



CGS Delegate Packet September 6, 2019

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1. CALL TO ORDER (3:30pm)
 - 1.1. Statement of Purpose
 - 1.1.1. *“To effectively advocate and program to ensure that The Ohio State University graduate student experience is the best it can be.”*
2. Roll Call (5 min.)
3. DELEGATE ORIENTATION (30 min.)
4. APPROVAL OF MINUTES (5 min.)
 - 4.1. Minutes from June 7th, 2019
5. OFFICER INTRODUCTIONS/REPORTS (15 min.)

5.1. President, Stephen Post.144	5.4. Secretary, Sarah Light.109
5.2. Vice President, Libby Bauman.193	5.5. Chief of Staff, Jack Brandl.8
5.3. Treasurer, DaVonti’ Haynes.242	5.6. Parliamentarian, Rania Khamees.5
6. COMMITTEE CHAIR INTRDUCTIONS/UPDATES (15 min.)

6.1. Academic Affairs, Kevin Ingles.27	6.8. International Student Concerns, Eshan Estiri.1
6.2. Arts & Culture, Kathryn Holt.351	6.9. Marketing & Communications, Priscila RodriguezGarcia.2
6.3. Delegate Relations, Conner Sarich.6	6.10. Senate Advisory, Blake Szkoda.1
6.4. Diversity & Inclusion, Demondre Peak.43	6.11. SERC, Carly Larosa.15
6.5. Government Relations, Maddy Lomax-Vogt.2	6.12. External Collaborations, e alexander.937
6.6. Graduate Student Affairs, Mark Pauley.66	6.13. Housing and Family Affairs, James Uanhoro.1
6.7. Health, Wellness, & Safety Alec Clott.1	
7. SPECIAL ORDER ITEMS (15 min.)
 - 7.1. Delegate Issues and Concerns (15 min.)
8. NEW BUSINESS (30 min.)
 - 8.1. SENATOR VACANCY NOMINATIONS (10 min)
 - 8.2. ACT TO ESTABLISH A DEPUTY TREASURER (20 min)
9. ANNOUNCEMENTS (5 min)
 - 9.1. October 4th, 2019 – Full Body Delegate Meeting | Location
10. Adjourn (~5:30pm)



Ohio Union Rm 2088A | 1739 N. High Street | Columbus, OH 43210 | (614) 292-4380 | cgs@osu.edu

Present: Emma Cobb, Isabel Immanuel, Brandon Free, Jahmour Givans, Nariman Laal Dehghani, Kevin Ingles (alternate), Stephen Lo, Rohit Mukherjee, Emily Nordquist, Alejandro Otero Bravo, Tricia Oyster, Christopher Pierce, Christopher Riley, Shruthi Shetty, Amanda Smith, Symon Stevens-Guille (alternate), Blake Szkoda, Alexandra Tuggle, Sarah Walton, Soroush Zamanian, Marcus Ziemann (alternate)

Absent: Omotayo Adeeko, Khaled Altabtbaei, Selasi Attipoe, Om Prakash Bedant, Rachel Bican, Mark Boyce, Eric Brinkman, Roxana Buda, Emily Callahan, Quichang Cao, Joseph Chambers, Yu-chun Chang, Mercedes Chavez, Vinay Chauhan, Alyssa Chrisman, Adam Chupp, Alec Clott, Hannah Dahlberg-Dodd, Robert Dahlberg-Sears, Steven Dalglish, Jenn Dane, Elizabeth De Luca, Leah Demko, Prutha Deshpande, Elliot Dhuey, Zaynab Diallo, Adrienne Ditommaso, Ehsan Estiri, Jim Evans, Julie Faieta, Steph Fanelli, Kathrin Frenzel, Bethany Frick, Kayla Gantt, Laurene Glimois, Nlingi Habana, Tasha Henderson, Mary Hill, Kathryn Holt, Audrey Hungerpiller, Neethi Johnson, Marjorie Kelley, Katherine Kieninger, Elizabeth Klainot-Hess, Pouya Kousha, Justin Kuric, Nickolaus Larsen, Carly LaRosa, Erica Law, Christopher Loiewski, Madeleine Lomax-Vogt, Cesar Lopez-Gemelli, Eric Loria, Nicolas Lugo, Soumik Mandal, Becky Mayse, Samantha McWhorter, Julius Metcalf, Aaron Murnan, Alexandra Nowak, Kate Ormiston, Erin Panczyk, Christopher Phelps, Alexander Podczerwinski, Jamie Rausch, Linzey Rice, Jack Rooney, Cole Robertson, Conner Sarich, Michael Schwartz, Lena Schreiber, Matthew Sermersheim, Prashant Serai, Utkarsh Shah, Melika Shahhosseini, Yibo Shao, Ryan Slechta, Nithya Sivashankar, Sundeep Siripurapu, Kelsy Steele, John Stegall, Kyle Sullivan, Leo Tchorowski, Caitlyn Trevor, James Uanhoro, Eunice Uhm, Aparna Unnikrishnan, Vibhuti Wadhwa, Matthew White, Christopher Wiegman, Joshua Williams, Yu-Lun Wu

1. CALL TO ORDER: Meeting called to order at 3:35 pm

1.1. Statement of Purpose

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

2. ROLL CALL

1.1 Carmen log-in

3. APPROVAL OF MINUTES

3.1. Minutes from May 10, 2019

- 3.1.1. Pierce.508 motioned to approve the minutes.
3.1.2. Motion was seconded
3.1.3. Minutes approved.

4. OFFICER REPORTS (as submitted in Delegate Meeting Packet)

4.1 President

- 4.1.1. Post.144 thanks the current delegates for their service and informs attendees that we are in the process of transiting to the new executive committee board. Last year's committee has been very helpful in this transition.
4.1.2. Committee chair interest form for chairs for any remaining committees. Form is open through end of next Sunday. Few people are out of town this week, a couple of substitutes.

4.2 Vice President

- 4.1.3. Bauman.193 nothing to report

4.3 Treasurer

- 4.1.4. Light.109 nothing to report

4.4 Secretary

- 4.1.5. Haynes.242 nothing to report

5. COMMITTEE CHAIR UPDATES (as submitted in Delegate Meeting Packets)

5.1. None.

6. SPECIAL ORDER ITEMS

6.1. Delegate Concerns

6.1.1. Voted on food this month, it has not changed. Reduction in food at delegate meetings in the Union.

7. NEW BUSINESS

7.1. Senator Vacancy Election

7.1.1. Elections begin, run by Brandl.8 (chief of staff and vice chair of elections)

- Jack begins the voting, a little bit of miscommunication pertaining to the voting and the options. Postpone election, or continue with knowledge known. Debate on next meeting. Discussion on postponing election. If postponing, must miss orientation. Another option would be to reassess for about 15 minutes and then vote at end of the meeting. Motion to postpone election. Option for another nomination to the voting. Another nomination added. Postpone election.
- Returning to the election process later in the meeting: Shah.1285 is elected as the new senator.

7.2. ACT 1920 SU-006: An Act Concerning the Approval of the Budget for the 2019-2020 Academic Year for the Council of Graduate Students

7.2.1. Discussion:

- Total budget income discussed. Budget might be adjusted due to the end of the fiscal year. Expenses are discussed. Diversity inclusion program added to the high budget allocated to the diversity and inclusion area. Retreat for full body for all members. Hoping to host more conferences. Convene graduate associates throughout Ohio and other big ten schools.

7.2.2. Questions:

- Who maintains website? Executive members do, mostly the secretary. Not much ability to change other than what is prescribed. Have to use student life as template.
- Possibly having student work with website as a job? Something to look into, as well as a social media site.
- Question about money allocated to the committees in the budget sheet? Gives committees more ability to advertise and create opportunities.
- Executive retreats, how is it justified to be \$3000? An executive retreat is necessary for cohesion, usually do not spend that whole amount. Any funds leftover from here moves to full body fund. However, a retreat is necessary. Debate on the credibility of exec.
- Asking for further explanation on diversity and inclusion as well as marketing. Further explained the diversity program was never implemented, therefore money for that. The diversity program is important to include in the budget. The marketing budget has gone down from the past budget.

7.2.3. Budget sheet looks incorrect.

7.2.4. Motion to postpone vote on budget in excel. However, end of fiscal year makes it more pressing. Budget amendments are possible.

7.2.5. Motion withdrawn to postpone budget vote.

7.2.6. Motion to amend budget.

7.2.7. Motion passed.

7.3. Recess

7.4. ACT 1920 SU-005: An act Amending the 2019-2020 Delegate Apportionment for the Council of Graduate Students

7.4.1. Discussion

- No discussion.

7.4.2. Questions:

- How does the program/apportionment work? Based on numbers, Libby would have better insight. Every department gets one delegate to start (100 seats).
- Is there an election for the seat? Dependent on situation.

- Any idea on how many more situations there are? Any sense to the magnitude of the problem? Unsure of the answer. CGS committee is working for apportionment.
- Why are we changing them? Kerry might feel they need to be changed, a governance was issued, going through the whole constitution.

7.4.3. Motion to vote on act.

7.4.4. Motion seconded.

7.4.5. Act approved.

8. ANNOUNCEMENTS

8.1 July meeting is canceled. However, opportunities to continue discussions are being worked on.

8.2 Conference here focusing on fostering outreach and creating support for graduate students. Reach out to Kerry about working on the panel. Also an opportunity to serve on panel pertaining to incoming graduate students. Opportunities for ambassadors in Columbus pertaining to serving and learning about Columbus.

9. Meeting adjourned at 4:47 pm.

September 2019 Treasurer Report – Council of Graduate Students

Hello CGS Delegates,

Welcome and welcome back to the 2019-2020 academic year! I hope everyone had a wonderful, productive, and positive summer!

CGS Budget

The current spending for this year (2019-2020) will be attached in next month's meeting minutes, to reflect spending that occurred between July 1 and August 31. Please email me if you have any questions.

In terms of the budget, this year I highly encourage Committee Chairs to take full advantage of their budgets, this has been an issue in the past. According to CSA operating procedures we are required/expected to spend most of a fund in a given year, if we don't those funds are subject to revocation by CSA, so let's avoid that.

Delegate Outreach Grant

The same applies as above. Please take advantage of the Delegate Outreach Grant, you may request up to \$200.00 per event. We will try to spread those funds out across departments and colleges, to ensure everyone has the chance to use this grant. **NEW THIS YEAR: the delegate outreach grant must be sent to Jack Brandl.8 AND myself (haynes.242).**

Furthermore, this year **we will strictly enforce the three week requirement for submitting Delegate Outreach Grants**, to ensure we have proper time to review them, make a decision, and forward them on to Teresa so she can then forward them on to the business office for processing. We know this is something that has been loosely enforced in previous years but this year it will be a hard rule. This is out of respect to Teresa and other staff who not only process CGS requests but the other student governments and other Student Life units.

Ray Travel Award

For Funding Period 2, we awarded 15 Ray Awards (~20% of applicants). Our committee will be meeting soon to go over how we think this funding period went and discuss how we can improve upon the judging process. **Funding Period 3 application will open on September 15th and will close on November 1st** to support conference travel between January 1st and March 31st.

New Financial Processing Guidelines

New financial processing guidelines, please see the attached forms. These policies and procedures must be followed to ensure we are in alignment with university mandates and again, to ease the burden placed on Teresa and other staff (who not only process CGS requests but the other student governments and other Student Life units) when we submit materials on a short notice.

Buck-I-Experience

The Buck-I-Experience application is now live, the deadline to apply is October 20. This is a program is a joint initiative sponsored by the three student governments, Council of Graduate Students (**CGS**), Inter-Professional Council (**IPC**), and Undergraduate Student Government (**USG**) at The Ohio State University.

The program was created to grant the wishes of students on the Ohio State University Columbus campus; who are suffering from debilitating conditions or special circumstances and may not normally be able to enjoy the Buckeye Experience, by attending football and basketball games, OUAB events or participating in other Ohio State traditions.

You can self-nominated or nominated someone at go.osu.edu/buckiexperience. This can be any Columbus campus student (undergrad, grad, or professional).

We have an all-star selection committee with representation from each student government, athletics, ODI, University Communications, Alumni Association, Wexner Medical Center, Academic Affairs, Student Life, and faculty.

Please help up advertise this program, marketing materials are attached.

Please let me know if you have any questions or concerns.

DaVonti' D. Haynes (haynes.242)



Every Buckeye deserves to have an extraordinary experience!

BUCK-I-EXPERIENCE

APPLY TODAY!

The Council of Graduate Students (CGS), Inter-Professional Council (IPC), and Undergraduate Student Government (USG) recognizes that every Ohio State student deserves to have an extraordinary student experience. To that end, we are proud to jointly offer the Buck-I-Experience program to **grant the wishes of Ohio State students, with debilitating conditions, who are typically unable to fully enjoy the Buckeye experience!**

The program is open to all undergraduate, graduate, and professional students at The Ohio State University Columbus campus.

Deadline:

Sunday, October 20, 2019

To learn more, apply, or refer a student, visit:

go.osu.edu/buckiexperience

If you have any questions/concerns please contact DaVonti' Haynes at

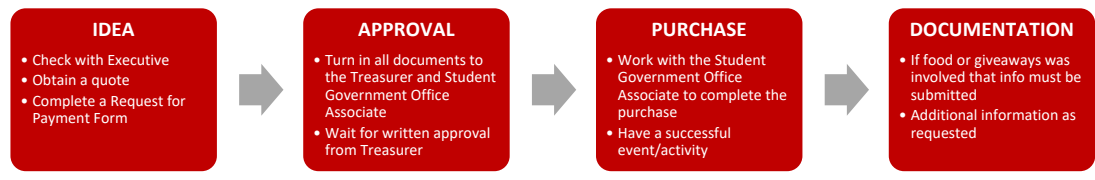
haynes.242@osu.edu



PURCHASES

TYPES	[INTERNAL ORDER]	[PURCHASE ORDER]	[P-CARD]
	All orders within the university	All orders outside the university	Orders outside the university; under \$2,500
PURCHASING TIMELINE	<p>All purchases must be submitted at least 30 days in advance</p> <p>Additional time should be allocated for any of the following circumstances:</p> <ul style="list-style-type: none"> • An AP Compliance Form needs to be submitted; • A contract needs to be signed; • Graphics/marketing request is needed; • Purchases above \$3,000 		
POLICIES	<p>In order to ensure timely approval of purchases, these policies must be followed</p> <ul style="list-style-type: none"> • All purchases/financial commitments require a quote/estimate and prior approval; • You may not agree to purchase any goods/services until you have received confirmation from the Treasurer; • After-the-fact purchases (payments after services are rendered) are strictly prohibited; • P-Cards are generally quicker and preferred over purchase orders; • You must be a university employee (student employee counts), with completed P-Card training on file, to use a P-Card 		
NOTES	<ul style="list-style-type: none"> • Promotional material usually takes 5 weeks from when an order is placed to arrive; • Trademark and Licensing approval takes an additional 7-10 business days for approval; • Graphics and Marketing request takes 6-8 weeks to be completed; <ul style="list-style-type: none"> ◦ All Graphics and Marketing requests must be forwarded to Teresa Kempton Dray (kempton@osu.edu), DaVonti' Haynes (haynes@osu.edu), and the Marketing Chair ◦ Graphics and Marketing requests must be submitted at: studentlife.osu.edu/secure/marketing 		

PURCHASING PROCESS



RECEIPTS & INVOICES

ORIGINAL	<ul style="list-style-type: none"> • Receipts must be original documents (NOT COPIED); • You only need to submit receipts for the portion of the event/activity that CGS is paying for. In cases where an expense is being covered CGS and another unit/department, the original document should be given to the other unit/department and a copy will be accepted by CGS, however a note must be made on the request form
PROOF OF PAYMENT	<ul style="list-style-type: none"> • Receipts and invoices must show that a zero balance (financial obligations) is present and the method of payment that was used; • Valid forms of proof of purchases: <ul style="list-style-type: none"> ◦ Primary: original receipt/invoice showing a zero balance and method of payment; ◦ Additional (if needed): returned bank check image or credit card statement • A "PAID" stamp on a document by itself not valid; • A confirmation email is not valid proof if it does not show amount paid and method of payment
NOTES	<ul style="list-style-type: none"> • Receipts and invoices must show individual purchases with amounts (itemized); • It is also highly advised to not pay by cash but instead use credit card, check, etc.

REIMBURSEMENTS

POLICIES

- All receipts and documentation must be submitted within 21 days after the event occurs;
- Checks will be sent to and picked up from the CSLS Resource Room at the Ohio Union

DOCUMENTS

- Student Government Request for Payment form;
- Original, itemized receipts showing proof of payment;
- AP Compliance Form;
- Other supporting documents

REIMBURSEMENT PROCESS



OTHER DOCUMENTATION & OTHER IMPORTANT INFORMATION

CONTRACTS

- Contracts involving payments/ expenditures must be sent to a central office to be signed;
- No student/staff member may sign contracts with outside vendors concerning CGS funds;
- Do not accept offers or enter into legally binding agreements whether purposefully, orally, or implicitly

FUNDS

- A list of recipients, their dot numbers, and a flyer must be submitted for all events, no matter the size

PRIZES

For events with prizes/ giveaways, additional information must be submitted:

- A list of recipients and their dot numbers and addresses;
- Documentation must be made showing how winners were determined and confirmation that the winner received their prize

VENDORS

- All entities outside of CGS must have an AP Compliance Form on file
- You must use a university approved vendor – check at (<https://busfin.osu.edu/user/login?destination=node/37>)

NON-FUNDABLE

- CGS is tax exempt (taxes will not be reimbursed)
- Non-Coca-Cola beverages
- Revenue creation/ fundraising for profit
- Items prohibited by local, state, or federal law
- Items prohibited by CGS, CSA, or university policy
- Items purchased without prior approval from the Treasurer
- CGS does not fund retroactively

TRAVEL

- All travel requests must be submitted at least 45 days in advance;
- You must meet with Teresa Kempton Dray to plan your travel;
- You must use Concur when booking your own flight;
- You must use Enterprise or National when booking rental cars (<https://busfin.osu.edu/buy-schedule-travel/travel/rental-car-discounts>)

OTHER

- Coke Grants/Donation Request must be submitted at least 15 days in advance, the earlier the better at: (<https://studentlife.osu.edu/coke/>)
- Donatos Pizza Grants/Donation Request must be submitted, at: (<https://studentlife.osu.edu/donatos/>)
- CGS receives annual funds from a Coca-Cola endowment intended to contribute to the effectiveness of CGS and for programs, activities, and services benefiting graduate students. Please notify the Treasurer if the source of funds for your program/activity/service will be from the endowment.

When in doubt ask DaVonti' or Teresa!

TO: The Council of Graduate Students, Delegates
FROM: Sarah Light, Secretary
DATE: 8/30/2019
RE: Secretary's Report

Funding Period 2 of the 2019-2020 year of the CDG closed August 1, 2019. I had a large number of people (both delegates and previous winners) volunteer to help judge this period so thank you all! The deadline for judges to submit their scores was a few days ago so I will begin working on finalizing scores and selecting winners in the next week. The next funding cycle will be for activities taking place between January 1, 2020 and March 31, 2020 and the application window will open at the end of September. I encourage you to consider joining the Grants Administration Committee to judge applications in future funding cycles. Please contact me (light.109@osu.edu) if you have any questions.

This summer, I have made many small updates to the CGS website (adding new officers and committee appointments, meeting dates, etc.) Throughout the coming year, I will be working to identify areas of the website that are redundant, confusing, or non-functional as part of an effort to make the website easier to navigate.

This year, we are focusing on streamlining CGS to make things run more smoothly and with more efficiency. As part of that initiative, we are trying to move away from email as much as possible. Therefore, all delegate meeting packets will now be uploaded to the CGS Carmen site instead of being sent by email. This will make it easier to access materials for upcoming and past meetings. Meeting packets, minutes, and all legislative documents will be uploaded to the CGS website.

Best,

Sarah

TO: The Council of Graduate Students, Delegates
FROM: Jack Brandl, Chief of Staff
DATE: 8/30/2019
RE: Chief of Staff's Report

Hello All,

I hope the start of academic year has been going well for folks! I am excited for the work we will accomplish in the university's 150th year since its founding.

Although I am new to CGS, I look forward to meeting everyone and working together to create equitable, sustainable, and needed change at our university. I believe that our strength lies in the power of our constituency and in the collective voice of students and student government representatives in tandem. I look forward to working closely with not only the graduate student body but organizing and aligning interests (where it's appropriate) with the undergraduate and professional government councils to create a shared and specific agenda of student concerns to present to university administration and hopefully move the needle on needed changes at OSU.

I am especially interested in supporting the organization of graduate students into an effective body that can collectively lobby on behalf of our shared interests—including graduate careers and assistantships, equity and inclusion, and concerns brought to us from our constituency—so we can address them effectively and efficiently in our very limited time as government representatives.

Further, I am especially passionate about holding the university accountable to its original Land-Grant mission of serving and ensuring any qualified Ohioan—regardless of race, class, sex, and other extenuating circumstances such as a criminal record—is able to access higher education at Ohio State University. I believe this begins at the undergraduate level and requires collective support from USG, CGS, and IPC. Of course, as an out-of-state student myself, I believe the value of diversity of geography is also crucial to the educational experience of all students regardless of geographic origin.

I hope to work closely with all of you and please do not hesitate to reach out so we can collaborate on achieving true change at our institution that will benefit generations to come!

Finally, I wanted to share a quote by Eleanor Roosevelt that resonates with me in our privileged positions as government representatives: "The future belongs to those who believe in the beauty of their dreams." Let's dream big and ensure the next 150 years of Ohio State University's history are even more magnificent and beautiful than the past!

In solidarity,
Jack Brandl(.8)

TO: Council of Graduate Students, Delegates
FROM: Libby Bauman, Vice President
DATE: 8/28/19
RE: Vice President's Report

Vice President Report

Delegate Elections:

- 81 of 148 Delegate seats are currently filled
- Elections end September 11
- Newly elected Delegates will be placed on committees by the end of September

Senator Nominations:

- Nominations are open for a vacant Senate seat.
- Elections will be held at the next Delegate meeting. Senators' application materials will be available in the Delegate packet.

To: Council of Graduate Students, Delegate Body
From: Stephen J. Post, President CGS
Date: 8/30/19
RE: President's Report

Welcome to CGS!

My name is Stephen Post. I am a 2nd-year dual-degree Masters' in Public Administration and Clinical Research in the John Glenn College of Public Affairs and the College of Pharmacy. I have the pleasure of serving as your President of the Council of Graduate Students (CGS). For almost 65 years, we have been the voice for graduate students here at The Ohio State University. You hold an integral role in our democratic university governance system and are charged with representing the graduate students in your department(s). I cannot express how grateful I am to have each of you serving this year to move forward the mission, vision, and values of CGS. We have a number of issues to tackle this year including GA stipends/rights, student/advisor and student/faculty relationships, graduate student (family) housing, mental health, and many more!

Executive Committee Chairs

Over this summer, I worked to identify a chair for each of our 2019-2020 Standing Committees. They are listed below and provide more info about themselves and their goals this year in CGS further in the Delegate Packet.

Alec Clott	Clott.1@osu.edu	Health, Wellness, and Safety, Chair
Blake Szkoda	Szkoda.1@osu.edu	Senate Advisory, Chair
Carly LaRosa	Larosa.15@osu.edu	SERC, Chair
Conner Sarich	Sarich.6@osu.edu	Delegate Relations, Chair
Demondre Peak	Peak.43@osu.edu	Diversity and Inclusion, Chair
E Alexander	alexander.979@osu.edu	External Collaborations, Chair
Eshan Estiri	Estiri.1@osu.edu	International Student Concerns, Chair
James Uanhoro	Uanhoro.1@osu.edu	Housing & Family Affairs, Chair
Kathryn Holt	Holt.351@osu.edu	Arts & Culture, Chair
Kevin Ingles	Ingles.27@osu.edu	Academic Affairs, Chair
Maddy Lomax-Vogt	Lomax-Vogt.2@osu.edu	Government Affairs, Chair
Mark Pauley	Pauley.66@osu.edu	Graduate Student Affairs, Chair
Priscila Rodriguez Garcia	rodriguezgarcia.2@osu.edu	Marketing and Outreach, Chair

Resources

Please begin to familiarize yourself with the CGS.OSU.EDU website so that you have easy access to any necessary resources and know where to point fellow grad students when they ask for more information!

Please follow CGS on social media via our pages on [Twitter](#), [Facebook](#), and [Linkden](#). This will allow you to stay up-to-date with programming, event/meeting reminders, and other great resources that we encourage you to share on these platforms. Our handles are @CGSOSU.

Always feel free to reach out to me with any concerns via email at post.144@osu.edu!
Go Bucks,



TO: The Council of Graduate Students, Delegates
FROM: Kathryn Holt, Arts and Culture Chari
DATE: 8/30/2019
RE: Committee Report

The Arts and Culture committee has set our first meeting of the semester for Sept. 12, 2019. In addition to continuing our established programming like ticket lotteries and pop-up performances, we will be working towards the following goals this year:

1. Planning an interdisciplinary graduate student symposium in a theme involving the arts.
2. Developing ideas for making the Hayes Forum more accessible to students in the arts, especially those pursuing MFAs.
3. Providing graduate student input on the 15th and High arts development.

Kathryn Holt
Holt.351@osu.edu

TO: The Council of Graduate Students, Delegates

FROM: Mark Pauley, Delegate, Chair – Graduate Student Affairs

DATE: 09/06/2019

RE: Secretary's Report

- Committee has not met yet
 - Initial Google Form was sent out to gather individual background information and availability. I am in the process of reviewing the responses. First meeting will take place prior to the delegate retreat.
- Goals discussed in Executive Meeting:
 - We will lean into the broadly-stated objectives of our committee name and use it to our advantage.
 - We will earn our reputation as an ambitious bunch that provides back-end support to all of the various committees within CGS while still managing to tackle one or two broader objectives ourselves.

TO: The Council of Graduate Students, Delegates
FROM: Alec Clott, Chair of Health, Wellness, & Safety Committee
DATE: 8/30/2019
RE: Committee Report

The HWS committee has not yet met; however, we will do so following the first CGS Meeting. In lieu of an update, I provide a brief description of the goals and type of work the committee has undertaken in past years.

The Health, Wellness, & Safety committee aims to ensure the physical and mental well-being of all graduate students. Specifically, through a combination of research, university partnerships, and outreach initiatives the committee is focused on creating and promoting an environment of health, safety, and education throughout the university and outside committee.

As part of this goal, in years past the committee has hosted the annual **Graduate Wellness Fair**. The Fair is a catered table-event where all relevant OSU organizations are invited to host a table (Counseling and Consultation, Multicultural Center, Student Health Services, etc.) and grad students are encouraged to come through and learn about the resources available to them (while also getting food, of course). Last year the event was held in the Performance Hall of the Union.

Looking ahead, the committee aims to also focus on research and outreach. For example, the committee has discussed the possibility of surveying/compiling graduate student experiences across departments regarding department climate and/or resources relating to mental health (including seeking feedback from graduate students who leave their programs early); however, the committee has not yet done so. Such efforts would complement broader university initiatives such as the Mental Health Task Force.

Last, as part of the 2019-2020 academic year, the committee has an additional focus on Graduate Student Safety. The committee encourages delegates to bring constituent concerns or questions relating to safety to our attention for discussion. The committee welcomes student feedback regarding university initiatives on safety (Buckeye Alerts, Campus PD, the Lyft Program, etc.) to ensure that such programs are also meeting the needs of the grad student population.

Alec Clott
Clott.1@osu.edu

TO: The Council of Graduate Students, Delegates
FROM: Ehsan Estiri, Chair of International Student Concerns committee
DATE: 8/28/2019
RE: Secretary's Report

In 2018-19, International Student Concerns committee worked with the Student Legal Services on providing immigration-related services that were not previously offered. Legal Services has begun providing these services from August 1, 2019. The Columbus Dispatch covered the process: <https://www.dispatch.com/news/20190823/ohio-state-students-can-now-get-legal-help-with-immigration-naturalization-issues>

My main goal for 2019-20 is to negotiate with the OSU writing center on improving the services they provide. Currently, the Writing Center has consultants with different levels of competency. Some of these consultants are not skilled enough to give consultation to graduate students while they may be helpful to undergraduates. At least three of our international graduate students have complained to the ISC committee about not getting appropriate advice from the centers' consultants. I am planning to discuss with our committee members on how to proceed on this issue.

TO: The Council of Graduate Students, Delegates
FROM: Blake Szkoda, Chair of CGS Senate Advisory Committee
DATE: 8/28/2019
RE: Senate Advisory Committee Chairs Report

Delegates,

I was lucky enough to attend the CGS executive committee's retreat on August 24th. Please know that a good time was had by all, and that all the CGS committee chairs are excited for the upcoming year. My goals for this year are as follows:

- 1) Ensure that the 10 graduate student senators become a more cohesive group and get to know each other, in order to advocate for graduate students as best as possible
- 2) Build as much "infrastructure" as possible for my job as committee chair, so that the next CGS senate advisory committee chair can eventually make a seamless transition

I am sad to report that I will not be able to attend any CGS delegate meetings nor CGS executive committee meetings during the fall semester. My laboratory has group meetings on Friday afternoons at the same time and I must attend (this is the only "required class" for GRAs in the life sciences). I operated under the same constraints in spring 2019 and do not expect this to hinder my ability to advocate for graduate students. Since I'm only a senator (and not an elected delegate any longer), I will not need to find an alternate. I will still be able to attend University Senate meetings (on Thursday afternoons) as well as my other committee meetings.

Stephen will explain in the September CGS meeting that we will be electing a new senator at the October meeting. Please read the CVs/resumes when they are sent out. I will coordinate with this person once they are elected and give them the run down on what being a senator entails.

If you have any questions, please don't hesitate to reach out at Szkoda.1@osu.edu.

TO: The Council of Graduate Students, Delegates
FROM: Carly LaRosa, SERC Chair
DATE: 8/30/2019
RE: Secretary's Report

There are no new updates from over the summer.

I will be in touch with SERC members following our first meeting of the full delegate body to schedule our first committee meeting. During this meeting, we will discuss our priorities, and how we can advance the interests of the graduate student population in terms of sustainability and environmental responsibility.

Name and Senate Seat: Ehsan Estiri, CGS

Committee(s) you are on: CGS Executive Committee, CGS International Student Concerns (Chair), Senate Diversity Committee

August Meetings Attendance Record:

CGS Delegate Meetings

No CGS Meeting held.

University Senate

Aug 22nd Meeting: Orientation for new Senators; Attended

Senate Diversity Committee

No Meetings Held. Next meeting on Sept 10th will attend.

Summary of important activities from your committees, and anything important that you feel should be added to the CGS agenda/that delegates should know about:

TO: The Council of Graduate Students, Delegates

FROM: Coralie Farinas, Senator

DATE: 8/30/2019

Committee(s) I serve on: CAFR - Academic Freedom and Responsibility

Summary of important activities from the committee:

The Committee met this summer to discuss complaints made by faculty members concerning promotion and tenure cases. By rule, graduate students are not involved in such cases, hence, I have not yet met with the committee.

Summary of the University Senate Orientation:

The Senate has 141 senators: faculty, administrators, students, and staff. Staff are now voting members of the Senate. This is a proposal that was accepted last academic year.

At The Ohio State University, we are 11,000 graduate students and 60,000 students total. There are 40,000 faculty members.

Name and Senate Seat: David Hibler, Public Health

Committee(s) you are on: Senate Research Committee

Augustus Meetings Attendance Record:

CGS Delegate Meetings

No CGS Meeting held.

University Senate

Aug 22nd Meeting: Orientation for new Senators.

Senate Research Committee

No Meetings Held. Next meeting on Sept 24th will attend.

Summary of important activities from your committees, and anything important that you feel should be added to the CGS agenda/that delegates should know about:

- Of the 141 academic senators, staff are now voting members.

TO: The Council of Graduate Students, Delegates

FROM: Gala Korniyenko, Senator

Member of the Council on the Physical Environment (COPE) August 2019-May 2020 term

DATE: 8/30/2019

RE: Graduate Students' Work Environments.

As your new Council Member, I propose to focus on the work environment of graduate students: physical, social, and psychological. Two items that I suggest to make a priority in this academic year are:

- I. Improving the **general quality of the work environment of graduate students**
 - Physical environment: number of grad students per office, working conditions (mold on the walls, basement offices, access to natural light, sound regulations etc.); access to labs on weekends, parking fees for the students who stay overnight to work; restrictions existing for graduate students to use facilities after the official working hours; access to Research Commons labs during the weekend for graduate students using Buck ID card
 - Overall work environment (social, and psychological), workload on graduate students, and discrepancies in the workload for international students.
- II. **Accessibility to students with disabilities** (physical, communicative, and cognitive); including accessibility of laboratories for students with disabilities; existing barriers for training students with physical and cognitive disabilities in science and engineering laboratories.

The first step is to find out from the OSU graduate students about their experience with the physical conditions of the work environment. An extensive survey should be conducted to assess the spaces, including the quality, size, number of students per space, accessibility to disability, and overall student satisfaction. This includes offices, laboratories, computer labs, and other spaces used by graduate students.

As we proceed with the idea for conducting the survey, we would need to discuss other issues and concerns that are important to graduate students regarding the physical environment that you would like to see reflected in the survey.

As to my personal knowledge and communication with several graduate students some offices have mold on the walls, some students work in the basement-like offices, stay overnight and weekends. Some graduate students have difficulties to access food on campus after 5 pm when the main body of students leaves campus.

I invite comments along with additions to this agenda. I look forward to work on these issues this coming year. And I encourage you to read the last [year report](#) of the Council on the Physical Environment (COPE).

Notes:

1. Jeannis, H., Goldberg, M., Seelman, K., Schmeler, M., & Cooper, R. (2019). Participation in science and engineering laboratories for students with physical disabilities: Survey development and psychometrics. *Disability and Rehabilitation. Assistive Technology, 14*(7), 692-709. doi:10.1080/17483107.2018.1499049

2. When College Dormitories Become Health Hazards

(<https://www.nytimes.com/2019/08/25/us/college-dorms-mold-health.html>)

Name and Senate Seat: Utkarsh Shah, Chemical Engineering

Committee(s) you are on: SERC, Senate Research Committee

Aug Meetings Attendance Record:

CGS Delegate Meetings

No CGS Meeting was held

University Senate

Aug 22nd Meeting: Senate Orientation meeting for new Senators

SERC

No Meetings held

Senate Research Committee

No Meetings held

Summary of important activities from your committees, and anything important that you feel should be added to the CGS agenda/that delegates should know about:

The most important highlights from the University Senate Orientation Meeting that I feel the CGS should be aware of are:

- 1) University Staff Advisory Committee (USAC) advertised their achievement of setting up a Employee Emergency Fund (EEF) for helping employees through financial hardships. Although grad students (GRAs/GTAs) are not full time employees, I believe setting up a similar program for grad students would help them through unexpected financial hardship and create a good safety net for them.

Ryan Slechta
Senator, Council of Graduate Students
slechta.3@osu.edu

Delegates
Council of Graduate Students
The Ohio State University
Columbus, OH 43210

Delegates,

The University Senate held its orientation on August 22. No other meetings have been held. I will be serving on the Council of Academic Affairs for the 2019-2020 school year. The first CAA meeting will be held on September 4, too late for an update in time for the next delegate meeting. I look forward to keeping you informed of any developments.

Sincerely,

Ryan Slechta

August 2019

Name: Blake Szkoda

Committee(s) you are on: CGS Executive Committee, CGS Senate Advisory Committee (Chair), Senate Council on Academic Affairs, Graduate Council (governing board of the Graduate School), Senate Council on Academic Affairs/Graduate School Sub-Committee

October Meetings Attendance Record:

CGS Delegate Meetings

No meetings held

University Senate

August 22nd Senate Orientation: Attended

CGS Executive Committee

Attended all summer meetings

Attended Executive Committee retreat on August 24th

CGS Senate Advisory Committee

No meetings held (these will be on an as needed basis)

Senate Council on Academic Affairs

Attended all summer meetings

Graduate Council

August 26th Meeting: Attended

Senate Council on Academic Affairs/Graduate School Sub-Committee

Attended all summer meetings

Summary of important activities from your committees, and anything important that you feel should be added to the CGS agenda/that delegates should know about:

From Grad Council:

- Alicia Bertone/The Grad School is changing the way that university fellowships, general enrichment fellowships, and presidential fellowships are being reviewed. These revisions largely make things easier for faculty who review applications and make the process more streamlined
- the grad school is also implementing/strongly suggesting that programs begin having advisors do yearly reviews on any graduate students they supervise. In turn, students will have a change to review the programs they are in. This does include, to some extent, reviewing one's advisor. More details to come from either myself, Stephen, or Jack.
- FYI, the grad school is now in the stadium until ~April 2020

From CAA

-The 150th anniversary of our university is here. Go to <https://150.osu.edu/> for more info

-I will be serving on CAA alongside Ryan Sclecta this year. Ryan and I will also be serving together on the Grad Schoo/CAA sub-committee. The CGS chair of academic affairs may ask us for updates whenever he wishes.

Name and Senate Seat: Chris Wiegman, Food, Agricultural and Environmental Sciences

Committee(s): University Senate Committee on Intellectual Property, Patents and Copyright (IPPC)

August Meetings Attendance Record:

CGS Delegate Meetings

None to Attend

University Senate

None to Attend

IPPC

No Meetings Held

Summary of important activities from your committees, and anything important that you feel should be added to the CGS agenda/that delegates should know about:

Nothing to add to the agenda. Received emails from new Chair of the committee and am informed about meetings and proceedings for the year.

ACT 1920-AU-007
AN ACT ESTABLISHING THE POSITION OF DEPUTY TREASURER
Authors: Stephen Post & DaVonti' Haynes
Sponsor: Executive Committee

SECTION 1. In accordance with Article V Section 3 Sub-Section C of the CGS Constitution, the purpose of this act is to establish the position of Deputy Treasurer which is to be appointed by and serve at the discretion of the Treasurer with concurrence from the Executive Committee. This position is being established because of the volume of work demanded of the Treasurer, the improved accountability it will bring internally, the complexity of abiding by Federal, State, and University fiscal policies, and the time/dedication required to audit certain university entities.

SECTION 3. The CGS bylaws shall be amended as follows:

Article V Section 1 – Executive Committee

1.B.iii: Emeritus officers, the Parliamentarian, the Chief of Staff, the Deputy Treasurer, and the two student members of The Ohio State University Board of Trustees shall be considered ex-officio non-voting members of the Executive Committee.

Article VIII Section 3: Deputy Treasurer - The Deputy Treasurer may be appointed by the Treasurer of the Council of Graduate Students.

VIII. 3.A: Duties- The duties of the Deputy Treasurer are:

- i) To assist the Treasurer in managing CGS fiscal responsibilities and internal operations;
- ii) To assist CGS in the auditing of external entities including but not limited to university departments, offices, and units;
- iii) To serve as a non-voting member of the Executive Committee;
- iv) In the absence of the Treasurer, or if the Treasurer is temporarily unable to fulfill his or her duties, the Deputy Treasurer shall serve in the Treasurer's place.
- v) The Deputy Treasurer shall fulfill other duties as directed by the Council, the Executive Committee, and the Treasurer.”

VIII. 3.B: If applicable, when a current delegate is appointed as the Deputy Treasurer, that person will resign his or her delegate seat when the term of office begins.

SECTION 4. This act will take effect immediately upon approval at a regular meeting of the Council of Graduate Students.

Approved: Yes/No

Date: _____

Stephen J. Post, President

Council of Graduate Students
at The Ohio State University