



**Council of Graduate Students**  
**The Ohio State University**

## Delegate Meeting Agenda

**Date:** January 30, 2015  
1st Spring Delegate Meeting  
**Location** Ohio Union,  
Senate Chambers

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

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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 November 21st Meeting

### 3. GUESTS (SEE ATTACHED)

3.1. NANCY THOMPSON- DIRECTOR STUDENT LIFE- BUCKEYE CAREERS

3.2. CHRISTINA RIDEOUT- DIRECT- CAREER COUSELING AND SUPPORT SERVICES

### 4. OFFICER REPORTS (SEE ATTACHED)

4.1 President	Coy.82
4.2 Vice President	Bowman.979
4.3 Secretary	Schunn.1
4.4 Treasurer	Bowers.461
4.5 Chief of Staff	Cichon.8

### 5. STANDING COMMITTEE REPORTS (SEE ATTACHED)

5.1.1. ACADEMIC RELATIONS	HOLOWACZ.1
5.1.2. ARTS AND CULTURE	DIFRANCO.33
5.1.3. COMMUNICATIONS AND OUTREACH	VANG.18
5.1.4. DIVERSITY AND INCLUSION	CAMPBELL.1651
5.1.5. GOVERNMENTAL RELATIONS	TULL.20
5.1.6. GRADUATE STUDENT HOUSING	SKUBIC.1
5.1.7. GRANTS ADMINISTRATION	SANDOVAL.32
5.1.8. HEALTH AND WELLNESS	RUDERMAN.5
5.1.9. INTERNATIONAL STUDENT CONCERNS	ANDERSON.2299
5.1.10. SENATE ADVISORY	KRYGOWSKI.5
5.1.11. SERC	FAZE.6
5.1.12. UNIVERSITY AREA COMMISSIONER	ODDEN.2
5.1.13. AD HOC ON CHILDCARE	GAMBREL.15

### 6. NEW BUSINESS

6.1. Act 1415-SP008

6.2. Any Delegate Issues and Concerns

## **7. ANNOUNCEMENTS**

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

**7.1.1. Friday, February 13, 2015 CGS Executive Committee Meeting, 3:30pm, Office**

**7.1.2. Friday, February 20, 2015 Edward F. Hayes Graduate Research Forum**

**7.1.3. 2nd Delegate Meeting: Friday, February 27, 2015, 3:30 pm, Senate Chambers**

**7.1.4. Dates listed here: <https://cgs.osu.edu/administration/meeting-dates/>**

## Written Reports for CGS Delegate Meeting 1/30/15

Current as of 9:00 pm 1/23/15

### Officer Written Reports

#### President/Josh Coy.82

- Adoptive Parental Leave policy update: The proposal to increase from 3-6 weeks will need to be further vetted by the Graduate School. We will bring this issue up at the next Grad Council meeting as well.
- 5hr GTA contract issue: Have requested testimonials from the students affected and begun receiving them, as well as meeting directly with departmental student orgs. Have a scheduled meeting with the Provost this week and requested one with Dean Manderscheid.
- GCBC: I have been elected Chair of the committee and we will be discussing our final recommendations this Friday (and I will be also meeting with the Provost primarily to discuss recommendations in advance). I will update the delegate body in person on exactly what was decided upon in person on the 30th. Attached is the most recent data from HR showing benchmarking as of the 2013-14 year, the final year of the 3 year increase that resulted in the current \$13,500 minimum stipend. You can find your own depts current stipend spread on this report for reference in advance of the delegate meeting.
- Reminder that nominations for officers will begin at the Feb 27th CGS delegate meeting! Anyone who has an interest in running for office and would like further information, please feel free to reach out to myself or any officer.

#### Vice President/ Michael Bowman.979

- Preparations for the 29th annual Edward F. Hayes Forum are progressing well. We are still in need, however, of additional volunteers to help out on the day of the Forum manning tables, proctoring rooms, etc. If you or anyone in your department is interested in serving as a Hayes Forum volunteer, please contact me directly at bowman.979@osu.edu.

#### Secretary/Morgan Schunn.1

- Academic Misconduct
  - I have been involved in writing up a case of academic misconduct through my department. Due to this I had a meeting with Kathy Corl. It became evident from what I've heard from other GTAs and what she had to say that a lot of GTAs and instructors do not know the correct procedure to follow for academic misconduct. For example, if a student is

cheating on an exam, you should not take the exam away (you can move the student or take phone away, etc) but you should record the evidence and submit the case to COAM.

- It is important that GTAs understand the correct procedures and Kathy Corl said she often does presentations for departments on the way to handle these cases and to classes of students on academic misconduct. If anyone is interested in setting up a presentation, you can email her at [corl.1@osu.edu](mailto:corl.1@osu.edu). Please note that she is the only one who does presentations so this can take a while. She also has a powerpoint she may be willing to just share.
- Be sure to forward news updates to your departments when I send them out so information gets to all students (look for one once classes get started back up). In order to get these out to your department, try to compile a way to contact your constituents (email, Facebook, talk to your grad chair, etc) if you don't already have a plan.
  - I plan to at least send out a summary news update after every meeting but will also forward other pertinent info as applicable.
- There has been a recent university employee scam going around trying to solicit student information. See details here:
  - <https://ocio.osu.edu/blog/community/2015/01/22/university-employee-payroll-scam>
- UCAT is looking for facilitators for their summer teaching orientation. More information and the application may be found at: <http://ucat.osu.edu/participate/teaching-orientation/facilitators>. Applications are due February 13.
- Buck-I-SERV Applications are now available! Travel, Learn, Serve on one of 37 spring break service trips (<http://buckiserv.osu.edu/trips>) scheduled for March 14-21, 2015. Applications are available at <http://buckiserv.osu.edu/applications>. Participant applications are **due January 25th**.
  - TED Talks: Come see our very own students and faculty give their TED Talks on Saturday, February 14th. Register for tickets at: [tedx.osu.edu/registration](http://tedx.osu.edu/registration)
- DISCO Travel Grant
  - DISCO awards a number of small grants every year, of up to \$300, to undergraduate and graduate students presenting papers or conducting research. Applications for the Spring 2015 term are due by February 15, 2015.
  - To be eligible, undergraduate students must be enrolled in one of six DISCO interdisciplinary programs-American Indian Studies (minor), Asian American Studies (minor), Disability Studies (minor), Latina/o Studies

(minor), and/or Sexuality Studies (minor or major). Graduate students must be enrolled in the GIS in Disability Studies, Latina/o Studies, or Sexuality Studies and/or delivering a paper or doing research on a topic relevant to American Indian Studies, Asian American Studies, Disability Studies, Latina/o Studies, and/or Sexuality Studies.

- <http://disco.osu.edu/students/grants>
- Was your car towed by Shamrock or Camcar towing companies between 9/1/2008 and 7/17/2014?
  - As you may be aware, a settlement was recently reached against Shamrock Towing and Camcar Towing companies. SLS is working with the attorneys who represented the Plaintiffs in the class action to help spread the word to drivers effected. These drivers, as I'm sure you can imagine, include many individuals who are likely present and past Ohio State students, faculty, staff, and families.
  - Visit <http://studentlegal.osu.edu/towing-settlement> for information about the class action settlement and submitting a claim for possible repayment of fees.
- The Interdisciplinary Literacy Studies GradSem: Please join us for the next meeting of the Interdisciplinary Graduate Student Seminar in Literacy Studies on Friday, February 6, from 12 noon to 1:30 pm at the Humanities Institute (104 East 15th Ave, between High and Indianola).
  - More details here: <https://literacystudies.osu.edu/graduate/study-group>
- ODEE (Office of Distance Education and eLearning) Workshops
  - <http://resourcecenter.odee.osu.edu/workshops>
- Research Commons Workshops
  - <https://library.osu.edu/researchcommons/events-schedule/>
- UCAT Events (University Center on the Advancement of Teaching)
  - <http://ucat.osu.edu/participate/events>
- Applications for the 55th Annual Ohio State Leadership Awards are now being accepted. The Leadership Awards recognize the work of individual student leaders, student organizations, and advisors. Please note that some award applications require an accompanying letter of recommendation! Nominations and applications will be accepted until Monday February 2, at 11:59pm.
  - [https://ohiounion.osu.edu/get\\_involved/csls/apply\\_submit\\_nomination](https://ohiounion.osu.edu/get_involved/csls/apply_submit_nomination)

**Treasurer/David Bowers.461**

**Chief of Staff/Morgan Cichon.8**

### **Standing Committee Written Reports**

**Academic Relations, Holowacz.1**

- Committee of Academic Affairs
  - The survey is about 95% done, there will be a focus group held in the future. If you are interested in participating, please contact Holowacz.1@osu.edu
  - The discussion regarding supplemental insurance has started and thus far has been informative.
- Updates from the Committee of Academic Affairs
  - Establishment of a Master of Sport Coaching (Approved)
    - Located in the College of Education and Human Ecology.
    - Heavy focus on ethics and being able to identify ethical choices.
    - “Program will focus on developing in coaches a broad understanding across multiple knowledge domains”
    - Has the potential to be accredited in the future.
  - Establishment of a Master of Learning Technology (Approved)
    - Located in the College of Education and Human Ecology.
    - Non-thesis, will be a professional degree
    - Focuses on how to teach, and implement research for in person and online classes.
  - Establishment of a Graduate Minor in Public Policy (Approved)
    - 10 credit minor in the John Glenn School of Public Affairs
    - Meant specifically for those outside of the John Glenn School
    - “Equip students with the skills required to perform analytical and managerial tasks in a public sector setting. “
  - Establishment of a Graduate Minor in Nonprofit Studies (Approved)
    - 10 credit minor in the John Glenn School of Public Affairs
    - Meant specifically for those outside of the John Glenn School
    - “Introduce students to the theories and practices that shape political, economic, and technological environments of nonprofit organizations”
  - Name change from the “Master of Arts in Education” to “Master of Arts in Teaching and Learning” (Approved)
  - Name change from the Neuroscience Graduate Studies Program to Neuroscience Graduate Program (Approved)

### **Arts & Culture, DiFranco.33**

- The Arts and Culture Committee is in the midst of planning new programming for 2015, including a graduate student night out hosted by the Pizzuti Collection, and an exhibition in collaboration with Dublin Arts Council. Our recent graduate student event at Clay Cafe was a great success with full attendance.

## **Communication & Outreach, Vang.18**

- Like and share our Facebook!
  - <https://www.facebook.com/CouncilOfGraduateStudents>

## **Diversity & Inclusion, Campbell.1651**

- Kathleen Cleaver, law professor and former Communications Secretary for the Black Panther Party, will be visiting OSU at the end of the month. She will be giving a public talk on January 29 at 7:00pm. Details are below, and you can contact Dr. Curtis Austin (austin.288@osu.edu) with any questions.
- Events Sponsored by the EHE Office of Diversity and Inclusion, Spring 2015
- College Conversations on Diversity, Equity, and Inclusion: Book Group Initiative
  - Date: January 27 & January 28 (select only one date to attend)
  - Time: 12:00 - 1:15pm
  - The Office sponsors conversations about a book on equity, diversity, and/or inclusion. We invite faculty, staff, students, and community partners to participate in these discussions to foster intellectual engagement and encourage critical conversations.
- Graduate Student Diversity Network (GSDN)
  - Date: The second meeting will occur during the spring semester 2015
  - Time: To Be Determined
  - This new initiative sponsored by the EHE Office of Diversity and Inclusion seeks to bring together graduate students from across the College to build relationships and share insights among persons whose graduate studies, research interests, career goals, and personal lives center diversity, equity, and inclusion. Contact Carlotta Penn (penn.123@buckeye.osu.edu) or Tanja Burkhard (burkhard.29@buckeye.osu.edu).
- Undergraduate Student Diversity Network (USDN)
  - Date: Wednesday, February 4
  - Time: 4:30 - 6:00pm
  - This new initiative seeks to bring together undergraduate students from EHE and across the University to build relationships and share ideas on diversity, equity, and inclusion. Contact Lydia Rushin (rushin.6@osu.edu) or Ryann Randall (randall.140@osu.edu).
- Monthly Faculty and Staff Conversations on Diversity and Inclusion
  - Dates: February 10, March 31, April 29, and May 13 (select only one date to attend)
  - Time: 11:30am – 12:30pm

- The Office sponsors monthly faculty and staff conversations—with coffee, tea, and pastries—on topics related to diversity and inclusion in education and human ecology. Conversations will be held in Arps #163, and are limited to 10-12 people per session.
- Faculty Fellows' Initiative Date: February (#1), March (#2), and April (#3) Time: To Be Determined
  - Faculty Fellows are nominated by department chairs to work with the Office for the academic year. During the year, each Fellow will facilitate a presentation around her/his research and highlight its connection to diversity, equity, and/or inclusion. All sessions will be open to members of the College, University, and Community. This year's fellows are: Dr. Timothy San Pedro, Dr. Kisha Radliff, and Dr. Andrew Hanks.
- "Let's Talk: Race, Equity, and Inclusion: A College-Wide Conversation and Potluck"
  - Date: Wednesday, February, 18, 2015
  - Time: 11:30am – 1:15pm
  - Following on the heels of our first College-wide dialogue on "Race, Justice, and the Case of Ferguson," this conversation and potluck is an opportunity for us to determine specific ways to collectively center race, equity, and inclusion in our work. The Office extends an invitation to faculty, staff, students, and community partners to participate in this event.
- Documentary Viewing and Facilitated Discussion with Professor Lee Anne Bell
  - Date: Thursday, March 26, 2015
  - Time: To Be Determined
  - The documentary 40 Years Later: Now Can We Talk? examines "racial integration in the Mississippi Delta through powerful and moving dialogue with black and white alumni from the class of 1969." Following the documentary, Dr. Bell, Professor at Barnard College and Producer, will facilitate an open discussion with audience members.
- An Evening of Music, Poetry, and Spoken Word
  - Date: Friday, April 24, 2015
  - Time: 6:00 – 8:00pm
  - To recognize the role of music, spoken word, and poetry in social justice movements, and to celebrate National Poetry Month, the Office invites members of the College, University, and Community to enjoy live performances of music, poetry, and spoken word. Interested in performing? Contact Carlotta Penn (penn.123@buckeye.osu.edu) or Ryann Randall (randall.140@osu.edu). All are invited to attend.

**Governmental Relations, Tull.20**

## **Graduate Student Housing, Skubic.1**

### **Grants Administration, Sandoval.32**

- Career Development Grant:
  - The next deadline is: March 27, 2015.
  - The activity period is: June 6 – August 25, 2015.
- Global Gateway Grant:
  - The Global Gateway Grant for summer research abroad is now accepting applications for summer 2015!
  - Please note that this research must be conducted independent of other work (ie. it cannot be affiliated with study abroad, exchange programs, conferences, etc.)
  - Application and more details: <http://cgs.osu.edu/funding/global-gateway-grant/>
  - Deadline = February 20, 2015.
  - Activity period = May 5, 2015 – August 24, 2014.

### **Health & Wellness, Ruderman.5**

- Please be aware that Counseling and Consultation Services are offering FREE drop in workshops. No registration or prior appointment necessary.
- These workshops are open to ALL enrolled OSU students.
  - Beating Anxiety Workshop - MONDAYS, 4:00 PM
  - <http://www.ccs.ohio-state.edu/drop-in-workshops/monday-drop-in-workshop/>
  - Beating Depression Workshop - TUESDAYS, 4:00 PM
  - <http://ccs.osu.edu/drop-in-workshops/tuesday-drop-in-workshop1/>
  - Mindfulness Workshop -WEDNESDAYS, 4:00 PM
  - <http://www.ccs.ohio-state.edu/drop-in-workshops/wednesday-drop-in-workshop>
  - Relaxation Station -THURSDAYS, 4:00 PM
  - <http://www.ccs.ohio-state.edu/drop-in-workshops/thursday-drop-in-workshop>
  - Stress and Time Management - FRIDAYS, 1:00 PM
  - <http://www.ccs.ohio-state.edu/drop-in-workshops/friday-drop-in-workshop/>
  - For more information check out their website [www.ccs.osu.edu](http://www.ccs.osu.edu).
- Wellness Presentations
  - We are partnering with the Student Wellness Center and would like to offer some presentation opportunities to your graduate student population. The Student Life Student Wellness Center offers a variety

of wellness presentations aimed to empower students to strive for balance and wellness. From Financial Wellness to Holistic Wellness to Stress Management, the SLSWC can tailor sessions to specific communities, including graduate and professional students. If you would like more information or possible presentation topics, please visit: [go.osu.edu/presentations](http://go.osu.edu/presentations). We would love to set up a presentation in your department. Please email Danielle Ruderman (Ruderman.5@osu.edu) if you are interested or have any questions.

### **International Student Concerns, Anderson.2299**

- Night at the Museum! on 1/23/15- we've filled our allocated spots for the event, and have created a waiting list! Many international students and families have registered. It should be a wonderful, family- fun event. Thank you CGS for your support!
- Sexual Violence Prevention and Awareness Workshop for International Students- Under the initiative of undergraduate activist Anthony Tenney, we hope to organize a workshop in Spring 2015 on the topic. Some related materials are being translated into various languages so they are available for those students who could benefit.
- International Students' Rights regarding Ohio Driver's Licences- Meeting with Student Legal Services Representative to identify students' rights and seek clarity on the matter.
- Practice Driving Space for International Students- A proposal was submitted through Student Life to Campus Parc for making available space for international students/ family members to practice driving in the parking lots adjacent to Buckeye Village during non-athletic event hours.
- The Writing Center: Writing Groups
  - Would you like to improve your academic writing ability? Now, Writing Center is running writing groups for students who want to discuss their writing and receive suggestions from students and facilitators of writing groups. My name is Ya-Li Wu, a writing tutor at the Writing Center. I am running an ELL/international graduate student writing group from 12:30 to 2:00 p.m. every Tuesday this spring semester. The writing group will start the first meeting next Tuesday (January 20). If you are international graduate students and interested in joining in the writing group, please contact me via [wu.568@osu.edu](mailto:wu.568@osu.edu) by this Saturday.
  - Even if the deadline has passed to join this semester, the Writing Center offers Writing Groups to undergraduate and graduate English Language Learners, in addition to other wonderful groups

(applications and personal statements, journal article writing group, etc.) <https://cstw.osu.edu/cstw-writing-groups>

- The ISCC committee now consists of 4 members, after a second resignation. Any interested delegate is encouraged to join!
- Looking for Conversation Connections Leaders (a one 30 minute commitment with English Language Learners). Participants receive a certificate and the experience of connecting with some of OSU's 7,000 international students. <https://www.smore.com/jceg7>
- A Taste of OSU! Is approaching! Don't miss this wonderful event showcasing the cultures, foods, and customs of our diverse student body! <http://oia.osu.edu/taste-of-osu.html>
- Ohio State Police Department Self-Defense Classes for Women <http://www.ps.ohio-state.edu/police/rad/>
- Office of International Affairs: Global Engagement Nights <http://oia.osu.edu/news/2854-join-the-conversation-with-global-engagement-nights.html>
- Join OIA's English Conversation Partner Program <http://oia.osu.edu/workshops-and-events/english-conversation-program.html>

### **Senate Advisory, Krygowski.5**

#### **SERC, Faze.6**

- As mentioned before, the University is looking to privatize its utilities. Presently, an RFQ (Request For Qualifications) is being sent out, to the general public, to gather interest. Interested parties can then express interest by providing a Statement of Qualifications to the University. The team can propose part of the opportunity available for the project (for example, a potential party can propose looking at maintenance of the utility system, and not want to maintain and implement any energy conservation measures). All RFQs will propose their financial model, which will be evaluated by the University. All parties are allowed to propose a financial model that work best for them. All RFQs have to submitted by April 6, 2014.
- Ohio State is looking to start a bike sharing program. Bicycling represents approximately 8% of on campus transportation with an annual growth rate of 1%. Reducing motorized vehicle transportation by increasing bicycle use is consistent with Ohio State's climate commitments, the university Framework Plan, and Ohio State's interest in improving the health of its populations. They project has money dedicated to the program from several colleges and the PPCS, and they are waiting on another funding source before further action.

- This year's Zero waste Initiative has reached an all-time high! The highest diversion this year was 98.7% for the Indiana game.
- The President and Provost's Council on Sustainability recently approved \$50,000 in funding to move forward with a zero-waste program at the Schottenstein Center. These changes will allow the Schottenstein Center to achieve a zero-waste rate of 70 percent at the end of the first year of the program, compared to the rate of 21 percent from Fiscal Year 2014.
- The Marion Campus has reached its goal to be a Zero Waste campus in its first year! The zero waste program began as a pilot program, and was adopted officially by the campus in July 2014. Prisoners at the Marion Correctional facility sort the material at the correctional facility recycling center to remove any contaminants from the waste, and to remove and reduce as much material as possible from the waste stream to the landfill.

### **University Area Commission, Odden.2**

- University Area Commission
  - Reported on behalf of graduate students who experienced what was perceived as police overreach and overreaction the night of the National Championship game -- including a rifle pointed at a student's face, tear gassing and macing. Reception by the Columbus Police Department (CPD) representative and some non-student members of UAC was not positive. CPD Internal Affairs is conducting an investigation and we are invited to submit reports there (please report to [odden.2@osu.edu](mailto:odden.2@osu.edu) first, and CGS will submit a collated report).
  - The Mayor and City Council have charged CPD Chief Kim Jacobs with drafting a report of recommendations for Columbus Public Safety Director George Speaks to address policing in Columbus. Five community forums will be held, dates and locations TBA.
  - Some traffic lights on Summit St and N 4th St may go away. UAC/CGS will have representation on a Columbus Traffic Division committee to provide input on this decision.
  - COTA is making service changes in response to its 2014 Transit System Review -- see [www.cota.com/transitsystemreview.aspx](http://www.cota.com/transitsystemreview.aspx) for details. UAC plans to advocate for the 'CBUS' connector to extend further North to make the free downtown connector service more accessible to OSU.
  - The Comprehensive Transportation and Parking Plan brings a variety of changes, some dramatic, to the traffic landscape at OSU. See [http://ttm.osu.edu/sites/default/files/attached-files/ExecutiveSummary\\_CTPP\\_2014.pdf](http://ttm.osu.edu/sites/default/files/attached-files/ExecutiveSummary_CTPP_2014.pdf) for details.
- Council on Distance Education, Libraries and Information Technology

- oCIO's final report on the Carmen Outage has been submitted (see attachment).
- A successor to Research in View has been recommended by a selection committee and by CODELIT.
- OSU is considering an institutional subscription to ORCID (orcid.org).

**University Research Council, Yuan.125**

- The January meeting was postponed, so no update at this time.

**Ad Hoc on Childcare, Gambrel.15**

- The Childcare committee plans to wrap up its informational resource project soon.



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## Delegate Meeting Minutes

**Date:** November 21, 2014  
4<sup>th</sup> Autumn Delegate Meeting  
**Location** Ohio Union,  
Senate Chambers

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

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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 October 17<sup>th</sup> Meeting, approved

### 3. TREASURER ELECTIONS (SEE RESUMES ATTACHED)

3.1. Coy.82 and Bowman.979

- David Bowers has video speech
- Jeff Green. Asks whether David Bowers will resign his position as Chief of Staff; Josh Coy(.82) answers that yes a new Chief of Staff would be appointed
- Bowers elected treasurer

### 4. OFFICER REPORTS (SEE ATTACHED)

#### 4.1 President

**Coy.82**

- USG is doing a good job promoting the Its on Us campaign against sexual violence; look into it if you haven't yet
- If anyone would like to volunteer for mirror lake jump, contact Josh Coy(.82). There is an orientation, however.
- We're getting reports that delegates are not responding to committee chairs and ducking duties. Communication with chairs is a key component of service.

#### 4.2 Vice President

**Bowman.979**

- Jorge Cham to speak at the 2015 Hayes Forum
- OSU golf course offers discounted memberships to students--\$660 for year membership

#### 4.3 Secretary

**Schunn.1**

#### 4.4 Treasurer

**Open**

#### 4.5 Chief of Staff

**Bowers.461**

### 5. STANDING COMMITTEE REPORTS (SEE ATTACHED)

5.1.1. ACADEMIC RELATIONS

**HOLLOWACZ.1**

- 5.1.2. ARTS AND CULTURE DIFRANCO.33
- 5.1.3. COMMUNICATIONS AND OUTREACH VANG.18
- 5.1.4. DIVERSITY AND INCLUSION CAMPBELL.1651
- 5.1.5. GOVERNMENTAL RELATIONS TULL.20
  - Roger Anderson, happy to see progress on issue raised last meeting regarding NSF funding issues.
  - Coy.82 SAGE is writing a white paper on this issue
- 5.1.6. GRADUATE STUDENT HOUSING SKUBIC.1
- 5.1.7. GRANTS ADMINISTRATION SANDOVAL.32
- 5.1.8. HEALTH AND WELLNESS RUDERMAN.5
- 5.1.9. INTERNATIONAL STUDENT CONCERNS ANDERSON.2299
  - Promotes the international safety workshop on Monday, 24 Nov. 4:00-6:00 in the Ohio Union. OIA has orientation for all internationals, but that might have been awhile ago. While they are strong on academic/visa issues, room to supplement with info on living in Columbus/student safety.
- 5.1.10. SENATE ADVISORY KRYGOWSKI.5
- 5.1.11. SERC FAZE.6
- 5.1.12. UNIVERSITY AREA COMMISSIONER ODDEN.2
- 5.1.13. AD HOC ON CHILDCARE GAMBREL.15

## 6. NEW BUSINESS

### 6.1. Any Delegate Issues and Concerns

- Dabkowski.5—a constituent asked if CGS has committee for issues for parents. Difficulty of some grad student parent have in doing research because grants/awards do not cover costs for dependents.
  - Morgan Cichon.8 This issue has come up regarding Ray Travel Award in the past. Some parents don't put down some service because they don't think it counts—volunteering at their child's school, e.g.
  - Patterson.694 Women in Science group could be a good outlet—they explore issues with parenting/careers, etc.
  - Odden.2 Not knowing much about school system/Columbus generally. Colin is chairing a UAC communications committee. If anyone wants to reach out to him about issues relating to parents and what resources parents might need in area.
  - Coy.82 SAGE had a discussion about childcare/parents on member campuses. Often not spaces on campuses for parents—SAGE is looking into it.
  - Pearson.190 Coca Cola grant available—able to use funding for child care

- Gambrel.15 constituent expressed interest in allowing grad students to leave partway through semester to pursue a career after finishing thesis defense without having to pay tuition for second half of semester—Academic Relations might look into this
  - Coy.82 comments that the tuition is paid upfront, so a refund would be needed—unlikely to fly with Grad school
  - Brewster.81 Understood that there was a deadline after defending—end of term deadline, that if met means you don't need to pay tuition for next term.
  - Odden.2 But that late defense deadline is still prior to first week of the subsequent term's classes
  - Gambrel.15 complicated if you have an appointment/grant that pays your tuition.
- Odden.2 Students in his department get 5 years of funding—five year period of funding opportunity. At sixth year, moved to a lecturer position, not a GTA, to offer some support—this was not a codified policy. Recent stipulation that lecturers cannot teach more than 1 class/term, significantly reducing take home pay. Perhaps something to include in Eugene's survey—how secure do you feel in your funding?
  - Ruderman.5 asks if this is university wide, Odden.2 responds that he is talking about only his department
  - Odden.2 takes straw poll—how many of your departments put students in a lecturer position without benefits during autumn/spring semester?
- Dabkowski.5 issue with office on international affairs requires supplementary insurance. If you go abroad you must purchase additional travel insurance—seems like no way to get out of it. Why is this required?
  - Coy.82 If you are presenting/researching under guise of OSU, they have a responsibility
  - Dabkowski.5 Constituents more ok with this if the university is funding, but less so if you have external funding.
  - Hodak.2 Similar to other mandatory fees of the University, like lab fees. There is a cap of some sort on the cost for extended stays.
  - Nugent.40 in case of students with own insurance, university has told her that they will not accept outside supplementary insurance, it must be OSU insurance.

- Odden.2 reports on Carmen outage. CIO asked CoDeLit to join a coalition of universities to create a set of information management tools rather than buy them. More will to change what tools OSU uses—outage might add further impetus to this process. CIO's office wants tools with inter-university operability.

## **7. ANNOUNCEMENTS**

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

- 7.1.1. Friday, December 5 and January 16 Executive Committee, 3:30pm, CGS Office**
- 7.1.2. Friday, January 30<sup>th</sup> 1<sup>st</sup> Spring Delegate Meeting, 3:30pm Union Senate Chambers**



## **Services for Graduate and Professional Students**

If you are looking to learn more about how to pursue a faculty, staff or professional position in academia or outside of academia, you can take advantage of the services offered by Ohio State's Career Counseling and Support Services office. Many individualized services focused on helping you make informed career decisions are available:

### **Individual Career Counseling**

Imagine individual attention devoted solely to you and your questions about majors, careers, graduate school, or making the transition from college to the workplace. Professional counselors will help you clarify your goals, explore personal concerns related to career decisions, and develop a plan of action providing high quality and diversity sensitive services.

### **Career Assessment**

*Myers-Briggs Type Indicator ~ Strong Interest Inventory ~ Campbell Interest & Skill Survey* are just a few of the assessments available. These tests – don't worry, no studying is necessary – will help you generate career options based on your interests, skills, values, and personality traits.

### **Pursuing a Faculty, Staff or Professional Position in Academia**

The Career Counseling and Support Services staff can help you develop the tools (curriculum vitas and cover letters) that you need to promote yourself to potential higher education institutions. Additionally, we can help you improve your interviewing skills through role plays and videotaped mock interviews. We also offer a variety of academic and post-doc job search resources.

### **Pursuing a Position Outside of Academia**

The Career Counseling and Support Services staff can help you develop the tools (resumes and cover letters) that you need to promote yourself to potential employers. Additionally, we can help you improve your interviewing skills through role plays and videotaped mock interviews. We can offer suggestions on transferring skills from an academic environment to the business world as well as discuss strategies for conducting a successful non-academic job search.

### **OnPACE**

A series of self-guided career modules that can assist you in learning more about yourself and choosing a major(s)/careers, applying to grad school, and preparing to enter the workforce as a responsible, global citizen. Manage and complete each module based on your career needs and/or following a step by step approach. Visit <http://onpace.osu.edu/>

### **Career Resources**

Explore the career ideas that you have been thinking about. Whether you are looking for occupational descriptions, career search web sites, salary statistics, or how to conduct a job search we have a wide assortment of career books that you can use in our library.

### **Workshops and Graduate Student Career Group Counseling**

Connecting with other students who share similar concerns is a unique way to generate solutions and strategies for your career related questions. A variety of career programs are available every semester in partnership with the UCAT Office (Younkin Success Center) and the Graduate School.

### **How to Find Us**

You can find us on the second floor of the Younkin Success Center (1640 Neil Avenue). Career counselors/consultants are available by appointment or during walk-in hours. To schedule an appointment, call (614) 688-3898. Our appointment hours are from 8 a.m. – 5 p.m. Monday through Friday. Walk-in hours are Monday, Tuesday, and Thursday 1:00-3:00. Wednesday and Friday 9:00-11:00.

### **Career Counseling and Support Services Vision**

**To empower students to make lifelong, responsible and meaningful choices in a global and dynamic world.**

### **Career Counseling and Support Services Mission**

**To serve the career development needs of OSU students by providing high quality and diversity-sensitive services through counseling, consultation and lasting partnerships, designed to facilitate learning and advance well-being, purpose, identity development and citizenship.**

We assist students achieve successful outcomes by:

- Connecting students' interests, values, skills and personality with the world of work.
- Aiding development of students' interests by exploring various majors and careers.
- Encouraging students to test their ideas with internships, informational interviews, volunteering, and extracurricular activities.
- Providing customized attention to resumes, vitas, job search letters, and interviewing skills.
- Listening and helping with personal concerns that relate to career decisions.
- Assisting students' implementation of decisions by learning how to conduct a job search or plan for graduate or professional school.
- Informing students about the University's employment assistance services.

Younkin Success Center, 1640 Neil Avenue, 2nd Floor, (614) 688-3898  
[www.ccss.osu.edu](http://www.ccss.osu.edu)



## Identifying Your Transferable Skills

Functional skills are competencies that are transferable to many different work situations. Developing a list of your functional skills can help you focus on positions suited to your talents and interests. It can also aid in crafting a resume or understanding and expressing yourself in a job interview context.

### Communication

*EXCHANGE, TRANSMISSION AND EXPRESSION OF KNOWLEDGE AND IDEAS.*

- WRITE
- EDIT
- VERBAL COMMUNICATION
- SUMMARIZE
- LISTEN
- FACILITATE DISCUSSION
- CONSULT
- TEACH
- TRAIN
- SELL
- PROMOTE
- USE LANGUAGE
- INTERVIEW
- ASK QUESTIONS
- MAKE PRESENTATIONS
- PERSUADE, NEGOTIATE
- THINK ON ONE’S FEET
- CONVERSATIONAL ABILITY
- ENTERTAIN, PERFORM
- HOST
- DEAL WITH PUBLIC
- PUBLIC SPEAKING
- TEAMWORK

### Organizational Management

*DIRECTS AND GUIDES A GROUP IN COMPLETING TASKS AND ATTAINING GOALS.*

- SOLVE PROBLEMS
- TIME MANAGEMENT
- LEAD
- MAKE DECISIONS
- MEET DEADLINES
- SUPERVISE
- MOTIVATE, COACH
- RECRUIT
- RESOLVE CONFLICTS
- MEDIATE
- INITIATE PROJECTS
- ORGANIZE
- COORDINATE
- HANDLE LOGISTICS
- PUT THEORY INTO PRACTICE
- DELEGATE, TEAM-BUILD
- GIVE DIRECTIONS
- ASSUME RESPONSIBILITY
- DETERMINE POLICY
- INTERPRET POLICY
- APPLY POLICY
- SET PRIORITIES
- STRATEGIZE, EVALUATE

### Research & Investigation

*THE SEARCH FOR SPECIFIC KNOWLEDGE.*

- FORECAST, PREDICT
- ANALYZE IDEAS
- ANALYZE DATA
- INVESTIGATE
- RESEARCH
- READ FOR INFORMATION
- INTERVIEW FOR INFORMATION
- GATHER DATA
- EVALUATE, INTERPRET
- CRITICAL THINKING
- SYNTHESIZE INFORMATION
- OBSERVE
- OUTLINE
- FORMULATE HYPOTHESES
- DEVELOP THEORY
- CALCULATE/COMPARE

### Human Service

*ATTEND TO PHYSICAL, MENTAL OR SOCIAL NEEDS OF PEOPLE.*

- INTERPERSONAL SKILLS
- GROUP PROCESS
- SENSITIVITY TO NEEDS
- EMPATHIZE
- COUNSEL
- ADVOCATE
- USE INTUITION
- COACH
- PROVIDE CARE
- ASSESS, DIAGNOSE

### Physical

*USE HANDS OR TOOLS TO BUILD, REPAIR, INVENT.*

- BUILD, CONSTRUCT
- DESIGN, CREATE, INVENT
- USE PHYSICAL COORDINATION
- OPERATE EQUIPMENT
- REPAIR, RESTORE

### Informational Management

*ARRANGE AND RETRIEVE DATA, KNOWLEDGE, IDEAS.*

- MATH SKILLS
- ORGANIZE INFORMATION
- MANAGE INFORMATION
- KEEP RECORDS
- ATTEND TO DETAILS
- LOGICAL ABILITY
- DEVELOP SYSTEMS
- CATEGORIZE
- SUMMARIZE
- STREAMLINE SYSTEM
- MONITOR
- TROUBLESHOOT, REFORMAT

### Design & Planning

*IMAGINE THE FUTURE AND DEVELOP A PROCESS FOR CREATING IT.*

- ANTICIPATE PROBLEMS
- PLAN
- CONCEPTUALIZE
- DESIGN, MODIFY
- DISPLAY
- LAYOUT/FORMAT
- DESIGN PROGRAMS
- ANTICIPATE CONSEQUENCES OF ACTION
- BRAINSTORM NEW IDEAS
- THINK VISUALLY
- IMPROVISE
- COMPOSE
- CREATE IMAGES

## TYPICAL SKILLS ACQUIRED DURING GRADUATE EDUCATION

The skills you developed in graduate school are relevant to a variety of settings outside academia. Take a look and see which ones apply to you or the new career you’re pursuing.

- flexibility, functioning independently in a variety of environments and roles

- teaching skills, conceptualizing, explaining
- counseling, interviewing, advocacy, public speaking, assessing, advising, tutoring
- translating/conveying information/concepts to diverse audiences (age, education level, value system)
- supporting a position with argumentation and logic
- design of complex studies and projects
- implementation, management, and follow-through for all phases of complex research projects
- knowledge of the scientific method to organize and test ideas (formally and informally)
- organization and analysis of data, understanding of statistics and generalization from data
- ability to combine, integrate information from disparate sources
- critical evaluation and problem solving
- use of both inductive and deductive reasoning
- investigation, using many different research methodologies (qualitative, quantitative)
- ability to work with the committee process
- capacity to identify and work with diverse value systems, worldviews, and reasoning processes
- comfortable working with ambiguity

In addition to skills, there are a number of personal qualities developed in graduate school that are highly valued in most career fields:

- ability to learn quickly (flexibility and adaptability skills)
- ability to make logical, (semi-) objective decisions
- analytical, inquiring, synthesizing
- work well under pressure, willingness to work hard and delay gratification
- competitiveness, enjoyment of challenge
- thorough, organized and efficient—multi-tasking and time management skills
- resourceful, determined, persistent
- imaginative, creative
- cooperative and helpful
- objective and flexible
- good listening skills
- ability to work for multiple supervisors or evaluators

SOURCE: STANFORD UNIVERSITY – CAREER SERVICES CENTER, 2002

# ACT 1415-SP-008

## An Act Concerning CGS Senator Attendance Policy

Author: Josh Coy, CGC President

Sponsor: The Executive Committee

**Section 1.** The purpose of this act shall be to amend the Constitution of The Council of Graduate Students (CGS).

**Section 2.** Whereas, Article III, Section III.2 of the Bylaws of the CGS currently reads as follows:

*“Section III.2, Duties - These Senators will regularly attend the meetings of their respective organizations, will report to CGS as necessary or as directed, and will consult with the President and the Council to develop and promote graduate student positions on the issues or proposals considered by those bodies. Their term of office will extend one year beginning with autumn semester.”*

**Section 3.** Whereas, in order to ensure regular collaboration and communication between CGS Delegates and Senators, the previous section requires further clarification regarding the attendance of Senators at respective meetings;

**Section 4.** Therefore, let it be resolved that Article III, Section III.2 of the Bylaws of CGS shall read as follows:

*“Section III.2, Duties - These Senators will regularly attend the meetings of their respective ~~organizations~~ committees, the University Senate, and the Council of Graduate Students, and will report to CGS as necessary or as directed, and will consult with the President and the Council to develop and promote graduate student positions on the issues or proposals considered by those bodies. Their term of office will extend one year beginning with autumn semester.”*

**Section 5.** Further, be it resolved, the changes contained within this act, shall be effective immediately and the Bylaws will be updated to reflect such a change.

Date Approved: \_\_\_\_\_

\_\_\_\_\_

Josh Coy, CGS President

## 2013-14 Summary of Annual Graduate Stipends

The attached summary reviews Graduate Stipend information submitted by Ohio State and comparison institutions to the Association of American Universities Data Exchange (AAUDE) on the Annual Survey of Graduate Stipends for 2013-14. The GA data contained within this report represents the GA population as of September 30, 2013. This report includes:

1. Benchmark and Public CIC Comparison by GAA, GRA, GTA (page 1)

Benchmark Institutions:

University of Arizona  
University of California – Los Angeles  
University of Florida  
University of Illinois  
University of Maryland  
University of Michigan  
University of Minnesota  
Penn State University  
University of Washington  
University of Wisconsin

Public CIC Institutions:

University of Illinois  
Indiana University  
University of Iowa  
University of Michigan  
Michigan State University  
University of Minnesota  
University of Nebraska  
Penn State University  
University of Purdue  
University of Wisconsin

2. Internal OSU Comparison by College/VP Units for

- a. GAA (page 2)
- b. GRA (page 3)
- c. GTA (page 4)

3. Internal OSU Comparison by College/VP Units and Department for

- a. GAA (pages 5-6)
- b. GRA (pages 7-9)
- c. GTA (pages 10-11)

Notes:

- All stipends are converted to .5 FTE for comparison purposes
- Data for Benchmark/CIC institutions represents information for 9/10 month appointments
- Benchmark Institution data currently unavailable for UCLA and Washington
- Stipend data has been suppressed for any row where headcount < 3
- Mean stipend data has been suppressed for any row where headcount = 3

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Benchmark and Public CIC Institutions**

**Other Graduate Assistants**

Institution	Headcount	FTE	Annual Stipend			
			Minimum	Mean	Maximum	Mode
J	40	13.74	\$18,600	\$18,605	\$18,800	\$18,600
K	225	86.39	\$15,608	\$15,935	\$19,960	\$15,608
G	938	408.06	\$14,746	\$15,177	\$27,794	\$14,805
H	256	102.79	\$14,445	\$16,657	\$22,914	\$17,415
F	38	15.76	\$13,588	\$13,691	\$15,389	\$13,588
<b>Ohio State</b>	<b>317</b>	<b>138.25</b>	<b>\$13,500</b>	<b>\$14,286</b>	<b>\$25,272</b>	<b>\$13,500</b>
C	485	189.86	\$11,484	\$14,804	\$37,818	\$11,484
I	180	81.24	\$10,272	\$13,687	\$30,000	\$14,300

**Graduate Research Assistants**

Institution	Headcount	FTE	Annual Stipend				Med Ins Fee
			Minimum	Mean	Maximum	Mode	
J	1,924	911.99	\$18,554	\$18,677	\$26,571	\$18,600	\$0
L*	1,340	554.76	\$17,680	\$22,286	\$32,970	\$26,000	\$290
G	2,604	1,262.18	\$17,025	\$17,025	\$17,025	\$17,025	\$383
K	2,891	1,258.61	\$15,608	\$18,764	\$25,947	\$15,608	\$131
H	1,818	796.18	\$14,445	\$18,535	\$22,914	\$17,415	\$470
B	1,260	605.93	\$13,820	\$20,396	\$28,374	\$17,900	\$886
F	2,354	993.14	\$13,588	\$16,660	\$21,172	\$13,588	\$208
<b>Ohio State</b>	<b>2,006</b>	<b>979.72</b>	<b>\$13,500</b>	<b>\$17,469</b>	<b>\$33,259</b>	<b>\$19,877</b>	<b>\$345</b>
A*	2,548	1,192.00	\$13,320	\$17,926	\$38,333	\$20,000	\$443
D*	1,746	786.25	\$12,714	\$16,824	\$32,487	\$18,761	\$0
C	2,122	889.78	\$11,484	\$20,179	\$50,227	\$19,500	\$0
E*	972	466.26	\$9,252	\$16,151	\$29,021	\$15,750	\$0
I	1,058	488.94	\$9,250	\$17,125	\$25,154	\$18,300	\$0
M*	1,064	486.56	\$5,921	\$17,235	\$41,763	\$18,300	\$368

**Graduate Teaching Assistants**

Institution	Headcount	FTE	Annual Stipend				Med Ins Fee
			Minimum	Mean	Maximum	Mode	
J	1,833	834.00	\$18,600	\$18,614	\$20,200	\$18,600	\$0
L*	1,487	627.30	\$17,680	\$18,419	\$26,034	\$17,682	\$290
K	2,779	1,130.84	\$15,600	\$17,699	\$25,310	\$15,608	\$131
G	2,114	951.23	\$14,746	\$15,214	\$17,025	\$14,746	\$383
H	2,397	1,002.54	\$14,445	\$18,272	\$22,914	\$17,415	\$470
B	2,607	1,146.01	\$13,637	\$17,780	\$34,920	\$15,070	\$886
F	2,192	893.71	\$13,588	\$16,178	\$21,172	\$14,695	\$208
<b>Ohio State</b>	<b>2,244</b>	<b>1,093.45</b>	<b>\$13,500</b>	<b>\$16,270</b>	<b>\$30,411</b>	<b>\$13,500</b>	<b>\$345</b>
A*	1,842	855.70	\$13,322	\$16,128	\$25,792	\$13,598	\$443
D*	1,354	609.25	\$12,714	\$16,140	\$32,487	\$14,040	\$0
C	1,352	531.11	\$11,484	\$18,369	\$39,000	\$26,000	\$0
E*	1,733	831.89	\$9,500	\$16,125	\$36,150	\$15,750	\$0
I	1,599	674.05	\$7,091	\$15,448	\$25,154	\$15,882	\$0
M*	820	344.87	\$5,676	\$17,310	\$44,000	\$18,000	\$368

Source: AAUDE Survey of Graduate Stipends, 2013-14

Notes: \* Non-Benchmark Institutions

All stipends converted to .5 FTE for comparison purposes

Med Ins Fee represents the annual amount a GA must pay for medical insurance

Data represents information for 9/10 month appointments

Benchmark Institution data currently unavailable for UCLA and Washington

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Admin Associates by College / VP Unit**

College / VP Unit	Headcount	Annual Stipend		
		Minimum	Mean	Maximum
Arts and Sciences	60	\$13,500	\$15,983	\$25,272
Athletics	6	\$13,500	\$13,500	\$13,500
Coll of Education & Human Ecol	9	\$13,500	\$13,815	\$14,751
Coll of Food,Agr,Envir Science	4	\$13,500	\$14,720	\$15,516
College of Dentistry	1			
College of Engineering	25	\$13,500	\$13,846	\$18,000
College of Medicine	2			
College of Nursing	4	\$13,779	\$15,570	\$17,820
College of Pharmacy	2			
Fisher College of Business	63	\$13,500	\$13,500	\$13,500
Ofc of Business and Finance	2			
Ofc of Health Sciences	2			
Ofc of Student Life	57	\$13,500	\$13,865	\$15,480
Office of Academic Affairs	71	\$13,500	\$14,134	\$19,936
OSU Medical Center	9	\$13,500	\$13,500	\$13,500
<b>Total</b>	<b>317</b>	<b>\$13,500</b>	<b>\$14,286</b>	<b>\$25,272</b>

Source: AAUDE Survey of Graduate Stipends, 2013-14

Notes: All stipends converted to .5 FTE for comparison purposes

Data represents information for 9 month appointments

Stipend data has been suppressed for any row where headcount < 3

Mean stipend data has been suppressed for any row where headcount = 3

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Research Associates by College / VP Unit**

College / VP Unit	Headcount	Annual Stipend		
		Minimum	Mean	Maximum
Arts and Sciences	414	\$13,500	\$18,217	\$24,278
Coll of Education & Human Ecol	95	\$13,500	\$14,151	\$18,900
Coll of Food,Agr,Envir Science	218	\$13,500	\$16,234	\$28,501
College of Dentistry	5	\$15,750	\$16,050	\$17,250
College of Engineering	705	\$13,500	\$17,126	\$27,000
College of Law	7	\$13,500	\$13,500	\$13,500
College of Medicine	162	\$13,500	\$18,802	\$24,000
College of Nursing	11	\$13,500	\$15,242	\$19,877
College of Optometry	2			
College of Pharmacy	18	\$13,500	\$18,663	\$23,400
College of Public Health	16	\$13,500	\$15,407	\$15,705
College of Social Work	21	\$13,770	\$13,770	\$13,770
College of Veterinary Med	67	\$13,770	\$22,303	\$33,259
Fisher College of Business	88	\$13,500	\$15,971	\$22,500
Ofc of Health Sciences	74	\$13,545	\$19,217	\$22,500
Office of Academic Affairs	98	\$13,500	\$18,563	\$30,014
OSU Medical Center	5	\$21,429	\$21,857	\$23,571
<b>Total</b>	<b>2,006</b>	<b>\$13,500</b>	<b>\$17,469</b>	<b>\$33,259</b>

Source: AAUDE Survey of Graduate Stipends, 2013-14

Notes: All stipends converted to .5 FTE for comparison purposes

Data represents information for 9 month appointments

Stipend data has been suppressed for any row where headcount < 3

Mean stipend data has been suppressed for any row where headcount = 3

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Teaching Associates by College / VP Unit**

College / VP Unit	Headcount	Annual Stipend		
		Minimum	Mean	Maximum
Arts and Sciences	1,542	\$13,500	\$16,666	\$25,326
Coll of Education & Human Ecol	175	\$13,500	\$14,074	\$15,750
Coll of Food,Agr,Envir Science	84	\$13,500	\$16,670	\$20,232
College of Dentistry	32	\$13,500	\$13,500	\$13,500
College of Engineering	257	\$13,500	\$16,049	\$19,379
College of Medicine	8	\$13,500	\$15,077	\$16,524
College of Nursing	13	\$13,500	\$14,481	\$16,767
College of Pharmacy	28	\$18,375	\$18,920	\$30,411
College of Public Health	14	\$13,545	\$15,551	\$15,705
College of Social Work	2			
College of Veterinary Med	1			
Fisher College of Business	72	\$13,500	\$14,493	\$20,642
Mansfield Campus	1			
Marion Campus	1			
Office of Academic Affairs	14	\$14,580	\$15,197	\$15,300
<b>Total</b>	<b>2,244</b>	<b>\$13,500</b>	<b>\$16,270</b>	<b>\$30,411</b>

Source: AAUDE Survey of Graduate Stipends, 2013-14

Notes: All stipends converted to .5 FTE for comparison purposes

Data represents information for 9 month appointments

Stipend data has been suppressed for any row where headcount < 3

Mean stipend data has been suppressed for any row where headcount = 3

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Admin Associates by College / VP Unit and Department**

College / VP Unit	Dept	Dept Name	Headcount	Annual Stipend		
				Minimum	Mean	Maximum
Arts and Sciences	0205	Diversity & Identity Studies C	1			
	0262	School of Music	4	\$13,689	\$13,689	\$13,689
	0280	Theatre	1			
	0326	Introductory Biology	1			
	0390	EEOB	1			
	0502	AfricanAmer&African Studies	1			
	0505	Ctr Medieval & Ren Studies	2			
	0506	Women's Gender/Sexuality Stds	3	\$15,786		\$16,884
	0518	Comparative Studies	1			
	0537	English	15	\$15,786	\$16,152	\$16,884
	0544	Cntr for the Study of Religion	1			
	0545	French and Italian	1			
	0575	Philosophy	1			
	0628	Chemistry and Biochemistry	8	\$15,984	\$16,281	\$18,360
	0708	Population Research Center	2			
	0733	Geography	2			
	0744	School of Communication	1			
	0766	Psychology	6	\$14,400	\$16,200	\$18,000
	0777	Sociology	1			
	0799	Speech and Hearing	4	\$13,500	\$13,500	\$13,500
4305	Arts & Sciences Inactive Orgs	1				
4350	Arts & Sciences Administration	2				
Athletics	5414	Athletics	6	\$13,500	\$13,500	\$13,500
Coll of Education & Human Ecol	1200	EHE Department Administration	3	\$13,500		\$13,590
	1275	EHE Teaching & Learning	3	\$13,905		\$14,751
	1280	EHE Educational Studies	3	\$13,500		\$13,590
Coll of Food,Agr,Envir Science	1123	Food Agr & Biological Engr	2			
	1173	Sch of Environ & Natural Res	2			
College of Dentistry	2120	Dental Hygiene	1			
College of Engineering	1400	Engineering Administration	4	\$13,500	\$13,838	\$14,850
	1408	University Airport	1			
	1410	Knowlton Schl of Architecture	16	\$13,500	\$13,500	\$13,500
	1425	Chemical & Biomolecular Eng	1			
	1435	Computer Science & Engineering	1			
	1445	Electrical & Computer Engr.	1			
	1452	Engineering Exprmnt Station	1			
College of Medicine	2515	SBS-Molec Vir, Imm & Med Gen	1			
	2585	Psychiatry	1			
College of Nursing	1700	College of Nursing	4	\$13,779	\$15,570	\$17,820
College of Pharmacy	1800	College of Pharmacy	2			
Fisher College of Business	1000	FCOB Administration	63	\$13,500	\$13,500	\$13,500
Ofc of Business and Finance	3930	Office of Financial Services	2			
Ofc of Health Sciences	4600	Health Sciences Admin RU	2			
Ofc of Student Life	4500	Student Life Admin	1			
	4501	HESA	13	\$13,500	\$13,711	\$14,670
	4503	Student Advocacy Center	1			
	4508	Student Conduct	1			
	4514	Multicultural Center	2			
	4525	Student Activity Fee Admin	2			
	4530	Counseling & Consultation	6	\$13,815	\$14,010	\$14,985
	4532	Off Camp & Commuter Stu Engage	1			
	4533	Buckeye Careers	2			

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Admin Associates by College / VP Unit and Department**

College / VP Unit	Dept	Dept Name	Headcount	Annual Stipend		
				Minimum	Mean	Maximum
	4560	Rec Sports	14	\$13,500	\$13,568	\$13,815
	4570	Disability Services	3	\$13,500		\$15,480
	4580	Student Wellness Center	6	\$13,500	\$13,853	\$14,985
	4581	Career Connection	2			
	5225	Ctr for the Study of Stu Life	2			
	5240	Hsg DS OUSA AVP Admin	1			
<b>Office of Academic Affairs</b>	3000	Graduate School Administration	1			
	3001	Environmental Sciences Network	2			
	3200	University Libraries	1			
	4000	Research Administration	3	\$13,500		\$13,500
	4200	Academic Affairs Admin	6	\$13,500	\$18,113	\$19,936
	4202	University Honors & Schol Ctr	5	\$13,500	\$13,500	\$13,500
	4207	Office - Diversity & Inclusion	13	\$13,500	\$13,615	\$14,000
	4214	Grad & Prof Admissions	1			
	4215	First Year Experience & UA	2			
	4216	Undergrad Adm & FYE	3	\$13,500		\$13,500
	4221	Undergraduate Dean	1			
	4240	John Glenn Schl Public Affairs	27	\$13,500	\$13,860	\$14,580
	4281	OSU Distance Ed and eLearning	3	\$13,500		\$13,671
	4288	Wexner Administration	1			
	4294	WCA-Education	1			
4700	Human Resource Admin	1				
<b>OSU Medical Center</b>	4604	Cancer Hosp & Research Instit	1			
	6000	University Hospitals	6	\$13,500	\$13,500	\$13,500
	6016	OSU Family Practice Svc	1			
	6028	OSU Health Plan Inc	1			

Source: AAUDE Survey of Graduate Stipends, 2013-14

Notes: All stipends converted to .5 FTE for comparison purposes

Data represents information for 9 month appointments

Stipend data has been suppressed for any row where headcount < 3

Mean stipend data has been suppressed for any row where headcount = 3

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Research Associates by College / VP Unit and Department**

College / VP Unit	Dept	Dept Name	Headcount	Annual Stipend		
				Minimum	Mean	Maximum
Arts and Sciences	0206	Film Studies	1			
	0210	Adv Computing Ctr/Art & Des	7	\$13,689	\$14,199	\$16,344
	0235	History of Art	1			
	0262	School of Music	2			
	0340	Molecular Genetics	34	\$20,637	\$20,755	\$24,278
	0350	Microbiology	21	\$20,637	\$20,637	\$20,637
	0390	EEOB	13	\$20,664	\$20,664	\$20,664
	0505	Ctr Medieval & Ren Studies	1			
	0506	Women's Gender/Sexuality Stds	3	\$16,884		\$16,884
	0509	Classics	1			
	0518	Comparative Studies	1			
	0527	East Asian Languages & Lit	7	\$15,588	\$15,858	\$16,884
	0543	Ctr-Language, Lit & Culture	1			
	0545	French and Italian	1			
	0547	Germanic Languages & Lit	1			
	0554	Near Eastern Lang & Culture	1			
	0557	History	6	\$15,588	\$16,668	\$16,884
	0566	Linguistics	9	\$15,588	\$15,963	\$16,884
	0596	Spanish and Portugese	1			
	0614	Astronomy	12	\$18,711	\$18,711	\$18,711
	0628	Chemistry and Biochemistry	95	\$16,200	\$18,259	\$20,250
	0656	School of Earth Sciences	10	\$13,500	\$15,695	\$18,176
	0671	Mathematics	12	\$13,500	\$18,235	\$20,160
	0684	Physics	101	\$18,405	\$19,010	\$19,116
	0694	Statistics	10	\$19,296	\$20,072	\$21,384
	0708	Population Research Center	1			
	0711	Anthropology	2			
	0722	Economics	10	\$15,561	\$16,858	\$17,010
	0733	Geography	8	\$13,500	\$13,775	\$14,798
	0744	School of Communication	9	\$13,500	\$16,572	\$17,217
0755	Political Science	4	\$14,364	\$15,059	\$15,291	
0766	Psychology	14	\$14,400	\$17,159	\$21,384	
0777	Sociology	7	\$14,706	\$15,254	\$16,200	
0778	Criminal Justice Research Ctr	1				
0799	Speech and Hearing	6	\$13,500	\$14,250	\$15,750	
Coll of Education & Human Ecol	1200	EHE Department Administration	3	\$13,500		\$13,590
	1203	EHE Centers	13	\$13,500	\$13,590	\$14,400
	1251	EHE Human Sciences	23	\$13,500	\$14,465	\$18,900
	1275	EHE Teaching & Learning	34	\$13,500	\$14,494	\$15,192
	1280	EHE Educational Studies	22	\$13,500	\$13,704	\$15,300
Coll of Food,Agr,Envir Science	1114	Agric Envrn & Dev Econ	25	\$17,937	\$18,450	\$28,501
	1118	ACEL	5	\$13,500	\$14,373	\$17,055
	1123	Food Agr & Biological Engr	20	\$13,500	\$15,220	\$17,019
	1127	Horticultural & Crop Sciences	37	\$15,984	\$16,570	\$20,232
	1130	Entomology	1			
	1132	Animal Sciences	27	\$14,067	\$15,361	\$22,500
	1156	Food Science & Technology	34	\$14,328	\$14,665	\$18,747
	1173	Sch of Environ & Natural Res	25	\$15,300	\$15,806	\$16,500
	1178	Plant Pathology	24	\$15,859	\$16,922	\$19,899
	5501	OSUE-Administration	1			
	5625	OARDC Food Animal Health	10	\$15,750	\$16,912	\$18,135
5630	OARDC Entomology	9	\$18,414	\$18,414	\$18,414	
College of Dentistry	2135	Oral Biology	5	\$15,750	\$16,050	\$17,250
College of Engineering	1410	Knowlton Schl of Architecture	6	\$13,500	\$13,650	\$14,400

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
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College / VP Unit	Dept	Dept Name	Headcount	Annual Stipend		
				Minimum	Mean	Maximum
	1417	Biomedical Engineering	26	\$14,850	\$16,841	\$20,250
	1425	Chemical & Biomolecular Eng	60	\$18,000	\$19,157	\$21,068
	1427	Civil, Envir & Geod Eng	37	\$14,850	\$16,500	\$20,106
	1435	Computer Science & Engineering	102	\$16,020	\$17,480	\$18,540
	1445	Electrical & Computer Engr.	140	\$17,100	\$17,486	\$27,000
	1452	Engineering Exprmnt Station	64	\$13,500	\$16,948	\$19,877
	1457	Integrated Systems Engineering	38	\$13,500	\$15,762	\$18,000
	1468	Materials Sci Engineering	106	\$16,200	\$17,185	\$20,097
	1470	Mechanical & Aerospace Engr	126	\$13,500	\$16,331	\$20,655
<b>College of Law</b>	2380	Kirwan Institute	7	\$13,500	\$13,500	\$13,500
<b>College of Medicine</b>	2504	HRS-Health & Rehab Sciences	18	\$13,500	\$15,547	\$19,877
	2507	COM Research Education	36	\$19,877	\$19,877	\$19,877
	2508	Davis Heart & Lung Institute	15	\$14,400	\$18,824	\$19,980
	2510	SBS-Biomedical Informatics	11	\$16,740	\$18,241	\$19,877
	2513	Family Medicine	5	\$13,500	\$15,405	\$18,229
	2515	SBS-Molec Vir, Imm & Med Gen	8	\$15,905	\$19,145	\$20,207
	2517	SBS-Microbial Infectn/Immunity	3	\$19,877		\$19,877
	2525	Internal Medicine	3	\$19,877		\$19,877
	2529	Neurological Surgery	1			
	2532	SBS-Neuroscience	9	\$19,350	\$19,818	\$19,877
	2542	Sports Health & Perf Institute	2			
	2543	Orthopaedics	1			
	2545	Otolaryngology	3	\$13,500		\$13,500
	2550	Pathology	2			
	2555	Pediatrics	2			
	2560	SBS-Pharmacology	4	\$18,847	\$19,268	\$19,877
	2565	Physical Medicine & Rehab	1			
	2570	SBS-Molec & Cellular Biochem	16	\$19,350	\$19,811	\$19,877
	2575	SBS-Physiology & Cell Biology	14	\$19,877	\$19,902	\$20,232
	2585	Psychiatry	2			
2590	Radiology	3	\$19,350		\$24,000	
2594	Plastic Surgery	1				
2595	Surgery	2				
<b>College of Nursing</b>	1700	College of Nursing	11	\$13,500	\$15,242	\$19,877
<b>College of Optometry</b>	2700	Optometry	2			
<b>College of Pharmacy</b>	1800	College of Pharmacy	18	\$13,500	\$18,663	\$23,400
<b>College of Public Health</b>	2505	College of Public Health	16	\$13,500	\$15,407	\$15,705
<b>College of Social Work</b>	1900	Social Work	21	\$13,770	\$13,770	\$13,770
<b>College of Veterinary Med</b>	2925	Vet Clinical Sciences	43	\$18,990	\$23,876	\$24,510
	2940	Veterinary Biosciences	15	\$13,770	\$20,495	\$33,259
	2976	Veterinary Preventive Med	9	\$15,003	\$17,803	\$18,750
<b>Fisher College of Business</b>	1000	FCOB Administration	39	\$13,500	\$13,500	\$13,500
	1014	FCOB Accting & Mgt Info Sys	10	\$15,250	\$17,088	\$17,438
	1035	FCOB Finance	17	\$20,250	\$20,405	\$22,500
	1039	FCOB Mgmt & Human Resources	7	\$16,065	\$16,065	\$16,065
	1050	FCOB Marketing & Logistics	15	\$13,950	\$16,581	\$21,384
<b>Ofc of Health Sciences</b>	4600	Health Sciences Admin RU	4	\$17,280	\$17,426	\$17,865
	4605	Comprehensive Cancer Center RU	58	\$13,545	\$19,508	\$22,500
	4640	Nisonger Center	5	\$15,174	\$16,355	\$18,000
	4645	Inst for Behavioral Med Resrch	2			
	4655	CMIB-Ctr Microb Interface Biol	5	\$19,877	\$19,877	\$19,877
<b>Office of Academic Affairs</b>	3002	Life Sciences Network	68	\$18,596	\$19,758	\$20,600
	4012	Univ Lab Animal Resources	2			
	4028	Ohio Supercomputer Center	3	\$16,740		\$18,747

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Research Associates by College / VP Unit and Department**

College / VP Unit	Dept	Dept Name	Headcount	Annual Stipend		
				Minimum	Mean	Maximum
	4050	Byrd Polar Research	9	\$13,500	\$16,113	\$16,650
	4235	Office of International Affair	1			
	4240	John Glenn Schl Public Affairs	15	\$13,500	\$14,525	\$17,001
<b>OSU Medical Center</b>	4604	Cancer Hosp & Research Instit	1			
	6000	University Hospitals	4	\$21,429	\$21,429	\$21,429

Source: AAUDE Survey of Graduate Stipends, 2013-14

Notes: All stipends converted to .5 FTE for comparison purposes

Data represents information for 9 month appointments

Stipend data has been suppressed for any row where headcount < 3

Mean stipend data has been suppressed for any row where headcount = 3

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Teaching Associates by College / VP Unit and Department**

College / VP Unit	Dept	Dept Name	Headcount	Annual Stipend		
				Minimum	Mean	Maximum
Arts and Sciences	0215	Art	44	\$13,689	\$13,742	\$16,002
	0225	Arts Admin, Education & Policy	30	\$13,689	\$13,866	\$14,976
	0230	Design	15	\$13,689	\$13,689	\$13,689
	0235	History of Art	20	\$13,689	\$14,264	\$14,976
	0241	Dance	15	\$13,689	\$13,786	\$14,976
	0262	School of Music	63	\$13,500	\$13,790	\$14,976
	0280	Theatre	31	\$13,689	\$13,897	\$14,976
	0326	Introductory Biology	10	\$20,232	\$20,232	\$20,232
	0340	Molecular Genetics	13	\$20,637	\$20,637	\$20,637
	0350	Microbiology	30	\$20,232	\$20,529	\$20,637
	0390	EEOB	53	\$20,232	\$20,623	\$20,664
	0502	AfricanAmer&African Studies	7	\$15,588	\$15,588	\$15,588
	0506	Women's Gender/Sexuality Stds	23	\$15,588	\$16,116	\$16,884
	0509	Classics	23	\$15,588	\$15,982	\$16,884
	0518	Comparative Studies	23	\$15,588	\$16,181	\$16,884
	0527	East Asian Languages & Lit	32	\$15,588	\$16,091	\$16,884
	0536	Ctr-Study&Teaching of Writing	21	\$15,282	\$15,702	\$16,884
	0537	English	96	\$15,588	\$15,977	\$16,884
	0545	French and Italian	23	\$15,588	\$15,896	\$16,884
	0547	Germanic Languages & Lit	17	\$15,588	\$15,940	\$16,884
	0554	Near Eastern Lang & Culture	9	\$15,588	\$17,434	\$25,326
	0557	History	78	\$15,588	\$16,426	\$18,747
	0566	Linguistics	21	\$15,588	\$16,242	\$16,884
	0575	Philosophy	35	\$13,507	\$16,232	\$16,884
	0593	Slavic & East European L&C	13	\$15,588	\$15,963	\$16,884
	0596	Spanish and Portugese	53	\$15,588	\$15,943	\$16,884
	0614	Astronomy	8	\$18,711	\$18,828	\$19,647
	0628	Chemistry and Biochemistry	172	\$18,360	\$18,475	\$20,700
	0656	School of Earth Sciences	22	\$16,445	\$16,445	\$16,445
	0671	Mathematics	110	\$13,500	\$18,779	\$24,640
	0684	Physics	78	\$15,984	\$18,133	\$19,116
	0694	Statistics	48	\$14,220	\$19,427	\$24,165
	0709	ASC International Studies	2			
	0711	Anthropology	22	\$13,500	\$13,500	\$13,500
	0722	Economics	60	\$13,500	\$16,105	\$18,801
	0733	Geography	19	\$13,500	\$13,642	\$13,950
0744	School of Communication	52	\$13,500	\$15,895	\$17,217	
0755	Political Science	40	\$14,364	\$15,608	\$18,288	
0766	Psychology	73	\$14,400	\$16,345	\$20,000	
0777	Sociology	30	\$14,715	\$15,129	\$15,390	
0799	Speech and Hearing	8	\$13,500	\$14,625	\$15,750	
Coll of Education & Human Ecol	1251	EHE Human Sciences	70	\$13,500	\$14,053	\$15,750
	1275	EHE Teaching & Learning	61	\$13,905	\$14,426	\$15,192
	1280	EHE Educational Studies	44	\$13,500	\$13,622	\$14,464
Coll of Food,Agr,Envir Science	1114	Agric Envrn & Dev Econ	26	\$15,561	\$17,846	\$17,940
	1118	ACEL	8	\$13,500	\$14,673	\$17,055
	1123	Food Agr & Biological Engr	7	\$13,500	\$14,624	\$16,173
	1127	Horticultural & Crop Sciences	6	\$16,776	\$16,776	\$16,776
	1130	Entomology	7	\$18,414	\$19,453	\$20,232
	1156	Food Science & Technology	1			
	1173	Sch of Environ & Natural Res	29	\$15,516	\$16,049	\$16,500
College of Dentistry	2146	Oral Pathology	3	\$13,500		\$13,500
	2150	Pediatric Dentistry	14	\$13,500	\$13,500	\$13,500
	2180	Orthodontics	15	\$13,500	\$13,500	\$13,500

**The Ohio State University**  
**2013-14 Summary of Annual Graduate Stipends**  
**Graduate Teaching Associates by College / VP Unit and Department**

College / VP Unit	Dept	Dept Name	Headcount	Annual Stipend		
				Minimum	Mean	Maximum
College of Engineering	1400	Engineering Administration	44	\$14,850	\$15,413	\$16,650
	1410	Knowlton Schl of Architecture	47	\$13,500	\$13,500	\$13,500
	1417	Biomedical Engineering	7	\$15,300	\$15,480	\$16,200
	1425	Chemical & Biomolecular Eng	6	\$18,819	\$18,980	\$19,379
	1435	Computer Science & Engineering	85	\$15,930	\$17,296	\$18,540
	1445	Electrical & Computer Engr.	26	\$17,100	\$17,412	\$18,000
	1457	Integrated Systems Engineering	14	\$15,984	\$16,129	\$16,659
	1468	Materials Sci Engineering	6	\$16,200	\$16,200	\$16,200
	1470	Mechanical & Aerospace Engr	22	\$15,300	\$15,627	\$18,450
College of Medicine	2504	HRS-Health & Rehab Sciences	8	\$13,500	\$15,077	\$16,524
College of Nursing	1700	College of Nursing	13	\$13,500	\$14,481	\$16,767
College of Pharmacy	1800	College of Pharmacy	28	\$18,375	\$18,920	\$30,411
College of Public Health	2505	College of Public Health	14	\$13,545	\$15,551	\$15,705
College of Social Work	1900	Social Work	2			
College of Veterinary Med	2976	Veterinary Preventive Med	1			
Fisher College of Business	1000	FCOB Administration	54	\$13,500	\$13,500	\$13,500
	1039	FCOB Mgmt & Human Resources	10	\$15,188	\$15,995	\$17,993
	1043	FCOB Mgmt Sciences	8	\$18,419	\$19,315	\$20,642
Mansfield Campus	0942	Mansfield Campus	1			
Marion Campus	0956	Marion Campus	1			
Office of Academic Affairs	3001	Environmental Sciences Network	12	\$15,300	\$15,300	\$15,300
	4240	John Glenn Schl Public Affairs	2			

Source: AAUDE Survey of Graduate Stipends, 2013-14

Notes: All stipends converted to .5 FTE for comparison purposes

Data represents information for 9 month appointments

Stipend data has been suppressed for any row where headcount < 3

Mean stipend data has been suppressed for any row where headcount = 3

# NOVEMBER 2014 CARMEN OUTAGE

## ROOT CAUSE ANALYSIS SUMMARY

December 19, 2014

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A root cause analysis seeks to identify the cause that, once removed, prevents the final undesirable event from recurring. After the Carmen outage in November 2014, We, OCIO and ODEE, conducted a detailed root cause analysis to identify the source of the problem and implement controls to prevent it from reoccurring. This document presents a high-level summary of the findings.

### WHAT HAPPENED?

- Storage and computing needs are continually evaluated for the Carmen system. By October, Carmen had reached a critical point on storage (94.6 percent consumed).
- We initiated a request to assign more storage to Carmen to ensure there was sufficient space for the remainder of autumn semester.
- On 11/9/14, we took Carmen offline midnight-3:00AM to add storage. We were confident that the expansion would go smoothly since we routinely assign additional storage to Carmen during the semester.
- A problem occurred during the storage addition process, which cascaded into a failure of both the production file system and the disaster recovery (DR) file system.
- We restored the Carmen production file system from backups, which took 5 days (14+TB, >21 million files, restored at 120GB/hour). We then took an additional day to validate the system and restore missing files that were still available in one of Carmen's temporary folders.

### PROBLEMS AND CAUSES

The table below summarizes the problems we encountered and what caused those problems.

Problem	Cause
1. Carmen storage was nearing capacity.	Carmen storage is typically added twice a year to minimize storage costs. Expansion requests are triggered when storage utilization drops to around 1 TB of free space and is typically not done immediately before or after a semester, to minimize potential impacts to end users during the most critical Carmen usage periods. It was during this routine storage expansion that Carmen corruption occurred.
2. The production file system became corrupted when we added storage to Carmen on 11/9/2014.	We followed standard procedure to assign another 4TB of space to Carmen. During the process, we encountered a critical error. Upon further investigation of the error, we learned that we were trying to assign more storage to the file server than the server's configuration made it able to accept. Crossing this threshold ended up corrupting the <u>production</u> file system.

<p>3. The disaster recovery (DR) file system became corrupted as well.</p>	<p>When our team's attempts to fix the production system failed, we initiated our back out plan using the disaster recovery (DR) file system to return Carmen to the state it was in at midnight before the work started. During the execution of the backout plan, replication between the production system and the DR system was unintentionally re-established, causing the DR system to become corrupted as well. At this point the only uncorrupted copy of the files existed in disaster recovery backups. We initiated the process of restoring these files from backup.</p>
<p>4. Restoring from backup took 5 days.</p>	<p>The lack of a reliable purge tool in D2L made it impossible to restore files from just the current semester. We had to restore all 14+TB of files in order to bring the rest of the system back up. The backup system restores files at a rate of approximately 120GB/hour. At this rate, restoring 14+TB of files took approximately 5 days. Additional files were recovered from Carmen's temporary folder. Once the files were restored, several hours of testing were required to ensure the system was functioning properly before going live.</p>

### LESSONS LEARNED AND STEPS TO PREVENT REOCCURRENCE

We understand the significant impact this outage had on faculty and students. Our teams have already taken, and will continue to take, steps to prevent this kind of outage from happening in the future.

Lesson Learned	Steps to Prevent Reoccurrence
<p>1. Having a reliable tool to delete old courses and their related files may have avoided the need to add storage and would have reduced the time needed to restore the file system.</p>	<p>We will complete testing on D2L's purge utility and, if all goes well, begin using it to manage and remove old courses and files.</p>
<p>2. Performing this change first in an identical test environment would have revealed this problem prior to attempting it in production.</p>	<p>In 2015, we are planning a new storage architecture that will remove the system components that failed this time (the storage threshold problem, the underlying virtualized file structure and storage area network, the type of backup used). When this new architecture is put into production, we will ensure that the companion test environment is configured the same way as production.</p>
<p>3. Taking a point-in-time snapshot of the file system before starting maintenance would have reduced restore time significantly.</p>	<p>Daily snapshots are now being taken and we have updated our maintenance and back out processes to include a snapshot step.</p>
<p>4. We have outgrown the current backup architecture. We need a system that handles large numbers of small files better.</p>	<p>The daily snapshots mentioned above will help in the short-term. The new storage architecture, available in spring 2015, will streamline backups and restores.</p>

# RESEARCH COMMONS

UNIVERSITY LIBRARIES

## The Research Commons Workshop Series

Spring 2015



### Prepare, Present, and Preserve: Moving Your Research Posters from Physical to Digital

Looking for tips on how to prepare an eye-catching and informative research poster? Curious about how to archive and increase access to your poster so it can still make an impact long after the forum is over? Join the Knowledge Bank and the Undergraduate Research Office to learn more about best practices for preparing research posters and opportunities to preserve them digitally. If you're a graduate preparing for the Hayes or an undergraduate preparing for the Denman, then this session is for you!

Who: OSU graduates and undergraduates

**Wednesday, January 28, 5 - 6:30 p.m.**  
Thompson Library, Room 150A/B

### Getting Grants: Finding Funding and Planning for Data Management

Want tips on finding funding opportunities and making your grant applications clear and persuasive to sponsors? Need to know what you should be including in your data management plans? Join the Office of Research and the Libraries' Data Management Services for a discussion about best practices and valuable tools for successfully navigating the research funding process at Ohio State.

Who: OSU faculty, graduates, and postdocs

**Tuesday, February 10, 1 - 3 p.m.**  
Thompson Library, Room 150A/B

### Opening Access to Your Research: Strategies for Digital Scholarship

Curious about ways to disseminate your work online? Thinking about creating a website or blog to showcase your research? Wondering what your options are for publishing and archiving digital content at Ohio State? Join ODEE, the Libraries' Publishing Program, and the Knowledge Bank to learn more about increasing the visibility and impact of your research through digital scholarship.

Who: OSU faculty, graduates, and postdocs  
**Tuesday, February 24, 1 - 3 p.m.**  
Thompson Library, Room 149

### Fair Use in Research and Education

Do you use copyrighted materials from third party sources in your teaching or research publications? Have you heard that all educational use is fair use but have concerns about whether this is accurate? How can you evaluate whether something may qualify as fair use or determine if you need to seek permission? Join the Copyright Resources Center to learn how to use copyrighted material confidently and legally in your research publications and teaching.

Who: All OSU faculty, staff, and students

**Thursday, February 26, 12:30 - 2 p.m.**  
Thompson Library, Room 150A/B

### Keys to Research Success: Keeping Your Data Organized

Tired of searching for lost files? Worried the spreadsheet you're editing isn't the most recent version of your data? Looking for a better way to keep track of your methods and results? Join the Libraries' Data Management Services and the Undergraduate Research Office to learn more about creating a file naming system, tracking versions, and maintaining meaningful metadata for your research projects.

This workshop will be followed by a Research Commons "mixer." Network with researchers from other disciplines, discuss shared interests and ideas about data, and enjoy some food and beverages with us.

Who: OSU graduates and undergraduates

**Monday, March 9,  
5 - 6 p.m. (workshop)  
6 - 7 p.m. (mixer)**  
Thompson Library, Room 150A/B (workshop)  
Room 165 (mixer)

### Protecting and Promoting Your Research: From Copyright to Commercialization

Concerned about retaining ownership of your research output or getting assistance with publisher's agreements? Interested in turning your intellectual property into business opportunities or products? Join the Copyright Resources Center and the Technology Commercialization Office for a discussion of important things to consider for protecting and promoting original research.

Who: OSU faculty, graduates, and postdocs

**Thursday, March 26, 1 - 3 p.m.**  
Thompson Library, Room 150A/B

### Research Writing 101: Best Practices for Citation Management

Looking for tips on creating an annotated bibliography and keeping your references organized? Want to learn more about the citation management tools available to you at Ohio State? Join the Writing Center and the Libraries' Research Services for a discussion about the resources that can keep you efficient and organized as you prepare to publish your research.

Who: OSU graduates and undergraduates

**Thursday, April 9, 12:30 - 2 p.m.**  
Thompson Library, Room 150A/B

### Human Subjects Research: Assistance with IRB Forms and Data Management

Want assistance with the IRB process? Interested in learning more about best practices for collecting, managing, and curating human subjects research data? Join the Office of Responsible Research Practices and the Libraries' Data Management Services for an overview of the services available for navigating IRB submissions and managing human subjects research data at Ohio State.

Who: OSU faculty, graduates, and postdocs

**Tuesday, April 14, 10:30 a.m. - 12:30 p.m.**  
Thompson Library, Room 149

Visit our events page and register to attend online at:  
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