

TWENTY SEVENTH CONGRESS OF GRADUATE STUDENTS



Assembly Meeting
COGS Special Session
HCB 103, 109 Collegiate Loop
Ma 20th, 2019
6:30 p.m.
Agenda



Call to Order:

Pledge of Allegiance:

Roll Call:

Reading and Approval of Minutes:

Petitions into the Assembly:

Special Introductions and Student Comments:

Messages from Student Government:

Report from the Office of Governmental Affairs:

Elections:

Report of Officers:

- The Report of the Speaker
- The Report of the Deputy Speaker for Finance
- The Report of the Deputy Speaker of Judicial Affairs
- The Report of the Deputy Speaker of Communications

Committee Report:

- C-SAC:
- Internal Affairs:
- Student Advocacy:
- Student Affairs:

Funding Requests:

- Bill 15: *Allocation to the Graduate School*
- Bill 16: *Allocation for COGS Promotional Items*
- Bill 17: *Allocation to Cyber Security Club*

Unfinished Business: NONE

New Business:

- Resolution 4: *Permission for Travel Reimbursement Approval – Radiology Interest Group*
- Resolution 5: *Permission for Travel Reimbursement Approval – Student Interest Group in Neurology*
- Resolution 6: *Permission for Spending Funds After the Event – Philosophy Graduate Student Association*
- Resolution 7: *Permission for Transfer Funds to the Political Science Department and Paying Honorarium to Guest Speaker – Political Science Graduate Student Association*

Round Table:

Adjournment:

Next Meeting: June 5, 2019

COGS Financial Report Fiscal Year 2018-2019

| ACCOUNT | ALLOCATION AMOUNT | DESCRIPTION | BALANCE |
|--------------------------------|-------------------|--|--|
| COGS ADMIN | \$28,000 | Includes Speakers Request, Food, Wages, Maintenance Fees, Overhead and Office phone services | \$25,166.76 |
| UNALLOCATED | \$39,521 | For RSO funding requests at COGS meetings | \$17,704.92 Includes \$5,000 Sweepings allocation |
| ORGANIZATIONAL (C-SAC) | \$4,000 | RSO funding for allocations less than \$1000 for the fiscal year | \$2,385.17 |
| PRESENTATION GRANTS (Mar-June) | \$47,000 | Presentation Grant balance for the March-June funding period | \$2,600 |
| PRESENTATION GRANTS (Nov-Feb) | \$60,000 | Presentation Grant balance for the November-February funding period | \$10,549 |
| ATTENDANCE GRANTS(Mar-June) | \$5,000 | Attendance Grant balance for the March-June funding period | \$950.32 |
| ATTENDANCE GRANTS (Nov-Feb) | \$6,000 | Attendance Grant balance for the November –February funding period | \$300.92 |

Recent Allocations:

- Bill 13 Allocation to Public Administration Graduate Association; Clothing/Awards: \$900
- Bill 14 Allocation to Neuroscience Graduate Student Association; Contractual Services: \$500, Food: \$1,500
- Bill 16 Allocation to ChemiNoles; General Expense: \$520.48, Food: \$100
- Bill 17 Allocation to Art History Association; Clothing/Awards: \$850
- Bill 18 Allocation to Philosophy Graduate Student Association; Contractual Service: \$1500, General Expense: \$100, Food: \$340
- Bill 19 Allocation to Physics Graduate Student Association; Food: \$1,650
- Bill 22 Allocation to Music Theory Society; Contractual Services: \$1,500
- Bill 23 Allocation to Graduate Women in Science; Clothing/Awards: \$250, Contractual Service: \$250, General Expense: \$500, Food: \$1000

- Bill 24 Allocation to School of Teacher Education Graduate Student Association Food: \$462
- Bill 26 Allocation to Public Health Student Association; Food: \$992.17, General Expense: \$310.57
- Bill 28 Allocation to Turkish Student Association; Food: \$286
- Bill 31 Allocation to Ecology and Evolution Research Team Food: 850 Clothing/Awards \$400 and General Expense \$510
- Resolution 5 Allocation to Material Research Society FAMU-FSU Chapter CSAC: \$634.83

27th Congress

- Bill 1: Allocation to Graduate Literature Organization; Food: \$1,500, Contractual Service: \$2,500, Food: \$1,000.
- Bill 2: Allocation to INSAT; Food: \$980 (C-SAC Account)
- Bill 4 Allocation to Art Therapy Association; Contractual Service: \$2,000, General Expense: \$150, Food: \$640
- Bill 5 Allocation to National Art Education Association Student Chapter at FSU; Contractual Service: \$1,500
- Bill 6 Allocation to Terra Incognita; Contractual Service: \$1,500, General Expense: \$125, Food: \$629.86 Food
- Bill 7 Annual Budget for the 2019 – 2020 Fiscal Year
- Bill 8 Allocation to Philosophy Graduate Student Association; \$15 General Expense; \$200 Food • Bill 9 Allocation to Indian Student Association of Tallahassee; \$950 Food
- Bill 10 Allocation to the ChemiNoles Graduate student Association; \$100 General Expense, \$400 Food
- Bill 11 Allocation to Public Health Student Association; \$411.50 General Expense, and \$358.69 Food
- Bill 12 Code Edits – Medical School Council
- Bill 13 Code Edits – Law School Council
- Bill 14 Code Edits – CGOS Meeting Attendance

TWENTY SEVENTH CONGRESS OF GRADUATE STUDENTS



MEETING MINUTES
COGS Assembly Room
HCB 103, 109 Collegiate Loop
April 15, 2019
6:30 p.m.
Agenda



Call to Order: 6:38pm

Pledge of Allegiance:

REPRESENTATIVES PRESENT: Blake-Hedges, Book, Chiodi, Demirisoy, Eovito, Morgan, O'Neill, Shahbandeh, Solano, Uttermark

REPRESENTATIVES LEFT EARLY, EXCUSED: None

REPRESENTATIVES LEFT EARLY, UNEXCUSED: Asturizaga

REPRESENTATIVES ABSENT, EXCUSED: Brinkman, Nelson, Oloye

REPRESENTATIVES ABSENT, UNEXCUSED: Windham

REPRESENTATIVE LATE, EXCUSED: None

REPRESENTATIVES LATE, UNEXCUSED: None

Reading and Approval of Minutes: Uttermark motioned, Solano second

Petitions into the Assembly: Bianca Book

Special Introductions and Student Comments: NONE

Messages from Student Government: NONE

Report from the Office of Governmental Affairs: NONE

Elections: NONE

Report of Officers:

- **The Report of the Speaker**
 - The speaker attended the LSC Supreme Court trial. There is a new Law School Council installed. The Speaker has been working with the graduate school to use a new platform to promote engagement opportunities to graduate students. The Technology and Service Fee committee completed allocations.
- **The Report of the Deputy Speaker for Finance**
 - Be sure that organizations are completing financial steps in a timely manner. Travel grants are done for the year and funding for the new fiscal year will open again on June 1, 2019.
- **The Report of the Deputy Speaker of Judicial Affairs**

- None
- **The Report of the Deputy Speaker of Communications**
 - Working on getting new students to join the Assembly

Committee Report:

- **C-SAC:** Has not met.
- **Internal Affairs:** Had a meeting which resulted in the three bills being presented tonight. The COGS newsletter has been changed to be released every 4 months and will coincide with grant release dates.
- **Student Advocacy:** The group met after the last Assembly meeting to talk about how to gather opinions from the student body and how to deal with student concerns.
- **Student Affairs:** Has not met.

Funding Requests: NONE

Unfinished Business: NONE

New Business:

- ***Resolution 3: Permission for Travel Reimbursement Approval – Cardiology Interest Group***

Harrison Diaz – President of Cardiologist Interest Group – requesting permission to reimburse funds for a student from their organization that was allocated funds, but the organization did not submit the purchase request on time. MSC approved funds for \$879 and the student submitted all her necessary materials for reimbursement. **FIRST PRO:** Solano – funds were allocated to the student, we are here to help students. Blake-Hedges – normally don't accept people who aren't following the process, but seeing as last conference we gave funds to someone in the same situation, we should support. Student to be reimbursed is an exemplary student and should be reimbursed. **FIRST CON:** Solano – organization did not submit purchase request or receipts on time. Uttermark – Move to call to questions; Chiodi seconds. Closing: organization representative takes responsibility for the mishap and is now more familiar with the process. **Resolution Passes 7 – 2 – 1.**

- ***Bill 12: COGS Code Updates: Medical School Council Definition Update***

Blake-Hedges and Chiodi introduce the bill to update MSC code to be clearer in the processes of board selection, position duties, and timeline. **FIRST PRO:** Blake-Hedges – the new information accurately depicts what happens so the code should be updated to be in line. O'Neill – the goal as speaker is to update the code to reflect what is happening in our processes. **FIRST CON:** Solano – third- and fourth-year students previously had a chair, but these edits don't have it, which would hurt the larger group. Uttermark – third- and fourth-year medical students are typically gone during this time and are only interacting with MSC in a funding capacity. Solano – What is the benefit for removing these seats? Blake-Hedges – currently the seats are on the executive board and meet once per week, so scheduling would be a difficulty. If some were to join and not participate that would cause a problem with quorum. O'Neill – Can those seats be moved to the general board to let them have representation? Solano – Move to amend 302.3 to "The MSC general board shall be composed of the president from each of the MSC RSO and one representative for all regional campuses." Morgan, seconds; No

Objections. Asturizaga, motions to table the bill; No second. Uttermark calls to question; Morgan seconds; Asturizaga objects, second not withdrawn. **Amendment Passes 9 – 1 – 0.** Uttermark moves to call to question; Morgan seconds, Asturizaga objects; second not withdrawn, **Bill Passes 9 – 1 – 0.**

- ***Bill 13: Law School Council Definition Update***

Blake-Hedges introduces the bill to update the Law School Council code to be in line with what is currently practiced. **First Pro:** Solano – it is good to update code so that it represents more of what they are practicing at the moment. **First Con:** Solano calls to question; Uttermark seconds; no objections. **Bill Passes 9 – 0 – 1.**

- ***Bill 14: Attendance Policy Reform***

Blake-Hedges introduces the bill to update the attendance policy. **First Pro:** Morgan – I think we can streamline the process to create new vacancies and get new members. **First Con:** Uttermark – move to call to question; Solano seconds. **Bill Passes 10 – 0 – 0.**

Round Table:

Adjournment: 8:13pm

Next Meeting: May 20, 2019 (Last meeting for the fiscal year)

Congress of Graduate Students Florida State University

446 Thagard Building 109 Collegiate Loop Tallahassee, FL 32304 (850)644-6950

The 27th Congress of Graduate Students

BILL 15

Allocation to the Graduate School

On May 20, 2019, the body voted to move the following amount from the 2018-2019 COGS Unallocated Account (244003) to the Graduate School

Expense: \$5,394.44

Purpose: Funds will be used to purchase video conferencing cameras, tripods, and controller boards to be available for all students.

Proviso: All COGS Funds not spent for this request shall be returned to the COGS Account.

Adam O'Neill
Speaker

Matthew Uttermark
Deputy Speaker for Finance



May 20, 2019

Dr. Danielle Morgan Acosta
Director of Student Affairs

Dr. Amy Hecht
Vice President for Student Affairs

We request an order for two PTZOptics Video conferencing cameras with two tripods and two controller boards. This equipment will benefit all 8,000+ graduate students through the ability to livestream workshops and relevant symposiums that they may not be able to attend in person. This will include professional development workshops, meetings, and competitions like the Master's in 4. Additionally, the Graduate School will use this equipment for recruitment materials that highlight the research and accomplishments that graduate students are making on Florida State's campus. Videos will be streamed to graduate students through the Graduate School's social media accounts (Facebook, Twitter, and Instagram) and will be available for students to re-watch anytime.

The PTZOptics 20x-SDI Gen 2 live streaming Camera allows for streaming HD quality video online. We request to have two of these cameras, each priced at \$1,699. Additionally, we will require two Manfrotto 475B Pro Geared Tripods to set up each camera and two PTZOptics 4D IP Joystick Controllers (Gen 3) to control the cameras remotely during events. Each tripod is priced at \$349.22, and each joystick controller will cost \$649.

Due to the complexity and cost of the equipment, we do not anticipate being able to loan out this equipment.

Congress of Graduate Students Florida State University

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The 27th Congress of Graduate Students

BILL 16

Allocation to Congress of Graduate Students

On May 20, 2019, the body voted to allow payment from the 2018-2019 COGS Unallocated Account (244003).

Expense: \$3,584.50

Clothing & Awards: \$2,105

Purpose: Funds will be used to purchase promotional items for the organization to be handed out through the year.

Proviso: All COGS Funds not spent for this request shall be returned to the COGS Account.

Adam O'Neill
Speaker

Matthew Uttermark
Deputy Speaker for Finance



May 20, 2019

Dr. Danielle Morgan Acosta
Director of Student Affairs

Dr. Amy Hecht
Vice President for Student Affairs

Organization Info

Requesting Organization: COGS
Date Requested: 5-20-19
Academic Term: Summer 2019
President: Adam O'Neill
President's Email: COGSSpeaker@admin.fsu.edu
President's Phone Number: 4144160975
Treasurer: Matthew Uttermark
Treasurer's Email: COGSDepSpeaker@admin.fsu.edu
Treasurer's Phone Number: 2182138469

Funding Source:

COGS

Budget Categories and Amount Requested

Contractual Services 0
Expense General 3584.50
Expense Travel 0
Food 0
Clothing/Awards 2105.00
OCO 0

Organization's full name

Congress of Graduate Students

Have your organization's president and treasurer taken and passed the financial certification
qui...

Yes

Is your organization a recognized student organization (RSO) for this fiscal year?

Yes

Does your organization do fundraising?

No

What is the total amount of funds your club has raised for this event/item?

0

Does your organization charge dues?

What is the date and time of the event in which the requested funds will be used?

Before the end of the fiscal year

By signing in the space provided below, I hereby certify that all the information contained in t...

Adam O'Neill

Congress of Graduate Students Florida State University

446 Thagard Building 109 Collegiate Loop Tallahassee, FL 32304 (850)644-6950

The 27th Congress of Graduate Students

BILL 17

Allocation to the Cybersecurity Club

On May 20, 2019, the body voted to move the following amount from the 2018-2019 COGS Unallocated Account (244003) to Allocation to Cybersecurity Club

Clothing & Awards: \$1,545.43

Purpose: Funds will be used to purchase promotional items including t-shirts and stickers for the organization.

Proviso: All COGS Funds not spent for this request shall be returned to the COGS Account.

Adam O'Neill
Speaker

Matthew Uttermark
Deputy Speaker for Finance



May 20, 2019

Dr. Danielle Morgan Acosta
Director of Student Affairs

Dr. Amy Hecht
Vice President for Student Affairs

Organization Info

Requesting Organization: Cybersecurity Club
Date Requested: 5/15/19
Budget Number: 00000
Academic Term: Spring 2019
President: Jordan Mussman
President's Email: jlm13v@my.fsu.edu
President's Phone Number: 5612711442
Treasurer: Conner Flynn
Treasurer's Email: cjf16e@my.fsu.edu
Treasurer's Phone Number: 401-932-1318

Funding Source:

COGS

Budget Categories and Amount Requested

Contractual Services 0
Expense General 0
Expense Travel 0
Food 0
Clothing/Awards 1545.43
OCO 0

Organization's full name

Cybersecurity Club at Florida State University

Have your organization's president and treasurer taken and passed the financial certification qui...

Yes

Is your organization a recognized student organization (RSO) for this fiscal year?

Yes

Does your organization do fundraising?

No

What is the total amount of funds your club has raised for this event/item?

N/A

How did you raise the funds?

N/A

How many active members are in your organization?

50

Does your organization charge dues?

Yes

If your organization charges dues, how much does it charge?

10

How much A&S money did your organization spend last year?

0

Purpose for which the funds will be used

The Cybersecurity Club will use the funds to pay for clothing items: a new shirt design and stickers with which to market the club.

What is your organization doing to market the event/your organization?

Our organization is represented at the Involvement Fair every semester and maintains our presence on various social media platforms.

https://proxy.qualtrics.com/proxy/?url=https%3A%2F%2Fwww.instagram.com%2Ffsu_cybersecurityclub_official%2F&token=7vpnRZQTrpIzQxUxjq080Hxc0rBAebqfV1rXl8yoM%3D
<https://proxy.qualtrics.com/proxy/?url=https%3A%2F%2Fwww.facebook.com%2Fgroups%2Ffsu.cybersec.club%2F&token=tBvDyjZpw4d%2BzJXnWK7iS8%2F88uJUcQ07WeuBxyLMtJk%3D>

What is your organization's official Facebook/social media page?

<https://proxy.qualtrics.com/proxy/?url=https%3A%2F%2Fwww.facebook.com%2Fgroups%2Ffsu.cybersec.club%2F&token=tBvDyjZpw4d%2BzJXnWK7iS8%2F88uJUcQ07WeuBxyLMtJk%3D>

What are the social media page/website links for your event (Facebook, Instagram, etc.)?

N/A

What is the email address of the person COGS should contact for photos of your event for our outr...

kls18e@my.fsu.edu

What is the date and time of the event in which the requested funds will be used?

Fall 2019 Semester at tabling events, RSO fairs, club meetings, and competition meetups.

Is there anything else you would like us to consider?

We have never asked for funding from COGS before and would like to begin a relationship between COGS and the Cybersecurity Club to strengthen unity and camaraderie at Florida State as a whole!

By signing in the space provided below, I hereby certify that all the information contained in t...
Jordan Mussman

Congress of Graduate Students Florida State University

446 Thagard Building 109 Collegiate Loop Tallahassee, FL 32304

The 27th Congress of Graduate Students

Resolution 4

Sponsored by Speaker Adam O'Neill

Permission for Radiology Interest Group to process travel reimbursements, after the travel date, from the Medical School Council account.

Adam O'Neill
Speaker



Matthew Uttermark
Deputy Speaker for Finance

May 20, 2019

Congress of Graduate Students Florida State University

446 Thagard Building 109 Collegiate Loop Tallahassee, FL 32304

WHEREAS: On July 31, 2018, MSC allocated \$373.87 to the Radiology Interest Group for Aazim Arif to travel to New Orleans from August 24-26, 2018 to attend the American Cardiology Conference.

WHEREAS: The Travel Form 2018-2019 and a purchase request was not submitted by the RSO leadership.

WHEREAS: Aazim Arif submitted receipts for hotel, flight to the conference, and badge on November 23, 2018.

WHEREAS: The recipient was unaware that the purchase request was not submitted until April 2019 and was in the process of being reimbursed.

THEREFORE, BE IT RESOLVED: that COGS will grant Aazim Arif \$373.87 for travel reimbursement.

THEREFORE, BE IT FURTHER RESOLVED: that copies of this resolution be sent to:

The RIG president, Garret Barr, and Aazim Arif

Congress of Graduate Students Florida State University

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The 27th Congress of Graduate Students

Resolution 5

Sponsored by Caitlin Blake-Hedges

Permission for Student Interest Group in Neurology to process travel reimbursements, after the travel date, from the Medical School Council account.

Adam O'Neill
Speaker



Matthew Uttermark
Deputy Speaker for Finance

May 20, 2019

Congress of Graduate Students Florida State University

446 Thagard Building 109 Collegiate Loop Tallahassee, FL 32304

WHEREAS: On July 31, 2018, MSC allocated \$373.87 to the Radiology Interest Group for Aazim Arif to travel to New Orleans from August 24-26, 2018 to attend the American Cardiology Conference.

WHEREAS: The Travel Form 2018-2019 and a purchase request was not submitted by the RSO leadership.

WHEREAS: Aazim Arif submitted receipts for hotel, flight to the conference, and badge on November 23, 2018.

WHEREAS: The recipient was unaware that the purchase request was not submitted until April 2019 and was in the process of being reimbursed.

THEREFORE, BE IT RESOLVED: that COGS will grant Aazim Arif \$373.87 for travel reimbursement.

THEREFORE, BE IT FURTHER RESOLVED: that copies of this resolution be sent to:

The RIG president, Garret Barr, and Aazim Arif

Congress of Graduate Students Florida State University

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The 27th Congress of Graduate Students

Resolution 6

Sponsored by Deputy Speaker Matthew Uttermark

**Permission for Philosophy Graduate Student Association to
utilize allocated COGS funds after the event.**

Adam O'Neill
Speaker



Matthew Uttermark
Deputy Speaker for Finance

May 20, 2019

Congress of Graduate Students Florida State University

446 Thagard Building 109 Collegiate Loop Tallahassee, FL 32304

WHEREAS: COGS allocated \$1,500.00 to PGSA for contractual services for their annual Free Will, Moral Responsibility, and Agency Conference in the Spring of 2019;

WHEREAS: a purchase request regarding the use of these funds was not submitted prior to the event;

WHEREAS: the Philosophy Department covered the speakers' contractual service expenses from its expense account;

THEREFORE, BE IT RESOLVED: that COGS grant PGSA permission to reallocate \$1500 to the Philosophy Department expense account to reimburse the cost of the speakers' expenses;

[THEREFORE, BE IT FURTHER RESOLVED: that copies of this resolution be sent to

Tucker Sigourney, PGSA Executive Board Member

Congress of Graduate Students Florida State University

446 Thagard Building 109 Collegiate Loop Tallahassee, FL 32304

The 27th Congress of Graduate Students

Resolution 7

Sponsored by Deputy Speaker, Matthew Uttermark

**Permission for Political Science Graduate Student Association to
utilize allocated COGS funds after the event.**

Adam O'Neill
Speaker



Matthew Uttermark
Deputy Speaker for Finance

May 20, 2019

Congress of Graduate Students Florida State University

446 Thagard Building 109 Collegiate Loop Tallahassee, FL 32304

WHEREAS: COGS allocated two \$1,500.00 contractual service funds to PSGSA for their annual Social Science Methods Workshop in the Spring of 2019;

WHEREAS: PSGSA invited two speakers, one being Therese Anders (University of Southern California). Therese Anders accepted the conditions of the speaking engagement which included the \$1,500 honorarium in March 2019;

WHEREAS: upon encouraging Therese Anders to register as a vendor for the disbursement of the honorarium in Spring 2019 she notified the PSGSA executive board of her status as an international student. She was concerned with the logistics regarding taxation and the implications of registering as a vendor for her visa status;

WHEREAS: the PSGSA board requested that the Political Science Department cover the cost of airfare;

WHEREAS: the speaker received permission to receive the original honorarium through the normal avenues that FSU pays these funds and has submitted her form to become a registered vendor per the rules of FSU;

WHEREAS: given this new information, the PSGSA board is seeking to honor our original agreement with Therese Anders to the best of our ability, by reimbursing the department for the unexpected airfare costs, and awarding the speaker the remainder of the honorarium.

THEREFORE, BE IT RESOLVED: that COGS grant this RSO permission to reallocate \$606.50 to the department of Political Science to reimburse the costs of travel for the speaker that the department incurred unexpectedly;

THEREFORE, BE IT RESOLVED: that COGS grant this RSO permission to use the remaining funds (\$893.50) to provide Therese Anders the speaker honorarium;

THEREFORE, BE IT FURTHER RESOLVED: that copies of this resolution be sent to

SGA Accounting Staff.