

Council of Graduate Students in Education (CGSE)

Time: Wednesday, February 15, 2023 4-5pm
Meeting Agenda

Room: 5914
5th Floor Posvar Welcome Center
Zoom: <https://pitt.zoom.us/j/9474992190>

Attendees: Ogechi Irondi, Hillary Henry, Holly Plank, Jean Paul Marrero-Rivera, Jackie Spiezia, Anna Premo, Hannah Goldstein, Sarah Peters, Andrea Zito, Yuan Gao

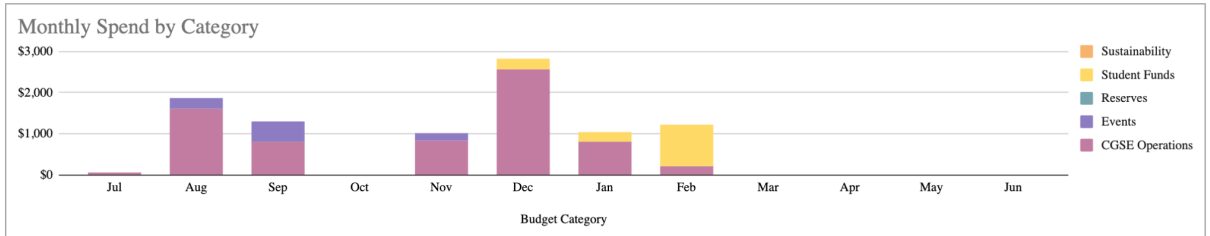
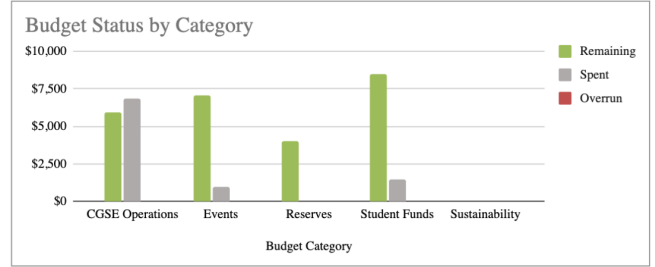
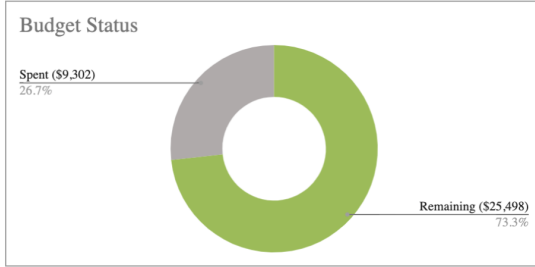
Time	<u>Call to Order</u>
Facilitator	Meeting called to order at 4:07pm
4:00-4:03 pm Ogechi	<p>Welcome</p> <p>Review & Approve Last Meeting's Minutes</p> <ul style="list-style-type: none"> • January 2023 Meeting Minutes <ul style="list-style-type: none"> ◦ <i>Motion to approve- (Didn't have quorum- will do in March)</i> <p>Introduce Agenda</p>
	<u>Old Business</u>
4:03-4:07pm Ogechi and Holly	<ul style="list-style-type: none"> • Check action items • Feedback forms <ul style="list-style-type: none"> ◦ Feedback received- CGSE talk about unionizing with graduate students • Need to reschedule April General Meeting for Freedom and Justice Gathering (Currently April 19th at 4pm)
	<u>New Business & Committee Updates</u>
4:07-4:15 pm Ogechi	<p>President Updates:</p> <ul style="list-style-type: none"> • Graduate Student Union Updates <ul style="list-style-type: none"> ◦ GPSG is taking on the task of talking with graduate students who are interested. Last year we had a colloquium session to learn more about unionizing generally. If you or someone you know is interested in getting more information, contact our GPSG president (@president.gpsg.pitt.edu) • SAGE Coalition Day on the Hill <ul style="list-style-type: none"> ◦ Opportunity to discuss with policy makers about increasing funding for education research and supporting international students with visas. If you are interested, reach out to GPSG @president.gpsg.pitt.edu) • Pitt Police/ Campus Security Updates <ul style="list-style-type: none"> ◦ There is a movement happening where they are creating a new Pitt Police set up to support emergencies on campus. They want to learn from our perspectives. If you have something to share, reach out to Ogechi. There is concern about an increased

	<p>police presence on campus.</p> <ul style="list-style-type: none"> ● Extra Mile Award <ul style="list-style-type: none"> ○ This is an award presented by CGSE to faculty and staff who go above and beyond. Anyone in the school can nominate faculty and staff. A CGSE subcommittee will review the nominations and present them at the April CGSE meeting. The attendees of that meeting will vote for the winners. ○ Voting April 10-17th (CGSE Calendar) <ul style="list-style-type: none"> ■ Committee meets before April meeting on the 18th or morning of 19th <ul style="list-style-type: none"> ● 2-3 hours on one day ● JP, Hannah (not on the 17th!!!) ■ Voting happens at April 19th meeting (changing due to Freedom and Justice Gathering) ○ Need a committee
<p>4:15-4:18 Yuan</p>	<p>Vice President Updates:</p> <ul style="list-style-type: none"> ● Elections <ul style="list-style-type: none"> ○ Open for Nomination opening - 2/26 (Sun) @ 12am to 3/17 (Fri)@5pm, email send out to nominees on 3/17 night. ○ Nomination acceptance – 3/18 (Sat) to 3/21 (Tue) @ 5pm ○ Open for voting – 3/22 (Wed) @ 12am to 4/5 (Wed) @ 5pm ○ Election result acceptance – 4/6 (Thu) to 4/7 (Fri) ○ Result announcement – 4/10 via SOE newsletter. ○ Info session 3/16 (Thu) 2:30 pm-3pm ● Monthly coffee break for ISPN. This is co-hosted with the counseling center. February 24th @ 2pm in the Welcome Center conference room
<p>4:18-4:22pm Anna</p>	<p>Business Manager:</p> <ul style="list-style-type: none"> ● Budget Update <ul style="list-style-type: none"> ○ SORC backlog on reimbursement requests - taking longer than earlier in the year <ul style="list-style-type: none"> ■ Encourage folks to reach out if they do not hear back. For example, use cgse.bm@gmail.com it is not a pitt email address. ○ Rollover from last year still not finalized but we're operating within our budget ● Dashboard Update

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 Ironi 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

2022-2023 CGSE Financial Dashboard



Communications Committee:

- Updates

- Social Media Takeover
 - Cara talked to Pitt Education Instagram manager
 - We need folks to volunteer
 - There is a lot of flexibility, but we want to make sure we are highlighting something related to CGSE
- Social Media Give-away
 - Cara posted the video on Instagram
 - We got more action on the page from this initiative. We got most of the prizes for free from the Dean's Office

4:22-4:28pm

Cara & Ogechi

Events Committee:

- Updates

- 2 event ideas
 - 1 before the conference to support advertisement and engagement
 - Pastry decorating
 - 1 after the conference that will be advertised at the conference
 - Bingo or trivia
- Dates TBD
- Looking for possible co-sponsors
 - Let us know if you have other ideas for collaborations
 - JP will connect about a possible school wide event (originating in HHD department) that is outdoors
 - Scavenger hunt- people could take pictures (with them in it) to support our social media content

4:28-4:33pm

Sierra, Sarah, and Yuan

Travel and Research Grants:

- Updates

- 13- Travel, 4-Research
- \$5,226
 - Not enough to give everyone their request. There were three applicants who asked for less than the maximum. In the Fall we gave everyone who asked for something small the full amount. (\$95, \$100, \$270) The rest of the money would be split among the other applicants. That would be 71% versus 73% of

4:33-4:45pm

Hannah & Hillary

	<p>whatever they asked for- with an even divide between everyone and no one receiving the full amount.</p> <ul style="list-style-type: none"> ○ Discussion- Application process and decision making <ul style="list-style-type: none"> ■ No one in the group felt strongly against the 71% and full amount to “smaller asks” ■ Shared that there is a trend of students needing more funding for conference and research expenses. We are not able to fully support students. Even though we allocated \$10,000, we were not able to give anybody the full amount they asked for this year. ■ 95% of budget in the School of Education goes to salaries. Unless it is related to a grant, the SOE does not fund research and travel for students. Other funds have to come from fundraising. ■ Fall Semester- \$10,000 request with \$5,000 allotted. Spring Semester- \$7500 requested with \$5,226 allotted. ~\$7,500 short ■ Dr. Zito can bring this to Dean Kinloch and the development officer. The development officer, if they know this is a need, can bring it up with funders. ○ Feedback- Business manager email was incorrect on the website. It has been updated, and we will be more explicit in the award letter.
<p>4:45-4:50pm</p> <p>Ogechi & Hillary</p>	<p>Conference Committee:</p> <ul style="list-style-type: none"> ● Updates <ul style="list-style-type: none"> ○ Proposals- There is a flyer that explains proposal criteria, expectations,application deadlines, etc. It is linked in the application form. It is on the CGSE website, it will be shared in the newsletter, and social media. The schedule has not been announced yet, but the committee has been working on it (panelists and keynote speaker) ○ March 30th and 31st ○ There is a portion that is dedicated to professional workshops. This is not necessarily research-based. It could be a workshop on something like creating a classroom learning environment or taking participants through meditation. ○ Please talk it up! There will be “lots” of food. - Funds for food were donated. ○ We have two potential vendors- mindfulness and art therapy. These will be rolling sessions during the poster session portion of the conference. This allows students to participate in both. ○ Dr. Zito sent an email to faculty and will send a reminder a week out. ○ This is for undergraduate and graduate students. Papers can be in progress. ○ Anyone can attend the conference in the greater Pitt community. ○ RSVP has not happened yet, but the committee is planning to do it. This is happening the same week as alumni awards. ○ Call for Proposals
<p>4:50-4:55pm</p> <p>Holly</p>	<p>School Governance Committee Updates:</p> <ul style="list-style-type: none"> ● <i>School of Education Council/Planning and Budget Committee</i> <i>JP Marrero & Anna Premo</i> ● <i>Academic Programs Committee</i>

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 Ironi 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

	<p><i>Cara Roth & Holly Plank</i> - Next meeting March 3rd</p> <ul style="list-style-type: none"> • <i>Equity and Justice Committee</i> <i>Yue Geng & Yuan Gao</i> • <i>Research, Teaching, and Mentoring Committee</i> <i>Holly Plank & Hannah Goldstein</i> • <i>Student Engagement Committee</i> <i>Sierra Ungerman, Sarah Peters, Jackie Spiezia, and Yue Geng</i>
<p>4:55-5:00pm (If any)</p> <p>Holly</p>	<p>CGSE Member Updates</p> <ul style="list-style-type: none"> • This is a space for any non-officer to share updates or concerns <p>Officer Ideas/ Other Updates</p> <ul style="list-style-type: none"> •
<p>4:55-5:00pm</p> <p>Holly</p>	<p>Secretary:</p> <ul style="list-style-type: none"> • Next meeting- 3/15/2023 at 4pm • Action items <ul style="list-style-type: none"> ○ See yellow boxes below
	<p><u>Meeting Adjourned</u></p> <p>Next General Meeting: 3rd Wednesday at 4pm (March 15th)- Adjourned at 5:02pm</p>
<p>Next Meeting Agenda Items</p>	<ul style="list-style-type: none"> • Approve

Action Items		
Task	Who is responsible?	Notes
Grants Committee	Hillary and Hannah	Set up meeting with GPSG grants committee after application window

By-laws	Ogechi	Continue to make edits
New Doodle	Holly	
Talk to Cara about JP takeover	Ogechi	
Reach out to Cara and Ogechi	JP	
Advertise events and opportunities for co-sponsorship at GPSG meeting	Ogechi	
Connect about co-hosting an outdoor event with HHD	JP and Sarah	
Reach out to Dean Kinloch and Development Officer about travel/research grant need	Dr. Zito	
Send conference reminder to faculty (week out)	Dr. Zito	
Advertise our events, especially conference proposals in classes and to other students. Share on social media!	All CGSE members	
Create a CGSE Conference RSVP	Conference Committee	

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 Ironi 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

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

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

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 Ironi at OG1@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