

**Steering Committee  
MINUTES  
February 5<sup>th</sup>, 2016**

**Present:** Amy Martin (AM; Chair), Jennifer Prince (JP; Minutes), Hamad Sindhi, Cecilia Salvi, Teddy Maghrak, Charlotte Thurston, Saiful Saleem, Carlos Camacho, Jeremy Randall, Liza Shapiro.

Plenary

**Absent:** Kyla Bender Baird

Executive Committee

Meeting is called to order at 6:14pm by Amy Martin

**Steering Committee**

Constitution and Bylaws

Grants

Health & Wellness

Outreach

Student Services

USS Advisory Committee

Advocate Advisory Board

OpenCUNY Board

Governance Task Force

EDLAB

Student Tech Fee

I. Approval of Agenda

1. HS motions to amend the agenda to add New Business items:

- a) F: Steering discretionary funds
- b) G: Possible digital initiative funding opportunities
- c) H: Discussion on plenary practices

2. JR seconds

3. Motion passes unanimously

II. Approval of Minutes from December 4, 2015.

- 1. JP motions to approve
- 2. TM seconds.
- 3. Motion passes unanimously

III. Executive Committee Reports

1. Co-Chair for Student Affairs (Amy Martin)

- a) Affiliate Hiring Committees: We will have 3-4 this semester. There needs to be at least one Steering officer on each hiring committee, so please think about volunteering when the time comes. Maggie Galvan has already sent in her letter of resignation, due to graduation, so even though she is staying until the end of June, we will probably start the search for that committee first. I'll convene two committees at the March Steering and then another 1-2 at the April Steering.
- b) Chartered Orgs: There were 7 inactive groups and 38 active in the fall. There is still one that I gave an extension to for filing their report, but they keep not filing it. There are already 11 completed reports filed for this semester's status requirements, and rosters are open.

2. Co-Chair for Communications (Hamad Sindhi)

- a) No admin meetings so far, but scheduling the following meetings:

- i. Co-Chairs meeting with Student Affairs on Feb 17th
    - ii. Provost Lennihan on March 1st
    - iii. President Robinson on March 30th
    - iv. Chancellor Milliken (TBD)
  - b) Other meetings:
    - i. Charlotte and I met with Nicole Elden, the Wellness Center's Workshops coordinator: informed us that the DSC hand-out we provided for the Impostor Syndrome workshop was well received, and we will provide another one tailored to the upcoming Getting What You Need From Your Advisor workshop; discussed ways to coordinate with the WC on providing support for international students; discussed coordinating on possible event related to using drugs safely
  - c) Housekeeping:
    - i. Please keep cc'ing me when you schedule your committee meetings, and please remember to post your committee meetings with agendas on the DSC Calendar
    - ii. Once you have the finalized minutes from your meetings, remember to post them on the calendar - this is really important and if you are confused as to how to do this, let me know and I will walk you through it
    - iii. I will be doing an inventory of all committee meetings next week and will bother you if I see something missing
3. Co-Chair for Business (Jennifer Prince)
  - a) Drupal updates
    - i. Drupal 6 (what we have now) will eventually be unsupported for security. Drupal 8 is what we need to have, but it's lacking a lot of the features and is still buggy. So web developers recommend waiting on updating to Drupal 8 until the end of 2016.
    - ii. Because of Drupal's complexity, updating is not an easy process. Web developers recommend creating new website in Drupal 8. Cost is estimated to be \$25,000.
    - iii. Important to think about this (going forward) as an investment for each year. Drupal 6 lasted us 7 years (2009-2016), so that's about \$3500 per year.
  - b) DSC reserve funding report
    - i. We have over \$145,000 in reserve, in a CD. CD matures on Sept. 3, 2016.
    - ii. Accessing this money before 9/3/16 means paying a penalty.
  - c) Office supplies budget
    - i. About \$200 left in our supplies budget (to pay for paper, plates, cups, etc.) for rest of year

- ii. Please check in before making purchases. We might have ordered what you want already!
- d) USS Scholarships
  - i. USS sent money for scholarships without sending names of students who received them last year, then sent more names, but not money. Ab Abraham in Business Office credited all students with money and we will go after USS for money.
- e) Explanation for Reps. re: potential student fee changes will be prepared to send out.
- f) Referendum next steps. Our constitution says this:
  - i. An issue will be placed on the next regular DSO election ballot if a petition bearing the valid signatures of 5% of the membership of the DSO or 10% of the DSO if the referendum is on the Student Activity Fee, a simple majority of the Steering Committee, or a simple majority of the DSC representatives is submitted to the Executive Committee on or before March 1. If the petition states that an immediate vote is necessary, a special referendum ballot will be sent to all DSO members within 20 business days of receipt of any petition calling both for a referendum and for an immediate vote. Such a request for an immediate vote must be clearly specified in the required petition.
- g) Report from Strategic Plan Finance Task Force
  - i. Problems:
    - Projected \$3.7 million deficit for next year. Results: Program fellowships cut, not transferred, maintain service reductions in place now, dissertation fellowships down from 90 to 40.
    - Game of political chicken between city and state, putting PSC in middle.
  - ii. Solutions (according to admins)
    - Graduate Center Foundation board, Alumni Association, selling name of building, increased MALS enrollment
- h) Questions and comments
  - i. HS recommends making pots of coffee. CC recommends also having reusable K Cup device for coffee.
  - ii. HS thinks that one of the referendum options is just simple majority of the DSC or steering.
  - iii. TM points out that 10% is about 400 students, and we might want to do physical paper petition because if it's an electronic petition and then vote, some potential voters might think they voted by signing the petition.

- iv. AM points out the ambiguity in the bylaws language and thinks we should look to the CUNY bylaws to see if there's clarification.
- v. JR asks if there was talk of the strike at the Strategic Plan Finance Task Force meeting. JP responds that there wasn't, probably because that won't be a part of a 2017-2021 plan.
- vi. HS points out that CUNY bylaws say that student activity fee petitions must come from 10% of the body
- vii. JP says we must table and explain what we're doing and what the DSC does. TM also suggests canvassing student lounges.
- viii. HS wants to clarify that it is unclear who generates petitions for referenda. AM responds that any student can.
- ix. Discussion on referendum.

JP motions to amend the agenda to include New Business item I: Discussion on student activity fee referendum. HS seconds. Motion passes unanimously

4. University Student Senate Delegate (Cecilia Salvi)

- a) Board of trustees - DSC will be notified of their meetings, CS trying to generate more interest
- b) BOT meeting on Jan 25 - voted to incorporate Public Health program, will have their own school. What is unclear is GC standing for current students.
- c) CS will table on issue of tuition increases
- d) Fiscal Affairs Committee of BOT - CS voted against \$800 excellence fee for MS program. One trustee also voted against.
- e) USS plenary on Jan. 31st.
  - i. Resolution to support honorary degree for Bronx College student, Kalief Browder, who committed suicide after being held at Rikers for three years w/out being convicted of a crime.
  - ii. Noticeable improvement in USS meetings procedures, still lack of officer reports
  - iii. CS asked about audit reports, Vice Chair has sent email to CUNY Central about this. 2012 audit is now up on their website.
  - iv. Tuition freeze pamphlet has been completed. CS will use this to table.
  - v. Scholarship committee met to finalize scholarship packages. Willing to accept all applicants, regardless of how many credits they have taken. Possibility that COSA might weed them out. CS will be promoting scholarship at GC.
- f) Governance Task Force will meet in February.

- g) Setting up meetings with Chair of USS and Chris Rosa, who works for COSA on ongoing issues
  - h) Questions: AM points out issues of Public Health program and if they will have DSC representation for next year. This is of timely importance for our DSC nominations
5. University Faculty Senate Liaison (Liza Shapiro)
- a) Last UFS plenary was on 2/2/2016. Guests: Chancellor J.B. Milliken, Senior VC for University Relations Jay Hershenson, and Vice Chancellor for Budget and Finance-Matt Sapienza
  - b) Milliken presented on Cuomo's Executive Budget.
    - i. Budget includes authorization for predictable tuition by amounts up to \$300 a year for senior colleges.
    - ii. Budget also includes \$240 million for retroactive salary increases; but availability is contingent to NYC taking on \$485 million of the CUNY budget.
    - iii. CUNY is at an "impasse" in contract negotiations with the PSC and requested a mediator.
    - iv. Milliken received a letter from the NYS director of operations criticizing salaries at CUNY and SUNY. NY Post also published an op-ed naming Matt Goldstein as one of CUNY's overpaid administrators. Milliken said that of the fifty highest paid NYS employees, only three were at CUNY and also said nobody on the list has received an increase since 2010. Also questioned method of collecting the data.
    - v. Milliken was asked to keep tuition down; consider living costs students face; provide more transparency of CUNY finances; mind administrative bloat. When asked why CUNY management won't plead CUNY's case to Albany with PSC he said "we will not agree on what the most effective strategy is." I highlighted recent information on lack of faculty diversity at GC and question was re-directed to Vita Rabinowitz. She pointed out that there is a new Dean of Recruitment and Diversity to look at this issue.
  - c) VC for Budget and Finance Matthew Sapienza: The Governor did not propose a base aid increase is not going to be focusing on CUNY. No additional funding for daycare centers at senior colleges. Mayor's preliminary budget provides \$3 million for ASAP lease costs.
  - d) UFS Chair Terry Martell pointed out that Senator LaValle, Chair of the NYS Senate Committee on Higher Education, volunteered as his obligation to try and fill the funding hole for CUNY in the Governor's budget (that will arise because there won't be a \$485 million transfer from NYC to NYS).
  - e) Questions:

- i. CT points out that a lot of the highest paid people in the state are Deans of colleges.
- ii. JP adds about how the tuition increase in CUNY won't affect us, according to VP Persico because "our students don't pay tuition" (This was a note from the Strategic Plan Finance Task Force that JP was reminded of by this report)
- iii. TM points out that former chancellor Goldstein still makes \$200k per year from CUNY.

#### IV. New Business

##### 1. Affiliate Review

###### a) Advocate

- i. Goals report feels like report back, but no goals for spring.
- ii. Including professional tips: Will there be space for this and all the other work? If space is an issue, could it be integrated somehow with articles/info already in paper? Or online space?
- iii. USS has funded a pilot program to start an intra-CUNY newspaper, so *Advocate* might want to revise plan in light of that. Reach out to CS about this.

###### b) Alumni-Engagement

- i. Please reach out to Dadland about the *Advocate* if he hasn't reached out to you yet. We think there is a good opportunity for cooperation there.
- ii. Thank you for providing list of quirks, per our request. What goals do you have for working around these quirks and engage with programs that don't have alumni structure in place? How will you be able to accomplish them? We appreciate you keeping track of your data. It's not a "database" per se but you have plenty of information and it should be stored on the S-Drive. We also like seeing this data on the goals.
- iii. What are the projects and goals you will be working on this semester? We read this as a report back, what about looking forward?
- iv. We had a discussion about the "DSC" donation dropdown in the Graduate Center Foundation site. Probably like you, we think that it might feel counterintuitive for an alum to choose to donate to the DSC rather than their program and might not get to the point of entering a memo, despite the instructions on the student appeal. Could we brainstorm ways to make sure that the money gets where it should be going? (Whether through the Foundation site or otherwise?)

- Along with this, have you followed up with reps about money that was donated to their programs, not the DSC, and making sure it got to the right place?
  - How do we know if money that was donated to French to the program was a result of the student appeal? Same thing with English? (Is this because they have designated "Travel and Research" in the text box, an ask that wouldn't have been in the general program appeal?)
- v. If the Alumni Association comes back as an official entity, how would that change how the AFC role operates?

AM calls recess at 7:52pm. Recess ends at 8:05pm.

c) Adjunct Project

- i. With regards to points 4 and 5 in Additional Goals for Spring Semester (on stewardship in programs and program meetings). Can these two goals coordinate?
- ii. On new coordinator, our comments (Please note that here I am just recording what amounts to the minutes of our meeting, to show that we continue to be thinking about this)
  - This coordinator expands our power and employs a student.
  - Wasn't this sort of work was done by an AP coordinator in the past? If GC student body is less, is there actually more work to do? Has more work been created?
    - Strike authorization vote means there's more work.
    - AP has been reporting tool for non-GC student adjuncts because they don't have faith in the PSC.
    - Even though our body has shrunk, adjunctification has increased.
- iii. We like the specificity of your report, especially the information on how you've completed tasks and your goals going forward.
- iv. The steward idea is a great way of making the most of the power you have
- v. We like your work on trying to explain mediation process. Thanks for the thoughtful flexibility, responding to timely events.
- vi. Not in response to goals, but to work overall:

- your responsiveness to students is to be commended
  - We also like that you are updating your office to include more seating.
- d) OpenCUNY
- i. Can you streamline report? Give update without including all your previous reports? And clarify what's new and what's old (if you keep it in)
  - ii. Thanks for contributing to hiring process of new coordinator
  - iii. You say you're going to be promoting yourself at conferences. Do you mean just here, or more broadly?
  - iv. We appreciate your thoroughness in updating us on ongoing project, but also in keeping forward-looking goals
  - v. Can you update us on work you have been doing with students for their programs? How could we help increase this? Do you have the capacity to increase this? What ways are you reaching out to students about this? Would you like us to continue to remind plenary of your services?
2. Room reservations for more than 6-8 weeks in advance for AFC coordinator
- a) Context is that AFC coordinator would like exception to the exception policy because there might be times that programs have already used exception and want to use DSC room for alumni event which should be planned much in advance.
  - b) JP says that in light of our conversations around AFC, we might want to evaluate this situation case-by-case, and maybe choose to update our policy in the future
  - c) CS says our space is limited, and he could ask for other non-DSC space. JP points out that non-DSC space/program space requires use of Restaurant Associates and we don't want to financially burden these events.
  - d) TM suggests that we add in bylaws that any exceptional cases can be considered by DSC. AM says that not putting it in writing might be best. JR thinks that not in writing is best because it might open Pandora's Box.
  - e) We agree to evaluate case-by-case for the rest of the year
3. De-chartering Disability Studies Group
- a) AM explains that if org is inactive for three semesters, we begin de-chartering process.
  - b) AM motions to begin de-chartering process for Disability Studies Group. CS seconds. No discussion. Motion passes unanimously
4. Discussion about use of USS funds
- a) See CCB report for issue at hand about website updates/upgrades. We also need money for updates for this year.



- b) CS explains: USS moral issue: do we want to take more money from them given their history and fiscal irresponsibility?
  - i. It's OUR money. We have no power to not give the USS fee to them.
  - ii. Informal convos with USS, they might be amenable to giving us money for site. JP suggested \$6,000 to maintain our WordPress updates
  - iii. CS thinks she has enough political capital to get up to \$12,000, a bit more than we have given to USS this year.
- c) Discussion
  - i. AM says this is practical to get back some money that we have put in. Our critique is that USS hasn't in the past spent money wisely, but this would be a wise decision.
  - ii. HS thinks we can accept money and still critique the institution of the USS
  - iii. CT agrees! LS does too! CC does hair flip (but he has no hair!)
- 5. Health & Safety at DSC parties
  - a) CS invites discussion on parties and alcohol-related safety. Should we have a policy to call someone (security, ambulance) when people are unwell?
  - b) AM wonders if we can make sure people are well even before the party begins, at school generally. Can we intervene quicker?
  - c) JP says that our December party has been the party where people are typically most drunk.
  - d) HS says we can get training on what to do in these circumstances. There are workshops. Concerned about over-medicalizing by calling ambulance.
  - e) CT seconds HS. Wants party preparation to be proactive, like buying water bottles and giving them out.
  - f) JR wonders about liability-related issues. Can we bartend? AM responds that CUNY does have recommendations about this. JP suggests that we have people always by the tables, monitoring the amount people intake and re-stashing low bottles. TM suggests food in 5409 and liquor in 5489, a place that doesn't invite you to hang out. SS points out this would be much easier to monitor. JP likes this idea logistically because plenary food room would become the party food room and 5489 can be set up as the liquor/wine room.
  - g) CC wants training both on tactics for defusing situations where people might get defensive about intervention and health. CC and CT might think about alcohol safety as a topic to tackle going forward
  - h) JR asks that we think about our own physical safety. TM points out that there are emergency buttons outside of room 5489
  - i) JP suggests buying liquor pour spouts

- j) CT asks if anyone we know and trust in building in Security has EMT training. AM wonders if this is something we would want to bring up, because then we are saying that there might be problems and inviting in Security more.
  - k) HS points out that having a bartender might be best because they would be authority, slow process down, be classier. CS thinks this is hospitable, but feels uncomfortable because women already get hit on at parties, probably especially women bartenders. TM offers bartending skills for party. JR and CT also volunteer.
  - l) LS points out aggressive conversation at parties. We need to promote safe space. CT suggests this could fall under Title IX.
    - i. JR thinks that maybe we need to have a policy on getting aggressive people out of party. HS suggests talking to John Flaherty about this.
  - m) JP suggests tabling this discussion for March or April meeting. All agree to move on with agenda.
6. Steering discretionary
- a) AM motions to spend up to \$20 on USB port for 5487 (to replace missing one). TM seconds. Motion passes unanimously
7. Possible digital initiative funding opportunities
- a) HS invites discussion and ideas on building cloud infrastructure
    - i. TM suggests migrating old nodes to cloud storage and frees up site. JP points out that when we're moving from Drupal 6 to 8, we would need to maintain our archive of information from Drupal 6 somewhere.
8. Discussion on plenary practices
- a) JP suggests fomenting discussion outside of the same old steering people
    - i. Can we limit our motions/seconds and allow others outside the 11 of us to do this? Chair needs to not call on people they know.
    - ii. Keep reports to what students need to know to take back to constituents, under 3 minutes
    - iii. Chairs should run tighter meetings, invite discussion on central points, remind about agenda emendations.
  - b) AM points to limiting extensive reports solely to steering meetings and avoid plenary, avoid listing what we did for our jobs.
  - c) TM suggests reminding that minutes exist elsewhere for interested parties
  - d) HS suggests we add extensive reports to minutes, but not say them to our constituents. AM suggests adding addendum to the minutes with complete reports.

- e) JP suggests using display for the major bullet points to help people take away important info. Can also use handouts.
  - f) HS brings up other ways to increase engagement:
    - i. Opening agenda to reps: have them send in agenda items.
    - ii. Where can there be open space for discussion?
  - g) JP also suggests tighter moderation of guest visits, especially question and answer sessions.
9. Discussion on Student Activity Fee referendum.
- a) Timeline
    - i. Need about 400 signatures over 25 days
    - ii. Submit to DSC EC by March 1st
    - iii. AM will set up tabling with Student Affairs. We should shift office hours to tabling.
  - b) Plan of Action
    - i. JP will prepare document about use of student funds by the DSC. Where would an increase go?
    - ii. Enlist reps and interested DSO people to help with tabling/canvassing
    - iii. Paper canvassing and tabling
    - iv. Asking reps to pledge to recruit 5 (min) number of signatures
      - Outreach through our committees
      - Outreach through people that come to office
    - v. For petition, we will need Banner ID and name, that's it.
    - vi. Writing article for the Advocate. Not timely for petition, but for overall vote
    - vii. JP will talk with Social Mediums. And LS recommends asking people to tweet/email/post on Facebook questions about this
    - viii. Blog post on our site. Relevant social media, periodically sent.
    - ix. Have info on hand for coffee hour
  - c) Language
    - i. JP suggests two referenda: One to reduce the activity fee by the \$12 it was increased in 2005, and one to add back just to the DSC. Heavy discussion about this!
      - Pros/Cons of having 2 over 1
        - Pro: Students have more choices. Some may want to vote to keep paying \$12 and add \$6.
        - Con: Could BOT pick and choose what to accept and reject?
        - Con: Overall perception of raising fees.

- Pros/Cons of having 1 over 2
    - Pro: May be less confusing for people to vote
    - Pro: We may be more likely to get a favorable result.
    - Con: People may choose to vote against because they want to continue to fund the wellness center.
  - ii. After much debate, our straw poll decided to go forward with having two different referenda
    - One will roll back the \$12 raise from 2005
    - One will increase the student activity fee by \$6
- V. Officer Reports
1. Officer for Funding (Teddy Maghrak)
    - a) Total budget: \$19,750
    - b) We've awarded \$14,636.81 so far this year.
    - c) We have \$5,113.19 remaining
    - d) Possible changes to bylaws
      - i. TM gives context of programs who may not have their needs addressed by programs and then come to DSC for funding for their academic needs.
        - Bylaws changes will be recommended for approving multiple proposals in each program, but we might approve based on budget availability.
      - ii. Bylaws changes will be recommended for if grant applicants will be making major changes to the way they use money, they will have to ask for approval from Officer for Funding. This is to discourage spending that might not be in keeping with spirit of grant award. (For example, if a grant says they will provide food over a series of 12 events to incentivize participation, but only end up getting two big dinners at end of event series)
  2. Officer for Governance & Membership (Kyla Bender-Baird)
    - a) Membership
      - i. Amelia Greene resigned from her at-large position due to scheduling conflicts in the Spring semester. Jason Nielsen has accepted the open seat. Both are from English.
      - ii. Special Elections for Political Science are complete. Philip Johnson will be joining us.
      - iii. Hillel Broder successfully defended his dissertation and is therefore no longer eligible to serve on the DSC. Replacing him as an English Program Representative is Sharmaine Browne.

- iv. Maryam Saadat in Computer Science has resigned as she is planning on transferring. KBB is working on finding her replacement.
- v. Huw Green was removed after missing two consecutive plenaries. KBB is working on finding a new Psychology program rep.
- vi. We have 77 seats and 75 reps in good standing.
- b) Governance
  - i. Ratification of the Constitutional Amendment to replace gendered language with gender neutral language is currently underway and will close February 26.
  - ii. The next C&B Committee meeting is February 17. We have two agenda items:
    - Clarification of eligibility of removed rep running for special election
    - UFS and USS roles
3. Officer for Health & Wellness (Charlotte Thurston)
  - a) December meeting with committee
    - i. discussed mental health
    - ii. discussed bike rack in school
  - b) Mental Health narratives
    - i. Ways to get out the word about collecting these (through social media)
  - c) Crowdsourcing general resources to add to website
  - d) Coffee and snacks hours with CC
  - e) Meeting with HS and Nicole Elden (reported on by HS)
  - f) Changed disability policy with Sharon Lerner's recommendation
    - i. Was on the H&W Blog, but will be moved to DSC site so that disability is not conflated with health issues.
  - g) Getting a nutritionist
    - i. Contacted a nutritionist recommended by Ashley Chastain to do a workshop tailored to grad student nutritional needs; she unfortunately is too busy currently, but she recommended another nutritionist, to whom CT sent the request; CT sent a follow up email to this second nutritionist today.
  - h) Navigating Appeals workshop
  - i) Safer sex materials email will be sent out to students. Might bring in issues of reported sexual harassment around bowls of materials.
  - j) Title IX
    - i. This might be a mental health care issue. School might have to offer more than 12 sessions to meet Title IX requirements about mental health.
    - ii. Title IX can be about issues that happen off campus

- k) Questions/Commentary:
  - i. JP points out mental health codes have changed, claims might be denied if submitted with wrong codes. Students can resubmit. CT mentions she wrote blog post about this, will advertise again.
- 4. Officer for Outreach (Saiful Saleem)
  - a) Will be meeting in fourteen days (Feb. 19th, 4:15pm) with the Outreach Committee to discuss the results of the outreach survey that received 86 responses.
    - i. The comments from students highlight a number of problem areas (most of them quite expected) for student life at the Graduate Center: including a lack of support, etc. During the next Outreach Committee meeting, we will be taking a closer look at the results before coming up with suggested actions.
  - b) Will be aiming to reach the goal of organizing two outreach events (at least one) on other campuses (other than CCNY, which had been visited last semester).
- 5. Officer for Student Life & Services (Carlos Camacho)
  - a) Meeting with Charlotte Thurston to for two coffee-houses in the DSC office
  - b) Meeting with Saiful Saleem in two weeks to discuss football (soccer, for us Americans [from the US, I mean])
  - c) Planning website for SLS, working with OpenCUNY
  - d) Setting up committee meeting
    - i. Updating discount database
    - ii. Cole Haan has 20% discount if you sign up w/ .edu email address (many are eager to note this!)
  - e) Plan meditation workshops
- 6. Officer for Technology and Library (Jeremy Randall)
  - a) The next STF meeting is on March 2<sup>nd</sup>
    - i. This will be important as off-campus funding will be a major issue alongside the other issues facing our university with lower funding.
    - ii. Bob Campbell, VP for IT, said that John Jay students who are interested in the issue could not attend.
  - b) ILL loan records only go back one year - due to privacy concerns
  - c) Questions:
    - i. JP asks if any proposals for STF workshops have been approved. JR responds that he has not received any.

VI. Announcements

- 1. CC wishes us happy Chinese new year

VII. Adjournment

1. JR motions to adjourn. CC seconds. Motion passes unanimously. Meeting is adjourned at 11:23 (Longest DSC meeting on record?)

Minutes respectfully submitted by Jennifer Prince, Co-Chair for B