



**UNIVERSITY OF SASKATCHEWAN  
GRADUATE STUDENTS' ASSOCIATION  
COUNCIL**

Tuesday, August 14, 2018: 5:00 PM – 7:00 PM  
GSA Commons

**Agenda**

		<b>Action</b>	<b>Pages</b>
	OPEN SESSION		
4:45 PM	Council Sign-in and Dinner		
5:00 PM	1. Call to Order 2. Approval of the agenda	Decision	1
	<u>Consent Agenda</u> <b>Motion:</b> To receive for information and/or approve by consent items 3-8.	Decision	
	3. Minutes of the June 19, 2018 Council Meeting		2-7
	4. Minutes of the June 28, 2018 Executive Meeting		8-10
	5. Minutes of the July 19, 2018 Executive Meeting		11-15
	6. Minutes of the June 16, 2018 Code of Ethics and Discipline Committee Meeting		16-17
	7. Minutes of the July 12, 2018 Elections Committee Meeting		18-19
	8. Minutes of the June 26, 2018 Bursary Selection Committee		20
	<u>Regular Agenda</u>		
	9. Report of the President	Information	21-22
	10. Report of the VP Operations and Finance	Information	23
	11. Report of the VP Student Affairs	Information	24-25
	12. Report of the VP External	Information	26-27
	13. Report of the Indigenous Liaison	Information	28
	14. GSA Survey Results	Information	
	15. Academic Council Cheques and Ratification for 2018/19	Information	
	16. Other business / announcements		
	IN CAMERA SESSION		
	Adjournment		



**University of Saskatchewan  
Graduate Students' Association  
Council Meeting  
Minutes from Tuesday June 19, 2018 @ 5 PM**

**Present:** Marissa Evans (ARCHAIA), Zoe Gillespie, Joshua Pickering (Medicine), Douglas Fansher (Chemistry), Rifat Zahan (Computer Science), Jose Alvin Berkenbrock (Electrical Engineering), Saman Naghieh (Biomedical Engineering), Brittany Laing (Geology), Mamata Panigrahi, Amanda Galas-Wilson (Microbiology and Immunology), Mona Hamada (Pharmacy and Nutrition), Viktoria Hinz (School of Environment and Sustainability), Aimee Schryer (Soil Science), Katherine Raes (Toxicology), Breanne Murray, Narsimha Pujari (WCVM)

**Guests:** Alex Wojcichowsky (School of Physical Therapy), Sarah Greenwood (WCVM)

**Executives:** Naheda Sahtout (President), Jesus Corona Gomez (VP Finance and Operations), Edgar Martinez-Soberanes (VP Student Affairs), Somtochukwu Ufondu (VP External), Marie-Eve Presber (Indigenous Liaison)

**Organization of the Meeting:**

Dr. Scott Adams acted as the Chairperson. The Chair acknowledged Treaty 6 Territory and Homeland of the Métis people and indicated that the meeting was properly constituted. Douglas Fansher acted as the recording secretary for the duration of the meeting.

**OPEN SESSION**

**Call to Order / Opening Remarks (Item 1):**

Meeting was called to order at 5:05 PM.

**Approval of the Agenda (Item 2)**

The Chair asked whether there were any amendments to the Agenda as circulated. WCVM Academic Council asked to add an item RE: Maternity Leave Benefits. This has been added as Item 12.

*Motion to approve the Agenda as amended. Moved by Maria-Eve Presber. Seconded by Jesus Corona Gomez.*

***Motion Carries.***

**Consent Agenda (Items 3 – 6)**

The Chair asked whether there were any amendments to the Minutes of the April 17, 2018 Council meeting. Hearing none, the Chair called the question.

*Motion to approve the consent agenda. Moved by Mona Hamada. Seconded by Amanda Galas-Wilson.*

***Motion Carries***

### **Report of the President and President's Annual plan (Item 7)**

The GSA President discussed her Annual Work Plan in brief indicating that there were three things that she wanted to focus on that previous Executive have initiated.

1. Graduate student representation on the Board of Governors is currently non-existent, so the GSA will continue working towards establishing a representative member of the GSA to sit on the Board. This builds upon the efforts of the previous GSA Executive and will hopefully progress further this year, as graduate students are one of the major stakeholders at the University of Saskatchewan.
2. Student Supervisor Agreement was adopted by CGPS Faculty Council. While the template is encouraged, it is not mandatory. The GSA wants the agreement to be used by more departments and students to provide guidance at the early stages of the student/supervisor relationship. Knowing expectations put forth by the agreement helps prevent stress as much as possible and helps each party to better understand what is needed to make the duration of study go as smoothly as possible. This plays greatly into the wellness of both faculty and students. Last year, the agreement was piloted in Pharmacy and Nutrition and Computer Science and was generally well received. As part of the presidential action plan, the President wants to broaden its use amongst other departments and Colleges in the hopes that others are willing to partake in a pilot project like the ones previously stated. It is also worth noting that CGPS and other members of administration see value in this agreement and want to see its continued use.
3. Finally, the President wants there to be other/further opportunities for graduate students to improve academic experiences such as skills workshops and networking events that better enable graduate students to find a job. The GSA is currently in communication with CGPS and the Gwenna Moss Centre to try and build such resources that would enhance supervisory skills and student support.

### **Report of the Vice-President Finance and Operations (Item 8)**

1. With the help of the previous VP Finance and Operations, was able to assist a student needing help with their taxes. This event will most likely be held again next year during tax time to help students fill out their taxes.
2. Bookkeeping services will be used to track finances as well as make copies for continuity purposes and for auditing assistance.
3. Outstanding balance for last year's (2017 / 2018) UPASS was paid in full to the City of Saskatoon and thus we are up to date for the upcoming fall semester.
4. GSA bursary applications are due June 22, 2018. Winners will be selected the following week after the application deadline.
5. The GSA purchased a new projector screen for the GSA Commons with the help of funding support from CGPS. If there are any other items that Council members think are needed for the space, they are encouraged to email the VP Finance and Operations.

***Clarification needed about the number of students for UPASS and if the payment was for the next term or previous term.***

The bill was for the outstanding balance from the 2017 / 2018 academic year.

### **Report of the Vice-President Student Affairs (Item 9)**

1. As the President mentioned, we are working on enhancing the relationship between academic and industry and bridging the gap between academia research and industry. Most graduates go into industry related jobs but are not properly prepared for it. GSA needs to highlight the research done at U of S to industry. Students should have the ability to pitch their research to industry and graduate students should have the ability to network more with industry. The GSA wants to increase the recognition of research being completed by U of S graduate students to the wider community. Through one of the previous 3MT Judges, we had the opportunity to connect with the Saskatoon Chamber of Commerce, Health Opportunities Committee and Innovation Place. We hope that these connections will be the initial starting stages of providing a network to our students and to providing opportunities for success.
2. The GSA is a part of Saskatchewan Student Coalition, which plans to make it known that post-secondary education is important.
3. Preparations for the fall orientation, which is to occur on September 5, are underway.

#### ***Who sits on the Health Opportunities Committee?***

This committee is external to the University and is part of the Greater Saskatoon Chamber of Commerce. It consists of CEO / other industry folk. This also applies to those in Innovation Place.

#### ***Is there a lack of communication between industry and academia?***

Not a lot of industry knows what students are doing and that is something we are working on.

#### ***In future do you have any plans for approaching other industry jobs (life sciences and other fields)?***

Yes, we will aim to expand into other sectors in the future.

### **Report of the Vice-President External (Item 10)**

1. The VP External attended the Canadian Federation of Students National General Meeting in Quebec.
2. Also attended a Saskatchewan Student Coalition meeting, which hasn't been productive previously, so this year we hope to focus on 3 areas:
  - a. Tuition
  - b. Improved support for international students.
  - c. Increased investment in Northern Saskatchewan
3. Starting in the fall, the GSA will be hosting monthly health chat sessions such as provide opportunities to take part in self-defense and CPR/first aid classes.
4. GSA Guppies: To help promote healthy lifestyles, the GSA hosts a campus rec team every semester; currently we have a Soccer team.

#### ***Changing the tuition is a touchy subject, how are you going to approach that?***

The plans for SSC haven't been fully developed and as we continue to meet to address this issue; more information can be provided at a later date. There have only been two meetings and hopefully as the year progresses we can determine what the best way to advocate for students

would be. The VP Student Affairs also added that there are ways to target tuition increases indirectly, like bringing back the tuition tax credit.

*I can see that it's helpful for SSC to focus on three primary objectives, though are they going to be expanding from those three things in the future?*

Yes, things will be expanded on but currently will focus on broader areas. The President added that in past years, there was a lack of commitment from people and thus it's better to focus on a few things first to see the level of involvement before trying to expand to other important areas of concerns for students.

#### **Report of the Indigenous Liaison (Item 11)**

1. This is an interim position through the Indigenous Graduate Students' Council (IGSC). Ms. Presber noted that she will hopefully be elected in September by IGSC.
2. She attended the Circle of First Nation, Metis and Inuit Conference, hosted by the Canadian Federation of Students, in Winnipeg. Discussed discrimination against Indigenous students on campus across Canada and how this is occurring on campuses and how people's voices can be heard.
3. Wants to add a Treaty 6 plaque on the wall but doesn't want it to be an empty gesture and looks forward to strengthening the relationship between IGSC and the GSA.
4. Looks forward to working with the VP Student Affairs to address the needs of Indigenous graduate students.

#### **Maternity Leave Benefits – Western College of Veterinary Medicine (Item 12)**

The WCVM Academic Councilor indicated that paid maternity leave was cancelled by in the Western College of Veterinary Medicine in the winter term without the students/faculty/staff knowing. This scholarship was available to a specific group of students for many years. The Councilor invited Sarah Greenwood to discuss the timeline of events from this cancellation until now.

Sarah indicated that the cancellation led to the creation of a petition in which more than 200 students/faculty/staff/alumni signed. The petition was circulated to the Dean of WCVM, CGPS, Provost and GSA President. The goal of the petition was to raise awareness of maternity leave issues and also seek a formal reply from the University with regards to whether the practice of these maternity leave benefits would continue within the College. A formal reply from the University was provided by the Provost earlier this month indicating that the College is currently reviewing the policy and that "In the interim, and pending the outcome of this review, the College will continue its practice around paid maternity leave for graduate students as it has been provided in the past."

The WCVM Academic Council wants to get feedback on maternity conditions on campus. Sarah asks each Council member to discuss with students in their respective department about what is available so that they can collect information. Sarah encourages students to contact the President if they have anything to add with regards to this topic.

The President encourages graduate students to continue being engaged within their Colleges / Departments to ensure that their perspectives are heard and that we can continue to enhance the academic experience of graduate students at the University.

### **Summer Bursary Selection Committee Membership (Item 13)**

The Chair indicated that there is a need for two Councilors to sit on the Spring / Summer Bursary Selection Committee, in order to constitute the Committee properly since the Councilors who were on the Committee are not available this month. The time commitment is 5-6 hours. The Chair called for nominations. Brittany Laing and Jose Alvin Berkenbrock indicated their interest in being a part of this committee. No other nominations were received.

*Motion to nominate Brittany Laing and Jose Alvin Berkenbrock to the Bursary Selection Committee for the Spring / Summer Bursary selection. Moved by Edgar Martinez-Soberanes. Seconded by Jose Alvin Berkenbrock.*

***Motion Carries.***

### **Permission to Raffle TV Screen (Item 14)**

The President indicated that with the funding support from CGPS, the GSA was able to finally install a projector screen. Currently the TV screen that was removed to accommodate the projector installation is not being used. Discussions among the Executives indicated that perhaps it would be nice to raffle the TV screen to the University community and the community at large to collect money for GSA Commons repairs. The idea was to sell raffles starting during the orientation week.

#### ***Could we use it for an announcement screen?***

Last year, the Executives sought consultations with FMD to see what options were available for this TV screen. The installation of an announcement screen was far too expensive as it required the purchase of a special laptop. The Indigenous Liaison also indicated that because this is a historical heritage site, there are certain regulations that we need to follow. The President followed up because the cost of installing it as an announcement screen, and the minimal traffic towards the GSA commons, would make it an ineffective use of monies.

*Motion to allow for the GSA Executives to raffle the TV screen. Moved by Naheda Sahtout. Seconded by Amanda Galas-Wilson.*

***Motion Carries.***

### **University of Saskatchewan Student Wellness Service Fee (Item 15)**

The President asked Councilors to note Page 45 of the agenda-packet, noting that the student service fee is increasing to \$45 per term (fall/winter) and 22.50 spring/summer and is being renamed as the "Student Wellness and Services Fee". Any further questions pertaining to the fees should be directed to Student Central. She requests that Councilors let their student colleagues know so that the fee increase is not a surprise. Fees are to ensure that student services are being kept and that student needs are being met. The fee is directly being used for Student Wellness Services, Student Outreach and Access and Equity Services.

***Could we perhaps approach Student Wellness Services and ask how this fee will be used and how it will benefit graduate students?***

The President indicated that there were quite a few initiatives that had begun last year that needed funding to continue being sustainable. The idea of this fee is to ensure that these services are offered by the Student Wellness Centre and the needs of students are addressed.

***Last Council meeting, the Director of Student Affairs and Services discussed in-part where the money is going and what changes and innovations they have been doing for the Student Wellness Services.***

The President indicated that the goal is to being proactive rather than reactive.

**Linking Academia and Industry – opportunities for Graduate Students (Item 16)**

The President indicated that the VP Student Affairs touched on this; the struggles of how students are going to integrate ourselves into industry. The GSA wants to ensure that students have the proper tools to be able to network with industry professionals so that they can build a network outside academia. The Greater Saskatoon Chamber of Commerce Health Opportunities Committee has encouraged our students to participate in their industry talks to enable students to pitch their research to individuals in industry. In October, we are hoping that we will have a graduate student event where students pitch their research to industry contacts. The GSA will also be working with Innovation Place to allow students to go to their monthly industry talks to connect with industry partners. GSA wants Council members to be more active in this as it allows us to practice to a broader audience.

***How are you going to advertise these events?***

These events will be advertised via email correspondence and social media.

**Other Business / Announcements (Item 16)**

1. One of the initiatives of the Sustainability Committee last year was to introduce sustainable practice in the GSA. The hope moving forward is to minimize waste production so that we can encourage our members to be environmentally friendly; therefore the plates and cups that the GSA uses will be reusable and will be washed.
2. Saskatchewan Mentorship Program: opportunity to promote good mentorship between students and supervisor.
3. The Government of Mexico is giving scholarships for Canadians to travel to Mexico. They have 27 scholarships available for students. There is also another scholarship only for Indigenous students to travel for short term to communities in Mexico to do research.
4. Access and Equity Services: it is important to note that no information will be shared. If you register with AES, it will not be deposited into any of your academic records. Better to register in case something happens, makes things easier in the long run. To register, resources are online, go from there. <https://students.usask.ca/health/centres/access-equity-services.php>

**Adjournment**

*Motion to adjourn. Moved by Marie-Eve Presber. Seconded by Jose Alvin Berkenbrock.*

***Motion Carries.***

Meeting adjourned at 6:20 PM.



**University of Saskatchewan  
Graduate Students' Association  
Executive Meeting (5 PM – 7 PM)  
June 28, 2018**

**Present:** Naheda Sahtout (President), Jesus Corona Gomez (VP Finance and Operations), Edgar Martinez-Soberanes (VP Student Affairs), Somtochukwu Ufondu (VP External), Marie-Eve Presber (Indigenous Liaison)

**Regrets / Absent:** N/A

**1. Call to Order / Opening Remarks**

The President called the meeting to order at 5:20 PM.

**2. Approval of the Agenda**

The President asked if there were any additions or amendments to the agenda as circulated.

*Motion to approve the Agenda as circulated. Moved by the VP Finance and Operations, seconded by the Indigenous Liaison.*

*Motion carried.*

**3. Approval of the May 24, 2018 Executive Meeting Minutes**

The President asked whether there were any further amendments to the May 24, 2018 Executive Meeting Minutes.

*Motion to approve the May 24, 2018 Executive Minutes. Moved by the Indigenous Liaison, seconded by the VP External.*

*Motion carried.*

**4. Items for Action**

**4.1. August Meeting ThinkGrad**

The first meeting of ThinkGrad will be held from August 1st to 3rd at the University of Manitoba. Usually the VP External goes to this meeting, but the VP External will have another conference to attend in the coming months and prefers that another Executive go. The President suggested that VP Student Affairs attend the August ThinkGrad meeting.



*Motion to approve that the VP Student Affairs attend the August ThinkGrad Meeting at the University of Manitoba. Moved by the Indigenous Liaison, seconded by the VP External.*

***Motion carried.***

#### ***4.2 Cheque remittance***

The President indicated that the VP Finance and Operations will bring this item forward at every Executive Meeting, or as the need arises. The VP External asked for a reason why some of the payments relate to the previous academic year. The President explained that some of the invoices come after April and we pay them as we receive them.

*Whereas GSA bylaws 5.4.3 restricts expenditure amounts above \$500, of any budget line, with the exception of salaries and Executive honorariums, without a majority vote of the Executive.*

*BIRT that the following expenditures be authorized:*

- Payment to Buckberger Baerg in the amount of \$4440.00 on May 4, 2018 for financial audits for year ending April 30, 2014.
- Payment to USSU in the amount of \$6022.80 on May 4, 2018 for administrative fees relating to Winter 2018 UPASS stickers.
- Payment to FMD in the amount of \$1250.39 on May 31, 2018 for final A/V upgrade.
- Payment for ThinkGrad in the amount of \$800 on May 18, 2018 for membership dues for the 2018 / 2019 academic year.
- Payment to the University of Saskatchewan in the amount of \$8000 on June 12, 2018 for the GSA Student Travel Award contribution for the 2018 / 2019 academic year.
- Payment to City of Saskatoon in the amount of \$1157.97 on June 19, 2018 for remaining remittance of UPASS Fees for the 2017 / 2018 Fall and Winter terms.

*The VP Finance and Operations moved to approve the above expenditures. Seconded by the VP Student Affairs.*

***Motion carried.***

#### ***4.3 GSA Logo in vector format***

The VP Student Affairs mentioned that he has been working with the Office Manager for the promotional material for the Fall 2018 GSA Orientation. The marketing company, who is working with the GSA, asked for the GSA logo in vector file, to which the GSA currently does not have. The advantage of this vector file is that the quality and resolution of the image does not change, regardless of the size of the logo. The company indicated that they could create the vector file at an additional cost of \$50. The VP Student Affairs indicated that he knows a student, a graphic designer, who can create the vector file of the GSA logo for free. The VP Student

Affairs indicated that it would be nice if we could compensate them for their time and effort. The President added that the vector file will be added to the website so that it doesn't get 'lost'.

*Motion to approve payment of \$40 to Andrea Soberanes for creating the GSA Logo in vector file. Moved by the Indigenous Liaison, seconded by the VP Finance and Operations.*

*4 in favour, 1 Abstention*

## **5. Items for Information / Discussion**

### **5.1 Committees and Attendance**

The President emphasized the importance of attending and participating in the CGPS and University Committees, because it shows a level of respect to our positions and our personal commitment as Executives to the GSA and our members. Only for exceptional reasons (illness, conference, family emergency) is it possible to not attend a meeting. It is important to send regrets when such circumstances arise that we are unable to attend a meeting.

### **5.2 2018 [Shttps://wellness.usask.ca/safety/discrimination-harassment.php#Gettinghelppring / Summer Bursaries Update](https://wellness.usask.ca/safety/discrimination-harassment.php#Gettinghelppring/)**

The VP Finance and Operations mentioned that there were 86 applications for the GSA Bursary this term. The GSA Bursary Selection Committee will select 10 beneficiaries for this needs-based bursary. Once the Committee meets and assesses the applications, the recipients will be contacted.

### **5.3 Website**

The President encourages the Executives to check the GSA website and suggest improvements to the content.

## **6. Other Business**

## **7. Confidential Session**

## **8. In Camera Session**

## **9. Adjournment of Meeting**

The President asked whether there was any other business arising.

Seeing none, the meeting was adjourned at 6:30 PM.



**University of Saskatchewan**  
**Graduate Students' Association**  
**Executive Meeting (5 PM – 7 PM)**  
**July 19, 2018**

**Present:** Naheda Sahtout (President), Jesus Corona Gomez (VP Finance and Operations), Edgar Martinez-Soberanes (VP Student Affairs), Somtochukwu Ufondu (VP External), Marie-Eve Presber (Indigenous Liaison)

**Regrets / Absent:** N/A

**1. Call to Order / Opening Remarks**

The President called the meeting to order at 5:03pm.

**2. Approval of the Agenda**

The President asked if there were any additions or amendments to the agenda as circulated.

*Motion to approve the agenda moved by VP Student Affairs and seconded by VP Finance and Operations.*

*Motion carried.*

**3. Approval of the June 28, 2018 Executive Meeting Minutes**

The President asked whether there were any further amendments to the June 28, 2018 Executive Meeting Minutes.

*Motion to approve June 28, 2018 Executive Meeting Minutes moved by Indigenous Liaison and seconded by VP Student Affairs.*

*Motion carried.*

**4. Items for Action**

**4.1. Fall / Winter GSA Council Meeting Dates**

The President wishes to confirm the Fall/Winter Council dates, as previously discussed at the Executive Meeting retreat. Proposed final dates for GSA Council Meetings:

- September 25
- October 16
- November 20
- December 11
- January 22
- February 26
- March 19
- April 9
- April 16 (potential AGM)

*Motion to approve the GSA Council dates moved by VP Student Affairs and seconded by VP Finance and Operations.*

*Motion carried.*

#### **4.2. 2018 Internal Reconciliation Forum**

The President indicates that she received an e-mail from the Office of the Vice-Provost Teaching Learning and Student Experience requesting an in-kind contribution, of the GSA Commons, for one of the 'breakout' sessions for the 2<sup>nd</sup> Annual Internal Reconciliation Forum on September 18, 2018. This event is being organized by the President's office, Office of the Vice-Provost Indigenous Engagement and Office of the Vice-Provost Teaching Learning and Student Experience

*Motion to approve an in-kind contribution of the GSA Commons moved by VP Student Affairs, and seconded by VP External.*

***Motion carried.***

#### **4.3. Oohlala Mobile App**

The GSA subscribed to the Oohlala mobile app to advertise GSA initiatives and events. The App was completely subsidised by the CFS. However, they will no longer be subsidizing, it was voted at the CFS Semi-Annual General Meeting in June 2018. Therefore, the GSA Executive is looking to stop using the app since the GSA has not used it very much in the past. The VP External also points out that there is not really an Executive that is ready to take on the task of promoting our initiatives via the app, further demonstrating its uselessness.

*Motion to no longer subscribe to the Oohlala App moved by Indigenous Liaison and seconded by VP Student Affairs.*

***Motion carried.***

#### **4.4 Search Committee, Dean, CGPS (Email correspondence, July 15, 2018)**

The President received correspondence from the Provost's office that the Search Committee for the Dean of the College of Graduate and Postdoctoral Studies will resume in the fall 2018 term. The composition of senior admin search committees, as approved by the University Board of Governors, must include a graduate student appointed by the GSA.

*Motion to approve Naheda Sahtout to serve as the GSA representative on the Search Committee for the Dean, College of Graduate and Postdoctoral Studies moved by VP Student Affairs and seconded by VP External.*

***4 in favour. 1 abstention.***

#### **4.5. Learner Journey Mapping Project**

The President, VP External, and VP Student Affairs received correspondence from the Office of the Vice-Provost Teaching Learning and Student Experience with regards to a new project. The project is being facilitated to further explore the experiences of incoming international graduate students, with the intention of improving that experience through better coordination of services and supports. The time commitment is about 10 hours. Indigenous Liaison points out that the person sitting on this working group should be an international student.

*Motion to approve VP External to sit on the Learner Journey Mapping Project working group is moved by VP Finance and Operation, and seconded by the Indigenous Liaison.*

***4 in favour – 1 abstention.***

#### **4.6. Cheque Remittance**

Whereas GSA bylaws 5.4.3 restricts expenditure amounts above \$500, of any budget line, with the exception of salaries and Executive honorariums, without a majority vote of the Executive.

BIRT that the following expenditures be authorized:

- ❖ Payment to Delta Bessborough in the amount of \$2000 on July 16, 2018 for April 6, 2019 Awards Gala hall booking.
- ❖ Payment to Chip Bookkeeping Services in the amount of \$1163.24 on July 16, 2018 for May and June Bookkeeping Services.
- ❖ Payment to GSA 2018 Spring/Summer Bursary Award Recipients in the amount of \$10000 on July 3, 2018.
- ❖ Payment to Staples in the amount of \$721.39 on June 29, 2018 for banquet tables for GSA rentals.

*Motion to approve the above expenditures moved by the VP Finance and Operations and seconded by the President.*

*Motion carried.*

### **5. Items for Information / Discussion**

#### **5.1. Update: Student-Supervisor Agreement**

The President wants to provide an update on the Student-Supervisor Agreement. She met with the Associate Dean of Research with members of the Engineering Graduate Course Council in order to promote the Student-Supervisor agreement within the College of Engineering. This meeting proved to be very promising. Hopefully the College of Engineering will be using the Student-Supervisor Agreement in the future. The GSA strategy has been to engage students to get involved within their respective college so as promote the necessity of this agreement (a bottom-up approach).

#### **5.2. Update: Fall 2018 Orientation**

VP Student Affairs says he has all of the promotional materials (ex: t-shirts). The specific dollar amount is still to be determined, so he will consult with the VP Finance and Operations. VP Student affairs has been assured by USSU that there will be no charge for the tables used during Orientation. He is also finalizing invitations to speakers and guests, and will then start looking at the food that we need. He has also checked the BBQs and they are in good working condition. VP External inquires about the broken valve on one of the BBQ, and if it is safe to use. VP Student Affairs assured him that it is safe to use, and that there is only one burner in each BBQ that is out of service. There is currently no plan to fix it as it could be expensive. VP Finance and Operations asks about volunteers. The VP Student Affairs and President state that the GSA called for volunteers in our July communication e-mail. So far 11 volunteers have reply back showing interest in helping at the Orientation.

#### **5.3. Update: GSA Survey**

President has the results of the GSA survey. She will present them to Council at the next GSA Council Meeting in August. These will also be presented at the August 23, 2018 meeting with the CGPS Dean's Executive team.

#### ***5.4. Update: Preparations for the Health Chats and the Gala***

VP External met with a Health Education and Promotion Coordinator (HEPC) to discuss health chats. This individual has helped the GSA over the years to give ideas on how to promote mental health and health chats. Last year, Public Health Students were the ones that helped organize the Health Chats – it was a project for them and they were given credit for it. They discussed whether or not this is possible this year, but there is a new Faculty member in charge so it depends on them and what they decide. Some brainstorming ideas: Laughing Therapy, Zumba, Art Therapy, Mindfulness, Martial Arts, Meditation Exercises, Yoga, Karaoke Therapy, Coffee with Faith Leaders Council, Discussion on Financial Life, Surviving Canada with Humour (Police or Councillor to talk to students), and Fighting Stereotypes. We only have five months (one activity a month). Another option was to improve Student-Supervisor relationship, so that Supervisors and Students can come and discuss how to have a healthy relationship. Indigenous Liaison suggests having a health chat that approaches health from an Indigenous perspective and have it cater to our Indigenous students.

Fighting Stereotypes could also be a good potential topic for the GSA Research Conference held at the end of February. President suggests that VP External work with the GSA Diversity Committee to be able to encourage participation of all groups on campus, engaging the entire University community. Indigenous Liaison points out that this is very important for Indigenous students as well, since many Indigenous individuals face stereotypes within systemic discrimination. There will be further discussions on whether or not “Fighting Stereotypes” should take up a whole day of the two-day Conference.

VP External settled on a theme for the GSA Gala: “Constellation of Stars”, with glitter and star-themed decorations. He is also thinking of naming tables after Constellations. VP External will work with the Office Manager to set a date with the decorators in order to discuss the specifics of the event.

#### ***5.5. U of S HR Pay issues***

The Indigenous Liaison brings up the fact that she has heard from Indigenous and non-Indigenous students that they have had issues with pay regarding their work for the University. She enquires as to whether the GSA can do anything about this. The President states that the GSA unfortunately cannot do anything with HR. It is outside of GSA governance or jurisdiction. The Indigenous Liaison also enquires about Connection Point and Crisis Aid and if the GSA can help students that are rejected aid from these units. The President states that the GSA contributes monies to Crisis Aid every year, so as to help all graduate students. The Indigenous Liaison enquires about cases of discrimination. The President states that the students would have to file an official complaint through the Crisis Aid channel. The Indigenous Liaison would like to note that equality does not mean equity, and with regard to Indigenous Students it is important to consider the history of the impact of colonialism and to view their situation as unique. She will continue to think of ways to cater to the needs of Indigenous students.

#### ***5.6. Support for (Indigenous) mothers and women***

The Indigenous Liaison is liaising the fact that many Indigenous mothers are struggling on campus and asks if there are any initiatives the GSA would be willing to take on. One aspect that is common between Indigenous graduate students and other graduate students is food insecurity. The

Indigenous Liaison relates that she would like to work with the Diversity and/or Sustainability Committee to discuss ways in which we could help students who face food insecurities, among which are Indigenous mothers.

#### **5.7. GSA Commons Lease**

The Commons Lease expires April 2019. The President indicates that she is currently working on renewing the lease with the University.

#### **6. Other Business**

The Indigenous Liaison indicates that she and the GSA Office Manager went to the “Bringing in the Bystander” session and have received certification. The Indigenous Liaison took notes and will send them to the rest of the GSA Executive so that they have the information.

#### **7. Confidential Session**

#### **8. In Camera Session**

#### **9. Adjournment of Meeting:**

*Motion to adjourn the meeting moved by VP Finance and Operations and seconded by VP External.*

*Motion carried.*

Meeting adjourns at 6:46 PM.



**University of Saskatchewan  
Graduate Students' Association  
Code of Ethics and Discipline Committee  
June 16, 2018 – 4:30 pm**

**Present:** Janine Brown, Ashley Dolovich, Amy Gainer, Mr. Sudipto Mondol, Mr. Scott Adams

**Regrets:** Chelsea Bodo

**Absent:** Logan Pizzey

Minutes taken by Amy Gainer

### **Introduction**

The committee convened to hear the application for review submitted by Mr. Mondol regarding his disqualification from the GSA election. This Code of Ethics and Discipline Committee hearing was done in accordance with section 4.20 of the GSA Bylaws (2017).

Janine (A/Chair), welcomed everyone to the hearing and thanked both parties for their submission of documents in advance of the hearing. The group reviewed confidentiality expectations and the hearing process. Janine reviewed the purpose of this hearing is to either overturn or uphold the Elections Committee decision from April 18<sup>th</sup>. Janine reviewed this decision can, and only will be, considered in relation to the Section 4.20.5 (i-iv) of the GSA Bylaws (2017). Both Mr. Mondol and Mr. Adams were provided opportunity to ask questions before the hearing commenced.

### **Hearing Proceedings**

Mr. Mondol had five minutes to present his information to the committee, followed by a fifteen minute period for the committee to ask questions of Mr. Mondol. Mr. Adams then followed with five minutes to present his information to the committee, followed by a fifteen minute period for the committee to ask questions to Mr. Adams. Both Mr. Mondol and Mr. Adams were then provided opportunity to provide concluding thoughts to the panel. The committee then thanked both Mr. Mondol and Mr. Adams, and both parties left the hearing. The three GSA Code of Ethics and Discipline Committee members then confidentially discussed the information presented.

### **Deliberations**

The GSA Code of Ethics and Discipline Committee considered the provided and presented information. There were four sections of the GSA Bylaws (2017) 4.20.4(i-iv) that were considered in relation to this appeal.

- The committee did not feel information was provided or presented to support the appeal based on Section 4.20.5(i).



- Mr. Mondol first heard the nature and details of allegations of Elections 2018 Rules and Regulations violation *after* the Elections Committee met on April 18, 2018 and decided to disqualify Mr. Mondol from the election. The committee heard, *from both parties*, that Mr. Mondol was not provided details regarding the nature of the allegations, nor was provided opportunity to respond to the allegations against him prior to the decision to disqualify. The Code of Ethics and Discipline Committee (June 16<sup>th</sup>, 2018) was the first opportunity for Mr. Mondol to formally discuss/defend himself against the accusations to date. Section 4.19.4 and Section 4.19.6 of the GSA Bylaws (2017) outlines the requirement to “investigate and deal with alleged violations of this bylaw” and “the CEO shall investigate all other complaints of violations of this bylaw and its schedules and provide advice to the Elections Committee at the earliest possible meeting.” Mr. Adams did outline the steps taken after the allegations of election violation; however, this did not include an opportunity for Mr. Mondol to be aware of the allegations, provide information, evidence or defense. ***Therefore, in relation to Section 4.20.5(ii) the committee believes the Elections Committee failed to observe a principle of natural justice or procedural fairness.***
- The committee did not feel information was provided or presented to support the appeal based on Section 4.20.5(iii).
- The committee did not feel information was provided or presented to support the appeal based on Section 4.20.5(iv).

### **Decision**

After consideration of the information presented in relation to the GSA Bylaws (2017), the Ethics and Discipline Committee submit a consensus decision to overturn the decision of the Elections Committee based on Section 4.20.5(ii).

### **Recommendation**

Although there is no requirement for the GSA Code of Ethics and Discipline Committee to make recommendations, the committee make the following non-binding recommendation to the Elections Committee:

- To reinvestigate the allegations against Mr. Mondol, including discussions with Mr. Mondol, in accordance with Section 4.19.1 to Section 4.19.8 of the GSA Bylaws (2017). This would be in line with the principles of natural justice and procedural fairness.

Respectfully submitted on behalf of the members of the Code of Ethics and Discipline Committee.

Janine Brown



**University of Saskatchewan  
Graduate Students' Association  
Elections Committee  
July 12, 2018 – 5:00 pm**

**Present:** Scott Adams (Chair), Mona Hamada, Tyler Morhart, Kaiyang Tu, Joshua Zimmerman, Marissa Evans

**Regrets:** Palash Sanyal

**Guest:** Sudipto Mondol

Minutes taken by Scott Adams

Quorum was present.

The committee convened following the Code of Ethics and Discipline Committee's hearing regarding Sudipto Mondol's appeal of his disqualification from the 2018 GSA Executive Election, and the non-binding recommendation from the GSA Code of Ethics and Discipline Committee to the Elections Committee, "To reinvestigate the allegations against Mr. Mondol, including discussions with Mr. Mondol, in accordance with Section 4.19.1 to Section 4.19.8 of the GSA Bylaws (2017). This would be in line with the principles of natural justice and procedural fairness."

As it was noted that Mr. Mondol was not provided the opportunity to respond to the election complaints prior to the decision to disqualify him from the election, the purpose of the meeting was to provide Mr. Mondol the opportunity to respond to the election complaints received.

The following election complaints were reviewed and discussed:

1. That Mr. Mondol engaged in door-to-door campaigning within university offices, in potential violation of the following item of the "Elections 2018 – Rules and Regulations":  
-"No candidate or representative shall engage in door-to-door soliciting within the University residences or offices."
2. That an email signed by Mr. Mondol was sent to a large mailing list of a student association, in potential violation of the following item of the "Elections 2018 – Rules and Regulations":  
-"Candidates and representatives may use websites and may send email for campaign purposes and are responsible for learning and following applicable University rules, regulations, and policies regarding electronic communication. However, no candidate may send e-mail to voters via any university or mass e-mail list or through any university staff or faculty member. E-mail is limited to the candidates' personal contacts."

Mr. Mondol then left the meeting to allow the committee to deliberate.

Motion: That, after considering the information provided by Sudipto Mondol in response to the election complaints received, Sudipto Mondol be disqualified from the election due to violations of the “Elections 2018 – Rules and Regulations,” and that Edgar Martínez-Soberanes be named the successful candidate for the position of Vice-President Student Affairs, as previously announced prior to the appeal. (Morhart / Evans). Carried.

Motion: That, after considering the financial need expressed by the candidate, the \$50 deposit provided by Sudipto Mondol—previously withheld due to a violation of the “Elections 2018 – Rules and Regulations”—be returned to the candidate. (Hamada / Morhart). Carried.

A discussion of recommendations for future GSA executive elections followed.

Motion: To recommend that it be clarified that it shall be considered best practice that all current GSA Executive members do not endorse any candidate running in any GSA Executive election in official GSA communications, including but not limited to social media platforms, GSA email addresses, or when speaking publicly in the capacity of a GSA Executive. (Tu / Zimmerman). Carried.

Motion: To adjourn. (Morhart / Zimmerman). Carried.

## Bursary Selection Committee Meeting Minutes

Tuesday June 26, 2018

Members Present: J. Corona-Gomez (VP Finance and Operations), E. Martinez Soberanes (VP Student Affairs), D. Fansher (Council Member), B. Laing (Council Member), J. Berkenbrock (Council Member)

The VP Finance and Operations called the meeting to order at 10:00AM and thanked all the committee members to be present on this important selection process despite of their important daily activities. It was mentioned that a lunch will be provided for the committee members. All members present signed confidentiality documents to ensure all bursary applicants privacy rights are protected. It was restated by all present that if anybody knows or has any type of relationship with an applicant, another committee member has to evaluate that application. Each member reviewed and ranked the package of applications according to the accepted criteria, then a second revision for high ranked applications was made by another member. It was decided unanimously that incomplete applications will not be revised and any applications that score well-below a minimum threshold will not have a second evaluation. Following the review and cross-checking of all applications, they were sorted according to score. The Committee managed to get through a sizeable number of the applications. Committee Members finish the remaining applications and ensure they get a second review.

It was mentioned that there were many qualified and deserving applicants, and those who didn't receive bursaries is due to the limited number of bursaries available. 10 beneficiaries were selected from a total of 86 applications. Successful bursary applicants will be notified by July 6, 2018. It is recommended for those who were unsuccessful to apply again for the 2018 Fall Bursary. VP Finance and Operations will circulate the minutes and pending approval will contact the recipients of the bursaries.

The Meeting was adjourned at 3:30PM.



University of Saskatchewan Graduate Students' Association  
**President Report – August 2018 GSA Council Meeting**

Dear Councillors,

On behalf of the Executives and Staff, I would like to thank Councillors for serving on the GSA Council for the past year. It has been a great privilege to work for and alongside you to better serve graduate students at the University of Saskatchewan. The level of commitment and engagement that you have shown has helped ensure that the GSA can continue to advocate for better resources and services for our graduate students. Much appreciation goes to those individuals who also sat on Standing Committees or who volunteered their time at GSA Events. Many thanks to the Council Chair for his outstanding work preparing for and executing Council meetings.

In this report, you will find a brief overview of the progress that has occurred since the June Council meeting.

**(1) Graduate Student Representation on the University Board of Governors**

As discussed in the June Council meeting, we will continue to build on the work that the previous Executive have accomplished with regards to graduate student representation on the University Board of Governors. We have met with the Board Chair in late July and the outcomes of this meeting have dictated the next steps that will be taken in pursuance of this goal.

**(2) Graduate Student Commons Lease Renewal**

The lease on the GSA Commons expires in April 2019. We recognize the importance of this space for our graduate students as a place to study, meet friends, host events and a place we call our own. We have reached out to the University Infrastructure, Planning and Land Development team to begin discussions on the lease renewal.

**(3) Student-Supervisor Agreement**

One of our main focuses this year is to further promote the use of the SSA across Colleges / Schools as a means of paving the way to making it mandatory at the University of Saskatchewan. As before, we plan on following a bottom-top approach in which the students of each College /

School are the driving force behind the implementation of the SSA. Since the June Council meeting, we have;

- Met with faculty and students from the College of Education to discuss the best approach to promoting and mandating the use of the SSA.
- With the help of the Engineering Graduate Course Council, met with the Associate Dean Research, College of Engineering, to discuss the use of the SSA in the College of Engineering.
- Met with students from the College of Medicine to discuss the SSA and the benefits of its use for thesis-based graduate students.

All of these conversations were positive and indicated overwhelming support for the potential effectiveness of the SSA in a student-supervisor relationship and for a superior academic career. We will continue to approach other Colleges / Schools and will continue to work closely with the College of Graduate and Postdoctoral Studies to outline the path of how best to mandate the SSA at the University of Saskatchewan.

Once again, I look forward to the upcoming year and to working with you to promote and foster a superior academic experience for our graduate students. I hope you enjoy the remainder of your summer and best of luck for the upcoming academic year.

Thank you,

Naheda Sahtout  
President, Graduate Students' Association

## Monthly Report from the VP Finance and Operations (August 2018)

Good Evening GSA members,

I am delighted to report you an update on my activities as the current Vice-President Finance and Operations.

First of all, I would like to thank the Office Manager Candace Suessmilch who has done an extraordinary job during the past months. With her assistance and the outstanding support of our President Naheda Sahtout I am pleased to mention that practically the most essential work in this portfolio is up to date. We have placed payments for closing of the academic year 2017/2018 to principal partners including StudentCare (the Health and Dental Provider), The Canadian Federation of Students, along with the City of Saskatoon Transit Division (UPASS provider) are up to date. My main objectives going forward for the next term will be finalization of the GSA coordinator recruitment, working on the organization of the GSA Bursary Fall/Winter term, engagement reviews with the auditors and bookkeeper, working gradually on the 2018/19 Budget, and preparation for the upcoming Tax Clinic as it has been successfully done in previous years.

The GSA Bursary Selection Committee met to review 86 applications. Based on the funds that we had available we were able to allocate 10 bursaries. All successful recipients have been contacted. I would encourage those who were unsuccessful to consider applying again in the future as they were not selected due to the limited funding available. The GSA President and Executive Team continue to lobby the University Administration for more match funding for our bursaries. My sincere thanks for their astonishing effort to the GSA Bursary Selection Committee members: D. Fansher, B. Laing, J. Berkenbrock, and E. Martinez.

The GSA President, the Office Manager and I have been working in the process of hiring a new coordinator for the GSA Commons. We have reviewed CVs carefully in order to shortlist candidates based on their experience and competences. This is an important process that takes time due to the numerous of applications and strong candidates. The decision has not been made yet since we are still interviewing candidates. At the time of writing this report we are still finalizing this important crucial process and look forward to having a new team member in the near future.

I also worked several shifts in the main office opening the GSA Commons during the Office Manager vacations to ensure all of our GSA members have access to the Commons and services we offer.

Please feel free to contact me at [gsa.fin@usask.ca](mailto:gsa.fin@usask.ca) or speak to me anytime at the Commons should you have any questions or need any further clarification.

Sincerely,

[Jesus Corona-Gomez](#)

Vice-President Finance and Operations.

Graduate Students' Association



**Graduate Students' Association**  
University of Saskatchewan

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August 2018

**RE: VP Student Affairs Report to Council**

Dear Council Members:

Please find below my June-July report to council.

**1) Fall Orientation**

As you might know, the fall orientation is coming up very soon. The day of the GSA BBQ has been set for September 5th at 5:00 PM at the Bowl. This is the largest event organized by the GSA and it requires lots of planning. At this point, all the promotional materials have been delivered, as well as the agendas. Invitations have been sent to all the social groups registered in the GSA and to U of S faculty. Volunteers request was also sent out, and we had a positive response; however, we still have space for more volunteers. At this time, I will keep working on putting all the pieces together to have a successful event.

**1.1 U of S Campus Expo**

Campus Expo is a comprehensive university event at which all the departments, offices, and social groups gather in the Bowl to welcome incoming students. This year the GSA and its ratified social groups and clubs have been invited to take part in this event on September 4<sup>th</sup>.

**2) Think Grad**

On August 1st, I had the great opportunity to take part in Think Grad hosted by the University of Manitoba from August 1<sup>st</sup> to August 3<sup>rd</sup>. Think Grad is a Canadian graduate student organization to share good practices among the GSA's of different Universities spread throughout Canada. At the conference, we had very productive sessions at which several topics were discussed. Some of the topics discussed were as follow:

- Mandatory Summer Registration and Fees (UManitoba)
- Non-Mandatory Membership in Student Association (UAlberta)
- Organized Sporting Events and Fitness Promotion (UManitoba)
- Paid Leaves of Absence (USask)
- Office for Students' Rights (UMontreal)
- Online Engagement (UAlberta)





**Graduate Students' Association**  
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- How to Raise Visibility and Awareness of Our Associations (UManitoba)
- Fostering Engagement, Inclusion, and Collaboration Via Governance Structure (UManitoba)
- Student Parents (USherbrooke)
- Presentation and Group Discussion with Elder Carl Stone (UManitoba)

The following is an updated list of meetings and workshops I have attended, since June 11<sup>th</sup>:

<b>Date</b>	<b>Meeting</b>
June 15, 2018	Positive Space Workshop
July 11-12, 2018	Mental Health First Aid
July 6, 2018	Teaching and Learning and Student Experience Consultation
July 20, 2018	Campus Expo Committee
July 26, 2018	Trauma Guidelines Consultation



August 2018

**RE: VP External's Report to Council**

Dear Council Members,

Please find below my August report to council:

1) **Health and Wellness**

- I have reached out to St John Ambulance to see if we can go into a partnership with them for the yearly First Aid/CPR training of interested graduate student members of the GSA. Their manager is currently away on a vacation.
- I plan to host 5 health chat sessions next year as follows:

Month	Topic
September	Tips to Being an Exceptional Grad. Student
October	Surviving Canada with Humour – feat. Counsellor/Police
November	Laughter Therapy
January	Health from an Indigenous Point of View
February	Martial Arts/Self-Defence Academy

2) **GSA Guppies**

Our soccer team reached the playoffs **UNBEATEN**. We worked hard to get rid of bickering from our midst. This, we believe, made us work as a “single organism” to staying indomitable.

3) **Meetings**

The following is an updated list of meetings/events I attended in July.

<b>Date</b>	<b>Meeting</b>
<b>Mondays</b>	GSA Guppies Soccer Games
<b>July 06</b>	Meeting with the office of the Vice-Provost, Teaching, Learning, and Student Experience
<b>July 11-12</b>	Mental Health First Aid Training Sessions
<b>July 19</b>	GSA Executives Meeting
<b>August 1</b>	Journey Mapping Workshop

4) **GSA Gala/Awards Night**

Preparations for next year's GSA Gala/Awards Night is underway. Our theme next year will be **Constellations of Stars**. More information to follow as they unfold.

## **REPORT OF THE INDIGENOUS LIAISON**

No written report was received from the Indigenous Liaison as of August 6, 2018 at 11:59 pm.