# Council of Graduate Students in Education (CGSE)

**Time:** Wednesday, January 18, 2023 4-5pm  
**Meeting Agenda**

**Room:** 5914  
5th Floor Posvar Welcome Center  
**Zoom:** [https://pitt.zoom.us/j/9474992190](https://pitt.zoom.us/j/9474992190)

---

**Attendees:** Ogechi Irondi, Hillary Henry, Holly Plank, Tasha Jordan, Jean Paul Marrero-Rivera, Jackie Spiezia, Anna Premo, Yuan Gao, Ximing Li, Hannah Goldstein, Sarah Peters

---

<table>
<thead>
<tr>
<th>Time</th>
<th>Call to Order</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:00-4:05 pm</td>
<td>Meeting called to order at 4:01pm</td>
</tr>
</tbody>
</table>

**Facilitator:** Ogechi

**Welcome**

**Review & Approve Last Meeting’s Minutes**
- [December 2022 Meeting Minutes](#)
  - Motion to approve- Yuan Gao, second- Hillary Henry

**Introduce Agenda**

---

<table>
<thead>
<tr>
<th>Time</th>
<th>Old Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:05-4:07pm</td>
<td>Review action items from last meeting</td>
</tr>
<tr>
<td></td>
<td>- See action items in <a href="#">December 2022 Meeting Minutes</a></td>
</tr>
<tr>
<td></td>
<td>- Include action item status in your updates</td>
</tr>
<tr>
<td></td>
<td>- Let us know what support you need to accomplish action items</td>
</tr>
</tbody>
</table>

**Facilitator:** Ogechi and Holly

---

<table>
<thead>
<tr>
<th>Time</th>
<th>New Business &amp; Committee Updates</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:07-4:15 pm</td>
<td>President Updates:</td>
</tr>
<tr>
<td></td>
<td>- SORC Policy Update</td>
</tr>
<tr>
<td></td>
<td>- For now we are operating under the same guidelines as before. We are waiting for more information from SORC moving forward.</td>
</tr>
<tr>
<td></td>
<td>- If you received an email from EJ (or Concur), make sure you go in and approve it.</td>
</tr>
</tbody>
</table>

**Facilitator:** Ogechi

---

<table>
<thead>
<tr>
<th>Time</th>
<th>Business Manager:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Manager:</td>
<td>Budget Update</td>
</tr>
<tr>
<td></td>
<td>- Waiting for grant reimbursements</td>
</tr>
<tr>
<td></td>
<td>- Waiting to understand rollover from SORC- from last year and for the upcoming year</td>
</tr>
</tbody>
</table>

**Facilitator:** Anna

---

<table>
<thead>
<tr>
<th>Time</th>
<th>Dashboard Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:15-4:20pm</td>
<td>Note- Travel and research grants are listed as “planned spend”, but they will be updated as they come through.</td>
</tr>
<tr>
<td></td>
<td>Reach out to Anna if you have questions or would like to see something else on the dashboard.</td>
</tr>
<tr>
<td>Time</td>
<td>Committee</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>4:20-4:25pm</td>
<td>Communications Committee</td>
</tr>
<tr>
<td>Cara</td>
<td>4:25-4:40pm Events Committee</td>
</tr>
<tr>
<td>Sierra, Sarah, and Yuan</td>
<td>4:40-4:45pm Travel and Research Grants</td>
</tr>
<tr>
<td>Hannah &amp; Hillary</td>
<td></td>
</tr>
</tbody>
</table>
**Committee:**

- **Discuss**: Do we want to revise our grant allocation structure for next year?
  - **Problem**: We now seem to have more applicants than funds available
  - **Big Question**: For future grant cycles, how should we award funds?
  - **Solution for 2022-2023 cycle**: Awarded grantees a portion of their requested funds; We recognized that we had 50% of the total amount requested by applicants; each applicant was awarded half of what they requested
  - **For 2023-2024**: How do people feel about this process moving forward? Do we want to stick with this model or revise it?
  - **Alternatives**:
    - Creating a transparent protocol for how we will judge and choose awardees to grant a few winners with full funds, and others with none
    - How can we do this equitably? What would this look like?
    - In this case, we would need commitment to addressing this issue by all members of CGSE (Hannah, Hillary, and Yuan do not feel qualified to make these decisions independently)
    - Request more funding from SORC
    - Other ideas?
      - These might be additions to the application:
        - If students are not able to secure full funding, will they still be able to go?
        - Ask students if they have access to other funding
        - Ask for letter from advisors to indicate level of need- are the students able to attend other conferences? Can their advisor support them through funding? Do students have access to funds from another grant?
        - We could also consider banded allocations → <$100–100% award, $200–300- 75% award, >$300- 50% award
        - Hannah and Hillary will set up a meeting with GPSG grants committee after this window.
  - **EdD student travel**
    - Students coming in from out of town can also request funding to support travel to in-person classes. We need to update the grant information to reflect this.
  - **Communication is key**: Decision criteria
    - Information has been added to increase transparency for the Spring 2023 application window
    - Does the equity and justice committee have any guidance?

**Vote**: Should there be a change in how the grants committee awards grants? - Majority vote Yes

There needs to be a change in looking into these policies further AND we need to support the committee in this process.

---

**Conference Committee**:

**Updates**
- Upcoming meeting agenda (Tomorrow (1/19/2023 at 5):
  - Brainstorm potential Keynote Speaker Ideas
  - Edit/Review theme description
    - “Teaching for the Now”
    - Theme description: Post pandemic situations have significantly altered the world of education- socio emotionally, in the realm of teacher pedagogy, academically, and in the modes through which we teach. The purpose of this conference is to celebrate the innovative and adaptive shifts that have emerged out of necessity.
  - Brainstorm panel discussion goals
  - Art therapy options discussion

---

**4:45-4:50pm**

**Ogechi & Hillary**
Email Hillary Henry hmh60@pitt.edu if you are interested in attending the virtual meeting.

<table>
<thead>
<tr>
<th>4:50-4:55pm</th>
<th><strong>School Governance Committee Updates:</strong></th>
</tr>
</thead>
</table>
| Holly       | ● School of Education Council/Planning and Budget Committee  
              JP Marrero & Anna Premo  
● Academic Programs Committee  
              Cara Roth & Holly Plank  
● Equity and Justice Committee  
              Yue Geng & Yuan Gao  
● Research, Teaching, and Mentoring Committee  
              Holly Plank & Hannah Goldstein  
● Student Engagement Committee  
              Sierra Ungerman, Sarah Peters, Jackie Spiezia, and Yue Geng |

<table>
<thead>
<tr>
<th>4:55-5:00pm (If any)</th>
<th><strong>CGSE Member Updates</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Holly</td>
<td>● This is a space for any non-officer to share updates or concerns</td>
</tr>
</tbody>
</table>

**Officer Ideas/ Other Updates**

- Day in the Life (exercise science does this)- Officers check in periodically throughout the day to show prospective students (or students looking to pursue an additional degree) what to expect.
  - Could we do this with the School of Education to make sure their following comes to us?
- Spring Elections
  - Nominations are coming up in February

<table>
<thead>
<tr>
<th>4:55-5:00pm</th>
<th><strong>Secretary:</strong></th>
</tr>
</thead>
</table>
| Holly       | ● Next meeting- 2/15/2023 at 4pm  
              ● Action items  
              ○ See yellow boxes below |

**Meeting Adjourned**

Next General Meeting: 3rd Wednesday at 4pm (February 15th)

Questions, Comments, Concerns?

- General Feedback and Feedback for CGSE President
- Contact the CGSE by email at CGSE@pitt.edu. Also, you may contact CGSE President Ogechi Ironti at OGI1@pitt.edu and CGSE Vice President Yuan Gao at YUG50@pitt.edu
- If you need to add or change something in the CGSE meeting minutes, please contact CGSE Secretary Holly Plank at holly.plank@pitt.edu
Next Meeting Agenda Items

- Grant Application Process
- Spring Elections

<table>
<thead>
<tr>
<th>Task</th>
<th>Who is responsible?</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approve Expense Reports from EJ</td>
<td>All Officers</td>
<td></td>
</tr>
<tr>
<td>Conference Meeting 1/19/2023</td>
<td>Anyone</td>
<td>Email <a href="mailto:hmh60@pitt.edu">hmh60@pitt.edu</a></td>
</tr>
<tr>
<td>Advertise Grants Application Window</td>
<td>All Officers</td>
<td></td>
</tr>
<tr>
<td>Schedule Executive Board Meetings</td>
<td>Holly</td>
<td></td>
</tr>
<tr>
<td>Social Media Giveaway</td>
<td>Ogechi</td>
<td>Touch base with Cara. Share our amazing ideas!</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Also mention JP’s “Day in the Life” idea</td>
</tr>
<tr>
<td>International Festival</td>
<td>Events Committee/ ISPN</td>
<td>Yuan and Sarah will communicate with students before the event about reimbursement process</td>
</tr>
<tr>
<td>Grants Committee</td>
<td>Hillary and Hannah</td>
<td>Set up meeting with GPSG grants committee after application window</td>
</tr>
<tr>
<td>By-laws</td>
<td>Ogechi</td>
<td>Continue to make edits</td>
</tr>
</tbody>
</table>
CGSE Website-  
https://www.education.pitt.edu/student-services/student-organizations/council-graduate-students-education

Zoom Link Additional Information-  

Plank, Holly is inviting you to a scheduled Zoom meeting.

Topic: Plank, Holly's Personal Meeting Room

Join Zoom Meeting  
https://pitt.zoom.us/j/9474992190

Meeting ID: 947 499 2190  
One tap mobile  
+12678310333,,9474992190# US (Philadelphia)  
8778535247,,9474992190# US Toll-free

Dial by your location  
+1 267 831 0333 US (Philadelphia)  
877 853 5247 US Toll-free  
Meeting ID: 947 499 2190  
Find your local number: https://pitt.zoom.us/u/achoBY3Yjp

Join by SIP  
9474992190@zoomcrc.com

Questions, Comments, Concerns?  
- General Feedback  and Feedback for CGSE President  
- Contact the CGSE by email at CGSE@pitt.edu. Also, you may contact CGSE President Ogechi Irodi at OGI1@pitt.edu and CGSE Vice President Yuan Gao at YUG50@pitt.edu  
- If you need to add or change something in the CGSE meeting minutes, please contact CGSE Secretary Holly Plank at holly.plank@pitt.edu
Join by H.323
162.255.37.11 (US West)
162.255.36.11 (US East)
115.114.131.7 (India Mumbai)
115.114.115.7 (India Hyderabad)
213.19.144.110 (Amsterdam Netherlands)
213.244.140.110 (Germany)
103.122.166.55 (Australia Sydney)
103.122.167.55 (Australia Melbourne)
149.137.40.110 (Singapore)
64.211.144.160 (Brazil)
149.137.68.253 (Mexico)
69.174.57.160 (Canada Toronto)
65.39.152.160 (Canada Vancouver)
207.226.132.110 (Japan Tokyo)
149.137.24.110 (Japan Osaka)
Meeting ID: 947 499 2190