

The University of Saskatchewan Graduate Students' Association



Council Meeting Agenda

Wednesday, October 21, 2015. 5:00 P.M. – 7:00 P.M.

GSA Commons

- 1 Call to Order**
- 2 Announcements**
 - 2.1 Quorum**
- 3 Approval of Chair**
- 4 Approval of Agenda**
- 5 Presentation University Governance Orientation (Elizabeth Williamson)**
- 6 Presentation: Robert's Rules of Order 101**
- 7 Approval of September 16, 2015 Council Meeting (Minutes Attached).**
- 8 Executives Reports**
 - 8.1 Aboriginal Liaison Report (Report Attached)**
 - 8.2 VP External Report (Report Attached)**
 - 8.3 VP Finance Report (Report Attached)**
 - 8.4 VP Operations and Communications Report (Report Attached)**
 - 8.5 VP Academic Report (Report Attached)**
 - 8.6 VP Student Affairs Report (Oral Report)**
 - 8.7 President Report (Report Attached)**
 - 8.8 Q&A**
- 9 Approval of GSA Social groups 2015/2016**
 - 9.1 Shinerama – University of Saskatchewan**
 - 9.2 Nepalese Students' Association**
 - 9.3 The American Association of Pharmaceutical Scientists University of Saskatchewan Student Chapter**
 - 9.4 Hillel Saskatoon**
 - 9.5 India Students' Association**
- 10 Committee Minutes**
 - 10.1 Legal Subcommittee Minutes (2 minutes) on 29/09/2015 and 13/10/2015 (Oral)**

10.2 Executives Meeting Minutes (23/9/2015) (**Minutes Attached**)

10.3 Executives Meeting Minutes (14/10/2015) (**Minutes Attached**)

11 New Business

11.1 Motion: GSA Budget (David Bennett /Rajat Chakravary)

Whereas the GSA bylaws indicate that the budget shall be approved by a majority vote of Council and an approved budget may only be modified subject to a two-thirds (2/3) vote of Council. Whereas the GSA Guppies / Campus Rec. Intramural Spots Initiative contributes to greater membership involvement and this initiative helps promote one of our key missions of building a healthy and cohesive graduate student community. BIRT that \$250.00 of unspent funds from budget line 28 (Executive Retreat) be allocated to pay for the registration of 5 (five) campus rec. intramural sports teams for the fall term. BIRFT that \$250.00 of funds from budget line 27 (Executive Meeting Refreshments) be allocated to pay for the registration of 5 (five) campus rec. intramural teams for the winter term. BIFRT that these teams must be co-recreational or there must be as equal number of teams per gender as possible and they are open to all GSA members regardless of ability. BIFRT that the updated and approved budget be published on the association website within seven (7) days.

11.2 Motion: GSA Budget (David Bennett /Rajat Chakravary)

Whereas the GSA bylaws indicate that the budget shall be approved by a majority vote of Council and an approved budget may only be modified subject to a two-thirds (2/3) vote of Council. Further, GSA bylaws indicate that additional sources of revenue not accounted for by the budget must be reported to Council by the Vice President Finance. Whereas these additional revenues have been reported in the previous VP Finance Report. BIRT that the Council now create a new budget line entitled 'supplementary revenues' that is listed as Line Item 97 and the supplementary revenues currently parked in line four (4) "USask Cold Beverage Agreement" be re-allocated to this new line. BIFRT that the updated and approved budget be published on the association website within seven (7) days.

11.3 Motion: GSA Initiatives Budget (Rajat Chakravary/Ziad Ghaith)

WHEREAS the GSA currently has no budget line for running events and campaigns

WHEREAS GSA's initiatives like the sports teams and the elections campaign have been quite successful

WHEREAS current initiatives of the GSA have compromised other budget line items (e.g. discretionary funds, refreshment funds)

BE IT RESOLVED THAT the GSA create a separate budget line item called 'GSA Events and Initiatives' for an amount of \$2000

BE IT FURTHER RESOLVED THAT this amount be taken from the GSA Legal contingency fund budget line

BE IT FURTHER RESOLVED THAT this no more than \$500 can be spent on any single event or initiative

BE IT FURTHER RESOLVED THAT any spending of this budget be approved by majority vote of the GSA Executive

11.4 Motion: GSA Initiatives Budget (Rajat Chakravary/Ziad Ghaith)

11.4.1 Governance Committee

WHEREAS the GSA Governance Committee must be composed of VP External, VP Finance, Council chair, and at least two (2) councillors or alternate councillors

WHEREAS the following councillors have responded to the call via email:

Councillor Zita Afric, Councillor Issac Pratt, Councillor Michelle Whitstone, and

BE IT RESOLVED THAT the above named individuals be appointed to 2015-2016 Governance committee.

11.4.1 Finance and Audit Committee

WHEREAS the GSA Finance and Audit Committee must be composed of VP External, VP Finance, and at least three (3) councillors or alternate councillors

WHEREAS the following councillors have responded to the call for volunteers:

Councillor Jason Ho, Councillor Issac Pratt, Alternate Councillor Jennifer Rychlo

BE IT RESOLVED THAT the above named individuals be appointed to 2015-2016 Finance and Audit Committee.

11.4.1 Fall Bursary Selection Committee

WHEREAS the GSA Bursary Selection Committee must be composed of VP Academic, VP Finance, and at least three (3) councillors or alternate councillors

WHEREAS the following councillors have showed their willing to sit on this committee:

Councillor Jason Ho, Councillor Casey McMahon, Councillor Shaliza Singh Sapal

BE IT RESOLVED THAT the above named individuals be appointed to Fall Bursary Selection Committee.

1 Q&A.

2 Next GSA Council Meeting 18 of November 2015

3 Adjournment

The University of Saskatchewan Graduate Students' Association



Council Meeting Minutes

Wednesday, September 16, 2015. 5:00 P.M. – 7:00 P.M.

GSA Commons

Attendees:

Casey McMahon, William Judge, Nripesh Ayer, Danielle Robertson-Boersma, Jason Ho, Naheda Sahtout, Breana Anderson, Kendra Merer, Shirin Niroomand, Kiemute Oyibo, Colin McLearn, Ashton Reimer, Michelle Rose Whiteston, Kiefer Waite-Newhouse, Roland Macara, Joseph Y. Asomah, Mohammad Rafati, Shailza Suiph, Koryn Hare, Surendra Bhattaria, Raed M

Executive:

Rajat Chakravarty, Ziad Ghaith, David Bennett, Jebunnessa Chapola, Natalia Terekhova, Dana Carriere.

4 Call to Order

- Roll Call done by President
- Kin, Pegasus, English, Bio Engineering, Sociology, Plant Science, Mechanical Engineering, 4 GSA Execs. Attendance available via:
https://docs.google.com/spreadsheets/d/1jJCDi1AJ7tYDnLmd5Hx-HWo_dhFCNkUMgUj2FLPb7A/edit?usp=sharing
- Chair will be Rajat, as recommended Chair not available today. Chair calls meeting to order at 5:07 pm, September 16, 2015

5 Announcements

5.1 Quorum

- Yes – 50% +1 = 10

6 Approval of Chair

- GSA Executive in June called for Chair applications. GSA decided to put forward the recommendation of Mitchell Anderson (Edwards) to GSA Council. He is currently away at conference in TO and could not be at meeting today.
- We can either approve him as chair or wait until the next meeting to approve him when he is present
- Discussion

- Ashton (Physics) – wait for him to plead case. Asked about other candidates, who were they?
- Ziad (Exec) asked to have him approved as it's been 4 months
- Ashton (Physics) – explained how long he had been on council. Experience working with Mitchell, has a lot of experience with meetings, understanding/following rules, knows Roberts Rules. Believes he should be here to approve him, but does identify strong qualifications.
- Ziad we should vote to wait or approve.
- Chair– vote to table this agenda item. Ziad first, Ashtyn seconded. Vote Favour 10 ; Against 0; Abstained 0. Motion passes and tabled to next Council Meeting.

7 Approval of Agenda

- Chair asks if there is anything that needed to be added on to agenda or entertain a motion to approve.
 - Ashton identify that we motion to recess for 5 minutes to review agenda; Ziad second. Favour – 13; Apposed 0. Recess at 5:14 pm for 5 minutes
- Council resumed at 5:19 pm. Entertain a motion to amend or approve.
- Ashton motion to approve; Ziad second. Favour – 12; Apposed 0; Abstained 0. Motion passes.

8 Approval of July 29, 2015 Council Meeting

- Minutes have been available on GSA website. Motion to approve by Ziad. Kiefer (English) seconded.
 - Vote cancelled to have discussion on agenda minutes.
- Discussion
 - Moe (Mechanical Engineering) What does the X mean?
 - Chair – It means they had attended
 - Moe – Confusion around attendance, if possible correct it to show they were in attendance.
- Call to Question. Ashton motion, seconded by Kiefer. Favour – 14; Against 0; Abstained 0. Motion passed.

9 Executives Reports

9.1.1 President Report

- Did not submit report on time, but will attach to minutes. Orientation on September 2 (biggest event) – had about 16-1700 in attendance, with most food running out. Wine and cheese on September 12 with about 200 people. Thank you to everyone that came out. Formally started the federal election campaign. GSA will be doing more media on this. Will have information on how to vote for a Federal Election. Will also have information for CFS “It’s No Secret” Campaign. Collaborating with USSU on September 30 to have the candidates from University riding for a forum at 4:00pm. At the wine and cheese, contacted all the candidates to come talk to students, NDP and Conservative candidates came.
- Now on social media again. Join Facebook/Twitter where we will update you. With Course Council, working to get a broad representation of student colleges/departments. Seeing some very positive results with more councillors coming on board that we haven’t seen in a while. Congrats to all of you and we hope you hold us accountable.
- University President transitional committee. Will be focusing on how he can engage with graduate students. Prior to coming into office, have him do a Meet and Greet, and also a Town Hall, so we can share our concerns with him.

9.1.2 VP External Report

- Current campaigns: Working on Federal election campaign. Sexual assault awareness week, which is happening next week. It is organized with Student Health Centre. In November is University wide Mental Health Week. Received a lot of materials from CFS, which will be distributed. Working with health association about beer health too. That will be coming soon.
- Attended International committee meeting on September 1. Can’t attend future ones so will have a graduate student/past course councillor to attend.
- Organized cultural performances for Orientation and helping with handbooks and Saskatoon guidebooks.

9.1.3 VP Finance Report

- Has a detailed written report. Submitted preliminary report, but still waiting on the audit, which must be in by October 31, which will then be submitted to Council.
- Orientation costs in – Not including wine and cheese. Can see statement.

- Sponsoring Rec Sports Teams – paying for registration of graduate students, which comes from the GSA Retreat fund that was underspent. Will need to find money for term 2. Danna will discuss more of this in her report.
- Councils receive money for 2014-2015 attendance. If you have not received yet, see David.
- GSA movie screening. Arts 241, Tickets \$5.00 advance, \$10 at the door. PhD Movie 2.
- See detailed spreadsheets for most expenses.
- Looking for 2 or 3 more councillors for Budget Committee.

9.1.4 VP Operations Report

- Social media efforts. Over August and September, working to reach more graduate students. Have reached 2500 a week through FB and website. Big achievement, given efforts started in late June.
- Ziad, David, Natalia, had meeting with Association to work on relationship/cooperation with Alumni Association.
- Bursary applications prepared and will be announced next week and open until Mid-October, where they will be looked over.

9.1.5 VP Academic Report (Report Attached)

- August and September busy with Orientation. Helping Natalia to organize cultural performances and represent GSA. Busy to publicize GSA.
- Sitting at RSAW, AB, and Building Bridges Committee.
- August 22 organized a blanket exercise targeting graduate housing. Many came out and the blanket exercise meals were covered by CBC and the Sheaf.
- Working to organize Industry Talks and for these workshops, they are looking for moderators. The dates are available on FB page. If interested, please send a note to VP Academic.
- Attended Beyond Borders, sponsored and Department of History
- Orientation organized library searching series sessions. Students enjoyed them, so there will be more coming up.
- August previous VP Academic with USSU, she did research with undergrad students to find out challenges. She will be doing a survey with our graduate students. We do

not have the budget to hire someone, but if we could engage our councillors, it would be easier for the Exec. Will discuss during Q&A.

9.1.6 VP Student Affairs Report

- Not in attendance.

9.1.7 Aboriginal Liaison Report

- Gordon Oakes Student Centre, looking to be open November/December or possibly January. There will be a horse dance this Friday at 2:00 pm, where all students are invited. There will be free transportation out to site.
- Looking for Aboriginal Students to join graduate council. Meet & Greet on October 9.
- David and Danna went to a couple of meet & greets.
- Organizing the campus sport recs, including volleyball, soccer, basketball, dodge ball. All recreational so no need to have experience.
- Deans and faculty wanting more Aboriginal students in graduate studies looking into that.

9.1.8 Q&A

- Moe - How many years are we auditing?
 - David - One year is done – looking to find a smaller auditor that specializes in smaller, non-profit audits.
- Moe – How much is it costing?
 - David - This fiscal year we have paid just over \$300.00. CGSR has agreed to pay \$15000.00 towards past audits, and we have a large amount left for auditing.
- Moe – Do we have any upcoming deadlines to vote on?
 - There will be upcoming deadlines for Health and Dental and others, with information coming from David and Natalia.
 - Ashton – As soon as we have the information, can it be sent out prior to having discussions at council?
 - David – Yes.
- Education representative – Opened by speaking in her language. From Arizona, Indigenous student. Failed out of first college due to a lack of support. Looking for social support and suggesting to the first year students that they have support and such. Just wanted to bring that up and willing to help when possible.

- Rajat thanked Councillor – willing to work with her. Natalia will work to do activities that involve healthy lifestyles and help new students feel a part of the community.
- Moe – Bus pass service was changed to Student Services (USSU). So what is the agreement with Student Central and do you have estimation on the cost?
 - Rajat – The GSA collects money to administer the U-Pass. Take it from September to December and January to April. Clarified that it is USSU the money goes to. That contract was signed by a previous executive member(s) from the 2014-2015 Executive.
 - David – Clarified who the execs were and that current exec will stand by the contract, though they are not fully happy with contract. University takes 1% of any transaction fee. Hardy will have more information but is ill.
- Moe – Heard about CFS there is an account for Saskatchewan, but it is blocked for the U of S and the U of R. How can the GSA access that money and for what purpose?
 - Natalia – Working with CFS. SK doesn't have representatives. Should be a Chair and Treasurer that should be notified at November CFS meeting, so that will be where we should start. After that, we will work with the CFS to access the bank account
 - Moe – How much money and for how long?
 - Natalia – It's been about 3 years as there were some illegal actions done by the U of R in previous years.
 - Rajat – clarified what the CFS is and their mandate.
 - Natalie – If we don't get access to the bank account, we can still ask for money from the National Organization.
- Student (Not sure who, red shirt) Why is the undergraduate UPass cheaper than the graduate?
 - Rajat – 2006? Or so, USSU finalized a rate with the City, where GSA refused. When we did go forward with it, we were seen as a secondary group, which is why we pay more. Tried going back to Saskatoon Transit to negotiate and they were not interested

- **Committee Minutes**

- Orientation coordinator Selection Committee Meeting Minutes (30/07/2015)
- Executives Meeting Minutes (12/8/2015)
- Executives Meeting Minutes (26/8/2015)
- Executives Meeting Minutes (9/9/2015)
 - Ziad - Discussion around all of these minutes. All committee minutes are available for review in the agenda and there are hard copies in the office.
 - Motion to approve committee minutes. Motioned by Natalia, seconded by Ziad. Favour – 12; Against 0; Abstained 2. Motion passed.

- **Old Business**

- **Motion: GSA legal invoice** (Rajat Chakravary/Ziad Ghaith)

WHEREAS the GSA is in receipt of a legal invoice of \$8532

WHEREAS the GSA Executive has no authority as per GSA governing documents to approve this expense

WHEREAS the GSA has no access to legal expertise to appropriately respond to this invoice

BE IT RESOLVED THAT the GSA Council set up a legal subcommittee that shall investigate further into this invoice, including but not limited to ways of reducing the invoice amount or counter legal options

BE IT FURTHER RESOLVED that the GSA President look for members of this committee

BE IT FURTHER RESOLVED that this GSA subcommittee respond appropriately to this invoice by **October** 31, 2015 and report the same to GSA Council.

- Motion to amend to October 31, 2015
 - Moved by Jason, seconded by Ashton. Favour – 14; Against – 0; Abstained 0. Motion carried
- Be it further resolved that this legal subcommittee shall be responsible for negotiating with Scharfstein & Company with the goal to reduce the invoice.
 - Ashton moved to amend, seconded by Natalia.
 - Ashton – looking to give the committee some sort of direction, but it can be retracted.

- Jason – With new constitution, the due process of the committee is to investigate, figure out the best options, and then bring forward as much and the best information needed for council to make a decision at the next council meeting.
- Ashton will retract his amendment.
 - Jason – Point of order, we have to vote the amendment down. Calling it to question.
 - In favor – 3; Against - 7; Abstain – 0. Motion does not pass.
- Jason amendment to the motion
 - Be further resolved the legal subcommittee come to the council on 21st of October and present its recommendations
 - Jason moved to amend, seconded by Ashton. All in favour 10; Opposed 0; Abstained 1
- Discussion
 - Context given to students. Given an invoice where past GSA President sought advice from the lawyer and that now the GSA must pay for it. We never had a budget for this. A previous meeting he was asked to bring forward three recommendations.
 - Option 1 – Pay it and remove the possibility of being sued. Have charged \$475.00/hour, making them a large firm
 - Option 2 – Not pay them and get in to a legal fight. Will most likely go to court, and then go from there.
 - Option 3 – Reach for a settlement and try to pay something less.
 - Current GSA President went to University to ask for help, they can't pay. Asked for legal advice, and what the university has said is that they will still look into it.
 - Pros/Cons – If we don't pay this, we may get sued and we would be paying 1.8%/month.
- Debate
 - Plant Science – From her experience, pay it now, cause they will come after us. It's not about who's right and who's wrong, but we need to pay it now.
 - Rajat – if we pay, we admit guilt and we can't go after those.
 - Plant Science – we just need to pay for it.

- Ashton – Questionable invoice, where no one had approved their hiring and they are charging us for things such as phone calls. Options are settle now or let them come after us, and then we go after the individual.
- Speaker list: Moe, David, etc.
- Moe – we need to sign a contract with the lawyer, so we need to see the contract, then it's just a phone call from the GSA and there should be no charge.
- Rajat – Me, David, and Sherry went to office to ask about contract. Lawyer was unclear about it. He said he signed a retainer in 2009, which still hasn't been provided. Then came back in to say that there is a contract from 2013. Then said they've been open for any GSA issues, but there are has been no contract produced.
- David – Personal thoughts. Morally it sucks, but we should just pay this, as it just keeps adding up. The ideal thing would reach something as soon as possible. There is some money budgeted for legal expenses. There was also a loop hole in our Constitution letting President being GM.
- Jason – If we do pay this out, what does our fiscal year look like?
- David – Budget line 6 – there is \$17212.63 with Going to a council motion, which helped to pay Frank-Wilson. It is that because with other left over expenses, they put this in.
- Chemical Engineering - In addition to this, yes we should pay it off, but what are the chances of us winning given the proof that we have? Agreed with Moe that we need to have anything on paper. Thinks we may have good chance to win as long as we have the legal proof.
- Ashton – January last year, where a motion was brought up for a lawyer for council. At the meeting, the motion put forward was to allocate \$9000.00 for legal expenses. The motion didn't pass, but was amended so that the Exec can only explore options, but not go forward to hire legal consultation. In the emails attached you can see discrepancies. Best would be to talk with lawyers, show them the information they do not have, and negotiate a new, lower fee.
- Plant Science – Agrees with David, and if we continue with this, we may lose even more money going to bursaries.
- Jason – Identified he's not a lawyer. I wouldn't be confident in out-lawyering a lawyer. If we can, it'd be great to wait on the university lawyers to see what they

say, and then go forward. If the money is budgeted, we can just use it for what it is attended for.

- Kiefer – Can we not go to the university lawyers to get more legal advice for next meeting?
- Rajat – Clarifying difference between legal advice and representation. Spoke to university secretary who was a practicing lawyer and told her the situation and go to the Law Society of Saskatchewan, which would be an option.
- Will (Chemical Engineering) – Can we not contact the last President or who sought out the lawyer?
- Rajat – She can be contacted, but will not entertain. We do have the legal invoice, attached to the minutes.
- Ziad – Also not a lawyer, but would identify that this is a legal invoice, contract or not. Don't know if the lawyer would need to come here to find out if there was approval or not by consequence. We will most likely be paying this sooner or later. Today we can vote to have a legal sub-committee who would be responsible with negotiating with the lawyer.
- Jason – Clarifying the interest. On the minutes it says 18%.
- Rajat – 18% over the year, so math was a bit off on what it is a month.
- **Q&A.**
 - Mohammad ask to send an email to the councillors to form the legal subcommittee
- Next GSA Council Meeting October 21, 2015
- Adjournment – 6:50 pm. Moved by David, seconded by Natalia. All in favour 8; Opposed 0; Abstained 0. Motion passed.

Aboriginal Liaison Report – September/October 2015

Gordon Oakes Red Bear Student Centre

GSA President, VP Operations and I attended the Horse Dance at Wanuskewin Heritage Park. The Horse Dance was the third in a series of four that the U of S agreed to host to help prepare for the opening of the Gordon Oakes Red Bear Student Centre. The construction of the Centre is scheduled to be complete in November. The Gordon Oakes Red Bear Student Centre Steering Committee is currently discussing plans for opening dates and events.

Indigenous Graduate Students' Council (IGSC)

The IGSC had a meet and greet in September to discuss the council and its goals and to recruit new members to the council. Four new Aboriginal graduate students have joined the IGSC council and others are interested in attending and supporting initiatives and events. The IGSC will be meeting this month to discuss initiatives to increase Aboriginal graduate student engagement and success, and to plan events for the remainder of the year.

Sisters in Spirit Poster Making Session

The GSA and the IGSC hosted a Sisters in Spirit poster making session and pizza lunch at the Aboriginal Students Centre. The event encouraged faculty, staff, and students to make a poster and to attend the October 4th Sisters in Spirit Vigil hosted by a local community organization. The October 4th Sisters in Spirit Vigils are part of a national movement led by the Native Women's Association of Canada that encourages concerned citizens in communities across Canada to come together in solidarity to honor the lives of missing and murdered Aboriginal women and girls.

Missing and Murdered Indigenous Women

GSA executive have continued discussions with Regan Misponas, USSU Indigenous Students Representative, who recently approached the GSA for support on an initiative regarding missing and murdered Indigenous women. Misponas would like the GSA and USSU to pass a motion in their respective councils to support the initiative of calling on the University of Saskatchewan to support a national inquiry into Missing and Murdered Indigenous Women.

Campus Rec Sports Teams

I am the Sports Representative for the GSA and we currently have teams registered in soccer, volleyball, dodgeball and basketball. Approximately 50 graduate students are a part of the GSA sports teams and it has been a great way to meet fellow graduate students, have fun and socialize, and be physically active. In addition, the GSA has been asked to be a member on the Campus Red Advisory Committee to represent graduate students.

Board Games Night

GSA President and I are planning to have a Board Games night on Friday October 30th. Details on this event will be shared on the Graduate Students Association – U of S Facebook page and in our monthly newsletter.

Committees:

Gordon Oakes Red Bear Student Centre Steering Committee

Search Committee for the Provost and Vice-President Academic

Campus Rec Advisory Committee

Edwards Dean Search Committee

Student Forum Committee

VP External Report – September/October 2015

Has attended:

- Breakfast with University President - September 8
- Executive meeting September 9, 23
- GSA Meet & greet
- Fee Review Committee, October 2

Policy Review Committee

Sent an invitation to councillors to sit on the committee, 3 have volunteered.

CFS

Working with CFS to create Saskatchewan Steering Committee in order to access Saskatchewan component bank account. This money can be used for GSA initiatives in the future.

Working on organizing a skype meeting with other saskatchewan locals to elect a chairperson (UofR and FNU)

GSA sports teams

Actively involved in soccer and volleyball sports teams. Volleyball team captain

Campaigning

Sexual Assault Awareness Week: attended SAAW Expo, distributed CFS's "no means no" material

Sustainability week: attended Sustainability expo on October 14 and 16

Grad School Health Chat

Coordinated Peer Health Mentors group. Planned 6 Grad School Health Chat events for the year.

Met with Kristin Foster from Studentcare.net who offered to sponsor this initiative

The preliminary plan:

October 2, 2015

Graduate school is stressful. It can impact our work performance, relationships, and health. But everyone just deals with it...right? Let's find out. Come grab a free smoothie, and join in on a facilitated conversation circle about stress. Rant, whine, share your experiences, and lend an ear to your fellow graduate students. For something that affects so many of us, we should chat about it!

25-30 people. We will make smoothies and stress balls. Need bananas, yogurt, rice, and balloons.

November 19, 2015

Getting Maximum out of your Health and dental plan

Kristin will facilitate the event

As it gets cold at that time, we thought it would be nice to have hot chocolate and whole grain mini-muffins (healthy!). This one should be bigger as it is about money they pay, around 50 people.

3rd week of December, 2015 (date TBD)

Changing Behavior and Habits in New Year

Will talk about how to maintain good eating and exercise habits, while making Christmas crafts.

Craft supplies for 20-25 people

January, 2016 (date TBD)

Food and Mood

Discussion about eating well and mental health, how they are connected. Digestive health.

Dried Fruit, Yogurt, Fruit tray, vegetable tray

February, 2016 (date TBD)

Zumba class + discussion about winter blues.

Will give info about fitness/moving opportunities on campus.

Juice and fitness instructor

March 2016 (date TBD)

Taking Steps to Healthier Food

March is a Nutrition month, so it's the right time to talk about healthy food! Food guides and other handouts will be provided.

Fruit tray, vegetable tray

VP Finance Report – September/October 2015

Good evening GSA members,

I'm pleased to provide you with this report on my activities as the VP Finance and to give you updated information on the finances and budget of our Association.

1. Representation and Funding

A major part of my responsibilities as an elected executive is to attend various meetings representing the GSA and ensuring grad students have a strong voice on every committee that I sit on. Funding and scholarships are obviously a major concern of virtually all grad students. I am a member of two different university scholarship and award committees (one is a sub-committee of University Council and the other is a sub-committee of the College of Graduate Studies and Research.) Just to share with the membership some general information and issues that have been arising. Approximately \$8 million of centrally funded money is available for grad students. The majority of this funding is allocated into three major scholarship programs: Devolved, Non-Devolved and the Dean's Scholarship Programs. Devolved funding refers to an arrangement whereby certain academic units receive allocations from the CGSR to award funding for their grad students. For academic units to qualify for devolved funding they must have a minimum of twelve full-time graduate students in thesis-based programs. Program allocations are determined based on a formula of three-year running averages and exclude doctoral students beyond their fourth year and Master's students beyond their third year in this calculation. Doctoral students are valued at 1.5 times Master's Students in terms of the formula. Non-devolved funding is similar but it is for departments/units that don't qualify for devolved funding and is mandated to be \$16,000 for Master's and \$20,000 for PhDs. The Dean's Scholarship Program is now valued at \$22,000 per year for three years for PhD students and \$18,000 per year for two years for Master's students. This program requires one year of funding from departments for the final year of funding for these awards. Also note that additional funds from the international tuition differential (approx. \$650,000) per year are available to international students via International Dean's Scholarships in lieu of NSERC/SSHRC eligibility.

Other centrally-funded grad student supports include: Teacher-Scholar Doctoral Fellowships (20 awards at \$20,000 funded in part by the Gwenna Moss Centre for Teaching Effectiveness), Graduate Teaching Fellowships (47 awards valued at approx. \$17,000 each allocated to graduate programs based on a formula which takes into account the number of undergrad course credits and the number of grad students registered in each college), Graduate Research Fellowships (provides approx. \$8,000 per year to 30 graduate students across campus who receive at least an equal amount in salary or scholarship fund from faculty research grants or contracts from external sources), Merit Funding (\$6000 awards used to increase the University's competitive position in recruiting top-ranked Canadian graduate students by providing scholarship funding to those who have secured tri-council funding and select UofS as the site of tenure), Graduate Teaching Assistantships (just under \$300,000 awarded by CGSR with a distribution based on relative enrolment of full-time graduate students in thesis-based programs. This funding was established for the purpose of providing support to Colleges for teaching or duties specifically related to teaching (marking, labs, etc.), Graduate Student Fellowships (just over \$150,000 was provided in fellowships to grad students who will carry out projects or initiatives that will enhance services and the quality of graduate programs for a broad base of graduate students). Also the New Faculty

Graduate Student Support Program provides funding (\$131,000 last year) to new tenure-track faculty to help them establish their graduate education and research programs. More work in this area still needs to be done though and the GSA is continuing to encourage the CGSR to prioritize its work on increasing student aid.

Since my last report things have been very busy and it seems like I'm always going to meetings but I take pride in my work and serving the members of the GSA. Along with several other members of the Executive team we had a meeting with our representative from the Health and Dental Plan which resulted in preliminary positive news in terms of no increases to plan costs in the coming year. The VP External will talk more about that but she has done excellent work on health and dental. It was my pleasure to attend the Meet and Greet event for the Indigenous Graduate Students' Council. I believe the we as an organization need to be more committed to better GSA engagement with Indigenous students and the hard work that Liason Dana Carriere is doing in this area deserves to be complimented. She also deserves congratulations for her leadership of the intramural sports. It has been a well received and positive initiative.

Along with the President, I attended the announcement of the Manning Awards winners and then attended the reception representing the GSA along with the President, VP Academic, and Aboriginal Liason. It was enjoyable and we took the chance to greet MLA Norris and Mr. Michel David from the Organizing Committee. This celebration of innovation is something that the GSA has touched on somewhat in the past through sponsoring the Tech Venture / I3 Innovation Awards via venture loans (which would generate some revenue for the GSA). The uptake in that program hasn't been as high as hoped when the GSA signed the agreement several years ago. I've had meetings with the ILO (Industry Liason Office) who administer this program and would certainly like to continue having some agreement with them but it needs to be modified to better suit the membership of the GSA and not so narrowly focused on STEM and also scaled back in terms of revenue commitment. This is an ongoing process that I am involved in and I will provide more detail when it becomes available. I also attended a introductory meeting with Vice-Provost Teaching and Learning Patti McDougall and her team from SESD along with our counterparts from USSU.

Along with the President and the VP Academic I attended President Barnhart's Reception and thanked him for his service to our University. He helped restore a sense of stability to the University. We as a team attend a senior leadership breakfast with the top administration of the University and one of the issues that came up was the differential fees that International students pay compared with domestic students. President Rajat will expand on this point but the University's position seems quite entrenched. I also attended the CGSR Council where the substantive discussion largely focused on the qualification level of Ph.D./Master's Supervisors. It is obviously important for all students to have qualified supervisors well being responsive to different disciplinary standards that might exist in the Colleges of Medicine and Western College of Veterinary Medicine).

I'm honoured to be the GSA representative to the Provost's Committee on Gender and Sexual Diversity which is an administration-supported committee that serves to support the institution in creating a community "that embraces diversity and ensures fair, respectful, and inclusive treatment for all its members by addressing intersectional issues of gender and sexual diversity as they impact upon the campus community." One of the issues that we are working on now revolve around university paperwork that we have all filled out at some point

in our careers and the need to make sure the language regarding sex and gender is keeping up with the realities of our community membership.

2. Supporting Student Success

I need to speak with representatives from the following councils in the office after the meeting or please contact me via email we haven't connected (gsa.fin@usask.ca): Bioresource Policy, Business and Economics GSS, College of Medicine GSS, Geography Student Council, Graduate Geological Society, History Graduate Students' Council, Philosophy Graduate Course Council, SENSSA, Soil Science Course Council, School of Public Health Students' Association. I have 2014/15 Council Funding Cheques to distribute to you. Some the records the GSA has were mixed as to whether you were societies or associations or what your actual name is on your bank accounts so if there are changes needed just let me know and we can get those processed rapidly. You'll need to sign our form saying that you received your cheque.

Pending ratification of the American Association Pharmaceutical Scientists (U of S Pharmacy Graduate Students' chapter) the GSA will be helping with sponsorship of their visiting scientist lecture event.

I'm often at the GSA updating our spreadsheets or reconciling invoices and I get the chance to talk with lots of students and a common thing that I've been hearing is the GSA needs to be doing better in supporting students. So, in terms of crafting the budget for the next year I have been doing the preliminary work on that process including having meetings with experts from Financial Services Division and doing research and reading on the processes and examining comparator organizations. I am committed to increasing the number of Needs-based bursaries that will be available to GSA members next year. Another initiative that I'm optimistic will be presented in the next budget that I have been working on with the VP Operations is one year trial of an emergency loan system for graduate students either in cooperation with or above and beyond the current offering from the University. To that end we have had a preliminary meeting with the requisite University officials to gather more information about how their system operates and what limitations it has.

3. Orientation + Meet and Greet (Wine and Cheese event)

I can just touch briefly on the financial aspect of these events. I have attached a final overview spreadsheet of the orientation plus the wine and cheese event. Regrettably, the GSA went slightly over-budget with the wine and cheese portion (although we still have some food and beverages that can either be used in the future or returned) which will necessitate adjustments to the final cost and should enable this budget line to be balanced. By in large both events were very successful and I'm hoping as an Executive we will sit down and discuss both these events to analyze the successes but also look at ways they can be improved upon in terms of revenue generation and expenditure control.

4. Film Screening

The screening of the PhD Movie was well received with many attendees reporting that the sequel was better than the original. Thanks to all who attended the event and special thanks to President Rajat and VP Ziad for helping me with the set-up and some ad hoc technical

support to ensure that everything worked relatively properly. I had really hoped that we would break even on the event but with the film licensing being in American currency and the number of tickets we sold that unfortunately didn't happen. Some of the suggestions we received including having popcorn and snacks next time. We may be able to serve them outside the room but technically it is not permitted inside the actual classroom. Obviously there are a lot of variables but I think there seems to be interest in having future movie nights.

5. Fiscal Updates / Budget (to date)

I've attached the budget to date (Tuesday October 13th) as well as the list of revenues and expenditures (up to October 13th). Should any member wish to see the original invoices or receipts or requires more information I encourage them to contact me at gsa.fin@mail.usask.ca

As per 5.4.6. of the updated GSA bylaws I hereby declare that each GSA executive member will receive a stipend of approx. \$598 per month from the College of Graduate Students Research in addition to the honorariums we receive from the GSA.

Again, please do not hesitate to contact me should you have any questions or concerns or you want more information.

Best regards,

David Bennett

Vice-President Finance
Graduate Students' Association

Revenues

	Fee-based	2015-16 Budgeted	2015-16 YTD	2014-15 Budgeted	2014-15 YTD
1	GSA Membership Fees	\$198,000.38	4709.25	\$189,953.00	\$190,925.90
2	GSA Commons Bookings	\$5,000.00	2035.00	\$4,500.00	\$6,781.00
3	UPASS Administration	\$10,500.00		\$10,000.00	\$11,011.00
4	USask Cold Beverage Agreement	\$4,000.00	450.00	\$0.00	\$6,000.00
	Fundraising Dependent				
5	GSA Handbook Advertisement Sales	N/A	N/A	\$1,500.00	\$150.00
6	Orientation Fundraising	\$1000.00	1000.00	\$1,500.00	\$500.00
7	GSA Conference Fundraising/Sponsorship*	\$10,000.00		N/A	\$10,000.00
8	GSA Gala Sponsorship*	\$20,000.00		N/A	\$23,900.00
9	GSA Gala Ticket Sales*	\$6,750.00			
10	CGSR Bursary Contribution**	\$0.00		\$20,000.00	\$30,000.00
11	CFS Handbook Advertisement Sales	\$750.00	835.00	N/A	N/A
	Residual Revenues				
98	Tech Venture Challenge Funding***	\$60,000.00			
	Total	\$316,000.38		\$227,453.00	\$279,267.90
<p>significant increase in revenue is a result of a change in reporting procedure to a more transparent method, and not a reflection of increased revenues.</p>					
<p>**significant decrease in revenue is a result of a change in procedure, and not a reflection of decreased revenues (CGSR now handles the distribution of their \$30,000 bursary contribution)</p>					
<p>*** This money was budgeted and allocated in September 2013 (motion 15) to support a grad student "Tech Venture Challenge" but was not distributed. The funds are now due.</p>					

Expenses

		2015-16 Budgeted	2015-16 YTD	2014-15 Budgeted	2014-15 YTD
	Staff Salaries and Executive Honoraria				
1 2	Office Staff & Commons Coordinators Salary	\$70,000.00	28655.14	\$70,000.00	\$68,243.00
1 3	Presidential Honorarium	\$6,397.00	2665.40	\$6,397.00	\$6,397.00
1 4	VP Finance Honorarium	\$5,544.23	2310.10	\$33,265.00	\$33,265.00
1 5	VP Operations and Communications Honorarium	\$5,544.23	2041.83		
1 6	VP Academic Honorarium	\$5,544.23	2310.10		
1 7	VP External Affairs Honorarium	\$5,544.23	2310.10		
1 8	VP Student Affairs Honorarium	\$5,544.23	2310.10		
1 9	Aboriginal Liason Honorarium	\$5,544.23	2310.10		
	GSA Academic Council Operations				
2 0	Academic Council Funding	\$7,500.00	1148.74	\$10,000.00	\$10,481.67
2 1	GSA Academic Council Food & Beverage	\$2,500.00	483.52		
2 2	Standing Committee Meeting Food & Beverage	\$1000.00	43.30	N/A	N/A
	GSA Financial Expenses				
2 3	Annual Audit	\$7,000.00	330.00	\$1,500.00	\$0.00
2 4	Historic Audits	\$0.00		N/A	N/A
2 5	Bank and Credit Card Charges*	\$1,100.00	505.70	\$350.00	\$1075.00
	GSA Executive Operations				
2 6	Executive Travel Fund	\$3,500.00	1805.38	\$3,000.00	\$2,953.00
2 7	Executive Meeting Refreshments	\$333.33		\$2,500.00	\$1710.87
2 8	Executive Retreat Expenses	\$333.33	64.08		
2 9	Executive Meetings with External Delegates	\$333.34	289.00		

Student Funding and Bursaries					
37	Graduate Student Club Funding	\$5,000.00	517.75	\$5,000.00	\$3,450.00
38	GSA Needs-based Bursary**	\$20,000.00	10,000.00	\$40,000.00	\$50,000.00
39	U of S Travel Award Contribution	\$6,000.00	6000.00	\$6,000.00	\$6,000.00
99	Tech Venture Challenge Funding****	\$60,000.00			
GSA Events					
41	GSA Awards Gala**	\$26,750.00	500.00	\$28,900.00	***\$5000
42	GSA Conference**	\$10,000.00	500.00	\$15,000.00	****\$5000
43	GSA Fall Orientation	\$7,000.00	7146.47	\$7,500.00	\$6,232.00
44	GSA Winter Orientation	\$500.00			
Operating Costs					
45	Commons Renewal and Repair	\$1,500.00	303.96	\$1,000.00	\$982.00
46	Commons Insurance	\$4,000.00		\$5,000.00	\$3708.00
47	Telephone, Fax, Internet	\$2000.00	765.79		
48	Building Lease	\$25.00	12.60		
49	Incorporation and WCB Fees	\$300.00	93.09		
GSA Equipment and Supplies					
50	Stationary and Paper	\$750.00	292.87	\$6,000.00	\$6,380.00
5	Coffee and Tea	\$1500.00	383.59		

* increases in our Banking Fees was noted at the September 2014 Council meeting as due to "capital cost and monthly fees for installation of debit machine, online direct deposit service."

** significant decrease in GSA Needs-based Bursary budget line is a reflection of a change in procedure, and not a decrease in the overall contribution of the GSA towards these awards

***significant increase in the Gala and Conference expenses is a result in a change in reporting procedure in the interest of transparency (matching the corresponding revenue lines increased under the same reasoning), and now reflects the true cost of each event.

**** This money was budgeted and allocated in September 2013 (motion 15) to support a grad student "Tech Venture Challenge" but was not distributed. The funds are now due.

Total Revenues

\$316,000.38

September and October Revenues and Expenses (Up to October.13/15)

Date	Withdrawal/ Out	Deposits/ In	Budget Line	Accounting Code	Note
2015/09/10	35.87		51. 50	51002 (23.40) / 50005 (9.07)	Chq* 2616 Payment to Grand and Toy for Office Supplies / Commons Supplies
2015/09/10		150.00	2	REV	Chq* 005 Student Association Commons Booking
2015/09/14	679.02		30, 35	30001, 35001 (339.51 each)	Visa Payment for PhD Film Licensing
2015/09/15	118.26		35	35001	Chq* 2620 Reimbursement to D. Bennett for poster printing for PhD Movie
2015/09/16	168.52		21	21002	Visa Payment to Emco Finer Foods for Council Meeting Food
2015/09/17	303.00		37	37001	Chq* 2626 Toxicology Dept. / Tox on Tap Platinum Sponsorship
2015/09/17	1000.00		41, 42	41000, 42000 (500.00 each)	Chq* 2625 University Council Gala Sponsorship
2015/09/21	12.60		48	48001	J0328646 (2015/16 lic. fee St. Chads)
2015/09/23	55.53		20	20111	Chq* 2629 Payment to Council Minute-Taker
2015/09/24	75.85		47	47001	TS000568 / 2070 (Dial Tone - VoIP)
2015/09/24	6.32		47	47002	TS000568 / 2150 (Directory Advertising-white pages)
2015/09/24	4.93		47	47003	TS000568 / 2200 (Equipment Rental Analog)
2015/09/24	42.09		47	47003	TS000568 / 2200 (Equipment Rental VoIP)
2015/09/24	0.76		47	47004	TS000568 / 1250 Long Distance)
2015/09/24	17.86		47	47005	TS000568 / 2010 (Voicemail)
2015/09/29	6081.14		12	12001	Office Staff and Coordinator Payroll
2015/09/29	5.19		49	49002	VISA Payment Corporate Registry Reports ISC Regina
2015/09/30	533.08		13	13001	Chq* 2642 August Hon (Chakravarty)
2015/09/30	462.02		15	15001	Chq *2635 August Hon (Ghaith)
2015/09/30	462.02		18	18001	Chq *2636 August Hon (Shahadu)
2015/09/30	462.02		17	17001	Chq* 2637 August Hon (Terekohova)
2015/09/30	462.02		16	16001	Chq* 2638 August Hon (Chapola)
2015/09/30	462.02		19	19001	Chq* 2639 August Hon (Carriere)
2015/09/30	462.02		14	14001	Chq *2640 August Hon (Bennett)

2015/09/30	17.46		51	51002	Chq* 2634 Payment to Grand and Toy for Commons Supplies
2015/09/30	5.78		53	53002	D51867 / MS000403 (Postage Expense)
2015/10/01	27.15		25	25200	Mon FEE07206683
2015/10/01	1.62		25	25001	Interac Fees
2015/10/01	16.20		25	25001	Service Fee
2015/10/01	3.75		25	25001	Monthly Fee
2015/10/02	5.82		51	51002	Chq* 2643 Cheque to Grand and Toy for Commons Supplies
2015/10/02		25.00	30 (15.00), 35 (10.00)	REV	EF1002 07206683 (5 Movie Ticket Sales)
2015/10/05		405.00	30 (200.00), 35 (155.00)	REV	Cash from Movie Ticket Sales (355.00) and (50.00) Original Float
2015/10/05		150.00	11	REV	Chq* 003 Advertising Cheque from DG Dental PC for Handbook Advert
2015/10/08	13.12		50	50005	Chq* Reimbursement to D. Bennett for Office Supplies
Multi		1940.90	1	REV	Optional PostDoc Fees

Orientation Expenses Spreadsheet

Expense	Amount	Budget Line	Accounting Code	Note
2015/08/20	768.90	43	40000	T-Shirts from We Print It Sask.
2015/08/31	525.00	43	40000	Chq* 2595 Payment to Steve Kushman Productions Inc. (Sound Tech/DJ)
2015/09/02	118.30	43	40000	Chq*2597 Reimbursement to Y. Liu for Posters Printing for Orientation
2015/09/02	1044.34	43	40000	Chq* 2598 Reimbursement to H. Shahadu for GSA Orientation Expenses
2015/09/03	250.00	43	40000	Chq* 2599 Reimbursement to Ibrahaim Kamara as GSA BBQ Safety/Monitor
2015/09/03	106.90	43	40000	Chq* 2600 Reimbursement to Rita Ajayi for Orientation Expenses
2015/09/03	2783.01	43	40000	Chq* 2601 Reimbursement to R. Chakravarty for GSA Orientation Food
2015/10/02	150.00	43	40000	Chq* 2644 Cheque to Hakunawadi Alex Pswarayi for Photography
2015/09/09	683.96	43	40000	Chq* 2617 Payment to 4imprint (pens, promotional totes)
2015/09/14	1101.57	43	40000	Chq* 2618 Reimbursement to Rajat Chakravarty for Meet and Greet Expenses
2015/09/14	124.25	43	40000	Chq* 2621 Reimbursement to Ziad Ghaith for Meet and Greet alcoholic beverage Expenses
2015/09/14	34.33	43	40000	Chq* 2622 Reimbursement to Dana Carriere for Meet and Greet Food/Non-alcoholic beverages
2015/09/14	22.16	43	40000	Chq* 2623 Reimbursement to D. Bennett for Meet and Greet Food/Ice
Total	7712.72			
Total Budgeted	7000.00			
Net	(712.72)			
Revenues				
2015/08/10	1000.00	6	REV	Chq* 24018 Orientation Contribution from StudentCare/ASEQ
2015/09/15	566.25	43	40000	Cash Revenue from Meet and Greet Beverage Ticket Sales
TBA				Alcohol Returns

<u>Expenses</u>	
2849.39	Food and Supplies from Real Canadian Wholesale
250.00	Expenses for GSA Food Safety Monitor (Plus Transport and Delivery>Returns of food and supplies
118.30	Poster printing and advertising for BBQ + Wine and Cheese (100 colour prints + rush service)
779.63	BBQ Rentals and Propane Costs from Handyman Rentals (Propane BBQs 6' x 2', 20lb tanks, Enviro. fees, ratchet straps, BBQ cleaning fee)
525.00	Sound Technician / DJ / Music - Steve Kushman Productions Inc.
54.40	GSA Orientation Coordinator Expenses (Transport, Delivery, Fundraising requests)
26.00	Buffet lunch for full-day volunteers from Choices @ STM (3 meals)
150.00	Photography and photo-editing of Orientation BBQ + Wine and Cheese.
52.50	Two Reserved One-Day Parking passes
172.33	Truck Rental from Enterprise Rent-a-car (24 hour billing cycle, damage waiver, fuel service, and VLF).
768.90	100 T-shirts (Lime Green, 1 Colour Front Print - Black Ink)
259.87	500 Pens (Medium Point Black Ink - Lime/Lime and NavyBlue/NavyBlue
424.09	500 Promotional Tote bags (Grape, Lime, Navy Colours) and set-up charge
6430.41	TOTAL
422.63	Food and non-Alcoholic Beverages for Meet and Greet
855.12	Alcohol and Liquor Licensing Fee for Meet and Greet
5.00	Parking / Delivery Costs for Meet and Greet
1282.75	TOTAL
<u>Revenues</u>	
566.25	Revenue from Meet and Greet Beverage Ticket Sales
1000.00	Orientation Contribution from StudentCare/ASEQ
TBA	Alcohol Beverage Returns
1566.25	TOTAL

VP Operations and Communications Report – September/October 2015

This report highlights my activities over the period September 17th –October 16th, 2015. It has been a busy month where I represented GSA in different meeting and organized several meeting and events.

GSA Fall Bursary

I announced the GSA fall bursary mid-September. The application deadline was Thursday 15th of October.

I created the bursary application and reference letter forms on fluidsurvey, and I sent call for applications at three times to reach more students.

Over this period of time I have replied to 58 requests/questions related to bursary from the students and faculty members. Special thanks to our office manager for helping me in responding to all of these requests.

Currently I work on organizing the bursary committee meeting. This includes finding committee members, preparing evaluation forms, organizing all applications and reference letters in one folder, preparing the confidentially agreement, and preparing the committee agenda. Note that the committee will meet on 28th of October, and we will announce the results by 30th of October.

GSA Website

Updating the association's website on daily basis and making sure that the content is appropriate and correct. All of the updates are done in cooperation with the GSA office manager and coordinators.

GSA Facebook Page

Updating the content of the GSA Facebook page and invite graduate students to follow our association's Facebook page on daily basis. Over August we have reached more studnets (380), this help us to engage more graduate students in our activities.

GSA communication

I sent all the GSA communication via CGSR. Thanks to Beatrice Reid for helping in sending out all of GSA communications to the grad

New GSA initiative (Emergency loans)

I worked with VP Finance on a new initiative. This initiative intended to help the graduate students who need some aid due to some emergency situations.

WE met Wendy Klingenberg the Assistant Registrar (Awards and Financial Aid) to understand how the university crisis aid works. We will use this information to develop our proposed aid program.

Executives and Council Meetings

I organized two executive meetings (23/9 and 14/10/2015) and one council meeting (21/10/2015). The organization including: Calling for items; preparing the agendas; Writing minutes (Special thanks to VP Finance who helped in taking exec minutes)

Gala and Conference coordinators

I created Gala and Conference coordinators online applications. Special thanks to VP external and academic for providing the content of the applications.

Meetings

Date	Meeting details
September 17, 2015	Horse Dance at Wanuskewin Heritage Park
September 23, 2015	GSA exec meeting
October 2, 2015	Lunch with USSU/GSA Executives, Patti McDougall and SESD Directors
October 2, 2015	AgBio faculty council meeting
October 13, 2015	Breakfast with the university president
October 14, 2015	Meeting with Wendy Klingenberg the Assistant Registrar (Awards and Financial Aid)
October 14, 2015	GSA exec meeting

Ziad M. Ghath
VP Operations & Communications
Graduate Students' Association
Emmanuel St. Chad, 1337 College Drive
Email: gsa.ops@usask.ca
Website: <http://www.gsa.usask.ca>

VP Academic Report – September/October 2015

Meetings attended:

- GSA executive meetings
- RSAW/ APC / TLARC committee meetings
- President's breakfast meeting.
- Participated University Council Gala and 34th Manning Innovation Awards Gala
- Working with New career development and employment programming, Student Employment and Career Centre (SECC) and with Library Researcher Series people.
- Had a meeting with USSU/GSA Executives, Patti McDougall and SESD Directors
- Building Bridges meetings. It is a partnership program run by the ASC (Aboriginal Students' Centre) and ISSAC (International Student and Study Abroad Centre), that aims to facilitate cultural exchange and counteract or disprove some of the misconceptions between cultures.
- E-mail correspondence and online activism to promote GSA and create a space for educational activities.

Workshop and events:

- Industry Talks initiative.
October 2, 2015 – Mining and Oil & Gas. It was a well-attended event where 65 students attended.
- Library Researcher Series event (Comprehensive Lit Review, EndNote Desktop, Comprehensive Lit Review, Citation Manager Overview: Which One is Right for You?, RefWorks)
- Working for Federal Election and trying to educate students' daily basis how to vote and why it is important to be aware of Canadian politics.
- Supported GSA movie night.
- Started to work for GSA conference.
- Represented GSA at Who needs Feminism event, organised by USSU Women center.
- The USFA Committee on Women's Issues organised a film screening and panel discussion of *Living Thinkers: An Autobiography of Black Women in the Ivory Tower*, a film by Roxana Walker-Canton on Oct 6th where I participated to represent GSA.
- Participated the lecture. "Intersectionality and Environmental and Sustainability Education: Connecting the Dots between Sexism, Sizeism, and Speciesism" - Thursday October 8th, in SERI.
- Participated Sexual Assault Awareness Week's events to represent GSA.
- On Sept 22 at the North Concourse of the Place Riel Student Centre, Vice-Provost Patricia McDougall, presented the draft sexual assault policy to the greater university community where I participated to represent GSA.
- Currently working with Liv Marken, Writing Help Coordinator to improve it's services for students.

Dealing with Student's academic problems:

- Currently I am dealing with 3-4 students for their academic life problems
- Helping International students often by replying their regular academic queries.

- Organised an **informal event** on Aug 22. along with Building Bridges, CFUW Saskatoon Canadian Federation of University Women Inc, Council of Women, International Women of Saskatoon to make an ally with GSA and to promote interdisciplinary and anti-racist education on campus. In this informal meeting with these community friends I tried to mainly involve young graduate women of the residence. I organised a dinner. Community partners discussed very informally about their organisations, feminism and women's rights, anti-racism etc. They also want to plan in future how else we can involve these young graduate students more and more in future.
- Working for **Federal Election** and trying to educate students' daily basis how to vote and why it is important to be aware of Canadian politics.

- **Dealing with Student's academic problems:**
- Currently I am dealing with 3-4 students for their academic life problems
- Helping International students often by replying their regular academic queries.

President Report – September/October 2015

The GSA has had a successful run of events and advocacy this past month. We would like to continue this legacy for the coming months with guidance from GSA Council.

Transparency

- The GSA has sent an email to all graduate students to hire the GSA conference and gala coordinators. We would like to thank CGSR for an additional Graduate Service Fellowship (GSF) for the position of the gala coordinator this year. The deadline for applications for the positions are October 30th 2015.
- The GSA also announced the Fall Bursary last month. We are proud to announce that we have close to 100 completed applications. The decision on the Fall bursaries will be made by the end of this month.
- The GSA invited the membership to participate in almost all GSA committees as well as university-level committees through an email to the membership. A pool of interested graduate students has been compiled and will be used to send representation at these committees. This was done to ensure that there is increased participation from non-executive members in university matters as well.
- *The GSA Legal Subcommittee* – The GSA set up a legal subcommittee to tackle the invoice presented to the GSA by Scharfstein, Wallen Gibbings Fisher LLP. The subcommittee consists of Will Judge (Chemical Engineering), Rob Perry (Education), Ashton Reimer (Physics), Sherri Rohovich (GSA Office Manager) and Rajat Chakravarty (GSA President). The subcommittee met on two different occasions to discuss points of negotiation with the lawyers to trim the invoice and arrive at a settlement amount. These strategies were then used to negotiate with Jim Scharfstein from the law firm to arrive at an amount of CAD 5530. This was an amount that was due till a phone call was made by last year's executives Rahwa Osman (VP External) and Rajat Chakravarty (VP Student Affairs) questioning the legitimacy of their appointment. The subcommittee feel the negotiations were successful. In the lawyer's opinion, the question that needs to be answered in court is, "Did the lawyers have reasonable grounds to believe that our past President was authorized to seek legal advice for the GSA?".

Collaboration

- The GSA collaborated with the USSU for the Federal Elections Candidates forum on September 29th 2015 – as part of GSA's election campaign. The GSA sponsored refreshments for the event and provided publicity to encourage participation of graduate students. The event was successful

with close to half of the audience present being graduate students and the debate was quite engaging with several students asking key questions on student issues to the candidates.

- The GSA attended the University Council gala representing the GSA at the highest academic decision making body at the university. The GSA was asked to raise a toast to speak about the importance of student participation at the University council and its decision making. The GSA invited 17 graduate students to attend the event and it was a grand success.

Engagement

- The GSA Movie Night was successful with close to 100 graduate students in attendance for the Ph.D Movie 2 show. Graduate students left in splits after the event and most mentioned that we should proceed with such events in the future. Unfortunately, we were unable to break even financially at the event.
- The GSA President, Vice President Operations and the Aboriginal Liaison represented the GSA at the Horse Dance event at Wanuskewin Park to offer support and prayers to the opening of the new Gordon Oakes Red Bear Centre. The GSA Aboriginal Liaison will also be sitting on the steering committee for the facility and provide useful perspectives on making the space beneficial for graduate students as well.
- The GSA President was invited and recognized as a key stakeholder in the university's draft sexual assault policy announcement on September 22nd. The university has now been invited to review the policies and provide feedback before it is taken for approval at the next Board of Governors meeting at the end of this year.
- The GSA President, Vice President Finance, Vice President External and Aboriginal Liaison met with a representative from Studentcare.net to discuss possible strategies for the Health and Dental plan for next year. We also discussed the possibility of sponsorship for GSA events on health and wellness for graduate students and they agreed. The GSA is glad to have an agreement with them to fund our graduate student peer health initiatives for the rest of the year.
- The GSA attended a meeting with the CGSR to discuss strategies for collaboration for GSA initiatives this year. Preliminarily, the GSA is looking for support from CGSR for publicizing the need for GSA Councils across all academic units, putting more pressure on the GSA auditors as well as to work on strategies for aboriginal engagement.

President Report – August/September 2015

The GSA has been very busy this past month with planning and execution of some big events. The GSA Executive has worked well and has provided strong representation and organization on campus and beyond through various meetings. Hopefully, we get some more guidance from GSA Council on our future events, advocacy and campaigns.

Transparency

- The GSA has sent an email to all graduate students for active participation in GSA Council. We have compiled a list of department graduate secretaries as well, to motivate some council elections in academic units that have not been represented. The GSA has also made sample governance documents and volunteered to conduct elections for unrepresented academic units that need guidance. The expectation would also be that current councils assist in setting up new councils in their academic units for the coming year – a communication for the same will be sent out by the Interim Chair on the matter.
- The announcement to hire the GSA Orientation Coordinator was circulated to all graduate students. After a shortlist of 5 candidates, they were interviewed by a panel consisting of four GSA executives – the Vice President Student Affairs, Vice President External, Vice President Operations and the President. After some deliberation, it was determined that Rita Ajayi would be the GSA Orientation Coordinator for the year. Many thanks to all those who applied and the GSA would look forward to more enthusiasm in future positions opening up soon.

Collaboration

- The GSA met the Alumni Association for a meet-and-greet at their Annual Board meeting. The GSA discussed possible ways of engagement for the coming year – including sponsorships for events, invitations to alumni initiatives as well as invitations of alumni entrepreneurs and executives to talk to graduate students on employment in Saskatchewan and beyond.
- The GSA President was also involved in the recently concluded Maximum Value of University Spend (MVUS) committee. The MVUS project focused on three areas for improvement: Strategic Sourcing, Inventory Management and Fees for Service. The work completed on the MVUS project thus far has built a solid foundation that now allows us to move forward with integration into our financial operations. With this change, some initiatives within the MVUS project are being wound down and the accountabilities transferred to Financial Operations within Financial Services. The Fees for Service initiative will continue to move forward under the direction of Laura Kennedy. It is important to note that with these changes, the Office of Strategic Initiatives

has been wound down, and the staff have been realigned to other areas in Financial Services. With the transition from the MVUS project initiatives to financial operations, the MVUS Management Committee and MVUS Advisory Committee will also be wound down. While MVUS won't exist as a project, the goals and objectives will continue to be a key part of our financial operations and we will continue to engage the campus community in finding ways to ensure we are getting the best value from our spending.

- The GSA President was invited to be part of the Presidential Transition Advisory Committee (PTAC). After preliminary discussions, the GSA has now decided to formally hold a few events to initiate conversations with the incoming President Dr. Peter Stoicheff. The GSA Executive has currently planned to have a meet-and-greet with the current GSA Executive followed by a town hall with all members just prior to his installation.
- The GSA President with Vice President Academic also met Desiree Steele from Institutional Planning and Assessment (IPA) to discuss strategies for having a tuition consultation amongst graduate students, similar to the USSU's plan last year.
- The GSA also participated in the international student welcome at ISSAC by setting up a booth in the week of orientation. The GSA President met several new students and guided them through various procedures in the university, for settlement.
- The GSA Executive attended the President's Breakfast meeting of September to discuss student issues with senior administration. The discussion revolved around student legal services on campus for graduate students in case of academic misconduct cases as well as to provide graduate student representation at the Gordon Oakes Red Bear Student Centre steering committee.
- The GSA President was also in attendance for the elections of student representatives at the University Senate subcommittees. Several subcommittees were shared between various student members – the GSA President felt it was important to engage students who were not executives to sit on these subcommittees for wider student engagement, and thus is not serving on any of these subcommittees.
- The GSA President is also sitting on the Advisory Committee for the Interim Dean of Arts and Science Peta Bonham-Smith. The issue that was discussed was strategies to foster stronger indigenous engagement in the College.
- The GSA has decided to sponsor a table at the University Council Gala in recognition of their efforts in promoting the academic interests and governance at the University of Saskatchewan. It is hoped that such a contribution would invite more quid pro quo donations for future GSA

initiatives by various university offices and foster stronger credibility of the GSA in the eyes of the university community.

- The GSA and the USSU are coming together to organize a Federal election Candidates Forum on September 30th at 4 p.m. at the Health Sciences building (Atrium D). This will be an excellent opportunity for both graduate and undergraduate students to ask questions to the candidates running from the University riding here in Saskatoon. Light refreshments will be served.

Engagement

- The GSA President was invited at various places on campus for various orientation events. In a first, the GSA President was invited to speak at the University Orientation on September 2nd at the Bowl along with the University President and the USSU President. This was a great opportunity to showcase the GSA at the beginning to the broader incoming campus community and set the tone for future engagement amongst new students.
- The GSA President spoke at the CGSR Orientation for incoming graduate students on their rights and responsibilities as graduate students as well as a brief information session on all the services provided by the GSA.
- The GSA was also invited to provide an information session on the GSA at the Residence Assistant training session as well as the GSR 981 course introduction with international students.
- The GSA President was also approached by the University Secretary's office to deal with an Alternate Dispute Resolution (ADR) involving a graduate student.
- The GSA had a very successful orientation BBQ as well as the Wine and Cheese social. A record turnout of close to 1800 students were at the BBQ. A big thank you to all of you who came out to the GSA BBQ and making it a runaway success. A sincere thanks to all the volunteers who have worked tirelessly to make this event successful. A special mention to our performers for an awesome show and all our chief guests for some useful welcome messages. The Wine and Cheese social saw close to 200-250 students coming throughout the evening.
- The GSA now has a sports representative in Dana Carriere. She will be actively looking to set up and motivate GSA teams for Campus Rec. This will provide a much needed relaxation activity for graduate students and help create friendships and some socials.
- The GSA is well-underway with the Federal Elections campaign. The GSA has ordered a whole bunch of election 'swag' from Elections Canada and has been distributing it since the University orientation week. This will be available at the GSA Commons till the day of federal elections –

and everyone is invited to take items. A booklet containing all important information on how to register and vote is also available.

Graduate Students' Association



University of Saskatchewan - Graduate Students' Association (GSA) Executive Meeting Minutes
Wednesday, September 23, 2015 - GSA Commons - 5:00PM – 7:00PM

Present: President R. Chakravarty, VP Finance David Bennett, VP Operations and Communications Ziad Ghaith, VP Academic Jebunnessa Chapola, Aboriginal Liaison Dana Carriere, VP Student Affairs Hardi Shahadu

Regrets: VP External N. Terekhova (notified in advance)

1. Call to Order. The meeting is called to order at 4:59PM.
2. Approval of Chair. The President asks if anyone wishes to be chair. Seeing no volunteers the President volunteers. Seconded by VP Ops. All in favour. Motion carries.
3. Approval of Minute Taker. Two nominations on the floor. President nominates the VP Ops. The Aboriginal Liaison nominates the VP Finance. There are no further nominations. The VP Finance is elected minute taker by 3 (VP Student Affairs, Aboriginal Liaison, VP Ops) to 2 (VP Finance and President). 1 Abstention (VP Academic).
4. Approval of the Agenda. The VP Student Affairs moves that the AAPS funding request that was circulated in advance be added as Motion 8. Seconded by the Aboriginal Liaison. All in favour. Motion carries.
5. Approval of the Minutes of GSA Executive Meetings on September 9, 2015. The Aboriginal Liaison notes that they are very good. The VP Student Affairs moves. Seconded by VP Academic. All in favour. Motion carries. The VP Finance reminds people to read the minutes as there are often easter eggs.
6. Items for Actions/Information

6.1. Three Minute Roundtable [D. Carriere]

The Aboriginal Liaison notes that Exec. meetings are often the only time that all GSA execs. see each other and are together. She suggests that we take three minutes each Exec. meeting to update the rest of the team. This way we can keep each other in the loop.

The President observes that this sounds reasonable and he moves that this section be added to all executive agendas going forward. Seconded by the Aboriginal Liaison. All in favour. Motion Carries.

The VP Student Affairs states that we need to provide a one page summaries to the other executives of pertinent meetings/news. These must be circulated before the meeting.

6.2. Provost Search Committee [D. Carriere]

The Aboriginal Liaison has volunteered to sit on this committee. The President moves to approve this appointment. Seconded by the VP Student Affairs. All in favour. Motion carries.

The VP Finance asks what search committees other execs are on. President Chakravarty is on PTAC, VP Finance is on Vice-Provost, Aboriginal Liaison is on Provost and Dean of ESB. The President notes there will be more search committees coming up and he will be seeking volunteers. The VP Student Affairs expresses interest as this opportunity.

The VP Academic asks whether the Provost Search Committee falls under the portfolio of the Aboriginal Liaison. The President replies it does not, at least in the strictest sense.

6.3. Monthly Newsletter [D. Carriere]

The Aboriginal Liaison has sent out an email in advanced and spoken with the Exec via FB Chat. She notes that there are issues with communications. We can't send out a large number of messages via CGSR listserv/email. A newsletter will be a good way to get students involved, particularly those that do not have Facebook accounts. She asks all execs to contribute to it.

The VP Academic asks if the Aboriginal Liaison will compile it. The reply is in the affirmative but with the clarification that only items people send her will be added.

The President notes that he has said he would start this initiative in the past and to that end he has met with AVP Ivan Muzychka (Communications, Advancement, and Community Engagement) in regard to newsletter templates etc.

The VP Finance notes that is important something gets done and sent out instead of just talked about.

VP Ops will assist Aboriginal Liaison with content and the President will manage the layout, design, and distribution. Deadline will be Friday for distribution by Monday if possible.

6.4. The PhD Movie 2 – Updates [D. Bennett]

The VP Finance reminds all present that this event is coming up on Wednesday September 30th in Arts 241 at 6:00PM. Ticket sales have been slower than anticipated and the VP Finance requests that rest of the team utilize their connections to try and sell as many tickets as possible. He thanks the President for the high number of tickets sold along with the Aboriginal Liaison and VP External who have also sold many tickets. Unless Executive members are able to sell five tickets each they will not be given a complimentary ticket.

The VP Finance notes that he will be posting another PAWS bulletin.

The VP Finance notes that utilizing a coordinator would be an unnecessary expenditure and requests one to two volunteers to help him on the night of the event. He notes that he plans to work the door so he will require someone to operate the computer/AV system at the start.

The President volunteers to help with the computer/AV.

6.5. Updates on the 2016-2017 Budget [D. Bennett]

The VP Finance notes that the 2016-17 budget development process has commenced. He notes that this is obviously a major project and he will be working closely with the budget committee. A budget with three interlocking pillars is currently envisioned. First, supporting student success. Second, maximizing revenues. Third, smart/sustainable spending. Each current Executive will be contacted in relatively short order via email to submit any budget asks and requests under their portfolios.

The VP Finance reminds those present that the ultimate decisions aren't up to the Exec. rather they are decided democratically by the budget committee and ultimately the Council. VP Finance notes that he is also meeting with staff from FSD regarding budget development.

The President notes that we need an events line. The VP Finance agrees.

6.6. CFS Meeting - [N. Terekhova]

The President notes that the CFS meeting is happening on Nov. 22nd - 25th. Likely in Ottawa. VP External will go as CFS-SK Rep so we are able to send another rep. The VP Student Affairs is interested in going. The President moves that the VP Student Affairs attend the CFS National Meeting. Seconded by VP Ops. All in favour. Motion carries.

The VP Student Affairs will discuss this further with the VP External.

6.7. GSA office printer usage policy [R. Chakravarty]

The President reminds all that the office printer is not to be used for any personal printing. The VP Finance reminds all that when possible print-outs should be double-sided and that we must be smart with our printing as the printer toner cartridges are expensive and the life of the printer must be maximized.

6.8. Alumni Association-Updates [Z. Ghaith]

VP Ops has arranged a follow-up meeting with the Alumni Association in the first week in October (date TBC). If you cannot attend and there are issues you want raised please email the VP Ops right away. Some attendees from the AA will likely attend via tele-conference.

The VP Student Affairs suggests to review older meeting minutes where some of this was discussed.

The President note that if we are talking about fundraising than the Conference and Gala should be our priorities ahead of other initiatives. The VP Ops notes that this is more to test the waters regarding a more formal proposal.

7. Motions

7.1. Whereas the GSA Bylaws indicate that executive members cannot spend more than ten percent (10%) or five hundred dollars (\$500), whichever amount is larger, of any budget line without a majority vote of the Executive. The intent of this is not entirely clear. For instance budget line 39 (UoS Travel Award Contribution) indicates that \$6000 is required to be mandated towards this fund or line 13 (Presidential Honorarium) is over \$500. Does this mean that the Executive could in essence veto or filibuster approved budget allocations?

All transactions (revenues and expenditures) that have taken place have been reported to the membership and GSA Council. BIRT that they be approved as recorded and the above question be posed to the policy review committee for clarification. [D. Bennett]

Discussion:

VP Finance notes that these are mostly housekeeping motions required for clarity and being open with the membership.

The President notes that in the past when the Policy Review Committee observed that honorariums were all one budget line and certain execs were being paid more than one honorarium at a time this \$500 seemed a reasonable tolerance. With more discrete budget lines it seems less so.

VP Finance notes that the intent and wording could give rise to some confusion. The VP Student Affairs notes that many decisions are made with an intent and the reason why isn't always reflected in the wording. The wording needs to be cleaned up. He notes that we have dealt with our policies in a reactionary manner and that they need to become more forward thinking in the long term.

The President notes that this is just about being transparent (by adding another layer of transparency). The VP Finance will flag any/all transactions that meet the threshold and submit an email digest of them to the rest of the team.

Motion moved by VP Finance. Seconded by the President. All in favour. Motion 7.1 carries.

7.2. Whereas the GSA Guppies / Campus Rec. Intramural Sports initiative contributes to new members becoming involved in the GSA and this initiative helps promote one of our key missions of building a healthy and cohesive graduate student community. BIRT that \$250.00 of unspent funds from budget line 28 (Executive Retreat) be allocated to pay for the registration of 5 (five) campus rec. intramural sports teams for the fall term. BIRFT that up to \$250.00 of unspent funds from budget line 27 (Executive Meeting Refreshments) be allocated to pay for the registration of 5 (five) campus rec. intramural teams for the winter term. BIFRT that these teams must be co-recreational or there must be as equal number of teams per gender as possible and they are open to all GSA members regardless of ability. BIFRT that this motion may be construed as a budget modification so it requires 2/3 approval of the Council and as such this motion be added to the next Council Agenda in deference to due process and openness. [D. Bennett]

Discussion:

The VP Student affairs asks if we need a motion to put this to the Council.

The President indicates we do not but this just shows we are discussing things and thought that this initiative was a good idea.

The VP Finance feels that this is a good usage of funds as it is very bourgeoisie to keep the money for our own perks and way better to support students. The Aboriginal Liaison notes that students are enthusiastic about this and some who were previously registered on different teams contacted us as they wanted to play with fellow graduate students. This initiative benefits students.

The President notes that we should keep some money in the exec. refreshments budget line as we may need food if we have a long meeting.

Moved by VP Finance. Seconded by Aboriginal Liaison. All in favour. Motion 7.2 carries.

8.1 Whereas the U of S AAPS (American Association of Pharmaceutical Sciences) Chapter is hosting an event involving a prominent international pharmacy scientist and graduate students in the College of Pharmacy and Nutrition as well as allied fields will benefit from this important academic and social event. BIRT that the GSA contribute \$450.00 to this event pending ratification as an official group by GSA Council.

APSS Funding Proposal circulated in advance via email.

The VP Ops discloses a conflict of interest. He has a friendship with members of this group but he does note that this is the first time in quite some time a Pharmacy group has moved to become ratified and this is good for the GSA.

President notes that this seems like a high dollar figure. VP Student Affairs states that groups that host events like this are supporting grad students by providing a service in their own right. The President notes that there is insufficient analysis as to justify the ask. The Aboriginal Liaison suggests an amount of \$300 is more reasonable and notes that the GSA budget line must not be exhausted early in the year.

The President moves that the \$450.00 be amended to \$332.25. Seconded by the VP Finance. 5 in favour (VP Ops abstains). Amendment carries.

Amended Motion: Whereas the U of S AAPS Chapter is hosting an event involving a prominent international pharmacy scientist and graduate students in the College of Pharmacy and Nutrition as well as allied fields will benefit from this important academic and social event. BIRT that the GSA contribute \$332.25 to this event pending ratification as an official group by GSA Council.

Moved by the President. Seconded by the VP Finance. 5 in favour (VP Ops abstains). Motion 8 carries.

9. Adjournment. Meeting adjourned at 6:23PM. Prior to adjournment a fruitful discussion was held by all about reaching out to get more people involved in GSA Council. Seeking a more representative GSA with all depts. represented at the GSA.

Graduate Students' Association



**University of Saskatchewan - Graduate Students' Association
GSA Executive Meeting Minutes
Wednesday, October 14, 2015 - GSA Commons 4:00PM – 6:00PM**

Present: D. Bennett (VP Finance), R. Chakravarty (President), Z. Ghaith (VP Operations and Communications), H. Shahadu (VP Student Affairs), N. Terekhova (VP External)

Absent: D. Carriere (Aboriginal Liason) , J. Chapola (VP Academic)

- 1. Call to Order.** The Meeting is called to order at 4:12PM. The Chair regrets the meeting has started for late and encourages all to arrive on time.
- 2. Approval of Chair.** The President asks if anyone wishes to be chair. Seeing no volunteers the President volunteers. Moved by VP Ops. Seconded by VP External. All in favour. President will chair the meeting.
- 3. Approval of Minute Taker.** The VP Finance volunteers to take minutes. Moved by President. Seconded by VP Ops. All in favour. VP Finance is appointed minute taker
- 4. Approval of the Agenda.** VP Student Affairs wants to add item 6.12 Student Forum Representation. President wishes to add item 6.13 Update on Legal Sub-Committee Negotiations. VP Ops wishes to remove item 6.5. VP Student Affairs wishes to add GSA meeting on childcare as item 6.14. So moved by President. Seconded by VP Ops. All in favour. Agenda is so adopted.
- 5. Approval of the Minutes of GSA Executive Meetings on September 23, 2015.** No corrections or amendments brought forward. Moved by the President. Seconded by VP External. All in favour. Minutes are adopted.

6. Items for Actions/Information

1.1. Three Minute Reports

[Execs]

All appended at the end of this document.

1.2. Update on Discretionary Funds

[D. Bennett]

The VP Finance notes that the Bylaws of the GSA indicate that the VP Finance, under the guidance of Council and the Budget and Finances Committee, will oversee the finances of the Association. The annual operating budget of the GSA has been constructed in such a way that each GSA Executive member has been allotted a discretionary fund of \$400.00. He notes that there has been some confusion about the purpose and procedures in regards to these budget lines. The intent of said funding is to allow Executive members to support initiatives under their portfolios that benefit the membership of the Association including but not limited to conference travel, planning and hosting of symposia and academic events as well as non-academic and social events. In the past Executive Discretionary funds were all under one budget line and were used in a very inequitable way (i.e. entirely by certain Executive members to the absolute exclusion of others.) hence the creation of individual lines for each Executive.

The VP Finance notes that allocating money from Executive Discretionary Funds (even nominal amounts and even with an exec. vote) contravenes the spirit and the letter of the GSA bylaws (section 5.2). Of course, the collaboration of Executives is to be supported and the combining of funds from two or more individual Executive discretionary lines is to be encouraged but it requires the consent of each Executive member whose discretionary funding is being used or a two-thirds vote of Council as it is a substantive budgetary motion regardless of the amount. The VP Finance provided an updated list of amounts spent thus far to the Execs.

The President noted that he finds the current structure was leads to 7 different executives running 7 different agendas and he finds it creates friction. The VP Ops notes that all initiatives belong to the GSA as a whole and individuals ought to support joint initiatives. VP Student Affairs notes that the Budget Committee did great work but took a somewhat reactive approach to the idea of discretionary funding. He suggests one common pool with percentage limitations per individual executive.

The VP Finance will bring this up with the Budget Committee and thanks all for the constructive feedback.

1.3. Positive Spaces Workshop for all GSA Executives and Staff [D. Bennett]

The VP Finance notes that he is the representative of the GSA on the Provost's Advisory Committee on Gender and Sexual Diversity. This Committee advises the Provost on matters

related to gender and sexual diversity on campus. Part of this is accomplished through policy work. In previous years the University updated its policy to protect community members by banning discrimination based on a person's gender identity, two spirit identity, or gender expression. Jack Saddleback, Craig Friesen, Joel Fonstad and many others deserve thanks for this policy success. In addition to the policy work another area is in educational opportunities. Members of this Advisory Committee put on Positive Space seminars throughout the year. To that end, members of the Provost's Advisory Committee for Gender and Sexual Diversity alongside Pride Centre volunteers have been putting on seminars that include learning what different terms mean, discussing privilege and showing participants how to use their language and actions in a sensitive and inclusive way. A Positive Space is essentially a place where individuals can express their gender and sexuality without fear of judgment or harassment.

The VP finance is working to arrange for a special Positive Spaces Training to happen at the GSA Commons (time and date TBA, likely selected via doodle-poll) and is hoping that all Executives and staff members will attend. VP Finance notes that he will discuss later with the VP Operations about making it mandatory for staff (that means we would have to pay them). Obviously scheduling for the Executive is challenging but for those that do take the time to attend (it's 90 minutes or so) are really showing their commitment to inclusive leadership and the VP Finance will be widely disseminating that to the membership.

President and VP External wants to find a way to bring in more GSA members into this initiative. VP Finance will talk with his colleagues at PACGSD and find out more details.

1.4. GSA social events

[Z. Ghaith]

VP Ops notes that the GSA has resources that we are not using to their fullest extent. He brings up the issue of the camera and using GSA coordinators to try and maximize our expenditures.

The VP Student Affairs that the Orientation Budget had been developed and circulated. He noted that based on personal experience finding volunteers or staff members to be photographers is challenging as people are often unreliable. VP Student Affairs notes that he negotiated a major savings from the original asking price of \$800

VP Ops and all present note that the coordinators worked very hard during the wine and cheese event.

1.5. GSA fall bursary updates

[Z. Ghaith]

VP Ops notes that tomorrow (October 15th) is the deadline. 65 complete applications have been submitted. The bursary committee will meet on 28th October and the meeting will last approx. 2 hours. As there is an exec. meeting scheduled on that day the starting time for the exec. meeting should be pushed back to 5:30PM.

All were in favour of the Executive meeting starting at a later time.

1.6. Meeting protocols/Meeting expectations from CGSR

[R. Chakravarty]

President notes that at the CGSR Council meeting it was communicated to those GSA execs who were present that certain committee responsibilities are not being fulfilled as certain GSA executives haven't attended all the meetings that they are supposed to. President urges all to make sure to attend all meetings that they are to be at.

VP External notes that there are overlaps or confusion between CGSR and Uni. Council committees.

President suggests if members are unsure to contact the Secretary to the Dean of CGSR. He further notes that we must check our RSVPs in Calendar.

The VP Finance states that all GSA execs must be professional and attend meetings as were under a microscope due to last years events and we have a responsibility to represent the members of the GSA.

1.7. Dean Search Committee Nominations

[R. Chakravarty]

Dean Arts and Science: VP External (who has background in this college) has responded to the email wants to sit on this search committee. All in favour.

Dean University Library: VP Ops has agreed to sit on this committee but notes this is because no one else is doing this and it is outside his portfolio. All in favour.

Dean of CGSR: No initial replies to this email were received. As such President Rajat, VP Student Affairs Hardi and VP Ops Ziad are all under consideration or have expressed some interest or been suggested. As VP Ops Ziad will serve on the Dean of Library Committee, VP Finance is doing a Vice-Provost search committee and the Aboriginal Liason is on several

search committees and the VP Student Affairs has expressed interest in this opportunity he will sit on this committee. All in favour.

The VP Ops notes that we must reply to emails so it doesn't lead to confusion.

1.8. Hiring GSA Gala and conference coordinators

[R. Chakravarty]

The President notes this discussion is challenging without the VP Academic present as she is in charge of the conference and this process needs to start soon.

An inquiry is made into the hours status of the Orientation Coordinator. The VP Student Affairs notes that she is supposed be logging her hours. President notes that each VP is responsible for logging hours of the coordinators they hire.

A brief discussion on the need for an inventory, checking off packing lists and better inventory control occurs.

VP Ops suggests that we use the fluid surveys platform to receive applications for the job. To make his job more efficient he needs access to the special coordinators we hire.

VP External will finalize job description and contact VP Academic to do the same this weekend.

President insists that this be done by the next meeting at the very latest.

1.10. Ideas for October Social / Halloween

[R. Chakravarty]

President suggests holding a social event in October and suggests a board games night with a Halloween costume prize. He further notes we have inventory of beverages that are perishable and need to be used.

Along with the Aboriginal Liason he will organize this event.

Events Budget

[R. Chakravarty]

President notes that he would like to see a budget line for GSA events with a cap at \$500 per event and a total of \$2000 or so. He will present a motion to the Council.

VP Finance notes this will be included in the budget for the next fiscal year and inquires as to where this money will come from this year. President replies the Legal Contingency Fund as the outstanding legal issue has likely been solved.

o **Updates on Grad Student Survey and Academic Consultation [R. Chakravarty]**

As VP Academic is absent there is no update on Academic/Tuition Consultation. President notes that is a priority of his as well and he may provide direct oversight of it.

VP Student Affairs notes that he plans to work on this in November. Some execs have already submitted questions for a potential survey of grad students. He suggests letting Uni. admin know that is the first time we are doing it so we should do it correctly as they have been asking about the progress of this initiative. He will start working on this the first week in November. He is still recovering from Orientation.

6.12 Student Forum Representation

VP Academic didn't attend this event.

President: Student Forum has been set up for students to talk about student issues. It is comprised of general students and student leaders. President Rajat went to the steering committee meeting today. He further notes that their terms of reference require two execs and two grad students at large appointed by Council. This year it was President and VP Academic. Last year was President and VP Student Affairs.

VP Student Affairs states that President and VP Student Affairs should sit on the exec of Student Forum and general membership of Student Forum. He further notes that is a fluid decision that can change year-by-year and is to be decided by GSA Exec. as to which GSA execs will sit on that committee.

6.13 Update on Legal Sub-committee Update

President notes that the legal Sub-Committee met the lawyer today and provided him a compelling rationale as to why the full invoice costs cannot and should not be paid by the GSA. After a period of tense negotiations. The lawyer agreed that the GSA will submit payment for all services rendered up to the period of April 1st 2015 when he was contacted by the VP Student Affairs (Rajat Chakravarty at the time) and VP External (Rahwa Osman at the time) informing him that his appointment/hiring by GSA President at the time had not been approved by the GSA.

BIRT that the GSA will pay the invoiced amount up to April 1st, 2015 including taxes and disbursements from the Legal Budget line. 3 in favour. VP Ops and VP Student Affairs abstain. Motion carries.

President commends the valiant actions of the legal sub-committee and thanks them for their diligent work.

6.14 GSA meeting on Childcare

VP Student Affairs notes that there has been ongoing discussion on childcare with Vice-Provost Teaching and Learning along with his counterpart at USSU. He notes that we need to be informed and be part of this discussion.

VP Academic raises some concerns regarding childcare with VP Fowler (University Finance) but he will take care of them as it is under his portfolio and he will initiate a broader discussion.

President asks the purpose of this discussion. VP Student Affairs notes that the new childcare facility will likely be operational by December and he wants to know the percentage of GSA spaces and how much they are going to charge.

7. Adjournment. Call for adjournment moved by VP Ops. Seconded by VP Student Affairs.

Meeting is adjourned at 6:16PM.

Appendix: Three Minute Reports:

President:

President has chaired a legal sub-committee to deal with the outstanding issue of the legal invoice and notes they came up with a good strategy and most likely resolved the situation. This has been a major focus and he is pleased to resolve it in a way that saves the GSA thousands of dollars. He has been working on improving participation rates at GSA Council and has reached out to Uni Council to tell them to send their students to our Council. Several departments have been having elections and he encourages all present to get people from their departments involved. The Election Forum was successful with good turnout and engagement. He worked on newsletter and the next one will be finalized later this week or early next week.

President noted that Student Forum executive had a steering meeting. International Students will be a topic along with final exams scheduling and mental health. He had a meeting with ISAAC. Attended the Uni Council Meeting and gala and the Manning Awards. He is working on Academic Consultation with VP Academic and is also planning some social events. Campaign on provincial elections to be held in April.

VP Finance:

VP Finance notes that obviously things have been very busy but he takes pride in his work and his service for the members of the GSA. Since the previous Executive Meeting he attended a dinner meeting with the Health and Dental Plan Representative which resulted in preliminary positive news in terms of plan costs for the next year. He attended the Meet and Greet event for the Indigenous Graduate Students' Council. He further notes that he is committed to better GSA engagement with Indigenous students and complimented the hard work that Liason Carriere is doing in this area as it is obviously an area where the GSA can do better. She also deserves congratulations for her leadership of the intramural sports initiative as do the execs who have stepped up participated on these teams as a form of positive outreach to our members.

The VP Finance reports that the movie screening he organized was well received with many attendees reporting that the movie was better than the original. He acknowledges the work of President Rajat and VP Ghaith in helping him with set-up, take-down and ad hoc tech support they provided. The VP Finance had hoped for the GSA to break even on the event but with the film licensing being in American currency and the number of tickets sold that did not happen. The suggestions received include having popcorn/snacks next time. VP Finance reports that this may be possible to serve them on the outside of the room but is not technically permitted in the inside classroom. VP Finance helped to transport and set-up beverages and treats for the Federal Election Candidates Forum and the feedback from this event was positive. The GSA is obviously a non-partisan organization but we certainly want our members to be involved in the political process.

Along with the President, the VP Finance attended the announcement of the Manning Awards winners and then attended the reception representing the GSA along with the President, VP Academic, and Aboriginal Liason. It was pleasurable and we took the chance to greet MLA Norris and Mr. Michel David from the Organizing Committee. This celebration of innovation is something that the GSA has touched on somewhat in the past through sponsoring the Tech Venture / I3 Innovation Awards via venture loans (which would generate some revenue for the GSA). The uptake in that program hasn't been as high as hoped when the agreement was signed several years ago and it expires this year. VP Finance has had meetings with the ILO (Industry Liason Office) who administer this program and would certainly like to continue having some agreement with them but it needs to be modified to better suit the membership of the GSA and not so narrowly focused on STEM and also scaled back in terms of revenue commitment. This is an ongoing process that he is engaging with.

The VP Finance attended the CGSR Council meeting with the President and the VP Operations and reminded all present that they are also supposed to attend this council as they are voting members and the voices of grad students. He further notes that President will likely talk more about the ongoing attendance problem later on. The substantive discussion largely focused on the qualification level of Ph.D./Master's Supervisors. It is obviously important for all students to have qualified supervisors well being responsive to different disciplinary standards.

The VP Finance has been working on the budgeting process including having meetings with experts from Financial Services Division and doing research/reading on the processes and examining comparator organizations. There are challenges in trying to budget for things that don't exist yet or don't have any sort of policy prescriptions. VP Finance notes that it seems clear there is a need for improved student and academic advocacy but until we know what form that will take any accurate budgeting cannot be accomplished. Another initiative that may come in the next budget that he has been working on with the VP Operations is one year trial of an emergency loan system for graduate students either in cooperation with or above and beyond the current offering from the University. To that end they have had a preliminary meeting with the requisite University officials to gather more information. The idea of implementing this system is that it would go above and beyond the current system of needs-based bursary. VP Finance also notes that it is his intention to expand the needs-based bursary system to benefit more students.

Along with the President and the VP Academic he attended the interim-President's Reception and thanked President Barnhart for his service to our University. His sentiments of going for calmness but not complacency strike accord with VP Finance. In addition to the Senior Leadership Breakfast he also attended the lunch meeting with VPTL Patti McDougall and her team from SESD. VP Finance notes that he is honoured to be the GSA representative to the Provost's Committee on Gender and Sexual Diversity which is an administration-supported committee that serves to support the institution in creating a community "that embraces diversity and ensures fair, respectful, and inclusive treatment for all its members by addressing intersectional issues of gender and sexual diversity as they impact upon the campus community." One of the issues that we are working on now revolve around university paperwork that we have all filled out at some point in our careers and the need to make sure the language regarding sex and gender is keeping up with the realities of our community membership.

VP Operations and Communications:

VP Ops notes that the daily updates of FB page, GSA website and daily meeting with GSA Commons Manager are ongoing. He has represented the GSA at the Ag-Bio Council, Uni Council meeting, USSU and GSA lunch, Leadership breakfast. He announced the bursary applications for this fall and has been organizing this on a daily basis. He also notes that he has been working very hard on a new initiative with VP Finance regarding emergency loans and met with requisite university officials.

VP Student Affairs:

VP Student Affairs notes that he is in a transition zone. He spent a great deal of time doing the orientation and been trying to catch up on his academic work. He has been representing the GSA at PCIP and Academic Programs on CGSR which meet regularly. He has been working with Vice-Provost Teaching and Learning and his USSU counterpart on issues of Campus Safety. He has been advocating on behalf of the GSA during sexual assault awareness campaign. He has been meeting with CGSR Associate Dean to talk about student advocacy and helping students deal with residence regarding temperature control issues in the residences. He is finalizing the report on Orientation.

VP Academic:

VP External:

VP External notes that she has been doing a whole bunch of stuff including Grad School Health Chats and planning these events for the whole year with approx. one per month Topics will include mental health, exercise, nutrition.

She represented GSA at the Sustainability Expo today and on Friday and has been tracking down councillors to serve on policy review committee.

Aboriginal Liason: