



# Delegate Meeting Minutes

**Date** June 29, 2012 (1<sup>st</sup> Summer Delegate Meeting)

**Location** Ohio Union, Cartoon Room

Ohio Union Rm 2088A | 1739 N. High Street | Columbus, OH 43210 | (614) 292-4380 | [CGS@studentlife.osu.edu](mailto:CGS@studentlife.osu.edu)

## Meeting Open at 3:35 PM

**COCHRAN.291** Welcome to CGS First Delegate Meeting, If have questions regarding being a delegate please ask us. **COCHRAN.291** introduces himself as new President for the upcoming year. Then asks **STURM.42** (Vice President) to read statement of purpose.

### 1. STATEMENT OF PURPOSE

**STURM.42:** To effectively advocate and program to ensure that The Ohio State University graduate student experience is the best it can be.

### 2. SUSPENDED BUSINESS

#### 2.1. Committee Appointments

**COCHRAN.291** gives briefly explains committee appointments exercise to take place and entertains motion to suspend business for committee appointment activity until the end of the meeting.

**MOTION TO TABLE COMMITTEE APPOINTMENTS UNTIL END OF MEETING**

**KUZAWA.1 MOTIONS**

**MCMILLIAN.78 SECONDS**

**MOTION PASSES UNANIMOUSLY**

### 3. APPROVAL OF MINUTES

#### 3.1. Minutes from May 18, 2012 Meeting

**COCHRAN.291** explains that meeting minutes need some work and entertains motion to table the minutes from the May 18, 2012 meeting until the second meeting of the summer semester.

**MOTION TO TABLE APPROVAL OF MAY 18, 2012 MINUTES UNTIL SECOND SUMMER MEETING**

**FRY.288 MOTIONS**

**FENN.36 SECONDS**

**MOTION PASSES UNANIMOUSLY**

### 4. OFFICER REPORTS

#### 4.1. President

**COCHRAN.291** begins by explaining he is a MFA Design Candidate. Notes new **EXECUTIVE OFFICERS** have gotten off to a quick start and that they have been busy setting up for the new year. His three goals for the upcoming year are as follows:

1: Providing Resources to constituents;

2: Ensure that graduate student stipends are increase;

These measures were set into place last year through committee and soon there will be review of stipends to make sure that OSU's are staying at

reasonable and competitive levels.

3: Make sure the delegate body can be as strong as it can be.

We want to connect with delegates, departments to be a stronger team.

#### 4.2. Vice President

**STURM.42** starts by explaining she is a Dual Degree in Research Pharmacology and Pharmacy. Her three goals for the upcoming year are as follows:

1: Switch up agendas for meetings to make them more productive and that every item on the agenda is necessary;

2: To make the Vice President a resource for delegates, members and senators;

If a delegate has any questions or concerns please feel free to approach her.

3: Continue working on "The Guide."

The Guide is a online resource that we want graduate students to use and be effective. Please feel free to contact with additional information as we want to build into a very effective tool.

#### 4.3. Secretary

**KENITZER.1** starts by explaining he is entering his second year PhD student in City and Regional Planning. His three goals for the upcoming year are as follows:

1: Continuation of improved communication with members, delegates and senators;

2: Continued growth of organizational capacity and responsiveness to graduate student issues;

3: Working with faculty, administration and staff to address graduate student concerns effectively and appropriately.

4: (Jokingly) To establish a ball pit in the CGS Office.

#### 4.4. Treasurer

**SMITH.5973** starts by explaining he is a entering second year PhD student in City and Regional Planning. His three goals for the upcoming year are as follows:

1: Make sure we stay on top of budget and spend money as effectively as possible;

2: Streamline process for Ray Travel award and work with IT to work out problems;

3: Provide opportunities for community service projects within CGS to enhance involvement for members.

**COCHRAN.291** would like to formalize goals for CGS and asks that **DELEGATE BODY** sit down with **STURM.42** and work to help us with the goals we have set for the year. **STURM.42** will set up meeting times with Delegates at the end of the meeting.

**END OFFICER REPORTS**

## 5. OLD BUSINESS

**ENTER OLD BUSINESS**

No old business for this meeting.

**END OLD BUSINESS**

## 6. NEW BUSINESS

### ENTER NEW BUSINESS

**6.1. COCHRAN.291** begins to explain what CGS is and what it does. Explains that CGS is directly empowered from the Board of Trustees at The Ohio State University. This is true for the other two student government organizations of the Undergraduate Student Government and the Inter-Professional Council. Because of this the only organizations that CGS, USG and IPC are beholden to are the Board of Trustees. Logistically inside the university we fall under the office of Student Life for our funding and budgeting. This section of the university is headed by Dr. J, or Dr. Javonne Adams-Gaston, the VP of Student Life. She works in The Ohio Union and is very approachable and willing to meet with delegates, senators and members.

CGS is a Parliamentary Structured Body that follows Roberts Rules of Order. We elect delegates at the school/departmental level, those delegates in turn come to meetings to represent their constituencies. These delegates also then elect **EXECUTIVE OFFICERS** These officers then appoint their **EXECUTIVE COMMITTEE** at the school

#### OPEN DISCUSSION

**DELGATE:** Where does CGS's funding come from?

**COCHRAN.291 REQUESTS THAT THE ANSWER TO QUESTION BE HELD UNTIL BUDGETING**

**COCHRAN.291** then explains that CGS is a legislative body that acts on passed legislation. It is expected that Delegates relay this information to constituents and their respective boards, using recent legislation on Academic Advising as an example. **COCHRAN.291** reiterates that delegate connections to the student body is important in identifying concerns that CGS should address. Recent examples of this included COTA, Regional Campus concerns, Advisor/Advisee relationships, stipends and parking privatization. CGS keeps a finger on the pulse of students through delegates.

**COCHRAN.291** then explains basic parliamentary procedure and asks if anyone is a parliamentarian. If anyone is please contact him. There will also be a handout of procedure at the next meeting.

**DELEGATE:** is there a way to raise a question?

**COCHRAN.291:** Yes, it called Point of inquiry, then he gives overview of a few other items in parliamentary procedure.

#### CLOSE DISCUSSION

## 6.2. ACT 1213-001 Establishing FY13 Meetings

### COCHRAN.291 READS BILL

#### OPEN DISCUSSION

**FENN.36:** Request date change of year because date is incorrect.

**SCHEURER.10:** Request date change of year because date is incorrect. Also asks how is schedule different from last year.

**COCHRAN.291:** There are the same number of meetings, but they are staggered according to finals and holidays. There are four meetings a semester and you can cancel two meetings. Because of summer there are only two.

**PUCKER.1:** Will schedule be posted to website?

**COCHRAN.291:** Yes, once delegate body approves.

**DELEGATE:** Typo noted by **STURM.42.**

#### **MOTION TO ESTABLISH FY13 MEETINGS**

**MCMILLAN.78 MOTIONS**

**FRY.288 SECONDS**

**MOTION PASSES UNANIMOUSLY**

### **6.3. ACT 1213-002 Establishing FY13 Committees**

#### **MOTION TO TABLE UNTIL NEXT DELEGATE MEETING**

**ROBERTS.1007 MOTIONS**

**MCMILLAN.78 SECONDS**

**MOTION PASSES UNANIMOUSLY**

### **6.4. ACT 1213-003 Establishing FY13 Budget**

#### **COCHRAN.291 READS BILL**

#### **OPEN DISCUSSION**

**COCHRAN.291** explains the structure of budget and where the money comes from, explains Coca-Cola endowment and how we are withdrawing less this year from the interest to build principal in the fund. This decision was made in conjunction with **SMITH.5973**. **COCHRAN.291** explains about the committee that approves funding for student organizations known as CSA and how there is a general pool of money that is paid into by the student fee and that pool covers various expenses such as COTA, athletics and student organizations.

Specifically in CGS budget there are a variety and number of sources that fund different programs. The Hayes Research Forum is an example where the money is directly apportioned from the Hayes Endowment. OAA (Office of Academic Affairs) helps to fund the Ray Travel award. These funds are put into the CGS budget and then distributed by **SMITH.5973**.

However, Global Gateway Research Grant is a new line item that came directly to us and went directly out. Another line item of interest is that currently Student Life provides GA positions for two student government officers, the President and Vice President. There is also a new line for other income that is currently empty. This line item is working to create smaller CGS programs like printing for students when they need a copy of their dissertation or documents for a conference. This line item will be used for additional sponsorship dollars that come in for those programs. Funding sources are very strict about how money is spent, which means that not all of our budget is operating expense.

**SMITH.5973** shows the budget on screen. The budget has reworked lines in committee section to clean up the appearance. Also there is an added Interdisciplinary Award and Dissertation Printing. This year's budget also added delegate outreach and a line item for parking passes that will go to the Treasurer and Secretary.

**MCMILLAN.78** notes that Administration costs are doubled and committee projects lost \$5000 **COCHRAN.291** Administration line item has added \$1500 for Homecoming as potential expense. This line item also has more room for travel expenses to take more Delegates and Senators to conferences.

**MCMILLAN.78** Notes that \$29,000 of budget has moved and asks question as to where the money is accounted for.

**SMITH.5973** notes budget has a clerical error.

**MCMILLAN.78** also notes that committee money has moved.

**SMITH.5973** committees money was taken from the committees line item and moved into delegate outreach budget.

#### **MCMILLAN.78 REQUEST POINT OF CLAIRIFICATION**

Requests budget from previous year for the upcoming year.

**COCHRAN.291** says that **EXECUTIVE OFFICERS** will do that and notes that the amount of money does not change from year to year by very much

**FENN.36** notes that there is no budgeting for Welcome Week

**COCHRAN.291** explains that there are spring and fall recruitment events and that Welcome Week money comes from the Fall Event line item of \$10,000. Also Welcome Week does not come out of that budget as it doesn't cost CGS money. However, items such as trinkets come from other line items such as marketing and communication.

**DELEGATE:** What about Interdisciplinary Award?

**COCHRAN.291** It was "zeroed out" but CGS is looking for new sources of funding. The line item exists for potential funding that may come along that way. Also there is the NAGPS Conference where six other schools have awards for students that work across departments. There are no details worked out at this point on this topic.

**DELEGATE:** Question on meeting refreshments and costs.

**COCHRAN.291** explains that there is a per deim of \$400 per delegate meeting and \$100 per Executive Committee Meeting. This line item is actually \$1500 less than last year.

**GUNN.54** asks why President Project's line item is gone.

**COCHRAN.291** explains that this line item was for Presidents Executive Gavel as well as thank you gifts for Committee Chairs

**GUNN.54** asks about potential carryover.

**COCHRAN.291** notes the carryover in the budget and says that this number is based on the carryover from last year.

**COLIN.???** Asks why \$1060 is spent on technology, and asks about phones for the office.

**COCHRAN.291** says that CGS pays for phone and fax line and then we are partially responsible for the phone line at the front desk that is shared with USG and IPC and that we are automatically billed for it.

**ROBERTS.1006:** Question on Delegate Outreach line item and where that money goes.

**COCHRAN.291** explains that there were about seven events and there is a hope that the number of events will increase. There was an event that was successful with 49 students in attendance.

**GUNN.54** asks if that will continue over the semesters

**COCHRAN.291** yes that will.

**DELEGATE:** Asks about passing budget pertaining to passes

**COCHRAN.291** says we have to fund the line item before we can approve.

## CLOSE DISCUSSION

### MOTION TO APPROVE FY13 BUDGET

**GUNN.54** MOTIONS

**MCMILLIAN.78** SECONDS

MOTION PASSES UNANIMOUSLY

## 6.5. ACT 1213-004 Establishing FY13 CGS Connect Dates

### COCHRAN.291 READS BILL

## OPEN DISCUSSION

**COCHRAN.291:** The bill is cosponsored by **STURM.42** and then discusses the guide as a way to connect students to things going on and off campus. Intent for the dates is to connect even more with graduate students through working committees. There are tentatively, four in fall and four in the spring. Rooms for these have been booked. CGS works with standing committees to connect them to these dates for them to talk to students. CGS exec responsibly is to provide students for discussion. It will be a town hall format.

**KUZAWA.1** gives an example of disabilities in academia panel discussion about people with disabilities and how they work inside the university. Worked to discuss issues with ADA compliance and working on how to streamline process to make campus more accessible. Also conversations will help students connect with admin and other students to these issues.

**COCHRAN.291:** also discussed bringing in counseling services to talk about graduate student centric issues (stress around finals/ advisor advisee relations)

**STURM.42** notes that the guide is a web based service for graduate students about resources at Ohio State. **STURM.42** then opens and demonstrates demo site.

**DELEGATE:** proposes that once grad student gets accepted that they're pushed the link, also suggests alternate times for meetings incase there are problems with scheduling

**COCHRAN.291:** Finalized letter that goes out to all graduate students that includes link, also Allen will look into changing dates for meetings. They will also be recorded and syndicated via CGS website.

**DELEGATE:** How to add or suggest items for the guide?

**COCHRAN.291:** Talk to **STURM.42** or **COCHRAN.291** about new things to add.

**STURM.42:** Please talk to me, would like additional content.

**DELEGATE:** How do delegates attract people to meetings

**COCHRAN.291:** that **KENITZER.1** is in charge of marketing and there will be creation of marketing materials. They will also be in the CGS news and other items (such as listservs). We will also seek delegate help.

**MOTION TO MOVE DATES FROM TWO TUESDAYS TO TWO WEDNESDAY AT ALTERNATING LUCNH AND EVENING MEETINGS**  
**MCMILLIAN.78 MOTIONS**  
**WEBER.?? SECONDS**  
**MOTION PASSES UNIANIMOUSLY**

**CONTINUED DISCUSSION**

**DELEGATE** notes that some programs have times that will overlap these meetings no matter what date it is.

**COCHRAN.291** suggests changing times too, potentially lunch and learn style meetings

**DELEGATE** again suggests alternating times

**DELEGATE:** Question about spring break and potential conflict of meeting.

**SMITH.5973** notes that Spring Break is March 11-15. There is a conflict.

**MOTION TO MOVE DATES TO MARCH 19 AND APRIL 17**

**MCMILLIAN.78 MOTIONS**  
**WEBER.?? SECONDS**  
**MOTION PASSES UNIANIMOUSLY**

**CONTINUED DISCUSSION**

**GUNN.54** poses question about various locations these will be held.

**COCHRAN.291** says rooms are free in the Ohio Union. And that other rooms would have to be found outside if necessary.

**MOTION TO STRIKE ALL LOCATIONS**

**GUNN.54 MOTIONS**  
**MCMILLIAN.78 SECONDS**  
**MOTION PASSES UNIANIMOUSLY**

**CLOSE DISCUSSION**

**MOTION TO APPROVE FY13 CGS CONNECT DATES WITH AMENDMENTS**

**MCMILLIAN.78 MOTIONS**  
**FRY.288 SECONDS**  
**MOTION PASSES UNIANIMOUSLY**

**6.6. ACT 1213-005 Parking Passes for Secretary and Treasurer**

**COCHRAN.291 READS BILL**

**OPEN DISCUSSION**

**COCHRAN.291:** Over the past three years work for Secretary and Treasurer has increased. This parking pass is a form of compensation for the work they are doing. This is unlike the President and Vice President because they are given a parking pass as well, but also get

tuition and stipend. The other benefit is that it would make the races for Secretary and Treasurer more competitive and increase participation furthermore it would legitimize those positions as organizational entities.

**MCMILLIAN.78** Talks through potential for exceptions for the Secretary and Treasurer in the future and where the line is drawn for where the perks begin and end.

**COCHRAN.291** says that these parking passes are a necessity of the organization and he believes that it's important. He also says that it will help the Secretary and Treasurer get around campus to and from meetings. Also, while it is a necessity, there is added benefit because it is a form of increased payment to positions.

**DELEGATE:** Has it been difficult to recruit for these positions in the past?

**COCHRAN.291:** Yes

**COLIN??:** Is a A Level Pass necessary and what is the cost.

**COCHRAN.291:** It is what President and Vice President get. BG was suggested as a second option, however this limits where they can park.

**DELEGATE:** Suggests that a pass is necessary

**DELEGATE:** Asks why there is not compensation

**COCHRAN.291:** What the Secretary and Treasurer did four years ago was not what they do now. Their responsibilities have expanded over the years and CGS has never felt the need to compensate before. However, it is useful to do so since they do put so much time in now.

**DELEGATE** Is this approved for just this year or for every year?

**COCHRAN.291:** Every year from here out.

**DELEGATE:** Where are the meetings held?

**COCHRAN.291:** Meetings are up to discretion of the chair.

**STURM.42:** Typically they are all over campus, from the Union to West Campus to off site.

**DELEGATE** suggests that a B Level Parking Pass could work as well.

**DELEGATE** Also three BG passes that have garages affiliated with them. Notes the locations of where they are. Prices are 50 less.

**ROBERTS.1007:** Since its considered for future years and we may not all may have cars that other forms of compensation should be considered.

**COCHRAN.291:** it would be non-transferrable and it can't become a cash disbursement.

**CROWSLY.??:** Difference in cost between passes is minimal.

**GUNN.54** Can we pass as a temporary measure?

**MCMILLIAN.78** asks if there can be a record kept of locations of where meetings are held.

**GUNN.54** agrees not everyone will have cars and other forms of compensation should be thought about.

**KUZAWA.1:** Locations change from every quarter and every year depending on who is in charge and that changes with relative frequency.

**DELEGATE** notes that the trial period doesn't make sense because it won't incentivize.

**CROWSLY.??:** states that parking pass is a minimal form of compensation of the work that the Secretary and Treasurer do.

**COLIN??:** says that prices should have been provided and asks if there are other ways to compensate Secretary and Treasurer, or have all other options been exhausted?

**GADEPALLY.1 (PRESIDENT EMERITUS)** Yes. CGS cannot pay cash by university rules – unless there is appointment, but that requires additional fees. Honorariums are not allowed.

**COCHRAN.291** lists the forms of compensation and says that they cannot offer cash. For a 25% appointment to compensate the Secretary and Treasurer, they have been told no by Office of Student Life. That would cost \$20,000 per person and not \$1500 for two people.



**MOTION TO EXIT DISCUSSION**  
**COLIN.?? MOTIONS**  
**FRY.288 SECONDS**  
**4 NO**  
**1 ABSTAIN**  
**REST OF DELEGATE BODY YES**  
**MOTION PASSES**

**CLOSE DISCUSSION**

**MOTION TO APPROVE ACT 1213-005 PARKING PASSES FOR SECRETARY AND TREASURER**

**COLIN.?? MOTIONS**  
**FRY.288 SECONDS**  
**2 NO**  
**4 ABSTAIN**  
**REST OF DELEGATE BODY YES**  
**MOTION PASSES**

**7. STANDING COMMITTEE REPORTS**

|              |                                     |                    |
|--------------|-------------------------------------|--------------------|
| <b>7.1.</b>  | <b>Chief of Staff</b>               | <b>TBD</b>         |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.2.</b>  | <b>Academic Relations</b>           | <b>Fry.228</b>     |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.3.</b>  | <b>Career Development</b>           | <b>Hartwell.19</b> |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.4.</b>  | <b>Delegate Outreach Program</b>    | <b>TBD</b>         |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.5.</b>  | <b>Diversity and Inclusion</b>      | <b>Kuzawa.1</b>    |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.6.</b>  | <b>Governmental Relations</b>       | <b>TBD</b>         |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.7.</b>  | <b>Global Gateway Grant</b>         | <b>TBD</b>         |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.8.</b>  | <b>Hayes Research Forum</b>         | <b>Sturm.42</b>    |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.9.</b>  | <b>Health and Wellness</b>          | <b>Volpe.26</b>    |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.10.</b> | <b>International Concerns</b>       | <b>TBD</b>         |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.11.</b> | <b>Marketing and Communications</b> | <b>Kenitzer.1</b>  |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.12.</b> | <b>Outreach and Engagement</b>      | <b>TBD</b>         |
|              | <b>NO REPORT</b>                    |                    |
| <b>7.13.</b> | <b>Organization and Elections</b>   | <b>TBD</b>         |
|              | <b>NO REPORT</b>                    |                    |

**7.14.Ray Travel**

**Smith.5973**

**NO REPORT**

**7.15.Senate Advisory**

**Fenn.36**

**NO REPORT**

**7.16.Sustainability and Environmental Responsibility**

**Sekar.7**

**NO REPORT**

**8. DISCUSSION**

**8.1. Delegate Issues and Concerns**

**NO DISCUSSION**

**9. ANNOUNCEMENTS**

**9.1. Summer Meeting Dates**

9.1.1.Executive Committee Meeting

July 20, 2012 (Pending)

9.1.2.2<sup>nd</sup> Semester Meeting

July 27, 2012 (Pending)

**10. MOVE INTO SUSPENDED BUSIENSS (COMMITTEE APPOINTMENT ACTIVITY)**

**STURM.42** explains how the committee appointment process with work. Demonstrates card that will be used by delegates to fill out for appointments. When you have made you selections please see **KENITZER.1** to drop your cards off then talk to **STURM.42** to set up a meeting to discuss upcoming year.

**BEGIN EXERCISE**

**MOTION TO END MEETING**

**NAME.#: MOTIONS**

**NAME.#: SECONDS**

**MOTION PASSES UNIANIMOUSLY**

**MEETING ADJOURNED AT 5:38**