



GSC Exec Minutes  
11/30/22

- I. Called to order at → 7:02pm
- II. Members in Attendance: Wellington, Jen, Nick, Kellee
- III. Updates
  - A. President - Chloe
    1. USMSC Meeting
      - a) Laurie and Dr. Foust came
      - b) Laurie would like us to send a specific message to grad students about TimelyCare for those off campus
      - c) Presented draft proposal to lower requirements for the conferral of a posthumous degree
        - (1) Chancellor not inclined to agree, but will review
      - d) Proposed maternity leave for students
        - (1) 6 weeks of distance learning after birth
        - (2) Chancellor will review
      - e) Proposed voter holiday
        - (1) Chancellor will review
      - f) Collective bargaining
        - (1) Pushed by CP
        - (2) Meet and Confer at SU
          - (a) Issues can be settled
          - (3) Making this across USM may change SU's process
      - g) Selecting candidates for Student Regent on Dec. 4 to send to Chancellor
        - (1) Interviewing up to 12 candidates
      - h) Chancellor will be meeting with Governor-Elect Wes Moore
      - i) ARTSYS system went live for students to determine if their courses transfer to another institution
      - j) Transfer with Success Act passed in 2020 and went into effect July 2022
        - (1) Institution has to tell student and sending institution why a course doesn't transfer within 20 days
        - (2) Courses will transfer if 70% of the learning outcomes match
      - k) Some USM institutions implementing peer-lead therapy
        - (1) Laurie expressed interest

- l) Creating USM Student Awards
- 2. Concern from a student about lack of mentorship in the HOMES program
  - a) She is sending the email chain soon
  - b) TriO, Multicultural Affairs, CSA
  - c) Wynette Curtis - Program Coordinator in Seidel
- 3. Mental Health Initiatives:
  - a) Pavilion
  - b) Hopper's Social Event
    - (1) Dates:
      - (a) Saturday College: Wellington, Jen, Alex
        - (i) Dec 3, 11:45-4pm, game start: noon
        - (ii) All agree to cancel this event
      - (b) Sunday NFL: Wellington, Jen,
        - (i) Dec 11, 1-5pm, game start: 1:25pm
      - (c) Pizza and sign-in sheet
    - c) Need to purchase supplies for journaling
    - d) Need to reserve rooms for Holiday Party and Winter Study Session
      - (1) Update about outside food?
      - (2) Dates: Holiday Party: Dec 7, 5-7pm, Holloway
      - (3) Winter Study is now Welcome Back
        - (a) Send email at end of semester
        - (b) Second week of classes
      - (4) Invite families to Holiday Party?
    - e) Need to reserve room for Paint Night
      - (1) Talk to Amanda in CSIL
      - (2) Invite families?
      - (3) Date: Spring
    - f) Make contact with Angie about yoga/exercise
      - (1) Spring
    - g) Make contact with Counseling Center interns about dogs
      - (1) Dogs on Wheels
      - (2) In front of Blackwell ?
      - (3) Spring
    - h) Need to purchase holiday cards for nursing homes
    - i) Take donations for the Humane Society
    - j) Social media post about resources
    - k) Email about resources
  - 4. Sexual Harassment Media Campaign
    - a) Need to meet with Humberto
    - b) Draft email and call for submissions
  - 5. Noms for Student Regent?
  - 6. Search committee for Dr. O
    - a) Noms: Nick maybe

7. Grad Lounge:
  - a) Date:
  - b) 410 swipes in Oct.
  - c) 134 swipes in Nov. so far
8. Early Learning Center
  - a) No updates
  - b) Need to contact Jillian to brainstorm
  - c) Need to present to SGA
9. Dr. Lepre holding open chat sessions
  - a) HH 248, President's Conference Room, light refreshments
  - b) 11/21 4-5pm
  - c) 11/22, 11am-12pm
  - d) 11/29, 12-1pm
  - e) 12/2, 10-11am
  - f) 12/2, 12-1pm
  - g) Must reserve space through links in email
10. Budget committee meeting tomorrow at 10am:
  - a) Rep: Nick
11. DEI Report from Diversity Consultant Dr. Clark
  - a) Key topics:
    - (1) Annual reviews and professional development
    - (2) Communication
    - (3) DEI in tenure and promotion
    - (4) DEI in strategic planning and training
    - (5) Disability services
  - b) Recommendations:
    - (1) Access & Equity
      - (a) Hire Minority Recruiter
      - (b) Examine potential for new programs and cluster faculty hires
      - (c) Expand Powerful Connections for students who cannot participate in summer and winter
        - (i) Provide resources for first-gen and underrepresented students
    - (2) Curricular Diversity
      - (a) The new General Education curriculum provides programs through ODI and the Provost to further develop
    - (3) Learning & Development
      - (a) Findings
        - (i) Safe Spaces program not consistently offered
        - (ii) Modules on implicit bias and harassment completed unevenly

- (iii) Lack of accountability for DEI efforts in some departments, but there is an expectation in others
- (iv) Development programs are perceived as performative
  - (a) Actions:
    - (i) Create professional development programs with ODI
    - (ii) Launch new professional development programs in the Spring to include DEI training
- (v) Tenure and Promotion Committee has no formal training in bias
  - (a) Action: the Faculty Senate will take a deep dive into teaching evals

(4) Campus Climate

(a) Findings

- (i) Racist-sexist graffiti (2020) incident raised many times
- (ii) Some goals in the strategic plan are not measurable
  - (a) Action: Cabinet will investigate and work toward online platform
  - (b) Action: Creation of the ODI Faculty Fellows Program to develop DEI strategic plan
- (iii) Structure/leadership lacking in ODI
  - (a) Action: Hired Director of Multicultural Affairs and Program Specialist. Will monitor and continue to examine resources and needs
- (iv) Tours do not give rich history of the University
  - (a) Action: Admissions working with ODI to update

(5) Opportunities to expand what is already working:

- (a) Senior leaders should expect DEI development in annual assessments
- (b) Empower HR to enforce 100% completion rate of performance reviews
- (c) Add inclusive bullet points in position descriptions

- (d) Establish common experience program that focuses on identities in books or audiovisual materials
    - (i) First year seminar is part of the new Gen Ed, and includes at least one DEI-focused course
  - (e) Create Employee Resource Groups based on identities to focus on career and personal development
  - (f) Partner with UMES to offer faculty exchanges
  - (g) Create a Faculty Fellow for Inclusive Pedagogy role in reshaping curriculums and trainings
    - (i) ODI Faculty Fellows Program
  - (h) Create a Center for Teaching and Learning with mentorship and inclusive teaching
    - (i) Done through CAFE and appointment of Assistant Provost for Faculty Success
  - (i) Showcase multicultural history
    - (i) Working with MarCom for brand adoption
  - (j) Faculty with expertise in DEI should publish public scholarship in media to connect the campus with like minded constituencies
  - (k) Alumni can serve as informal mentors and connectors for students of Color and LGBTQ+ students
    - (i) Alumni Relations working on affinity groups
    - (ii) Greater focus on the SU Black Alumni Association
  - (l) Sponsor competitions and programs celebrating DEI with high schools
    - (i) Working with MarCom to publicize more
  - (m) Employees should partner/present at higher-ed conferences that offer career-specific development
  - (n) Place job postings on websites that cater to diverse identity groups
  - (o) Invest in tech that allows students to easily change names, genders, and pronouns in campus system, and updates them on class rosters
- (6) Additional Actions
- (a) Use employee retention report from May 2021 to design employee retention programs, mentoring, and support for new employees
    - (i) New staff onboarding plan in progress
      - (a) Supervisor training and support

- (b) Buddy/mentor for new employees
- (b) Conduct employee engagement survey to gauge employee needs and address gaps in sense of belonging
  - (i) Launching in Spring
- (c) Create employee engagement programs that are inclusive and promote sense of belonging
- (d) Promote greater representation in groups, such as shared governance
  - (i) Staff Senate is expanding size to be more representative and will coordinate with ODI
- (e) Establish professional development committee to review how well programs are preparing employees for success
  - (i) In development
  - (ii) Reviewing the charge and committee characteristics

B. VP - Jen

1. Meeting with Deans/Directors
  - a) Michael Scott - Dean of Henson on the 18th 8:30am-9:30am
    - (1) Open to working with us
    - (2) Suggested contacting Leibgold
    - (3) Meet with BIO grad students - Spring 2023
  - b) Dean of Health and Human Services on the 8th
  - c) Neighborhood Towngown meeting - canceled

C. Secretary - Alex

1. N/A

D. Treasurer - Wellington

1. Attending Grad Council meeting tomorrow at 3:30pm

E. PR - Nick

1. Continuing with member spotlight marketing campaign
  - a) Including Assembly
2. Website is live
3. Please ensure that you are noting your name before email signature when emailing from the GSC email so we have documentation of who's messages belong to who. Also helps the sender know who they are talking to.
4. Page in the Grad MyClasses
5. [TimelyCare Email](#): Will be putting together an email to go out from GSC email to all grad students regarding TimelyCare.

6. [Social Event Email](#): See above
7. Creating a one-pager to handout
8. [End of semester/welcome back email](#):back to campus email re: social in Grad Student Lounge
9. SGA reached out about International Day
  - a) 12/1, 6-8pm
10. Flyer/handout for giveaways/tabling
11. Strategic budget and planning committee
  - a) Faculty, staff, and students representatives
  - b) 3rd party consulting company
  - c) Meeting a list of goals and initiatives
  - d) Diversity, equity, meeting student needs, affordability for students, etc.
  - e) Will likely be reaching out to fill in sub-committees
  - f) Each rep expected for 2 years -ish
12. Chloe and Nick met with director of HR
  - a) College Park GSG grad assistant rights and compensation issues
  - b) Prepping to schedule a meeting with College park and Jen
13. Working on mass emails to grad students from GSC email within the next week (yay!)

F. Social Coordinator- Kellee

1. Ugly Sweater Party next week 12/7 at 5pm
  - a) Set up beginning at 3:30pm - who can help?Wellington, Jen, Nick
    - (1) Lights
    - (2) Banners
    - (3) Tables for catering
    - (4) Baked goods/potluck Jen, Kellee
    - (5) entrance/greeting table - time slots for manning the table?
  - b) Photo Booth?
    - (1) Is there room in the budget for an instant film camera?  
Could be used for future events.
      - (a) All agree for instant film camera
      - (b) Kellee will figure this out
  - c) Catering
    - (1) Current order
    - (2) Baked goods - homemade
    - (3) Finding a way around working with Dining Services again
  - d) Raffle
    - (1) Purchasing SU bookstore stuff - how does that work?
      - (a) Purchase order - ask Jessica
      - (b) Gift cards?
    - (2) What should we get?
      - (a) Blanket?

- (b) Mittens?
- (c) Ornaments?
- (d) Tumblr?
- (e) Funny socks?
- (f) SU beanie?
- (g) Magnets/other small items for door prizes
- (h) Gift card

2. Kellee appointed grad rep for Greenfund Board

IV. Questions

A. How are we handling assembly after the party?

V. Action Items

Who	What	Done?
Someone?	Email jessica about hoppers	
Kellee	Investigate instant film camera	
Jen and Kellee	Baking	
Jen	Flyer for hoppers	
Kellee, Jen?, anyone able	Purchase items for Raffle	
Nick	Website request for Assembly minutes	
All	Add email sig to your devices (browser and app)	
Chloe	Purchase journaling supplies	
	Pedestrian safety social media post	
	Order business cards?	
	Rearrange Grad Lounge	
Nick and Jen	Assembly PPT	

VI. Current Initiatives

A. Events:

1. Holiday Party

2. Winter Study Session
3. Hopper's Happy Hours
4. Yoga with UFC
5. Paint Night
- B. Mental Health Support
  1. Journaling, poems, short stories in the Grad Lounge
  2. Pen Pals in the Grad Lounge
- C. Mentorship in the HOMES program
- D. Sexual Harassment Media Campaign
- E. Student Loan Forgiveness
  1. Partner with SGA
- F. Advertise open GA and job positions
  1. Partner with SGA
  2. Partner with Career Services
- G. Rearrange furniture in Grad lounge
- H. Encourage academic success
  1. Partner with SGA
    - a) Joint publication about access to resources
- I. Set up financial records and budget
- J. Food for the Flock
  1. Partner with SGA

VII. Long-Term Initiatives

- A. Implement Early Learning Center with Women's Forum
- B. Build relationship with Honors College
- C. Mental health support

VIII. Internal Initiatives

- A. Edit Constitution
- B. Write Bylaws
- C. Write Position Manuals
- D. Overhaul website
- E. Order bulk polos for Fall