



MASSACHUSETTS INSTITUTE OF TECHNOLOGY GRADUATE STUDENT COUNCIL

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62.gsc.3.1: Resolution to Amend the GSC OneMIT Board Charge Author: GSC Treasurer Janille Maragh and GSC President Michael McClellan

Whereas the mission of the GSC OneMIT Board to bring together students from the five MIT Schools remains a top priority of the 2015-2016 GSC Officer Team;

Whereas funding guidelines specific to the GSC OneMIT Board were not developed in Fiscal Year 2015 (FY15);

Whereas sections of the original GSC OneMIT Board charge do not provide clarity for navigating many issues that have arisen in Fiscal Year 2015;

Whereas attendance at GSC OneMIT Board meetings has previously been inconsistent; and

Whereas the Treasurer and President of the GSC wish to reconvene the full GSC OneMIT Board before the 2015-2016 school year begins; now, therefore, be it

Resolved, that the charge of the GSC OneMIT Board shall be superseded by the new version of the charge attached to this resolution in order to provide the Board with funding guidelines, membership requirements, and regular reporting duties.



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Charge for the GSC OneMIT Board

Motivation

For many years, graduate students at MIT have been unhappy with the level of interaction—socially and professionally—between students of the five MIT Schools. The GSC OneMIT Board will provide resources to students and student groups to develop programs, events, and initiatives aimed at decreasing the impact of perceived and actual barriers between the Schools. Students from all over the Institute, the Deans of the five Schools, the Dean for Graduate Education, and the Dean for Student Life have all expressed support for the creation of the GSC OneMIT Board.

Purpose

The GSC OneMIT Board is charged with fostering interaction, communication, collaboration, understanding, and respect between all graduate students at MIT by providing targeted support and resources to students and student groups. Funding from the GSC OneMIT Board will enhance the wellbeing of MIT graduate students, which supports the Mission of the GSC. The Board will empower graduate students to lead initiatives that bring together all graduate students; these initiatives may also engage other members of the MIT community, a group defined as faculty, staff, graduate students, undergraduate students, alumni, and partners/families. The Board will use its funding guidelines to support initiatives that promote academic, social, cultural, and professional connections across the five MIT Schools.

Membership

The membership of the GSC OneMIT Board shall be as follows:

- Five School Representatives: one graduate student from each of the five Schools
 - School of Architecture and Planning: Courses 4, 11, and MAS
 - School of Engineering: Courses 1, 2, 3, 6, 10, 16, 20, 22, ESD, and IMES
 - School of Humanities, Arts, and Social Sciences: Courses 14, 17, 21, 21A, 21F, 21H, 21L, 21M, CMS/21W, 24, and STS
 - Sloan School of Management: Course 15
 - School of Science: Courses 5, 7, 8, 9, 12, and 18
- The GSC Treasurer
 - *Ex officio* member who serves as a full voting member
 - Serves as a financial manager and liaison to the financial administrators charged with overseeing the OneMIT Board account
- The GSC President
 - *Ex officio* member who only votes in case of a tie or Board member removal
 - Serves as a conflict manager and liaison to the GSC General Council



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School Representatives shall serve for one year, to coincide with the Fiscal Year (July 1-June 30). School Representatives may choose to renew their membership on the Board for an additional year such that no graduate student may serve as a School Representative for more than a total of three years.

In the event of a vacancy on the Board, nominations for the vacant position will be accepted at the next GSC General Council Meeting (GCM); self-nominations are allowed. Within a week following the GCM, the GSC President must conduct an election in which the GSC Council Representatives from the school of the vacant Board position vote on the nominees; the form of the election shall be at the discretion of the GSC President with the requirements that greater than half of the qualified voters participate in the election and that, in the case of online/electronic voting, the voting window remains open for at least 48 hours.

The Chair of the Board shall be selected by the five School Representatives from among themselves; *ex officio* members may not serve as the Chair and may not vote to select the Chair. The Chair shall be responsible for calling General and Funding Meetings of the Board, creating and disseminating meeting agendas, appointing a School Representative to record meeting minutes, and reporting on the activities of the Board to the GSC General Council in collaboration with the GSC President.

Each School Representative shall be responsible for providing updates on the activities of the GSC OneMIT Board to their respective School Dean, developing strategies to engage students in their respective School, and supporting students and student groups from their own School who wish to apply for GSC OneMIT Board funding.

Board members are expected to attend all meetings of the Board. All Board members are charged with making funding decisions such that the GSC OneMIT Board Fund impacts the greatest number of graduate students possible in terms of breadth of the funded proposals and fiscal longevity of the Fund.

School Representatives may resign their position on the Board at any time by notifying the Chair of the Board. If a School Representative does not fulfill the responsibilities of the position, they may be removed from the Board upon a motion of dismissal sustained by any four members of the Board or by a motion of recall passed by a majority of GSC Council Representatives at a GSC General Council Meeting.

Funding Guidelines

The GSC OneMIT Board must develop its own internal funding guidelines and post-event reporting requirements based on the guidelines used by the GSC Funding Board. These guidelines may be modified at any GSC OneMIT Board General Meeting by a majority of Board members or by a resolution passed by the GSC General Council.



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General Meetings

General Meetings of the GSC OneMIT Board shall be held in order to report on the events funded by the Board and to assess the future of the Board. General Meetings shall be held at least twice a semester to coincide with the start of each funding cycle; General Meetings shall be scheduled approximately one week after the funding cycle starts. General Meetings are open to any graduate student, and representation from student groups, campus clubs, or similar student-run entities is encouraged. The General Meetings shall follow all open-record requirements of GSC Committees and Subcommittees as described in the GSC Bylaws. The Board must have a quorum of four members (including the President) to make binding decisions under the power of the full GSC OneMIT Board.

Funding Meetings

Funding Meetings of the GSC OneMIT Board shall be held in order to identify proposals for events and initiatives that shall receive funding from the Board. Funding Meetings shall be held twice a semester to coincide with the GSC Funding Board meeting schedule; Funding Meetings shall be scheduled within the two-week window before and after the GSC Funding Board meeting. Funding Meetings are closed to the membership of the Board. The GSC Treasurer shall be tasked with enforcing compliance with the funding guidelines. The Board must have a quorum of four members (including the President) to make funding decisions. In the case that quorum is not achieved, another Funding Meeting must be called before the funding cycle ends.

Support

The GSC OneMIT Board is supported by funding provided by the Office of the Dean for Graduate Education and Deans of MIT Schools. All events funded by the GSC OneMIT Board must display a funding acknowledgement on all publicity; the exact form of this acknowledgement shall be provided to event organizers upon approval of their funding requests.

Costs associated with Board Meetings shall be charged to the GSC OneMIT Board account.

Reporting

In addition to the regular updates of GSC OneMIT Board activity to (a) School Deans by their respective School Representatives, and (b) the GSC General Council by the GSC President and the Chair of the Board, the GSC OneMIT Board shall draft a year-end report to be delivered to all sponsors of the GSC OneMIT Board and the GSC General Council by June 30, the end of the fiscal year. This report shall identify trends in attendance of events, types of events funded, and general impressions on the previous year by all members of the Board.

OneMIT Funding Guidelines

The Goal of OneMIT Funding

The purpose of the OneMIT Fund is to support MIT students who seek to plan events or execute initiatives that seek to foster community and collaboration among the five schools at the Massachusetts Institute of Technology:

- the School of Architecture and Urban Planning;
- the School of Engineering;
- the School of Humanities, Arts, and Social Sciences;
- the MIT Sloan School of Management;
- the School of Science.

Allocations are made by the GSC OneMIT Board, which is comprised of seven graduate students: one representative from each of the five schools mentioned above, the current GSC Treasurer and the current GSC President. The representatives of the five schools and the GSC Treasurer are voting members; the GSC President votes only in the event of split vote. The OneMIT Board is responsible for fairly allocating GSC OneMIT Board funding to events and initiatives that comply with the OneMIT funding guidelines.

Criteria for Receiving OneMIT Funding

All events or initiatives funded by the OneMIT Board should

- be inclusive and open to all students;
- be of general interest to students from all five schools;
- seek to increase engagement among members of all five schools.

Funding for food will be capped as follows:

- Desserts and snacks: \$4/person
- Pizza: \$5/person
- Self-prepared food: \$7/person
- Non-ethnic/cultural food: \$7/person
- Ethnic/cultural food: \$9-10/person

The Fund does not pay for:

- capital equipment;
- speaker fees;
- guest teacher/lecturer fees;
- speaker travel;
- prizes;
- gifts;
- alcohol.

Required Actions to Receive OneMIT Funding

1. Apply for funding from the OneMIT Board by the posted deadline on the GSC website (gsc.mit.edu/gsc-onemit)
2. Publicize the event at least 14 days prior using the GSC Anno and the MIT Events Calendar.
 - a. Use the OneMIT Board logo, the ODGE logo and the logos of all schools on all advertisements.
 - b. Note that paper posters are not required and should be used with the knowledge that they generate low awareness and large amounts of waste.
3. Submit the OneMIT Board Post Event Report electronically on the funding website
4. Comply with the Institute Alcohol Policies.
5. Submit both the electronic and hard copy components of each reimbursement request before 5PM on the OneMIT Board funding cycle deadline. Note that MIT is tax exempt, so any paid tax will not be reimbursed. Use the MIT tax exempt number when making purchases.

OneMIT Funding Periods

Period	Round	Dates	Applications Due
Summer/Fall	I	July 1 to September 30	June 15
	II	October 1 to December 31	September 15
Winter/Spring	I	January 1 to February 29	December 15
	II	March 1 to June 30	February 15

Application Procedure

Fill out the official OneMIT Funding Application on the GSC Funding Website. If you have additional attachments, please e-mail them to onemit-board@mit.edu. Applications with missing required documents will not be considered. Upon review of the application by the OneMIT board, applicants may be invited to a funding interview with the OneMIT Board. Applicants will receive a funding decision within one week of the funding interview.

Receiving OneMIT Funds

Recipients of OneMIT Funding will be directed to contact the GSC Financial Administrator for reimbursement for their expenses up to the amount allocated by the OneMIT Board. Original receipts must be submitted to Imani Ivery in 50-220.

Questions? Email onemit-board@mit.edu