



Steering Committee (Joint)

Minutes

June 15, 2020

Attendance

Present: Katherine Anderson (KA), Giacomo Bianchino (GB), Edward Charnley (EdC), Elizabeth Che (EC), Ming Chen (MC), Sharanya Dutta (SD), Sonja Gandert (SG), Jane Guskin (JG), Roderick Hurley (RH), Adam Kocurek (AK), Raj Korpan (RK), Christian Martinez (CM), Carolyn McDonough (CMD), Mary Jean McNamara (MJM), Lisa Millsaps (LM), Sara Ortiz (SO), Cristina Pardo Porto (CPP), B. Natacha L. N. E. Pawa (NP).

Absent: Michael Greer

Meeting called to order at 5:12PM

I. Approval of Agenda

EC : moves to approve the agenda with emandations

LM : seconds the motion

Vote: Approved unanimously

II. Approval of Minutes of May 1, 2020

AK : moves to approve the minutes

GB : seconds the motion.

Vote: Approved unanimously

III. Executive Committee Reports

A. Co-Chair for Student Affairs (Elizabeth Che)

- Program student association elections are undergoing.

B. Co-Chair for Communications (Rod Hurley)

Updates and Recent Meetings

- Attended a meeting with PSC leadership and GC admin on May 20. Discussed GC budget, plans for reopening, and essential workers at the GC.
- Two GC committees have been set up and we were asked to appoint two students to each:
 - Budget Taskforce - Adam Kocurek, Raj Korpan
 - COVID Planning Taskforce - Rod Hurley, Daniela Echeverria
- LAILAC students reached out to us about problems they are having with their EO and we raised the issue with Student Affairs and were told that a meeting would be arranged between the students and the EO to address their concerns.
- Co-Chairs Meeting with Office of Student Affairs - June 1

- After receiving feedback from students I sent a letter to the interim president, regarding the statement he sent out, urging him to take a more decisive stance on racial justice and offer tangible support to students and the Black Lives Matter movement.
- College Association Meeting - June 6
 - Reviewed DGSC revenue and expenditure, and the proposed 2020-21 budget
- Issued a [statement in support of Black Lives Matter](#) on June 7

Upcoming

- The Advocate has issued a [call for contributions](#) for their next issue which focuses on COVID-19 and pandemics in general. Deadline for contributions is June 22. DGSC also has at least one full page in each issue so please send me ideas for what we should include.
- New Student Orientation will be held virtually this year, most likely in August. As usual, the DGSC will be participating so we will need to put together content before then.

Announcements/Reminders

- Thank you to all outgoing steering committee members, for your service and dedication of the past year! Please remember to arrange transition meetings with your successor, by which time you should also send them your updated transition memo/document.
- Welcome to incoming officers! I look forward to working with you!

Discussion:

SD: Will there be any live events or is everything asynchronous? Can we set up a virtual meeting for students?

RH: I don't think Student Affairs plans to have any live virtual events but we can set something up, maybe host an online party.

CPP: Regarding the LAILAC situation, the meeting took place a few days ago and we are waiting for an update.

GB: There was an email sent about international students having trouble reentering the U.S. in terms of reopening. Has anyone heard anything?

RH: I remember seeing something but don't remember where. It wasn't an official email. Student Affairs doesn't have any updates.

C. Co-Chair for Business (Raj Korpan)

- Budget Status
 - The College Association met on June 3rd. We reviewed the revised 2019-2020 budget approved by the plenary in April, the spend-to-date as of June 1st, and the potential 2020-2021 budget.
 - At the April plenary, the representatives approved a \$60,000 donation to the emergency fund. However, the Board of Trustees approved a 25% refund of the student activity fee for the spring semester, which is about \$35,000. So we were only able to transfer \$25,000 of the \$60,000 to the emergency fund. We were able to donate about another \$5,000 from programs and chartered orgs that donated their budgets.
 - The budget for the 2020-2021 year is so uncertain that it was not presented to plenary this year. Instead, we will operate on an interim basis with the 2019-2020 budget until a new budget is approved in the fall. The reason for this is our budget will change significantly depending on the status of reopening the building, and on the enrollment of students. Also it was mentioned at the

College Association that the BoT may issue a 50% refund of the SAF for the fall semester, which would put a significant strain on our budget. However, I am expecting about \$40,000 from this years revenues to go unspent, which will carry over to next year and help us make up for a shortfall.

- Check Requests
 - I am processing all the requests submitted over the last month. Most should have gotten their stipends (either wired or in the mail). Reimbursements are still being processed. If you have any other requests that you need to get in, please put it in DSC works by Wednesday at the latest.
 - The Business Office is transitioning to CUNYFirst for processing of our requests on July 1st. What that means for us is very little change to our processes, but it will mean significantly longer processing time on their end. Each request for reimbursement will need to be put in manually every time (whereas in the past they only need to put all the info only once the first time, and then it would copy it over when a new request would come in).
 - We still technically need hard copies of all the receipts, but going forward, the business office will continue the online submission process for check requests (whereas in the past I had to physically print and take the requests to their office) even after the building reopens.
 - We will modify the check request form to allow students to select an option to have the reimbursement wired, currently our form only allows a check pick up or check mailed.
- For outgoing steering: your current term ends June 30, For incoming steering: your term starts July 1
 - Please schedule transition meetings ASAP
 - Adam will also be scheduling an office hours training with all of you as the new CCB
- Summer office hours:
 - Steering holds office hours in the summer.
 - EC should be doing 2-3, at-large Steering should be doing 1-2
 - Office hours will be digital and there is no need to put them into the calendar
 - Movie ticket sales are on hold indefinitely
- Please put in July stipends if you have not already
 - Amount is \$230.61 for at-large steering, \$345.92 for USS/UFS, and \$691.83 for Co-Chairs
 - New forms required for stipends: vendor form (W9), and direct deposit form - the direct deposit will be done as an ACH Deposit so that means there shouldn't be a wire fee
- Keys/DGSC Room Access
 - If you are not continuing next year, please return your keys to Diane Rosenblum if possible, if not, then please leave it in the DGSC office or slide it under the CCB door next time you are in the building, and let me know.
 - Desk keys to movie ticket desk are normally transferred from officer to officer at the transition meeting, but instead, please give them to Adam whenever you will be able to (or slide them under the CCB door) and Adam will facilitate the transfer.
 - For new steering members, whenever the building opens up, Adam will share the key request form with you so that you can get keys to the DGSC offices.
 - Adam will also be getting all the new steering officers 24 hour access to the building, this will only apply when the building opens again

Discussion:

SD: Can stipends for international students be sent by direct deposit too? Also, we can ask the business office or financial aid what service they use for documents related to emergency grants.

RK: Yes. As of June first we'll use ACH transfer and there is no fee.

JG: Can we use DSC Works or Dropbox?

RK: I am concerned about security.

SG: I think dropbox has an extra layer of security that we can look into

SD: When should we submit stipend requests now that things will take longer?

RK: Try to submit the request about 2 weeks before you want to receive it. But, you can actually submit all requests at the beginning of the year and CCB can process them monthly.

D. USS Delegate (Jane Guskin)

- At the last USS plenary of the academic year, yesterday June 14, the plenary unanimously approved seven resolutions including one against the budget cuts that I proposed and drafted: <https://drive.google.com/file/d/1NszdrlrQQDKsJTjQU7nEN2QJjsLry2Ps/view?usp=sharing>. Several resolutions were about reducing tuition for international students; one called for undocumented students to be able to benefit from services paid for by student fees. I can share them all on request. Incoming USS delegate Sara Ortiz attended the plenary as a guest and participated actively in the chat. Next USS meeting is in September. We need to make sure that the names of the new delegate (Sara) and alternate (Efthimia) are submitted to the proper channels to be added to the attendance list for the September plenary.

Discussion:

SO: I attended the meeting and it was a good learning experience. I met with Nicole who is organizing a group of international students who are facing housing, financial, and other issues. Please let me know if you want to help work on this issue.

RK: Regarding the resolution for undocumented students: I remember seeing a memo saying that undocumented students can't be paid stipends. So we would have a problem if an undocumented student is elected to steering but, they are free to use all DGSC services.

JG: It was mostly referring to USS scholarships. USS doesn't offer a lot of services

E. UFS Liaison (Mary Jean McNamara)

- May 12 Faculty senate passed a resolution request that the general council become more involved with protecting privacy and intellectual property
- Committee on Academic Freedom is raising the issue that campuses were shut down without faculty participation.
- Thanks to the outgoing steering committee. I wish you all the best.

Discussion:

RK: I'm glad that they are pushing for more faculty involvement and it's good that we have student involvement at the GC. Are they talking about a CUNY-wide policy? Or a campus-by-campus policy?

MJM: Each campus has a separate faculty senate rep but this is referring to the entire university.

IV. Steering Officer Reports

A. Officer for Funding (Sonja Gandert)

- I've heard from most of the spring 2020 grantees about whether or not they are planning to reschedule their events for the fall. I'm working on compiling information about those groups (looks like there are only four), which I will share with the incoming Officer for Funding as part of the transition document as well as with Adam in his new role as CCB. Their budgets have been updated to varying degrees (some are still unsure of details at this point), but I will provide as much information as I have currently available.
- Thanks to the rest of steering. It's been great working with you.

B. Officer for Governance & Membership (Adam Kocurek)

- I am working with individuals from various departments coordinating to get electronic signatures in advance of the Fall semester for the petition to re-open program representative seats for the DGSC. My hope is that by the end of June, this work will all be completed so that the next OGM can pretty seamlessly transition into the role.

Discussion:

JG: Can we publish a list or notify all programs that are eligible for seats?

AK: Some programs lost a seat because of lower enrollment, but for those that just missed the deadline I'll reach out to them.

C. Officer for Health & Wellness (Ming Chen)

- Workshops provided by the Wellness Center
 - You're Not Alone: Managing Anti-Asian Discrimination as a Result of COVID-19
June 4, Thursday, 6:30 PM - 8:00 PM
Registration Link: <https://bit.ly/workshopJune04>
 - COVID-19 Grief Workshop
Date: Thursday June 18, 2020
Time: 2:00-3:15pm EST
Registration:
<https://gc-cuny.zoom.us/meeting/register/tJwldOqorD0tHtWvC9YvSP-Th9iz-LfQCp-M>
 - Connection and Care: A Healing Space for LGBTQ Students during COVID-19
Date: Monday, June 22, 2020
Time: 4-5:30pm
Registration:
<https://zoom.us/meeting/register/tJlkdOqqrDwuHNCE-vaqCd5BWjVhJrnuEKKv>
 - "Our Wellbeing is a Priority: Racial Battle Fatigue, COVID19 and Communities of Color"
Date: Monday, July 20, 2020
Time: 1:00-2:30pm EST
- Support groups organized by the Wellness Center

If you are interested in any of the groups below, please submit a Request For Services form, https://www.gc.cuny.edu/CUNY_GC/media/CUNY-Graduate-Center/PDF/Health/SCSRequestforServicesform_combined_accessible.pdf, along with a picture of your student I.D.

- Multicultural Identities Support Group
Mondays: 11am-12:30pm
Facilitated by Dr. Inez Strama
- Master Thesis & Capstone Project Support Group
Summer Tuesdays: 3-4:15pm
Facilitated by Dr. Inez Strama
- Consultations with Health Education Consultant and registered Nurse Practitioner over the phone
Available through the end of August 2020
Schedule through Email: healthednp@gc.cuny.edu
Respond within 2 business days
- I had a great year working with the steering committee and wish all the best. I wish the incoming steering committee well.

D. Officer for Outreach (Sharanya Dutta)

- The fellowship checks for international students have finally been disbursed and should have reached them by now.
- The emergency grants that were given out following the complicated payment process have to be "repaid" in July. Incoming Outreach should definitely follow up on this, and I will too. Have this in detail, and will include it in the transition document.

E. Officer for Student Life & Services (Giacomo Bianchino)

- I have been organising with the de-policing taskforce and committee. We are currently working on resolution language, further research and writing a statement. We are also coordinating with other groups across CUNY (Free CUNY, RAFA and the PSC) to try and build as much pressure as possible.

Discussion:

RK: We should mention that security has misgendered folks at the GC, and NYPD has spied on muslim students at CUNY

RH: Are we talking about cutting ties with the NYPD, or getting rid of GC public safety officers?

GB: The first issue is cutting ties that allow NYPD to come on campuses, take leadership courses, and use campus spaces. Secondly, we want to transition towards a private security model vs a state militarized security force that is armed, has the power to arrest, and use lethal force. Currently we have peace officers who are employed by the state along with public safety officers. The third aspect is detangling from the prison industrial complex.

F. Officer for Technology & Library (Michael Greer)

V. New Business

A. Appointment of New Steering Officers

Outgoing officers describe each steering officer role.

Discussion:

RH: Lisa Millhops has emailed me her resignation from the steering committee.

I move to nominate Daniela Echeverria as an interim at-large steering officer.

AK: I second the motion.

Vote: Approved unanimously

GB moves to nominate at-large steering officers to the following positions:

1. Officer for Funding - Christian Martinez
2. Officer for Governance & Membership - Katherine Anderson
3. Officer for Health & Wellness (interim) - Daniela Echeverria
4. Officer for Outreach - Cristina Pardo Porto
5. Officer for Student Life & Services - Edward Charnley
6. Officer for Technology & Library - Carolyn McDonough

SD seconds the motion

Vote: Approved unanimously

Appointments to Standing Committees

Representatives indicated their interest in the various committees through a form that was previously circulated and students were nominated to DGSC Committees as follows:

1. Outreach Committee
 - Christina Pardo Porto, Officer for Outreach - Chair
 - Carmin Quijano (LAILAC)
 - Prathmesh Deshmukh (Physics)
2. Student Life & Services Committee
 - Edward Charnley, Officer for Student Life & Services - Chair
 - Sharanya Dutta, Co-Chair for Student Affairs
 - Luke Kayga (Psychology)
3. Grants Committee
 - Christian Martinez, Officer for Funding - Chair
 - Adam Kocurek, Co-Chair for Business
 - Raj Korpan (Computer Science)
 - Sonja Gandert (Art History)
4. Health & Wellness Committee
 - Daniela Echeverria, Officer for Health & Wellness (Interim) - Chair
 - Pedro Cabello del Moral (LAILAC)
 - Pamela Stenberg (Digital Humanities)

5. University Student Senate Advisory Committee
 - Sara Ortiz, USS Delegate - Chair
 - Efthimia Johanides (MALS)
 - Cecilia Salvi (Anthropology)
6. Governance Task Force
 - DGSC Executive Committee
 - Student Members of Graduate Council Structure Committee
 - Edwin Grimsley (Sociology)
 - Sarah Chu (Criminal Justice)
7. Constitution & Bylaws Committee
 - Katherine Anderson, Officer for Governance & Membership - Chair
 - DGSC Co-Chairs
 - Raj Korpan (Computer Science)
 - Cecilia Salvi (Anthropology)

B. Appointments to Graduate Council

1. DGSC Executive Committee Members to Graduate Council

RH Nominates Rod Hurley, Sharanya Dutta, Adam Kocurek, Natacha Pawa

SD seconds the nomination

Vote: Approved unanimously

2. DGSC Executive Committee Members to Graduate Council Executive Committee

RH Nominates Rod Hurley, Sara Ortiz (USS Delegate)

JG seconds the nomination

Vote: Approved unanimously

3. Succession of DSC Steering Officers as Graduate Council Representative Alternates

RH moves to nominate steering officers in alphabetical order by first name.

JG seconds the motion

Discussion:

KA: I am a member of the graduate council already, would that be a problem?

RH: No that wouldn't be a problem. You can only vote once at graduate council so we would just go to the next person on the list of alternates.

Vote: Approved unanimously

C. Resolution in Support of PhD SOS

RH moves to adopt the resolution in support of PHD SOS

SD seconds the motion.

Vote: Approved unanimously

D. Resolution in Support of Depolicing the GC

AK moves to approve the resolution in support of depolicing the GC

SG seconds the motion

Discussion:

GB: The title originally referred to NY

JG: I'm concerned about asking for private contractors? What is the advantage of having

GB: People directly hired by CUNY would be subject to CUNY regulations, vs peace officers who have the power to use lethal force.

JG: I think we should hire people who are under contract but not privatized?

MGM: I support the spirit of the resolution but I'm concerned about current staff losing their jobs. I would like to address our on campus public safety in a separate resolution.

GB: we employ 7 peace officers employed by NY state, who pass an exam. Whereas the 13 public safety officers are contracted through a private security firm.

EdC: The problem with the peace officers is that they look like NYPD, which gives off a certain vibe to students, and we don't get to decide what powers they have. I am concerned that we would not be able to hold these officers accountable.

GB: Peace officers started in were essentially used to spy on students and undermine student power on campus.

AK: Maybe we should discuss this some more and then come back to it? Moves to table the vote on this resolution.

RH: Seconds the motion

Discussion:

RK: We should give everyone the opportunity to make input into the language of the resolution.

Vote: Motion to table approved unanimously

E. DGSC Logo and Rebranding Plans

RH: Sent out some draft logos on email and got some good feedback. I will be sending out new drafts. I wanted to ask about the website updates.

RK: I will organize a meeting with the website developers so we can work with them. I will send you the GoDaddy login info so you can purchase the new domain.

RH: I will purchase it and then have it point to the current website until we change over to the new one. Same with the email address and we can use the old ones as aliases. I am also reaching out to Communications and Marketing to make sure everything is updated on the new GC website.

F. Room reservation policy

RK: We normally discuss the policy at this meeting and vote to approve it.

JG: Does this have to be voted on each year? I want to suggest that we just approve it as and have the new steering committee look at in the context of the new regulations.

RK: That sounds like a good idea. This will be an "old business" item when it comes up at a subsequent meeting.

G. Approval of the list of acceptable media for 'in-writing' notifications

RH moves to continue the same list of acceptable media.

AK seconds the motion.

Discussion:

RK: Email works for official notifications

Vote: Approved unanimously

VI. Announcements

VII. Adjournment

Meeting adjourned at 8:01 pm