

## Council of Graduate Students in Education (CGSE)

**2/20/2024 Time: 11:00 AM**  
**Meeting Agenda**

Room: Welcome Center Conference room (WWPH 5914)  
Zoom Meeting ID: <https://pitt.zoom.us/j/9061445486>

Attendees: Cara Roth, Anna Premo, Hanan Perlman, Song Fang, Rachael Stowe, Audrey Buzzard, Gizem Guner Katipoglu, Hannah Goldstein, Hillary Chelednik, Jennifer Ponce Cori, Tianwen Li, Nour Alshammari, Ashlyn Salvage

<a href="#">Bylaws</a>	<a href="#">CGSE Contact Sheet</a>	<a href="#">CGSE Resources</a>	<a href="#">Committee Notes Folder</a>	<a href="#">CGSE Website</a>
------------------------	------------------------------------	--------------------------------	--	------------------------------

Time Facilitator	<u><b>Call to Order</b></u>
12:30-12:45pm Hannah & Hillary	Welcome Review & Approve Last Meeting's Minutes: <a href="#">January</a> - Maggie and Rachael approved
CHECK IN!	<b>Check in:</b> What TV, movie or book character best represents you today?
	<u><b>Relevant Business</b></u>
Hannah & Hillary	<p>Shout out to our new LRDC partner, Jessica Macaluso! (<a href="mailto:jam641@pitt.edu">jam641@pitt.edu</a>)</p> <p><b>PhD Panel (Academic and Alternative Academic)</b></p> <ul style="list-style-type: none"> <li>- Thank you Ashlyn for moderating the Feb 12th <b>PhD Panel</b> (Academic)!</li> <li>- We still <u>need a volunteer</u> for the Monday, <b>March 4th (12pm – 1:30pm)</b> PhD Panel (Alternative Academic) - <b>Does anyone want to moderate?</b> <ul style="list-style-type: none"> <li>- Last event: good advice and network (Ashlyn)</li> <li>- Nour expressed interest</li> <li>- Officers: let Ashlyn know today.</li> </ul> </li> </ul> <p><b>GPSG Meetings</b></p> <ul style="list-style-type: none"> <li>- February 21, 2024 (11am) → <b>Cara Roth</b> <ul style="list-style-type: none"> <li>- Future meetings: March 20, 2024 (11am) → <b>Liying Cheng, Song Fang &amp; April 17, 2024 (11am) → Gizem Guner</b></li> </ul> </li> </ul> <p><b>Proposed Adjustments to By-Laws:</b> (<a href="#">Link slides here</a>)-- 10 minutes</p> <ul style="list-style-type: none"> <li>- Shifting responsibilities between roles (e.g., president &amp; vice president), assigning certain committees to certain roles (e.g., International students rep attends ISPN meetings)?</li> </ul>

## Duties on the president

Anna: Redistribution between the roles for the president and vice-president

Ashlyn: GPSG meeting - rotation to participate in

Hannah: Have people in advance to participate in the GPSG. Consistency in terms of the person that can participate in and communicate about it.

Nour: Designated people could participate in the meetings

Jennifer: maybe we can have a format to put important points

Anna: Template for participation

Rachael: Combine - 1. First person that must go (same person) 2. Second person: whoever have time (rotation)

## Duties of VP

Audrey: more redistribution to have more people interested in participating for elections.

Hillary: instead of dividing but more discussion/coordination between the president and co-president to redistribute roles

Hannah: What is the difference?

Hillary: face and voice is on the president. Activities to do. For example: 4 for the President / 4 for the VP. List of things.

Anna: importance of negotiation between President and VP.

Jennifer: first meeting for coordination

Hannah: bylaws or one pager

## Duties of Secretary

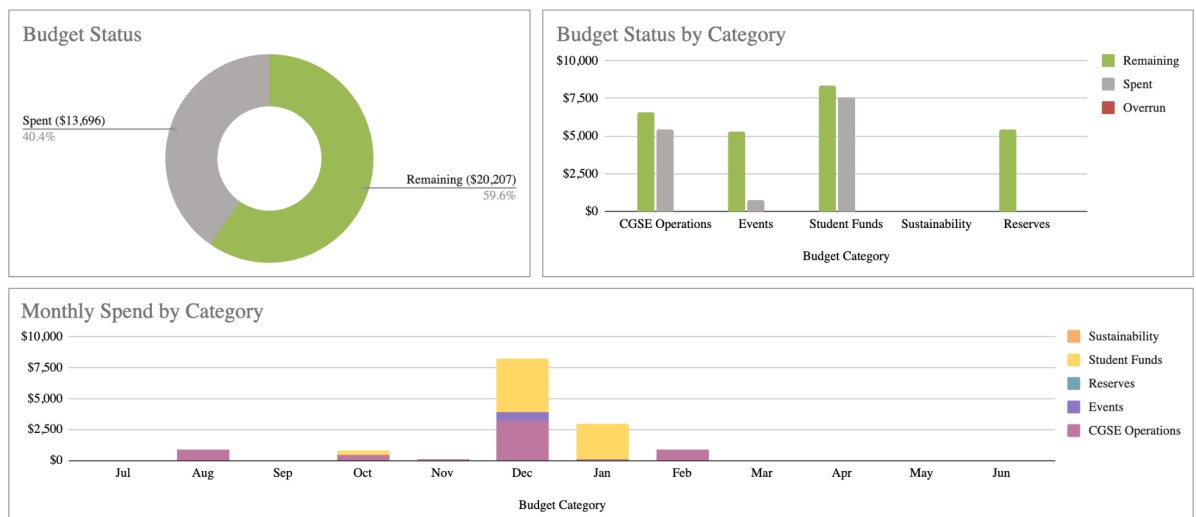
Hannah: Point c. the need to share it on the website. To be continued...

Anna: it could be useful to know more about the CGSE is about

## Committee Updates

Anna Premo

### Business Manager Updates: 2023-24 CGSE Financial Dashboard



### Questions, Comments, Concerns?

- Contact the CGSE by email at [CGSE@pitt.edu](mailto:CGSE@pitt.edu). Also, you may contact CGSE President Hillary Chelednik ([hmh60@pitt.edu](mailto:hmh60@pitt.edu)) or Hannah Goldstein ([hgg11@pitt.edu](mailto:hgg11@pitt.edu))  
If you need to add or change something in the CGSE meeting minutes, please contact CGSE Secretary Jennifer Ponce Cori ([jkp33@pitt.edu](mailto:jkp33@pitt.edu))

Hannah & Hillary	<b>Travel and Research Grants:</b> <ul style="list-style-type: none"> <li>• Spring Grants: <ul style="list-style-type: none"> <li>◦ WHEN: APPLICATIONS OPENS: January 25, 2024</li> </ul> </li> <li>• APPLICATIONS CLOSE: February 22, 2024 <ul style="list-style-type: none"> <li>◦ WHERE: QR CODES via Social Media and SoE Newsletter and word of mouth from our various committees/representatives</li> <li>◦ <a href="#">Travel Grant Information: Fall 2024</a> and <a href="#">Research Grant Information: Fall 2024</a></li> </ul> </li> </ul>
Cara Roth	<b>Communications Committee:</b> <ul style="list-style-type: none"> <li>• Send what you want to be posted two days in advance.</li> <li>• Social Media - Google Form</li> </ul> Meeting: <ul style="list-style-type: none"> <li>• Websites need to be updated.</li> <li>• Contact Greg Doll or Fiona</li> <li>• Extra Mile Award</li> </ul>
Rachael & Zoey	<b>Conference Committee</b> <ul style="list-style-type: none"> <li>• Updates about the conference</li> <li>• One contract but still waiting another signature</li> <li>• Second keynote. The person is on vacation. Short time for the contract.</li> <li>• Professors talk about their research and students.</li> <li>• Need more proposals</li> </ul>
	<b>School Governance Committee Updates:</b> <ul style="list-style-type: none"> <li>•</li> </ul>
Audrey & Hannah	<b>Academic programs committee:</b> <ul style="list-style-type: none"> <li>• Next meeting will occur on Friday, Feb. 23rd</li> </ul>
Ashlyn & Hanan	<b>Events Committees:</b> <ul style="list-style-type: none"> <li>• <b>Union Update</b> - Ashlyn will give a brief (1-2 minute) update on the Graduate Student Union and their card filing and subsequent election process.</li> <li>• Appointment next year. Need more people involved.</li> </ul>
Nour Jennifer	<b>International student representative</b> <ul style="list-style-type: none"> <li>• International student committee and CGSE bylaws - International student Committee.</li> <li>• ISPN bylaws and funding opportunities</li> <li>• Recommendations for future partnerships</li> </ul> Ana: Partners / Welcoming international students. <p>Collaboration between LAGOS &amp; ISPN (International Student Peer Network). International Festival. A representative of the Pitt Graduate Union participated. Traditional food/clothes/teaching dance steps (Salsa and Tibetan), played songs, and introduced and shared about their culture.</p>
	<b>CGSE Representative Updates</b> <p>TLL (Tianwen)  EFOP (Liyang)  HHD (Maggie)  EdD (Tasha &amp; Yiting)  Masters (Audrey &amp; Song)  International Students (Nour) - Events from ISPN</p> <p>Other ideas:</p> <ul style="list-style-type: none"> <li>- Hann</li> </ul>

	- Advertising more about defenses.
	<p style="text-align: center;"><b><u>Meeting Adjourned</u></b></p> <p style="text-align: center;">Next General Meeting: <b>xxx, _____, 2024 xxxx</b></p>
Next Meeting Agenda Items	<ul style="list-style-type: none"> <li>• SPRING BREAK WEEK: March 11-15th</li> <li>• CONFERENCE: March 28th &amp; 29th</li> </ul>

<b><u>Action Items</u></b>		
<b>Task</b>	<b>Who is responsible?</b>	<b>Notes</b>

CGSE Website-

<https://www.education.pitt.edu/student-services/student-organizations/council-graduate-students-education>

Questions, Comments, Concerns?

- Contact the CGSE by email at [CGSE@pitt.edu](mailto:CGSE@pitt.edu). Also, you may contact CGSE President Hillary Chelednik ([hmh60@pitt.edu](mailto:hmh60@pitt.edu)) or Hannah Goldstein ([hgg11@pitt.edu](mailto:hgg11@pitt.edu))  
If you need to add or change something in the CGSE meeting minutes, please contact CGSE Secretary Jennifer Ponce Cori ([jkp33@pitt.edu](mailto:jkp33@pitt.edu))