

Coweeta LTER Graduate Student Committee Organizational Charter

05/25/15

The Graduate Student Committee exists to give a voice to students participating in Coweeta-LTER supported research. Coweeta scientists are dispersed at multiple universities yet share research interests; collaborations among scientists from different disciplines with different specialties enhance the overall research program. To enhance the collaborative environment within the Coweeta LTER, the Graduate Student Committee is charged with facilitating communication among students at different universities, giving feedback to the Coweeta LPI(s), the Information Manager, the Site Manager, and the Scientific Advisory Committee, and coordinating graduate student responses to requests for information from Coweeta LTER leadership.

Graduate student representation will occur at 2 levels: 1) a *graduate council*, each member representing the interests of students at their home institution and 2) a single *Coweeta graduate representative* representing the interests of all students within the Coweeta LTER.

Elections

Term Length: October 1 to September 30

Graduate Council:

Open nominations for graduate committee members will be solicited annually each September over the Coweeta graduate listserv. Graduate students of all levels who participate in Coweeta-LTER supported research are eligible for nomination. Committee members can be self-nominated or nominated by a colleague with consent from the nominated person(s). A maximum of one graduate committee member can be from each institution. If more than one graduate student is nominated from a single institution, then votes must be cast. Voting will be conducted across the Coweeta graduate listserv. A minimum of 3 and a maximum of 10 graduate students can serve as active members of the graduate council.

Graduate Representative:

Once graduate committee members are elected, one of the active members will be nominated to serve as the graduate representative. The graduate council has the sole responsibility of nominating, voting, and selecting a graduate representative. If more than two nominees are selected then votes will be cast to determine the graduate representative. Selection of the graduate representative will occur during the first meeting of the Graduate Council.

Duties:

Graduate committee:

1. Facilitate communication among graduate, undergraduate, and REU students and with Principal Investigators at their own universities.

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2. Communicate with the Coweeta graduate representative and graduate committee members at other universities to encourage collaborative efforts (i.e. research and symposia).
3. Collectively meet at least once per semester in person or electronically (i.e. go-to-meeting, Skype, or conference call). Provide relevant meeting notes to Coweeta graduate listserv.
4. Assist with familiarizing new graduate, undergraduate, and REU students with Coweeta LTER policies. (e.g. safety protocols, orientation, equipment check-out, etc)
5. Provide feedback to Coweeta LPI(s), the Information Manager, the Site Manager, and the Scientific Advisory Board pertaining to student questions, comments, and/or concerns.

Graduate representative:

1. Facilitate communication among the Coweeta graduate students including:
 - a. Newsletter emails to the Coweeta graduate listserv pertaining to jobs, funding, etc.
 - b. Symposia and/or meetings as appropriate
2. Represent the Coweeta graduate students within the LTER Network
 - a. Encourage students to join the LTER listserv to learn of opportunities within the LTER Network.
 - b. Inform students of opportunities within the LTER Network (i.e. symposia)
 - c. Encourage cross-site collaborations
3. Foster communication as appropriate with Coweeta LPI(s)/Information Manager/Scientific Advisory Committee
 - a. As requested coordinate collection of information regarding the graduate students (i.e. find out who are current students)
 - b. Communicate as appropriate to Coweeta LPI(s)/Information Manager/Site Manager/Scientific Advisory Committee any student requests
4. Meet with the graduate committee at least once per semester in person or electronically (i.e. go-to-meeting, Skype, or conference call)
5. Attend and contribute to the LTER All Scientist Meeting (if occurs during term)