

**Council of Graduate Students in Education (CGSE)**

**11/12/2021 10:15am-11:15am  
Meeting Agenda**

Room 5914  
Zoom Meeting ID: 983 9003 9519

Attendees: Ricky Rogers, Olivia Enders, Ogechi Irondi, Sendi Estrada, Yuan Gao, Cole D'Alicandro, Ivy Chou, Holly Plank, Claudia Choi, Kristen Buonomo, Prachi Patel, Thomas James, Iman Sandifer

**Call to Order**

10:15-10:25am	Welcome October minutes were reviewed and approved. Introduce Agenda
Sendi	

**Old Business**

10:25-10:30	<b>Retreat Summary</b> - We had a productive CGSE Officer Retreat where we set community norms and committees had work time.
Sendi	

10:30-10:35	<b>Budget updates</b> - The Business Manager was not in attendance. Updates will come to officers through email.
Courtney, Sendi, & Dylan	<b>Officer Pay Updates</b> - The goal is to make officer pay sustainable for CGSE long-term. - The Business Manager and Vice-President were not in attendance. Update will come to officers through email.

**New Business & Committee Updates**

10:35-10:45	<p><b>President Updates:</b></p> <ul style="list-style-type: none"> <li>● Committee sign up for Representatives (bold names are committee chairs) <ul style="list-style-type: none"> <li>○ Colloquium Committee - <b>Olivia, Kristen</b>, Holly</li> <li>○ Grants Committee - <b>Prachi</b>, Sierra, Cole, and Sendi</li> <li>○ Events Committee - <b>Claudia</b>, Dylan</li> <li>○ Conference Committee - <b>Iman</b>, Thomas</li> <li>○ Service Committee - <b>Ricky</b>, Ogechi</li> <li>○ SPN Committee - <b>Yuan</b>, Ivy</li> </ul> </li> <li>● Distribution of Minutes Vote <ul style="list-style-type: none"> <li>○ CGSE Minutes will be shared via CGSE website and SOE newsletter.</li> <li>○ Officers discussed if it would be beneficial to have officer meetings outside of the general meeting time? <ul style="list-style-type: none"> <li>■ Sendi will meet with committee members outside of Friday meetings to check in, as needed.</li> <li>■ Previously, Executive Board Meetings would happen a few days before Friday meetings to help set the agenda.</li> <li>■ Friday mornings aren't always the best time to capture all students. Suggestions of drop-in evening time, town halls with senior leadership, or a Coffee &amp; Convos with CGSE informal setting. Sendi will consider these ideas and work with the officers to create a plan.</li> </ul> </li> <li>○ Dean Kinloch meeting was moved to December 6th.</li> </ul> </li> </ul>
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10:45-10:50 Prachi	<b>Grants Committee:</b> <ul style="list-style-type: none"> <li>● Research and Grants update <ul style="list-style-type: none"> <li>○ Grants committee hosted an information session on zoom and in person a few weeks ago. Today is the last day for application submissions. 3 travel grants and 2 research grant applications have been received. Decisions will be made by November 19th.</li> <li>○ Prachi and Sendi will follow up with student body about access to grant application and application deadlines.</li> </ul> </li> </ul>
10:50-10:55 Iman	<b>Conference Committee:</b> <ul style="list-style-type: none"> <li>● Conference Committee update <ul style="list-style-type: none"> <li>○ Iman reached out to a professor from the school of social work and is awaiting a response.</li> </ul> </li> <li>● Summer 2021 graduate student funding decrease <ul style="list-style-type: none"> <li>○ Rochelle Woods or Andrea Zito may have information about the funding decrease and who was affected by it.</li> <li>○ A CGSE representatives (Iman) can sit in on the meeting with leadership and multiple students who share similar concerns.</li> <li>○ Olivia will reach out to facilitate a meet and greet with union representatives.</li> </ul> </li> </ul>
10:55-11:00 Yuan	<b>SPN Committee:</b> <ul style="list-style-type: none"> <li>● SPN Activity Share <ul style="list-style-type: none"> <li>○ SPN is hosting an event today (November 12th) about pets and wellness. The committee members will be reimbursed for snacks and drinks.</li> </ul> </li> </ul>
11:00-11:05 Ricky	<b>Service Working Group:</b> <ul style="list-style-type: none"> <li>● Thanksgiving service project update <ul style="list-style-type: none"> <li>○ Ricky is pushing the event back to December to ensure more time for planning</li> <li>○ He has filled out forms for many local organizations in the area (Pitt Eats, Market Foods, etc.) and should be hearing back from everyone this week.</li> <li>○ He will need help with making reservations for rooms at Pitt. Sendi will send reservation links to Ricky.</li> </ul> </li> </ul>
11:05-11:10 Olivia & Holly	<b>Colloquium Committee:</b> <ul style="list-style-type: none"> <li>● <a href="#">Canvas Resource Repository</a></li> <li>● Speaker Series <a href="#">Form</a> <ul style="list-style-type: none"> <li>○ The committee is interested in having recommendations of speakers for colloquium and topics that are relevant for students.</li> <li>○ Please provide feedback for the types of events that you would like to see.</li> </ul> </li> </ul>
<b>Other Items</b>	
11:10-11:15 Holly	<b>Environmental Freedom Seminars</b> <ul style="list-style-type: none"> <li>● Two connected freedom seminars (Place Collective Economies &amp; Environmental Justice and Global Water Activism &amp; Pedagogies) are being offered in the Spring. Please share the information and/or sign up for the freedom seminar.</li> </ul>
<b><u><a href="#">Meeting Adjourned</a></u></b> Next General Meeting: <b>Friday, December 10, 2021 10:15am</b>	
<a href="#">Next Meeting Agenda Items</a>	<ul style="list-style-type: none"> <li>● Summer 2021 graduate student funding decrease update</li> </ul>

<b>Action Items</b>		
<b>Task</b>	<b>Who is responsible?</b>	<b>Notes</b>
<b>Follow up with grants applications</b>	<b>Prachi &amp; Sendi</b>	
<b>Update officers on budget/officer pay</b>	<b>Courtney, Sendi, &amp; Dylan</b>	
<b>Complete Speaker Series Form for Colloquium Committee</b>	<b>ALL</b>	

Questions, Comments, Concerns?

- Contact the CGSE by email at [CGSE@pitt.edu](mailto:CGSE@pitt.edu). Also, you may contact CGSE President Sendi Judith Estrada at [SJE27@pitt.edu](mailto:SJE27@pitt.edu) and CGSE Vice President Dylan Kapit at [DIK46@pitt.edu](mailto:DIK46@pitt.edu).
- If you need to add or change something in the CGSE meeting minutes, please contact CGSE Secretary Ogechi Irondi at [OGI1@pitt.edu](mailto:OGI1@pitt.edu).
- Who is CGSE? Get to know your officers [here!](#)