

Steering Minutes November 2, 2018

Plenary

Attendance: Andrew Alger (AA), Shoumik Bhattacharya (SB), Elena Chávez (EC), Rod Hurley (RH), Raj Korpan (RK), Teresa Ober (TO), Alison Parks (AP), Ana C. Perry (ACP), Marlene Nava Ramos (MNR), Jason Nielsen (JN) Anaïs Wong (AW)

Executive Committee

Steering Committee

AP calls the meeting to order at 4:38 PM.

Constitution and Bylaws

I. Approval of Agenda

Grants

Teresa Ober (TO) moves to approve the agenda with emendations. First, to strike item B (“Constitution and Bylaw Changes”) and in its place, add a new item B (“Nominations for Two Student Representatives on the Hiring Committee for the President of the Graduate Center”).

Health Issues

Media Board

Elena Chavez (EC) would like to add under new business to release an open letter that was written by international students to be circulated on behalf of international students via DSC to GC administrators.

Outreach

Student Services

Ana C. Perry (ACP) seconds the approval of the agenda. All voted in favor. The motion passed unanimously.

Participatory Budget

II. Approval of Minutes of

A. September 7, 2018

Alison Parks (AP) requested a series of changes viewable through the link here. Rod Hurley (RH) moves to approve the minutes. TO seconds. Jason Nielsen (JN) moved to approve the minutes adding his name and Shoumik Bhattacharya’s (SB) name to the attendance.

B. October 5, 2018

ACP moved to approve the minutes. Andrew Alger seconds. JN moved to add his name and SB’s name to the minutes. All were in favor of approving the minutes.

III. Executive Committee Reports

A. Co-Chair for Student Affairs (Alison Parks)

Nothing to report.

Questions:

Raj Korpan (RK): How many chartered organizations are active?

AP: I'll send you an updated list, but you can also view their status on Works.

RH: Are the ones that aren't active in the process of acquiring signatures?

AP: Yes, some have signatures but no reports. Others have reports and are in the process of getting signatures. Additionally, the SPARC online training link is broken.

SB: We did receive an email stating that it was broken.

AP: CUNY Central did something with blackboard that broke down the online training module.

TO: I would like to set up tabling in the lobby

AP: I sent out an email to OSA to request tabling dates. I will update you when they let me know their availability.

B. Co-Chair for Communications (Teresa Ober)

Recent Past Meetings

October 24: Graduate Council Meeting

- Issues discussed include:
 - President Robinson announced he would be leaving the GC and provided some general vague updates regarding the appointment of an interim

October 25: Graduate Council Student Services Committee

- Issues discussed include:
 - Title IX concerns
 - Use of technology and library resources and space
 - Election of Committee Chair: The committee nearly reached quorum, and if phone presence (thanks, Marlene!) counts, then I was elected chair.

October 25: DSC EC Meeting with GC Provost

- Issues discussed include:
 - Late payment to international students
 - Health services
 - Budget priorities
 - 5th Year GTF/WAC Fellowships
 - Master's programs and hiring of new administrators

October 29: DSC EC and Officer for Library and Technology Meeting with IT

- Issues discussed include:
 - IT Budget
 - CUNYFirst

Upcoming Meetings

- November 8: Middle States Steering Committee Meeting
November 13: Meeting with GC President and Provost
- November 16: Meeting with OSA
- November 27: Executive Committee of Graduate Council
- December 14: Meeting with Assessment Dean
- December 14: Meeting with Library

Announcements

-Please help post signage for the DSC PB initiative. The deadline to submit proposals is November 15, so make sure to encourage people to submit! You should all also consider submitting a proposal if you have something in mind. The online submission system for the DSC Participatory Budget Initiative has opened. You can find more details on the here: cunydisc.org/grants/participatory-budget/.

-As you all have learned, Provost Connolly will be assuming the role of Interim President of the GC.

-Sheehan Moore, on behalf of the Adjunct Project, has extended an invitation to DSC leadership to attend the Adjunct Project's 25th anniversary celebration. It is taking place next Friday, November 9th at 6PM in room 5414.

-Luke Elliot-Negri has extended an invitation to the DSC Steering Committee members to attend the first session on bargaining for graduate student funding next Wednesday, November 7, from 9:00 AM-12:30 PM. If you're interested, let me know. As a heads-up, it is a somewhat "formal" event in that attendees are expected to dress professionally and be there the entire time.

Questions:

EC: PSC is inviting all students who will be affected by WAC changes, not just 4th year students.

SB: Graduate Students are being invited as well because this is the first bargaining meeting addressing graduate student demands (i.e. GAB, GAA, adjuncts, etc.). Students must be on time in order to use the entrance of the administration as a moment to show power in numbers.

C. Co-Chair for Business (Raj Korpan)

- Fall student activity fees transferred to DSC account-we have money!
- All the stipends and reimbursements for June-October have been processed! Please submit your November stipend requests
- College Association meeting will be set up shortly where approved DSC budget will be presented for CA's review and approval
- PB committee and process convened - deadline is 11/15 (will probably be extended)
- DSC website transitioned from one GC server to another - migration off of GC servers coming soon (by end of November)
- If you know anyone who would like to serve on a Graduate Council committee or as an alternate for one, please let me know

- Made payment for Fitness Classes, DSC's fall contribution to the Petrie Fund (about \$18K in fund now), and DSC's fall contribution to the Child Learning and Development Center

Questions:

JN: Two questions: how many Grad Council committees are there?

RK: Yes, there are a number of committees

JN: What is the status of the lockers? I just saw an email today regarding confusion on lockers.

RK: I am speaking with students individually to address their issues

MNR: Is it possible to put together an email inviting new students?

RK: Can bring that up with the chair of the Committee on Committees.

RH: Question about fitness classes cost?

RK: \$2,500 is the DSC's contribution. Don't know the full cost of the fitness classes.

ACP & RK: The money goes towards instructors and students pay less than the rest of the GC community. This money is derived from fees and the Student Services supplements the rest, likely DSC funds 70% of the cost.

RH: I am asking these questions because I'm interested in possibly funding a fitness room

TO: Years back the GC did have a fitness room, alternatively we can also set up discounted rates with outside gyms. In regard to Grad Council Committees, it is true that lack of student awareness is leading to lack of participation so maybe we can set up an awareness campaign

AW: Even where new students were elected, Grad Council did not appropriately inform them of upcoming meetings.

SB: Maybe we can reach out to EOs and APOs to do the outreach.

RK: It's a lot of labor, the Governance Task Force is setting up way to reach out to more students at the beginning of the year by building a list of students who are involved in program governance (e.g., program committees)

EC: In my department, the EO may be the best person, but we have to figure out other ways to send out official announcements to all students.

D. USS Delegate (Rod Hurley)

October USS Plenary - 10/21 - Baruch College

- Final meeting for outgoing steering committee.
- Resolution to recognize former Executive Director Fernando Araujo's work
- Approved the appointment of Cyrille Njikeng as Executive
- Resolution to support an initiative by Baruch College USG to change the name of the 23rd St. MTA station to 23rd St. - Baruch College
- USS is in support of the CUNY Rising Campaign to expand ASAP.

New Steering Committee Elected

Chairperson - Harris Khan (City College)

Vice Chair of Legislative Affairs - Zunera Ahmed (Brooklyn College)

Vice Chair of Fiscal Affairs - Razieh Arabi (Baruch College)

Vice Chair of Graduate Student Affairs - Roderick Hurley (The Graduate Center)
Vice Chair of Senior College Affairs - Farbod Moghadam (Queens College)
Vice Chair of Community College Affairs - Latasha Lee (Bronx Community College)
Vice Chair of Evening & Part-time Affairs - Daisy Flores (Lehman College)
Vice Chair of Disabled Student Affairs - Leonard Blades (School of Professional Studies)
Vice Chair of International Student Affairs - Greshawna Clement (Medgar Evers College)
Vice Chair of Technology Fee Affairs - Michael Betancourt (Queensborough Community College)

Board of Trustees meeting on 10/29

- Executive session
- Approved the appointment of Provost Joy Connolly as interim president of the Graduate School and University Center effective December 8, 2018
- Reduction of the graduate application fee from \$125 to \$75
- All BOT meeting documents and video archives can be found [here](#).

Events/Meetings

- 10/12 - USS Scholarship Awards Dinner
- 10/19 - Disabilities Conference - Keynote speaker from the Office of the Mayor spoke about internship opportunities for students with disabilities.
- 10/25 - Baruch College Graduates Students Council - To establish communication and hear concerns
- 10/29 - School of Professional Studies - Launch of online student paper - [The Kiosk](#)
- 11/02 - CUNY Central Budget Request Meeting - Met with Senior Vice Chancellor, Matthew Sapienza, to provide student input for fiscal year 2020 budget request that will be presented to BOT committee on 11/19.
 - Opposition to tuition increases and excellence fees.
 - Support for master's students.
 - Increased funding for counselors and advisors
 - Increased funding for opportunity programs

Announcements

- 11/08 - USS Annual Awards Dinner at CCNY
- 11/12 - USS Annual International Student Conference 2018
Medgar Evers College 1650 Bedford Ave Brooklyn NY 11225
10:00 AM - 2:00 PM
Register here: <https://goo.gl/forms/Fg8pKorP8l9PflnT2>
- 11/19 - BOT Committee Meetings - 205 East 42nd Street - 7th Floor
- 12/03 - BOT Public Hearings

Questions:

AW: Is it true that being interim president would potentially disqualify Joy Connolly from being President?

AP: Chase was the interim before becoming President.

RK: If she is the interim president will we need interim provost?
SB: There are at least 4 new humanities programs starting next year.

E. UFS Liaison (Anaïs Wong)

The upcoming UFS plenary on Tuesday, November 6th.

ACP and I met with the Title IX Coordinator Edith Rivera last Friday. The meeting will be discussed in more detail later.

Questions:

None

AP: Calls for a break 10-minute recesses session at 5:08PM. The meeting was called back to order at 5:17 PM.

IV. Steering Officer Reports

A. Officer for Funding (Andrew Alger)

- On Friday, November 2nd, the Grants Committee met at 10:00 AM to review six new grant proposals. Four proposals were approved and two were returned to the proposer with requests for revisions. At this meeting, \$2,650 were allocated.
- The Start-Up Grant subcommittee also approved up to \$200 for the Colombian Studies Colloquium held on Friday, October 26th.
- The total funds allocated this semester are \$7,129.00.
- Jason Nielsen and I will be working later this semester and next on making more information about past grant recipients accessible to applicants in a clearer and more comprehensive fashion.
- Payment was made to Ellen Zitani for the purchase of 5 copies of her book, *The Envelope System*, for the DSC library. Payment was made in the amount of \$50 via Zelle. The remaining \$10 allocated from the Steering Discretionary funds will be used to pay for return shipment of the remaining copies of her book, pending the decision of the History department to purchase a number of them.

Questions:

RK: The Envelope System - another group of students reached out to RK about setting up their own event with them.

AA: Which group? Chartered organization or department?

RK: I don't remember, I'll get back to you.

EC: is there a limit of grant applications per program?

AA: No limit

TO: Is there a different review process for grant applications which are reoccurring?

AA: That is still to the discretion of the committee. While it is true that some programs have long standing and reoccurring conferences, but that has not precluded new ideas from other students. For now, it will be left at the discretion of the committee.

RK: We do ask grant requestors who come back on a recurring basis whether they have considered looking for other sources of funding. No reason to penalize them for trying to do good.

B. Officer for Governance & Membership (Jason Nielsen)

Membership:

- New members (voting): Jelena Begonja and Kutay Agardici for MALS
- Off the body: Anthony Capote (Sociology) for 2nd absence
- Special election: Audiology run-off (in process); Physics nominations (in process)
- Open (live) seats: Audiology, Physics, Sociology (contacting runners-up), 1 At-large (contacting write-in candidates soon)

Governance:

- First C&B meeting on 10/29. No changes at this time. Second meeting will be scheduled soon.

Questions:

RK: For the at-large seats, it says you are contacting the “write-in” candidates, does that mean we have run out of the other candidates?

JN: Yes

RK: Last year, steering came up with a list of names. If we are unsuccessful with the write-ins, we can resort to do that.

C. Officer for Health & Wellness (Ana Perry)

Nothing to report.

Questions:

None

D. Officer for Outreach (Shoumik Bhattacharya)

- Speaking one-on-one with international students stressed out by funding issues, namely with first year students who are unaware they have emergency loans.
- The students had different issues, there seemed to be multiple glitches in the CUNYFirst system, or at least the offices blame the new website for most issues.
- I have been working with students, such as those in LAILAC, to get people to know about the funding and financing issues internationals are facing through resolutions, open-letters and hopefully an issue of the advocate.

Questions:

EC: Did the first-year students know they had loans?

SB: No

RK: Is it a language barrier issue?

SB: No, the word loan is not in any of the information they received. I had to open several tabs to learn they had a loan.

E. Officer for Student Life & Services (Elena Chávez)

- The first session of self-defense class was a success. Seventeen students showed up. Small water bottles were provided. This helped everybody to stay in the room during the 45 minutes of class.
- On Thursday, November 1st, the second session of Board Game Night happened. Seventeen students showed up. We suppose it is because this is a complicated moment in the semester. Also, there were two entertainment events happening in the building.
- We have two more events planned for student for November and December: a second self-defense class for LGBTQ and gender non-conforming individuals and the last board game night on December.

Questions:

AA: I noticed that earlier today that an individual placed a sign “Gender Neutral” on the Men’s bathroom.

AP: it is a temporary change for the Happy Birthday Marsha screening. It’s been torn down twice.

JN: Do we need more games?

EC: Yes, we still need to figure out ...

RK: You can also use discretionary funds, and you can consider placing them in the main lounge instead of in the student room.

AP: Calls for a brief recess at 5:30 PM and calls the meeting back to order at 5:42 PM.

F. Officer for Technology & Library (Marlene Nava Ramos)

On October 24, the DSC and Ad-Hoc Library Committee (ALC) met with Keith Wilson

- The installation of software into Virtual Desktop is still under legal review and being handled by CUNY Central.
- We inquired about viewing an IT Services budget and were asked to speak with the Budget department for a copy of this information.
- We learned that the first phases of his work aim to deliver art installations and programming that revamps the Mena Reese Library and first floor of the Graduate Center, including the James Art Gallery, the Segal Theater, first-floor cafe, the second and concourse level of the library. These projects are commissioned on an annual basis by individual donors, are intended to help cultivate relationships with new donors. The goal is also to use these installations and programming to create increase the Graduate Center’s visibility and invite the public into NYC’s greatest public university.
- The later phases of his work include making structural/ physical changes, such as possibly tearing down walls, adding a bar, installing new doors, reorganizing the layout, relocating the circulation desk.

- While he confirmed that meeting student needs go beyond his office's scope, he agreed to use his position in order to address our library resource gaps, whether through including them as part of an art project, sharing unused funds, or advocacy with the GC administration and potential donors.

On October 27, DSC met with IT Services

- IT services has three improvement capital projects, commissioned by the city and/or state: 1) installing new computers for staff and faculty, 2) new PowerPoint projectors for GC classrooms; and 3) are currently seeking to replace teaching stations (podium and stand for electronic equipment) in GC classrooms. IT Services makes decisions on capital project submissions based on query data
- IT installed iMac computers on the first floor on behalf of the Center for the Humanities. These are equipped with web browsing only, and no other software.
- IT Services continued conversation with planners of the 20/20 plan and were given of a February deadline to transfer computers from the basement to the second level -- IT Services will likely need a week for the transfer.
- We learned that the Segal Theater and Center for the Humanities helped to secure funding from a private donor for new lighting installation in the Segal Theater.

On October 30, the Ad-hoc Library Committee met and decided to:

- In addition to learning about the project with IT Services, reach out to Chief Librarian to learn more about her department's position
- Look for a student who can write an article on the *Advocate*
- Use IT student blog in order to make communication with GC administrators public
- Develop a list of follow up questions for the Center of the Humanities

On October 31st, I met with the Library Committee of the Graduate Council and learned that the Chief Librarian will begin conversations with NYU and Columbia in order to develop a consortium independent of the NYPL. Also, the IT Helpdesk continues to be a void and a burden on library staff.

I've been in communication with Theater Program students and project assistants regarding the 1968 sit-in event in the library. We have been invited to participate in a meeting with Provost Connolly, as student representatives.

Questions:

TO: Students have asked us to participate in the meeting with the Provost's Office

AA: They did come to the Grants Committee and asked for \$700; approved it with the stipulation that they would submit a more detailed budget. They are thinking of renting a live chicken they plan to interview

RK: They submitted additional information that seems to show that it is a student run event.

AP: I also want to express that it is good that it became clearer what their relationship is with other centers are during the grants meeting. As a collective body, we can advocate for the use of space. If anyone is interested in becoming involved, they are welcome to,

but the DSC itself doesn't have the capacity to become involved in this event by activating an entire group of people in support.

EC: Now that students want to use the space, that is great, but people are afraid of the consequences of using the space. I think that we should come up with a strategy because the use of the space is now quite divisive.

RK: Amir was at the Grants Committee meeting; however, I'm hesitant to let this be part of our negotiation process with the Provost.

MNR: I wanted to clarify that I spoke with students about how their project started and evolved. They are working with the Segal Theater and the Center for the Humanities. Their relationships to these various entities are still very unclear to me even though they have stated that this is a student led event. Intentionally or otherwise, it seems like their project was wrapped into the initiatives of the other officers and collaboration between Center for the Humanities and Segal Theater.

SB: I don't students having other positions at the GC should be held against them. I think we should allow performance art to happen in the building and it will be disruptive. We should limit our involvement and if we go to the meeting with the provost then we need to advocate for the DSC's positions on the library not for their event.

RK: Grant was not unanimously approved, but it was approved. Grants committee gives grant requestors the benefit of the doubt, if they say the event is student run then we believe them.

AP: This seems like the sort of event that the Provost is trying to shut down and that if we take a role in this role it should be to be hands off. If the students want to plan a disruptive event that highlights radical politics that's fantastic. They don't need our approval to do anything.

EC: It was not only an individual, it is the Theatre rep Mara Val de Rama who said that there are several students who are behind this. In support of the idea of not being involved in the project.

MNR: I wanted to confirm that I also provided my personal support (vs as a representative of DSC) of their program, but it did say that that their project is happening within a larger context of conversations with the administration. This is a bit of an awkward position considering that their project puts itself amidst unresolved conversations between students and the administration's first floor projects.

JN: When you collaborate with faculty, the line becomes a bit blurry. It is student-run, and we should give them the benefit of the doubt. In the spirit of the resolution, wonder if there is a plan to hold event after event after event.

AP: It would be a dangerous precedent to set that we approve certain art projects but not others. That really seems what the Provost is trying to do here. We need to refuse that stance. Period. Unless we see an instance of a project where there are no direct benefits to students, we should take a stance. However, the DSC should avoid taking a stance approving or not approving such projects.

SB: Firstly, I think AP just made things clear. We cannot choose. The DSC doesn't put its nose into any event. That is part of professionalization as well, so that people figure out how to run an event. We should think about it that way. On another note, my preference is for a more stimulating work environment, so I am not strictly opposed to the changes. I don't want a quiet space for study.

RK: Two things, going back to your report, are they planning to build an alcoholic bar near the auditorium?

MNR: Yes, Keith Wilson has verbally expressed that the later phases of the project can possibly knocking down the walls to open up the seating area/cafe, and a bar.

RK: Second, I believe they were initially thinking about doing this event in the Segal Center, but then realized that it wouldn't be disruptive enough and changed it to the library.

AP: Anyone wants to go to the meeting on Tuesday? AP, SB have both offered to go, but do not have an opinion.

V. New Business

A. Petitions for New Program Representative Seats

There were two petitions completed for students in the MALS program. This will be voted on during the upcoming plenary meeting.

B. Nominations for Two Student Representatives on the Search Committee for the President of the Graduate Center

AP presented on this topic. We will nominate two students to suggest to Office of Student Affairs. TO: moved to nominate Alison Parks and Raj Korpan. SB seconds.

AA: We're looking to nominate two students - are they required to be student government members?

AP: The CUNY general manual of the student body government stipulates that the student hiring committee representatives should be presidents of the student government, but do not need to be. Further, since we don't have a president, two co-chairs typically serve.

The motion was passed unanimously.

SB: Looked over the budget earlier. Considering the extra money that isn't being played around. SB: Motions to approve.

MNR: Seconds.

TO: Asks about reduction in enrollment and how that affects the budget

RK: This is definitely a trend

RH: Wanted to comment on the drop in the number of students, and the increase in the number of programs.

RK: Even though the number of programs has increased, the number of doctoral students has gone down.

SB: All of the earlier years, which had larger cohorts, are now graduating. Anticipates that there will continue to be more shrinking over time.

JN: It is hard to say, the intention with these new programs is for them to continue growing. I had heard that applications were lower than expected. Presumably there is going to be more programs created. It seems far-fetched the way things are going. Some programs have requested to increase the number of admitted students.

No further discussion. The motion was called to a vote. The motion passed unanimously.

C. Discussion of First Year International Payments

SB: I've been collecting stories from students about the payments for international students. Discussions with the office for international students have not been fruitful because they turn everything into an issue of visa. What do we do next? How do we make sure that this doesn't happen again? What recourse can we provide to students who face this issue?

AW: For students from certain countries, especially from sanctioned countries, the visa issue is very real.

MNR: Helpful to have it on paper for us to see what exactly the issue is, what it looks like, and a greater explanation of the problem.

SB: There are numerous problems that are hard to generalize.

AW: I don't think that this should become your job to deal with the first-years. This is the responsibility of the OIS and OSA to deal with this mess.

SB: I am mainly looking at it as their job. Most seem happy to talk to another international student.

JN: I don't have any particular suggestions or answers to that, but the letter that EC is circulating has three items about this.

AP: It is not your job to do this, but it is the administration's job to do this.

Unfortunately, based on conversations with admin, this is not just going to be this year, it is because of a lack of integration of CUNYFirst and the GLACIER system. They won't be able to issue advances that cannot be paid back.

SB: Some students who did get a loan, and had the funding subtracted, others did not. It doesn't seem to be an issue stemming from the country of origin.

AP: Keeping track of those inconsistencies is a good first.

TO: Met with Linda Asaro?? and she emphasized students not advise on other's visa. Might be effective to schedule a meeting with Linda Asaro and others there.

AW: The fact that it is going to be an ongoing problem. The urgent thing is for students to know that they are receiving a loan and that it is the responsibility of these Offices to inform them about this.

JN: Reiterate what AP say, just collect as much documentation as possible.

RK: I think that this is completely unacceptable that this is an ongoing problem. It is a system that anyone should be able to fix. The Provost needs to tell us exactly what is going on with this situation. It just cannot be this way. It should not happen this way next year.

AP: I think that the open letter that PSC sent to Provost about WAC got them to recognize that it is a bigger issue. Sending out this letter should gain more attention on this issue. If it's a computer problem, it can be fixed, they just don't want to.

AW: I just wanted to put it out there that the explanation wasn't just CUNYFirst that we were given when we met with the Provost. The way it had been done in the past, was to basically a backwards system where they had to pay themselves back when students were given an advance.

SB: We have reached out to the Advocate EIC about writing a series of articles from international students. Would work to make sure that these issues actually get out to the larger student body. The second thing that we have thought about doing is using connections to distribute the letter to CUNY Rising Alliance, as well as blog posts, and CU and NYU unions will soon be supporting this.

ACP: I motion to move item F of New Business to be item D, other items are moved down in the agenda TO: Seconds. There was no discussion. All were in favor. The motion passed unanimously.

D. Circulation of Letter of Letter on Behalf of International Students

The open letter can be accessed here: <http://cunydisc.org/2018/11/open-letter-from-international-students/>.

EC: Presented on the topic. EC moved for the DSC to send this letter out to CUNY Central, the GC Administration, the OFA, OIS, OSA, Provost, Diversity Office and the student body. AW seconds the motion.

SB: To clarify, this letter is what is going to go out to a lot of people, with the link. The other thing is if this is going to be sent out for people to sign-on. In all of the blogs, this will be the first comment with the link. We already have about 100 signatures.

TO: Just a practical question, when sending it out we should say the letter written by members of the student body is support in earnest by the DSC

EC: The way that we were discussing when the letter was written by members of LAILAC and others is that the Provost listened to students in a way that students who are independently speaking and expressing their testimonies.

RK: In the email that we send out about this letter, are we stating that we endorse this letter? Should we also add a link to our DSC resolution. I personally support stating we wholly endorse.

AA: Very minor correction to spelling error. IN terms of strategies for distributing, it will be possible for others to sign-on to the letter?

JN: To answer RK's question, the idea was that it was something coming from collective voice of students not necessarily from the DSC. In terms of strategy, how do we get to 400-500. Contacting student listservs, chartered orgs, etc. etc.

MNR: Want to clarify that this reads as a petition, more than an open letter. It is important and powerful to have it be a GC specific signing body. While good to have those in solidarity.

EC: Clarifies that when signing on to the open letter there is a distinction between within the GC and outside to show solidarity.

AP: The open letter form is fantastic, it has already shown to be something that can rattle the Provost and has seen success in other cases in Academia. Coming from us, anything that gets sent out from us indicates our stamp. Sincerely the Doctoral and Graduate Students' Council on behalf of students and the undersigned.

SB: I would like to keep this a letter. I am not petitioning the university to treat me normally, but I am just asking them to acknowledge that they have not. I think we need just one line about

TO: Affirms the letter form, just want to make sure that as a google doc someone is checking on it to make sure nothing gets changed in terms of content of the letter.

MNR: Suggests that you can have two separate google docs one with signatures and one with just the content of the letter so that it is not susceptible to be changed.

RK: We should definitely do the all student email. We should do this as a press release to news organizations.

TO: Point of clarification as the official spokesperson has contacts happy to share information about press contacts.

JN: Do you want faculty to also sign in support?

SB: It is an open letter and encourage all to sign.

AA: Is there anybody that certifies or qualifies people to work in international student offices? If there is some sort of organization of international student office workers that can be contacted as part of the strategy.

SB: The accreditation is so they can sign the form that allows the students to get visas. An accreditation given by homeland security that allows them to do a background check.

EC: When are we going to release this letter? The letter was written three weeks ago, and it needs to be sent out very soon.

TO: As far as the email endorsement, the DSC can send a letter tonight to students and DSC listserv, and on Monday to the Administration, and we can send a press release to various outlets.

AW: Just to clarify, we are sending to students through listserv tonight.

Multiple Steering clarify yes.

AP: Calls to the motion to a vote, motion passes unanimously

E. Report on Meeting with Title IX Coordinator and Title IX Concerns

AW: ACP and AW attended a meeting with Edith Rivera, Title Coordinator, and her assistant that was largely unproductive.

ACP: The main issue is that incidents may be going unreported. We are considering doing an anonymous survey that gives an assessment about the adequacy of the Diversity Office.

RK: What would we use the survey for? We should also take some immediate action or statement because the status quo is not acceptable.

AW: the survey idea emerged because she was dismissive of our concerns and it would create a sense of objectivity (vs. hearsay).

AA: At the Middle Eastern Annual Conference, a survey was conducted that enumerated sexual assault incidents. What if we institute a survey, perhaps at an annual basis, that takes stock of student experiences and shows that we have a stake at preventing sexual harassment.

EC: Thank you for carrying on this work and I am sorry that you were received in the way you were by the administrator. I do not have experience with surveys, but I'm sure we can ask around. Is the point to get information on how the Title IX Office is operating and whether sexual harassment happening on campus?

AW: Possibly both, because she was being dismissive of the performance of her office and that sexual harassment happens on campus.

EC: The Committee of Student Life Services is thinking of making available direct student input to each of the office, we would set up a table in the Spring.

TO: Suggests to move forward the work and involve other DSC steering officers. I do get the sense that speaking with the Office of Diversity alone may not be the most productive.

RK: Officer is also in support of a tabling idea for increasing survey participants. Also, to add to Andy's point, the American Statistical Association also distributed a survey, which I will try to get. In academia this seems to be more common to reach out and address the sexual harassment. This appears to be part of the top-down culture of silence at the GC.

JN: Also supports seeking outside resources on this topic.

ACP: I will also look for open letters.

AA: Sexual Experiences Questionnaire. I do have the 12 questions that were distributed. Some more perfunctory, some more specific.

MNR: Thinks that this is not something that we should be doing on our own. We are requesting that they put together a survey such as this. Other institutions do this.

F. Discussion Regarding Maintaining Access to Room 5495

TO: A former student of steering and Chartered Organization chair asked to keep the student lounge open considering the kinds of services available in the lounge: coffee, snacks, etc. Some possibilities include giving chartered organization keys, maintaining the office open whenever we're on campus, and keeping it open altogether.

RK: Initially, I was not in favor of doing this. I think there are a number of issues. One, I think, that we keep a lot of mail in that space. The idea would be that it would have to be kept secured. Many people put things in their mailboxes and it would make things very difficult if things went missing. Also, I do store the checks in the lounge for the affiliates, because they have key access to the lounge. I would not feel comfortable leaving the checks there if that was not the case anymore. On the suggestion to give all chartered org leaders a key to lounge, I would not be in favor of that. For one, would have to fill out a lot of key requests, and would not have any way to keep track of accountability. If we really want to make it happen all things would need to be secured.

TO: I agree that mail is a security concern which I would suggest to not pick up any non-DSC steering mail and leaving it in the mail room. We would definitely have to consider some logistical concerns in order to make this happen.

AP: I think making the lounge space more open might be beneficial, especially since many Steering Officers have stacked their hours on the same day. Also, security can just open the room to get their mail. I think in order to keep this conversation from going on forever. If we did want to do something, we would have to do a revision of our office hours policy. Having an open lounge would require an update to our policy. We would also have to have an informal policy to keep the lounge space open. I don't think giving out chartered org leaders keys would be a good idea.

AA: I am also ordinarily in favor keeping things open. However, I share Raj's concerns about things going missing. Secondly, if the whole point of making the lounge more open is to have the space accessible, do we not have this room as an open space. Can we just encourage students to come here to relax?

EC: However, this is also an event space for meeting.

AA: Since we can't have people there all the time, we will have to move sensitive things out where will they go?

MNR: In order to viably consider this in a more thorough and responsible way, need to have a group think about it, flush it out, that can be more specifically discussed.

Personally, in supportive of making the lounge more open, maybe even taking out the door altogether. Informally we have created a system where some people do have access to keys and some don't that is unclear. It would be good to make it a more accessible space. In the same vein as larger institutional space reconfiguration, can we work with administration to rethink the organization of the floor itself to flush out a vision for us to properly discuss and move forward.

TO: Who is interested in being part of a small group to brainstorm ideas.

AP: Offers to write policy and start a google doc that can be co-written and shared.

RK: Will think of how to secure things that can be secured.

JN: Opening up to the idea of making the lounge more accessible. However, need to accept the possibility that things will go missing.

RK: Feel a responsibility to the student fees that are used to purchase goods such as plates etc., to make sure they are protected.

JN: Want to reiterate it is benefit of the doubt

EC: Wonder if we can make the place more beautiful and more secure. Open space has a closet and a key to store valuables.

MNR: Encourages members of steering to volunteer for the task force. Volunteers herself.

G. Party Planning (November 16, 2018)

TO: Sent an email asking for sign ups. Largely filled out. If buying anything liquid online check the volume etc. as it can be misleading.

RK: Do we want to hire a bartender. I am not in favor. When looking into the process it is increasingly difficult.

AP: Extremely opposed to hiring a bartender. In fiscal accountability handbook hiring someone would be a huge pain. Having someone paid to serve liquor without a license or checking IDs. Finally, our money could be way better spent, and there are 11 of us who can be bartenders.

MNR: If we did hire someone would want it to be someone from within the GC. Asks what we can do to make the experience better than last year. Understanding that in previous years the labor was doled out unevenly.

TO: Part of the problem was the placement of the bar as it got very crowded. Really emphasize the role of the hallway monitors who can help move people out of the drink and food area. Also, to always have support for those in food and drink duty so that you can support them if they can't leave. Put it out there that these are our friends and peers however they can get a bit aggressive so don't be afraid to be upfront when people were serving themselves.

EC: Answer Marlene's question from the perspective of the student. Remembers it was fun and crowded. However, wasn't able to get a drink because it was so crowded at the entrance and it was unclear if students help themselves. Suggestion would be to make it clear with signs so that people know you can't help yourself. Realize that no one took

lead with music and so there was a little disagreement between people about what music was going to be on. If a person can be next to it and manage music.

RK: Suggests to improve the party experience by selecting one person to act as a bouncer who ushers the crowd in and out. Also, what are the ideas for themed food. If I clear out the monies for a bartender that gives us more flexibility to spend on your respective expenses. Not in favor of having food and drink in the same room as that led to the terrible crowds.

AW: Compared to the last year, it seemed like having food and drinks in the big rooms worked best. It was really difficult to ask people to leave the hallway. It may be separating the food from the drinks and the drinks in the biggest room.

AA: Would it be more work or more advantageous to issue drink tickets? So that is a soft limit and the bartender can take a ticket each time. Would need a ticket distributor that would need to direct everyone to.

MNR: Responding to AA, would be good if the goal was to limit drinking otherwise the only benefit of having tickets it to manage intoxication level which isn't really our role to manage. Was going to make the suggestion to put the drinks in the biggest room and dimming lights and have dancing as it is in most bars. Then food in the smaller room.

TO: Would like to suggest that we put drinks in 5409 and keep it as quiet lounge space then 5414 dancing and music. Food in 5489 which is a bit cleaner with lights on. Also keep in mind we need to be able to move around.

AP: The number one thing is that people need to sign up, pay attention, and watch the clock. Steering members need to be on their roles and not let duties fall too much on others.

MNR: Add that another thing that creates a bar experience is a two-level thing. But would be nice to be able have a place where you place the drink and the rest happens behind.

TO: Still see empty spaces and encourages to rotate to different roles so that it doesn't become monotonous.

I. Announcements

A. Party: November 16

II. Adjournment

AP: Moves to adjourn the meeting at 8:12 PM by unanimous consent. The meeting adjourns.