# Council of Graduate Students in Education (CGSE)

**9/8/2022 Time: 3-4pm**
**Meeting Agenda**

Room: 5315

Attendees: Ogechi Irondi, Holly Plank, Hannah Goldstein, Ximing Li, Yuan Gao, Andrea Zito

| Time<br><br>Facilitator | **Call to Order** |
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| 3:00-3:15pm<br><br>Ogechi | Welcome<br>Review & Approve Last Meeting's Minutes (July Retreat Agenda)<br>→ *We will table these until the first meeting when we have quorum*<br>Introduce Agenda |
| | **Old Business** |
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| | **New Business & Committee Updates** |
| 3:15-3:20pm<br>Ogechi | **President Updates:**<br>    ● **School Governance Committee student representatives**<br>→ *We should have representation on the school governance committee. This is a council that includes the dean, faculty, and staff. They need a certain number of representatives to have a quorum. We can nominate folks to be representatives on the committees. There are not elections for this. The meetings are less than once a month.*<br>→ *This includes three advisory groups and six standing committees. Ogechi can share by-laws and responsibilities. We need to share this out and nominate folks. People who are running for office or already an officer can do both. This can be something we do after elections. These committees will likely pick up in October.*<br>→ *Check out whether or not academic programs committee and departmental representatives are something stated in by-laws. Some of the committees have less of a commitment/lift than others. Academic programs committee will likely be front loaded. Every year is different in terms of student representation.*<br><br>*Planning and Budget Committee (2)*<br>*Academic Programs Committee (2)- Ogechi*<br>*Equity and Justice Committee (2)*<br>*Research, Teaching and Mentoring (2)*<br>*Student Engagement Committee (4)*<br>*(Executive- Hannah)*<br><br>    ● **Communications updates**<br>→ We will move forward with our new communications person.<br>→ Kelsey Cole (Director of Student Services) wants to revisit a communication plan with Greg Latshaw. That meeting is happening next week. Hopefully, we will have non newsletter ways to share information. |

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| | → Ideas<br>　　Flyers around Posvar<br>　　Make sure we are sharing with professors who do intro classes. |
| 3:20-3:25pm<br>Yuan | ## Vice President Updates:<br>● **Elections updates**<br>→ We have 15 nominations. Keep promoting nominations for service chair and HHD representative do not have any nominations yet. EFOP is well represented. We need to advertise more in TLL and especially HHD.<br>→ In the end, these are nominations. We want to keep encouraging people at our event tomorrow.<br>→ After the nomination period ends, we can email folks and give them the option to self-nominate. |
| 3:25-3:30pm<br>Ogechi | ## Colloquium Committee:<br>● **PhD Panel**<br>→There is a meeting on Thursday from 11:30-12:30 on Zoom to support the PhD panel. There will be two colloquiums. One focuses on academic track and the other is non-academic. We are being asked to suggest people for the panel. This is an optional meeting with Amy Ireland. |
| 3:30-3:35pm<br>Hannah | ## Travel and Research Grants:<br>● **Date selection update**<br>Springs<br>　- February 13th application deadline<br>　- Application opens January 17th |
| 3:35-3:40pm<br>Holly | ## Communications Committee:<br>● **Orientation and Welcome Picnic recap**<br>　○ 40 new followers on social media and nominations from students who engaged with us at the orientation tables<br>● **Communications update**<br>　○ Encourage folks to follow Instagram, Facebook, and TLL Canvas page. There is not a ton of engagement.<br>● **Fall service event**<br>　**IDEAS TO SHARE WITH SERVICE CHAIR**<br>　○ Blood drive on the Pitt Union- September 19th with American Red Cross<br>　○ Let us know about opportunities for service events<br>　○ Pitt Day of Giving can be a connection for us<br>　○ HP- Talk to Patty Frick Environmental Center about service opportunities. Leverage connection with MuseumLab/ MACS<br>　○ HG- Opportunities at schools<br>　○ YG- Presentations at library systems, share about Lunar New Year, etc. Opportunity to bring graduate students to local high schools to talk about Pitt.<br>　○ OI- We can do a neighborhood clean up-type event. This is an opportunity to share about Pitt and engage in service.<br>　○ HG- Environmental Charter School and Frick Park (clean up day?)<br>　○ Dr. Zito will get a list of what deans/faculty are doing to see if we can add on<br>　○ Amy Ireland will be planning service events for students and could help to plan (especially if we do not have a service chair). |

Questions, Comments, Concerns?

- Contact the CGSE by email at CGSE@pitt.edu. Also, you may contact CGSE President Ogechi Irondi 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

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| 3:40-3:45pm<br>Anna | **Events Committees:** *<Hannah and Holly will share Anna's announcements and take over day of responsibilities>*<br>● Welcome Event @ The Porch updates (4-7pm)<br>● Encourage folks to continue to sign up.<br>● ISBN event |
| 3:45-3:50pm<br>Ximing | **ISPN Committee:**<br>● ISPN Welcome Back event (September 9th) Dr. Zito will be able to financially support this event.<br>→ Spring Event<br>→ Will CGSE continue to sponsor ISPN? CGSE will continue to sponsor ISPN but financial support will require CGSE vote and approval during monthly meetings.<br>→ ISPN has 3 events planned for the fall - ($50-$100 per event)<br>→ During the next meeting, we will discuss the future ISPN events |
| 3:50-3:55pm<br>Holly | **Secretary:** *<Ogechi will step in if we are over time>*<br>● Next meeting<br>● Action items<br>  ○ School of Education Alumni Society -  "what do we need from them?" |
| | **Meeting Adjourned**<br><br>Next General Meeting: **Friday, _____ _____, 2022** |
| Next Meeting Agenda Items | ● **Approve Minutes**<br>● **Governance Committee nominations**<br>● **Communications Plan**<br>● **Service Committee events ideas** |

| Action Items | | |
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| **Task** | **Who is responsible?** | **Notes** |
| **Track everything we want to approve when we have quorum** | **Holly** | **July retreat<br>September meeting** |
| **Send out information about governance committees** | **Ogechi** | |
| **Check by-laws for information on committees and standing roles** | **Holly** | |
| **Calendar out communication posts** | **Holly** | |

CGSE Website-
https://www.education.pitt.edu/student-services/student-organizations/council-graduate-students-education

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