

**Steering Committee
MINUTES
November 6th, 2015**

Present: Kyla Bender-Baird (KBB), Carlos Camacho (CC), Theodor Maghrak (TM), Amy Martin (AM), Jennifer Prince (JP), Jeremy Randall (JR), Cecilia Salvi (CS), Liza Shapiro (LS), Hamad Sindhi (HS), Charlotte Thurston (CT)

Plenary

Absences: Saiful Saleem (SS)

Executive Committee

Meeting called to order at 6:20pm.

Steering Committee

Constitution and Bylaws

I. Approval of Agenda

a. Jeremy Randall (JR) motions. Theodor Maghrak (TM) seconds.

Grants

b. Hamad Sindhi (HS) motions to amend the agenda to include new business item 7. Issue of labor and recognition for standing proxies. LS seconds.

Health & Wellness

c. Motion passes unanimously.

Outreach

II. Approval of Minutes of October 9, 2015

a. HS motions. JR seconds. Liza Shapiro (LS) emends to correct her initials (which should be LS not LZ).

Student Services

b. Motion passes unanimously.

USS Advisory Committee

III. Executive Committee Reports

Advocate Advisory Board

1. CCSA Report

a. Amy Martin (AM) is working on getting chartered orgs updated.

OpenCUNY Board

b. AM met with Chrissy Nadler about using OpenCUNY for Chartered Orgs.

Governance Task Force

c. Students are using non-DSC room request form, so AM clarified text to say students can't use this form for weekend events and that program conferences should go through APO, not DSC.

EDLAB

d. AM reports that a Math student requested that the Provost help the students rearrange cubicles/computers in their lounge. The student had previously contacted Facilities but nothing happened.

Student Tech Fee

e. AM notes that the DSC will also request carpet change in 5489.

f. AM reports that the Committee on Committees has 1 student alternate for each Grad Council committee.

g. AM spoke with Ed Psych student about updating program governance.

2. CCC Report

a. Executive committee met, but no time to discuss what they've been doing beyond minutes/reports on meetings.

b. There was not much time because the EC was meeting with EDLAB. EDLAB and EC spent 3 hours on DSC budget, so there was no time to discuss the website.

i. A major budget area discussed was payments to Wellness Center.

ii. They also looked more critically at positions within the DSC, like AFC,

- USS, and UFS, rethinking these positions in terms of the long-term budget.
- iii. Some items on today's agenda were inspired by this meeting.
- c. Co-chairs and David Toppel, Childcare Center Representative, met with new Childcare Center director Dorothy Hartigan on Oct 28.
- i. They discussed Childcare Center rep being on the board of the Childcare Center. Dorothy said she would look into it, but that this should be possible.
- ii. They are licensed for kids 3 years and up, and would need to be located on 1st floor to take in kids under that age.
- iii. Dorothy says the center has the capacity for 27 kids, but they are not at full capacity, because there's not a budget to hire 2 more teachers to keep the necessary child/teacher ratio in place.
- iv. Co-chairs asked: Are there workshops for parents still? Dorothy: Yes there are. Co-chairs asked a follow-up: are all parents at the GC able to attend? Dorothy replied that she is willing to open these workshops to all parents.
- v. Dorothy was curious whether any GC students were willing to coordinate Saturday programming: any students interested in leading these activities? Students could do music with kids as well as other activities.
- vi. Co-chairs asked if the Center could provide lunch for kids (currently they do not). Dorothy is looking into lunch for the kids, through grants or Restaurant Associates collaboration. Dorothy confirmed that if a student left the GC in the middle of the year, their child would have option of continuing with the center for the rest of the year.
- vii. The Co-chairs asked about the possibility of collaboration with child centers at other schools, so adjuncts could use them and reduce stress on our own center. Dorothy responded that this may be difficult with community colleges because they have separate grant systems, but she is willing to look into collaboration with senior colleges.
- d. Co-chairs and Officer for Library and Technology met today with library. JR will report on this.
- e. The College Association met on Oct 28
- i. The main (and only) item of discussion was the DSC budget; JP explained the budget shortfall and what we have proposed to cut at the Plenary; JP also addressed our concern regarding the additional banking fees being charged by TD Bank now; JP presented a letter signed by all 3 Co-Chairs asking the business office to shoulder the sudden cost increase in banking fees, and to switch banks to one that does not charge such fees.
- f. The Graduate Center IT committee met on Nov. 2. HS is on this committee.
- i. Bob Campbell spoke on budget/budget cuts. He gave a new update: GC acquired new screens for window on 5th avenue side of building.
- ii. Polly reported that the library has cut language resources and Lynda.com, but these are resources available through NYPL. The book budget has been stable, and the library has been acquiring new books.
- iii. Matt Gold gave a digital initiative update: They are making a new hire: deputy director of digital initiatives. Mellon grant GC acquired would have a digital component.

- iv. Students on the committee asked about FOIL and how it applies to student data, Matt said that he will ask Lynette Phillips (the GC lawyer) to follow-up with HS (she did, and DSC is setting up an information session on this for students).
 - g. Student Services committee for Grad Council, which HS attended as an alternate because AM couldn't go, met on Nov. 4.
 - i. Student Affairs issues update was given by Matt Schoengood. There is a temporary prayer and meditation space on 9th floor. It's temporary, so Student Affairs is looking for a final solution.
 - ii. Ray Ring is in communication with co-chairs about this space.
 - iii. Students brought up 2 issues: Disability Services office and DSC's push for this office. Everyone on committee expressed support on this. They said they would write a letter to the President and Grad Council expressing support. They sent a similar letter on parental leave policy and lactation room.
 - iv. HS brought up expanding center for children less than 3 years of age; there was some pessimism about achieving this.
 - h. Future meetings will happen on these days:
 - i. Nov. 11: Chase Robinson; Nov. 12: Strategic planning task forces student reps having meeting. Nov 18: Meeting with Student Affairs.
 - i. Questions? JP: There is a possible permanent space for prayer from the library: an archival space not being used. Library seems pretty excited about that option. JR clarifies that it's on the C level, old York archival room. There are somewhat valuable items that need to be locked up before it is used this way. The room does get rented out sometimes, but the library will tell us. They will remove tables so it's clearly a meditation space.
3. CCB report
- a. JP reports on website issues:
 - i. JP emphasizes to remember to archive emails, not delete them.
 - ii. JP is deleting old nodes for room requests, but putting old meetings back into the calendar.
 - b. JP reports on College Association meeting
 - i. JP presented letter on costs of banking; she gives a follow up on this issue: Abe Abraham right after said it was a good letter. JP is trying to see if Citi is cheaper or would have special agreement with CUNY. JP will continue to push for free banking and to say that business office should cover banking costs.
 - c. JP reports on VP for Communications and Publicity committee
 - i. They are in the process of conducting interviews.
 - ii. JP has concerns with the process for the second time around. JP clarifies that all candidates were found by firm, not committee. They were chosen for interview without committee input. Candidates have all had multiple conversations with the president and VP for finance. So, what's the point of these interviews? JP planned to write a letter about it to Sebastian Persico, but she is considering whether this fight is worth it.
 - d. JP reports on movie tickets.
 - i. The DSC is all out of gold passes for AMC; DSC now only has green passes.
 - ii. JP says that if we think of it, please try to remind people of the

- AMC/Loews restrictions and also the surcharges associated with the Regal if the student is seeing a movie in a Manhattan or luxury-reclining cinema (\$1.50 each ticket).
 - iii. Surcharges for 3D and IMAX still apply.
 - e. JP reports on legal services: the lawyer is missing appointments, which is a concern. JP has to write a letter about this.
 - f. JP mentions Library Grad Council Committee, which met on Nov. 4
 - i. This probably will be covered in report on conversation with Polly today, so she refrains from talking about it right now.
 - ii. The chancellor is seeking input on restructuring of programs, and has asked for feedback from a number of sources. JP asked: well, how about the DSC? Marty has promised to send that letter to AM; then DSC can decide what to do about it.
 - g. JP reports on Provost's Search Committee: The search is still open, and there's still time to apply. JP encourages Steering to recommend candidates!
4. USS
- a. Board of Trustees meetings coming up: Nov. 16 for Public, and 11/23 for Board Meeting.
 - i. CS collaborating with Rachel Chapman, USS alternate, to increase student attendance at the public hearing; tuition increases are an issue. Tabling and Advocate article to come
 - b. CS reports on Fiscal Affairs Standing Committee of BoT: CS worked with USS regarding concerns over the proposed 2016-17 Operating Budget Request.
 - i. Chair of the USS also spoke against the increase. BoT seeking \$167 million increase: \$124.1 million from senior colleges, \$42.9 million from community colleges. CUNY supports renewal of tuition legislation: planning on tuition increase for senior colleges, not community colleges for next year.
 - ii. CUNY supports continuation of MOE.
 - iii. BoT could vote for tuition increase, but don't have authorization to spend the money (theoretically could collect; expires July 1, 2016).
 - iv. CUNY is asking state to close gap in TAP funding; CUNY providing \$49 million.
 - v. What's not included in the budget proposal: labor contracts that still need to be negotiated. Only one Trustee, Clarke, spoke on issue of a renewed contract. Milliken expressed approval of collective bargaining moving forward.
 - vi. CS asked some questions: does the university expect to increase tuition every year? What has CUNY administration done to advocate to the state to renew MOE legislation? What steps are in place to make sure the money goes to directly improve education? CS voted symbolically against budget
 - c. CS reports on USS meeting Oct. 25
 - i. CS voted for Steering Committee: Chair, Legislative Affairs, Fiscal Affairs.
 - ii. Annual report was not ready to be handed out, so it was not presented: the link was sent out over listserv.
 - iii. Several USS reps approached CS about adjunct resolution, so it was a good move to increase awareness on the issue. CS is worried that action

- against tuition increases is too little too late
- iv. CS is working on Divest movement with Paola White.
- v. CS will have meeting with chair and other officers before next plenary regarding website/structural issues.
- vi. CS is nominating herself for next scholarship committee. Will nominate other GC students for other committees.
- d. CS reports on Committees.
 - i. CS reports on Strategic Planning Task Force, Research subcommittee. Research Task Force met 10/29, and is chaired by Gita Martohardjono (Linguistics) and Don Robotham (Anthropology).
 - 1. The timeline involves meeting as needed, roughly every two weeks; the committee's report is due Feb 17; final draft is due July 2016; Final Strategic Plan prepared and publicly disseminated in Dec 2016.
 - 2. Goal of the task force: how to further support faculty and student research, scholarship, and creative activities.
 - 3. The task force discussed issues of funding, increasing diversity, how to measure categories above, admission and retention.
 - 4. Faculty seems open to working with students. There are places where students could intervene by, for example, providing information about student experiences and how (lack of) funding affects students. Task force seemed interested in increasing interdisciplinarity.
 - 5. Provost Lennihan was present first half of first meeting, and urged task force to think: What effects will the task force's recommendations have on diversity? What are the financial consequences of the task force's recommendations?
 - 6. Lennihan, with regard to the \$4 mil cuts, also said the cuts are "basically permanent" and it would be "incredibly naïve" to think anything other than that, or that funding will be restored.
 - ii. Governance Task Force: Sean Kennedy, Co-Chair, sent out doodle poll to meet before next DSC plenary. CS will send a request to Barbara Weinstein, chair of the Structure committee regarding programs who need their governance documents updated
- e. Questions? Carlos Camacho (CC) comments that he would like to work on article with Cecilia. LS vouches for CS as "amazing writing buddy"

5. UFS

- a. Speaker at the 10/27 UFS meeting was Vice Chancellor of Academic Affairs Vita Rabinowitz, who outlined the areas she will focus on as Provost.
 - i. Remediation: She is setting up Remediation task force because CUNY needs to be "careful and thoughtful" about who is placed in remedial courses and needs to revisit remediation practices
 - ii. Degree completion and graduation rate: She is working on idea of reverse transfer where students who transfer to senior colleges from community colleges can earn Associate's degrees when they reach 60 credits on route to their BA. She wants to create committee on examining information on Pathways, because no conclusions yet or data about their efficacy.
 - ii. She wants to work on improving teacher education and relationship with Board of Ed because apparently education students aren't making

- the cut when it comes to board of education testing and standards.
- iii. Workforce education and development: she aims to better address needs of adult learners and improve worker education. Working class adult learners or the staff? It was unclear what she meant.
 - iv. Faculty satisfaction: she plans to focus on research innovation and entrepreneurship workshops, as well as on interdisciplinary and collaborative research, and research focusing on the 21st century urban environment.
 - v. Experiential learning: A committee headed by Suri Duitch, University Dean of Continuing Education and President Jeremy Travis of John Jay, is currently gathering information from the campuses.
 - vi. Digital/Global CUNY: increasing online courses, pushing study abroad initiatives because not enough CUNY students study abroad, and figuring out how CUNY will approach globalization. KBB asked what that means. LS is unsure.
- b. VR discussed results of the COACHE survey
- i. Previously not all campuses released the results, but since then all colleges except for one have done so. Senators asked VR if she would release results to the colleges herself because results were not available and VR says she is not inclined to do so because it's the job of the colleges and if the central office releases the results then it will "impose the conversation from the top down"
 - ii. LS asked whether she had considered and would consider creating such a survey for CUNY Adjuncts. VR said she has no plans for such a survey at this time " I will ask the COACHE office if they're willing to do so." VR was reminded that adjuncts teach the majority of the course load and she acknowledged this.
- c. LS reports on Executive Committee reports.
- i. Hugo Fernandez said that he would like to show solidarity with USS resolution to divest from fossil fuels and asked UFS chair whether CUNY will be divesting. UFS chair Terrence said, it's a complicated issue, and "you'll have to wait until Fall 2016 to get the kind of solidarity you want from the USS chair." This issue is confusing since the question was directed to him and was reversed back to USS--also diversion.
- d. LS summarizes report from UFS chair
- i. The chair is interested in ensuring transparency of COACHE survey
 - ii. Experiential learning committee task force meets in November and will report to UFS in Feb.
 - iii. Chair urged UFS not to jump on Provost because she's new and this may be an opportunity for a "sea change". Senators pressed him about the contract and Terrence threw it back to CUNY Central.
 - iv. Chair wants to organize to lobby Albany for the MOE bill--could this be something the DSC would offer to help with (LS and CS?)
- e. LS talked to Martin Burke about ongoing goal of getting someone from the DSC or a graduate student onto UFS.
- i. Discouraging news: most business on UFS is done by executive council because body often doesn't have quorum to vote.
 - ii. LS asked: How can we get someone on the board? MB: One way: get a student who is an adjunct (not graduate fellow) at another college to run for

a seat at that college, or run for a spot on the GC chapter He indicated that precedent would make this difficult because retired professor who was adjuncting was denied this position because he was not faculty presence at the GC.

iii. LS says she is seeing what we want to press VR on at UFS.

f. Questions?

i. CC: Do community colleges have UFS person who can run as senator? LS notes we can find list on website.

ii. CC: Can UFS have a policy--if a senator misses 2 meetings, they're out, like we do on the DSC? LS asked MB, and he says he's just happy if they can get people to show up. LS says it doesn't sound like anyone is enforcing anything in terms of governance in that way. LS thinks it would be great to have a grad student on that body because likely that person would care and show up.

iii. TM: Is there a UFS governance officer or some equivalent where you could check with the person on what the bylaws say about whether adjuncts would be permitted by bylaws to apply? It would be good to see if there is anything in their policy in their bylaws about absenteeism that could be enforced. LS's guess would be that executive committee deals with it; LS didn't really see an attendance policy in the first place there.

iv. CC notes that earlier in report, LS talked about remediation and students not getting help they need. CUNY Start actually works well and doesn't screw students over with financial aid. There might be a vested interest in the body to put money into CUNY Start. CC explains the program: This is program where students pay a flat fee for remedial classes, so students are not putting more and more money into remedial courses if they're there a long time. LS responds that several senators teaching in community colleges talked about programs that worked and didn't work but she doesn't remember if that was mentioned. On the listserv, she looks at conversations being had, but didn't really see one on remediation programs.

v. HS notes a larger point regarding UFS: history behind having UFS person is that there wasn't representation of grad students in the union. One way is to get representation on a faculty body, because grad students are also faculty here. This is something to keep in mind, now that we have a rep on the union through the GC chapter. So that's a question, whether we want to keep pushing for representation on UFS.

IV. New Business

1. Affiliate goal reviews:

a. JP gave comments/feedback on goals of Adjunct Project, AFC, Advocate, and OpenCUNY.

b. Break for ten minutes. Back at 8:02

2. AFC Position.

a. HS: At the EDLAB meeting, this was mentioned as a possible position we can rethink in terms of the budget. The history of the position: it is meant to bring money into the DSC rather than it being an expense.

b. JP: EDLAB discussed the previous AFC coordinator and how that person worked with the DSC. In EDLAB, a discussion came up of whether the effectiveness of this position is about the person in the position or the position itself. Because the

coordinator will be graduating this year, there's the consideration of whether to continue this position with someone else.

c. AM gives background, because she was on hiring committee for this position. The initiation of the position could be viewed as the DSC poking around asking questions with the desire to push the administration forward on fundraising. But our own position has not been lucrative except in small quantities. The original thought is that it would bring in as much or more than what we spent on stipend; it hasn't. Maybe it served it's purpose of inspiring administration, and no longer is doing do.

d. TM: How much is the stipend for this position? JP: \$400/month, I think. TM: While the GC's fundraising office has been moving in that direction, of doing more fundraising, the way JH talks about it is that there's a lot of shuffling this work off to anyone they can, and JH often feels like it's being shuffled off to him. Another level to that: whether eliminating position would help or hurt to light a larger fire. If the administration doesn't have someone to shuffle it off to, would they take more responsibility for fundraising or would they stop effort. JP confirms salary: it's \$4,436 a year. CS adds: Plus small spending fee for position.

e. HS builds on TM: The president's new plan of bringing money into GC includes fundraising, so they wouldn't let it go that easily; it may be a thing that they're doing anyway. HS feels like the position is more benefiting administration right now, or individual programs, rather than DSC itself. Are we as DSC seeing any benefits from it? HS would say no.

f. JP doesn't necessarily see it as having to necessarily bring money directly into DSC. We know based on money that came in through PSAs that Joe's efforts with programs brought in about \$2,000 to DSC coffers that we use for programs. Some got money that didn't go into DSC because they have no PSA. Overall, it's money that goes back to students. Fundraising through business office for alumni wouldn't necessarily have the same return for students. The president sees it as way to cover costs where ends aren't being met right now, which could be in a program for program spending, but we don't know that. When it goes upstairs: we don't know where it is going, and there's no way to hold them accountable for it. It's partial employment and more money for students, so JP is reluctant to think about eliminating the position, especially because there are only 2 people who have done this and it might be revitalized by a new person, building on groundwork already been done. JH working with reps has made programs really think about fundraising through alumni giving in a little more institutionalized way.

g. LS: If we want to get a good sense of how much is getting to us, if we want to know how much he raises, he should really get those numbers. JH helped raise something close to \$700 for Comp Lit, but because we don't have a PSA we don't know where it has gone. No transparency as to how that money is distributed to students either. LS told students via email about the money, but no way to apply for that money. Where ad hoc committee can come in, because DSC might have to do more oversight.

h. AM: One of the ways we can think about this position is, as JH continues to emphasize, it's a long-term position: it requires time, building relationships, and there's overturning reps every year, so he has to continually work on those relationships. We could also think of the position as being around for 4-5 years, so was this a probationary experimental period, and if so, will it get better? The trend is, he's been getting a bit more money every year, but when do we stop and figure out if the experiment has worked? We should consider whether we want to keep

letting it go or evaluate now as it's been awhile. Let's see what's going on, while keeping in mind the budget problem.

i. CC: Perhaps a committee could be more proactive in getting moneys and oversight and helping student body deal with how to deal with money and help them prevent moneys being lost in programs where students don't know where it is. There could be effort by student reps working with him to have more than just the reps involved: reps could be making sure that there's committees in programs to work with him. Assuming the DSC wants to continue with this program: if 4 years is enough for us to decide if we want to "pull the plug" while some of us are going to possibly be around on DSC.

j. TM: JP, it's totally wise to think of what revitalization will happen with fresh blood. In the meantime, it would be good to update the website to make it easier to navigate. LS and AM: There's an issue of oversight of not knowing if it's time to pull the plug. That's where some sort of DSC pressure to get institutional knowledge would be good, like CT was saying: what worked and didn't work, best practices that would help us gauge it better. There should be some flex space: give it a chance with that build up of institutional knowledge.

k. HS: Keep going back to the question of the position and how historically it has served the DSC: this is the only affiliate position in the DSC that is outward looking. Keeping that in mind: another question that's in HS head is this continuous resistance from programs and alums and from students in doing a lot of this work. We should seriously think about the resistance not as a blip or something we can overcome. We may be fighting a mountain where we don't want to, and maybe we should let it go. HS is not entirely against keeping the position either: if we do keep it, HS will echo others, making structural changes to this position is important, as well as having more oversight, making it better so it's not that we don't know where money is going. We need it to come to the DSC, not end up only in EO's hands.

l. LS: Point of clarification. Can we legally do that? JP: Anyone can make a donation to the DSC. They can do it through upstairs office and JP processes that money and puts it into DSC bank. We will only manage money for people who have PSA. Major issue for JP/CCB position is keeping track of money if not spent in a year. Money that comes in and has to go to various places and some of it is carrying over and it complicates the system of accounting that JP does. Maybe CCB needs a new system for this. It's complicated.

m. LS: one of other stipulations has to be that the money has to be going to a specific area, but money has to go to DSC. JP: Yeah, this can happen.

n. AM: We can ask for that, but people clicking donate money can designate it however they want.

o. JP: Just to figure out which direction we're feeling on this issue. Straw poll.

i. Keeping position? Neutral to yes.

ii. Better relationship between AFC and DSC: accounting, oversight? All yes.

iii. If this is in place, making this a better position with more oversight, would you want to keep it? Neutral to yes.

p. TM wants more commitment to outreach than fundraising. It's still a valuable position if more emphasis is placed on relationships with alumni.

q. KBB: My hesitation is that I don't know how much of this is a pressing budget issue. It's a strong part of this decision: if we let go of this position, what are we holding onto, or vice versa? KBB needs to see more context. CT dittos KBB.

r. HS: we should be evaluating affiliates regardless of the budget because of administrative bloat. Steering should review from time to time whether some positions are outdated, and replace in the budget with some other goal we have.
s. CS thinks of it as reviewing. We can't put a price on good will with alums and getting an idea of whether or not alums are actually interested. Alumni engagement rather than fundraising might be the better focus. JP, is this commentary enough to go on?

3. Adjunct project hiring committee.

- a. DSC is looking for Luke's replacement and will meet for interviews between Thanksgiving and start of break.
- b. CC nominates himself for steering at large member. AM motions to unanimously nominate him. TM seconds. Motion passes with all in favor.
- c. What about for a DSO member on this committee? Only person who volunteered to do so was Rebecca Salois. AM motions to nominate RS. LS seconds. Motion passes with all in favor.

4. Wellness Center.

a. JP: We send \$96,000/yr to Wellness Center. It is understood that this money goes to nurse practitioner's salary. Journalism students pay \$12/semester for service. This arrangement came about through referendum in 2005 raising student activity fee by \$12. That money is earmarked for services Wellness Center provides. AM clarifies: doesn't it say it's earmarked for "wellness services"? JP: we don't have text of that referendum. We have tried to get it. BOT notes/minutes that approve it. While there's \$12/earmarked for that reason, the DSC gives 96,000 every year but that's less than \$12 a student. We'd be sending this year just over \$97,000 with the \$12/student rate. 4 years ago, we'd have been sending \$104,000. We're not actually using that money earmarked for the Wellness Center for the Wellness Center. Maybe we have been using \$12/student to pay for other sorts of wellness related things: fitness classes, H&W committee budget.

b. JP is interested in 2 things:

- i. How many students in CUNY paying for wellness fees? CT found John Jay students only pay a little bit for immunization.
- ii. Should this be the responsibility for the students or the school? The only way to overturn \$12/student would be by passing another referendum, not by vote to re-fund WC in December that we always do.

c. JP presents plan: November plenary, H&W officer presents info from survey on Wellness Center and December plenary votes to continue to fund for the spring to the tune of 48,000. We can't actually take away 48,000 from WC. New Business item to discuss this with plenary. In December, if vote goes no, we can't take money away, but that would tell us we need petition for referendum. Referendum can be a simple majority of DSC reps and can also be done by Steering. There are multiple ways to get petitions. JP also thought that we might be able to finagle the budget a little bit if people vote no for \$48,000 year. In this case: \$44,000 to Wellness Center, \$4,000 to cover fitness class and H&W budget. We'd still be spending \$12/student on Wellness Services, but we're keeping in line with this tradition. We expect we would get pushback from everyone--Student Affairs especially, and we might hear it elsewhere. Even if people vote yes, we can still pursue a referendum. We would need to do it in spring, to bring to BoT, to get them to sign it. JP thought about adding in, or doing 2 referenda: we're going to get rid of \$12 that we spend, because students shouldn't be paying for health services provided by school. 2nd referenda

would add back another amount after taking away \$12/semester: could add back 6 or 8 for student activity fees. The result is students pay less, DSC has more money. (\$6/student=\$48,000 to us). Even adding additionally \$4 a student, that's \$32,000 over the course of the year. This would amp up services we could provide, and we could increase program allocation amounts because students are now trying to do same things with less money.

d. CC: Do we know how many students actively use NP? JP: We've asked for data from Bob Hatcher. She doesn't work every day here. We do know that the amount of students who are uninsured has gone down. It was a method of providing medical care for students that don't have insurance. We have asked for that info on how many uninsured students use the Wellness Center. Often uninsured students used it for medical tests, and JP has not paid a single bill for medical tests so medical tests not being done for uninsured students. CT clarifies that BH has not given exact numbers but has said usage is largely the same, but much fewer uninsured students go there.

e. TM: Point of clarification. Referendum would be to take money from Wellness Center and get rid of \$12/student. JP: Yes. TM to CC: Much more relevant is number of uninsured students using the service. More of an issue of convenience for insured students who use it when there are other providers in the area. We don't have to track down original wording for this referendum and what is the protocol and what are all the steps? JP: Not up to us to provide language from original referendum, because if they want to contest it they can pull it up. Referendum/a can be put on votenet. HS: There's a petition first, majority plenary/steering votes for it. If that happens, there's a referendum. AM: 20 days it must be open, and 10 percent of DSO must vote for it to be valid, and majority of those who voted must say yes for it to pass. JP: 25 percent voting, 60/40 split for last referendum voted on this. There's also the possibility of stopgap measures that were there before. We can ask that those be renewed but not as stopgap; we'd still cover med test, but they wouldn't take place here. Implicit in all of this, is us telling the school this is your responsibility, because mission is CUNY students, faculty and staff. JP's thought: 2 referenda, one to take away \$12, one to add back a certain amount. This could mean both fail: no extra money back to DSC, still sending money to WC. Referenda to take away \$12 could pass, and the one putting \$6 back fails. If one fails--take away \$12--and one passes--add \$6--we'd add \$6 more to what we're already paying. We'd still be sending money to Wellness Center, and ours would still be lowest act fee of all CUNY schools.

f. AM has numbers on tuition only fellowships that KBB asked for. Only 250 with those, and many of those working as adjuncts and getting insurance that way. Number of GC Students who are uninsured has decreased a lot. Language in original referendum would only matter for coming semester bc we can create new language and do what we want.

g. HS clarifies: NP may not go away, because it would look bad on administration's part to fire NP.

h. JP: we would have to table to get people to vote, but that would be good practice anyway. One good thing to figure out, and not sure what appropriate avenues are to do this, because not as many places are as transparent about their budget as DSC is, is to figure out if students at other campuses have to pay any portion of student fees to a Wellness Center. Does USS have a way of figuring it out? If you're working at

say, Hunter, and if you have student leader in your class, you could ask, and that would be helpful. Do students know where their student activity fees are going?

i. CS: the fact that we didn't have a NP and had a long stopgap means students could find their own services off campus. Nevertheless, a Wellness Center is important to have on campus, because some of these services might feel more comfortable, and just being able to offer these services to students who are uninsured is important, the comfort of having it here is really important if even for just 1 student. They provide stopgap for sudden stops to health insurance. That is something to keep in mind. AM: we don't not want NP there, but also don't want to pay so much for 1 student. We want school to pay for it. CS: but if they don't--if there is the real possibility that they won't, then I wouldn't want to go through with this. AM: They do for mental health care provide information about family health, free clinics, etc., which they could do without a nurse. JP: It's hard--the school is going to say no if we tell them what the plan is. I think it's really necessary to take action to force their hand on it. Tools we have: mission, which as far as we know hasn't been updated since 1993, which says there will be a NP. This is something we have in our figurative arsenal to make sure these Wellness Center services don't go away, as well as mobilizing students. There are 2 options: not doing anything about budget and making cuts in multiple other places, or doing 2 other referenda and see what students are willing to pay. JP is not crazy about the idea of raising fees especially at a time when we're getting defunded by the state. It's symbolic: who is responsible for public education.

j. TM: Co-Chairs, have you considered, or tried to FOIL, WC budget? Is that something that is possible? Based on his understanding of medical system: they're charging insurance full rates, money going back to Wellness Center, but where is that money going or disappearing to because there's no way they're not charging insurance.

k. JP: straw poll.

i. Referendum? Yes.

ii. Referenda? Yes, neutral, no.

iii. Something we might want to talk about with plenary.

iv. How do we feel about being really edgy, if we vote no at plenary, thinking about restructuring 4,000? Mostly yes.

5. Third floor display windows

a. HS: There's been a request from Michelle Smith of the Barry S. Brook Center for Music and Documentation to use these windows. She said facilities took the space away from this center because Nurse's Association moved in on that floor and took it. DSC has window on that floor. It's empty, so Michelle emailed to ask if we can give that window to them.

b. HS: We only have windows on 3rd, 5th, and 8th floor; we used to have them on all the floors, but eventually we lost, one by one, all these windows. HS doesn't have key to 3rd floor window, because it used to be where digital signage is, and he has key to that, but not the one that actually says DSC. HS wanted guidance from steering as to whether to keep the window or not. It's not a heavily trafficked area but an opportunity to display our wares. HS was of this mind: one of his goals was to reoccupy windows, so we'd have to do work with facilities to get those windows back. Now HS is thinking: we actually just have access to 5th and 8th, and 8th is heavily trafficked. HS can be veered either way.

- c. TM heard from MS during tabling, because she has seen that no one has used it “for years and years.” Based on that, TM thinks maybe we can give it up then. AM: someone is exaggerating, because we had windows on all floors till digital signage, and so that’s what shifted everything. If HS is going to work on windows, don’t give it up. CS: what is this? HS: It’s a center. CS: They could potentially take this to administration. This is not our purview. AM: But we still have the window. CS: It’s not our job to give up student space for a center.
- d. CT: What would we use it for? HS: We could put up campaigns on these windows, for things like disability services and program governance. HS is a little demotivated because thought we had all the floors, but we really don’t have much. To CS: See it as opportunity to build good will, but it is a center, not for students.
- e. Straw poll: Keep window? Yes, say we.

6. Letter to Chancellor Milliken re: Brooklyn College NYPD spying

- a. HS will speak to this (JR brought it up, but has had to leave by this time). JR was thinking about making this into a resolution for next plenary, or signing on as Steering Committee.
- b. CC: Have we read letter that has been circulating? CC sums up the letter.
- c. JP: DSC passed resolution about this a couple of years ago? AM: Yes. JP: Is it stronger to say we sign on together or individually, stating dual roles as teachers and DSC steering people. JP totally wouldn’t have a problem with doing the resolution, but we need to reference what we’ve done in the DSC already.
- d. AM: Important because NYPD has claimed to stop doing surveillance on CUNY students, faculty and staff. This is completely about profiling; nothing to do with “these people are suspects.” The fact that they claimed to have stopped doing this since the time we have passed the resolution but have not means I’d be in favor of passing a new resolution on this issue.
- e. LS would also support the resolution. LS wants to make letter have more impact and expand on it. It’s one way to get conversation going.
- f. KBB: another option is to revive resolution we have, look at it, see if it needs update, have JR and others write Advocate article. What’s the goal here? Is it to pressure administration, provide/share information?

7. Issue of labor and recognition for standing proxies:

- a. CT explains what this is about: English program students concerned about a standing proxy doing labor and not being able to have it recognized. Would it be possible for this to be a line on CVs, people were wondering? AM: We don’t even know if someone is DSC rep. If you’re doing labor, feel free to put it on CV. For an official policy around that? Sure, no problem with person listing on CV even without the word proxy listed on it

V. Steering Officer Reports

1. Officer for Funding

- a. Last Grants Committee meeting held on Monday, November 2. We looked at 6 regular grant applications (2 revise and resubmit) and approved all of them for a total of \$3,340

Total Funds	\$19,750
Initial Funds	\$13,671.69
Funds Awarded	\$3,340
Funds Remaining	\$10,331.69

- b. We had no start-up grant applications.

- c. The total awarded during this period was \$3,340.
 - d. Next meeting will be held on Monday, December 7 at 6:30pm. The deadline is November 20. We have one application already.
 - e. The Grants workshop will be held next Monday, November 9, at 2:00pm.
2. Officer for Student Life and Services
- a. CC is following up with Charles Scott from Facilities about recycling
 - i. CC wants to figure out if this can be done and see if we can have an event about it.
 - b. CC is meeting with Ashna on Monday
 - i. They will talk about picking up with the meditation people and having a three-way phone conversation.
 - c. CC bought dish soap for floors. It's on bottom shelf with whisky.
 - d. CC started new discount list
 - i. They need to make sure as committee to put on new ones and update old ones, including dance classes, which CC is now adding
 - ii. Looking for private fitness and other gyms for discounts (Planet Fitness, etc.).
 - e. We cannot get more of a cut at Baruch since we have \$500 discount
 - i. Can students break it down to chunks, CC asked? Because we have such a big discount, they said no. Need note from registrar to show you are a GC student and membership goes from September 1 to do August 31st, because it's a flat fee.
 - f. Growing from hula hoop event to adding salsa class
 - i. CC notes they are "Cheap and enjoyable!"
 - g. CC thinks budget will go to Krav Maga.
 - i. HS: question--there was talk last year about having some workshops around direct action and taking care of yourself while doing direct action. Is this on agenda somewhere with committee? CC doesn't recall and would have to look at minutes. AM: It was something Ashna was working on because she knows some people. Principally Ashna's idea. HS brings it up because PSC is starting to do direct action, and since we'll perhaps be doing it too.
 - j. CT: Where is the discount list? CC: It's a Google doc. CC will share with all.
3. Officer for Outreach
- a. Report sent by email, read at steering, and copy-pasted here.
 - b. First update: The Outreach Committee met a week ago and we decided to modify our plans for an outreach event at John Jay. We decided to hold the same type of event (at a bar) at a location in between the Graduate Center and Baruch.
 - c. Second update: The survey is almost ready to be sent out and after some final revisions that will be done very soon.
 - d. Third update: We are still looking at a Thanksgiving/Native American Heritage Day Event, but now to be held on Nov. 25 at the Graduate Center. We hope to drink, eat and partake in good conversation and times, while having had a critical look at the tradition of Thanksgiving.
 - e. Fourth update: We are unsure of whether David Topel is still interested in being on the committee as he has not replied to us and has never attended one of our meetings. We will try once more to reach him, but we can't reach him or if he tells us that he is unable to be on the committee this year, we would like to reach out to DSC reps (especially those from other campuses) to join.

f. SS: Again, my apologies and hope that you are all well and I look forward to seeing you all again.

4. Officer for Library and Tech

a. JR had to leave, so these are read by HS

b. The main thing since last steering and plenary has been library issues!

c. STF is meeting next week, so no actual news on that front

d. The issue of rooms for quiet study spaces other than the dissertation reading room is ongoing. This ties into the issue of the prayer room, while we await further updates from the provost.

i. Much of what we think is the library is actually controlled by IT

ii. The media room behind the old IT help desk will be kept as is for people who need assistor readers and such

iii. Old York Archive Room on C-Level is a viable prayer and meditation space as it is appealing, rarely used. It will need to have valuable things locked up but right now is our best option

e. The wider changes seen in the 2020 plan is up in the air so we cannot rely upon any one chart.

f. Alumni portal – ezproxy needs its own license, which goes through CUNY central but it is on track. It will have access to JSTOR, Muse, OED but not the full suite as it costs too much. Library will work with NYPL to cover gaps when possible.

g. Room Reservations for the computer rooms will take too much coordinating effort from other offices to achieve. There will be signs posted saying classes are held often and will take precedence.

h. On the issue of FOIL – there is the possibility that the new @gradcenter.cuny.edu emails puts us beyond FOIL – but it can still be subpoenaed. For on-campus, the U-Drive (the removal of which we're fighting) is the main thing that remains FOIL-able. This means what is on Microsoft Offices through emails, subpoenaable but not FOIL-able

i. Patriot Act issues – the ILL history will be purged at the end of the year. Not sure how long CUNY holds its records. Fines stay and keep information longer.

j. TM wants to know where you get laptops now that IT desk is shut down? AM: circulation desk.

k. Chromebooks are on their way! Charging stations have been put on the backburner for now

l. Library is expanding access to databases, books, programs, journals

i. Several programs are being requested (Basecamp and scrivener)

ii. Budget is tiny for new materials but priority is on faculty publications.

iii. Can use the request button to ask for new materials but ILL is also checked

iv. Expensive programs (Rosetta Stone and Lynda.com) are being cancelled

v. Trying to get non-DRM protected books for ease of access but print preferred

m. Longer loan periods – not anytime soon with the lack of a dean of library position and intra-CUNY issues. But this is something that is important.

i. AM: To clarify on loan period, it's in discussion; Polly and DSC in favor but council of chief librarians have to decide together.

n. Hathi Trust is coming!!! They need a different authentication than ezproxy so still a wait.

- i. TM doesn't know what that is, so JP clarifies: It's a database that gives data to Googlebooks--scanned books. The benefit of having access to this is it's over 10 mil books published before 1922 and you will be able to download the PDFs. Now you can look at them, but we would be able to download them. EZ Proxy not set up to talk to that system so we need another authentication system.
 - o. Library looking into Longer weekend hours (student workers are cheap) so it might not be difficult but we need admin approval
 - p. Changes in depositing thesis/dissertation are afoot – primarily GC is switching to purely electronic and no more \$9 fee. Also, administrative hurdles are being removed from the process of depositing!
 - i. AM: Point of clarification: if you have fees you still owe, currently you can't deposit till you pay them. So that means you'd have to be enrolled another semester--\$1,000s more, possibly. We're trying to get rid of this idea that you have to pay that much.
 - ii. JP: changes are happening because Judy Wald is retiring. However, we don't know who's going to be in charge of thesis/dissertation depositing because cuts to library means people already have too much to do but. Library is hoping to get and argue for new line to take over whole dissertation process, including workshops on dissertation process, and have someone to take it up in Jan so dissertation can be taken up in Feb.
- 5. Officer for Governance and Membership:
 - a. Membership:
 - i. We've had several rep removals and resignations since last month. I'm working on their replacements.
 - 1. New At-Large Rep: Janet Werther (Theatre).
 - 2. I am notifying runner-ups for Political Science.
 - 3. Amy and I are conducting several special elections:
 - ii. History's nominations are in. 4 nominees. KBB is giving them until Monday to accept. KBB is hoping to get them in under the deadline for next Plenary.
 - iii. Nominations are open for Chemistry and MALS until November 9.
 - iv. We also ran a special election for Philosophy. Five people were nominated. However, none of them accepted the nomination. Therefore, the seat is dead. Unless they submit a *pro tempore* petition, Philosophy will have only one program representative for the remainder of the year.
 - v. We have 78 seats and 74 reps in good standing.
 - b. Constitution and Bylaws Committee will meet November 19 to discuss:
 - i. Gender neutral pronouns in the Constitution
 - ii. Recommendations from the Ad Hoc Committee on Affiliate Review and Reappointment
 - iii. USS and UFS Roles
- 6. Officer for Health and Wellness
 - a. There's no new H&W committee member yet: CT emailed one potential person, but got no response. HS has super helpfully stepped up to the plate on this, but CT knows he is busy, so she looked at list of rep-folks again to gain a potential list of people to target specifically based on being part of Safer Sex Initiative, public health, being involved in general, etc.

- b. CT is considering the possibility of establishing fund of money for people dealing with insurance claims? Is there a way to push somehow for GC Student Affairs or the University Benefits Office to establish something like this? CT emailed AP about this to get info on their efforts on this front.
 - i. Also considering if she could collect some kind of financial advice about what to do in these cases--like getting a federal student loan, with the hope that you get money back in 180 day period?
- c. CT is still looking into arranging phone meeting with UB
 - i. CT is hoping to discuss recent issues with appeals and some H&W survey info
- d. In talking with Sean Kennedy, and based on previous discussions with JP, Jenn Chancellor, and Chrissy Nadler, CT is thinking of establishing some kind of campaign on reducing mental health stigma.
 - i. CT thinks this can be in conjunction with Finals Relief station, or with Ashley Chastain at the Wellness Center.
 - ii. Collecting narratives would be good, but CT hasn't really gotten any so she'd need to figure out a way to advertise. Digital signage? Put it in storify form? Retweet with hashtag? Need a clever one.
- e. CT and co-chairs met with Bob Hatcher of the Wellness Center in October:
 - i. They had discussion of how to foster better advisement and support for students systematically. They talked about more kinds of "transitioning into grad school" workshops for groups like first-generation grad students, but the discussion turned into how to get better support systemically, from faculty, programs, and administration. BH has done through the Provost office a workshop with EOs on faculty mentorship; some were enthusiastic, some look like their eyes were glazed over. This seems like something he cares about though and something we can work with him on.
 - ii. Major takeaway was that we can get him in contact with student groups who can help with workshops like mentoring first generation/students of color in the academy, and help get students in touch with larger structural supports.
 - iii. We asked for numbers too but nothing so far
 - iv. BH seemed potentially interested in paying for some Safer Sex Materials not covered by current free NYS initiative, in conjunction with student affairs. CT is trying to figure out things that I can argue are necessary rather than just people's personal preference, which include better lube--because current one is not good for all sex acts--and dental dams--because the state has often been out--and maybe flavored condoms--bc of dental dam thing--condoms can be made into dental dams, but it's better if they're flavored!
- f. CT is planning on doing the following; hoping for help with committee once she has one:
 - i. CT is collecting and putting up info about sliding scale offers, and is collecting and putting up info on things like non-NYSHIP insurance, bedbug issues, other non-traditional doctors.
 - ii. CT has contacted friend who is NP about possibility of doing with me/with Ashley Chastain some kind of health workshop/interview--CT has asked her for ideas for topics, if she's interested. CT is contacting Ashley again to see if CT can be hooked up with one of her nutrition contacts for a workshop on grad students and nutrition.

- g. CT is in touch with CC about setting up Finals Relief Stations.
- h. HS brings up Laurie Hurson, who was on the committee last year, as a possibility for committee member. CS: Do we have Advocate ad? HS: Didn't put it in because didn't know DSO could serve. CS suggests putting in a blurb.

VI. Announcements:

- a. Disability services committee: Interest from DSO that we know of?
- b. Student tech fee is meeting next Thursday at 11am. TM asks for alternate. CC steps up.
- c. JP: Just found City College's audit. 10 percent of Student Affairs fees to medical/wellness center.
- d. CS: Helping with minutes thing via Google doc? Let's consider that going forward. Also send notes to note-taker. Eternal thanks for services today!

VII. Adjournment

- a. Motion to adjourn? JP motions. CC seconds. Motion passes with all in favor.