

Meeting Minutes

September 10, 2019, 6:30 PM



ARTS & SCIENCES GRADUATE COUNCIL

Upcoming Plenary Meetings
October 15
November 12
December 10

Philosophy Hall 301

<https://council.gsas.columbia.edu/>

1. Welcome (President)
2. Presentations
 - a. Kate Daloz, GSAS Writing Studio
<https://gsas.columbia.edu/graduate-life/gsas-writing-studio>
 - The Writing Studio is new! They have been open for only a year and after a soft launch in Spring 2019, they will be officially opening this Fall.
 - Open House:
 - There is an Open House for all Arts & Sciences students to attend this Thursday from 4-6. No registration required to attend.
 - What do they do?
 - The Writing Studio is designed for everyone in the writing phase of their work, and is open to students in all departments within Arts & Sciences (Natural Sciences, Social Sciences, etc.). They specialize in re-organizing work that's already been written, or can help solidify and enable your next big writing idea.
 - Dissertation Writing Groups: Led by staff of consultants. The deadline is this Thursday. These are only for PhD students in the dissertation phase. However, Masters students can seek support in the Writing Center.
 - There are also opportunities for one-on-one consultations with Writing Studio Consultants.
 - Fall Workshops: "Make a Semester Writing Plan" is coming up this Fall. Other workshops are already the calendar, including a collaborative workshop with the Libraries, where they will cover topics such as avoiding copyright infringement.
 - There are also bigger (4-day) events such as retreats.
 - How do you find more info?
 - Visit the website and/or opt into the mailing list to get advanced notice about events and offerings!
 - b. The Food Pantry: Michael Higgins - Co-Founder
<https://thefoodpantry.studentgroups.columbia.edu/>

- What is the Pantry?
 - Any student that is experiencing hunger can seek out and avail themselves of the Food Pantry at Columbia.
 - There is no financial restriction or limitation. As long as you can swipe into Lerner, you are eligible for the Pantry.
 - Check out the website, which has a video posted which further explains the Pantry.
 - Where is the need?
 - The website shows graphs of how many students have utilized the Food Pantry over the last 3 years, since it was started in May 2016.
 - This includes utilization during winter and summer breaks.
 - Is it perishable or only non-perishable food?
 - The Pantry has a partnership with the Corbin Hill Food Project to distribute fresh perishable food to students in addition to traditional non-perishables in the Food Pantry bank.
 - When is the Pantry Open?
 - It is open from Mondays and Thursday from 4-7 PM on the 5th Floor of Lerner Hall. The distributors at the Pantry will not ask for your name or Uni. Students who go to the Pantry will be asked to take a confidential survey. Volunteers must sign a confidentiality agreement.
 - How do I Get Involved?
 - You can volunteer or become a Committee Member (there are 7 committees). Visit the website for more information.
 - In the future, there may be a board member opening. Stay tuned!
 - Any New Locations Planned?
 - They are looking to open up a new location in the Medical Campus. This would be open to all students in need.
 - Any Events Planned?
 - Volunteer Appreciation Celebration: September 11 at 7pm in Lerner 302. This is open to all current volunteers, AND to all those who are interested in volunteering in the future! Come by!
 - Silent Auction 2019: September 25 at 6pm in Broadway Room in Lerner. Items on auction will include a wine tasting and cooking classes (donated by the Alumni Association). Other smaller items include items donated for convenient use in apartments or dorms such as irons and vacuums. Visit the website for more information.
3. New Director of Communications at GSAS: Leora Tanenbaum
 - a. Leora is the new occupant of this position and is keen to help any students with questions about being informed about campus happenings, announcements, or other matters of communications.
 - b. Feel free to reach out to her at leora.t@columbia.edu with any questions, or go visit her at Room 109, Low Library.
 4. Introductions (President)
 - a. What is ASGC? Who are the executive committee? How does ASGC operate?
 - b. What is the role of the department representatives?

- c. Committees & External Representatives
- 5. Sign-in Instructions (Media)
- 6. Student Group Approval (VP, Admin.)
 - a. No groups at the moment
- 7. Announcements (President)
 - a. Open Officer Positions
 - i. Communications Chair
 - ii. Masters Affair Chair
- 8. General Advocacy Updates
 - a. Stipend Disbursement Scheduling Issues
 - i. There was a technological glitch in Cashiering that they have addressed. If this happens again, call the cashiering office, or contact the Stipends Hotline. We hope that GSAS will address this issue and they are well aware of the scope and impact of the situation on students' ability to predict their financial circumstances at critical times like the start of the semester.
 - b. Columbia Residential Financing Fees
 - i. Payment plan fees should be reimbursed by the end of the semester.
- 9. Committee updates
 - a. Finance
 - i. Updated Budget
 - 1. This year we have an expanded budget. This year we are handling roughly 200,000 dollars.
 - 2. The total budget for this year is available on the ASGC Website under "Annual Budget"
 - 3. Biggest increases this year were implemented in social and cultural events. More money was also afforded to MA-related items.
 - 4. Student Travel Grants were also doubled, so feel free to reach out to students in your department to continue applying.
 - 5. There is a stipend available for the Senator.
 - a. By unanimous vote in the Plenary, representatives voted to approve the budget.
 - ii. Travel Grant Procedure
 - 1. Fill out the online application on the website by the appropriate deadline. The first deadline this semester is September 20.
 - 2. You must also send the Acceptance Letter(s) for the conference you are planning to attend.
 - 3. The upper limit for travel grants is \$500 dollars.
 - 4. The ASGC travel funds are a completely different entity than the GSAS Travel Funds.
 - iii. Committee
 - 1. The Finance Committee is seeking support. If you are interested in volunteering to help approve travel grants, please contact asgc@columbia.edu.

- b. Quality of Life
 - i. Summer Gym Membership Reimbursement for TAs
 - 1. To clear up confusion, there will be an email clarifying the process for next summer.
 - ii. Committee
 - 1. Now seeking support for the Quality of Life Survey.
 - c. Events
 - i. Upcoming Events
 - 1. NYCFC vs. Atlanta United FC (9/25, 7 pm)
 - 2. Betrayal (9/26, 7 pm)
 - ii. Committee
 - 1. ASGC Events team currently abides by a protocol to accommodate any students who need tickets in accessible area.
 - 2. Just reach out to ASGC and they will attempt to purchase accessible tickets.
 - 3. The committee is working on an official policy regarding ASGC event accessibility.
 - d. Alumni
 - i. Call for Volunteers: FestiFall (9/21, 4-7 pm) in Ansel Plaza
 - 1. Free food, drinks, and games
 - 2. Bring your Columbia ID and a government ID if you plan to drink alcohol
 - 3. Registration is on EventBrite.
 - 4. Seeking volunteers: All volunteers will get free shirts and front-of-line access.
10. Election of ASGC Executive Board Members:
- a. Communications Chair: The Plenary elected a new representative, Jason Eom, to the Communications Chair position
 - b. Masters Affairs: ASGC is still seeking nominations for the position.
11. External Representatives Nominations/Updates (VP, External Affairs):
- a. Health (Morningside, CUMC)
 - b. Libraries
 - c. Graduate Workers of Columbia (GWC)/Union
 - i. Email info@columbiagradunion.org for more information, or to get on the mailing list
 - ii. There are 4 seats up for election, and some Masters students who are eligible
 - iii. Meetings are every week at 6pm in the Mudd building
 - iv. There will be a Late Pay working group where testimonials will be collected and addressed. Email emporerkiki@gmail.com to submit a testimonial.
 - d. IGB: looking for delegates (x3)
 - e. Disabilities -- Does not exist, and should.
 - f. ISSO
 - i. The ASGC is working with the Deans to get a direct phone line to the ISSO.
12. Senators' Updates (Andrew, Mike, Darold)
- a. Introduction to your senators
 - b. Projects and policies

- i. Exciting new events for the Senate's anniversary are coming up, coordinated through the Libraries committee! Stay tuned for updates from the Senate.

13. Masters Affairs

- a. If you are a PhD rep and the Masters rep role in your department is vacant, please help us find a rep!

14. New Business (Open Forum)

- a. Some departments don't allow 2 outside oral defense committee members, even though it is part of GSAS policy.
 - i. There is a call to potentially start a working group to address this among students

15. Committee Sign-Ups & Adjournment (President)

ASGC plenary meetings are conducted in the style of *Robert's Rules of Order Newly Revised (10th Edition)*

Obtain the floor (the right to speak) by being the first to raise your department placard when the person speaking has finished. You must be recognized by the Chair before speaking.

- No member can speak twice to the same issue until everyone else wishing to speak has spoken to it once.
- The agenda and all committee reports are merely recommendations. When presented to the assembly and the question is stated, debate begins and changes can occur.