



DOCTORAL AND GRADUATE STUDENTS' COUNCIL

The Graduate Center, CUNY
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Steering Committee Meeting

Minutes

—
April 21st, 2023

4:00PM

Attendance

Present: Silvia Rivera Alfaro, Jonathan Hanon, Sayantika Mondal, Chris Campbell, Ian Williams, Daniel Okpattah, Amour Castillo, Alex Jiang

Remote attendance via Zoom: Bryce Barthuly

Absent: Parisa Montazaran Osmanovic, Katherine Rivera Gomez

Meeting Chair: Silvia Rivera Alfaro

Minutes: Sayantika

Minutes Assist: Jonathan

Meeting began at 4:23 as an informational meeting without quorum. Meeting called to order at 4:54 p.m.

I. Approval of Agenda

Motion to Approve: Jonathan

Seconded: Sayantika

Vote: Unanimous

II. Approval of the Minutes of the 2 December 2022 Meeting

Motion to Approve: Jonathan

Seconded: Sayantika

Vote: Unanimous

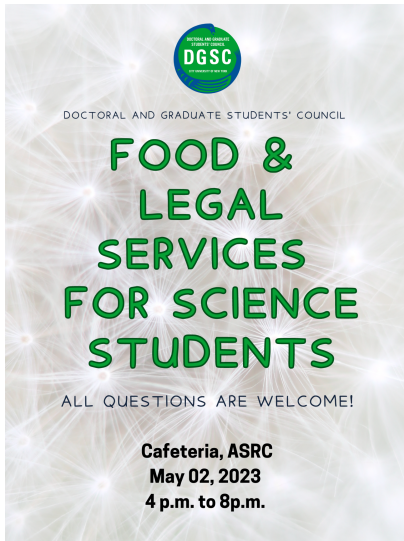
Motion to Approve notes of informational sessions of February and March: Jonathan

Seconded: Sayantika

Vote: Unanimous

III. Executive Committee Reports

A. Co-Chair for Student Affairs (Silvia Rivera Alfaro)



Updates:

- Adjunct Project hiring committee met on 04/20. We received 10 applications. We will interview 6 candidates on May 2 and 3.
- Elections will close on May 1 2023. As today at 4 p.m. we have 226 people who voted out of 3032 voters, which is 7.45%
- International students meeting with the Provost to be organized. Let's coordinate together.
- DGSC will hold an event at ASRC on May 2 from 4 p.m. to 8 p.m.

Discussion:

No questions.

B. Co-Chair for Communications (Christopher Campbell)

Updates:

- The DGSC received 44 proposals requesting funds from our surplus. The Surplus Committee met for the first time today to discuss how we will score the proposals. There are 9 people on the Surplus Committee. We are reading and scoring the proposals over the next two weeks. Awards will be determined by the middle of May.
 - Criteria for the proposals:
 - (1) the breadth of the project's appeal to the student body (including the number of students served); (2) the proposal's capacity to improve student life at the GC; and (3) the project's efforts towards diversity, equity, and inclusion.
- The Executive Committee of the Graduate Council met yesterday to discuss the upcoming Graduate Council meeting, which will take place on May 10th from 3-4:30pm.

- Please complete SPARC training if you haven't already!
- Strategic Planning Task Force
 - Silvia is on Institutional Identity, I'm on Student Success, Jonathan is on Institutional Impact, we need someone for Operational Quality. Admin chose this without consulting us.

Discussion:

No discussion.

C. Co-Chair for Business (Jonathan Hanon)

Updates:

- Rebalanced budget to account for April vacancies.
 - Moved excess to Emergency Fund
- Meeting with Business Office about payment delays
 - Blake and Todd has been paid
- The State Budget is still being finalised, we are waiting for a final confirmation on the state budget. CFO Chiappa presented documents to the UFS which will be reviewed at the BoT External Affairs Committee (Alex's Committee)
- Program Allocations, Chartered Org Budgets
 - All expenses are due on May 31st.
- Reimbursements
 - Processing them has not been an issue, but we are requesting a guide from the Business Office to give to students regarding the check request, \$15 rules, receipts, rosters, flyer/agenda/notice, tax-exempt forms. If not, I will need to work with the next CCB in June to create a guide.
- Requisitions
 - No longer an issue on their own, but a few other issues (below)
- Honoraria
 - According to CUNY procedures, and CUNYBuy system, when you wish to pay an individual for services (honorarium or otherwise), you need to consult the Co-Chairs so they can be run by the Business Office to see if the individual is eligible to be paid. When you do this, please be sure to detail the service being provided and the payment for the service. This is to ensure that you do not promise payment and then find yourself unable to pay the individual.
- Stipends
 - Discussing protocol for stipends because some students get through payroll (W-2) and some get 1099. A new Steering Officer was not onboarded to CUNYBuy, and we were told "pay them through Payroll", so in the future, Payroll may actually be the default.

- We still need access to the Business Office Amazon account for purchases.
- All in all, the next CCB shouldn't have many issues, and I can go over certain things with them on a case-by-case basis.

Announcements:

- Auxiliary Enterprise Corporation and Food Services
 - The GC and JJ AECs have established a joint subcommittee for the Food Services RFP for food in the Dining Commons. The RFP will close on May 16, and the evaluation will conclude on June 9. I will be serving on this RFP Committee.
 - There will be a presentation next Friday, April 28, to present this.
 - The AEC will meet the week of 5/23 to discuss this and other matters.
 - Not counting our chickens before they hatch, but this seems like a huge victory for the demands of Reclaim the Commons.

FY24 Budget Report:

- We need to vote on the FY24 budget proposal at the April Plenary
- It turns out that we don't need to present the budget and vote on it at two different meetings, so we can vote on both the final FY23 budget and the proposed FY24 budget in the same meeting.
- Next year's budget is somewhat difficult to balance for a few reasons.
 - Due to the return to in-person activity, the decrease in enrollment, the filling of multiple vacancies, and the fact that stipends are 7% higher due to collective bargaining than they were when we originally went online in 2020, accounting for about \$8k of our budget.
 - When the student activity fee was increased back in 2004/2005, we had a significantly higher enrollment in what was called the "Roach Motel" era. We also had fewer affiliates and few affiliate leaders.
 - OpenCUNY did not exist at the time, and OpenCUNY originally only had one Coordinator.
 - Because of this, the cost of stipends out of our base budget is about 35% higher per stipend due to collective bargaining, when we have established many new affiliate leader positions which increase our stipend lines by about 30% due to the creation of said positions.
 - Because of this, we spend about twice as much on stipends as we did in 2005, with a budget that is about 30% smaller.
- We are spending a lot of money on technology that just keeps getting more expensive per year (Reclaim Hosting for the DGSC website, LiquidWeb for OpenCUNY, GoDaddy for our domain names, Google Workspace for our email addresses, VoteNet for elections, AvenueWebMedia for web services)

- We should meet with EDLAB to discuss these matters - why these services were chosen in the first place, whether we should look for different providers, why OpenCUNY costs so much money and provides so little benefit, etc.

Motion to move into executive session for purposes of personnel and contracts: JH

Seconds: IW

Passes Unanimously

The Steering went into Executive Session at 4:58pm

In executive session, a vote was taken by the Steering to place both OpenCUNY Coordinators on probation, with reasons and expectations to be sent in writing.

Motion to go out of executive session: JH

Seconds: SM

Passes Unanimously

The Steering returned to Public Session at 5:14pm

Quorum was lost at 5:15pm

D. University Student Senate Delegate (Alex Jiang)

Updates:

- Undocumented Students Resolution on Sunday
- BoT Committees on Monday, I will not be there.
 - State assembly proposed our request for \$7 million to graduate student funding. (not the executive or the senate)
- Elections, nobody got elected, still 3 vacant positions
- Meeting with President/Provost, showed them resolutions we passed. There seems to be a way forward for a centralized payment system, which she denied in a previous meeting. There is a joint food services RFP, which she also denied in a previous meeting.

Discussion:

No Discussion

E. University Faculty Senate Liaison (Parisa Montazaran Osmanovic)

No report.

IV. Steering Officer Reports

A. Officer for Health & Wellness (Katherine Rivera Gomez)

Updates:

Yoga continues.

Discussion: No discussion.

B. Officer for Library & Technology (Daniel Okpattah)

Updates:

- Interview for the CIO position (Adam, Jonathan and Amour assisted)
- Meeting with Alicia (from collections) next plenary meeting.

Discussion:

JH: Are you available at the times that were presented for the CIO?

DO: No, we will coordinate that.

SRA: Thanks for doing the work on this committee.

C. Officer for Outreach (Amour Castillo)

Updates:

- Collaborating with outreach for elections and for the DGSC surplus proposal
- Participating in the Surplus Committee
- Participating CIO search committee.

Discussion:

SRA and CC: Thanks for the work you are doing!

D. Officer for Governance & Membership (Ian Williams)

Updates:

By the numbers (as of last Plenary - removals noted below)

- Current reps: 31 (was 33 at start of March plenary)
- **Current vacancies (was 31 at start of March plenary): 33**
 - Current Steering vacancies: 0

- Current At-Large Representative vacancies: 7
- Current Program Rep vacancies: 26
- March 2023 Quorum requirement: 18
- March 2023 attendance: 27

Resignations

- N/A

Removals

- Ed Charnley, Program Representative, History
- Brian Aguilar, Program Representative, Urban Education

Petitions for Reps

- N/A

Constitution & Bylaws Committee

- No further meetings held; there are things to discuss/vote on at the next Plenary.
- Jonathan might have other updates on these matters.

Discussion:

JH: Steering we will have to decide or find people who would be willing to attend the next plenaries. At-large seats count as absences. We know about people who might want to be part of DGSC.

SM: Would this be only for the upcoming plenary?

JH: It would be for April and May?

SM: So we need people willing to participate in 2 meetings?

JH: Yes, especially in April. We need to put the person formally on Friday April 28th.

SRA: I propose Eric Barenboim (LAILAC).

JH: I propose Bilal Abrulrahman (Computer Science)

IW: I propose Alexander Pau Orejuela (Comparative Literature)

AJ: I propose Rohma Khan (Physics)

SM: I propose Susan Rutter (Math)

SRA: I propose Sam O'Hana (English)

JH: When it comes to bylaws amendments and found issues about inconsistencies, OSA told us about a Committee on Faculty Behaviors in Academic Settings, it doesn't have to be a DGSC rep, but has to be elected by the reps. Same with the Research Foundation, it

turns out the CUNY Bylaws don't require it to come from the DGSC, so I was wondering if these could be just resolved as inconsistencies so that we can propose it in the April Plenary for a vote.

IW: It sounds like we can do that.

JH: I will present it at the Plenary meeting. In the other committees (College Association, Auxiliary Enterprise, Tech Fee, USS), people need to be elected students, but not in these.

E. Officer for Funding (Bryce Barthuly)

Updates: The grants committee met on March 24th. During our meeting, the committee approved 6 grants. Another grant was subject to an expedited review and was approved shortly thereafter. The awarded grants are referenced below:

- CUNY Directed Reading Program End-Of-Semester
- LGBTQ+ Night at the People's Pantry
- CUNY Struggles across Generations
- Brian E Hour Science Communication Workshop
- Through the Periscope: Changing Culture, Italian America Book Launch Roundtable
- Identify Play: Constructing the Self in the Ancient Mediterranean
- 13th Annual Graduate History Conference (awarded via expedited review)

The next deadline for grant applications is today, April 21st. The committee will meet again in the upcoming weeks to review new grant applications.

Discussion:

SRA: Thanks for keeping track of all these proposals.

F. Officer for Student Life & Services (Sayantika Mondal)

Updates:

- Campaign material for elections.
- Surplus related meetings and posters. (Ref Chris).
- Event with lawyer (Ref: Silvia).
- I have some ideas for elections and potential publicity for DGSC.

Announcements: Women in STEM event this Sunday!

Discussion:

JH: I want to clarify certain details in my report about requisitions, and how they are not an issue. Another issue is about students not in compliance with details.

SM: The problem for me is the issue of being unable to place orders in a timely manner.

V. New Business

VI. Announcements

VII. Adjournment

Meeting is ended at 6:08 without quorum.