



# Delegate Meeting Minutes

**Date** February 14, 2014 (2<sup>nd</sup> Spring Delegate Meeting)  
**Location** Ohio Union, Senate Chambers

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## 1. STATEMENT OF PURPOSE

1.1. To effectively advocate and program to ensure that The Ohio State University graduate student experience is the best it can be.

## 2. APPROVAL OF MINUTES

2.1. Minutes from January 17<sup>th</sup> meeting – Coy.82 seeing no amendments/objections, minutes passed

## 3. OFFICER REPORTS (PLEASE SEE ATTACHED WRITTEN REPORTS)

### 3.1. President Coy.82

3.1.1. Coy.82 enjoyed meeting with the new president and had positive comments to share about his interaction with incoming president Drake thus far.

3.1.2. Conversations to resolving fee issues are still well underway, Coy.82 is meeting with Chair of Senate fiscal in the upcoming weeks.

3.1.3. Noted there are many things coming forward from Governmental Affairs today.

3.1.4. Still accepting applications for student Board of Trustee position, see website for more information.

3.1.5. Council on Student Affairs (CSA), Coy.82 is looking for someone who can attend meeting the CSA meetings in his stead on Mondays at 3:30 – 5:00, please send email to Coy.82 if you can serve. Crowsley.1 and Cichon.8 also attend these meetings.

3.1.6. Thanked Jared Small for his work on the CampusParc committee and the clarity he has added to the parking process for graduate students (on parking website).

3.1.7. Briefly noted the important work of the University Area Commission (UAC), Odden.2 did not add (can see links in CGS news for UAC meetings/updates).

3.1.8. Coy.82 notes that the executive team has now gone through Strengths Finder training and identified 5 goals for the rest of the year: 1) clearly articulated transition plan, 2) get more delegate seats filled (we will talk about apportionment later today), 3) maximizing use of budget, 4) records management (Wiggins.106 to lead), 5) looking for faculty advisor, currently speaking with someone (let Coy.82 know if you have suggestions)

3.1.9. Coy.82 noted the Graduate School has again agreed to match the Office of International Affairs (OIA) contribution of \$5,000 for Global Gateway Grant.

### 3.2. Vice President Crowsley.1

3.2.1. Crowsley.1 reminded all of the Hayes Form next Friday, highlighting that this meeting was deliberately scheduled to not conflict with the day of the Forum.

3.2.2. Few updates regarding the Hayes: 300 programs printed, Crowsley.1 briefly

shared preview of program and thanked graphics for their help. Crowsley.1 noted presentation judges are all secured with extras as needed. She acknowledged the great committee, about 20 people meeting and working on the forum, and thanked everyone for their assistance! Crowsley.1 noted they have upcoming packing parties schedule for next week to have all materials, programs, gifts, etc. ready to distribute. The technology for the event is secured and we have a final number of about 190-200 people presenting their work. Crowsley.1 also briefly highlighted the 4-person career panel, individuals from sustainability/environment, the public sector, and education. Crowsley.1 noted that we are looking to improve the forum going forward, so please feel free to share/email her feedback; she is keeping track of the feedback and working with IT to improve management system. Crowsley.1 noted the Hayes budget in packet and thanked Yates (Hayes co-chair) for his work on this. Final budget will shift slightly after awards are made and final counts of food, goods and materials are determined. Crowsley.1 also thanked Kerry Hodak for her help, and vast experience. Delegate asked questions about getting information regarding the presentation order, if that will be distributed beforehand. Crowsley.1 noted that historically we have not given the presentation times our ahead of time; we are trying to keep people on track for the event and have people commit to coming the whole day. Delegate asked if people could contact Crowsley.1 for an estimate. Crowsley.1 responded yes, people could email her directly and noted she has been responding individually to family members or faculty advisors who want to attend for a particular student.

**3.2.3. O &E:** Crowsley.1 noted she will elaborate on more about O&E efforts in different parts of meeting, apportionment will be discussed later, see act below. Crowsley.1 noted many people had been consulted in the process and provided advice and thanked everyone for their help in the process. Noted she was excited to present the delegate body with the apportionment report later.

**3.2.3.1. IT:** Crowsley.1 stated the new election system is currently being tested in the pre-production site so that it is up and ready for spring elections. When apportionment is updated/approved this will be represented in the new election system.

**3.2.3.2. Delegate attendance review.** Crowsley.1 noted we recently looked at how often delegates are attending meetings, as it is important that they attend to appropriate communicate between CGS and their home departments. Crowsley has not personally been conducting this particular investigation, and data gathering, Wiggins.106 and Rochman.2 have been organizing this effort (with assistance from Lang.279). They will speak more on this later. Crowsley.1 noted that it was important to have the best people in the positions who can adequately represent and communicate with their graduate students.

**3.2.3.3. Will have nominations for officers later in this meeting and elections next meeting.**

**3.2.3.4. Regarding external committee positions,** Crowsley.1 noted they are all currently filled.

**3.2.3.5. Regarding member records,** Crowsley.1 noted Meg Chamberlain resigned, and noted the new delegate for Theater, Shelby Brewster.

**3.2.3.6.** No CSA or other updates. Coy.82 asked about any information regarding an October break in the middle of Autumn Semester. Crowsley.1 noted nothing is set in stone at this time, many parts of the university are currently discussing if it is possible to add in an October break, take days to/from end or beginning of autumn semester to accommodate this. Gambrel.15 added that CESP has also been taking a look at this issue, and discussed taking one day from the beginning and one day from end of the semester to add October break. This was discussed in early February.

**3.3. Secretary** Lang.279

**3.3.1.** Gave many thanks to Sandoval.32 and Vang.18 for all their work on the Global Gateway Grant, Sandoval of organizing and chairing the grant and Vang.18 for her work on the application.

**3.3.2.** Lang.279 noted she is trying to set up a meeting with Leslie Alexander, chair of faculty council to discuss the adoptive parental leave policy.

**3.4. Treasurer** Cichon.8

**3.4.1.** Cichon.8 has been traveling and could not attend the meeting until later

**3.5. Chief of Staff** Wiggins.106

**3.5.1.** Wiggins.106 thanked everyone for making it over from the Union. First announcement – 1) officer elections are open, as per the constitution. Wiggins.106 read the election procedure details from the constitution and noted that information regarding applying for officer positions was up on the website. He also noted that the next executive committee meetings were on March 7<sup>th</sup> and April 4<sup>th</sup>. He specifically noted that Treasurer, Secretary, Vice-President and President positions are open for applications and that is the order in which the elections will occur at the next meeting.

**3.5.1.1.** Regarding the Officer applications, these are now available online, Small.122 asked a bit about the application process, Wiggins.106 highlighted the online application and that interested parties can submit a resume/CV and related materials there. During the next meeting O&E will provide each candidate an opportunity to speak and also provide opportunity to ask questions of candidates. Eligible students have until March 21<sup>st</sup> to nominate themselves or someone else.

**3.5.2.** Wiggins.106 noted that we recently reviewed all delegate attendance records. We discovered 7 delegates that have not shown up to any meaning from autumn or winter semester (their names were read). Only one delegate on this list also sat on an external committee. We contacted all seven individuals to reach out and express concern about the lack on involvement and requested a response. This issue came forward because Rochman.2 had expressed concern that his department's delegate was not attending/communicating with the constituents. The seven either wrote to resign, one commenting his election was a "joke" on behalf of others in his department, or did not reply by the requested deadline. We have drafted an email to send out to the relevant graduate studies chairs early next week to fill these new vacancies. Wiggins.106 reminded everyone to please sign in. Dong.209 asked why we were only now removing if the constitution says delegates can only miss two meetings and if we are doing something to prevent this in the future. Wiggins.106 said we did not have a

consistent procedure in place for reviewing attendance, but we will be looking for ways to help that and perhaps purchasing a BUCKID swipe card machine for the meetings to more easily track/monitor delegate attendance.

#### **4. NEW BUSINESS**

**4.1. Act 1314-Sp-10: An Act Concerning the Duties and Responsibilities of the Secretary in the Constitution of the Council of Graduate Students (see attached; second read/vote)**

**4.1.1. Coy.82** reminded delegates that the act is about keeping governance documents updated when changes are made. **Gambrel.15** proposed that the word incumbent be removed, and change to “next years officers.” **Krygowski.5** motioned, **Small.122** seconded, motion passed.

**4.2. Act 1314-SP-011: An Act Establishing the 2014-2015 Delegate Apportionment (see attached)**

**4.2.1. Crowsley.1** reviewed the purpose of apportionment – to establish the relative units and the number of seats per unit across the university to adequately represent graduate students in the council. This act represents the collective efforts of the individuals who I recognized in my report. The bold language represents the wording directly from the constitution. We used data from fall enrollment and our plan is to update the information for spring elections based on what is determined today. **Crowsley.1** explained the chart (see attached act) and process and she explained that the actual ratio of number of delegates per unit was debated within the O&E committee, as the constitution requires that we stay within a range of 130-150 delegate seats. O&E decided on a ratio of 1 delegate per 125 students enrolled and no more than 4 delegates in one department. The committee decided that it didn't make sense to have many delegates in one unit, hard to have enough people actually commitment from one department. Green text highlights a change in unit location. Red text denotes a name change (from enrollment data, or from colleges/departments website). The net change in delegates indicates the change in the number of delegate seats per college, unit and total. As a note, we were currently out of compliance within the website management system (108 total delegate seats with 76 currently filled). We have proposed an apportionment that will create 144 delegate seats. **Crowsley.1** noted that there were several O&E committee meetings to develop this plan – 8 hours with the committee, 15+ hours reviewing the data herself, and conversations with many others to see how this structure felt. **Crowsley.1** noted everyone present at executive committee supported. **Coy.82** and **Crowsley.1** gave many thanks to everyone involved. **Wiggins.106** asked for a point of order and **Crowsley.1** asked for a motion to approve.

**4.2.2. Krygowski.5** moved and **Orsborn.10** seconded – questions?

**4.2.3. Comment** was raised concerning the title “Allied Medicine” and how the new title for the school is “Health and Rehabilitation Science.” **Miller.5766** moved this amendment, **Small.122** seconded, motioned carried.

**4.2.4. Santana.7** motion to amend “Integrated Biomedical Sciences” to “Biological Sciences.” **Harding.111** second, motioned carried.

**4.2.5. Townsend.681** motioned to change the Glenn School of Public

Administration to the John Glen School of Public Affairs, Small.122 seconded, motioned carried.

**4.2.5.1.** Stech.6– point of clarification in engineering – Civil & Environmental & Geodetic engineering are currently in one department, but currently see no environmental listed. Crowsley.1 noted this is based on enrollment data from SIS; there was a small discussion on environmental enrollment numbers. Stech.6 motioned to make the “Civil Engineering” seat “Civil & Environmental Engineering.” Karl.3 seconded, motioned carried.

**4.2.5.2.** Jayakumar.5 asked about why Geodetic Science (engineering) is separate. Crowsley.1 noted this choice was based on enrollment data. Gambrel.15 asked if Geodetic should be combined with another unit since it only represents 3 people. – should be combined if only representing 3 people. Abukar.3 highlighted that Mechanical and Areodetic are represented separately. Gambrel.15 retracted suggestion. Some discussion about Mechanical and Aerospace being within the same department, however from the enrollment data these appeared to be separate programs.

**4.2.6.** Small.122 – moved to amend the “Art education, Arts policy & Administration” seat to be named the “Arts Administration, Education and Policy” seat in line with the department name. Coy.82 discussed what the seat name was meant to symbolize, not always the department, but the programs represented within the seat. He says the seats are really by program (degree) not by department. Small.122 removed suggestion.

**4.2.7.** Brewster.81 commented she was not sure that it matters, but Theater is actually now a part of the College of Arts and Sciences, not the College of the Arts. Crowsley.1 noted they chose not to change the college names too much as the programs are not delineated this way in the enrollment data.

**4.2.8.** Vang.18 motioned to change Communication to “School of Communication” as this is broader and encompasses all the programs there. Krygowski.5 seconded, motion carried.

**4.2.9.** Joshi.115 asked about the programs of Molecular, Cellular, and Developmental Biology, under the College of Biological Sciences now being rolled into one name, “Developmental Biology.” She expressed concern that constituents might not understand that represents all 3 areas. Crowsley.1 noted their committee chose that name based on the enrollment data they received, and highlighted the seats were not always program or department specific. Joshi.115 motioned to make the “Developmental Biology” seat “Molecular, Cellular, and Developmental Biology.” Gambrel.15 seconded, motion carried.

**4.2.10.** Hopp.8 asked about the “neuroscience” program within the College of Medicine, and whether the name could be “neuroscience graduate studies program,” instead as there are likely other departments that also have neurosciences specialties (e.g., psychology?). After some discussion, Crowsley.1 noted that some interdisciplinary programs had to be housed in a particular place with the most enrollment, for neuroscience the College of Medicine made the most logical sense

**4.2.11.** Holowacz.1 spoke briefly about trying to clarify the programs within Human

Sciences, explaining that there are multiple PhD programs within this department. Crowsley.1 explained that the same is true relative to Teaching and Learning in the College of Education and Human Ecology; the 162 represents all students across the 4 graduate programs

**4.2.12.** There was a discussion to limit discussion for the sake of time. Small.122 motioned to give 3 minutes per person. Conrad.245 motioned for 5 minutes total. Krygowski.5 seconded, motion carried.

**4.2.13.** Holowacz.1 asked to return to the discussion on Human Sciences and asked additional questions about the combined programs. Crowsley.1 highlighted that the original data (in the first column) is really outdated. Lang.279 noted it predates the merger of the College of Education and the College of Human Ecology.

**4.2.14.** Odden.2 called to check if we have a quorum. Coy.82 noted yes (i.e., 1/5 of delegates present). Karl.3 moved to pass Act 1314-SP-011 with the amendments previously stated, Hines.278 seconded. Motioned passed.

**4.3.** Act 1314-SP-012: An Act Concerning the Clarification of Procedures and Timeline to amend the Bylaws of the Council of Graduate Students (see attached)

**4.3.1.1.** Coy.82 noted this is more of a housekeeping item to make sure we understand how to amend bylaws. However Gambrel.15 highlighted the proposed change is not simply clarifying procedure but making it faster to change bylaws (i.e., one meeting). Rochman.2 and Coy.82 provided clarity. The proposed change would actually bring the constitution in line with how we have been doing in practice (i.e. one meeting for bylaw changes and two for constitutional). This would essentially allow changes to the bylaws to be one month faster.

**4.4.** Act 1314-SP-013: An Act Concerning the Clarification of Membership and Eligibility of Elected and Appointed Positions (see attached)

**4.4.1.** Coy.82 explained this was removing “Vietnam era” status language to be all veterans.

**4.5.** Act 1314-SP-014: An Act Establishing a Code of Ethics (see attached)

**4.5.1.** Coy.82 noted that his good work came from the two “Davids” (Bowers and Rochman), who between the two of them have 6 masters degrees. Coy.82 noted that he believed this is a great statement; he said that part of the reason we wanted this document is that we have a lot of rules that establish how to “call someone out,” but nothing that clearly states what behavior is acceptable/expected.

**4.6.** Act 1314-SP-015: An Act Concerning the Procedure to Remove an Executive Officer of the Council of Graduate Students

**4.6.1.** Coy.82 noted this act is about adding additional oversight to the executive officers. Coy.82 noted this is something that members of the executive team have talked about since the summer, what to do if there is an ethical violation of an officer. He noted that often it is the people who work most closely with the executive officers, i.e., members of the executive committee, who are truly able to see problems/ethical violations. This act essentially allows an executive committee member to bring an issues they see forward; gives additional responsibility to the executive committee to oversee itself.

**4.6.2.** Some discussion to limit debate on item to 5 minutes, Coy.82 noted we have another full meeting to discuss and vote. Gambrel.15 moved.

**4.6.3.** Bryson.53 made motion to table the current discussion. Prajzner.1 seconded; motion to table carried.

**4.7.** Call for Officer Nominations Crowsley.1

**4.7.1.** Wiggins.106 noted that nominations were now open for officer positions, read from parts of constitution. He noted it is customary to not only send notifications out after this meeting about the officer elections, but to also call in this meeting for those interested in running for officer positions. Individuals can self-nominate or nominate others. Wiggins.106 and Crowsley.1 said the positions roles and responsibilities are outlined in the constitution and we can also answer any questions you have about these positions.

**4.7.2.** Dabkowski.5 asked if we planned on holding a special session to explain the roles of the officers, noting she believe she attended something like this last year int he round room of the Union. Coy.82 said we currently do not have anything like that planned. Stech.6 motioned to continue this conversation at the next meeting; Small.122 seconded, motion to table carried.

**4.7.3.** Crowsley.1 individually called for nominations for the following positions, in the order listed: Treasurer, Secretary, Vice President, and President. No nominations were made at the meeting.

**4.8.** Call for Awards Nominations Coy.82

**4.8.1.** Coy.82 noted Vang.18 is currently cleaning up the award nomination form, once the form is ready and updated, look for an email Lang.279 asking for award nominations (briefly referenced awards on website, see: <http://cgs.osu.edu/awards/>). Nominations will likely go till the end of March.

## **5. STANDING COMMITTEE REPORTS (PLEASE SEE ATTACHED WRITTEN REPORT)**

**5.1.** Grants Administration Sandoval.32

**5.1.1.** Regarding the Career Development Grant (CDG), Sandoval.32 noted that they were currently testing the online application. She hoped to look over this one more time on Monday and have the application up on March 4<sup>th</sup> so applicants will have one month to apply (due on April 4<sup>th</sup>). There are a few changes to application, e.g., there are now some set word limits, e.g., 500-1000 words for the Career Development plan section. In addition, she noted changes in the rubric; now based on a 25 point system, with every section/criteria now worth 5 points, will put new rubric on website and an accompanying blog about the CDG changes on website this weekend.

**5.1.2.** Global Gateway

**5.1.2.1.** Sandoval.32 noted this is still a paper submission and the deadline is March 14<sup>th</sup>; Sandoval.32 encouraged all doing research abroad this summer to apply. The funds can be used to cover research travel between May 5<sup>th</sup> – August 26 2014. Special consideration is giving for those traveling to countries where OSU already has a gateway program (see post: <http://cgs.osu.edu/blog/the-global-gateway-grant-for-international-research-now-open/>). Will post all information by Wednesday, 2/19.2-14. Sandoval.32 noted

that Osmer suggested that we (CGS) also match the funds with a \$5,000 contribution to the award. Sandoval.32 noted that the executive team had discussed this and it seemed to be a wise move to add to the award, especially with airfare being so expensive. Sandoval.32 moved to match the funds at \$5,000 creating 10 awards of \$1500 each. Krygowski.5 seconded the motion. Small.122 expressed concern, "don't we have to have a debate." Coy.82 said yes, the order is a motion, second and then discussion. There was some discussion over the available funds. Hodak.2 noted we have a large carry over from our Coke Funds and suggested this might be a good way to spend down these funds, she, Coy.82, and Lang.279 noted that Treasurer Cichon.8 (not currently present) also thought this was a good idea. Townsend.681 expressed concern, noting that he (and the delegates) had not seen a budget update since the beginning of year the year, without seeing the budget how can adequately judge if this is a good decision? Coy.82 noted this was fair enough. He explained that there has been a technical glitch in getting the new software installed. Coy.82 noted that we have \$20,000 overage in our Coke Funds. Hodak.2 processes the physical funds as part of her role through student life, she explained right now we have \$20,000 of carry forward this year, and in the future the university may how much we can continue to carry forward or how much we are awarded based upon our use of the funds. Townsend.681 and Holowacz.1 asked when Cichon.8 (Treasurer) would be coming, perhaps she could show us a current budget or could answer smaller details. Townsend.681 asked about why OIA ask for more? Coy.82 noted they did not, Dean Osmer suggested this possible contribution as for right now all we do is administer the grant. Sandoval.32 noted this is the 3<sup>rd</sup> year for the grant and this could be a mark of CGS commitment to maintain this award. Small.122 – why not do \$1K for 15 people? Fidai.1 - how many applicants last year? Sandoval.32 - 64 applicants last year. Coy.82 noted that the motion on the table is to increase the funds; then we can discuss how to allocate the funds (i.e., 10 \$1500 or 15 \$1000). Bryson.53 asked about total amount being spent on all grants relative to programming. Coy.82 noted that so much programming is done out of OUAB and the great work that Hodak.2 does with that. Crowsley.1 stated the question that seems to be at hand is what's the best way to spend our funds to reach the most amount of graduate students? Bryson.53 noted she wouldn't want to vote on this issue until could see the budget. Townsend.681 also expressed it is not just a \$5,000 contribution right now, but this could become a commitment overtime. He noted we should think long and hard at opportunity cost, this becomes a thing we are committed to for the long haul. Robberts.1007 (alternate) – do we have a time target number of disbursement, i.e., when the money needs to be spent or we loose it? If so, then I recommend we increase the impact on the few people. Conrad.245 – we can always reevaluate in future in we want to have the \$5,000 commitment. Coy.82 reiterated we are only asking for this year, and that we would need to re-ask the delegate body each year. There is no real need to amend the motion to specific that it is not a long term commitment. Crowsley.1 asked if the additional funds were approved, has OIA been consulted on whether 5 extra grants or extra funds on each grant is better? Coy.82 noted we get to decide that as we oversee the grant and Sandoval.32 said, "I just told them what we decided in exec and that I would follow-up based



on what the delegates voted.” Fidai.1 do we ask, or do we have a way of asking if applicants already have certain funds? Holowacz.1 added that if this is particular to the Coke fund, and if we only get x amount of money, and if we don’t spend it we may get less money in future – may be smarter to use money now. Bryson.53 asked Cichon.8 about total funding of grants. Delegate asked about, do we need \$20,000 from Coke anyway, regardless of Global Grant, are there better ways to this money? (in wider university)

**5.1.3.** Cichon.8 noted we have \$12,000 to CDG, \$40,000 Ray, and currently \$10,000 for global gateway (which is based on the money we get from OIA and the Graduate School). She noted she hears the concerns about CGS perhaps just becoming a funding agency, however we are here to help graduate student advancement and these grants are part of that. As an organization we have to grow as the funding climate changes and recognizing the costs are changed. She raised questions (in conjunction with Coy.82) about what \$1000 will get you in terms of traveling abroad? Coy.82 emphasized the cost of international air travel. Cichon.8 said could we chip in \$5K that could help, help spend down the carry forward and also try to restructure budget or make other changes going forward. She apologized that she just took the “red eye” back and could not show the requested numbers at this time. Cichon.8 explained that we get money from student activity fee and from coke endowment, and that we have a balance built up over a number of years, now totaling a \$20K build up and we need a plan to spend down, we should be budgeting to account for the carry forward. Lang.279 it could be something to consider for years forward. Hodak.2 noted that Cichon.8 hasn’t even got the full funding amounts from the university yet, the \$20,000 is a conservative estimate. Hodak.2 noted, we have the money, based on a last 5 year snapshot of our spending patterns we could continue this contribution for the next 3-5 years based on our spending habits. Hodak.2 also distinguished the two different funding sources, student activity fee and Coke Funds, highlighting that the coke funds had to be spent on professional development and diversity related things. Townsend.681 reiterated it helps to be able to see the numbers and look at them ourselves ahead of time, to see what is best, do a cost benefit analysis. Crowsley.1 and Coy.82 projected approved budget from Au 2013. Cichon.8 walked briefly through and confirmed with Hodak.2 that we are not anywhere close to spending the \$23K dedicated to programming? Hodak.2 reiterated that the Coke funds are restricted funds for professional development and diversity; incredibly restricted in how we can use this money. Krygowski.5 said she didn’t see the risk, this is the type of activity this funds can be used for. Wiggins.106 asked if Krygowski.5 was asking to “call a question” (vote). Coy.82 counted vote, motion carried.

**5.1.4.** Coy.82 noted add that executive had originally agreed to an additional \$5K to increase the 10 grants, however someone can make a friendly amendment to make it a total of 15 grants of \$1K. Cichon.8 asked how many people applied before. Lang.279 - 64. Small.122 argued that the 15 \$1000 grants would touch more graduate students and asked students to consider what will have more impact on graduate community. Wiggins.106 noted if students cannot get to their locations because they cannot cover the additional costs by themselves then we end up having no impact. Crowsley.1 noted we have other cosponsors,

have we asked OIA about their opinions? Bates.375 noted she spoke with her constituents about this and she said several would want to apply, however the travel/expense cost is still prohibitive, her constituents would want the increased funds. Delegate raised comparison to Ray (\$750) said traveling to international conferences is really difficult with these funds. Draggoin.1 – CGS money would be touching more people to help, making more prestigious. Roberts.1007 (alternate) asked if we have data on previous awards, do records submitted show their total cost of travel? Hodak.2 – we don't know how much total trip costs, only need to know when they have other kinds of funding – only to make sure they are not getting double-reimbursement. Krygowski.5 asked to call a question, Coy.82 asked to make 10 or 15 awards? Wenner.20 called to question the argument to raise the funds based on the cost of inflation stating 50% inflation in three years is not possible, if \$1k was sufficient 3 years ago, it should be so now. Wiggins.106 said his statements were not mean to be an exact ratio. Bryson.53 asked if CGS could act as a liaison to help students find other sources of funding. Weber.460 called to question 10 grants at \$1500. Wenner.20 moved for 15 grants at \$1000, Small.122 seconded; motion failed (majority opposed). Conrad.245 moved to make 10 awards at \$1500. Holowacz.1 seconded. Kar1.3 call a question. Motion Carried.

**5.1.5.** Crowsley.1 asked Sandoval.32 what OIA thought, if they had been consulted. Brief discussion of email exchange with OIA, based up on feedback, Sandoval.32 and Lang.279 indicated they were okay with this idea.

**5.1.6.** Dong.209 asked why traveling to these 4 countries has priority. Sandoval.32 – OIA already has “global gateways” or is building “global gateways” in these areas; the research there can help strengthen those.

**5.2. Diversity & Inclusion** Bryson.53

**5.2.1.** Lauren Bates and I working on a change drive for the water crisis in West Virginia. Bryson.53 noted people do not have water they feel safe drinking and that the government has stopped testing and supplying water. Looking at perhaps working on doing a concert fundraiser, have reached out to Mills.532 to potentially partner on an event.

**5.3. SERC** Mills.532

**5.3.1.** Sustainability committee is hosting first of a series of monthly events, the first of which is on 2/28. The hope is to build a community around sustainability. The first event this term will be off campus at Seventh Sons Brewing Co. and folks have an opportunity to enjoy an adult beverage if they so choose; CGS will be providing the food. This is an opportunity to give a 3 minute informal presentation about sustainability. Mills.532 gave details of event and passed out flyers; emphasized all our welcome, e.g., poetry about sustainability, or research about how poetry can impact sustainability ☺.

**5.3.2.** Mills.532 also noted he attended the second university-wide sustainability meeting of this academic year yesterday; he will give more detailed notes in the next meeting packet.

**5.4. Governmental Relations** Rochman.2

**5.4.1.** Nothing to add

**5.5. Health & Wellness** Deshpande.39

**5.5.1.** Lang.279 read the following message from Deshpande.39: Grad Health and Wellness is hosting an Art of Living Foundation workshop - 'Relax, Rejuvenate and Refresh' in the first week of March. This workshop will teach us some simple meditations, exercises and fun games as techniques to reduce stress and improve the quality of our day to day lives. Keep an eye out for the formal announcement email with date and time. For more information, you can contact delegate and GHW committee member Pooja Joshi (Joshi.115)

**5.6. International Relations** Dong.209

**5.6.1.** No update

**5.7. Academic Relations** krygowski.5

**5.7.1.** Krygowski.5 noted that the Governmental & Academic relations committees paired up to do the first of a speaker series, with this first event focusing on Open Access publishing. This topic is relevant, the idea of making scholarly articles more accessible, especially with the recent legislative decision that beginning in 2013-2014 any NIH funded research should be in an open access journal. The event will host a panel discussion with differing views; the committees wanted to present issue from all sides, e.g., will it undermine the rigorous peer-review process? Will include a discussion on how where your work is published may affect your promotion, etc. Reiterated date, time place of event (see website: <http://cgs.osu.edu/blog/2014-cgs-speaker-series/>). Krygowski.5 noted there are two more speaker events coming up, one in March and one in April. Wiggins.106 distributed flyers.

**5.7.2.** Holowacz.1 asked if perhaps the flyers could be sent electronically to help distribute to constituents. Lang.279 noted these flyers were actually included with the latest news edition and also both are up on the blog; she will look to try and continue this practice.

**5.8. Communications** vang.18

**5.8.1.** Reminded those present about the delegate outreach funds. Coy.82 asked about potentially using the \$200 to also go to departments who do not currently have delegate, such that any CGS member could ask for money to host an event to go to the department and help to get seats filled. This idea came up during our strength finders brainstorming session. Coy.82 asked for all in favor of expanding the parameters of delegate outreach funds in this manner (to allow the funds to be used in departments where a delegate is needed to spread the word about CGS); motion passed.

**5.9. Ray Travel Award** Cichon.8

**5.10. Senate Advisory** Pucker.1

**5.10.1.** Interesting most recent senate meeting; it was a shared mixer with incoming President Drake.

**5.11. Ad hoc Committee on Disability Studies GIS** Townsend.681

**5.11.1.** Nothing to add besides what is in the report. Coy.82 is set to meet with Dean Osmer on the 3<sup>rd</sup> of March, Coy.82 will share this information with the Dean.

## **6. DISCUSSION**

**6.1. Any other Delegate Issues and Concerns**

## **7. ANNOUNCEMENTS**

## **7.1. Spring 2014 Semester Meetings and Special Dates**

- 7.1.1. 28th Edward F. Hayes Graduate Research Forum: Friday, Feb 21, 2014, Union
- 7.1.2. Friday, March 7, 2014 CGS Executive Committee Meeting, 3:30 pm, CGS Office
- 7.1.3. 3rd Spring Delegate Meeting: Friday, March 21, 2014, 3:30 PM, Union Senate Chambers,  
\*Election\*
- 7.1.4. Friday, April 4, 2014 CGS Executive Committee Meeting, 3:30 pm, CGS Office
- 7.1.5. 4th Spring Delegate Meeting: Friday, April 18, 2014, 3:30 PM, Union Senate Chambers
- 7.1.6. Grad/Prof Spring Reception (immediately following): Friday, April 18, 2014, 5:30 PM,  
Faculty Club

## Written Reports, part of CGS Agenda for 2/14/2014 CGS Delegate Meeting

Current as of 2/7/14 at 9:30 pm

### Officer Committee Written Reports

#### President/ Josh Coy.82

- New President!
  - Many thanks to all members of the search committee, and especially our own Colin Odden, for the extensive work put into the search documents that led to the decision to hire Dr. Drake
  - We are hopeful that the documents created will be useful for future other search committees and used as the basis for what OSU means to all and where we want our institution to go.
- Fee issue
  - Senate Fiscal and members of Senate Steering continue to work together further craft the guidelines on fees. There seems to be a strong level of commitment to make this policy strong, transparent, and manageable.
  - Meeting with Dick Dietrich (Fiscal Chair) this week to go over the specifics
- Highball evaluation
  - Evaluations were returned at a 46% response rate
  - Highlights include 79.9% were satisfied or very satisfied with Highball, 65.8% attended an OUAB event in fall semester (the majority of those who did not attend indicated a lack of time being the biggest factor)
- NAGPS
  - Multiple committees have been formed at the national level to deal with the organizational problems I brought to their attention last year. It appears they are seeing the issues in practice and are now willing to address them.
  - I have written the organizational structure of NAGPS' Constitution and Bylaws to better reflect norms, as well as a full explanation for each change, and forwarded this to the region. More will be discussed later.
  - Spring LAD in Washington D.C. is March 1-4, please see Donald Wiggins for more info.
  - Midwest Regional Conference held April 4-6th, Grand Valley State, Michigan
- CGS Constitution
  - Governmental Affairs to meet morning of the 7th to work on continued changes, more to come after the committee meets
  - A fair amount of housekeeping is needed in these documents...
- Grad Student Trustee

- Committee will meet with candidates on April 6th for interviews
- See the Board of Trustees website for more info on applying
- CGS committee members are myself, Allie Sturm, and Colin Odden
- Arts and Memorials
  - Will begin meeting bi monthly to speed up the process for determining public art for the CBEC area
- CSA
  - I have had numerous conflicts with CSA scheduling this semester and would like to find a replacement for myself on this committee. Please see me if you are interested. CSA generally meets on Mondays at 3:30. A replacement will free up my schedule and also allow me to occasionally meet with Grad Council, which I have not been able to ever because they overlap.
  - Possible fundraiser at Studio Movie Grill for Central Ohio Food Pantries
  - Working with SMG (formerly Arena Grand) for a Grad student event that would include music, movie, and possible food. More as the details come in.
- Parking concerns
  - <http://www.campusparc.com/osu/permits/2013-2014-permit-eligibility>
  - Delegate Jarred Small has worked with the Parking Advisory Committee to add language online to help clarify how grad students with appointments can be sure to get the correct level parking pass. Thanks Jarred!
- Possible WV Water Crisis event
  - Have dates in Feb and pricing from the Newport. Awaiting dates for March.
- Strengths Finder
  - The exec committee went through a fun team building exercise surrounding the Strengths Finder books and assessment.
  - OSU has trainers available, so something to consider amongst other student organizations and departments.
- University Area Commission
  - Becoming more and more important. Currently Colin Odden is our appointee, more from Colin if he can attend on the 14th.
- Elections
  - More on this from Jamie, but just an extra note to keep in mind that nominations for our next administration will be in February! This semester is flying by!
- Global Gateway
  - Dean Osmer has tentatively agreed to match funding of \$5000 from OIA for the GG grant.

- I suggest we consider CGS also matching this amount, more on this from Elizabeth later...

**Vice President/ Jamie Crowsley.1**

- Hayes Forum
  - **Graphics:** Union graphics are currently producing the program. It will be ready for uniprint to print off next week. We will be printing between 250 and 300 programs.
  - **Presentation Judges:** We now have presentation judges assigned to subject areas and ready to attend the Hayes forum on 02/21/2014.
  - **Hayes Committee Meeting:** We now have about 25 volunteers for the day of Hayes. About 20 attended the Hayes Committee Planning Meeting on 02/05/2014. Assignments have been made for the day of.
  - **Meeting Packet preparation:** 3 “packing parties” have been schedule for 5pm-8pm on Monday 17<sup>th</sup>, Tuesday 18<sup>th</sup>, and Wednesday 19<sup>th</sup> February. This is to prepare meeting materials for the day of Hayes. These will occur in the CGS office (Room 2088, the Ohio Union). **If anyone wants to come and help out at any time during these parties, even for an hour your help would be much appreciated, so just email me at [Crowsley.1@osu.edu](mailto:Crowsley.1@osu.edu).**
  - **Marketing:** All items have arrived and are in the CGS office ready for the “packing parties”.
  - **Event Space:** I met with Katie Krajny (events planner at the ohio union) on 02/04/2014. We finalized arrangements. These include:
    - having the Union open an hour early i.e. at 6AM on the day of Hayes to allow for committee members to come to the union early for set up.
    - Arranging to have the great hall meeting room to contain Hayes materials the night before and locked making set up on the morning of Hayes easier.
    - Getting the poster boards delivered to the great hall meeting room for the day of Hayes.
    - Getting a photographer to come to photograph some of the events at Hayes.
  - **Technology:** 5 laptops from the resource room have been reserved in an attempt to minimize costs. All other arrangements for technology have been through Katie (laptops, AV equipment and support staff).
  - **Catering:** Catering numbers and dietary requirement information needs to be with Katie approx 1 week prior to Hayes. We have budgeted for 190 luncheon attendees. Breakfast is continental buffet style.
  - **Hayes Career Panel:** We now have 4 panelists:
    - Lauren Kleinman who will be speaking on sustainability & Environment.
    - Connie DeJong who will be speaking on her work with non-profit organizations.
    - Jonathan Toot: who will be speaking on toxicology & industry
    - Jill Smith, who will be speaking on curriculum development and her work with ODE.
  - **Hayes Feedback:** A number of issues have arisen during the preparation process that could be improved upon. I am keeping track of the feedback that I have received from judges,

presenters, panelists etc so that Hayes can be further improved for next year. **If anyone has feedback, feel free to email me at [Crowsley.1@osu.edu](mailto:Crowsley.1@osu.edu).**

- **Budget:** We are currently within budget. However some items have not yet been included such as the programs. Even with these extra costs I am confident that we will still be in budget. The budget has been re-configured by Alfred Yates to make it more consistent with Union facilities. The total budget has not changed, but categories and amounts that we have the ability to change have been done. This will make planning easier going forward.

Total Budget	\$ 28,000.00
Total Spent	\$ 12,073.00
<b>Remaining Balance</b>	<b>\$15,732.04</b>

Segment	Item	Budget	Actual	Excess
<b>Awards</b>		<b>\$ 14,000.00</b>	<b>\$ -</b>	<b>\$ 14,000.00</b>
	<i>Oral Presentations</i>	\$ 12,000.00		
	<i>Posters</i>	\$ 1,350.00		
	<i>Plaques</i>	\$ 650.00		
<b>event</b>		<b>\$ 8,550.00</b>	<b>\$ 7,772.50</b>	<b>\$ 777.50</b>
	<i>Rooms</i>	\$ 2,000.00	\$ 1,902.50	
	<i>AV/Tech</i>	\$ 500.00	\$ 350.00	
	<i>Labor</i>	\$ 2,000.00	\$ 1,818.50	
	<i>Catering</i>	\$ 4,000.00	\$ 3,676.50	
	<i>Other</i>	\$ 50.00	\$ 25.00	
<b>Marketing</b>		<b>\$ 500.00</b>	<b>\$ 394.96</b>	<b>\$ 105.04</b>
	<i>Posters</i>		\$ 394.96	
	<i>Flyers</i>		\$ -	
<b>Gifts</b>		<b>\$ 4,200.00</b>	<b>\$ 4,100.50</b>	<b>\$ 99.50</b>
	<i>Lapel Pins (300)</i>		\$ 669.00	
	<i>Tote Bags (250)</i>		\$ 351.00	
	<i>Large Splashpads (250)</i>		\$ 782.50	
	<i>Flash Light Pen (150)</i>		\$ 620.50	
	<i>Thermos (250)</i>		\$ 1,677.50	
<b>Other</b>		<b>\$ 750.00</b>	<b>\$ -</b>	<b>\$ 750.00</b>
	<i>Miscellaneous</i>	\$ 250.00		
	<i>Program</i>	\$ 500.00		



- Organization & Elections Committee
  - **Apportionment:** Proposed apportionment for the 2014-2015 year has now been done. This will be covered under the “new business” section of the delegate meeting. I would like to thank several members of the Organization & Elections Committee for attending several meetings to discuss apportionment: Joshua Coy, Jonathan Orsborn, Grady Gambrel, Donald Wiggins, and David Roachman. I would also like to thank the CGS adviser Kerry Hodak for her insights and advice on this process.
  - **Mapping:** Graduate student mapping is being updated and hopefully will be done in time for the spring election. This will ensure fewer complications with future elections.
  - **New election system:** Morgan Cichon and I met with IT Support on 01/21/2014 to talk about Ray Travel, Hayes Forum management system and new election system. IT Support has completed the new election system and it is currently being tested by the CGS adviser and I. It will be rolled out for production later this month and all being well will be ready for the spring 2014 elections!
  - **Delegate Attendance Review:** An issue of the attendance of a particular delegate was raised to O & E by David Roachman. This prompted a review of all delegate attendance by Donald Wiggins (O & E Vice Chair), David Rochman (O & E committee member), and our secretary, Sarah Lang. Collectively they have been conducting a review of all delegate attendance with the aim of ensuring that graduate students in departments are being properly represented. More details about the specifics of this review will be presented by Donald during his Chief of Staff report.
  - **Officer Elections:** Nominations for the 4 officer positions of President, Vice President, Secretary, & Treasurer are now open. Elections will occur during the 3<sup>rd</sup> Spring delegate meeting on 03/21/2014. Nominations will be opened up during the election portion of the meeting. During this time there will also be an outline of the officer roles and responsibilities and the opportunity for delegates to ask clarification questions about what each role entails.
  
- External committees
  - All positions are currently filled. No new updates.
  
- Member Records
  - The delegate for theater, Meg Chamberlain resigned. We appreciate Meg’s service and wish her well in her future studies. We have a new theater delegate, Shelby Brewster (welcome!). Shelby has been added to the website and the delegate listserv. Records are up to date.
  
- Student Government Liaising
  - No updates.
  
- Council on Student Affairs
  - No updates.

**Secretary/ Sarah Lang.279**

- Please keep sending news and events for calendar/blog
- Have spoken with Human Resources at OSU regarding the adoptive parental leave issue. Human resources explained the policy review cycle and process. We discussed the incorrect communication now available on the Dave Thomas Foundation website regarding OSU's adoptive leave policy. Hope to establish a meeting with Leslie Alexander to see Faculty Council's interest in this topic.

**Treasurer/ Morgan Cichon.8**

**Chief of Staff/ Donald Wiggins.106**

**Standing Committee Written Reports**

**Grants Administration, Elizabeth Sandoval.32**

Career Development Grant:

- An experienced judge and winner and I began testing the online Career Development Grant website on Friday, Feb. 7<sup>th</sup>. We tested it by applying, judging, and administering mock applications to see if any final changes are necessary to make it run efficiently. Testing will continue this month, to prevent any problems when it goes in March, a month before the April 4, 2014 deadline.
- The rubric/ judging criteria and the application process are the same. The wording of one has changed, but it's on the application so the applicants still see the points on which their applications are judged.

Global Gateway Grant:

- The application went up on our website on Wednesday, February 12, 2014.
- All graduate students are encouraged to apply, especially if you are doing research in a country in which OSU's Global Gateway Program already has established collaborative work: China, India, and to come Turkey and Brazil.
- For the application: <http://cgs.osu.edu/funding/global-gateway-grant/>
- For more information on OSU's Global Gateway Program:
- The deadline is a month from now, March 14, 2014.
- The funding period is: May 5, 2014 – August 26, 2014.
- The award is funded by the Office of International Affairs, the Graduate School, and CGS.
- It has awarded \$1,000 toward research abroad in the past, but the Grad School has asked CGS to contribute funds, too.
- Judging criteria included in the application.

- There will be 10 awards of \$1,000 each (pending a potential increase, on which we will vote today).
- Please contact Sarah (lang.279) or me (sandoval.32) if you would like to judge for this award. It takes less time than one would think.
- If you don't have a committee, you will be assigned to judge.

**Diversity & Inclusion Committee, Krista Bryson.53**

- I'm working with Lauren Bates to organize a supply drive for the WV Water Crisis and with Josh to organize a concert for the same cause.

**SERC, Todd Mills.532**

**Governmental Relations Committee, David Rochman.2**

- Will have substantial constitutional and by-law revisions to present in the next two Delegate meetings prior to CGS elections.
- The final federal FY14 appropriations measure was signed into law on January 14, 2014. As outlined by the Bipartisan Budget Agreement, discretionary programs are funded at \$1.012 trillion, which is a \$44 billion increase above the levels called for under sequestration. While the measure does not replace the sequester entirely, it does provide relief from the drastic cuts facing federal programs. This is very important to students at Ohio State, these are the programs by department, presented in this chart.
- We are co-sponsoring with the Council on Academic Relations a three part speaker series related to issues most important to graduate students. Our first forum is February 18, at 6:00 in the first floor seminar room at Thompson. Please visit the CGS blog and encourage your constituents to attend.

**Health and Wellness Committee, Niranjani Deshpande.39**

- REACH training was held in the CGS office on Friday, 25th January. Thanks to Kerry for her help in setting up. We had 8 participants for the training. It was a presentation of about 1 hour, and it was interactive. Our trainer was Krista Predragovich.  
When we sent out the RSVP, about 10 people had indicated their interest but unavailability at the scheduled time. We will most likely have another training session towards the end of the semester.
- Spring event at Buckeye Village: Planning is underway for this event. Date and time TBA but want to push this event back into spring as much as possible. Thanks to Joshua who has volunteered to help at the event. More volunteers welcome.

**International Relations Committee, Shuai Dong.209**

- No updates

**Academic Relations Committee, Molly Krygowski.5**

**Communications Committee, Mao Vang.18**

- \$200 is available to delegates through the Delegate Outreach Fund for the purposes of promoting CGS during a department-centric event. You are encouraged to apply for these funds by downloading the application on the CGS website (<http://cgs.osu.edu/posts/documents/cgs-delegateeventfunding-20132014-1.pdf>), filling it out, and sending it to both Mao Vang.18@osu.edu and Morgan Cichon.8@buckeyemail.osu.edu. Please also email Mao if you have any additional questions.
- 2. Graduate events are promoted through the CGS Facebook (<https://www.facebook.com/CouncilOfGraduateStudents>) and Twitter (<https://twitter.com/cgsosu>) pages. Please email any events to Mao Vang.18@osu.edu if you would like them broadcast on Facebook and Twitter.

**Ray Travel Award Committee, Morgan Cichon.8**

**Senate Advisory, Andrew Pucker.1**

- The next University Senate meeting will be held on March 6th at 3:30 PM in 130 Drinko Hall.

**Ad Hoc Committee on Disability Studies/ Neil Townsend.681**

- The Ad Hoc Committee on Disability Studies met Thursday, February 6th to investigate concerns raised by students completing the Disability Studies Graduate Interdisciplinary Specialization (GIS).
- Committee members defined the overarching problem as inadequate support from the university in terms of structure and staff.
  - Issues with structure include the number and predictability of classes offered, communication with students, and marketing of the GIS in general.
  - Issues with staff include the departure of faculty teaching in the specialization without replacements being hired, forcing graduate students to teach many of the classes.
- Committee members plan to design and distribute a survey to students completing the specialization and raise concerns with the Disability Studies GIS in relevant university committees.