

**Steering
MINUTES
May 6th, 2016**

Present: Kyla Bender-Baird, Carlos Camacho, Teddy Maghrak, Amy Martin, Jen Prince, Jeremy Randall, Cecilia Salvi, Liza Shapiro, Hamad Sindhi, Charlotte Thurston.

Plenary

Absent: Saiful Saleem

Executive Committee

JP calls meeting to order at 6:16 pm.

Steering Committee

Constitution and Bylaws

I. Approval of Agenda

1. HS moves to approve the agenda with emendations to add NB #3 May plenary logistics and NB #4 steering discretionary; TM seconds; passes unanimously.

Grants

II. Approval of Minutes of April 1st, 2016

1. JP proposes to approve minutes by unanimous consent; no objections.

Health & Wellness

Outreach

III. Executive Committee Reports

1. Co-Chair for Student Affairs (Amy Martin)
 - a) Elections are over. 10.38% turnout. Ties are still being settled.
2. Co-Chair for Communications
 - a) Admin meetings:

Student Services

USS Advisory Committee

Advocate Advisory Board

OpenCUNY Board

Governance Task Force

EDLAB

Student Tech Fee

Meeting with Student Affairs: JP and CN are recipients of the Vice-Chancellor's Excellence in Leadership Award!!! Congrats to them both; CUNY sexual violence climate survey: GC is leading in survey responses; GC apartments: "everything has been taken care of" with respect to issue with bed bugs; inspected adjoining apartments (also above and below), also inspected common areas including laundry room; won't disclose name of individual or apartment number due to privacy reasons; follow-up was sent to residents explaining next-steps, including a link to NYC gov about bed-bugs; putting up an FAQ that will go to all residents and also be part of information packets for new residents; Conference presentation funds: looking for ways on how this can be better; pass on any more suggestion on to SA; Childcare office has been informed about possible defunding; CISI (international travel) insurance rates went up very minimally; Error repeated this year with health insurance deductions: some money (above and beyond what's deducted) was deducted from paycheck for coverage for 50 students with individual coverage and 10 students with family coverage, all who were affected were adjuncts; whatever was taken out will be reimbursed, emails sent already to affected students

Grad Council: Budget: any outstanding obligations will be met; will be in the hole again next year; some mandatory costs will continue to go unfunded in FY 17; encouraged members to keep lobbying policy-makers; predicts that FY 17 will be last FY in which we deal with difficulties; Capital projects: memo will be sent

- out soon about building projects; the \$6 million that was received 5-6 years ago for the 9th floor build-out is still secure, and talking to architect now for a more cost-efficient build-out; rehabilitating elevators; 1st-floor restrooms; IT infrastructure etc. are on the list; Good news: went over honors and awards received by faculty and students; Announced the hiring of new Provost (Joy Connolly); will start on August 1st; There was a vote in grad council for changes to gc, two items proposed: providing adequate notice if governance documents were to be revised. Not sure if passed or not. The second item is language on finding presidential search. Only included central line faculty and CS raised great questions about the lack of affiliates. It was tabled to an upcoming meeting.
- b) Housekeeping
Transition memos; be sure to store these in your shared folders on the S drive; Committee meetings audit continues; need to hear back from SS still to verify meeting dates for the year; will audit ad-hoc committees once done with standing committees; Will be discontinuing the DSC-Announcements listserv in the summer in 2 steps: first send an email on the listserv asking all who want to subscribe to the DSC-L listserv to do so (if they aren't already on there), and give them 2 weeks to do so; after that time, send a final message on the listserv and discontinue it by June 30th; Reminder: we will have a Steering transition meeting in June; keep a look-out for a Doodle poll; Sign the card for Louise please; HS circulates card and encourages everyone to sign a note of thanks
 3. Co-Chair for Business (Jennifer Prince)
 - a) Receipt Deadlines: Grant recipients notified via Teddy, will send out another email to reps and chartered org. leaders
 - b) Business Office personnel: Ab Abraham retired. We will be working with Mario Benitez until he retires in July. After that, Althea Harewood. Also Catherine Daniel and Juan Carlos Plaza.
 - c) Website: We were going to transition to new server over Spring Break, but couldn't get it done, so I have suggested we wait until sometime between June 9th (after final receipt deadline) and June 23rd.
 - d) Housekeeping: Please remember to check off checks picked up (especially this time of the year there may be more than one node link for one check) and always check PayPal confirmation before people walk away with movie tickets
 4. USS Delegate (Cecilia María Salvi):
 - a) Will begin awareness campaign for ARC conference and looking for volunteers. USS funding is feasible because demands are fairly low; emphasizes requirement for next USS Liaison to build strong relationships with USS in order to request funding.
 - b) Board of Trustees: 6/27
 - i. Predictive Analytic Software system to support academic advisement adopted with two abstentions.
 - ii. CUNY Graduate School of Public Health and Health Policy- Created 4 academic departments and 2 institutes.
 - c) Board of Trustees: Fiscal Affairs Committee will meet 6/6
 - i. The Board will consider changes to its Guidelines for Eligibility for Service; Unclear why these changes are being proposed, but one will weaken student influence; DSC co-chair positions can continue to be for 3 years; I am working with USS to develop a response and clarify issues
 - ii. Effective Spring 2017

- iii. Changes from "good standing" to minimum 2.5 GPA.
 - iv. Addition: "Graduate/Law students may not serve in student government and/or any other student leadership positions covered by these Guidelines for more than a total of two years.
 - v. Addition: "Students may not serve in leadership positions at two or more CUNY institutions simultaneously but may hold a campus and USS position at the same time."
 - vi. Addition: "Any student who applies/petitions for graduation is ineligible to run for a leadership position unless (s)he has been accepted into a graduate program at the same college or it is determined that the student has not fulfilled the graduation requirements."
 - d) USS Plenary: 4/17
 - i. Changes to the Scholarship Application were unanimously approved
 - ii. Credit limits have been eliminated for undergrads and grads
 - iii. Letter of recs reduced from 2 to 1
 - iv. Rachel Chapman, USS Alternate, gave a presentation on the MOE bill and collaboration between CUNY and SUNY Committees
 - e) Etcetera's
 - i. Diversity Conference, scheduled for May 12-14. Beautiful Trouble will be training us.
 - ii. Followed up with CCSD and Chris Rosa regarding a meeting with VC Brian Cohen to advocate for off-campus Assistive Technology for GC students. The letter has not been sent.
 - iii. I met with Fernando Araujo, USS Executive Director, to propose changes to the USS Constitution, specifically regarding: Vice Chair duties; Committee duties; and Fiscal Affairs guidelines. This will be in the form of a resolution rather than by-law changes because of the timing.
 - iv. I am working on getting the last bit of funding from USS for: DSC server and parties.
 - 5. UFS Liaison (Liza Shapiro)
 - a) UFS has not met this month. Next meeting is May 17th where elections will take place
- IV. New Business
- 1. Steering Goals: Steering members discussed their goals for the year and whether or not they were accomplished.
 - 2. Off-campus student for Student Tech Fee Committee
 - a) HS introduces this point when off-campus issues became pertinent this academic year at the STF meetings.
 - i. Possibility of off-campus student on the committee
 - ii. JR brings up the diversity of off-campus student needs and how the tech fee can only go so far
 - iii. LS brings up possibility of Outreach position taking this on . HS responds that this means we would only choose one DSC rep and 2 alternates
 - iv. TM suggests that the OLT makes more of an effort to make sure that every rep is aware of upcoming meetings. HS brings up how off-campus have unique needs. JP say that DSC wants greater student involvement, maybe those from off-campus can serve on various committees.
 - 3. May Plenary Logistics

- a. JP would like Officer position slides to have both the DSC constitution/bylaws on the position and also it would be great if each could prepare a small blurb about sorts of tasks involved. LS asked how many bullet points. JP - very few.
4. Steering Discretionary
 - a. JP moves to allocate \$150 from Steering discretionary toward food and desserts for our final meeting. TM seconds. Passes unanimously.

5 minute break taken.

Meeting restarts at 8pm.

V. Steering Officer Reports

1. Officer for Funding (Teddy Maghrak)
 - a) Approved one revision from the last round for \$200, making the total number of events funded 36, and the total amount funded \$21,451.81.
2. Officer for Governance & Membership (Kyla Bender-Baird)
 - a) Membership
 - i. New members: Kwan-Lamar Blount-Hill, Criminal Justice Program Rep
 - ii. Contacting runner-up for open Psychology program rep seat
 - iii. We have 77 seats and 76 reps in good standing
 - b) Governance
 - i. Constitution and Bylaws Committee decided not to meet in May since wouldn't have time to propose and vote on any changes and have already had a very productive year.
 - ii. The Constitutional Amendments we voted on at the April plenary still need to be ratified.
 - c) Attendance at May 5pm Plenary
 - i. The attendance spreadsheet is deteriorating and the formulas no longer seem to work. What back up plan can we put in place for the May 5pm plenary?
 - ii. TM feedback - print out and cross out names for taken clickers.
3. Officer for Health & Wellness (Charlotte Thurston)
 - a) Sent follow up to cuny central regarding winter break cut off in coverage to community college adjuncts, because they didn't respond to the first one.
 - b) Wellness festival:
 - i. Successful, people used massages and took cups, though it was a little quiet this year.
 - ii. Included slides by Jimiane that included some things said in mental health narratives and in survey
 - iii. will tweet about asking people to take pics of themselves using mugs with hashtag GC food for grads
 - iv. Able to hire massage therapists independently
 - c) Continuing to solicit mental health narratives from GC students in order to share in an effort to reduce stigma surrounding mental health and to have information with which to advocate to administrators
 - d) Started work on annual Health and Wellness survey, will likely have one more committee meeting to cover editing the questions for that. Feedback welcome: the DSC has done a lot of surveys this year so I don't want to overwhelm people:

this is something that carries over from previous years because it allows us to give feedback to various administrators.

- e) Sent an email out to safer sex point people to make sure they pick up materials from the office: sent email to Ashley to ask for more materials, and sending letter to state to see if SC can independently from the Wellness Center receive Safer Sex materials like dental dams
 - f) Planning finals relief stations with Carlos (more about that in his report)
 - g) Continuing to try to solicit resources on sliding scale and NYSHIP providers.
 - h) Beginning to create transition memo for next officer with contacts and will let contacts I have know about new officer coming in
4. Officer for Outreach (Saiful Saleem)
 - a) No report submitted
 5. Officer for Student Life & Services (Carlos Camacho)
 - a) Meditation sessions running well
 - i. Call Edward
 - b) Coffee and Essential Oils successful
 - c) Final Relief Stations forthcoming
 - i. Questions about them
 - ii. JP: They are in the library because that is where students are during finals week. Now, that students know of this, maybe having them in 5414 might be fruitful
 - iii. AM what else are you thinking of offering that can't be done in the library. CC: music, more space, scents. Maybe a split between library/DSC space
 - iv. Poll to go around for help
 6. Officer for Technology & Library (Jeremy Randall)
 - a) IT Meeting will be held on May 11
 - b) Chartered org computer was taken - AM - some communications errors. One was just left with a note.

VI. Announcements:

1. JP is running around Prospect Park and then down Ocean Parkway to Coney Island on May 21st. If you live near there, JP would love to give you a high five as she triumphantly trots by.

VII. Adjournment

1. Meeting is adjourned by unanimous consent at 8:20pm.