



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

Tuesday, June 19, 2018: 5:00 PM – 7:00 PM
GSA Commons

Agenda

		Action	Pages
	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> Motion: To receive for information and/or approve by consent items 3-6.	Decision	
	3. Minutes of the April 17, 2018 Council Meeting		2-12
	4. Minutes of the May 13, 2018 Executive Retreat		13-27
	5. Minutes of the May 24, 2018 Executive Meeting		28-32
	6. Minutes of the April 30, 2018 Code of Ethics and Discipline Committee Meeting and Notice to Council		33-34
	<u>Regular Agenda</u>		
	7. Report of the President and President Annual Plan	Information	35-38
	8. Report of the VP Operations and Finance	Information	39
	9. Report of the VP Student Affairs	Information	40-41
	10. Report of the VP External	Information	42-43
	11. Report of the Indigenous Liaison	Information	44
	12. Summer Bursary Selection Committee membership (request for nominations for two Councillors to serve on the committee)	Decision	Oral
	13. Permission to raffle TV screen	Decision	Oral
	14. University of Saskatchewan Student Services Fee	Information	45-47
	15. Linking academia and industry – opportunities for graduate students	Information	Oral
	16. Other business / announcements		
	IN CAMERA SESSION		
	Adjournment		



**University of Saskatchewan
Graduate Students' Association
Council Meeting
Minutes from Tuesday April 17, 2018**

Present: Joshua Pickering, Chelsea Cunningham (College of Medicine), Douglas Fansher (Chemistry), Jose Alvin Berkenbrock (Electrical Engineering), Sudipto Mondal (Biomedical Engineering), Saman Naghieh (Biomedical Engineering), Luc Chabanole (Geological), Bethany Thiessen (Geography and Planning), John Bird, Olivia Bird (History), Amanda Galas-Wilson (Microbiology and Immunology), Natasha Boyes (Kinesiology), Mona Hamada (Pharmacy and Nutrition), Evan Poncelet (Psychology), Viktoria Hins, Palash Sanyal (School of Environment and Sustainability), Kirby Brigden (Sociology), Jennifer Bell (Soil Science), Katherine Raes (Toxicology), Breanne Murray, Caroline Malgrain (Western College of Veterinary Medicine)

Executives and Board: Ziad Ghaith (President), David Bennett (VP Operations and Finance), Ali Kiani (VP Student Affairs), Naheda Sahtout (VP External), Iloradanon Efimoff (Indigenous Liaison), Logan Pizzey (Board Member)

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. The VP External acted as the recording secretary for the duration of the meeting.

OPEN SESSION

Call to Order / Opening Remarks (Item 1):

Meeting called to order at 5:03 PM.

The Chair informed Council that the agenda was previously circulated one week in advance of the meeting. The Chair also drew Council's attention to item 3, presentation by the Vice-Provost Teaching Learning and Student Experience and the Director of Student Affairs and Services, who will be speaking about the mental health resources on campus.

The Chair shared some unfortunate news regarding the death of a graduate student at the University. Kehinde was a graduate student pursuing a Masters of Sustainable Environmental Management Program in the School of Environment and Sustainability. A moment of silence was convened to acknowledge her contributions to the University of Saskatchewan.

The Chair, also in his role as the Chief Electoral Officer, provided an update on the GSA Elections. Voting was held between Wednesday April 11 @ 9 AM to Friday April 13 @ 4 PM. The Elections Committee will meet sometime this week to ratify the results of the elections. The new Executives will be presented at the Annual General Meeting, which will be held on Tuesday April 24 @ 5 PM.

The Annual General Meeting will be held on Tuesday April 24 @ 5 PM in the GSA Commons. This meeting is open to all GSA members at the University. Quorum for the meeting is 50 members. We encourage additional members to attend, as we do not have 50 Councilors. Business at the meeting will include audited financial statements, appointment of auditors, and presentation of the new executive as well as any other business that is brought forward by any member of the GSA

Approval of the Agenda (Item 2)

The Chair asked whether there were any amendments to the agenda that was circulated. Hearing none, the Chair called for a motion to approve the agenda.

*Motion moved by David Bennett, Seconded by Iloradanon Efimoff.
Motion carried.*

Presentation on Mental Health Resources on Campus (Item 3)

The Chair welcomed the Vice-Provost Teaching Learning and Student Experience and the Director of Student Affairs and Services who will be discussing the mental health resources available on campus.

Director of Student Affairs and Services apologizes in advance for the barrage of information; information that is fairly sensitive that discusses diagnosis of students and the services and provisions used by graduate students. Today's discussion is about some of the landscape that has been seen particularly about mental health and resources and services and mental health crisis among graduate students. More information is indicating that there are challenges for graduate students, the experience faced by graduate students and the resources that are available. Further, the recent provincial budget speaks favorably for mental resources for the first time in a very long time.

How well do our students on campus think of our services (not disaggregated data)? The National College Health Assessment Data, a survey that is done across Canadian institutions, compares 2013 to 2016, the data shows that in general students are not as well as they were a few years ago. This is a general trend that we see in the wider society, although it is more exaggerated within the student population.

A snapshot of the student wellness center from last term indicates that there are five main reasons to visit a family doctor; anxiety (583 visits), depression, contraception, ADHD and counselling; four of the top five reasons were related to mental health. With our family doctors, we noticed that 60 % of their case load is mental health patients, which is probably 3 X as much as what they would see if they were working in the community. NCHA data shows reasons for challenges around areas of studies include; stress related, anxiety, sleep difficulties – issues of mental health and the challenges that students are facing.

Access and Equity Services Data from 2007 to 2017 indicates that the top reasons include anxiety, ADHD, major depressive disorder – there is a trajectory of increasing number of students registering with AES with those diagnoses. 75 % of students are registered with invisible disabilities with AES.

Number of individual visits / number of patients from 2011 / 2012 to present indicates that we are seeing more students every year. Between 2011 and 2018, student population increased by 10 % but the number of students visiting the wellness center increased by 30 %. The NCHA data indicates that between 2013 and 2016 we can expect to see that about 2200 more students are seeking access to services. What we actually see that 2013 to 2018, we see that 3300 more students accessing these services. This is fantastic but problematic and concerning about capacity of services and students wellbeing.

How have we responded? There has been a change in the model with significant work done around the wellness strategy with particular emphasis on promotion, prevention and intervention. Other universities rely on intervention in that if more students need mental health services, more counselors are hired. This is a reactive resource but does not change the downstream results. This thus needs a holistic approach that would allow for resources to be used more efficiently. Currently, we are at the intervention side but in 5 years from now, we will be approaching promotion and prevention activities and less of intervention.

AES now encompasses all groups under the human rights code. Student Health became the Student Wellness Centre. Student Affairs and Outreach was created and focuses on student outreach, crisis support and mental health intakes. Input for these changes has come from student leadership – especially towards the wellness strategy. Our focus was about access of service, timeliness of service and quality of experience. These are the things that students care about. There have been a number of different approaches to try and address these concerns.

Key changes this year include:

- Availability of mental health nurses
- Two mental health intake specialists
- Senior mental health clinician
- Crisis counselor in student affairs and outreach
- Mental health support groups, particularly around anxiety and depression
- New intake model
- Faith Leadership Council – a broader support for students
- Funding for Peer Health Groups – including Parents on Campus, Invisible Disabilities Group
- Mental health drop in support
- By-stander intervention program (sexual assault awareness prevention)
- Wellness website
- New model with the Health Region of Saskatoon -> Health Authority of Saskatoon -> for after-hours services

Has this worked?

- 3300 visits last term (about 15 % of students) – a significant increase – so it seems that students are accessing services on campus
- Wait time target was 2 week for any services – 76 % of all people who were seeking access to services in the Student Wellness Center were served within 3 weeks. This is quite a long wait time so if there's a high need; we try to accommodate on a needs basis.

Can we deal with some of the crisis that we are seeing?

- Student crisis group reduced the number of meetings from 10 to 4 in the fall term meaning there was a significant reduction in crisis cases.
- Number of cases handled by the management team has gone up by 300 % which means that we are reaching the individuals earlier and flagging things in a timely manner so that we are not reaching crisis cases. We are therefore doing a lot more prevention work.
- Preparation of students who came for service and got service increased by 90 %, which is 30 or 40 % higher than it was before and was a result of adjusting the model and spreading out the availabilities so that not just a single counselor was in charge of everything.

Graduate students roughly make up 15 % of the student population. 9 % of graduate students registered with AES, which is disproportionately low. About 15 % of students accessing the Wellness Centre were graduate students. Student Affairs and Outreach team also shows that the crisis response team gets involved with graduate students quite a lot. Why is registration with AES disproportionately a low number of graduate students registered? Perhaps cultural influences registration or the cost of diagnosis is too high.

15 % of students, being graduate students, are often seeing family doctors for mental health appointments. Just over 14 % of all students gaining access to mental health services are graduate students; most coming in in a preventative manner to access the services. The overall feedback indicates that students have a good experience with the practitioners. The Wellness website, launched in January, has had 1600 individual views – people have an appetite for the information and accessing the online content, creating the preventative space. For example, the use of the depression book on the website went up from 40 to 120; individuals have more of an understanding to what is happening.

What other things do we need to do?

- Extending the Student Affairs and Outreach Team
- Supports for indigenous students
- Supports for student residences
- Additional capacity for family doctors, counselors, advisors in AES
- Capacity for reception staff
- Funding mental health support groups, which requires increasing resources
- Distributed services across the campus
- Faith based supports
- Services in language other than English
- 24 / 7 support
- Finding possibilities for weekend support
- Wellness space: currently Marquis 104 for peer health mentors and faith leaders

The Vice-Provost Teaching Learning and Student Experience indicates that this is a valuable opportunity for us to continue collecting ideas so that we can articulate the needs of graduate student and to hear about whether there are things that have come to our attention that we should be thinking about.

One of the problems as international students is isolation, so we are stressed and anxious about problems, and although we might use the center, perhaps there should be a support system for international students to talk with each other that is initiated by a counselor.

Noted.

Is there specific mental health supports that are targeted for graduate students as opposed to targeted just for diagnosis?

It would certainly be acceptable to discuss whether there should be a difference between supports for graduate and undergraduate students, seeing as graduate students are often teaching / mentoring undergraduate students and it would be awkward to be in the same space.

Services that might need to reflect graduate students. For example AES offers note-taking services which would probably not be needed by graduate students.

The way it works at AES is that you would present with a disability of some sort, having the appropriate documents. AES use that information and the recommendations provided by the health care providers and create those accommodations. The combination of services offered is without limit. We are required by legislation to provide accommodation's to the point of undue hardship during an individual's education. Other common services are extended times on exams, provisions around extended deadlines, being out of the lab at different times. This will be matched to whatever you are presenting with. Things can be different depending on your program and may get complicated. One of the things that is currently being explored with CGPS is around policies and procedures around disabilities / AES. The University has a policy that everyone must follow, but Colleges often have additional guidelines / practices that are made available for students.

AES – student reports that find it hard to work with their AES advisor because they are not aware of how things work with graduate students – so how many advisors are acquainted with graduate students?

Some of the advisors have graduate degrees; however, there is still some support needed and expertise of training to showcase the understanding of graduate students. We will be working on the next few months on what is available in AES and to identify where the gaps are and is there anything that needs to be nailed down clearly to ensure that the team is not doing work that is not helpful for students.

One case of confusion from a supervisor's side about what information they can ask about the health of their student and what rules the supervisor needs to follow? Are there any guidelines or rules for supervisors / faculty / TA's?

Not everyone understands the boundaries / limits. There is ongoing work with faculty / supervisors / TA about understanding these kinds of boundaries. We will continue to address and educate broadly about the legislative requirements, which exists at the faculty level. AES facilities standardize and create structure to assist faculty to complete this. There is always opportunity to speak with AES so that they can have appropriate discussions with the supervisor, as you are not required to disclose anything.

Mental Health First Aid Workshops that were occurring had a positive impact on the supervisor relationship and shifted the behavior of the supervisor to a positive manner when dealing with students. I wonder if there's anything that we can do about making a cultural of support and compassion when dealing with mental health.

Mental Health First Aid will be scaled so that we can try to deliver it at least once a week. On May 9, there will be a staff forum by CGPS regarding mental health awareness and to see whether there are misconnects and how this can be approached. There is also a committee of University Council, TLARC, has created a working group on wellness and teaching that looks at some of the practices that we can influence for program delivery, which we know are inclined to make things worse instead of better. For example, scheduling midterms and assignments in a one week period – is that really wise? University can't compel faculty to certain practices but can encourage.

USSU food centers – efforts to connect services of food center with health services – how is that connection happening?

The goal is to create a network of people, staff and student leaders on an annual basis. The reason being is so that there is a level of comfort in knowing that if you have someone who might present at the USSU Food Centre a need that you know there is a far greater or more systemic issue, that you are able to refer this individual to other resources. Rely on the managers of these centres to know and understand the available resources that are on campus.

The student-supervisor relationship – one of the biggest impacts on their mental health is the relationship – how does this relate to a potential ombudsperson?

A good ombudsperson is a good mediator. We are still planning a fifth student forum. One of the modules is the supervisor module, which can be used as a way to address what is being referred to. This is especially important for new supervisors.

The SSA is a tremendously useful piece of preventative work that sets out the guidelines and sets some accountability on both sides and sets boundaries on both sides. The SSA was a huge accomplishment and next year's Executives should perhaps review the SSA and see what is working and what isn't as two years with the document, people can discuss what revisions need to be made.

Requests the VPTLSE for help and support in promoting the SSA to faculty for mental health support, quality of education and wellness for students.

VPTLSE encourages the new Executives to set a meeting with herself and the Dean, CGPS to ensure how this document can be pushed forward; perhaps it is ensuring all graduate chairs have read it or ensuring all new supervisors have access to it. This may also be possible of the graduate admin forum on May 9.

How much do graduate students have to pay to access these services?

The demand is on the rise and we see changes in wellness. Is it the case that there is more depression and anxiety or have people started to come more forward for services? We won't know which the case is but we do know people are accessing the services more and that we have grown as a population. One of the responsibilities is to sustain the model that we have, especially during peak demand and quality. Student mental health service funding comes from an envelope

that is provided to the VPTLSE office. There is limited flexibility to deeply these funds as about 80 % of this goes for salaried individuals. Over the past four years, we are prioritizing the resources that are available towards AES and Student Affairs and Outreach. Any kind of accumulated money has been spent.

There are a few options going forward:

- Pursue the Ministry of Health, which provides some of the funding that we use in the Student Wellness Center since we are considered a primary healthcare provider. Perhaps there is more opportunities there.
- Health insurance benefits recovery through the Health Plan, although we don't want to go this route as it creates a barrier to accessing these services if you are required to pay an upfront amount.
- Fee for Service – make additional funds from faculty / staff for using these services.
- Increase in the student service fee, which hasn't increased in the past 20 years.
- University donors.

Consent Agenda (Items 4 – 7)

The Chair asked to amend the minutes of the Council meeting of March 20 to include Logan Pizzey in attendance. The Chair asked whether there were any other amendments to be made. Hearing none, the Chair asked for a motion to approve the consent agenda.

Motion moved by Sudipta Mondal. Seconded by Amanda Galas-Wilson.

Motion carried.

Ratification of Social Clubs (Item 8)

The Chair notified Council that we received an application for a social club ratification from the “Emerging Leaders for Solar Energy USask”. The Chair asked Mr. Rick Pettipas to come forward and provide an introduction to the mandate of the club.

Mr. Pettipas indicates that this is an outreach group with the key goal to build a bridge between people and technology. Solar energy is becoming a bigger part of the energy industry but there is a big disconnect between what people know about this source and how it works. On campus, we hold monthly meetings where graduate students can come and learn about a specific type of source about solar cell technology. Sometimes, we hold bigger outreach events where we teach about solar cell technology. This helps the community learn about solar cell technology, especially elderly groups who attend and bring back information to their communities. As part of the ratification, it would be great to extend our membership and bring more members in and to allow people to understand more about this technology.

Who are the people who will be teaching or providing the workshops about solar cells?

It consists of students in engineering and chemistry and more or less people who have a PhD or training in solar cell technology. Students who are currently doing research that focuses on a specific type of solar cell technology are usually involved in teaching. Also our goal is to teach other students and members and encourage these individuals to be able to give a general talk so that they can build on leadership skills and presentation skills.

How is essential is financial necessities to the group as I see there is no delegation for a treasurer?

There isn't a whole lot of money flow at the moment. Our main costs have been paid from our own pockets. For example, these include solar cell meet and greet costs.

*Motion: To ratify "Emerging Leaders for Solar Energy USask" as a GSA social club.
Moved by Sudipta Mondal. Seconded by Ali Kiani.*

Motion carried.

Report of the President (Item 9)

President Ghaith indicates that this is his last report for Council and thanks Council for their engagement and involvement with the GSA. Ghaith encourages Council members to continue participating in the GSA business, and consider representing their academic units next year.

Ghaith indicates that the annual report has been prepared and will be circulated to members tonight. If there's anything that any Council member would like added to email Ghaith. There is also a potential MoU between the GSA and the UGPW PSAC Local 40004. The agreement has been attached to the agenda and Council will be asked for their feedback and approval. Ghaith informed the Council that he has recently opened discussion with the University about a potential business for the GSA. Ghaith concludes that the GSA should consider moving towards having a source of revenue other than Membership fees, so as to ensure that the Association is growing in the future. Hopes that the new Executives are able to continue working on this potential source of revenue.

As Councilors, we are representing our departments and therefore our email information should be made available on the website, why is it not?

All Council members' names are on the website. We avoid including emails on the website because of potential spamming and for privacy.

Maybe the website should say that the contact information can be made available upon request?

This has been noted and the VP Finance and Operations and VP External will ensure to add this onto the website.

With the agreement between the GSA and Union, this is beneficial; however, is there a financial obligation?

The short answer is no there is no financial commitment from either organizations. This will be discussed further in a later item.

Report of the Vice-President Finance and Operations (Item 10)

Vice-President Bennett indicated that the first of April we hosted the Volunteer Canadian Income Tax Clinic, where we helped about 60 individuals and their spouses and families. This was made possible because we can access UFile for free, as per our membership with the Canadian Federation of Students. Bennet also indicated that the current process for the budget involves Board approval; however, I have indicated the budget in the agenda package for Council to seek feedback and input. The budget as it stands is a list of numbers and we value and

our need to support students as much as we can but also to ensure the sustainable operations of the GSA. The budget shows a reasonable balance; about 20 % of the budget goes to supporting students and groups, about 87 % of the budget revenue is from membership fees so as the President indicated, it might be reasonable to find another source of revenue to maintain the sustainable operations of the Association. Bennett emphasized again that the budget is available and if there is any input, to please email him. He further mentions that if anyone needs help with their income tax to email him before the end of this month.

Report of the Vice-President Student Affairs (Item 11)

Vice-President Kiani wants to thank everyone for their support over the two years that he has been a part of the GSA. He had a great experience working with different people and different groups and has learned a lot. He hopes that the new Executives will also take advantage of the learning experiences. Kiani mentioned that he is currently working on the annual report and had a workshop about immigration, basic needs for international students. Believes that the future Vice-President Student Affairs should follow a similar process in terms of hosting these workshops.

Report from the Vice-President Student Affairs Regarding the 3MT Competition (Item 12)

As included in the agenda package.

Report of the Vice-President External (Item 13)

Sahtout wishes to thank everyone who attended the Gala and hopes that everyone enjoyed their time. It was an honor to host the Lieutenant Governor of Saskatchewan as well as two Members of the Legislative Assembly, senior administration, faculty, staff and students. Sahtout wishes that those awarded at the Gala will continue being role models and hopes that all graduate students continue their commitment towards research, leadership and community service.

Presentation-Co-Curricular Records (Item 14)

Sahtout indicated that last Council meeting, a presentation on Co-Curricular records was made and it was mentioned that today a more-in-depth explanation to what would be adopted by the GSA for the CCR would be clarified. A CCR is an official record from the University for Non-academic Related Things that are done at the University. There are 4 criteria's that the University has indicated that something needs to have to be part of a CCR: has a connection to the University, has validation requirements, follow the learning guides that are part of the learning charter and be able to provide students an opportunity to engage. The CCR needs to be approved by the College / Unit / Student Association and should have no relationship to something that will be appearing on the academic transcript. Things are not considered CCR when they are outside the University's scope, is field work that is part of a course and is part of a social event. Paid positions that are consistent with a salary cannot be considered part of CCR; however, when someone receives an honorarium that is not representative of the time spent, this can be considered CCR. The Executives has discussed what will be considered part of the GSA approved CCR at lengths and the following fits within the guidelines of a CCR;

- Executives that fulfilled the duties of their term
- Council members who also engaged in a GSA Standing Committee
- Participants of the 3MT
- Participants of the Graduate Student Research Conference

When will this be in effect?

This will be retroactive to May 2017.

Are there other universities that have used this?

It is a common practice across most North American universities. It is a way of ensuring students become more engaged in the university as well as to allow students to have an official record that can be taken to prospective employers to substantiate engagement claims (more substantial than a CV).

Will scholarship funding be considered on the CCR?

This is still in discussions with the advisory committee and the recurring issue is that there are many scholarships at the graduate and undergraduate level and to be able to specify which can and cannot be on the CCR will require further discussions.

How do we get it?

Executives have been keeping track of those who will receive a CCR. It is not something that you have to request and we will automatically do this for you. Moving forward, the Office Manager will be trained to complete the CCR.

If we are engaged in other committees in our College, how do we get these?

The GSA can only do things affiliated with the GSA. If you are involved with other initiatives in your College, recommend to approach the department / administrative staff to understand who is in charge of approving CCR. Some Colleges are further ahead than others with regards to approving CCR material.

Report of the Indigenous Liaison (Item 15)

Efimoff indicates that this is her last GSA Council Meeting and wishes to thank everyone that she has had an opportunity to work with in her role as Indigenous Liaison. In the last month or so, the GSA survey is up and running and is available and encourages graduate students to fill it up. A broader representation of graduate students is required. In the last few months, has been working extensively on the governance committee for recommendations to the governing documents that will come up at the AGM.

Memorandum of Agreement between the GSA and UGPW (Item 16)

A MoU has been created between the GSA and the Union of Graduate and Postdoctoral Workers (PSAC Local 40004). The copy of the potential MoU was circulated with the agenda. We are bringing this forth for approval tonight. This has been a compilation of about 8 months of work and has gone through extensive consultations. Ghaith believes this is a step in the right direction to ensure a sustainable relationship between the GSA and the Union.

*Motion: To approve the Memorandum of Agreement between the GSA and the Union for Graduate and Postdoctoral Workers – Public Service Alliance of Canada – Local 40004
Moved by Iloradanon Efimoff. Seconded by Sudipto Mondal.*

Motion Carried.

Other Business / Announcements (Item 17)

Ghaith encourages everyone to attend and to invite their colleagues to the AGM next Tuesday.

Adjournment

Motion to adjourn at 6:45 PM. Moved by Sudipto Mondal. Seconded by Douglas Fanscher.

Motion Carried.



**University of Saskatchewan
Graduate Students' Association
Executive Committee
Retreat Agenda (12 PM – 9 PM)
May 13, 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), Candace Suessmilch (Office Manager)

Regrets: none

Absent: none

SESSION ONE: 12 PM – 3 PM

1. Call to Order / Opening Remarks

The President calls the meeting to order at 12:10 PM.

The President wishes to thank everyone for committing to the GSA and for representing graduate students in the University, in the community and across Canada. It is wonderful to see dedicated individuals on this year's Executive team and looks forward to a remarkable year ahead.

The President indicates that the purpose of today's meeting is to set the goals for the year ahead. It is an informal meeting and it is expected that should anyone have any questions to please raise them when appropriate. The President hopes that a discussion will ensue instead of it being a monologue.

2. Signing of Confidentiality Agreement

The President indicates that in our position as Executives, we will have access to information that must remain confidential. Not only does this include confidentiality of others information but also confidentiality of discussions that occur within the Executive during meetings. This agreement was created last year and as per our Bylaws it is required that each Executive sign this confidentiality agreement within the first month of their term.

3. Executive Introductions / Structure of the GSA

The President asks each individual to introduce themselves, their background and their motivation for standing for election in the GSA and for representing graduate students.

The President then explained the structure of the GSA, but also urged the Executives to look through the Constitution, Bylaws and Policies.

- The Executive committee consists of the President, Vice-Presidents and Indigenous Liaison. The Executive is accountable to Council and the Regular Membership.

- The President and Vice-Presidents constitute the Board of Directors. It is necessary to have a Board so as to maintain Not-for-Profit status.

VP External asked a clarification with regards to what the change in the governance structure was. It was explained that there was confusion with regards to the exact roles of the Board, Executives and Council that created tension last year. The Governance Committee discussed this extensively last year and recommended to the general membership at the Annual General Membership the change in the governance structure to ensure that best practices are being met and that the best interest of the Association is kept in mind.

- There exists a Council, which consists of;
 - o The Executive
 - o A representative from each Academic Council and a representative from IGSC
- Executive meetings occur once / month from May to August and twice / month from September to April.
- Council meetings occur once / bi-monthly from May to August and once / month from September to April.
- There is an Annual General meeting sometime between Septembers to April.
- The Office staffs consist of the Office Manager and the Commons Coordinators,

VP External asked about the position of Council Chair. It was explained that a Call for Council Chair occurs at the beginning of September. The Chair must not be an Executive or a member of Council but must be a member of the GSA. The Chair oversees the Council meetings and also acts the Chief Electoral Officer for GSA Elections.

The President explained that as per our Policies, Executives must not miss more than 3 Executive meetings in total, and 2 consecutive meetings. It is acceptable if Executives need to teleconference / phone-in to meetings in order to ensure their attendance.

4. Committee Appointments

The President indicates that a graduate student representative sits on University Council committees, CGPS committees as well as other committees that are directly related to the student experience or academic life at the University of Saskatchewan. As per our Bylaws, the Executive must identify and determine who will sit on these committees. The President had circulated the committee list with recommended assignments. Most assignments were not based on any standards but were based on experience, background, interest, portfolios as well as individual's schedules and commitments outside the GSA. The fact that a certain Executive had previously sat on a committee does not insinuate that the same Executive sits on the committee this year, with the exception of some committees.

The Indigenous Liaison indicated that in the past the Indigenous Liaison sat on TLARC and understands that non-participation might be an issue. She feels that an Indigenous voice might be valuable on this committee. VP Student Affairs indicated that he had attended the TLARC meeting but also recognizes that APC and TLARC are quite similar and that an Indigenous voice is needed for both meetings. VP Student Affairs inquires which committee the Indigenous Liaison feels that she would be able to provide more insight into and the Indigenous Liaison

indicates that as per the mandate, she feels that she would be able to provide more in TLARC. VP External, after questioning the mandate of each Committee, also indicates that perhaps an Indigenous voice would be more valuable in TLARC. Edgar indicates that this is fine.

There was an in-depth discussion about the Governance Committee and the representative graduate student that would sit on this Committee. The President explained that currently the student representative is a non-voting participant and student status on this committee is again up for discussion for the following year. The President explained that it is important that the individual to sit on this committee have an in-depth knowledge of the University's policies and be able to participate in the discussions. There was a general consensus that it was important that the individual for this Committee have a strong understanding to University policies so as to be of benefit to graduate students.

VP Finance and Operations asked whether guest graduate students can come to meetings. The President and others explained that this is not possible, unless the Chair of the Committee is aware of this and requests it. There are many circumstances in which guests come to meetings to talk about specific topics but then leave after the discussion of that topic. These should be discussed with the Committee Chair and there needs to be justification as to why the guest is being requested.

The President indicates that it is crucial to commit to the committees that you will be appointed to and attend all meetings. This builds the credibility of the GSA and indicates that graduate students are involved and valuable members of the University community. Most University Council committees meet once a month, as do most CGPS committees. Some of the other committees do not meet as often or meet only during certain parts of the year. Committee terms of reference can be found on the University website. It is important to discuss with the chair of your committee whether a delegation system is possible. For example, if you were unable to attend, could another Executive attend in your place? Some committees may not permit this so it is important to verify this at the beginning of September. Indigenous Liaison indicated that she is here to help the team and if anyone feels that these committees are overwhelming that she is willing to assist.

Indigenous Liaison inquires as to the composition of the Student Forum Executive and Student Forum. The President explained that it is important to have the Indigenous Liaison sit on the Executive so that an Indigenous voice is shared. The President also explained that while two individuals are put forth as names to the Student Forum, generally the invitation to attend Student Forum allows for several students to attend to provide insight into the topics of discussion.

VP External asks about whether there would be conflicts of times for committee meetings. The President explains that generally this is not the case, and she has not seen this as an issue as of yet. Indigenous Liaison asks about her current participation in the GSA Code of Ethics Committee, seeing as she is now the Indigenous Liaison. The President explained that since she has informed the Committee that there may be a perceived conflict of interest, it is the Committees decision to see whether this conflict of interest would hinder the proceedings of any hearings.

Motion: To approve the committee assignments. Moved by The President. Seconded by Indigenous Liaison. Motion carried.

The President will communicate these assignments to the necessary administration and individuals will be notified of meeting dates and meeting documents once they are added to the committee.

The President also indicates that as per our Policies, Executives sit on certain GSA Standing committees by virtue of their position. These will reconvene starting in the fall term and so further discussions on this will occur at a later time.

5. 2018 Convocation Attendance

The President has received an invitation for the GSA Executives to participate as members of the Chancellor's Platform Party at the 2018 spring convocations. This is a standing tradition for student leaders, and as members of the Platform Party, we sit on stage during convocations. The dates for the ceremonies are as follows. The President notes that there are fall convocation ceremonies as well, so in the end, the number of times each of us participates will balance out. Sometimes it is easier that individuals participate in the ceremonies of one day. All ceremonies are held at TCU place.

June 4 @ 9 AM: VP Student Affairs	June 6 @ 9 AM: Indigenous Liaison
June 4 @ 2 PM: VP Student Affairs	June 6 @ 2 PM: Indigenous Liaison
June 5 @ 9 AM: VP Finance and Operations	June 7 @ 9 AM: VP External
June 5 @ 2 PM: VP Finance and Operations	June 7 @ 2 PM: VP External

The President will forward to the Executives the email invitation so that they can RSVP.

6. Approval of the Agenda

The President asked whether there were any amendments to the agenda.

Motion: To approve the agenda as circulated. Moved by VP Student Affairs. Seconded by Indigenous Liaison. Motion carried.

7. Team Building

The President indicates that it is important to outline the roles and responsibilities of Executives at this retreat so that each individual can plan for the year ahead.

7.1. Executive Duties and Responsibilities

Each Executive has two types of duties; those governed by our Bylaws and those we chose to pursue during our tenure.

The President informs the Executives that at each Council meeting, each Executive is expected to write a report (previous reports are available online as examples) that will be included in the agenda package, as well as do a no more than 3 minute verbal report. These reports ensure that

Council can keep up with our doings and as we are accountable to Council, it is important that Council is well informed.

If individuals are unable to attend Council meetings, due to conference travel, they should provide the President with a statement that she can then read to Council on their behalf. They should also inform the Chair of their absence.

As per our Bylaws, Executives must;

- Be familiar with the governing documents, the Non-Profit Corporations Act, the U of S Act, Roberts Rules of Orders and other documents;
- Determine which individual will go to CFS and ThinkGrad conferences;
- Act as ambassadors of the Association within the University and in the community;
- Assist each other to ensure that the well-being of the Association is maintained.
- Be professional, respectful, courteous and responsible in everything that you do and when presenting yourself.
- Ensure continuity of roles and seek assistance from other Executives when feeling overburdened.

It is crucial to foster a culture of teamwork. It is also important to acknowledge mistakes as soon as they happen so that the Executive team can learn and mitigate through these mistakes appropriately. The President indicates the importance for each of us to accept positive and constructive feedback from each other as this allows us to learn and grow as individuals.

Indigenous Liaison indicates that as part of Indigenous culture, it is important to be supportive and have a willingness to talk with each other and share our burdens. We are ultimately a family and are here to work together and help each other.

Any communication with the members will be facilitated by VP External through CGPS. VP External will work with the President to ensure emails through CGPS follow the memorandum of agreement. As per earlier discussions between the President and VP External, VP External has delegated facebook posts to the President and twitter posting to Office Manager, who will ensure posts on facebook are tagged to twitter. For facebook / twitter, content should be related to the services / events offered by the GSA or Academic Councils / Social Clubs or opportunities that would benefit graduate students, such as scholarships or workshop opportunities. Any Executive is welcome to email the President with content to post on facebook.

Office Manager requests that Executives provide her a schedule of when the Executives will be available in the GSA Office so that she is able to direct the students as see fit. Executives agreed that Office Manager can text them when a student is requesting to meet with them.

7.2. Executive / Council Meetings

As per our Bylaws, Executives must meet at least once / month in May – August and twice / month in September – April. The President proposes that Executive meetings occur on Thursdays from 5 – 7 PM. Executives agreed that Thursdays are suitable. Dates for Executive Meetings for May – August are;

- May 24
- June 28
- July 19

- August 23

Fall Executive meetings can be decided in the August Executive meeting. Executives were in agreement with the scheduled meeting times.

As per our Bylaws, Council must meet at least once from May-June, once from July-August. The President proposes that Council meetings continue occurring on Tuesday from 5 – 7 PM.

Proposed dates for Council meetings are;

- | | | |
|----------------|---------------|-----------------------|
| - June 19 | - November 13 | - March 12 |
| - August 14 | - December 11 | - April 9 |
| - September 25 | - January 15 | - April 16 (tentative |
| - October 16 | - February 12 | AGM) |

The President will communicate with the Chair with regards to the June and August Council meetings and Executives agreed that the fall / winter meetings can be confirmed at the August Executive meeting.

7.3. Executive Communication

The President indicates that generally emails should be responded to within 48 hours.

The President proposes two methods of communication between Executives;

- Formal: through emails
 - o Emails should generally be replied to within 48 hours
 - o If an opinion or decision needs to be made, if no response is received within 48 hours then that implies consensus with the decision
 - o If an urgent decision needs to be made, then the subject of the email should indicate the timeline and URGENT.
- Informal: through the facebook group chat
 - o Just as important for bonding between Executives
 - o For informal questions or discussions that do not require decisions to be made

The President indicates that it is important for Executives to visit the Commons to;

- Socialize with Members
- Get to know the Executive and Office Staff

Executives were in favour of the email communication and understood the need to visit the Commons.

7.4. Executive Decision Making

The President indicates that the Executives will follow Roberts Rules of Orders for all meetings. The President will share a video after the retreat for a brief introduction to these rules. The decision making process is a vital component of financial decisions, Executive decisions and unique instances that come to the Executives attention. Executives need to make a decision on the following items:

- There are 5 Executive members; quorum is majority, so 3 members at least. **All agreed.**
- Majority vote (3 yes, 2 no / abstentions) will be required to carry a decision. **All agreed.**

- 2 yes's and 3 abstentions – this decision should carry as there will be circumstances when individuals must abstain due to conflict of interest. ***Agreed unless abstention is not due to conflict of interest and that further information is required by the Executives for a decision to be made***
- Majority abstention (1 yes, 4 abstentions) indicates a failed vote. ***All agreed.***
- 2 yes, 2 no, 1 abstention indicates a failed vote. ***All agreed.***

VP Student Affairs indicates that in the case where individuals feel that they cannot make an informed decision, is it acceptable to ask for more information and to table the decision until later (or as the time fits)? The President and Indigenous Liaison indicate that this is certainly acceptable. All information required for a decision to be made will be sent to Executives in a timely manner before a decision needs to be made.

Urgent matters requiring an Executive decision may need to be made prior to an Executive meeting, at which case it will be made via email. The 48 hour rule shall apply. Email voting will take place and the VP Finance and Operations will include these motions and votes to the upcoming minutes to ensure transparency for members. The President indicates that any emails requiring a decision via the Executive should include a 'Reply All' in the subject so that all decisions are apparent to everyone.

The President indicates that your Executive portfolio, as per the Bylaws and Policies, will dictate what communication is forwarded to you. For example, any issue pertaining to an Indigenous student will be forwarded to the Indigenous Liaison. Any financial issues will be forwarded to the VP Finance and Operations, any academic issues to the VP Student Affairs... etc. If the Executive seeks input from another Executive, they can choose to forward the communication as they see appropriate.

SESSION TWO: 3 PM – 5 PM

8. GSA Services

Executives will be responsible to ensuring the following services are continuously offered and maintained.

8.1. GSA Commons

The VP Finance and Operations and the Office Manager are responsible to ensuring the proper maintenance of the Commons. The Commons is now equipped with a projector system. Extra tables have been budgeted for this year as an extra added value cost to renting the Commons. Coffee / Tea / Hot Chocolate are available for graduate students during office hours, and not during events. Coffee is available at an extra cost for events. Also, as per the recommendations of the Sustainability Committee last year, the Commons is now equipped with reusable cups and plates that will be used for GSA Events and meetings. The Commons also has a single stream-lined recycling bin. The President also indicates that Iloradanon Efimoff has also solicited Indigenous artwork that will be delivered to the Commons sometime in the next few months. This will hopefully reiterate the importance of the Indigenous community and contribute to providing a more aesthetically appealing area.

The President plans to work on identifying fundraising sources for A/C in the Commons to ensure that our graduate students have a comfortable working environment and welcomes any suggestions.

The President indicates that rental of the GSA Commons is a source of revenue that the Association relies on and allocates budgeting for every year. The President encourages Executives to look at the website so that they are aware of the rules and regulations to bookings.

- Free for GSA ratified groups during office hours
- \$50 / hour for GSA ratified groups after office hours, during weekends and holidays
- \$75 / hour for GSA non-ratified groups
- Other costs include coffee, BBQ's and tables (once they are purchased)

The President describes personal use of the GSA Commons. Based on previous years, Executives could use the space twice (2) year for no charge, for their department or social group or for a personal event ONLY if usage did not require a coordinator. This promotes appreciation for the Executives work and as long as no Coordinators are required, would not add an extra cost to the Association.

Executives approve that Executives are able to use the Commons for 2 events at no cost, only if no Coordinator is required.

The President indicates the importance of a balance between having events in the Commons and leaving the space event-free. The space is intended for graduate students and therefore it is important that events are not constantly hindering students from using the space as space for studying, using the computers or socializing.

8.2. ISIC Cards

As part of our affiliation with the Canadian Federation of Students, our members are eligible to obtain an ISIC card for free. These can be obtained online and members will receive occasional reminders about this through Emails and social media.

8.3. UPASS

The UPASS offers huge savings for our members as it is a discounted price for the use of Saskatoon Transit. The pass is currently only offered in the fall and winter terms. Our agreement with Saskatoon transit dictates the opt-out eligibilities. USSU currently administers the UPASS for our members at a cost of \$1.50 / sticker, as per an agreement. This is ideal for the GSA as we do not have the staff / resources to administer the UPASS to our members.

In 2014, a referendum did not pass and this eliminated the spring / summer UPASS. Surveys and discussions have indicated a split vote regarding the want for the spring / summer UPASS. The President will reach out again this year to Saskatoon Transit to see if they will offer other options.

8.4. Health and Dental Plan

Students pay about \$459 for health and dental, through Studentcare. The President indicates that the VP External, also as the chair of the Health and Dental Committee, acts as the Liaison

between the Association and Studentcare. Colten Yamagishi and Kristen Foster are the Studentcare representatives and have been very engaged and communicative with the GSA. The Executives will generally participate in an orientation session with them and Studentcare generally attends one of the earlier Council meetings to present on the services provided under the plan. Studentcare has also been a strong supporter of many of our events and their generosity is appreciated.

One of the important ongoing discussions is the participation of Postdocs in the Health and Dental Plan. Currently Postdocs are in negotiations with the University and the President has a meeting set-up with the Society for Postdocs Executives. Postdocs can opt-in to the Plan and this has an effect to the price of the plan due to usage. Depending on the conversations and the negotiations, there shall be consultations with the Postdoctoral society to ensure that a consensus is reached with regards to opt-in to the Plan. The President indicates that she has experience with the Plan and the logistics and is available for assistance if the need arises, although indicates that Colten is very responsive to emails.

8.4. GSA Survey

The GSA Survey was distributed in April / May to graduate students. This in-depth survey covers various matters pertaining to graduate students. The survey will close soon and the President, upon final amendment to the Ethics, will be able to compile the data and publish the results. This survey was created by a group of dedicated individuals that will be acknowledged upon publication. The results will be shared with Council and the Executives and this will be used as a tool for advocacy for graduate students.

8.5. Social Groups

Any group of graduate students who wish to be ratified under the GSA may do so under the guidelines provided in our Policies. The VP Student Affairs is responsible for processing Social Club ratification forms. These can be academic, cultural or social clubs that follow specific guidelines, as outlined in our Policies. Ratification is required every September and is approved by Council. Groups must fill out the forms found on the website and once ratified are able to use the Commons as ratified groups and apply for funding. Social club funding is budgeted for and groups can apply for a maximum of \$500 / academic year.

8.6. GSA Council

The Council is a compilation of representatives from each Academic Unit, a single department or a College. Each Unit reapplies to be part of the Council before the September Council meeting. Ratification forms are directed towards the President. Depending on the number of graduate students within the Unit, one or two representatives may be present on the Council. The forms are available online and a call for Academic Councillors will be sent out early September through the Chair and through Email notifications to all graduate students. It is important this year to try and reach departments / colleges that have not been involved.

8.7. Human Resources and Commons Operations

The Vice-President Finance and Operations and the Office Manager are responsible for this. Certain policies have been developed last year to ensure transparency and accountability.

Coordinators are paid the PSAC rate and this is currently \$19.64 and will be increased to \$20.04 on September 1, 2018, to keep consistent with the agreement.

Office Manager and VP Finance and Operations will be hiring 2 coordinators towards the end of summer for the new academic year. Coordinator positions will be advertised through SECC and recruiting will likely take place in late August.

8.8. GSA Social Media, App and Website

The President has worked on the website over the last few months and still has a few more things that need to be updated. The President welcomes suggestions on how content can be improved. The President will work with Candace to ensure the sustainability and continuity of updating the website even after her term as President is done.

The GSA has facebook and twitter. These are used as a means of communicating with our members. This generally falls under the VP External portfolio. VP External has delegated social media responsibilities to the President / Office Manager. The President indicates that while it is important to post on social media, we must not over-post and we must post only content relevant to the GSA and its initiatives as well as initiatives that will benefit graduate students.

The GSA also has an app which requires more commitment from somebody to continually being updated. It is important for updates in the app for all initiatives that the GSA is doing. The President asks if someone would like to take ownership of the app to ensure it is constantly updated. VP Student Affairs and VP External expressed interest. The President will ask Ghaith to discuss the APP and how it can be updated.

8.9. GSA Bursaries

These are needs-based bursaries whereby applications are offered 3 times a year; June / October / February. This falls under the VP Finance and Operation's portfolio with the VP Student Affairs assisting in the Selections Committee. The President indicates that hard-copy applications have been effective this last year, in ensuring that documents are complete and there is no missing information. In summer 2018, \$10,000 will be distributed (so 10 bursary applications). Calls for applications will be made through social media / PAWS / emails. A call should be made on June 1st.

The President will spearhead funding efforts for the fall and winter bursaries, as well as other initiatives for the year through CGPS. The President will guide VP External VP External when it comes time to fundraise for the Conference / 3MT and Gala, as fundraising efforts are now under the VP External's portfolio.

8.10. GSA Guppies

This service is under the VP External's portfolio and allows for graduate students to participate in campus rec programs during the year. This is budgeted for and it is an opportunity for the GSA to promote health and wellbeing for graduate students. The budget allows for a maximum of two teams each term.

VP Student Affairs inquires as to whether the team needed to be 100 % graduate students. The President indicates that the majority should be graduate students but that others can join. The GSA pays for the cost of the team but not any other costs.

SESSION THREE: 6 PM – 9 PM

9. GSA Initiatives for the 2018 / 2019 Academic Year

While these initiatives fall under the portfolio of VP Student Affairs / VP External, they will require all Executives to pitch in and offer their assistance.

9.1. Fall / Winter Orientation

Orientations are key events and are organized by the VP Student Affairs. VP Student Affairs has had experience organizing these events as he was the Coordinator last year and the President is pleased to see that he has already started organizing for the Fall Orientation. The date that has been set aside for the Fall Orientation is September 5, 2018. The President asks VP Student Affairs to coordinate with the USSU.

There will be swag at the Orientation as well as handbooks. VP Student Affairs has been working with Office Manager for the swag. The President and Office Manager have completed the handbooks and they are currently under review by CFS. The President reminds the Executives that the Orientation will require everyone to be there in attendance.

The Winter Orientation has been scheduled for January 9, 2019 and VP Student Affairs will discuss this further closer to the date. This Orientation targets students who start in the winter term and was quite successful last year.

VP Student Affairs mentioned there will be the need of volunteers for these events specially for Orientations, he asked the Executives to invite friends to participate as volunteers. Additionally, VP Student Affairs considered to use surveys to see who is interested to be volunteer before and by August interested people will be contacted.

VP Student Affairs asks Indigenous Liaison whether it would be possible to coordinate activities for Indigenous graduate students. Indigenous Liaison indicates that she will discuss this with IGSC to see what the best approach would be to incorporate Indigenous graduate students within the orientation. VP Student Affairs indicates that it is an important addition to the orientation and would like to see it happen.

The President informs the Executives that she will be away from August 30 – September 18 but trusts that the team will do a wonderful job. The President will prepare a message for VP Finance and Operations to say during the fall orientation on her behalf.

9.2. Social Events

As part of ensuring that we build a cohesive graduate student community, a series of social events will be organized throughout the year. There are budgetary constraints and it is important to ensure that these events are inclusive to all members. All Executives should be present at the

socials and help the VP Student Affairs. VP Student Affairs has already indicated that these events will occur as follows;

- Fall Wine and Cheese Social: Friday September 28th, 2018
- Halloween Party: Friday October 26th, 2018
- Holiday Party: Friday December 7th, 2018
- Winter Wine and Cheese Social: Friday January 25th, 2019

VP Student Affairs indicated that in June, the World Cup can be projected onto the screens and the projector but no sound will be played. This allows individuals who wish to study at the Commons can still do so. This will be streamed from an app so it doesn't cost the GSA any money. This also will respect both individuals who don't want to watch the games.

VP Student Affairs indicated that there are perhaps other initiatives that can be done to make use of the space and to create an inclusive environment for graduate students. Indigenous Liaison indicated that perhaps we could do a movie night or film festival, with minimal charge. The President added that there will be a kids corner soon. The President also emphasizes that we need to respect copyright law for such events. All Executives agreed that such initiatives would be inclusive for graduate students across campus and would promote the Commons.

9.3. Workshops / Health Chats

The VP Student Affairs will coordinate a series of workshops for graduate students on topics that are of importance to graduate students.

Health Chats was an initiative that was started two years ago by Executives as a means of promoting personal wellness for graduate students. The VP External is responsible for coordinating a series of Health Chats. Last year, those that were organized were well attended. These events are open to the general University community. This has been budgeted for as the intention is to continue these initiatives to provide an avenue for graduate students alternative means of personal wellness. The President urges VP External to think about these initiatives this summer and think of hosting at least 5 – 6 for the year, starting in September.

9.4. Graduate Student Research Conference

VP Student Affairs hopes to host the conference this year on February 27 – 28. Last year, due to last minute scheduling, the conference did not happen. However, the President believes that with planning graduate students would participate in the conference as it is an excellent opportunity for them to participate in communicating their research.

9.5 Three-Minute Thesis Competition

The 3MT Competition is a popular event that the GSA hosts in collaboration with CGPS. This year, the competition has been scheduled for March 27, 2019. VP Student Affairs is responsible for the organization of this competition.

9.6 Annual Awards Gala

This event honours students and faculty for their commitment and dedication to research, scholarly and artistic pursuits, leadership and community engagement. This year, the Gala has been scheduled for April 6, 2019. VP External is responsible for organizing the Gala in its

entirety. The president indicates that she has experience in the organization of the gala and is available for any help.

9.7. Tax Filing

Being part of CFS, our members are entitled to use the free tax filing system called UFILE. This is a popular service that allows our members to save money. Two years ago, the Executives first offered to assist our members with using this service and it has since then been popular. The VP Finance and Operations is responsible for hosting the “Tax Filing Clinic” during the April month for our members.

9.8. Conferences

As part of our affiliations with CFS and ThinkGrad, we attend conferences. For the 2018/2019 academic year, these include the following:

- Circle of First Nations, Inuit and Metis, CFS (attended by Indigenous Liaison)
- Semi-General Meeting, CFS
- Studentcare Meeting
- ThinkGRAD August Meeting
- National-General Meeting, CFS
- National Graduate Caucus, CFS
- ThinkGRAD April Meeting

The VP External usually attends these meetings, as per their role and unless otherwise indicated, and because of budgetary constraints the President recommends that only one individual be sent to these meetings so that we can ensure maximum participation. If the VP External is unavailable, then another Executive can choose to go to the meeting instead. There may be other conferences that are advertised through CFS; however, these will be contingent on fundraising efforts. The President indicated that Executives will discuss at Executive meetings each of the conferences as they arise and delegate an individual to attend.

10. Understanding of the Budget

The President went over the approved Budget in brief but asks Executives to ask the VP Finance and Operations should they have any questions.

Executives agreed that discretionary funds are to be used for circumstances that are for the betterment of graduate students and the GSA and NOT be used for personal expenditures.

11. Closing Remarks

The President is pleased to hear the discussions that took place today and acknowledges the diplomatic nature and respect that was prevalent. She looks forward to the year ahead and encourages Executives to seek input from each other. Ultimately, our goal is to enhance the experience of graduate students at the University of Saskatchewan.

12. Adjournment of Meeting

Meeting adjourned at 7:40 PM.

Appendix 1: University Committee Assignments

Name of Committee	Name of Representative(s)
Presidents Executive Committee	Naheda Sahtout, Jesus Corona Gomez, Edgar Martinez-Soberanes, Somtochukwu Ufondu, Marie-Eve Presber
University Senate	Naheda Sahtout
University Council	Edgar Martinez-Soberanes
Academic Programs Committee	Marie-Eve Presber
Teaching, Learning and Academic Resource Committee	Edgar Martinez-Soberanes
International Activities Committee	Somtochukwu Ufondu
Planning and Priorities Committee	Naheda Sahtout
Research, Scholarly and Artistic Work Committee	Jesus Corona Gomez
Scholarships and Awards Committee	Jesus Corona Gomez
Governance Committee	Ziad Ghaith
CGPS Faculty Council	Naheda Sahtout, Jesus Corona Gomez, Edgar Martinez-Soberanes, Somtochukwu Ufondu, Marie-Eve Presber, Ziad Ghaith, Scott Adams
CGPS Graduate and Postdoctoral Council	Naheda Sahtout, Jesus Corona Gomez, Edgar Martinez-Soberanes, Somtochukwu Ufondu, Marie-Eve Presber, Ziad Ghaith, Scott Adams
CGPS Executive Committee	Naheda Sahtout
CGPS Awards Committee	Jesus Corona Gomez
CGPS Graduate Programs Committee	Edgar Martinez-Soberanes
CGPS Graduate Academic Affairs Committee	Naheda Sahtout
CGPS Equity and International Committee	Somtochukwu Ufondu
CGPS Interdisciplinary Committee	Somtochukwu Ufondu
CGPS Earned D. Litt / D. Sc. Committee	Edgar Martinez-Soberanes
Fee Review Committee	Naheda Sahtout
Copyright Advisory Committee	Jesus Corona Gomez
Co-Curricular Records Advisory Committee	Naheda Sahtout
Recreation and Athletics Advisory Committee	Naheda Sahtout
Faith Leadership Council	Naheda Sahtout
Student Forum Executive	Edgar Martinez-Soberanes Marie-Eve Presber
Student Forum <i>To be approved at September GSA Council Meeting</i>	Viktoria Hinz Carmen Marquez Mellidez
Facilities Planning Working Group – University Library Transformation Project	Edgar Martinez-Soberanes

Steering Committee – University Library Transformation Project	Edgar Martinez-Soberanes
Alumni Legacy Project – Steering Committee	Naheda Sahtout
Financial Appeals Review Committee	Naheda Sahtout
Parking and Transportation Advisory Committee	Edgar Martinez-Soberanes
Provost’s Advisory Committee on Gender and Sexual Diversity	Marie-Eve Presber

Appendix 2: GSA Standing Committee Assignments

Name of GSA Standing Committee	Name of Representative(s)
Budget and Finance	VP Finance and Operations President
Bursary Selection Committee	VP Finance and Operations VP Student Affairs
Elections and Referenda Committee	n/a
Governance Committee	VP External VP Finance and Operations
Code of Ethics and Discipline Committee	n/a
Health and Dental Committee	VP External VP Finance and Operations
Awards Selection Committee	VP External President
Sustainability Committee	Indigenous Liaison VP External
Diversity Committee	VP External Indigenous Liaison



**University of Saskatchewan
Graduate Students' Association
Executive Meeting (5 PM – 7 PM)
May 24, 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:

Guests: Iloradanon Efimoff

1. Call to Order / Opening Remarks

The President called the meeting to order at 5:10 PM.

The President indicated that this was the first Executive Meeting and congratulated everyone for almost completing their first month. She further indicated that at these meetings, Robert's rules of Orders will be followed; however, encourages individuals to ask questions as needed.

2. Approval of the Agenda

The President asked if there were any additions or amendments to the agenda as circulated. Indigenous Liaison requested to add Item 5.4 The Circle of First Nations, Métis, and Inuit Students. The President requested to add Items 5.5 Provost's Advisory Committee on Gender and Sexual Diversity, Item 5.6 Spring and Summer Bursaries, and under Other Business Item, 6.2 Mental Health and First Aid Training.

Motion to approve the Agenda as amended moved by the Indigenous Liaison and seconded by the VP Finance and Operations.

Motion carried.

3. Approval of the May 13, 2018 Executive Retreat Meeting Minutes

The President asked whether there were any further amendments to the May 13 Executive Retreat Meeting Minutes.

Motion to approve the May 13 Minutes moved by the VP Finance and Operations and seconded by the VP Student Affairs

Motion carried.

4. Items for Action

4.1. Miyomahcihow Gathering – Funding Request from IGSC

The President indicated that Iloradanon Efimoff had provided the Executives with a thorough description and budget for the Miyomahcihow Gathering. The President welcomed Efimoff, via telephone, to the Executive meeting and asked her to briefly describe the event.

Efimoff indicated that the event being proposed is the Miyomahcihow Gathering, the Healthy Man Gathering, which is a community and University combined event that has a number of different organizations involved in the planning. The goal is to bring academics, Community members and organizations together to have frank discussions about how we can create pathways for Indigenous men to seek healthier lifestyles in Saskatoon. The background comes from an organization in the downtown eastside of Vancouver, called the DUDES Club, which works with Indigenous men who live in poverty and low income and who lack fundamental necessities – the context seems similar to what we see in the core neighbourhood of Saskatoon. The Dudes Club showed interest in coming to Saskatoon to work with organizations in Saskatoon. Although this is out of the purview of previous GSA funded events, as it is a community event, it is strongly supported by IGSC and it is important to remember that the Indigenous graduate student community extends beyond the campus as our own community is important to us as well.

The VP External wondered why they were unsuccessful in receiving monetary support from the ASC. Efimoff indicated that the ASC was already providing in-kind support; one of their employees is on the organizing committee and has helped secure speakers, location and has brought in community connections. The VP Student Affairs asked how many graduate students will participate in the event. Efimoff hopes that 15 to 20 graduate students will participate in the event. The Indigenous Liaison confirmed that she has received the invitation given to IGSC and has extended the invitation to IGSC members on her mailing list. The Indigenous Liaison assured that the IGSC will participate in the event. The President asked if this will be an ongoing or just a one-time event. Efimoff hopes that this will be a sustainable initiative and one that would catapult other similar events that are geared towards Indigenous men health. The President mentioned that when the GSA sponsors an event, the GSA logo is expected to be on the posters and an announcement should be made at the event. Efimoff agrees to add GSA logo on posters and advertising material. The President indicated that the decision is based on the budget and not on the event. The President thanked Efimoff for providing the proposal and further information in the in-meeting call.

The VP Finance and Operations moved to approve funding in the amount of \$350 for this event. This motion was seconded by the VP External.

4 in favour, 1 Abstention (Indigenous Liaison)

5. Items for Information / Discussion

5.1. Chamber of Commerce Health and Technology Committee / Innovation Place

The GSA is collaborating with organizations outside the University in an attempt to build a strong network for our students who wish to pursue jobs in industry. The VP Student Affairs

explained that this is an opportunity to create a good relationship with the Chamber of Commerce and Innovation Place, promote students' thesis or project work, and help them to connect to industry. This is the first time the GSA has participated in such collaborations. One of the winners from the 2018 3MT, whose work is related to health technology, will participate in the summer event (What is HOT in Health and Technology, June 20) hosted by the Chamber of Commerce Health and Technology Committee. In the fall term, participation will be open to all graduate students. This is a convenient way for graduate students to build good relationships with entrepreneurs and practice pitching their research ideas to industry. This is a wonderful event for graduate students to explore how their projects can be expanded for industry and to network. These sessions are free and hopefully faculty might consider encouraging their students to participate in these events. We will advertise these events starting in the fall term to our graduate students so that they can participate and take advantage of these opportunities.

The Indigenous Liaison indicated that this is definitely a win-win for graduate students in that we can create a network that would ultimately help out in research and future job prospects. The VP External wondered whether any monetary resources were going into this project. Both the President and VP Student Affairs emphasized that no budget was allocated to this and it simply was meant to be a way to connect students to industry and that this only required emailing and personal meetings.

5.2. June GSA Council Meeting

The President explained that Executives are expected to be at the GSA Council Meeting on June 19 at 5 PM. An individual written report is needed where initiatives, meetings and contributions can be outlined. This is also an opportunity to explain what has been done and explain our future initiatives and proposals. The President recommends looking at the February or March agendas from previous Council meetings to have an idea of the nature of this report, which should be concise (no more than 2 pages) and verbal participation, should not be longer than 3 minutes.

5.3. Treaty 6 Land Acknowledgment

Indigenous Liaison recommended adding a Treaty 6 and Homeland of the Métis Land Acknowledgment as a signature to emails. She mentioned that there is an active discussion about the process of Reconciliation, Indigenization, and tokenism. She would like to hear Indigenous and non-Indigenous students' perspectives about Reconciliation since that is a topic of interest for everybody in Canada. The Indigenous Liaison considers that the GSA could remark itself and have more participation on this item by adding a Treaty 6 and Homeland of the Métis Land Acknowledgment on the email signatures. VP Student Affairs would be willing to move forward with the idea and also proposes to add Cree words (and their translation) to provide more value to the acknowledgment. The President mentioned that GSA is an association that goes in favour with the process of Reconciliation and Indigenization, but feels we cannot dictate the email signatures of each Executive, as long as they are within the respectful purview of the association. Furthermore, we need to be careful of putting words that we cannot follow through due to our limited capacity as an association and prefers that we show support for the process of Reconciliation rather than putting empty gestures. VP Student Affairs mentioned that it would be authentic for the Indigenous Liaison to have it on her email signature. Indigenous Liaison mentioned that it would also be a good idea to review the IGSC policies in terms of

acknowledgments in personal signatures and will also talk to her predecessor about this topic in order to know why it was not used before and have continuity with the future Indigenous Liaison. The President thanks the Indigenous Liaison for sharing her point of view.

5.4 The Circle of First Nations, Metis and Inuit Students

Indigenous Liaison mentioned that The Circle meeting was a successful event with a variety of students from all over Canada coming, including 6 Inuit students. Different topics were discussed; discrimination within post-secondary education, Indigenous governance, anti-colonial perspectives, how to work with members of different Treaty's and Indigenous education and research in different fields. The President explains that the GSA will continue to strive to create a non-discriminatory environment for all graduate students on campus and will raise up issues of discrimination when we are made aware of them.

5.5 Provost's Advisory Committee on Gender and Sexual Diversity

The President was informed by a previous Executive that the GSA has had a representative sitting on this committee before. The President considered that it is important to participate on this Committee as the GSA is an Association that prides itself on diversity and inclusivity. Indigenous Liaison showed interested to participate in this Committee due to the experiences of Two-Spirit people (and the larger non-Indigenous LGBTQ2+ community) being discriminated against. The President will follow up to have Indigenous Liaison as a representative.

5.6 Spring and Summer Bursaries

The President explained that GSA offers spring and summer bursaries. The application will be accepted from June 4th to June 22nd and after that the Bursary Selection Committee will decide who will be awarded. The GSA funds allow the Executive to give out 10 awards, 1000 dollars to each student. GSA already provided the funding proposal to CGPS requesting more funds for fall and winter, with the hopes of it being accepted. The President explained that this is a needs-based bursary; unfortunately we don't have the capacity and funds to offer a bursary to all applicants. Nevertheless, all graduate students are encouraged to apply for it. VP Finance and Operations will post an announcement promoting the spring and summer bursary on the PAWS by May 25th.

6. Other Business

6.1. Important Dates

Convocation attendance is confirmed for everyone. Council meeting is on June 19th, thus reports and items to discuss are due to the Chair by June 11th. Graduation Powwow is on May 30th. The President asked who would like to attend the Graduation Powwow. Indigenous Liaison encouraged everybody to participate in the Graduation Powwow to experience indigenous music, dancing, traditions, etc. VP Student Affairs and VP External will register for it and split the attendance for the morning and afternoon, respectively. The President asked the executives to save the day of September 18th for the Annual Building Reconciliation Internal Form.

6.2 Mental Health and First Aid Training

The President mentioned that there are open spots for the Mental Health and First Aid Training on July 11 and 12, and Executives are invited to attend it. VP Student Affairs and VP External confirmed their participation. Indigenous Liaison and VP Finance and Operations will review their calendar and confirm participation.

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 7:03 PM.

Next Executive Meeting will be on Thursday June 27, 2018 @ 5 PM.



**University of Saskatchewan
Graduate Students' Association
Code of Ethics and Discipline Committee
April 30, 2018 – 11:30 am**

Present: Scott Adams, Susmitha Rallabandi, Chelsea Bodeo, Janine Brown, Ashley Dolovich, Amy Gainer

Regrets: Logan Pizzezy

Absent: Marie-Eve Presber

Minutes taken by Amy Gainer

Introduction

The committee convened to review an election appeal received by the GSA Office Manager and subsequently forwarded to the Code of Ethics and Discipline Committee.

While the Chair of the Code of Ethics and Discipline Committee is generally the Council Chair, Adams explained that as he served as Chief Electoral Officer, a conflict of interest exists and an acting chair of the committee was requested for matters regarding the present election appeal.

Record of Decisions

- 1) To nominate Janine Brown as acting chair of the committee as the election appeal is considered. Gainer / Bodeo. Motion carried. Adams abstained.
- 2) To proceed with a full panel hearing to consider the elections appeal received. Bodeo / Gainer. Motion carried. Adams abstained.
- 3) To request that the GSA office set a panel hearing date, request that the appellant review section 4.20.5 of the GSA Bylaws to make it clear on which ground he is basing his appeal, that supporting documentation be submitted in advance to allow committee members 7 days prior to the panel meeting to review evidence to support the ground of the appeal, and to explain to the appellant and second party that their presence is required to fulfill the panel hearing obligations. Brown / Dolovich. Motion carried. Adams abstained.
- 4) To adjourn the meeting. Brown / Gainer. Motion carried.



**University of Saskatchewan
Graduate Students' Association
Code of Ethics and Discipline Committee
April 30, 2018**

Notice to Council

As per Article 4.20 of the GSA Bylaws (2017), notice is given to Council that an appeal regarding the 2018 Executive Election was received by the GSA Office Manager on April 23, 2018.

Minutes from the meeting of the Code of Ethics and Discipline Committee which convened on April 30, 2018 are enclosed.



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

Dear Councillors,

I am pleased to represent the GSA as President and to have the opportunity to work with the Executive team and our dedicated Councillors. I am looking forward to a productive year in which we can build on the accomplishments of previous years so that we can continue providing a superior academic environment for our graduate students.

You will find in this report a brief explanation of what I have been engaged in since the beginning of my term. A detailed annual plan follows.

(1) Supporting Wellness for Graduate Students

I participated in a forum, hosted by the College of Graduate and Postdoctoral Studies, for graduate administrators. The purpose of my participation in this forum was to provide a graduate student perspective on the issues surrounding graduate student wellness. These included the struggles that we often face as a result of stress, depression and anxiety, which are often a result of financial, academic and familial commitments. It was wonderful to have had the opportunity to share insight into graduate student wellness and to be able to participate in an open discussion with graduate administrators on this topic.

(2) Student-Supervisor Agreement

I hope to continue building on the work of the previous Executive with regards to the SSA. While it was a major accomplishment for it to have been adopted by CGPS Faculty Council in May 2017, there is still much work to be done with regards to advocating for its use. I am currently working with the Engineering Graduate Course Council to initiate discussions about the use of the SSA in the College of Engineering. I also look forward to working with Professors from the College of Education, as well as students, to discuss ethical ways of implementing the SSA at the University. I also look forward to working with other departments and Colleges to continue advocating for the use of the SSA. Ultimately, the initial conversation that is initiated when using the SSA sets the tone for the student-supervisor relationship for the remainder of the graduate program.

(3) Linking Academia and Industry

One of the major struggles graduate students face is the move from academia to industry, since the percentage of graduates who find jobs in academia is quite low. The GSA has had the opportunity to partner with the Chamber of Commerce Health Opportunities Committee and Innovation Place to provide opportunities for graduate students to pitch their research to individuals in industry. Throughout the year, we will promote these opportunities and we hope that these avenues will allow graduate students to network, to practice communicating their research and to connect with industry partners. We hope to provide our members with an avenue in which they can transition from academia to industry by allowing you to learn the skills necessary in representing yourself to non-academics.

(4) Executive Retreat

The Executive Retreat was held on May 13, 2018. As with other years, the GSA continues to strive to create programs and initiatives that support our graduate students and promote wellness. The GSA will continue to provide its usual services, such as the UPASS and the Health and Dental Plan, with a potential to look at other services, of interest to graduate students.

The year will include;

- Workshops that will address areas of importance for graduate students.
- Health chats that will provide graduate students with an opportunity to practice wellness.
- Orientation and socials that will promote a strong graduate student community and that will help foster an environment of care and support.
- A celebration of graduate student achievements with the Graduate Student Research Conference, the 3MT Competition and the Annual Awards Gala.

I look forward to an exciting year ahead, one in which we can work together to promote and foster a strong academic experience for our graduate students.

My door is always open for discussions and input.

Thank you,

Naheda Sahtout
President, Graduate Students' Association

GSA President Annual Plan

By Naheda Sahtout

The following document serves to provide a brief overview of the initiatives that I will work on over the 2018 / 2019 academic year as President of the GSA. Please be reminded that most of these initiatives are a continuation of the work that previous Executives have started. There will be three major areas of focus for this academic year.

(1) Graduate Student Representation on the Board of Governors

Graduate students represent approximately 17 % of the student population at the University of Saskatchewan. The University of Saskatchewan is the only member of U15 in which there is no graduate student representation on the Board. Having a graduate student representative not only better reflects the stakeholder population but ensures that the University better aligns with other U15 competitors. With graduate students playing a major role in the research being performed at the University, there is no doubt that this representation will serve to provide better insight into the University's strategic and academic priorities that would support the University's mission, vision and values. Not only will this representation ensure that the University is better reflected, but it will allow the University to remain competitive and maintain similar governance practices with other U15 comparators.

The GSA has been working on this initiative for the past few years, with in-depth consultations happening at the level of the GSA, University and provincial government. Countless reminders for the need of graduate student representation have been emphasized at both University Council and Senate meetings. In February 2018, University Council adopted a motion that requests University Council members to support in principle;

- a) A request from the Graduate Students' Association, on the next occasion when amendment is being considered, for amendment of the University of Saskatchewan Act 1995 to provide for the appointment or election of one graduate student member to the Board of Governors.
- b) In the interim, a request from the Graduate Students' Association to have an appointed or elected representative with status as a non-voting observer or resource person on terms formulated in agreement with the Board of Governors.

While this is a grand feat, there is still work to be done as we currently still do not have graduate student representation. I have imitated discussions once again with the Board Chair and depending on the outcomes of this discussion, will decide how best to proceed. By the end of this academic year, the goal is to have graduate student representation on the Board of Governors.

(2) Student Supervisor Agreement

The initial conversation that occurs between the student and the supervisor sets the tone for the kind of relationship that will ensure a successful academic journey. The purpose of the SSA is to allow both students and supervisors to discuss their expectations for the remainder of the graduate degree program. The SSA covers most aspects of the program and is not only of benefit to the student but allows the supervisor to thoroughly discuss their expectations and obligations of and towards the student. Many of the problems that arise between students and supervisors is a result of the lack of communication, which is fundamentally the most important thing that needs to happen at the beginning of any such relationship.

The Student Supervisor Agreement was adopted by CGPS Faculty Council in May 2017 as the new template and is currently posted on the CGPS website. Building on last year's accomplishments, I plan on pursuing the following this year in an attempt to pave the way to making the SSA a mandatory guideline in the University for graduate students and graduate supervisors.

- With the help of the Dean, CGPS; consult with faculty, graduate chairs and associate deans to determine how best to improve the SSA so that it can be used more widely.
- Continue working on advocating the SSA across departments and Colleges, with the help of Councillors.
- Discuss the ethical ways of implementation of the SSA at the University with Professors and students from the College of Education.
- Collect information from departments who have piloted this project in order to be able to prepare a complete document on the importance of this agreement on the quality of graduate education at this University, including mental health and student wellness.

While the idea of making the SSA mandatory will be a lengthy process, I hope that by the end of this year, the fundamental framework of how to make the SSA superior and accepted across Campus will be in place for future Executives to continue working on. With the tremendous efforts of the previous Executive, I will ensure that this project continues moving forward, all for the ultimate benefit of ensuring a better academic experience for graduate students at the University of Saskatchewan.

(3) Other opportunities to enhance the academic experience of Graduate Students

As an Association, we will continue looking for supports that create a better learning environment for our graduate students and that would allow our members to be better prepared to tackle the job market. We will work with units on campus and organizations off campus to be able to provide such supports.

Jun 2018

RE: VP Finance and Operations Report to Council

The transition period has been well facilitated by the previous VP Finance and Operations David Bennett, who showed me how GSA finances have been operated and managed for the last year. He provided all the information necessary in a professional and transparent manner. During this transition we helped a student to do his tax report which was a good opportunity to see how the tax clinic has been done and I can think about the next tax clinic for the next year. We continue to have good practices such as having a third signing authority to ensure no one will be able to sign a cheque payable to themselves.

On June 1th and June 12th we hosted meetings with our bookkeeper Samantha Nemanishen from Chip Bookkeeping Services Inc. We accorded to have the original documents with us at the GSA commons and the bookkeeper will keep photocopies. Every month they will pick up the paperwork and return it to us with a stamped that says it has revised in that way we can know what documents they have photocopied.

We have been updating the UPASS payments to the City of Saskatoon. The amount estimated was \$580,804.64 corresponding to the UPASS payment of 5356 students, nevertheless we paid for 5345. The differential payment of \$ 1157.97 corresponding to the 11 students left was paid recently. With this transaction we can ensure we are update with the City of Saskatoon and Saskatoon Transit for the 2017 / 2018 academic year and is part of our records with the bookkeeper.

I have been receiving applications for the GSA Bursary Spring and Summer term since June 4th, the application deadline is on June 22nd. We expect the number of applications will increase in the week close to the deadline. The beneficiaries will be selected in the following week after the deadline by the GSA Bursary Selection Committee.

On June 6th I had the honor to represent graduate students on the Graduate Awards & Scholarship Award Committee where we discuss about the importance of establishing policies for different CGPS-administered scholarships, more information about this meeting can be found on the minutes. On June 7th, we met Peter Headley Director, Student Affairs and Services and Maxine Kinakin Manager Assistant Registrar (Accommodation) Disability Services for Students. We talked about campus welfare, diversity and wellness matters.

Date	Meeting
May 18	RBC account representative
June 1	Bookkeeper
June 6	Graduate Awards & Scholarships Award Committee
June 7	Student Wellness Centre
June 12	Bookkeeper

May 2018

RE: VP Student Affairs Report to Council

Dear Council Members:

Please find below my May report to council.

1) Saskatoon Chamber of Commerce: Health Opportunities Committee (HOC)

The GSA was invited to meet with the members of HOC. This connection was made through a reference by a past 3MT judge, Bill Lewis. At the meeting on May 9th, we (Naheda and me) had the opportunity to highlight the need of a closer connection between research conducted at the U of S and Industry. HOC member showed a keen interest to know more about the research conducted at the U of S in particular that related to health. Thus, they invited us to a free networking event at which grad student can pitch their research to people who are in business and industry. This will help our members to connect directly to people who could provide new ideas from a non-academic perspective, and connections in the industry for a future professional development in that area.

2) Innovation Place

In the same subject as discussed in point 1. We (Naheda and me) had the opportunity to meet at Innovation Place with Mike Wolsfeld to explore other possibilities to increase the recognition and exposure of our members' work in the business and industry community. He mentioned that in Innovation Place there are a lot of opportunities to those people working in projects related to computer science. Also, we were invited to take part in networking events that take place in Innovation, at which grad student can attend to present their projects to the innovation and start-up community in Saskatoon.

3) Saskatchewan Student Coalition

We are working with SSC to make the Coalition better organized. This will help the SSC and us to be able to approach the Saskatchewan Ministry of Advanced Education regarding post-secondary education matters as a bigger and stronger organization.

4) Fall Orientation

I have started planning and organizing the Fall Orientation which is the major social event for the GSA with more than thousand attendees. I have requested several quotes for promotional materials, and I am meeting this week with USSU to work on the logistics at the Bowl for the date of the event. I am also considering several partners for potential funding.

The following is an updated list of meetings I have attended, since May 1st:

Date	Meeting
May 7, 2018	TLARC Committee
May 8, 2018	CGPS Council
May 9, 2018	Health Opportunities Committee
May 11, 2018	CGPS Team Lunch
May 13, 2018	GSA Executive Retreat
May 17, 2018	University Council
May 18, 2018	SSC Meeting
May 23, 2018	Innovation Place (Mike Wolsfeld)
May 24, 2018	GSA Executive Meeting
May 30, 2018	Powwow Convocation
May 30, 2018	APC Committee
May 31, 2018	WCVM Graduate Student Open Forum
June 4, 2018	U of S Convocation
June 7, 2018	U of S Student Affairs Team



June 2018

RE: VP External Report to Council

Dear Council Members,

Please find below my June report to council.

1) **Partners/Affiliates of the GSA**

I have continued the partnership/affiliation of the GSA with the Canadian Federation of Students (CFS) and Saskatchewan Student Coalition (SSC).

× **Canadian Federation of Students**

I attended her 71st Semi-Annual National General Meeting held on June 9-12 in Gatineau, Quebec. We had several meetings including provincial/regional meetings, constituency groups meetings, and caucuses.

× **Saskatchewan Student Coalition**

I have been working with the GSA president and other members of the SSC, including some delegates from the USSU. In our meetings, some types of goals/areas that we decided to look at working on collaboratively were discussed. Some of them included:

- ✓ Tuition
- ✓ Improved support for international students
- ✓ Increased investments to Northern Saskatchewan

2) **Health and Wellness**

I will continue to host the Health Chat sessions beginning in the Fall term. I hope to bring an opportunity for certified first aid training to our graduate students at a discounted rate. I also hope to repeat/continue with some of the previous health chats, especially the ones that saw a high number of our members in attendance. I am also making plans to bring a subsidized First Aid/CPR workshop to our members.

3) **GSA Guppies**

I am currently in charge of our soccer team, ensuring that we have enough players to play each week by sending out weekly reminder emails to members of the team. I also ensure that the teammates keep up with positive spirits and good sportsmanship throughout the season. I also ensure to keep them focused on the goals of the team which are *having fun, keeping fit, and winning all the way.*

The following is an updated list of meetings/events I have attended, since my resumption of office in May.

Date

Meeting

May 08	Graduate Faculty Meeting
May 13	GSA Executives Retreat
May 18	Saskatchewan Student Coalition Meeting
May 22	International Activities Committee Of Council Meeting
May 24	GSA Executives Meeting
May 29	Interdisciplinary Committee Meeting
May 30	Annual Graduation POWWOW
June 7	U of S Convocation
June 9-12	Canadian Federation of Students Semi-Annual National General Meeting

June 2018

RE: Indigenous Liaison

Dear Council Members,

Let me begin by thanking you for continuing your engagement in Council throughout the summer months. Maarsii, for your dedication to the GSA. Despite the fact that I have now held the Indigenous Liaison position in interim for two months, this report will be short and sweet.

- 1) **Interim Position:** I have been chosen by the IGSC executive to replace Iloradanon Efimoff as the IGSC co-chair and GSA Indigenous Liaison until our AGM this coming September. It is my hope that the IGSC student body will then elect me in this position for the upcoming academic year.
- 2) **The Circle of First Nations, Métis, and Inuit Conference:** From May 18th – 20th, I participated in the CFS’s Circle Conference in Winnipeg, where Indigenous student leaders across Canada discussed the various issues Indigenous students (undergraduate and graduate) face on campus and in university. Examples include but are not excluded to: steep learning curve of academia; Western ways of research being upheld higher than Indigenous knowledges; financial difficulties; estrangement from one’s home community; and discrimination.
- 3) **Proposed Plan for up-coming year:** I look forward to continuing the IGSC’s relationship with the GSA. I am tentatively seeing if it is possible to install a Treaty 6 and Homeland of the Métis plaque within the GSA Commons. This, however, will only be possible with the wishes of the IGSC student body, non-Indigenous graduate students, and the Nations implicated in Treaty 6 as well as the Métis Nation. I am also working with the VP Student Affairs to include Indigenous culture and encourage Indigenous student engagement during the September Orientation.

Below is a list of my engagements since beginning my mandate in April:

Date	Meeting
May 11 th , 2018	Informal Lunch with CGPS administration.
May 13 th , 2018	GSA Executive Retreat
May 18 th to May 20 th , 2018	Attended CFS – The Circle in Winnipeg
May 24 th , 2018	Executive GSA Meeting
May 28 th , 2018	TLARC Committee Meeting
May 30 th , 2018	Graduation Powwow
June 6 th , 2018	Convocation at TCU Place
June 7 th , 2018	Meeting with Wellness Centre admin team.



Student Wellness and Services Fee Frequently Asked Questions – May 30, 2018

What is the Student Wellness and Services Fee? What is it used for?

Beginning in the 2018 Fall Term, what was previously the Student Services Fee (SSF) will be renamed to be the Student Wellness and Services Fee (SWSF). The SWSF is a fee charged to all U of S students on a per term basis. This fee is specifically used to fund student support units: the Student Wellness Centre, Student Affairs and Outreach, and Access and Equity Services.

How much is the fee?

Effective Fall 2018, the SWSF will increase by \$30 per term for full and part-time students, and by \$22.50 per term for off-campus and audit students. Amounts for the 2018-19 academic year are below.

	Fall Term		Winter Term		Spring Term		Summer Term	
	2017-18	2018-19	2017-18	2018-19	2017-18	2018-19	2017-18	2018-19
Full-time student	\$15	\$45	\$15	\$45	\$7.50	\$22.50	\$7.50	\$22.50
Part-time student	\$15	\$45	\$15	\$45	\$7.50	\$22.50	\$7.50	\$22.50
Off-campus and audit student	\$7.50	\$22.50	\$7.50	\$22.50	\$3.75	\$11.25	\$3.75	\$11.25

Why is it being increased this year?

The SSF (now SWSF) was first implemented at the U of S in 1993 and has not increased in 23 years, since the 1995-96 academic year. Over that time, the need and demand for health services, specifically mental health support, has grown and outpaced our current capacity. Like universities everywhere, the U of S is facing higher demand for services, as well as the need to meet increasingly complex needs.

The U of S has sought and is continually seeking various avenues for funding including engaging donors, working with the Ministry of Health and looking within existing budgets to ensure student support is funded at an adequate level. However, the trend of declining university operating budget provided by the provincial government over the last number of years, combined with growing demand and increases in student numbers, has made it difficult to keep up with services without additional resources.

How do U of S fees compare to other universities'? Are we more expensive?

In 2017-18, for overall student fees, the U of S was among the lowest compared to other U15 (medical/doctoral) universities. For example, U of S undergraduate total fees were \$835 per year (vs. U15 average of \$1,223 per year) and graduate student fees were \$948 per year (vs. U15 average of \$1,273 per year).

For the SWSF, an analysis of 11 comparison universities was completed, which included U15 universities as well as the University of Regina. Each university has slightly different grouping of the type of services included in their student fees (e.g., many have separate SSF, SWSF and Athletics/Recreation Fee built into one single fee) which makes direct comparisons difficult. However, the overall analysis found that, largely due to the U of S not having



adjusted its SSF in 23 years, our fees were significantly lower than almost all other universities that were looked at.

Aren't there other alternatives to increase resources for key campus services?

Currently, student mental health services is funded through a number of streams, including student fees, university operating budget, the Ministry of Health, fee-for-service (for specific services like massage, chiropractor and physiotherapy), health insurance benefit plans, and university donors. As demand for service has grown, the university has managed to cover increasing costs internally through one-time funds (which have now been depleted) or non-permanent funding to cover much-needed positions, while continuing to seek more funds from donors and government. These additional student fee contributions will help the university to continue to maintain and enhance access, timeliness and quality of a wide range of vital services for students.

How do students benefit from the increased fees?

The units receiving the increased fees provide health, well-being, safety and academic accommodations resources and supports, which are available to all students. Even when an individual student accesses these services infrequently, everyone benefits from a healthier campus community. The university has recently launched a new Wellness Strategy, which aims to create an environment that promotes and supports the health and well-being of all who study and work at our campus. This, together with recent improvements in student health and wellness services, will help create a healthy and supportive campus for all students—which will increase the potential for their well-being and success.

What sort of impact will this increased fee have on access to and timeliness of services (especially in relation to mental health support)?

We are dedicated to ensuring students have access to the supports they need and that they are timely and of high quality. We always strive to ensure students with urgent/critical concerns are seen as soon as possible (ideally the same day), but current capacity and increasing demand makes it challenging. There will be further investment in front-line services providers for the 2018-19 academic year as a result of student contributions. Managing wait-times is a key priority for the team. Additional resources will allow us to continue to tailor our services to meet the increasingly complex needs of students in a timely manner.

How much has demand for services grown?

Within the Student Wellness Centre, demand for services has increased by 39% in the last seven years. Within Access and Equity Services in the same period, we've seen a 100% increase in the number of students registered and supported. Within Student Affairs and Outreach, we are managing 73% more cases now than two years ago.

How have these services already improved to better support students?

During the 2017-18 academic year, we have implemented a new model to deliver health and wellness services to students. Successes of the new model include:

- Increased: number of students served, preventative student outreach, preventative health education training and outreach, and partnership with community services
- Reduced: wait-times for key services, referrals to off-campus services, and reactive crisis interventions

The focus of the new model is on promotion (e.g., building a healthy campus culture) and prevention (e.g., identifying risks and responding early), rather than a sole focus on intervention once a problem already exists. Early successes and positive feedback from students has been very encouraging but we need to ensure this new model continues to be sustainable and grow over the long term to reflect student need.



What if I choose not to use these campus services? Can I opt out of the SWSF?

No, students cannot opt out of the Student Wellness and Services Fee. It exists in the same way as the Athletics and Recreation Fee, which is a key contributor to the provision and maintenance of basic campus services for all students at the university.

Students can, however, opt out of portions of other student fees, such as USSU or GSA Health and Dental benefits and U-Pass, depending on specific plans you are enrolled in.