

Graduate Student Commons Year End Report 2015-16

Prepared by the Graduate Student Commons Executive Committee:

President: Natasha Dudek
Vice President: Sean Ryan Smith
Treasurer: Peter Cottrell
Programming Coordinator: David Fryauf
Business/Building Manager: Rachel Neuman

GSC Governance Board Membership:

- Programming Coordinator for Fall - Winter: Cherie Musgrove
- Professional Development GSR: Dalia Cooper (Terleckaite)
- Governance Board Voting Members: Rita Jones, Evelien Geerts, Aaron Springer, Arjun Rao, Bryan Pratt, Daniel Alves, Rose Grose, Sean Ryan Smith, Cherie Musgrove, David Fryauf, Peter Cottrell
- Governance Board Non-Voting Members: Kathryn Tobisch, Tyrus Miller, Jim Moore, Fiona Weignant, Bob McCampbell, John Bilanko, Dalia Cooper (Terleckaite), Rachel Neuman, Natasha Dudek

Major Accomplishments

- Received a \$22,844 award from SFAC Measure 7 fees for the kitchen retrofit project
- Received a \$7,500 award from the Carbon Fund Grant for the restaurant lighting retrofit project
- Completed vendor selection for the GSC restaurant
 - Released an RFI, evaluated RFIs, hosted a vendor tour of the facilities, released an RFP, evaluated RFPs, held a taste testing and interview session, reviewed financial records of the incoming vendor, did an analysis of GSC finances and spending, negotiated lease terms
- Completed the kitchen retrofit project
 - Hired a Physical Planning and Construction Project Manager
 - Hired a Kitchen Consultant to advise on the design, flow and equipment
 - Evaluated the new tenants equipment needs
 - Purchased and installed new energy efficient equipment:
 - Sandwich/Salad preparation refrigerator
 - Ice Bin for Ice machine
 - Reach in Freezer
 - Refrigeration with prep table
 - Countertop griddle
 - Countertop hot plate

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- Fryer
 - French fry warmer
 - Stock Pot
 - Deck Oven
 - Double stack convection oven
 - Dishwashing machine
 - Undercounter reach in refrigerator
 - Lighting retrofit:
 - New energy efficient lighting
 - LED lights
 - Daylight harvesting
 - Sensors and dimming controls
 - Repaired existing built in equipment and refrigeration
 - Removed outdated high energy display cases and refrigerators
 - Tenant and Landlord Improvements
 - New custom cabinets and countertop
 - Front service counter
 - Back bar area cabinets
 - Painted over the yellow and black tiles
 - Miracle Method white epoxy paint
 - Repurposed existing table and chairs
 - New table tops
 - Refinished chairs and stools
 - New community tables
 - Redesigned the old outdated red paneling with:
 - Metal paneling
 - DyNoc material
 - Paint
 - Repaired plumbing and drain issues
 - Deep cleaning:
 - High area cleaning
 - Soffits
 - Ventilation ducts
 - Hoods
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- Created a Memorandum of Understanding between the GSC and the Division of Graduate Studies (DGS)
 - Modified our Constitution to a) Clarify the nature of the relationship between the GSC Business Manager and the GSCEB, b) Add the Programming Committee Chair to the

GSCEB, c) Add the MOU to the Constitution as an amendment, and d) Change our elections to be the second to last GSCGB meeting of the year, thereby creating overlap between outgoing and incoming GSCEB members

- Created an Outreach Committee

Social events (42 total)

- 7 First Fridays, Orientation Brunch, Halloween Bash, CIED Networking Mixer, Grad Div Alum Mixer
- 6 game nights, 3 Karaoke nights, 4 movie nights, 3 part Transparent screening, 2 wine tasting tours, 3 GSH ballroom dance, 2 coffee n donuts, OPERS beginning surf class
- Farm Tour n Picnic, Ski n Snowboard China Peak, Garrapatta Big Sur day hike, Pinnacles camping

Health and wellness events

- Weekly meditation (universal and Body Oriented), Let's Talk by CAPS, Women's Grad Group, 3 acupressure massage days, Managing Focus n Stress

Professional development events

- 7 workshops lead by the UCSC Career Center advisors:
 - Graduate Student Resumes and Cover Letters for Private Industry;
 - Academic CV and Cover Letters;
 - STEM Job Search workshop;
 - Networking workshop;
 - LinkedIn workshop;
 - Converting Your CV to a Resume;
 - Versatile PhD workshop.
- 6 international student-focused events in collaboration with the IEO (International Education Office) and the IGSC (International Graduate Student Committee):
 - Graduate International Mentorship Info Session;
 - Driving in California and Alternative Transportation Workshop;
 - American Culture of Volunteering;
 - IEO H-1B Workshop;
 - IEO International Tax Workshop;
 - IGSC Educational Event and Social Mixer.
- 4 Conflict Resolution and Stress Management workshops:
 - Collaboration and Four Other Approaches to Conflict Resolution;

- Coming to Terms with our Differences;
- Conflict Resolution for Grads with Disabilities;
- Mindfulness Based Approaches to Managing Stress.
- 3 Personal Financial Management workshops:
 - How to Pay Off Student Loans and Avoid Additional Debt;
 - How to Build Good Credit and Why It Is Important;
 - Budgeting and How to Create Spending Plans.
- 5 Information Sessions:
 - 2 SIP (Science Internship Program) Info Sessions on Summer Mentorship Stipends;
 - 2 Fulbright Information Sessions for Americans;
 - UCSC Science & Justice Info Session.
- 5 other workshops:
 - Dynamic Presentation Skills workshop;
 - Universal Design for Instruction;
 - Inclusive Teaching and Learning;
 - Ethnic Resource Center's Graduate Roundtable;
 - CIED Panel Discussion on Entrepreneurship.

Status of GSC finances

- In 2015-16 the GSC budgeted \$179,072 and spent \$143,435 on regular expenses.
- In addition to our regular budget the GSC spent an additional \$277,620 to renovate the downstairs restaurant, install a new water heater and resurfaced the patio deck.
- We were awarded two awards \$22,844 award from SFAC Measure 7 fees for the kitchen retrofit project and \$7,500 award from the Carbon Fund Grant for the restaurant lighting retrofit project
- This resulted in pulling \$247K from the Plant Reserve which leaves the GSC Plant Reserve with a remaining \$216K.

Outside programming funded

- The GSC had a budget of \$3,500.00 to support outside funding requests.
- In 2015-16 GSC funded \$2,673.92 to various graduate student groups and events that support grad students such as:
 - Tea Talk Tuesday
 - Queer Grad Luncheons
 - Transparent Screening

- Graduate Ski Trip
- Graduate Pinnacles camping trip
- Anthropology Conference
- CruzFit

Progress towards improved GSC outreach

- Designed new GSC flyer template
- Redesigning the GSC email template
- Designing a new GSC logo
- Designing a survey for grads

Attendance Report:

- Daily usage attendance for the academic year: 2097
- GSC Social Event total attendance: 1897
- GSC Professional Development Events: 237

Ongoing projects

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Upcoming projects that need to be started next year

- Measure 1 Mortgage referendum
- We need to establish what the long-term vision is for the GSC's professional development programming and whether there is room for collaboration with the Graduate Division Staff, Associate Dean, Sue Carter and Administrative Assistant.
- We need to create a plan to replenish and better manage our Plant Reserve Fund. We spent \$284K from the Plant Reserve this year on the kitchen retrofit project, and have been drawing heavily (\$58K and \$68k) on it for the past 2 years for essential maintenance of the facilities (ex: fixing the leaking deck \$9,376.67, replacing the hot water heater \$37,637.00, and a few minor non routine maintenance expenses). Without replenishment and decreased annual draws from the Plant Reserve, we will very likely exhaust it within the next 5-10 years.
- We need to create some form of institutional memory for the GSC. For example, somewhere a document such as this can be stored for years to come. This may be in the form of a website for GSCGB members only that is linked to our UCSC GSC webpage.