

Steering Committee

Minutes

June 1, 2017

Plenary

Present: Andrew Alger (AA), Shoumik Bhattacharya (SB), Carlos Camacho (CC), Nicholas Glastonbury (NG), Raj Korpan (RK), David Nagy (DN), Teresa Ober (TO), Javier Otero-Pena (JOP), Alison Parks (AP), Marlene Ramos (MR), Jeremy Randall (JR), Cecilia Salvi (CS), Liza Shapiro (LS), Hamad Sindhi (HS), Charlotte Thurston (CT), Anais Wong (AW)

Executive Committee

Steering Committee

Absent: Tellisia Williams (TW)

Constitution and Bylaws

HS calls the meeting to order at 12:15 PM.

Grants

I. Approval of Agenda

LS moves to approve the agenda with the following emendations:

Health & Wellness

Add new business item number 9 "New Representative Petition"
Add new business item number 10 "Allocation Safety Net Requests"

Outreach

CS seconds. Motion passes unanimously.

Student Services

II. Approval of Minutes of May 5, 2017

USS Advisory Committee

JR moves to approve the minutes. DN seconds.
Motion passes unanimously.

Advocate Advisory Board

III. Executive Committee Reports

OpenCUNY Board

a. Co-Chair for Student Affairs (Cecilia Salvi)

Governance Task Force

34/46 chartered orgs currently active. Waiting on information from a few others. New leadership was found for EMIG, but 5 groups (American Studies, Public History, Frame, Prison Studies and Nature, Ecology and Society) might be dechartered next semester.

EDLAB

Because of the difficulty in having leaders complete the Title IX training, I've made recommendations to Student Affairs, including that Matt Schoengood's office send out the Title IX training notice.

Student Tech Fee

PSA renewals due today.
The process for OpenCUNY hiring is underway.

Questions for CS:

NG: Which OpenCUNY coordinator is being replaced?

CS: Christine Nadler, because she is graduating.

b. Co-Chair for Communications (Hamad Sindhi)

No news to report.

c. Co-Chair for Business (Liza Shapiro)

Office hours during summer: Steering 1-2 a week, Executive Committee 3 hours a week

Submit your receipts no later than June 15th (if it's possible)

Please return your keys to me

Steering transition meeting/lunches will have budgets

d. USS Delegate (Tellisia Williams)

No new business to report.

USS submitted request to have funds made available to the DSC. We are still waiting? (Liza any update from the business office?)

e. UFS Liaison (Teresa Ober)

Since the last plenary, I have been in contact with the current UFS Secretary to make sure that the email for the UFS Liaison to the DSC is on their email listserv.

The UFS Enrollment Management Committee Report is now available. Anyone interested in learning more should contact the UFS Liaison. It contains some further details about the Excelsior Scholarship and a \$200 increase in tuition for senior colleges, the latter of which will be voted on by the BOT in June. This increase will likely pass as the university has already agreed on a plan to increase tuition by a maximum of up to \$250 each year over the next five years.

IV. Steering Officer Reports

a. Officer for Funding (Javier Otero Pena)

Nothing to report.

b. Officer for Governance & Membership (Alison Parks)

Governance: The Constitution and Bylaws Committee met on May 10 and we voted on changes to the bylaws and constitution. Particularly, Article III.2.3 to clarify some language about at-large representatives, Bylaw 3.4.b on the membership of the outreach committee, and Article IX.1 about the process of amending the Constitution. Since these changes were voted on without enough time to bring them to the body, we will proceed with this first thing next year.

Membership: Nothing to report!

c. Officer for Health & Wellness (David Nagy)

The end of semester rest station went well. Every slot for massages was filled both days.

d. Officer for Outreach (Nick Glastonbury)

We should consider making the CUNY Clear workshop on "Airport

Travel" a yearly event for the spring semester as there are always international students travelling home and people heading off to do fieldwork.

f. Officer for Student Life & Services (Carlos Camacho)

Our last event, the self-defense course, was well attended and the person who ran it has agreed to do it again.

Transition memo is in progress.

e. Officer for Technology & Library (Jeremy Randall)

Nothing to report.

IV. New Business

a. Steering Discretionary Budget (16-17 SC)

HS: This is a voting item for old members, but new members have voice.

LS: I would like to provide room in the budget for anyone who spent more than budgeted on outgoing officer gifts.

AP: I spent about 62 dollars over budget to pay for shipping on the gifts for outgoing representatives.

LS moves to add up to 63 dollars for the gifts for outgoing reps to cover going over budget.

JR seconds.

Motion passes unanimously.

b. Appointment of New Steering Officers

HS: The tradition is that we appoint by consensus. If you are particularly interested or have strengths in a domain, we ask that you list that as a first choice and then a second choice. Would people like to give more description of the domains?

JOP: Discusses the duties of the Steering Officer for Funding which include coordinating grants committee and supporting students in their search for funding.

LS: Adds that the Officer for Funding works closely with the CCB, bear that in mind.

AP: Lists responsibilities of OGM and says she will fight to the death to keep position.

DN: Officer for Health and Wellness hosts events that promote health and wellness including the finals relief station, navigating NYSHIP workshops, keeping up safer sex supplies, and coordinating with the Wellness Center to host the Wellness Festival. Overall, it's a broad position so you can feel free to do what you want.

CT: You can also talk to administrators in charge of health and insurance issues to make them advocate more for students.

NG: Outreach is also a nebulous position in charge of dealing with international students concerns and incorporating/reaching out to PhD students whose programs are not hosted at the Grad Center like most of the BENCH sciences. The mandate is fairly broad. This semester the focus has been on the international students' side of thing but you are free to develop it with your committee as you see fit. You can also put pressure on the Office for International Students when they're not doing their advocacy job.

CC: Also very flexible. Last year I focused on meditation/aromatherapy, this year given the concerns of students we focused on self-defense.

Focused on creating website of resources, here to provide services for students and make their lives easier. Basically be available to students to make their life better!

JR: On this position you serve on various committees, most importantly, the Student Tech Fee committee through which you can advocate how the money gets spent. You'll also work with the

librarians and student tech concerns, especially, next year, you'll have to deal with the onset of CUNY First.

HS: Reminds new steering members that all the domains except for Library and Tech have a committee that they are responsible for chairing.

New At-Large Steering Members list their preferences as follows:

AP: OGM

ME: (1) Outreach (2) Tech

RK: (1) Funding (2) Tech

SB: (1) Outreach (2) Funding

AA (1) Funding (2) Health and Wellness

AW (1) Outreach (2) Student Life and Services

Discussion Leads to the following consensus:

Funding: Raj Korpan

Governance: Alison Parks

Health and Wellness: Andrew Alger

Outreach: Shoumik Bhattacharya

Student Life and Services: Anais Wong

Tech: Marlene Ramos

DN moves to appoint the new steering officers to the above mentioned positions. JOP seconds. Motion passes unanimously.

c. Appointment of Executive Committee Officers to Graduate Council

HS moves to appoint CT, TO, LS, TW, NG, to graduate council executive Committee. DN seconds. Appointments approved unanimously.

d. Appointment of Co-Chair to Executive Committee of Graduate Council

HS moves to appoint LS to the EC of the Graduate Council. CS seconds. Motion passes unanimously.

e. Succession of Steering Officers to Graduate Council

HS: In case TW cannot make the meeting, we are making a list of alternatives. Are there any volunteers?

Steering members volunteer in the following order of succession: SB, RK, MR, AP, AA, AW.

LS moves to ratify this succession. JR seconds. Motion passes unanimously.

HS adjourns the meeting for a 15 minute break. HS reconvenes the meeting at 3:13 PM.

f. Appointment to Standing Committees

New Committee Members are selected as follows:

Funding (Grants Committee)

1. Jennifer Ware (philosophy)

2. Rachel Bogan (soc)
3. Ian Haberman (Econ)
4. Amanda Tapia (Linguistics)
5. Kyueun Kim (Theatre)
6. Jason Nielsen (English)
7. Ana Perry (Art History)

Governance (Constitution and Bylaws Committee)

1. Cecilia Salvi (Anthro)
2. KBB (Soc)
3. Hamad Sindhi (Soc)

Health and Wellness Committee

1. Alicen Weida (French)
2. Riana Green (Chem)
3. Rachel Bogan (Soc)

Outreach Committee

1. Aishwarya Bhattacharjee (Bio)
2. Leah Persaud (Bio)
3. Irena Parvanova (Bio; At-Large Rep)

Student Life and Services Committee

1. Kyueun Kim (Theatre)
2. Hamad Sindhi (Soc)
3. Saira Raifee (Poli Sci)
4. Riana Green (Chem)

Technology (No Committee)

USS Advisory Committee

1. Jason Nielson (English)
2. Carlos Cuestas (Music)
3. Shawn Simpson (Philosophy)
4. Cecilia Salvi (Anthro)

Governance Task Force

The first three members are Structure Committee members

1. Ola Galal (Anthro) [Note: Declined as of 08/10/2017]
2. Hamad Sindhi (Soc)
3. Cecilia Salvi (Anthro)
4. Kyla Bender-Baird (Soc)
5. Jason Nielsen (English)
6. Carlos Cuestas (Music)
7. Alison Parks (Poli Sci)
8. And all Exec Committee Members

CC moves to ratify the above committees. NG seconds. Motion passes unanimously

V. Approval of the list of acceptable media for 'in-writing' notifications
HS: Previous list of acceptable media for in-writing notification includes: Electronic communication, postmarked mail.

Discussion of possible changes to this rule.

CS moves to keep the current list for in-writing notifications. SB seconds. Motion passes unanimously.

VI. 2016-17 Room Reservation Policy

NG: Have there been any complaints about the current policy?

CS: No, we've only had to review one exceptional case this semester. It's something we only have to deal with once or twice a year. Most groups are able to deal with the exception that they have been given.

LS: As steering, room reservations are something that you will deal with on a daily basis. It's really important therefore to have a policy that we all understand and that we all think is helpful to students.

TO: Liza brings up a good point, and ask/remind steering that exceptions to the exceptions can be brought to steering so if there is a situation where the exception is not enough, an event organizer can ask for that.

MR: What does it look like now? Can anyone reserve rooms or only Chartered Orgs?

CS: Anyone can do it.

RK: What prevents students from just repeatedly requesting rooms? How do we check that.

CS: Constant vigilance.

SB: Asks for clarification about the current room reservation/exception Policy.

CS: Everything will be explained in detail at your transition meetings and office hours trainings with LS.

JR moves to accept the policy as is. LS seconds. Motion passes unanimously.

VII. New Representative Petition

AP: Theatre did receive any nominations in the spring election and thus did not create a seat. They have subsequently submitted a petition with the correct number of verified signatures.

AP moves to create a seat for Program Representative for Theatre to be led by Kyueun Kim. CS seconds. Motion passes unanimously.

HS: Moves as Chair to add new business item Number 11 "Steering Officer Oath." CS seconds. Motion passes unanimously.

VIII. Program Allocation Safety net

LS: This is business for old steering.

Theater needs an addition \$12.32 to cover flowers for their APO, coffee, and other supplies because most of their Program Allocation went to their large performance event.

Urban Ed is asking for money to send money to a scholarship fund. The rep has not yet provided a number, but I ask that we allocate no more than \$250 to this.

LS moves that we approve this. NG seconds.

DISCUSSION:

CS: Since they haven't given you a budget, I would be more comfortable giving only half of that amount to Urban Ed as they're able to get more funds from other sources like USS. Makes a motion for a friendly amendment to the motion.

Motion passes unanimously.

IX. Oath of New Steering Officers
Everyone takes the oath.

X. Announcements
HS: Everyone has welcome letters from old steering members with tips and tricks for how to take care of yourself. Please read them and consider them. You're all student leaders now which comes with a great deal of responsibility and expectations.

LS: Current steering members, please keep a look out for emails from me in case we need to vote on things via email and also to test the new website.

HS: Please meet up with the former leader of your domain to have lunches and transmit.

DN: Selling furniture.

JR: Please drink with us after the meeting.

XI. Adjournment
HS moves to adjourn at 4:15. NG seconds. Motion passes unanimously.

Meeting is adjourned at 4:15 PM.