

New Graduate Student Orientation Florida State University

Brian Barton, Senior Associate Dean The Graduate School Westcott 314 · 850-644-3501 gradschool@fsu.edu



WELCOME! WELCOME! WELCOME!





Life is about PEOPLE! WE ALL NEED EACH OTHER! A Future Graduate Student!





FSU: A Unique Combination of the Arts and Sciences







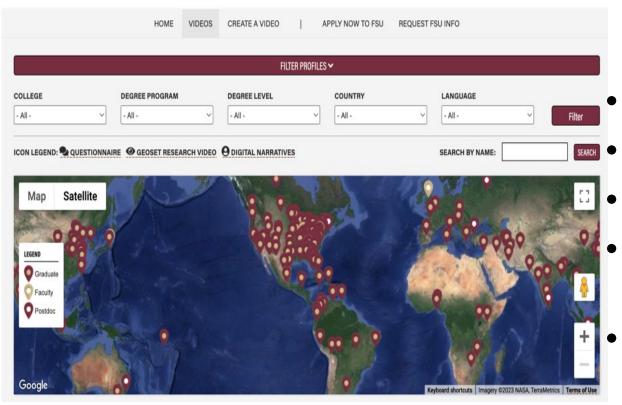






FSU: A Unique Combination of the Arts and Sciences

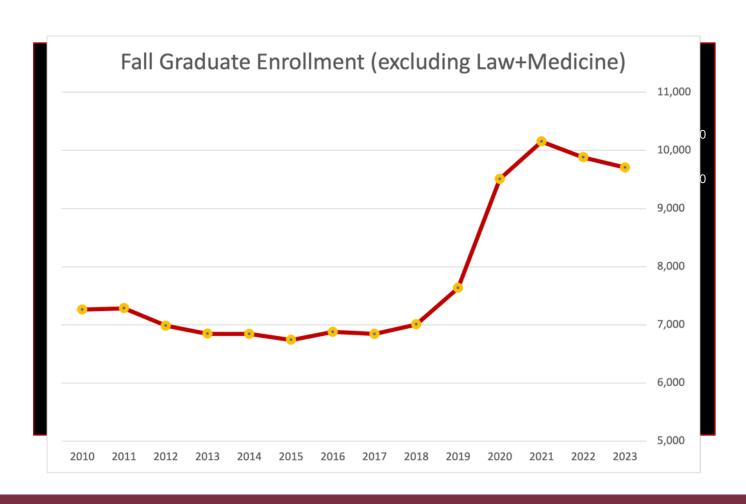
GRADWORLD FSU



- 44k students
- 33k ugrads
- 11k grads
- 3.4k international
 - 132 countries



Graduate Student Enrollments: People want to join the FSU Family!





Doctoral (R1) Highest Research Activity



- Educate and train graduate students
- Doctoral education
 - FSU
 - 70+ doctoral programs
 - >400+ doctorates/year
- Master's education
 - FSU
 - 120+ master's programs
 - >2,000 master's year



Overview of the role of The Graduate School and the assistance we provide

The Graduate School Family





We are here to help you!



The Graduate School

Mission

To advance the quality and integrity of graduate education

- Assist graduate students in academic matters
- Provide broad oversight and ensure implementation of policies pertaining to graduate education
- Collaborate with other campus units
- Collaborate with national organizations

WE ARE HERE TO HELP YOU! ©



Assistance We Provide

General advice

Academic and degree requirements Internal and external (OGFA) funding opportunities

Facilitate solutions

Fellowships, grants

Final approval of dissertations, theses

Expand your network

Professional development

If in doubt about anything please reach out!!

The Graduate School – Places



Admissions Hecht House



Office of Graduate
Fellowships and Awards +
Graduate Student
Resource Center:
Honors, Scholars, and
Fellows House, 4th Floor

LANCIS GREEN

Center for Intensive English Kellogg Building 4th Floor



The Graduate School
Office of Postdoc Affairs
Wescott Building
Room 314



Important Websites



The Graduate School - www.gradschool.fsu.edu

Health Insurance Subsidy Benefit

At Florida State University, we believe that access to quality, affordable insurance is essential for the health of our students. To meet this objective, the university and the Graduate School established a subsidy benefit to help eligible graduate students pay for health insurance.

https://gradschool.fsu.edu/funding-awards/subsidy-benefit

Funding & Awards

The Florida State University Graduate School offers several fellowships on the University level. This site contains information on internal and external funding opportunities including graduate teaching and research assistantships.

https://gradschool.fsu.edu/funding-awards

Office of Graduate Fellowships and Awards

The Office of Graduate Fellowships and Awards assists current FSU students with articulating their interests and ambitions in support of identifying and applying for external fellowships, scholarships, grants, and awards.

https://ogfa.fsu.edu/

Important Websites (continued) FSU

The Fellows Society

The Fellows Society brings together outstanding graduate students who hold competitive fellowships for the purpose of interdisciplinary learning.

https://fellowssociety.fsu.edu/

GradWorld FSU

GradWorld is a collection of personalized videos from graduate students, postdocs, alumni and faculty for the purpose of showcasing their outstanding achievements and contributions to Florida State University

https://gradschool.fsu.edu/gradworld

Center for Intensive English Study

If you are interested in improving your Academic English or earning your TEFL certification visit the CIES website.

https://cies.fsu.edu/

FAQs

Frequently asked questions and answers about The Graduate School.

https://gradschool.fsu.edu/faqs



Conduct & Professional Standards

- Graduate Bulletin:
 - http://registrar.fsu.edu/bulletin/
 - Academic Honor Policy
 - Lots of great info to clarify your pathway forward
- Title IX Statement
 http://hr.fsu.edu/PDF/Forms/TitleIXStatement.pdf
- Responsibilities and University Procedures for Distance Learning Students:

https://distance.fsu.edu/policies



Conduct & Professional Standards (continued)

 Responsible Conduct of Research & Creativity course

http://gradschool.fsu.edu/Academics-Research/Research-and-Scholarly-Integrity/FSU-s-RCR-Course

- Graduate Ombudsman graduateombuds@fsu.edu
- Grievance Procedures for Distance Learning Students

https://distance.fsu.edu/grievance



Campus services, organizations to assist you and enhance your experience







Graduate Student Groups

Congress of Graduate Students (COGS)
Represents all graduate students

Graduate Assistant Union (GAU)
Represents all graduate assistants on matters relating to the terms and conditions of employment
http://hr.fsu.edu/pdf/2015-2018FSU-BOT-GAU-CBA.pdf





Graduate Student Resource Center

https://provost.fsu.edu/gsrc

Summer 2024, the Center will implement Research and Creativity Activity Grants, which will provide doctoral students the opportunity to attend and present research or creative works at regional, state, national, and international conferences or performance venues.

In fall 2024, the Center will establish an annual resource fair and a workshop series to address professional development topics such as time management, writing skills, project planning and management, stress reduction strategies, professional speaking skills, and other topics we identified by surveying and speaking with doctoral students.

University Libraries Graduate Skills Workshop Series

Teaching Preparedness

Career Readiness

Research and Creative Activity Grants

Emily Leventhal, Ph.D. Director, Graduate Student Resource Center 4001C, Honors, Scholars and Fellows EL24K@fsu.edu 850-645-9751

Graduate Education is a Collaboration FSU





FSU Campus Recreation INTRAMURAL SPORTS · FITNESS · OUTDOOR REC

https://campusrec.fsu.edu/

https://distance.fsu.edu/support



https://veterans.fsu.edu/



https://career.fsu.edu/



https://www.lib.fsu.edu/



https://uhs.fsu.edu/



Institutional Review Board (IRB) and/or Animal Care and Use Committee (IACUC) approval

Students **MUST** seek Institutional Review Board (IRB) and/or Animal Care and Use Committee (IACUC) approval prior to commencing any research involving **human or animal** subjects. See:

https://www.research.fsu.edu/research-offices/human-subjects/ https://www.research.fsu.edu/research-offices/acuc/





Failure to obtain the required approvals may result in the dissertation [or thesis] being permanently embargoed and not publishable in any form.

THIS IS SERIOUS STUFF!! Please don't let your students forget!!

ORCID: Personal Identifier for all your scholarly output!

US Govnmt Funding Agencies memo Aug. 8, 2024: The inclusion of a PID (ORCID) will be optional until May 1, 2025, and mandatory thereafter.

What is ORCID?

ORCID (Open Researcher and Contributor ID) is an international non-profit organization developed by the research community. Your ORCID iD is a 16-character digital identifier that distinguishes you from other researchers with the same or similar names and allows you to link your research to your iD, ensuring that your work is correctly attributed to you.

Many publishers, funders, universities, research organizations, and professional associations already use ORCID to identify researchers and their work.

Your ORCID iD belongs to you, not to your institution, meaning you have full control over what data is associated with your iD.

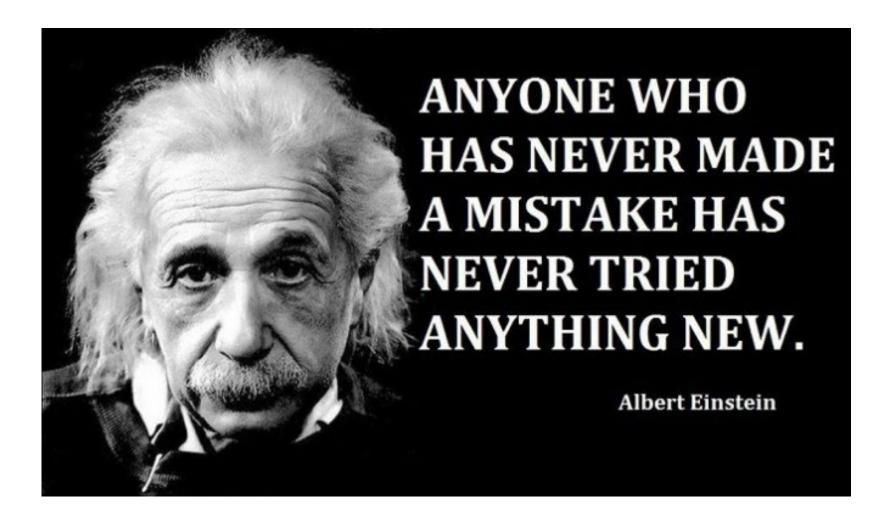
Your ORCID iD can help you:

- •Distinguish yourself from other researchers
- •Improve the **visibility** of your work
- Manage your reputation & research impact
- •Save time on repetitive data entry for research reporting workflows
- •Keep track of all of your affiliations & organizations in an interoperable, trustworthy platform throughout your career regardless of changes in name, institution, & discipline
- •Used by publishers, grant agencies and more



TIPS FOR SUCCESS





A few final quotes

Linus Pauling

"Satisfaction of one's curiosity is one of the greatest sources of happiness in life."

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Albert Einstein

"The important thing is not to stop questioning."



A few final quotes

Linus Pauling

"Satisfaction of one's curiosity is one of the greatest sources of happiness in life."

Albert Einstein

"The important thing is not to stop questioning."

Monty Python

"Always look on the bright side of life!"





WELCOME AGAIN TO FSU! Have fun in all you do! © Let's change the World together!





The Graduate School



314 Westcott 850-644-3501





Welcome New Graduate Students

BARBARA O'CONNOR - ASSISTANT VICE PRESIDENT OF PUBLIC SAFETY

JUSTIN MALOY - CHIEF OF POLICE



Safety Matters at FSU!!

The Best Way to Stay Safe

 Use Common Sense and Always Be Aware of Your Surroundings.



 Take Advantage of the Security and Safety Resources Available at FSU.



How to Contact FSU Police

EMERGENCY- Call 911

- Non-Emergency- 850-644-1234
- REPORT.FSU.EDU

Silent Witness Crime Report



Emergency Notifications on Campus

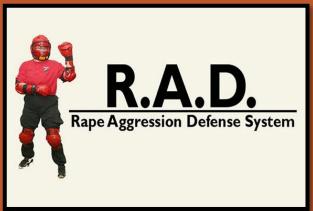
- FSU Alerts Page (alerts.fsu.edu)
- Indoor and Outdoor Sirens
- SMS Text Messages
- E-mail
- SeminoleSAFE Mobile App
- Desktop Computer Alerts
- Facebook, Instagram and Twitter
- Many other notification methods!



How We Train Our Employees & Students

RUN HIDE FIGHT

In many cases, there is no pattern or method to the selection of victims by an active shooter, and these situations are, by their very nature, unpredictable and evolve quickly.





Rape Aggression Defense (RAD)



R.A.D. is a program of realistic self-defense tactics and techniques for women. The R.A.D. system is a comprehensive, women-only course of instruction that begins with awareness, prevention, risk, and risk avoidance. It then progresses to teaching hands-on self-defense training, but it is not a martial arts program.





Adopt-A-Copp Program





The Adopt-A-Copp program is a way for FSUPD to provide positive interaction with its residence hall students in a unique capacity. The Adopt-A-Copps conduct educational and crime prevention programs, attend hall and staff meetings, and conduct periodic security checks of their halls. Adopt-A-Copps can become very popular in their halls!



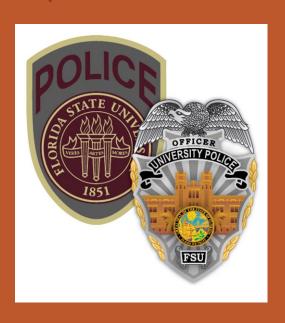
Citizens Police Academy





The Florida State University Police Department saw a need to provide an "inside view" of law enforcement operations to our campus community. We developed a curriculum and invited campus members (Faculty, Staff and Students) to join us for the Citizen's Police Academy.

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Local Law Enforcment Cooperation

Open Lines of Communication and Information Sharing with:

Local, State, Federal & RTCC









DUI Enforcement











The Tragic Cost of DUI – Lives Lost









Avoid Dangerous behavior!!



Make GOOD Decisions!!!

Let's Have a

Serious Discussion!!











Bad Decisions























The FSUPD Website **Important Information & Resources**

kNOw MORE Campaign » MORE

CLERY ACT

FSUPD Headquarters, 830 West Jefferson St, PO Box 3064215, Tallahassee FL, 32306 · Map Location

KNOWMORE.FSU.EDU

CONTACT US



Emergency Call 911



Safety Begins with YOU!







Thank YOU!

University Health Services

Graduate Student Orientation





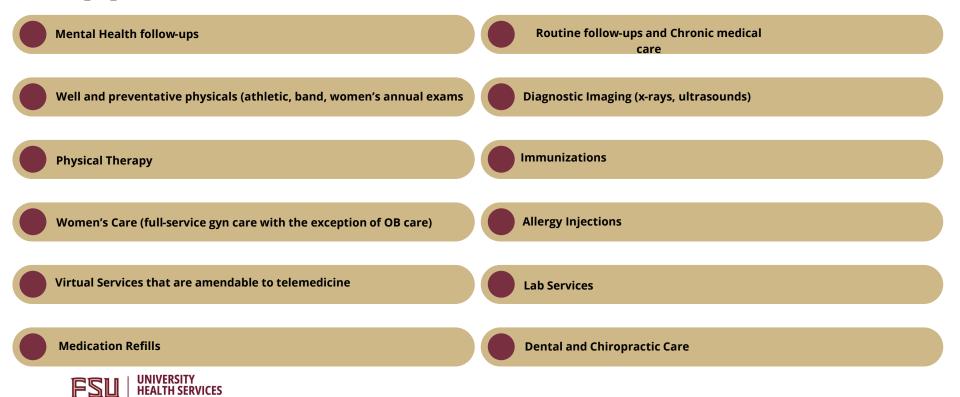
Hours of Operation & Location

- Monday through Friday
- Appointments available 8:00AM 4:00PM
 - Appointment-based system
 - Appointments can be scheduled online, by phone, or in-person
 - Staffing available until 5:00PM
- Located at the Mary B.
 Coburn Health & Wellness
 Center



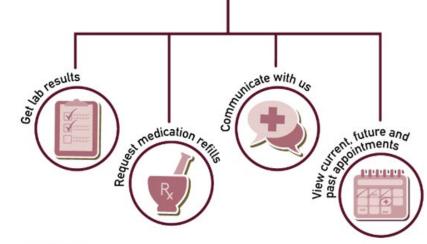


Appointments available for:



Returning Patients Can Access the

PATIENT PORTAL





Online Schoduling





CENTER FOR HEALTH ADVOCACY & WELLNESS

UNIVERSITY HEALTH SERVICES

- Nutrition consultations
- HIV testing
- Smart Choices: Alcohol/drug harm reduction program
- Green Dot Bystander Intervention
- Health Noles Peer Education
- Power-based personal violence prevention

Other Services available in the Health & Wellness Center

Wellness Sport & Spine, Morgan Dental, and Quest are independent vendors of the university that provide services to the greater FSU community including students, faculty, and staff. These vendors are not part of University Health Services and, therefore, do not receive AAAHC accreditation.

If you have questions or are unsure about whether the vendors will accept your insurance, please call the office directly and they will be happy to assist you.









After-hours System of Care

uhs.fsu.edu/health-care/after-hours-care



Talk to a doctor or therapist by phone or video with HealthiestYou.

HealthiestYou provides 24/7 access to doctors and mental healthcare.

Download the App - iOS - Google Play

Cal I (855) 870-5858

Other After-Hours Care Options Include:

Walk-in Clinics

Urgent Care

Emergency Room



Pharmacy

- No onsite pharmacy
- CVS located near campus (West Pensacola Street location)
- Several nearby pharmacy options available
- Some pharmacies offer specific reduced cost medications



487 E Tennessee St # 2, Tallahassee, FL 32301 (850) 942-1992

CVS

882 West Pensacola St, Tallahassee, FL 32304 (850) 841-1049 1819 West Tennessee Street, Tallahassee, FL 32304 (850) 576-0147 1708 North Monroe Street, Tallahassee, FL 32303 (850) 385-6136 1300 Apalachee Parkway, Tallahassee, FL 32301 (850) 877-5168 3035 Apalachee Parkway Tallahassee, FL 32301 (850) 402-4046

Publix

1700 North Monroe St # 852, Tallahassee, FL 32303 (850) 222-1975 101 North Blairstone Road # 101, Tallahassee, FL 32301 (850) 219-6211

800 Ocala Road # 200, Tallahassee, FL 32304 (850) 575-6997





Target

2120 Apalachee Parkway Tallahassee, FL 32301 (850) 671-2041

Walgreens

2009 W Tennessee Street, Tallahassee, FL 32304 (850) 580-1899 414 South Magnolia Drive Tallahassee, FL 32301 (850) 877-3023

Walmart

4400 West Tennessee Street, Tallahassee, FL 32304 (850) 574-4613

3535 Apalachee Pkwy Tallahassee, FL 32311 (850) 656-4593 3221 N Monroe St Tallahassee, FL 32303 (850) 562-2829

Publix offers reduced cost medications*
Walmart offers \$4 prescriptions*
*select medications

Insurance & Billing

- The student health fee allows us to provide many free services to students.
- Co-pay not collected
- All visits, procedures, labs, diagnostic imaging & specialty visits will be billed to insurance carrier
- Outstanding balances post to student account







Insurance & Billing

- In-network with a variety of different insurance plans
- University-sponsored insurance available (United Healthcare Student Resources)
- Premium deductible can be paid through financial aid
- Insurance coverage is a requirement at FSU for all full time students and International students
- PPO vs HMO
- ER care is for true emergencies and not a substitute for primary or specialty healthcare services







Insurance & Billing

In-Network Insurance Plans

- Florida Blue (formerly Blue Cross Blue Shield)
- Network Blue/Blue Options
- Blue Choice/PPO
- Traditional
- Aetna
- PPO
- Managed Choice
- HMO
- POS & EPO
- United HealthCare (Student Resources)
- FSU Sponsored Health Plan
- In-network for all services
- United HealthCare
- Choice Plus
- PPO & POS
- *https://www.uhcsr.com/glossary



- CIGNA
- PPO
- OAP (Open Access Plus)
- Humana
- PPO
- POS
- EPO
- Choice Care Network
- Tricare
- Select
- Prime (Out-of-Network, Referral from your PCM is required)
- Medicaid (Humana)
- Healthy Horizons
- Capital Health Plan (CHP) (Out-of-Network for Physical Therapy)
- United Behavioral Health



University Health Services Student Insurance Rates 2024/2025

		Domestic Student	International Student
	Annual: Aug. 15 - Aug. 14	\$3,086	\$3,135
	Fall: Aug. 15 - Dec. 31	\$1,175	\$1,194
	Spring/Summer: Jan. 1 - Aug. 14 studenting	ቴተ å ዝce.fsu.e	Ժ Ա ⁹⁴¹
F	HEALTH SERVICES *Summer: May 10 - Aug. 14	\$830	\$833

Get Involved

UHS offers several ways for students to become involved.

To learn more, visit uhs.fsu.edu/getinvolved











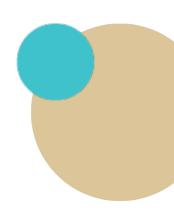






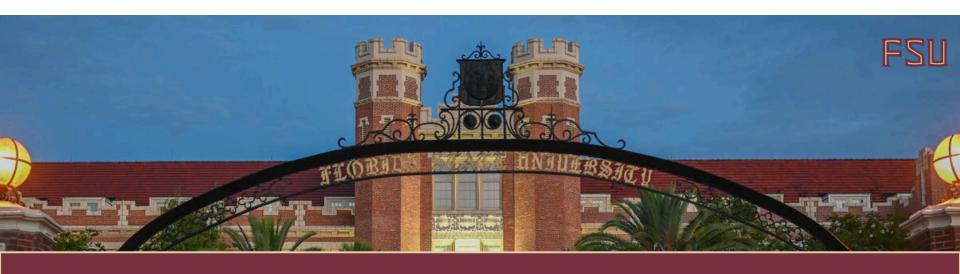


Find us on myFSU Mobile









Graduate Student Resource Center





Office of the Provost presents...

The Graduate Student Resource Center (GSRC)

A virtual hub connecting graduate students to campus and community resources. It also provides programming and networking to support graduate student success.





Our website - gsrc.fsu.edu





FSU Resources



Academic and Professional Development



Basic Needs



Funding/Financial



Grad Life



Health and Well-Being



Parenting and Family



Research



Safety





Graduate Student Resource Fair

Graduate Student Resource Center & The Career Center







Featured Resources

- Office of Graduate Fellowships and Awards
- University Libraries
- Center for the Advancement of Teaching
- Campus Recreation
- University Health Services
- FSU Childcare & Early Learning Program
 ... and more!

Attend for the chance to win free prizes or business clothing!



Workshop Series

Academic and Professional Development

Just a start....

- Mentoring
- Public speaking
- Time Management
- Wellness





GSRC Research and Creative Activity Travel Grants

Maximum amount

- Up to \$500 for attendees
- Up to \$1000 for presenters
- \$1.3 million annually for the next five years

Eligibility

- Doctoral candidate
- Complete 1 or more University Libraries Workshops
- ORCID ID
- Obtain faculty approval
- Apply for travel grants from COGS and academic department

Approved Uses and Limits

- Similar to other FSU programs
- Conference fees
- Lodging and most travel costs
- 1 grant per year



Let's Connect to Support Your Success!







Overview by Caity Bente, Program Manager: TA Training & Professional Development

What does CAT do for TAs?

CAT supports effective TA role teaching endeavors by offering:

- University-wide teaching assistant (TA) training Essential Policies & Practices for TAs
- Year-round interactive workshops on various teaching topics
- Reading groups on innovative, learning-centered pedagogy
- · Monetary cost-free programs geared toward professional development in teaching
- One-on-one consultations on course design/teaching challenges
- Overall, a community to engage in research-based teaching practices and connect with interdisciplinary instructors across FSU



Essential Policies & Practices for TAs Training

University-wide Teaching Assistant (TA) training required by many departments for TA certification:

- Official name Essential Policies & Practices for TAs
- Offered entirely asynchronously online via the FSU Learning Management System Canvas
- Participants work at their own pace through auto-graded modules to meet the deadline posted each semester
 - Offered spring, summer, and fall
 - Typically opens about 1 month prior to the deadline
 - Deadline is always before the semester begins to be in accordance with certification requirements
- Training Content
 - Consists of three modules
 - Some TA roles only require the first and/or second module; others require all three your department will advise on this when you take on a TA role
 - FSU teaching policy, course design, facilitating discussions, feedback on student work, professional communication in the TA role, and overall learning-centered teaching approaches
- Email <u>teaching-assistants@fsu.edu</u> with any questions

CAT Grads Teaching Development Program (TDP)

New (launched Spring 2024) optional professional development program for TAs:

- Monetary cost-free self-paced professional development program in teaching
- Approximately 4-semester (or longer) commitment
- Participants have the opportunity to:
 - Attend a series of teaching workshops/reading groups on evidence-based pedagogy
 - Engage in teaching observations/feedback reflection.
 - Create/receive feedback on course syllabi/other teaching artifacts.
 - Assemble/receive feedback on a teaching portfolio.
- Why might you like to join the TDP?
 - You will develop teaching skills among fellow TAs to foster better learning experiences for students.
 - You will cultivate an interdisciplinary teaching community and connect with other scholars.
 - You will develop strong application materials for possible faculty positions post-graduation, including a teaching portfolio.
 - You will be able to count workshops toward other amazing programs, such as the FSU Preparing Future Faculty program.
- How do I get started?
 - Visit the "Teaching Development Program" page on our website for upcoming "Information Session" dates.
 - Attend a session to learn about program components, ask questions, and let us know if you'd like to join! ☺

Where do I find information about CAT offerings?

CAT promotes services through several platforms:

CAT Website: teaching.fsu.edu



CENTER FOR THE ADVANCEMENT OF TEACHING

HOME

FOR FACULTY ▼

FOR TEACHING ASSISTANTS -

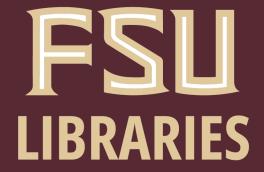
RESOURCES FOR TEACHING ▼

LA PROGRAM ▼

STAFF

- Canvas announcements (if you are enrolled in any of our programs)
- University-wide emails for graduate students
- Department staff
- When in doubt, email us!
 - teaching-assistants@fsu.edu





Graduate Student Orientation



Campus Libraries



















Collaborative or Quiet Study

- Quiet study areas, collaborative spaces, research-oriented technology tools, and more
- Conference rooms and study rooms for faculty and grad students only
- Reserve conference rooms and study rooms online







Technology & Equipment

- Laptops
- Cameras
- Action Cameras
- Audio Recording
- Tripods

- Headphones
- Projectors
- Wi-Fi Hotspots
- Binoculars
- Calculators

Search for all tech & equipment and availabilities

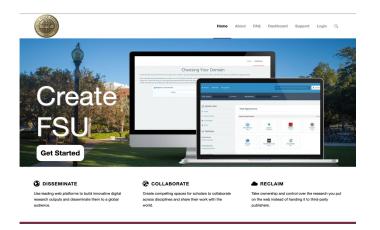






Digital Projects

Use the <u>CreateFSU</u> websitehosting service to build digital projects



Our <u>immersive scholarship</u> team assists with research applications of 3D modeling & scanning and virtual reality





Creative Media Services



- <u>Full-service production studio</u>
- Self-service media suite

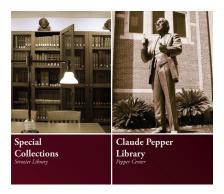


- On-location recording & streaming
- Media services consultations



Special Collections& Archives

- Over 800,000 rare or unique items
- Digital Library Center
- University Archives and Museum
- Pepper Library and Museum
- More info on Special Collections & Archives





Emmett Till Archives



Paul Dirac Collection



Florida History and Heritage



Library Express Delivery Service



Order materials directly from the catalog!

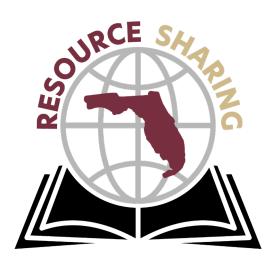
- Article & chapter scans sent right to your email

Available to all faculty, graduate students, and staff

LEDS information and registration



Resource Sharing: Interlibrary Loan



- Grad students make the majority of requests
- Request physical items and digital scans
- Top cancellation reason is "Available through University Libraries"
- ILL staff and subject librarians are ready to assist with requests
- ILL information and request form



Citation Management Support



Zotero EndNote^{**}

- Save and organize PDFs
- Create bibliographies
- Write collaboratively with groups
- <u>Citation guide and tutorials</u>



Research & Publishing Support

- Evidence Synthesis & Literature Reviews
- Find Research Funding & Collaborators
- Manage & Share Your Data
- Analyze & Visualize Your Data
- Publish & Share Your Research
- Measure & Improve Your Research Impact
- More info on research & publishing support



Subject Librarians Partner in Teaching & Research

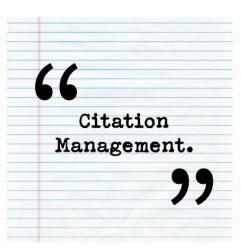
- Librarians are assigned to each department
- Acquire materials for teaching and research
- Arrange library instruction for classes
- Create customized course research guides
- Provide research and data consultations
- <u>List of subject librarians and contact info</u>



Graduate Skills Workshops







Workshops offered every semester on Zoom and in person
Workshops count toward doctoral grant credit
Workshop descriptions, dates, and registration



Library Open House

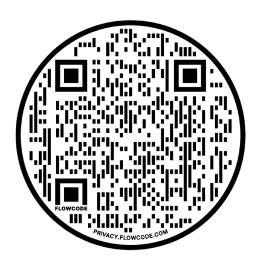
- Stop by for some refreshments
- Explore library spaces
- Discover how the Libraries can support your graduate studies

Strozier Library

Wednesday, August 21 at 11:00 and 1:00

Dirac Science Library

Friday, August 23 at 11:00 and 1:00





SU CAREER CENTER

What do we do?

Vision

The Florida State University Career Center strives to be the preeminent career center model for designing and delivering comprehensive, innovative, and inclusive career and employment services.



Mission

Our values of Inclusion, Compassion, and Respect play a critical role in our mission to:

- Provide comprehensive career services
- Train career service practitioners
- Conduct life/career development research
- Disseminate information about life/career services and issues to the University community, the nation, and the world caring for and improving human life

Helpful Resources



Career Guides



Self Knowledge Assessments



Job & Internship Databases



Nole Network



Mentor Database



Job Shadowing

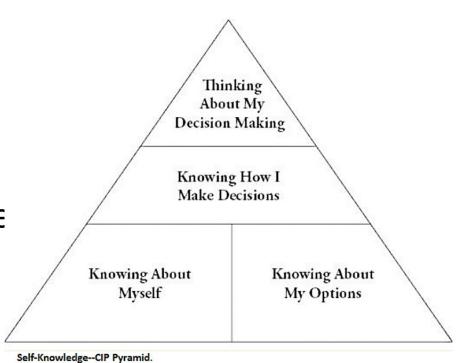


Interview Prep



Where do you want to go?

- Know YOUR why for obtaining your advanced degree
- What are you interested in?
- What skills do you have or do you want to build?
- What values are important to you?
- What external forces are influencing your career decisions?



Self-Knowledge--CIP Pyramid.
Republished with permission of the National Career Development Association

Build Employability Skills

- Earn Micro-credentials & Badges
 - <u>LinkedIn Learning</u>
 - Career Center
- Internships/shadowing
 - Time limited experiences
- Utilize <u>Beyond...</u> Platforms
 - Beyond Graduate School (Master's)
 - Beyond the Professoriate (Doctoral)





- Take advantage of <u>Big Interview</u>
- Complete a Mock Interview
 - Set up your <u>Nole Network</u> account
- Other Academic Options
 - Certificate Programs
 - Preparing Future Faculty

Build Network

- 70-80% of jobs are found through person-to-person networking
- Utilize FSU Professional Mentors
 - Longest running program connecting FSU students to alumni & friends of FSU
 - Match with mentor of your choice based on discipline, industry, company affiliation, or geographic area
 - Graduate students can also serve as a mentors to undergraduates
- Create and maintain LinkedIn profile
 - Employers use to promote brand and recruiter employees
 - Job seekers use to market their skills and expand professional connections

Prepare for your Job Search

- Have your résumé/CV reviewed each semester
- Connect with a mentor outside of FSU
- Attend Career Fairs
- Research & read job openings
- Get involved with student organizations in your department



Academic Area Liaisons

- College of Arts & Sciences
- College of Education, Health, & Human Sciences
- College of Fine Arts, College of Music, College of Motion Picture Arts
- College of Social Science & Public Policy
- College of Communication & Information
- College of Social Work
- FAMU-FSU College of Engineering
- College of Medicine, College of Nursing

Visit:
https://career.fsu.edu/about-us/career-liaisons
for the most updated list
of liaisons and their dropin hours

We Are Here With You!

Career Liaison for the Graduate School



Nicole Lilly
Doctoral Career Coordinator
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The Congress of Graduate Students (COGS)

Orientation Presentation



Scan to Watch Along



The Work of CGS



Advocating for Graduate Students

- Removing barriers for Veterans
- Serving on University Committees
- Campus Outreach











Introductions - Meet the COGS Team



Jack Rowan Speaker SGA-COGSSpeaker@ fsu.edu





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du





What are COGS Conference Grants?

Financial support for graduate students so they can attend conferences, present research, and represent Florida State University to the national and international academic community.

There are two different types of grants you can apply for: Attendance and Presentation Grants.

These grants are made available on a first come first serve basis, which means that you may not get your application approved if funding has run out for time period you applied during.

All requests must be submitted 15 business days prior but funds are disbursed as a <u>reimbursement</u> to students who completes all requirements.



Funding Timeline

Funding periods:

Earliest time you can apply:

July 1-October 31

November 1-February 29

March 1-June 30

June 1

October 1

February 1

How much can I get?

Attendance Grants:

Any location more than 100 miles from Florida State University: \$180

Presentation Grants:

Outside continental U.S. (foreign countries Alaska, Hawaii): \$600 Within the continental U.S. (more than 100 miles from Florida State University): \$300

The maximum awarded amount in travel grants for any given student is \$600 in any single fiscal year. You are limited to <u>2 grants</u> per fiscal year.



What do I need for the grant application?

Attendance:

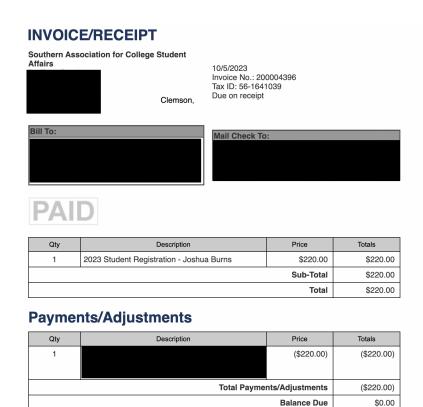
Conference registration form with billing information that lists you as a registrant

Presentation:

Conference registration form with billing information that lists you as a registrant

A copy of a preliminary program showing your presentation schedule or acceptance letter which names YOU specifically as the primary presenter.

Application platform: https://fsu-sgacogs.smapply.us/prog/



Example of what can be submitted for proof of conference registration confirmation

What do I need for the grant application?

Attendance:

Conference registration form with billing information that lists you as a registrant

Presentation:

Conference registration form with billing information that lists you as a registrant

A copy of a preliminary program showing your presentation schedule or acceptance letter which names YOU specifically as the primary presenter.

Application platform: https://fsu-sgacogs.smapply.us/prog/

SACSA 2023 Annual Conference Proposal Notification D Inbox x



Fri, Aug 18, 10:00 PM





to me -

Joshua Burns -

Congratulations! I am pleased to inform you that your poster proposal, Caring More for Our First-Year, First-Generation and Low-Income Students: Perceptions of Barriers and Transitional Success, is accepted for SACSA's 2023 Annual Conference with NASPA Region III! We are happy to support this important work that, we believe, will benefit our region. Thank you for your submission!

As a reminder, SACSA's Annual Conference is November 4 - 6 in the vibrant and dynamic city of Atlanta, Georgia. Please let us know if you plan to attend and participate by following this link. Your unique program ID code is ATLP3. The deadline to accept your invitation to present is Friday, September 29th at 5:00 pm CST.

The coordinating presenter must be registered to attend the conference. Register for SACSA at https://www.sacsa.org/page/ConferenceRegistration. Please adhere to the standard poster size - 48" x 36" with horizontal orientation. If you have any questions, please do not hesitate to reach out to me at

Again, congratulations on your poster proposal acceptance. We look forward to seeing you in ATL!

SACSA Poster Session Chair

Example of what can be submitted for proof of an acceptance letter

What needs to be included for an international conference?

The additional requirement if you are traveling internationally for a conference is to upload approval of your international travel.

This requires you to plan ahead as this process must be completed at least 4 to 6 weeks prior to any proposed travel date and/or before making any financial commitments.

For more information on the policies FSU has visit: https://global.fsu.edu/travel-policy/student-travel-policy

Reminder: International travel is outside the continental U.S. (foreign countries Alaska, Hawaii)

Subject: Your trip was APPROVED

Date: Monday, July 24, 2023 at 7:12:47 AM Mountain Daylight Saving Time

From: TravelRegistry Notification <alerts@alerttraveler.com>

То:

Attachments: AlertTravelerLogo.png

This email is automated from FSU's Travel Registry system through Terra Dotta. If you feel you have recieved this in error, please contact Ms. Ashley Krutz, Director of International Travel, Safety, and Risk in the Office of the Provost. Email: akrutz@fsu.edu or call 850-645-2176.

The following trip was **APPROVED**.

Trip details

Trip Name: MESA - Montreal, Canada

Description: Middle East Studies Association (MESA) Annual Confrence

Reasons: FSU student attending a conference/presentation

Dates: 2023-11-02 to 2023-11-05

Destinations

2023-11-02 - 2023-11-05 - Montreal, Quebec, Canada

To see your trip click **HERE** and login to your account.

DO NOT REPLY TO THIS EMAIL



What happens after submitting your application?

- COGS Deputy Speaker of Finance will either approve or deny your application based on if you meet all requirements for the grant being applied to and type of travel
- You should receive an email from SurveyMonkey letting you know that you application was approved or denied
- If you do not receive an email within 10 days of submitting your application, you can check the status of your application by following these <u>steps</u>. You can also email us with questions or concerns: SGA-COGSFinance@fsu.edu

Other important points of information

- Note: You should complete a travel authorization form before your conference.
 - O Departments might have their own process and unique form with this, so talk with your department's travel representative.
 - O This being done before your travel allows for a faster reimbursement.
- Even if you are not awarded the grant, you should continue to work with your travel representative.





After approval

No longer need to communicate with COGS

- Save all receipts from your travel
- Receipts must include: Date of Purchase Reprinted vendor name and address Billing information Details (Showing approved student receiving the grant as the payee)

Expenses that Can Be Reimbursed: Conference Registration Fees, Hotel/Lodging, Airfare, Map Mileage (if personal vehicle was used), Ground Transportation (Uber, Lyft, Taxi, etc) Parking Fees, Baggage Fees, Rental Car Fees (Please speak with your travel representative prior to reserving).



After approval

- Within 30 days of coming back, work with your department's travel representative to build an expense report through Concur
 - You will send them the approval from COGS
 - Receipts
 - Program from conference
- How do you know who your travel representative is?
 - Usually have the title of administrative assistant/associate
 - Handle travel for all faculty, staff, and students in your department, so ask others
- Reach out to us if they need the budget code for the attendance or presentation grant



Graduate Student Resource Center Grant Opportunity

- The GSRC is rolling out a grant program for doctoral students.
- Doctoral students can receive one grant per year, up to \$1,000.
- For more details, please go to
 https://provost.fsu.edu/gsrc/travel-grants

Joining COGS

- We meet twice per month on Mondays at 6:30pm.
- COGS is a light time-commitment, it's meant to work around your schedule!
- Join COGS to help represent your college and department!

Link to our Petition —>

Can also run for office at the Fall Elections.
Email <u>SGA-COGSSpeaker@fsu.edu</u> for more information!











Scan to Keep a Copy of this Presentation!





COGS Website



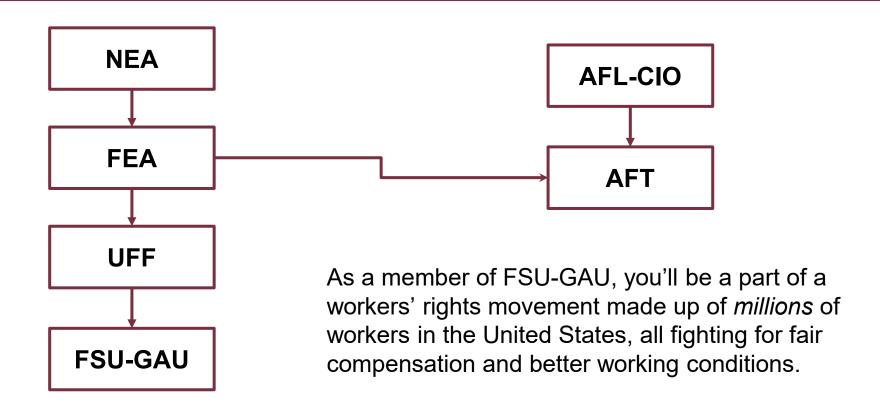
FSU works because we do!

Who we are and what we do

- GAU is the sole labor union for all graduate assistants (GAs) at FSU, including all teaching assistants and research assistants (but not MD and JD students).
- Together, we bargain for:
 - Better wages
 - Better working conditions
- and we're responsible for:
 - Protecting members' rights
 - Contract enforcement

- Additionally, we:
 - Engage in nonpartisan legislative advocacy
 - Aid community organizations
 - Contribute to the broader labor movement

Nationwide Solidarity



Are we any good at this?

Yes! Here's what we have now compared to GAs 10 years ago:

10 years ago

- \$8100 minimum stipend
- \$700/year health insurance premium contribution
- No right to protest factually incorrect evaluations
- No relief from per-credit-hour fees

<u>Now</u>

- \$18,700 minimum stipend
- \$2359/year health insurance premium contribution
- Right to remove factually incorrect evaluations from student file
- \$500 per year (\$250 for 0.25- time) of fee relief

What about bargaining?

- We wrapped up 2-year bargaining in 2023, winning GA's a two-year contract with:
 - An increase to the minimum stipend
 - **\$18,700 this year** (up from \$16,250)
 - Fee relief of \$500 (0.5-time) or \$250 (0.25-time) per year
 - We are bargaining again this year to get this number even higher!

Further in the past...

- Before we had a union, compensation for GAs was gutwrenchingly low:
 - Health insurance lottery
 - No protections from overwork
 - No contract enforcement process
 - No right to collectively bargain (so GAs got wrecked by inflation every year)
- You'll notice that, even today, FSU's management tends to run the university like a for-profit corporation. They don't give us anything; we have to fight for it, and we're always stronger together.

We may lose our union!

- Recently, the FL Legislature passed Senate Bill 256/House Bill 1445, which requires all public-employee unions to sign up 60% of the people they represent as dues-paying members. Failing to meet this threshold will make us unable to represent GAs in bargaining and contract enforcement procedures.
- For us, that's 60% of ~3000 Graduate Assistants.

The no-BS take: if you do not join your union, understand that you are *choosing* to go back to unfair compensation, no grievance process, and few (if any) contractual protections from harassment and bias.

How does contract enforcement work?

- A **grievance** occurs any time your contract has been violated. This may include:
 - Late or missing paychecks
 - Inappropriate behavior from a supervisor
 - An unsafe workspace
 - Being required to work longer hours than your contract stipulates
- As a member of Graduate Assistants United, you'll have access to our wonderful grievance officer who will work with HR to remedy any contract violation.
 Simply email <u>grievance@fsugau.org</u>.
- However, only dues-paying members can access union grievance representation.
 Membership is also not retroactive: if you need a union rep to represent you in a grievance, you will have needed to be a member at the time the grievance occurred.

Costs and other benefits

- Are dues expensive? Not at all! Dues constitute only 1% of your paycheck.
 - We use FEA eDues, a system that sets up automatic ACH deductions with your bank. Once you've completed the easy setup process, you never have to worry whether you're up-to-date.
 - Canceling is as simple as emailing <u>membership@fsugau.org</u>
- That's just \$8 on an \$800 paycheck, or:
 - Two large coffees at a coffee shop (without the bells and whistles)
 - Lunch at a drive-thru
- Since GAU is affiliated with the Florida Education Association (FEA), you also gain access to discounts at select retailers when you become a member!

What can dues-paying members access?

Membership includes protections and discounts that are only accessible to dues-paying members, such as:

- Grievance
- Legal counsel
- Employment legal services (can be worth thousands of dollars)
- Union discounts through FEA, NEA, and AFT
- Peace of mind that you are protected

Get involved

...and if you want to do more to help your fellow grad assistants (and yourself!), you can always:

- Become a department representative
- Respond to calls for political action
- Come to bargaining sessions and share your experience as a grad assistant
- Contact <u>info@fsugau.org</u> for more information



Get involved

...and if you want to do more to help your fellow grad assistants (and yourself!), you can always:

Serve on the executive committee! We need:

- Grievance Officer
- Secretary
- Communications Chair
- VP of Membership
- Bargaining Chair

- Executive VP
- Political Action Chair
- Diversity Chair
- University Action



Join!

Joining is easy and takes only a few minutes. Simply visit:

fsugau.org/join

Make sure to have your **EMPLID** at the ready (found at my.fsu.edu).

After signing up, you should receive an email from FEA eDues within a few days.



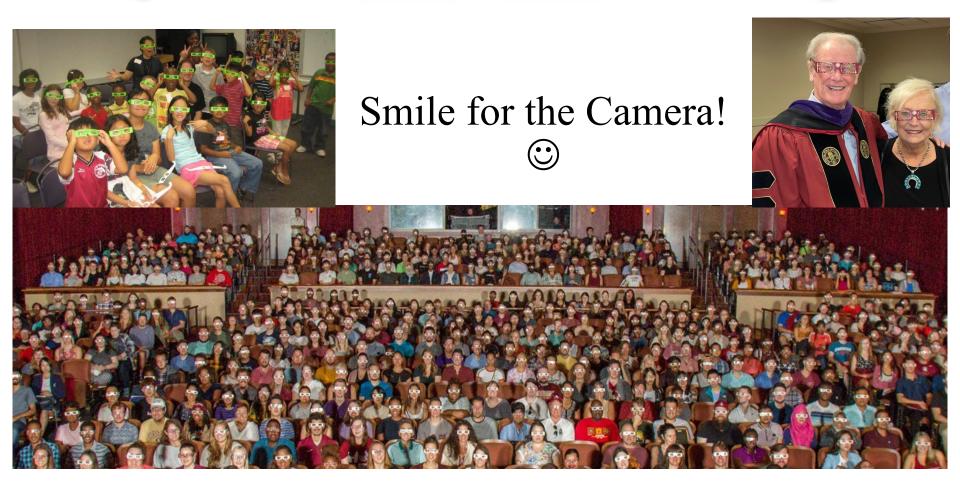
All eDues transactions are completely safe and are conducted through **Plaid**, the same service used by *Paypal* and *Venmo*.



FSU works because we do!









New Graduate Student Orientation Florida State University

The Graduate School

Westcott 314

850-644-3501

gradschool@fsu.edu