Dean’s Council Agenda (Thursday, March 11th, 2021)

4:30 pm CST

- Welcome new members!
  - Hannah - Coffee Hour (w/ Martin)
  - Amruta, Kiseok, and Yichen - Travel Fund

- Presentation by Emily Whitman-Easton (Director of Graduate Administrative Services)

gradhelp@uchicago.edu (2 years running)

Tax workshops! For annual and estimated tax filings.
-- Associate director is a tax expert
-- Can never provide official tax advice, but can answer questions (e.g., what is an estimated tax responsibility? Do I have one?)
-- Going to run a Q&A later in the month.

Financial wellness resources.
-- Do programming in response to student demand -- if you want to see a workshop, let them know
-- TIAA advisors will now meet with students to talk about investing for retirement! Sign up through UCGRAD

Point of contact for both students and postdocs with questions about administrative stuff, payments, funding.
-- do not refer students -- work with students to figure out who should be contacted
-- try to respond w/in 2 business days (up from 1 day previously… getting record numbers of requests in 2020-21 year!!)
-- help out new students getting accustomed to university structures

Also work to make sure payment processes are easy to navigate for students & administrators.
-- over last year, moved all student payments into Workday. (direct deposit, not check)

**Spring Q: going to move all student stipends into Workday!**
-- Fellowship stipends (lump sum at beginning of quarter) have historically been distributed differently for US citizens/permanent residents vs. international students (paid through workday)
-- The march 26 stipend date should be the start of this for all students on fellowship stipends

** Please update your address and direct deposit information in Workday!!! **
• Dean’s Council Meetings: 2nd Thursday of every month at 4:30 pm CST
  • Upcoming meetings scheduled for April 8, May 13, June 10, July 8, August 12

• Updating the DC listserv
  • If you are interested in transitioning out of your role as a representative, please let us know so we can find a replacement
  • Member list is on website: https://voices.uchicago.edu/deanscouncilbsd/

• Dean’s Council Google Drive Folder
  https://drive.google.com/drive/u/0/folders/12r9A6xO1Iia1oMeEOZ74OkQnqQhzWluX

• Mira - Community Service Update
  • Volunteering at the Chicago Food Depository for Winter Quarter
  Going well: got two groups to go so far; GPMP (med phys) group
  -- if anyone wants to organize a group/program volunteering event, let Mira know!
  -- talking with Hyde Park food pantry; hopefully won’t have to coordinate travel starting next quarter

• Brittany & Sarah - Cultural Co-Chairs
  • Second City Event
  42 people signed up as interested; got 30 tickets (27 people bought them from the interested list, after a couple of reminders)
  -- open to rest of BSD (typically this is what we do after the original interest list have all been contacted)
  -- do we want to do goody bags again?
    Snacks in the storage locker have all expired by now
    Some drinks have expired, not all?
  Melissa can handle money taken in from selling tickets to events; needs receipts

• Sandra - Newsletter Update
  February newsletter went out a bit late to include all the travel fund info
  -- let Sandra know whenever there’s new activity!

• Meytal & Rosy - Treasury Update
  Biophysics disbursements came in.
  ** Submit reimbursement request every time you spend money!! Including using the GEMS card. Include the receipts.**
Everything is up-to-date through March (except for those who haven’t submitted the reimbursement form…)

- Jimmy and Ross - GRIT representatives
- Martin & Hannah - Coffee hour (virtual)

Bought vouchers in bulk last time, so have plenty for upcoming weeks
To increase # ppl who can get them, will split 1 hour distribution at GCIS and 1 hour distribution at Culver.
-- iced coffee possibility? Tea possibility?
Martin will ask about possibility of getting a 2nd type of voucher or applying the same vouchers to iced coffee or tea

- Amruta, Kiseok, and Yichen - Travel Fund
Call for apps has gone out: need volunteer reviewers!!
Devin trained 3x new co-chairs

- Astra - Website
Anything to add to website: email to Astra (cc Nikita & Sarita)

- Alexis and Sophia - GC
Vote for GC to detach from the undergrads: that did pass.
-- seems likely to allow grads and undergrads to each do more specific activities & policies
-- Please promote a lot of upcoming GC events to your programs!
-- plant project was very well-received! (pics to put on the FB page, etc.?)
  There are still a few plants - email Nikita to be put on a waitlist if you would like one

- Soo Ji - Equipment Library
- Sports Chair: Open position available
- Program representative updates (how is your program doing/any ideas for activities/anything that DC can help with?)

Question:
The yearly stipend adjustment -- is that for all programs?
Yes, it's uniform for all BSD programs. 34,000 for 2021-22 (except for certain students on personal fellowships who get a bit more, or those above 6th year of study (7th or later), who stay on the previous year’s stipend)