COUNCIL OF GRADUATE STUDENTS
Executive Committee
Meeting Minutes

August 26, 2022
Location: Sphinx Centennial Leadership Suite

THE OHIO STATE UNIVERSITY

Attendance

Executive Committee Members Present:
Jorge E. Clavo Abbass, Katie Conner, Nathan Grizenko, Gordon Goodwin, Mary Griffith, Carrie Anne Thomas, Robin Gordon, Peter Carrera, Om Prakash Bedant, Charlie Mace. Karla Shockley McCarthy, Isobel Bowles, Yang Du, Alissa Geisse, Bill Wang, Amrita Sen

Executive Committee Members Absent:
Michelle Scott

Delegates Present:
None

Senators Present
None

Delegate Meeting | August 26,, 2022

1. **CALL TO ORDER:**
   1.1. Meeting called to order at 4:30 PM.
   1.2. Statement of Purpose
      1.2.1. To effectively advocate and program to ensure that The Ohio State University graduate studentexperience is the best it can be.
2. **ROLL CALL**
   2.1. Attendance recorded by CGS Secretary
3. **NEW BUSINESS**
   3.1. Welcome/Orientation
   3.2. Member introductions
   3.3. DEI Chair position is currently vacant.
      3.3.1. Over the past few years, a POC has held this role. President and VP would like to ensure the sustainability of the role and diminish the unusual turnover rate of this role.
      3.3.2. The DEI work will take place, but the goal is to appoint co-chairs to ensure meaningful work comes out of this office.
   3.4. History of the Council
      3.4.1. Founded in 1955
      3.4.2. Officially recognized by University (written into governing documentation of the institution)
      3.4.3. President and VP have direct lines of communication with top-level administration, observing the shared governance model that is implemented by the University.
      3.4.4. This includes the University Senate, The Graduate Councill, and the Graduate School
      3.4.5. Internal appointments refer to the 18 committees of CGS
      3.4.6. External appointment refers to assignment to the institutions beyond CGS but have influence within the University's framework.
      3.4.7. Question: Can chairs appoint a vice chair?
         • Answer: Jorge – A chair has a high level of autonomy and can appoint another person to assume a role, and chairs have that right to make those appointments or hold a voting system
      3.4.8. Question: Do we know who's on our committee?
         • Answer: Members will be emailed by Katie this weekend with all chairs notified of their committee members
   3.5. Access to spaces and resources
      3.5.1. CGS has an office in Ohio Union: 2088
      3.5.2. We share the office staff with IPC (international council) and USG (undergraduate student government)
      3.5.3. It's a decent size and has a supply closet as well as Jorge and Katie's office
      3.5.4. You have 24 hour access; please enter the doors by Sloopy's to access the Union.
      3.5.5. Space Agreement form was passed to all chairs to establish access to the Union and CGS Office space after hours.
   3.6. Digital Infrastructure
      3.6.1. We will use Teams for repository for information and data
         • We will also use this space to insert committee/chair reports for delegate meetings
      3.6.2. WhatsApp is going to be used for text messaging/quick communication with other Exec Committee members.
         • Nathan will enter the remaining phone numbers into the group chat.
      3.6.3. Freedom of Information Act: We use WhatsApp for a safe space for informal and formal communication. However, please ensure that you are careful about what you share through this application.

3.7. Logistics and Planning

    3.7.1. Chairs may decide to hold meetings virtually or in-person and how often.

    3.7.2. Any officers can help you book spaces for use

    3.7.3. There are no requirements for how often to meet; although, Jorge has requested chairs to meet at least once.

    3.7.4. Budget may be used as you wish. Please reach out for discretionary funds/alternative funding methods. We need to be conservative with our budget, but we can also discuss changes.

    3.7.5. Katie suggests partnering with other entities on campus to pool resources and funding together for various events/programming.

    3.7.6. CGS Committees have also worked together in the past, so please feel free to talk amongst yourselves and peers to plan events/programming.

3.8. Support Committees: Strategic Communications: Research and Data Operations

    3.8.1. Research and Data Operations

        • Helps make sense of data and present data to help justify/influence change within the Council and beyond.

        • Delegate engagement was one of the first initiatives to collect and analyze data to better the organization internally.

        • Katie: The purpose of this committee is to collect/analyze data methodically and be able to argue various points and make a case to upper administration.

        • If you want to send out surveys, please discuss this with Bill to ensure this process is streamlined!

        • Question: Does Student Life work with us to collect information, or is this for internal purposes?

            • Answer: Katie: It is just for our use.

    3.8.2. Bill's Committee will also have access to past legislation to review in the event you wish to know more about the history of past initiatives or ideas that past CGS'ers have pursued

        • Nathan also has access to all of those files; please ask for access.

    3.8.3. The role of these committees is to support the rest of the committees

    3.8.4. After you have your first committee meetings, please designate a SC liaison (to serve on Strategic communications committee) and share information about their respective committees' plans

        • Please let Mary know who you decide to appoint.

    3.8.5. Our goal is to strategically reestablish ourselves this year as an organization

    3.8.6. Jorge and Katie can also help with connections to stakeholders and administration as needed.

3.9. Attendance

    3.9.1. Exec Meetings

        • Week on Friday at 4:30 before a Delegate Meeting

        • You are expected to attend exec meetings

    3.9.2. Delegate Meetings

        • Week after exec meetings at 3:30

        • You are expected to attend these meetings to share a report.

3.10. Reports

    3.10.1. Historically, Chairs and Officers have prepared powerpoint slides

3.11. This year, you will prepare a report via word document (This is a requirement for every single meeting)

    3.11.1. If you do not have a report/anything to share, please submit a report that you do not have a report.

- If you fail to submit a report, your report slide will reflect that you neglected to submit one.
  3.11.2. Powerpoint template for September's Delegate Meeting is set up in Teams already
    - Please update this slideshow with a summary of what your report says and complete before the Delegate meeting September 2nd
  3.11.3. Over this weekend, please write a report for the packet
    - Introduce yourself and include goals/ideas for your position/committee.
    - Turn this into the Teams folder for your respective committee
  3.11.4. Jorge will draft agenda
  3.11.5. Nathan will send out packet on Monday morning
  3.11.6. Executive Committee votes to forgo prior review of agenda for this month

4. ADJOURNMENT
   4.1. Meeting adjourned at 5:35 PM

Submitted By,

Nathan Grizenko

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