

Steering Committee

Minutes

April 20th, 2012

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

Plenary

ADA calls the meeting to order at 6:09PM.

Executive Committee

SJ enters at 6:10PM.

Steering Committee

I. Approval of the Agenda

Constitution and Bylaws

NH moves the Outreach report to Item III a.

Grants

CM moves the Governance & Membership report to Item III b.

Health Issues

CA motions to approve the agenda with said emendations. CM seconds the motion. The motion passes unanimously.

Media Board

II. Approval of the Minutes of March 9th, 2012

Outreach

CA motions to approve the agenda. CM seconds the motion.
ADA abstains and the motion passes.

Student Services

III. Steering Officer Reports

a. Officer for Outreach (Nicole Hanson)

NH reports that two successful Outreach events occurred. One at Brooklyn College on April 17th attended by approximately 9 people and the other at College of Staten Island on April 18th attended by approximately 20-25 people.

NH and CM report on the findings of the March 2012 Plenary attendance survey. This report is attached (see Attachment 1). NH reports that this survey was conducted in response to losing quorum at Plenary meetings. NH and CM proposed eight suggestions to improve the meeting length of Plenary. Discussion of these suggestions ensued and further suggestions were made by Steering. SJ suggested that more formal chairing be implemented, where the chair must explicitly recognize that members have the floor to speak. PS suggested that members must be in possession of a specific object in order to have the floor to speak. CA suggested that no suggestions be made in grads to the grammar of proposed resolutions. CN expressed reservations regarding limiting the time for Steering reports and limiting the number of resolutions. NH pointed out that the eight suggestions do not recommend limiting the number of resolutions at each Plenary. MW suggested having an online forum for reps for the discussion of resolutions prior to the Plenary meetings. CM suggests that proxies be instructed to meet with a member of Steering in the DSC office 30 minutes prior to Plenary in order that they be filled in on issues to be discussed and have an opportunity to ask questions. CM also suggested that those who have questions during Steering reports during Plenary meetings be directed to a member of Steering. NH suggested the purchasing of equipment for remote meetings in order that members who are far away can both attend

the meetings and be able to remain longer. JS expressed reservations about limiting the time for Steering reports or allowing the options for no oral reporting. Discussion then moved to the issue of voting on the eight proposed suggestions. It was decided not to vote on these, but instead each member will endeavor to do their best to make their reports succinct and limit recursive discussion. It was also decided that dessert should be served later in the meeting, after voting has finished.

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

CM reports there is a new rep from Earth and Environmental Sciences.

IV. Executive Committee Reports

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

EL reports that the first choices of the Hiring committee for the Advocate all have said yes. EL reports that an administrative policy on use of public spaces at the GC has been "found". This policy is attached (see Attachment 2). EL reports on a meeting with Student Affairs to discuss this policy, especially in regards Item 7, which addresses fees for students (as GC community members) use of this space. EL reports that Matt Schoengood will look into allowing students to have unused classrooms as space for events and meetings, etc. EL reports that he strongly recommended to Matt that the DSC handle the managing and reservation of that space. EL also reports that Matt will be looking into the issue of charging fees for student use of the GC public space and will also better define "size" and "duration" refer to as they are currently vague.

EL presents the constitution of a proposed Chartered Org, the Text Textile Texture Studio (T3S). This is attached (see Attachment 3). Steering offers feedback on this. CN raises an issue with their governance in that both only matriculated doctoral students and those with an interest in Eve Kosofsky Sedgwick may serve as T3S chairs. ADA proposes that any student with an interest in the T3S Chartered Org may serve as a chair. An issue was also raised in regards to longest serving chairs will resolve issues that cannot be agreed upon. It was suggested that this be struck and that the proposed org specify another method of resolving disagreements.

2. Co-Chair for Communications (Jared Simard)

JS reports that elections will end May 1st at midnight. A reminder about this was sent out earlier in the week and another will be sent out soon. JS also reports that we are currently on track for having the highest turn out for elections. It was decided that Steering will conduct Tabling to further promote the elections. Steering is encouraged to have the DSC iPad or a laptop present during tabling open to the voting page so that students have the option to vote then and there.

JS reports that the Coordinator for the Alumni commission will be leaving and sadness was expressed over this by JS and other Steering members. JS proposed that DSC alumni should be invited to a DSC summit.

JS asks Steering to send materials for Plenary well in advance so that JS can send out all materials to reps a week before Plenary.

JS reminds Steering to make final comments and edits and add their signatures (if desired) on the shared google doc for the op-ed piece on Pathways. JS reports that he will likely send this out to the NY Times on Monday.

NH leaves the meeting at 8:04PM.

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

ADA presents the proposed budget for the 2012-2013 year. This is attached (see Attachment 4). Many budget items reflect increased enrollment, such as program allocations and medical tests. Grants are increased based on previous demand. The proposed budget is discussed.

MW expresses concern over the allocation of money to the Wellness Center and suggested that some could be allocated instead to the fitness classes. Discussion ensues over how this money is specifically earmarked with the goal of admonishing the Ad Hoc Health Issues committee to find out this information and to propose a solution on this by the November 2012 Plenary. The decision was made to split the Wellness Center item line into two lines: one for Fall 2012 and one for Spring 2013 of \$48,000 each. In addition the Spring line must be voted and approved at the December 2012 Plenary.

Fitness activities will be moved to Wellness and no longer listed under Student Activities.

An increase is proposed in the budget for the purposes of employing an on-call consultant for maintenance of the website.

CM discussed a need to increase the meetings budget for the deserts. It was decided to increase this line by \$800.

JS suggested a new line be added for Executive Committee discretionary. This line was added at \$2,000.

ADA motions for Steering to endorse the proposed 2012-2013 budget; JS seconds. The motion was adopted unanimously.

ADA announces that more movie tickets will be ordered on Monday.

4. USS Delegate (Christina Nadler)

CN reports that she added a subscribe function to the opencuny webpage called Jetpack on the 16th, which can perform site stats. Since adding this, CN reports that there have been 90 hits on the webpage.

CN reports that the Pathways resolution will likely not be voted on by USS. She suggests perhaps starting and open letter and continuing to discuss this issue.

CN reports that she submitted these FOIL requests: 1) Line item budgets for the USS for the past five fiscal years; 2) The USS expenditures for the past five fiscal years; 3) Approved Minutes of the Steering and Plenary meetings of the USS for the past five fiscal years; 4) All official correspondence during the past two calendar years between (to and from) CUNY's Office of the Chancellor, the Vice Chancellors and CUNY's Central Office including the Central Office of Student Affairs and the Chair, Steering Committee and Staff of the USS related to budget in addition to any documentation that contains the following keywords: finance, reimbursement, subsidy, stipend, scholarship, allocation, expenditures, expenses, concert; and 5) All official correspondence during the past two calendar years (2012, 2011) between (to and from) CUNY's Office of the Chancellor, the Vice Chancellors and CUNY's Central Office including the Central Office of Student Affairs and the Chair, Steering Committee and Staff of the USS related to the Pathways Initiative in addition to any documentation that contains the following keywords: learning outcomes, faculty, governance, student support, time to degree, resolution, curriculum.

5. UFS Liaison (Anne Donlon)

AD reports that the meeting was held this past Tuesday (April 17th) where Chancellor Goldstein was the guest. AD reported that Goldstein said that PhD programs will be getting more money and more reasonable teaching loads, yet programs are to reduce enrollment, while enrollment in the Masters programs will be increased.

AD also reports that ARC will be hiring five doctoral students.

AD reports that CUNYfirst and Blackboard were discussed at the meeting.

AD reports that the next meeting will discuss the new CUNY policy on sexual harassment.

V. Steering Officer Reports

a. Officer for Funding (Colin Ashley)

CA reports that the last Grants meeting occurred.

CA reports 10 total start-ups (\$1,110) and 34 (\$19,041) regular grants were funded, and that additional money was spent (\$905), for a total of \$20,151.

CA reports that a donation was received from a Sociology alum.

b. Office for Health & Wellness (Monique Whitaker)

MW reports that the Health Issues Committee will be helping to sponsor the Wellness Festival, which will take place April 26th. MW reports that tabling will be done to promote the festival and asks Steering to provide this information to students when tabling for elections.

MW reports that promotional gifts will be given away, including a pen, sweet basil, magnets, a memo board, and including a mug for the first 50 people. JS expresses concern about these items going to non-students. MW also reports that the committee will be hiring a massage therapist for the festival. JS again expressed concern over non-students taking advantage of a service paid for by student money. CM pointed out that the staff are very helpful for students.

PS motions that \$550 be used from discretionary funds to pay for a second massage therapist, with the stipulation that one of the therapists be a 'student express' and the other be open to all. CA seconds the motion. The motion passes unanimously.

MW reports that labeling has been increasing for the food and that the forum for the head chef will launch soon. The survey is still being processed. There is now a section on the blog for uninsured and underinsured students; there are revised and updated NYSHIP links. MW reports that there will soon be a forum with the health education coordinator from the Wellness Center.

c. Officer for Student Life & Services (Sarah Jordan)

SJ reports on the findings of the student housing survey. Two hundred students completed the survey, of which 18 were residents in the GC apartments. Compared to non GC apartment residents, the GC apartment had a high proportion of international students and 1st, 2nd, and 3rd year students. The results showed that the main reasons for deciding to apply to the GC apartments were being new to NYC and it being easier than looking for other apartments. The main reasons for ultimately deciding not to apply included the price and location of the apartments, the length of the lease, the policy on pets, and fear or dislike of dealing with GC administration. In regards to overall satisfaction, non residents tended to be high overall satisfied, while GC residents responses were more disparate, with responses tending toward very high or very low satisfaction.

Overall GC apartment residents are not different from students residing elsewhere on measures of the style of the apartment and the space available, the security of the apartment, the commute to campus, sense of community in the building, trash/recycling removal, effectiveness of repairs and maintenance, and response to complaints. GC apartment residents tended to be less satisfied in terms of the neighborhood, amenities available, and the value of the apartment for the rent they pay. SJ points out that no inferential statistics were conducted, so these differences may not reflect true differences, but

should be viewed more as possible trends. SJ points out that based on these small differences that more encouragement should be given for the formation of a tenants association at the GC apartments.

SJ reports that the data from the Graduate Student Loans survey is in and will be analyzed and reported on at the April Plenary.

d. Officer for Technology & Library (Patricia Stapleton)

PS reports that she has met with Ann Thorton in regards to the NYPL changes on March 26th. PS reported that she held an ad hoc meeting with interested persons about the library issues and will be sure to give this information to Ann so that student feedback on this issue is heard. PS reports that there will be an open forum on April 26th on this issue.

PS reported that she met with the Student Tech committee on March 28th. She reports that updates for Endnote licenses will end. PS reports that with her approved grant she will hire student instructors to teach seminars on using other programs, especially alternatives to Endnote.

PS reported that she has spoken with Polly Thistlewaith about how to reduce printing. It was discussed that it is first of all necessary to determine where the paper is going, rather than assuming students are printing too much.

PS reported that the proposal for the social sciences and humanities software grant was approved and that software has been installed on five computers in room 5487. PS reports she will make sure these work before she sends out an announcement.

VI. Announcements

No announcements other than continued expressed sadness on the leaving of the alumni coordinator.

VII. Adjournment

CM motions to adjourn. CA seconds the motion. The motion passes unanimously.

The meeting adjourns at 10:22PM.

Minutes submitted by Sarah Jordan, Officer for Student Life and Services