings associated with student fees include:

- identifying and defining fees that are required but are not listed as “mandatory” fees,
- the timing of fee assessment and payment preceding the student employee’s first paycheck of the session,
- the offer letters signed in April and May does not provide enough detail and clarity on fees students must pay in August that are not classified as “mandatory” (international student fee, English as a second language testing fees, records and documents fee),
- Fees that are not classified as “mandatory” do not undergo the same approval process, which has the potential to contribute to fee proliferation.

Marty Miller offered to ask about a bill payment process (fee costs spread over three months instead of due on first semester billing).

Next month GSEC will meet with International Students and Scholars Services (ISSS) to discussion fees assessed to international students. It was agreed that a student-member selected cohort of international students familiar with the immigration visa process should join that meeting.

- 4) A request was made to discuss parental leave for graduate students at a future meeting. Materials related to Iowa State University funding for graduate assistants and post-docs for the arrival of a new child (birth or adoption) and can be found here:
<https://www.grad-college.iastate.edu/postdoc/benefits/>

Meeting adjourned at 12:00 PM.