

Steering Committee Minutes March 9th, 2012

Present: Jared Simard (JS), Colin Ashley (CA), Nicole Hanson (NH), Christen N. Serrano Madsen II (CM), Christina Nadler (CN), Anne Donlon (AD), Patricia Stapleton (PS), Eero Laine (EL), Monique Whitaker (MW)
Absent: Annie Dell'Aria (ADA), Sarah Jordan (SJ)

Plenary

Executive Committee

CA called the meeting to order at 6:18PM.

Steering Committee

I. Approval of the Agenda

Constitution and Bylaws

JS moved PS Office Report to Item III.

Grants

JS motioned to approve the agenda with said emendations; MW seconded. The motion was adopted unanimously.

Health Issues

Media Board

II. Approval of Minutes of February 10th, 2012

Outreach

Committee agreed to send typos to JS or CM. EL emended CCB report to reflect that someone would contact him. MW emended "checklist" in her report and "mini" wellness fair. NH emended her name abbreviation in several locations. CN emended "misguidedly" in her report section. EL emended the chartered org listing under Dechartering process.

Student Services

MW motioned to approve the minutes with said emendations; NH seconded. The motion was adopted unanimously.

III. Steering Officer Reports: f. Officer for Technology and Library (Patricia Stapleton)

PS delivered her report via Skype. Her report is attached below. PS mentioned she will be forming an Ad Hoc Committee at the next Plenary about upcoming changes to the NYPL circulation. EL mentions to make sure to get professors involved. PS led discussion regarding where to place a new KM scanner. It was agreed that room 5409 was the best location and that, as EL mentioned, the usage policy would be the same as Locker Policy.

IV. Executive Committee Reports

1. Co-chair for Student Affairs (Eero Laine)

EL reported that the dechartering process has begun for Campus Coalition for Sexual Literacy, Eastern European Studies Group, Ethnobiology Study Group, Feminist Studies Group, Free CUNY, Language Documentation and Advocacy Group (LDAG); and that FreeCUNY has informed EL that they will not seek to become active again. EL reported that the next step is an email to representatives soliciting students to reactivate the organizations.

EL reported that after the last EC meeting of Grad Council, there was support for forming a Pathways committee to assess how Pathways would impact GC students as adjuncts. MW asked whether the Adjunct Project was involved in this effort? EL answered he could not speak to the activities of the AP. EL suggested that at Plenary we form an Ad Hoc Committee on this matter.

2. Co-chair for Communications (Jared Simard)

JS reported that next Plenary Senior Vice President and Provost Chase Robinson will be guest speaking. This is important timing due the new issue with a halt of admission to Ed Psych because of accreditation, which everyone involved feels is a move to close the program.

JS further reported he has been in contact with the EO of Ed Psych and students to setup a meeting to get more information on the matter and come up with ways the DSC can support Ed Psych students.

JS reported the next lunch with President Kelly is March 15th.

JS reported the Alumni talk panels are scheduled for March 28 (W) 4-6PM for the Social Sciences, and March 29 (H) 3-5PM for the Humanities.

JS reminded Steering to upload minutes and any other materials to the S drive and the website.

JS reported on the implementation of the new program rep reporting form and asked if anyone had received them.

JS reported on his success with Kentico for event calendar submissions.

JS reported that nominations have successfully ended and he spent 16 hours the past weekend creating the charts for nominations and sending over 250 emails to nominees. The next steps are EL creating ballots, SERC reviewing everything, and Elections beginning April 1 to May 1.

3. Co-chair for Business (Annie Dell'Aria)

ADA was absent. ADA submitted her report in absentia and is attached below.

Discussion ensued after ADA reported about the budget for website improvements. MW said we should be aware it would take a good amount of money to get the site done properly, but she supported that effort and wanted a quote on the cost of the project.

Further discussion ensued after ADA reported about fitness classes at the GC that demand outstrips capacity. PS cautioned that we need outside studio space for dance classes. PS also expressed her support of upgrading the website over preference for more money for fitness classes. MW agreed and added perhaps a new fitness class policy of missing one time and being removed from fitness classes as opposed to current policy because of the high demand. CN suggested to change the signup procedure. JS gave the history of student space: used to have fitness classes in C level, but students had to pay. The trade off agreed to was we would offer DSC space for the classes but the administration, mainly Student Affairs, would administer the classes and handle registration and payment of fitness instructors, while students could attend for free and staff/faculty would pay. CN again mentioned her support for a change in the signup process: that students could join the "DSC Gym" and signup for any of the classes at once and go on an ad-hoc basis. MW warned that with CN's setup some classes would be full others empty. CA offered to inform SJ and her committee to look into fitness classes.

4. USS Delegate (Christina Nadler)

CN reported on the latest news from USS. She was dismayed at the blatant bigotry and homophobia in USS which has led to the consistent voting down of support for off-campus blood drive resolutions. CN reported that USS reps were voting no but even in an unofficial recess wouldn't explain why; that BMCC reps said they were voting no because their constituents said to; that Hostos reps said she would "never" vote for the resolution.

CN mentioned the issues of lactation rooms and gender neutral bathrooms came up. CN suggested the DSC pass resolutions in support of these measures and then send them to USS. CN said she would start a google doc for this purpose. NH suggested we consult with buildings who already have these facilities, gave the example of the Silverman bld of the School of Social Work, EL mentioned CSI as well.

CN asked whether we wanted to pass a resolution similar to the proposed USS resolution in support of off-campus blood drives, something the NY city council has already done, and suggested it would be a good political move with USS. JS added that it sounded like everyone was for a resolution with wording not aimed at CUNY but at national policy measures.

CN also mentioned the possibility of a Dream Act Resolution in support of the proposed NY State Dream Act, NOT the national one. CN suggested we could use this as an opportunity to build connections with CUNY SGA's and skip USS entirely.

CN reported on a letter sent from USS Chair Kafui Kouakou to the Chancellor speaking "on behalf of students" and in support of Pathways. NH suggested we have adjuncts go to USS to speak about Pathways and its harm. CA suggested we have Conor Tomas Reed go, one of the current coordinators of the AP.

CN also mentioned "it's only March" in a report about USS ethics committee not being able to convene because according to bylaws USS needs international students, and still haven't been able to elect one.

Lastly, CN reported she met with Chris Rosa about audits of USS; that perhaps there was one 3 years ago but they never got the documentation.

5. UFS Delegate (Anne Donlon)

AD reported that the scholarship committee hasn't met yet and that there is still no selection process in place. AD reported they met once on the 14th and there has been talks of a point system.

AD reported on the latest news from Pathways: PSC petition, UFS gathering responses. From twitter, saw that there were lawsuits in the works.

AD also reported on legislation UFS has endorsed in NY state congress about the selection process for CUNY BoT.

AD met with Ann Thorton of NYPL to discuss the circulation changes and moving of materials to off-site in NJ. Thorton mentioned MaRLi was a success and wants to make it easier to borrow NYPL materials for GC students and even possibly delivery to the GC. Thorton agreed the off-site delivery service is currently poor. AD asked about what criteria was being used to determine which books/collections get moved; Thorton replied: Usage statistics and what faculty and students want. Thorton was quoted as saying NYPL is maxing the use of the storage under Bryant Park first and then moving off-site. CM asked whether they were getting rid of special rooms? AD mentioned a *Nation* article about the Slavic rooms/collection.

V. New Business

1. Ad Hoc Advocate Hiring Team

EL reported we need to convene a new hiring team for the editor-in-chief of *Advocate*. EL reported on the membership of the hiring team: EL (ex officio) as CCSA; 1 Steering At-Large, 1 DSC, 1 DSO, 1 Advocate Advisory Board (from May mtg).

NH nominated herself for DSC At-large.

AD nominated Meghan Paslawski and CM nominated Jamie Yankowitz for DSC position. It was determined through a straw poll that Meghan would be contact first, then Jamie.

AD nominated Marsissa Brostoff, NH nominated Julie Viollaz, and EL nominated Frank Episale for the DSO position. It was determined through a straw poll that the contact order would be Julie, Marissa, then Frank.

EL motioned to nominate to the Advocate Hiring Team the above nominees in the preferential order listed; MW seconded. The motion was adopted unanimously.

PS left the meeting, by signing off of Skype at 8:36PM EST.

2. Length of Reports

MW began discussion of a new item regarding the lengthy reports people have been giving, especially at Plenary.

EL mentioned we should estimate the time of reports. EL also said a possible long-term fix would be to ensure during elections that votes are spread out judiciously so as to give more people at least one vote for At-Large reserve. EL suggested Steering write in additional candidates.

CN mentioned the possibility of beginning to serve dessert at Plenary to entice reps to remain for the whole meeting.

NH mentioned that Steering cannot give reports to Plenary like we do at Steering as a best practice and to remember our audience. NH also mentioned we should do a better job of sending out the background information in advance with the statement that this is so we can move Plenary along.

CM put out the idea of time limits, more for co-chairs and EC and less for Steering for reports at Plenary. CM also mentioned many are reps only to get the program allocation.

MW mentioned we need to impress upon reps to stay. NH agreed and said it is a matter of expectations. CM followed that people in general will stay a max of 2 hours and then think it is too long. CN said people leave early.

EL mentioned that historically Plenary can last only two hours, that it can be done.

NH mentioned that it was her observation the front-end of the meetings have been longer this year with a lot of discussion around new business items especially.

AD mentioned that UFS is run efficiently, but that is because the people involved have been involved in this type of work for years and most of the discussion happens at lower committees; and that people only report to UFS if they have actual item.

CN admitted her reports have been longish but mentioned that she feels the DSC's politics have changed this year than in the past and this reflects that. CN also mentioned perhaps a reordering of agenda items would help. CN defended that she feels it isn't exactly just EC that is taking longer, since, in fact, we are all a part of steering and these issues affect everyone and everyone is involved in them.

CM offered to be a host of Plenary since he is already at the back of the room because of clickers; he offered to walk around the room pouring wine for reps and to create a more relaxed and interactive environment. CM also mentioned that we could institute time limits for reports, that even if 15 min for EC and 10 for steering, that is a 2 hour meeting without new business.

NH reiterated that background information isn't always there as well as institutional memory, and expressed the need for more executive summaries as JS has expressed in recent emails to Steering. NH mentioned it is important for the Chair to move discussion along.

CA echoed CN's position that we are more political this year and that has been reflected in the increase in the number of resolutions.

JS, in a move to demonstrate how to move things along, mentioned we do not have to have further discussion on dessert, since there is still \$8k left in Steering discretionary and anyone can make a motion to allocate money for this idea right at this moment.

CM motioned to allocate \$300 from discretionary for the remainder of the year for desserts at Plenary; MW seconded. The motion was adopted unanimously.

VI. Steering Officer Reports

a. Officer for Funding (Colin Ashley)

CA reported that grants are due soon. CA will then estimate in time for Plenary an updated budget line for additional grant funding. CA mentioned he will begin telling PI's awarded grants to contact CCC regarding events on the calendar.

CA reported the joint Sociology and Political Science Alumni event coordinated with FAC coordinator Alanna is moving along in the planning.

CA reported he will leave the conference check-list idea for next year's Officer for Funding.

b. Officer for Governance and Membership (Christen N. Serrano Madsen II)

CM reported the changes in membership, mainly the addition of reps for Psych: Cog/Neuro and Social Welfare. CM reported 5 reps were removed due to absences. JS mentioned that two of them included former co-chairs Gregory Donovan and Kim Libman.

CM followed up on a report from last time about At-large seats. CM reported we now have 7 missing reps for Atlarge and the runner up list has been exhausted. According to bylaws, Steering appoints new atlarge nominees. The following were nominated: Julie Viollaz, Lauren Paradis, Bryce Peterson (Criminal Justice), Tristan Husby (Classics), John Wigglesworth, Mark Roberston and Oliver Marshall (Philosophy), Jennifer Chard, Euna Cho, Soubeika Bahri and Bien Doubi (Linguistics), Tommy Wu, Antonia Levy and Natascia Boeri (Sociology), Rayya El Zein, Brad Krumholtz and Dominique Noesperos (Theatre), Charlotte Thurston, Rashel Dorleans, Leila Walker, Fiona Lee, and Dominique Zino (English) and Kristopher Peterson-Overton (Poly Sci).

MW motioned to approve the above list of potential new at-large representatives the order of which will be chosen at random by the Officer for Governance and Membership; CM seconded. The motion was adopted unanimously.

CM reported on another idea for a shorter meeting: a paper survey to get data on reps' views on how long they expect meetings to go etc. NH expressed her willingness to help in this regard.

c. Officer for Health and Wellness (Monique Whitaker)

MW reported she is following up with Facilities about the removal of condom dispensers.

MW reported some of the activities for the upcoming Wellness Festival: massage, nutritionist.

MW reported on another navigating NYSHIP coming up, hopefully as part of the Wellness Festival.

CM mentioned the NP as a budget issues upcoming and that he has heard from reps at Plenary about this. AD asked whether those reps were on the Ad Hoc Committee established for this issue. CM said no. CM asked who was the chair; EL responded Kim Libman who has yet to call another meeting.

EL gave the background information on the NP since it was the impression of those at Steering there was a contentious history to this. EL mentioned one camp was de facto in favor of supporting the NP going forward, simply because they couldn't imagine a world without an NP at the GC. JS followed up that it has also been the viewpoint of the administration that when the referendum occurred in maybe 2005 (JS wasn't sure) the increase in Student Activity Fee was "earmarked" for the Wellness Center, but that when pressed to show the language in the referendum the administration has balked and not come up with any documentation to support the "earmarking" thus leaving past DSC Steering members to conclude it was in fact not earmarked, which would allow the DSC to more easily reallocate the money away from the NP and the Wellness Center. JS also mentioned and EL agreed this is along the same lines of debate as Travel and Research, where the DSC decided it shouldn't be involved in funding its own travel and research and so pulled out completely from it and left it to the administration to provide for their own students.

MW mentioned the NYSHIP providers section of the blog has just been added, and there will also be a forum added for the cafeteria head chef, so students can give input regarding food at the GC. There will also be a forum added for the Wellness Center with the new Health Education co-ordinator.

d. Officer for Outreach (Nicole Hanson)

NH is working on the cross-tabulations of the Outreach survey. NH will have an executive summary for Plenary.

NH worried that she has lost committee members and needs more at Plenary.

NH mentioned the next PSA workshop will be April 27th 2-4PM in 5409 with lunch provided.

NH followed up from previous discussion that she will upload her previously created best practices for new reps to google docs and create a doc that everyone can add to going forward.

e. Officer for Student Life and Services (Sarah Jordan)

SJ was absent, but submitted a report attached.

VII. Announcements

CM suggested we table in the next two weeks. JS reported he would need a list of times to start tabling for Wed on Monday March 12. CN suggested we input times in the google doc.

VIII. Adjournment

EL motioned to adjourn; AD seconded. The motion was adopted unanimously.

The meeting was adjourned at 10:19PM.

Submitted by Jared Simard, Co-Chair for Communications

DRAFT

Steering Officer for Library and Technology Report for March 9, 2012

1) IT & Exec Com meeting, February 23, 2012

Bob Campbell raised concerns about the budget and said we would need to consider where cuts would be made. A lot of straightforward cuts have been done already ("fat has been trimmed"); now we need to make deeper cuts. He is soliciting ideas from us of where we think the cuts should be and how our resources should be prioritized. Eero raised the question of how we could get student input into this process and we were told that Bob and Elaine see Steering as the "advisory committee" for them. Eero requested that we get a list of specific items so we can get an idea of what needs to be cut. Bob said he would get it to us. We have our next meeting (probably) on Thursday, March 29th, at 1pm.

2) STF Committee AY 2012-2013 Budget Meeting, February 28, 2012

Proposals that passed but that are awaiting administrative approval:

- a) \$5,000 for 20 software training sessions for students
- b) ~\$4,500 for Provalis software licensing package (qualitative software)
- c) \$50,000 for computers and printers for student space
- d) \$16,000 for renewal of existing library subscriptions (databases, journals, etc.)
- e) ~\$9,500 to improve library resources (some of that money will go to improving

a microfiche machine, some to a grant directory database (Colin?), and some to another online resource.

Proposals that did not pass:

- a) Language learning software
- b) video conferencing equipment of the Accounting department at Baruch
- c) individual SPSS licenses for all GC students
- d) KM scanner for DSC lounge → I removed my proposal from the table after Bob and Polly offered to re-purpose a copier from the library to be installed in the DSC lounge, first under a pilot program to see that works for us, and then to remain there if we so choose.

On this topic, can we come to a decision on which lounge to put it in? I suggested 5409; Monique and Colin both agreed. Other opinions?

Co-Chair for Business Report

Greetings from sunny Florida! I hope you all are doing well and that there is good food for tonight's meeting. I'm very sorry I can't be there in person, but this actually might be the best meeting to miss as not too much has happened since last plenary other than me processing loads of check requests, which you don't want to hear about anyhow.

Budget Update:

- As I mentioned in plenary, I've located additional money in our budget (around \$15k). My immediate ideas for uses are grants (which I've been working with Colin on to have an exact number for next plenary) and website improvements. I would love for Steering to start to think of some other potential uses for a surplus, as well as ways to use our Discretionary fund (which we still have over \$8k left to spend). My two ideas should not take up a full \$23k, so there will be some additional wiggle room. Any amendments to the budget (such as new lines for next year) must be voted on by Plenary, but any uses of projected surplus funds are brought to the Plenary by Steering, and Discretionary money just needs to be voted on in an SC meeting. So, please discuss and get back to me - I'm excited to hear some new ideas!
- Moving forward to next year, I would like to add an increased line for website maintenance. I spoke briefly with Chris and he would rather not be doing this for us either, so I think this is a nice time to part ways. I will have this priced out in the next week or so. The movie ticket expense and revenue will also be permanently increased, and I think Grants and Program Allocations should receive a bump (which can be covered by increased enrollment). I also think EC should chat with Elise about fitness classes in the future, but it would be great to have the temperature of the room. We currently have \$2500 in our budget for them - should we continue with this support? Increase it? Decrease it? Thoughts on this are also welcome. Other than these potential changes, I don't see any other amendments to make to the budget for next year (which I'll have a draft of for Plenary)

Services:

- CLRN seems to be filling up well, movie tickets are selling, fitness classes are rolling - seems great!

Spaces:

- Some recent moves in the offices happened, and I haven't heard much grumbling, so I anticipate new roommates are all getting along. I would like to look into sprucing up 5409-5414 - the walls need repainting, the lighting could be improved, and more interesting things could be placed on the walls. Lamps might be a good purchase for the supply line/discretionary. I'll ask facilities about painting (long shot).

Personnel:

- Reappointment emails have been sent for the people we voted on. A search needs to be opened for Advocate Editor-in-Chief ASAP, and I believe you are drafting up a hiring committee at this meeting - I'm happy to be on it if you need me (which I think you do...).
- Alyson's situation needs to be resolved. She seems to have time to do the job now, so it might be that we need to reopen the search and have her apply for her current job (strange, yes, but in keeping with the Bylaws). I will have a conversation with her to see if this is what she wants to do.

Other issues:

- I'm getting very concerned about attendance at our plenary meetings. I'm happy we got the Pathways resolution passed, but it looks terrible we weren't able to get $\frac{3}{5}$ for the Palestine Studies Assoc. We all know that the number we needed would have only allowed a small handful of nays or abstentions, but to everyone else it looks like over 20% of our body has something against this. We should brainstorm how to get more people to come (amend attendance bylaws, make reports shorter/in paper, etc).
- I totally support the movements going on to repeal Pathways, and I support Chrissy in her efforts to disrupt USS's approval.
- NYPL library changes: I'm not entirely clear what is happening here. I dislike the notion that more books are being moved off-site, but I noticed Polly seems to think this will not be a huge disruption in our studying process, and I sincerely believe she has our best interests at heart. Anyway, I'm torn on whether or not to take action on this. MaRLI is a great initiative, though, and if it stays in place, it's even better than the current non-borrowing practices of NYPL. The place is completely broke, and this might be the only way to keep their doors open (but hopefully it isn't). My opinion on this might develop more in the future.
- SUNY Resolution: has anyone signed on to help Evan draft a revised resolution? I think this is something we should really get plenary to support, and language is not a reason to let it drop.

Other news:

- I have to go to the beach now. Also, I have a sunburn, have watched baseball every day this week, and will possibly never return. Have a good meeting!!

DRAFT

Officer for Student Life & Services Report
Report: Officer for Student Life & Services

- The survey has been sent out, so far 80 responses. Will send a reminder email around Mar. 20th. Also the link is posted on the GC housing facebook page in order to get more responses from GC housing residents.
- Currently trying to get student art for the first floor lounge. In contact with Agis at the Computer Science program and Lauren at the Psychology program about this. Mass contact email to be sent via Jared to all students. This should make the lounge a more comfortable and pleasant place to be and work, while also displaying and encouraging community appreciation of student art.
- Currently working on trying to get more local student discounts for GC students. Have sought discounts from Bally's Total fitness and Duane Reade, still waiting to hear back. Will also attempt to contact Empire Pizza and Staples. I feel that most local discounts currently involve food, but GC students would also greatly benefit from a variety of other practical discounts such as these vendors.
- In regards to the suggestion box, one concern regarded student's access to the GC, noting that as graduate students we often need to be there for long hours (sometimes after 10pm). As far as I can tell, the reason for this is there is limited security after these hours and students have to get advanced permission from their EOs to get extended access. This isn't difficult to do or necessarily unreasonable, it is just that it is sometimes difficult to know in advance when exactly one might need to have extended access. I have found JJay's policy of being able to stay after hours but just notifying security to be easier to work with, rather than having to predict in advance nights I might have to stay late. Is this something the DSC wishes to address or even agrees with?

DRAFT