



Delegate Meeting Minutes

Date May 17, 2013 (1st Summer Delegate Meeting)
Location Ohio Union, Senate Chambers

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

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 – read by Crowsley.1

2. APPROVAL OF MINUTES

2.1. Minutes from April 19th Meeting – Coy.82 noted we would table these and approve both the 4/19 and 5/17 minutes at the next meeting

3. OFFICER REPORTS

3.1. President

Coy.82

Brief introduction to President Role: “I serve at the pleasure of you.” Coy.82 noted the President is a liaison to administration and deals with graduate student issues at the university level. Coy.82 stated he plans to increase the use of the website, making the website a share point: a place to access necessary forms and help provide content to the delegates and the graduate student body. The website will help us centralize things and provide transparency and a history of record for the administrations going forward. We also believe the website will make communication with your constituents easier – you can share with them what we give you.

Coy.82 shared some issues he is currently working on:

- “One issue/concern per visit” problem at the Student Health Center (i.e., that students can only be seen for one issue at a time). He already has meetings established with the appropriate administration (e.g., Dr. Jacobs, Director of Wilce Student Health Center) to discuss this issue.
- Problems with graduate students not being able to ride COTA this summer; some students who have paid the appropriate fee were not able to ride. Coy.82 worked with BuckID to get students appropriate access and directed delegates (and their constituents) to contact BuckID if they have a similar issue. Coy.82 is working with the director of SIS to permanently fix this in the future.
 - Delegate asked about whether 9-month students who are not currently employed/enrolled are eligible for COTA service over the summer, Coy.82 noted he believed that students could buy an “off-term” add on through COTA to use bus services, but would follow-up with greater detail.
- Fee structure in the switch to semesters has generated an annual increase in fees (even though students were assured that tuition and fees would not increase during the transition to semesters). There is no increase in terms of

the “academic year,” i.e., Autumn-Spring, however, the summer, which operates somewhat as a third semester is treated the same with regards to fees which means students are now paying a little over \$80 in extra fees per year. The original calculation for tuition and fees for semesters took the 3 quarters total and divided by 2. However, this same fee structure was applied to summer. Coy.82 is currently in contact with Don Wisely and Jeff Chatas, CFO.

- Lastly, informational point: New appointment dates from Graduate School will be add to CGS website. Graduate associates will now get paid for a half a month at the end of August.

3.2. Vice President

Crowsley.1

Shared some of her bio and showed some features of the website. Introduced and thanked Kerry Hodak, the CGS advisor.

Shared constitutional responsibilities for vice president, highlighting that the president is more the external face for the organization, while the vice president works more internally, with delegates. Crowsley.1 noted she will be assisting and directed by Coy.82 and responsible to the executive committee. Crowsley noted the vice president is the main interface with the delegates, and that if delegates have questions to please contact her. The Vice president oversees the Hayes Graduate Research forum, is the Chair of the Organization and Elections committee, and serves on the Council of Student Affairs. In addition, she oversee appointments to external committees and assist with internal committees. Crowsley.1 noted that external universities start in fall and that it is essential to have graduate students on those committees to have appropriate student voice. Crowsley highlighted that one of her most central duties currently is to update the website. She emphasized she is a servant of CGS.

- CGS.OSU.EDU – In the process of updating the council website. Crowsley reviewed delegate roles and responsibilities on website: attend delegate meetings once a month, identify an alternate in your department who can stand in your stead, (encouraged present alternates to pass on information from today’s meeting to delegates, to share the website with them). Crowsley.1 highlighted that delegates will sit on committees – both internal to CGS and external committees, where graduate students interface with the university as a whole. She noted that delegates, should communicate with their graduate student constituents, share the CGS news (e.g., through departmental listservs), and keep in contact with Departmental Chairs/Grad Studies Chairs to also inform them of what is going on.
- A senator asked when senate responsibilities start – Crowsley.1 answered that it will start in the fall and added she will try to assign senators to senate-related university committees.
- Crowsley.1 highlighted that for new delegate orientation she will host small group meetings over the summer to provide them with more details about the

organization, structure, and responsibilities of CGS.

- Lastly, Crowsley.1 explained the delegate, senator, officer and executive name tags: white = voting delegate, pink = all other members (e.g., senator, officers, executive), non-voting. Crowsley.1 asked that when here, alternates, please take your department delegate's nametag. In addition, Crowsley.1 asked that members please raise their name tags when speaking to help the secretary record.

3.3. Secretary Lang.279

Lang.279 spoke about the responsibilities of the secretary including taking the meeting minutes and emailing out the CGS news. She invited delegates to keep her posted on news to share; she encouraged them to let her know what is happening in and around campus to share it with the larger graduate student body.

3.4. Treasurer Smith.5973

Interim Treasurer, Smith.5973, discussed the responsibilities of the treasurer: creating an operating budget for the council, keeping an accurate record of the finances, updating the council when needed about CGS's current state, constructing an annual financial report, and serving as Chair of the Ray Travel Award Committee. She also noted the treasurer serves on the Council of Student Affairs (CSA).

- After a delegate's question, Smith.5973 noted that the treasurer was ineligible for a Ray Travel Award.

4. NEW BUSINESS

4.1. Senator Elections

- Crowsley.1 noted that typically CGS has officer and senator elections once a year, unless there are vacancies. Delegates are elected in the spring, with another round in the fall for open seats. Crowsley noted there are currently two senate vacancies.
- Devon Rogers.781, running for the Food, Agricultural and Environmental Sciences Senate seat. Rogers.781 shared some personal history, noted she wanted to be more involved, has been part of the graduate student association in unit, a seminar chair there, and when questioned assured delegates she could make the senate meetings on Thursday afternoons.
- Ross Brater.1 (from Economics), running for the Humanities Senate seat. Brater.1 noted he was interested in working with students in other departments, and when questioned, assured delegates he could make the senate meetings on Thursday afternoons.
- As the two candidates were running unopposed for the two open Senate seats, Crowsley.1 asked for any objections to swearing these two candidates in. Hearing no objections, both candidates were sworn in.
- In response to a delegate's question, "What do senators do?" Crowsley.1 noted that senators speak for the graduate student body as a whole. Crowsley noted the senate typically meets monthly at the Law School and that elected senators

will get emails from senate chair/secretary of the University senate about the senate schedule, agenda, and relevant acts. The senate votes on bigger issues effecting the university as a whole (e.g., Parking Privatization). Senators also serve on a senate committee. Crowsley.1 noted she will share more in upcoming months on specific kinds of committees; senate committees are part of larger body of university committees.

4.2. Call for Treasurer

Coy.82 noted our previously-elected treasure stepped down. Porsha Smith.5973 agreed to fill-in temporarily. Coy.82 highlighted we need a treasurer long term and directed delegates to the website for information about the Treasurer role and asked delegates to share this information with other students. In response to a delegate question regarding the relative time commitment, Smith.5973 noted the treasurer must attend the Council of Student Affairs (CSA) meetings every Tuesday from 4-6 pm. Smith.5973 added that she has typically worked anywhere from 5 to 20 hours a week, typically the higher hours are during the Ray Travel Award judging cycles. Coy.82 mentioned that he hopes to use official budgeting software, like Quickens, to keep the financial books, and that the President and Treasurer will work together in that process to make the organization more professional going into the future. Crowsley.1 noted the elected treasure does receive an "A" parking pass to help him/her complete the treasurer role more effectively. There will be a call for the Treasurer in the next news editions sent to the delegates. Crowsely.1 noted that the treasurer does not have to be delegate, but must be graduate student and emphasized the other officers are looking for someone who is interested in the job and has the skill set to do it well.

- Call for nominations – no one nominated during the meeting
- Roberts.1007 (alternate) – “what is deadline for nominations?” Coy.82 noted we hope to elect at the next delegate meeting (June 14th), and nominations can occur anytime between this meeting and next.
- Dabkowski.5 – “does the treasurer report every meeting?” Coy.82 and Smith.5973 noted not necessarily, typically when there is a budget amendment to discussion. Should see a budget at the beginning of each semester, but will not see each month unless there are changes.
- Roberts.1007 (alternate) – “where should nominations be sent?” Coy.82 and Crowsley.1 noted interested individuals can apply directly on website where they fill out their information and upload a resume. Crowsley.1 encouraged those interested to come speak with the current treasurer and president to fully understand roll.

Coy.82 briefly highlighted parliamentary procedure and that this will be addressed in delegate orientation. Coy.82 noted that CGS will start to more formally use parliamentary procedure in the future.

4.3. ACT 1314-001 Establishing FY14 Meetings

Coy. 82 informed delegates that they were truly voting on dates in bold, i.e., the

delegate-body meetings. Strang.27 asks for minor editorial changes to correct dates. Coy.82 highlighted that the December meeting is currently listed on the schedule in the event we need it, but it may be canceled if not. In addition, the 2/14 meeting may change location, still confirming that we can have the senate chambers that day. Weber.460 asked about why the first autumn picnic and the first delegate meeting were not back-to-back. Coy.82 noted that has not happened in the past due to the picnic being part of welcome week. Coy.82 asked for any objections, hearing none the act passed.

4.4. ACT 1314-002 Establishing Standing Committee

Coy.82 noted this act was to formally establish the internal committees and briefly shared the executive committee structure, highlighting that the President and the Chief of Staff are non-voting members. Coy.82 also highlighted who is invited to attend the executive committee meetings as non-voting members: GCBC (Graduate Compensation and Benefits Committee) representatives, Board of Trustees student representatives, Former President and Vice President, and Chief of Staff. This act is to establish the executive committee chairs. Gambrel.15 asked about previous committees that are no longer represented in the act. Coy.82 noted that several former committees have been combined in this new structure, e.g., communications – will be delegate outreach, social media, and service/outreach. Savardi.1 asked about the Career Development Grant Committee, if there was no longer a grant for this. Coy.82 noted that all the grants still remain, but that through some restructuring some grant responsibilities have gone to the officers. He noted this new executive committee structure is an attempt to make the executive committee function more in line with the CGS bylaws and constitutions. Officers overseeing the different grants can help represent the grants/awards committees within the executive committee. Coy.82 asked for any objections, hearing none the act passed.

5. STANDING COMMITTEE REPORTS

5.1. Chief of Staff

Wiggins.106

Introduce himself. Wiggins.106 noted he would help with parliamentary issues. He is currently working on helping to update the website, but noted he is here to help serve the rest of the officers.

5.2. Others as needed

Ray Travel – Smith.5973 noted today is the deadline for the Ray Travel Award (i.e., by 11:59 tonight) and that judges are needed for this cycle. Smith.5973 highlighted there is a two week period to judge. Currently, there are about 30 completed applications, and we need about 15-20 people volunteer. Smith.5973 invited people to see her after the meeting to sign up to judge. Coy.82 mentioned that the judging is relatively easy and pretty interested to see others' research. However, if your application is in this round you cannot serve as a judge.

6. DISCUSSION

6.1. Delegate Issues and Concerns

- Himmel.14: (Veterinary Medicine – Biosciences) noted they get 2 to 4 new graduate students per year in her unit and if the student is offered a fellowship and accepts it they are now switched off their Graduate Research Associateship (GRA) and must be considered true fellows. Roberts.1007 (alternate) noted that the graduate school has this practice with fellows. Himmel.14 agreed; she has read the handbook where it says fellows may not receive any other outside funds, noted perhaps her department was not previously following the rules appropriately. Coy.82 agreed to follow-up and look into.
- Durriyah.1 (from Department of Teaching and Learning) expressed concern about the requirement to maintain post-candidacy status, with 3 credit hours enrolled each term when away doing international research. She noted this is a disadvantage to maintain/pay status. Other delegates noted this change occurring in Autumn 2008 (new students would need to be continuously enrolled). Delegates from Arts and Sciences offered that they have a system to seek payment for these credit hours when doing research abroad, (i.e., speaking with the department chair who then forwards a proposal up the chain to appropriate dean(s) in the College). They note that this has been used to cover the tuition expenses for up to one year for those who research internationally. Curzon.1 (History) noted 100% of these requests in his department have been funded. Bryson.53 noted she attended a workshop where graduate students were given information about how to help seek funding for these type of expenses.
- Roberts.1007 (alternate, Sociology) noted his department is now asking all graduate students, even those on GAships to enroll for 12 credit hours per term. The rationale offered from the department is to help make the graduate enrollment look better, to yield better tuition waiver. He noted the push is to enroll at the unit level, for additional reading hours, not across units. Roberts.1007 (alternate) asked if this at some level hurts the collective (at the macro-level)? Wiggins.106 brought up performance-based budgeting and that the College receives so much based on credit hour enrollment. Bryson.53 asked about the ratio of teacher to student enrollment. Some concerns were raised about GTAs and asking them to take more than 8 hours per term while teaching a class. Pucker.1 commented that students in his department (Vision Science) were required to enroll for 10 credits each term even with teaching duties. Coy.82 agreed to further look into the matter.
- Durriyah.1 (Department of Teaching and Learning) raised concern that the writing center help was not sufficient for international graduate students in terms of time or assistance with writing professional papers (e.g., need it to be APA style). She commented that the limit to 15 minutes is not enough and that better writing services are needed for English as a second language graduate

students. Strum (president emeritus) suggested that a former delegate/committee chair may be able to help (she previously worked in the writing center). Other delegates commented the writing center is more about helping students with paper structure, not about punctuation, spelling, and grammar (proofreading); i.e., the focus is on larger, more long-term, bigger structures. Delegates commented that there is a list of (private) editors at the writing center who could help.

- Gambrel.15 noted that some language on the website needs to be updated from “quarters” to “semesters.” Coy.82 and Crowsley.1 noted we will be working on that as part of our website updates.

6.2. Coy.82 – thanks everyone for coming! 5:15 meeting adjourned.

7. ANNOUNCEMENTS

7.1. Additional Summer Meeting Dates

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| • Executive Committee Meeting | June 7, 2013 |
| • 2 nd Summer Delegate Committee Meeting | June 14, 2013 |
| • Executive Committee Meeting | July 5, 2013 |
| • 3 rd Summer Delegate Committee Meeting | July, 19, 2013 |
| • Executive Committee Meeting | August 23, 2013 |
| • Welcome Week Autumn Picnic | August 23, 2013 |
| • 1 st Autumn Delegate Committee Meeting | August 30, 2013 |