



Graduate Students' Association - University of Saskatchewan

Council Meeting Agenda

Tuesday December 3rd, 2019 - GSA Commons

17:00 – 19:00

The GSA operates on Treaty 6 Territory and the Homeland of the Métis Nation. We pay our respect to the First Nations and Métis ancestors of our gathering place and reaffirm our relationship with one another.

#	Item	Page	Action
1	Call to Order		
2	Guest from the University's ICT Resources		
3	Approval of the Agenda	1-2	<i>Decision</i>
4	Approval of the minutes from November 5, 2019	3-10	<i>Decision</i>
5	Information to be received	11-28	<i>Decision</i>
	A. October 21, 2019, Executive meeting minutes		
	B. November 4, 2019, Executive meeting minutes		
	C. Governance Committee minutes from November 1, 2019		
	D. Bursary Selection Committee minutes from November 6, 2019		
6	Executive reports	29-35	<i>Information</i>
	A. Report of the President		
	B. Report of the VP External		
	C. Report of the VP Finance and Operations		
	D. Report of the VP Student Affairs		
7	GSA Partnership with Canadian Blood Services		<i>Information</i>

8 Other business/Announcements

Information

9 Adjournment

Decision

Next Meeting: January 28th, 2020



University of Saskatchewan
 Graduate Students' Association
 GSA Council Meeting Minutes
 Tuesday November 5 2019. GSA Commons

As Council gathers, we acknowledge that we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of our gathering place and reaffirm our relationship with one another.

Attendance: *See appendix A*

1. Call to Order

The Chair of Council officially called the council meeting to order at 5:05 pm.

Mr. Osai Clarke acted as the recording secretary for the meeting.

2. Approval of the agenda

The chair asked if there were any amendments to be made to the agenda as circulated.

President Rengifo put forth 3 amendments namely:

1. Removal of item **3**. Guest from the Public Service Alliance of Canada Local 40004
2. Addition of "Guest Speakers: Associate Dean, University Library and Collections Services Librarian" as item **3**.
3. Addition of "The ratification of the Ghanaian-Canadian Association of Saskatoon Inc" as item **8**.

Motion to amend the agenda (Rengifo/Fonseca)

Carried

Motion to approve the agenda as amended (Fonseca/Alam)

Carried

3. Guest Speakers: Associate Dean, University Library Electronic and Collections Services Librarian

Rachel Sargeant-Jenkins and Jaclyn McLean, Associate Dean for the University Library and the Collections Services Librarian respectively addressed Council by updating members on the collections budget for the library. This budget provides all of the resources to faculty as researchers and students as researchers and learners. The collections budget as with lots of other university libraries around the country and some globally, is being dramatically impacted by the current academic publishing models. Essentially, researchers produce the literature and then are forced to pay to access that same research.

The budget is approximately \$14 million dollars/year and the vast majority of it goes towards journal packages like Elsevier and databases like web of science which together account for 74% of the budget. The journals, which make up 14% of the budget are individual titles and mostly electronic but they are not part of any publishing package. Services like the library's catalogue that are on the budget are systems to support the library's collections and represent the smallest portion of the budget at 4%. The remaining 8% of the budget is allocated to books, both e-books and printed books. Roughly 91% of the entire budget is already committed to ongoing subscriptions and services. 87% of that already committed budget is billed or originates in USD. The 2018/2019 budget suffered a shortfall that was covered by some reserved funds. However, the 2019/2020 budget for this fiscal year which started in May has more of a shortfall, amounting to about \$1.38 million.

The data collected from the surveys and principled position of the library to maintain core strategic resources for teaching, learning and research were considered to minimise the impact, the effect of subscription cancelations, necessary to bridge the gap of the budget shortfall. The library will maintain access to the owned content for which we have perpetual access and maintain appropriate balance among disciplines.

As the student body you can join the global movement for advancing transformative scholarly publishing which amounts to a push for open access literature. 7000 surveys with a 13.65% response rate was achieved during the library's last university wide engagement.

The Chair asked if they were any questions for the Guest speakers.

Questions:

Rengifo: What strategies is the library implementing to ensure that students still have access to all the information that they require for their program and research?

Answer: Out of about 60,000 titles, the library is dropping 4,000 of those titles. We are retaining the highest used titles and journals. Like the principled move of the University of California to drop Elsevier, some of those measures are needed to facilitate the budget shortfall and perhaps even more importantly expressing our dissatisfaction with the current system. The access to the information will still exist, it may not be direct and may need more than one click but students should be able to get all

the same material that existed before the changes. More about obtaining articles will be communicated before the end of the year but a few strategies are as follows: the interlibrary loan process, open access version in repositories and directly from the authors.

Islam: Is the library planning to get more copies of books that have lots of demand?

Answer: The library typically does not buy multiple copies of books but would get the highly demanded book recalled from the borrower within 7 days so that other interested parties can benefit from that copy. If the sheer number of requests meet a certain threshold then the library would consider the purchase of a second copy. Additionally, students should be aware that different editions of the same book may contain all the content, necessary for their work but may differ in a few illustrations.

Alam: How do you encourage the USASK community to publish in open access journals when they typically cost more?

Answer: The USASK community doesn't realise that you can negotiate your authorship rights with the publisher, typically this is an aspect normally skipped. The library would stress that Author agreements are negotiable.

4. Approval of the minutes from October 15th, 2019

Motion to approve October 15th minutes. (Church/Kamal)

Carried

5. Information to be received

- a) September 23, 2019, Executive meeting minutes
- b) October 7, 2019, Executive meeting minutes

Motion to receive agenda items 5A-B. (Murray/Islam)

Carried

6. Executive reports

A. Report of the President

President Rengifo addressed the gathering focusing on the following 2 areas:

1) Improving student experience on Campus:

In keeping with the spirit of the GSA, the Executive will be meeting with senior administration to discuss how to improve the graduate student experience on and off-campus. The initial meeting will focus on the myriad of complaints of the student body living in the residences.

2) Teaching certification for interested graduate students

The teaching preparation certification program is geared at giving graduate students and post-doctoral fellows a more structured and recognized teaching experience before leaving USASK. It is the desire of the program to help participants learn ways to deepen their understanding of teaching material so they can better impart that knowledge.

There were no questions for the President.

B. Report of the VP External

VP Ezekwesili couldn't be present at the meeting so President Mendoza presented her report to Council. She informed the councillors of 3 aspects of her report namely:

- 1) The GSA Guppies have begun their volleyball and basketball games so check the schedule and come out and cheer your fellow graduate students when you can.
- 2) Upcoming Health chats: "Inquiring minds"-November 5th from 1 pm-4 pm, "First Aid"-November 9th from 8:30-4:30 pm, "Bringing in the Bystander"-December 17th from 3 pm-4:30 pm.
- 3) Zumba classes will be hosted at the GSA on the 1st and 3rd Friday of every month between 6-7 pm.

There were no questions concerning VP Ezekwesili's report.

C. Report of the VP Finance and Operations

VP Alam shared that the GSA bursary applications have been closed as of the 1st of November and the Bursary selection committee members are currently being contacted to decide on an appropriate time(s) to comb through the applications. 23 bursaries will be granted based on the funds available. The result will be known by November 18th.

There were no questions for VP Alam.

D. Report of the VP Student Affairs

VP Fonseca informed the councillors that the Halloween movie event was very successful with about 50 people in attendance. Presently the VP Student Affairs is working on the research conference to be held in February 2020.

There were no questions for VP Fonseca.

7. Committee of Council

a) Elections and Referenda Committee

Council Chair and Chief Electoral Officer, Asanka Godakanda (Council member), Josh Katz (Council member), Mostofa Kamal (Council member), Natalia Zakharchuk (Regular/general member), Rohini Vijayan (Regular/general member), Kaidan Xu (Regular/general member).

Motion to approve changes in the membership of the Elections and Referenda Committee. (Fonseca/Church)

Carried

8. Ratification of the Ghanaian-Canadian Association of Saskatoon Inc.

VP Fonseca said a few words about the social club speaking to their constitution and events and that they had been previously ratified as a social club.

Motion to ratify the Ghanaian-Canadian Association of Saskatoon Inc. (Fonseca/Alam)

Carried

9. Other Business/Announcements

President Rengifo shared with Council that the public lectures for the CGPS Dean candidates will be held on the following days and times:

Valerie Chappe: November 14th- 2:30-3:30, Thorvaldson 159.

Trever Crowe: November 19th -3:00-4:00, Thorvaldson 110.

Deborah Burshtyn November 21st - 1:00-2:00, Thorvaldson 110.

The Chair informed Council that the next meeting will be on December 3rd.

10. Adjournment

Motion to adjourn (Schulte/Murray) at 6:00pm.

Carried

Appendix A

Academic Council	Name of Councillors and (alternates)	Sep.24 2019	Oct.15 2019	Nov.5 2019	Dec.3 2019	Jan.28 2020	Feb.25 2020	Mar.17 2020	Apr.7 2020	Jun. 2020	Aug. 2020
Agricultural and Resources Economics (ARE) Graduate Student Association	Ran San (Valentina Ofori)	N/A	P	P							
Animal & Poultry Science Grad Students' Assoc.	Muhammad Imran (Kiana Rieger)	P	A	P							
ARCHAIA	Adrienne Ratushniak (Michelle Gowan)	P	P	A							
Biology Graduate Student Association	Rebecca Smith (Ruth Greuel) (Carmen Marquez) (Andrea Wishart)	N/A	P	P							
Chemistry Course Council	Naheda Sahtout (Doug Fansher)	P	P	P							
Computer Science Graduate Council (CSGC)	Rifat Zahan Muhammad Aminul Islam (Md. Nadim)	N/A	P	P							
English Course Council	Lindsay Church (Michelle Kent)	P	P	P							
Geography & Planning Grad Council	Selena Schut (Renata Leonhardt)	P	A	P							
Graduate Geological Society (GGS)	James Schulte (Brayden McDonald)	P	P	P							
Johnson-Shoyama Graduate School of Public Policy Students' Association	Manreet Kaur Nehal (Syed Adnand Khalid)	N/A	N/A	P							

Academic Council	Name of Councillors and (alternates)	Sep.24 2019	Oct.15 2019	Nov.5 2019	Dec.3 2019	Jan.28 2020	Feb.25 2020	Mar.17 2020	Apr.7 2020	Jun. 2020	Aug. 2020
Kinesiology Graduate Student Council	Natasha Boyes (Natalie Houser)	P	P	P							
MBARC	Alexander Mueller (Megan MacDonald)	N/A	N/A	P							
PEGASUS	Kimberlee Dube (Ethan Runge)	P	P	P							
Pharmacy & Nutrition Graduate Students' Council	Janine Rover (Mujtaba Badr)	P	P	P							
Physical Therapy Student Society (PTSS)	Julia Koop (Brandey Blahut)	P	P	P							
Plant Sciences GSA	Asanka Godakanda (Berenice Romero)	P	P	P							
Psychology Graduate Students' Association	Farron Wielinga (Josh Katz) (Brandon Sparks)	P	P	R							
SENSA	Mostofa Kamal Purbasha Mistry (Layane Moura) (Anita Bhatt)	P	P	P							
SPHSA	Aisha Sajid Humaira Inam (Janessa Tom) (Chunbei Liu)	N/A	N/A	P							
Sociology GSA	Connor Morrison (Cerah Dube) (Alana Demkiw)	N/A	P	P							

Academic Council	Name of Councillors and (alternates)	Sep.24 2019	Oct.15 2019	Nov.5 2019	Dec.3 2019	Jan.28 2020	Feb.25 2020	Mar.17 2020	Apr.7 2020	Jun. 2020	Aug. 2020
Soil Science Graduate Student Association	Rachel Brockamp (Aimee Schryer)	P	P	P							
Toxicology Graduate Students' Association	Mikayla Oldach (Alana Weber)	P	P	R							
Western College of Veterinary Medicine (WCVM) GSA	Breanne Murray (Zeyad El Karsh)	P	P	P							
Exec. President	Mery Mendoza Rengifo	P	P	P							
Exec. VP Finance and Operations	Mohammad Wajih Alam	P	P	P							
Exec. VP Student Affairs	Alejandra Fonseca	P	P	P							
Exec. VP External	Chiamaka Ezekwesili	P	P	P							



University of Saskatchewan - Graduate Students' Association

Executive Meeting Minutes

October 21, 2019

Present: Mery Mendoza (President), Mohammad Wajih Alam (VP Finance and Operations), Chiamaka Ezekwesili (VP External), Alejandra Fonseca (VP Student Affairs).

Regrets: None

Absent: None

Guests: Ian Moy and Biswa Patra

1. Call to Order / Opening Remarks

The President called the meeting to order at 5:02 pm.

2. Approval of the Agenda

The President asked if there were any additions or amendments to the agenda as circulated. The President added two items for information/discussion:

Co-curricular record; Student engagement, Christmas Hangout

And the VP Finance and Operations moved the below items to the next executive meeting:

GSA Common Supplies and GSA Common hours for Reading and Christmas Break

Motion: To approve the agenda as amended.

Moved: VP Student Affairs

Seconded: VP Finance and Operations.

Vote All in Favour, Motion carried.

3. Approval of the September 23, 2019 Executive Meeting Minutes

The President asked whether there were any further amendments to the September 23rd, 2019 Executive Meeting Minutes. There were none.

Motion: To approve the September 23rd, 2019 Executive Minutes

Moved: VP Student Affairs

Seconded: VP Finance and Operations

Vote all in Favour, Motion carried.

4. Approval of the October 7, 2019 Executive Meeting Minutes

The President asked whether there were any further amendments to the October 7th, 2019 Executive Meeting Minutes. There were none.

Motion: To approve the October 7th, 2019 Executive Minutes

Moved: President

Seconded: VP Finance and Operations

Vote all in Favour, Motion carried.

5. Items for Action

5.1 English Course Council funding request

The President received a funding request from the English Course Council (ECC) and invited one of the ECC executives to join the GSA Executive Meeting. Ian Moy attended on behalf of ECC. The President welcomed Ian to the GSA Executive meeting and asked for a brief description of the event. Ian explained that ECC is going to host a conference “Literary Eclectic XIV”, which is the fourteenth annual Department of English graduate students’ conference, organized by the English Course Council (ECC) of the University of Saskatchewan, to be held on campus on October 25th-26th, 2019. They are anticipating research presentations by 30-40 students from University of Saskatchewan, University of Regina, University of Toronto, Trent University, Carleton University, Queen’s University, and McMaster University. The relevance of this conference is to provide graduate students a professional experience and an opportunity to disseminate their current thesis and dissertation research. The President opened the floor for questions.

The VP Finance and operations thanked Ian for the explanation and asked to clarify about who would be presenting and how would graduate students benefit from such a conference. Ian explained that this is an opportunity for students to present their work and improve their academic performance and boost confidence while creating an opportunity to network. The VP Student Affairs asked about more clarification on the budget. Ian went into some more detail in describing the budget. President asked how many graduate students from University of Saskatchewan will present their work and if there is any fee to participate in this event. Ian mentioned that they are expecting about 20 graduate student from which 9 will be presenting their work. They will also have postdoctoral fellows and faculty members. Ian explained that there would be \$ 20 fee per person. 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. The President indicated that the decision is based on the budget and not on the event and thanked Ian for providing the proposal and further information. She communicated that the decision will be made and will be communicated via email.

Motion: to approve funding in the amount of \$300 for this event

Moved: VP Student Affairs

Seconded: VP Finance and Operations.

Vote all in Favour, Motion carried

5.2 India Students' Association funding request

The President received a funding request from Indian Student Association (ISA) and had therefore invited one of the executives to join the GSA Executive Meeting. Biswa Patra, VP Operations and Finance, attended this meeting on behalf of ISA.

The President welcomed Biswa to the Executive meeting and asked for a brief description of the event. Biswa explained that they are celebrating their annual event Parichay on November 9th, 2019 at the Park Town Hotel, Saskatoon. "PARICHAY" (meaning: Introduction) is a welcoming event for new students and this is an opportunity to introduce those students to the campus community as well as the community of Saskatoon. This is also one of the biggest international student event in Saskatoon organized every year that usually hold over 400 participants. The event

is followed by an Indian cuisine dinner for all in attendance. They offer a Launchpad for students to showcase their talent in ethnic Indian performing arts. The event also serves as an opportunity to show the rich cultural heritage of India to the City of Saskatoon.

The President opened the floor for questions. The VP Finance and Operations requested more details on the food arrangements for the event to which Biswa explained that they are ordering food from a restaurant at a subsidized cost. The VP Student Affairs asked if they considered an option of distributing tickets online instead of printing them to reduce cost. Biswa explained that they had tried that before, but it did not go very well. She further asked about the cost per participant to attend the event as it was not very clear from the funding request. Biswa explained that it would cost \$10 per person but there would be many dignitaries/sponsors who would receive free tickets to attend the event. The VP External was happy with the explanations of the event.

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. The President indicated that the decision is based on the budget and not on the event and thanked Biswa for providing further information. She communicated that the decision will be made and will be communicated via email.

Motion: to approve funding in the amount of \$400 for this event

Moved: VP Student Affairs

Seconded: VP External.

Vote all in Favour, Motion carried

5.3 Approval for GSA executive to sit on the Governance committee

The President mentioned that two executives sit on the Governance committee. The Governance committee is required to ensure the Graduate Student Association (GSA) retains the correct documentation (Policies, Bylaws, and Constitution) to fulfill the mandate of the GSA. The primary activities of this committee include: (i) revising existing documents; (ii) creating required policies and/or bylaws absent in the existing documents; (iii) authoring recommendations and bringing

forth motions to Council for policy documents; and (iv) authoring recommendations and bringing forth motions to General Meetings for bylaw documents and constitutional matters. This committee generally sits 2-3 times per year or as needed. Currently, the president is serving on this committee and one more executive is required to sit on this committee. The VP Student Affairs volunteered herself to sit on this committee.

Motion: to approve VP Student Affairs to serve on the Governance Committee.

Moved: VP Finance and Operations

Seconded: President.

Vote all in Favour, Motion carried

5.4 Convocation Ceremony

The President received an invitation for the GSA Executives to participate in the Chancellor's Platform Party at the 2019 Fall convocation. This is a standing tradition for student leaders, to be members of the Platform Party and sit on stage during convocations. The ceremony will be held on November 14th, 2019 at Merlis-Belsher. The President mentioned that the VP Finance and Operations agreed to participate on Convocation from 9am to 12pm and President will attend the afternoon ceremony.

Motion: to approve VP Finance and Operations to attend the morning and President to attend the afternoon ceremony.

Moved: VP External

Seconded: VP Student Affairs.

Vote All in Favour, Motion carried

5.5 GSA executive's participation in First Aid Mental Health

According to the GSA polices, the Executive should attend Mental Health First Aid Training in the first six months of their term in office, provided the training is available.

Motion: for the executives to attend Mental Health First Aid when the training is available.

Moved: VP External

Seconded: VP Student Affairs.

Vote All in Favour, Motion carried

6. Items for Information / Discussion

6.1 Senate meeting

The President mentioned that all executives are invited to attend senate meeting to be held in October 26 from 9 AM to 4PM. The President is a voting member of Senate therefore she has to give a report on graduate student activities as well as to participate in discussion. The President is giving a welcome message to the new Chancellor Grit McCreath. The president encourages all executives to participate in this meeting.

6.2 Renewal of the Insurance

The President mentioned that the GSA insurance package needs to be annually renewed. As such, the VP Finance and Operations and the President will be carefully going through the document to review the renewal of the insurance and make sure we do have this signed ahead of time.

6.3 Co-curricular Record

The VP External mentioned that Co-curricular records (CCR) are granted to students who participate in activities that help them develop skills, and learning outcomes. The executives discussed various activities performed by different members with the GSA that may have all requirement to receive CCR. The President thanked the VP External for bringing this item and she acknowledged that more discussion is needed on this topic. The president mentioned that further steps will be taken to make sure that we have all the information before moving forward with this item.

6.4 Student engagement: Christmas Potluck

A discussion with the Director of Student Affairs and Services, and the student community has brought the need of graduate students to have a place to stop by during the holidays in December.

As such, the GSA commons will open its doors in specific days on December to gather events for Christmas. This is a great initiative as this creates a welcoming and friendly environment on campus for the university community. Unfortunately, most of the GSA executives will be away in December and are not able to open the Commons therefore there is a need to have a coordinator available on those dates. The VP External volunteered to be cover the shift on Dec 25th and the Executive will make sure to find coordinators to cover following days as required.

6.5 Dates for the Retreat

The President mentioned last-year the Executive together with office-manager and coordinators went for a three-day retreat aiming to discuss about short and long-term goals of GSA as well as to brainstorm on how to continue improving our services for the betterment of graduate students at University of Saskatchewan. Last year, the location of the retreat was Waskesiu. The President has asked the office manager to gather more details of the venue and requested the Executive to check their calendars for available dates.

6.6 Halloween Movies

The VP Student Affairs mentioned that Halloween is approaching and as such GSA will be hosting a movie night at GSA Commons. This year two movies will be played. The first movie is family friendly: Coco and the second movie is a horror movie. The first movie will be screened at 5pm and the second movie will be screened at 7pm. We will provide pops and free popcorn during the event. She asked the Executive for help with the arrangements on the day of the event.

6.7 Student Saskatchewan Coalition committees: Governance, Communications, and Advocacy

The President mentioned that the Saskatchewan Student Coalition (SSC) encompasses all major student Unions in Saskatchewan and are currently in the process of developing goals for this year and working on the Terms of reference. The committee has decided to increase the number of meetings per year. The President emphasized that it is important for us to be present at the meeting as, so far, we are the only graduate student body in the committee, which represents the graduate students from Saskatchewan. The next meeting is on November 22nd, 2019 from 5:30pm to 6:30 pm and all executives agreed to attend the meeting.

7. Other Business

8. Confidential Session

9. In Camera Session

10. Adjournment of Meeting

The President asked whether there was any other business arising. There were none.

Motion: To adjourn the meeting

Moved: President

Seconded: VP Student Affairs

Vote All in Favour, Motion carried

The meeting was adjourned at 8:05 PM



University of Saskatchewan - Graduate Students' Association

Executive Meeting Minutes

November 04, 2019

Present: Mery Mendoza (President), Mohammad Wajih Alam (VP Finance and Operations), Chiamaka Ezekwesili (VP External), Alejandra Fonseca (VP Student Affairs).

Regrets: None

Absent: None

Guest: Hadi Ramin, Easwaran Nampothiry, Zonayed Ahmed, Rakibul Islam Chowdhury, Fahima Khundker

1. Call to Order / Opening Remarks

The President called the meeting to order at 5:08 pm.

2. Approval of the Agenda

The President asked if there were any additions or amendments to the agenda as circulated; there were none.

Motion: To approve the agenda as circulated.

Moved: President

Seconded: VP External.

Vote All in Favour, Motion carried.

3. Items for Action

3.1 American Society of Heating, Refrigeration, and Air-Conditioning Engineers (ASHRAE) Student Branch Funding Request

The President received a funding request from ASHRAE and invited one of its executives to join the GSA Executive Meeting. Hadi Ramin and Easwaran Nampoorthy attended on behalf of ASHRAE. The GSA President welcomed Hadi and Easwaran to the GSA Executive meeting and asked for a brief description of the event. ASHRAE is organizing a half day workshop on “Steam systems and their applications in HVAC systems”. Steam systems play a significant role in maintaining a comfort conditions inside the building during the winter season and the familiarization in operations and maintenances of these systems are essential for Engineers. There will be industry professionals such as Mr. Jordan Hittel (Steam Connoisseur, Spirax Sarco) and Mr. Darrell S Solie (Capital Planning, University of Saskatchewan) who will participate in this event. This event would be suitable for graduate students having a background in engineering and technology. Graduate students will gain more practical knowledge and will be able to share their research while developing their professional network. ASHRAE explained that the specific benefits for students from this event are:

1. Opportunity to interact and network with fellow students and the resource person, who has strong industrial experience and high influence in Saskatoon HVAC companies.
2. Enhance the fundamental knowledge in building heating/cooling systems and understand the principles and applications of steam systems in buildings.
3. Practical exposure of the graduate students to building operations, which would enhance their theoretical concepts.
4. Great opportunity for ASHRAE Usask branch to have exposure and sponsorship from suitable industries in future, which ultimately allows them to conduct more events and the graduate students will be ultimate benefiterers.

The President thanked the ASHRAE’s executives and opened the floor for questions. The VP External asked if this was the first event they are organizing and how many graduate students they

expect to attend. Hadi mentioned this is their second event and they are expecting about 50 people, including professionals from industry. The VP Finance and Operations asked if the date, time and venue of the event was fixed as it was not explained. Hadi mentioned that the event will be held on Nov. 18th, at the Engineering Building at the University of Saskatchewan and is scheduled for 4 hours. Wajih further asked what kind of programs are included in the event, whether the workshop is a presentation only or it includes hands-on experience as well. Hadi mentioned that the workshop will have two parts, a presentation and hands-on experience.

The VP Finance and Operations also asked if the students that attend the event will get a certificate. Hadi explained that the usual cost of such certificate is \$100 and such, the participants will not obtain a certificate but they are looking into it for a future event. The VP Student Affairs asked for some clarification on the budget which was not completely clear. Hadi and Ishwaran explained it in more detail. The President asked if there are other organizations that would support this event financially. They mentioned that the GSA is the first place where they asked for funding and based on the financial support they receive from GSA, they would approach other agency. 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. The President indicated that the decision is based on the budget and not on the event and thanked the ASHRAE's executives for providing the proposal and further information. She communicated that the decision will be made and will be communicated via email.

Motion: to approve funding in the amount of \$250 for this event

Moved: VP External

Seconded: VP Finance and Operations.

Vote all in Favour, Motion carried

3.2 Bangladeshi Students' Association (BSAUS) Funding request

The president mentioned that the VP Finance and Operations received a funding request from the BSAUS and invited the BSAUS executives to join the GSA Executive Meeting. Zonayed, Shimanto and Fahima attended on behalf of BSAUS. The President welcomed the BSAUS executives to the GSA Executive meeting and asked for a brief description of the event. Zonayed mentioned that

BSAUS aims to provide support for new Bangladeshi students as they begin their studies at the university as well as help the existing students enjoying a cheerful life in abroad, therefore they are planning an event that welcomes the new Bangladeshi students and bids farewell to graduating Bangladeshi students in a social gathering. This event includes attractive cultural performances, award giving sessions, and introduction of the new executive committee, important announcements, dinner social, and so on. The expected size of audience is 250+ which includes not only people from Bangladesh but also interested viewers from other nationalities as well.

The President thanked the BSAUS's executives and opened the floor for questions. The VP External asked about the date of the event to which Zonayed mentioned that the event is scheduled to take place in November 9th at the Education building. The VP Finance and Operations asked about how they think this event will help graduate students. BSAUS replied that this program will help the students to get out of academia, spend time for themselves and reduce tension and stress which would be good for mental health. This will also help the new and current students to know about GSA, ISSAC and other resources available on campus.

The VP Student Affairs asked for further clarification on the budget as it was not very clear. Zonayed explained the rationale behind the breakdown of the budget. The VP Student Affairs also asked how many students usually participate in the rehearsal program and whether or not the participants will receive gifts to which they mentioned around 30 people participates and all new students will receive welcoming gifts. 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. The President indicated that the decision is based on the budget and not on the event and thanked BSAUS's executives for providing the proposal and further information. She communicated that the decision will be made and will be communicated via email.

Motion: to approve funding in the amount of \$350 for this event

Moved: President

Seconded: VP Student Affairs

Vote (3 in favour, 1 abstention (VP Finance and Operations due to Conflict of interest))

Motion carried

3.3 Dates for retreat (amended)

President mentioned that pertaining to last executive meeting's discussion, the office manager came up with several proposed dates for the retreat. The executives decided to go on retreat on Feb 21st and 22nd. The main purpose of this retreat is to:

- *Reflect on the activities of the year and how to better prepare our Executives and Staff for the future;*
- *Provide an opportunity to work through team building and trust exercises;*
- *Identify individual strengths and weaknesses and how to overcome them;*
- *Discuss action plans for the GSA and how to engage our graduate student community.*

Motion: to approve the dates of retreat on Feb 21st and 22nd

Moved: VP External

Seconded: VP Finance and Operations.

Vote All in Favour, Motion carried

An amendment has been made with changes on the date of the retreat (for new information see minutes from Nov 18th, 2019).

3.4 GSA Zumba Supplies

The VP External and the VP Student Affairs mentioned that it is difficult for the Zumba instructor to use the handheld microphone during the activities. Hence, if the executives would be willing to look for an alternative portable on-ear microphone. They also mentioned that it could be used for other events as well, such as: 3 Minute Thesis Competition. The executives decided that the VP Finance and Operations would discuss this with the Office Manager to look for an alternative.

Motion: for VP Finance and Operations to discuss with Office Manager for on-ear microphone

Moved: President
Seconded: VP External.

Vote All in Favour, Motion carried

4. Items for Information / Discussion

4.1 Annual Gala Updates

The VP External mentioned that she met with the GSA Gala decorator along with the VP Finance and Operations. The GSA Gala decorator brought quote for audio-visual which is going to cost less than previous years. The VP Finance and Operations asked if barcode could be added on the tickets for easy identification via cellphone and the VP External mentioned that she would look into it. The GSA administrator has been helping the VP External with the tickets for Annual Gala.

4.2 CCR Criteria

The executives are still having discussion about the various requirements for Co-curricular record (CCR) criteria to see what criteria needs to be fulfilled for someone to be awarded CCR. The President mentioned that the GSA executives will meet with the employment coordinator to further discuss CCR. All executives are encouraged to participate in the meeting.

4.3 GSA Fall Bursaries update

The VP Finance and Operations has received all bursary applications and the deadline is already closed. Bursary committee members has been contacted to sit together and go through the selection process. Bursary committee members will meet on November 6th, 2019 at the GSA Commons to go through the applications. Both, successful and unsuccessful applicants would be contacted via email by November 18th, 2019.

5. Other Business

5.1 StudentCare/Winter orientation

We are all excited to welcome new and continuing graduate students during the winter orientation. The VP Student Affairs mentioned that the winter orientation will be held on January 16th, 2020. Many students are asking details about the winter orientation which are under

development. Studentcare is a great sponsor of our orientations as such the VP Student Affairs confirmed the participation of Studentcare representatives in our winter orientation event. They will have a table at the GSA commons to share the services they provide.

6. Confidential Session

7. In Camera Session

8. Adjournment of Meeting

The President asked whether there was any other business arising. There were none.

Motion: To adjourn the meeting

Moved: VP External

Seconded: VP Student Affairs

Vote All in Favour, Motion carried.

The meeting was adjourned at 7:35 PM.



**University of Saskatchewan – Graduate Student’s Association
Governance Committee Meeting
November 1, 2019; 5 PM – 6 PM**

Present: Mery Mendoza (President), Naheda Sahtout (Councillor), Priya Goundar (Regular Member), Phillip Radetzki (Regular Member), Scarlett Ling (Regular Member), Emediong Etukudo (Regular Member)

Regrets: Alejandra Fonseca (VP Student Affairs), (Council Chair), Rifat Zahan (Councillor)

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The meeting began with a round of introductions from those present.

Ms. Mendoza indicated that the first order of business was to nominate a Chair for the Governance Committee. Ms. Mendoza suggested that because Ms. Sahtout had prior experience and knowledge of the Governance Committee, and the GSA, she would be a good person to have as Chair. Ms. Mendoza asked if anyone else would like to act as Chair. There were no nominations put forth.

Motion to approve Ms. Sahtout as Chair of the Governance Committee.

All in favour. Motion carried.

Ms. Sahtout thanked members of the Committee for their vote of confidence and indicated that the second order of business would be to nominate a Recording Secretary for the Governance Committee. Ms. Sahtout explained the role of the Recording Secretary and opened the floor for nominations. Both Ms. Goundar and Ms. Etukudo indicated their interest.

Motion to approve Ms. Goundar and Ms. Etukudo as Recording Secretaries of the Governance Committee.

All in favour. Motion carried.

Ms. Sahtout provided a brief overview of the Committee and indicated the importance of participation and discussion by members of the Committee. She emphasized that this is a valuable learning opportunity for all on governance and policy making but stressed the importance of working together and having an open discussion. She challenged everyone to think of themselves as ambassadors of the Association and to work together towards ensuring that the governance documents are aligned to the mission, vision and mandate of the Association. She also welcomed members of the Committee to share their opinions, especially as most of the

members would have a fresh perspective on the GSA and may be able to present challenging insight.

Ms. Sahtout indicated that quorum for the meetings would be a simple majority of voting members present. Ms. Sahtout indicated that voting on changes could also be made through email should quorum not be met. She stressed the importance of consensus, especially as it pertains to changes to the governing documents of the Association.

Ms. Sahtout went over the differences between the three governing documents and indicated that both the Constitution and Bylaws could only be amended at a General Meeting, while the Policies could be amended by Council.

Ms. Sahtout indicated that one of the roles of the Committee this year is to seek guidance on how best the GSA can move forward with the roles of the Indigenous Liaison portfolio. She indicated that last year, an Indigenous graduate student provided very valuable input on what steps this Committee could take. Ms. Sahtout asked whether the Committee had any issues with her contacting the Director of the Aboriginal Students Center in order to initiate the discussion. None were raised.

Ms. Sahtout indicated that she would like this Committee to meet on a biweekly basis so as to limit the meetings to 1 hour and so as to accomplish the goals of the Committee in time for the AGM. Those present indicated they had no problem in meeting on a biweekly basis and that after 5 PM was a good time.

The next meeting was tentatively scheduled for November 20 @ 5 PM.

Meeting adjourned.

Action Items:

- Sahtout to contact Director of the Aboriginal Students Center.
- Circulate the terms of reference for the committee.
- Circulate the minutes of Nov 1 meeting.
- Circulate the Constitution.



**University of Saskatchewan – Graduate Student’s Association
Bursary Selection Committee Meeting Minutes**

November 6, 2019

Members Present: Mohammad Wajih Alam (VP Finance and Operations), Alejandra Fonseca (VP Student Affairs), Doug Fansher (Council Member), Rebecca Smith (Council Member), Alana Demkiw (Council Member).

The VP Finance and Operations called the meeting to order at 4:03 PM and thanked all the committee members for being present at his important selection process despite all their important daily activities. It was mentioned that dinner will be provided for the committee members. All members present signed confidentiality documents to ensure all bursary applicants privacy rights are protected. It was restated by all present that if anybody knows or has any type of relationship with an applicant, another committee member has to evaluate that application. The confidentiality letters were circulated and signed by the committee members.

Five (5) piles of applications were set on the tables and each committee member decided where to sit as they arrive to the meeting room to make sure the distribution of applications was even. Each member reviewed and ranked the package of applications according to the accepted criteria, then a second revision for high ranked applications was made by another member. It was decided unanimously that incomplete applications will not be revised and any applications that score well-below a minimum threshold will not have a second evaluation. Following the review and cross-checking of all applications, they were sorted according to score. The Committee managed to get through a sizeable number of the applications. Committee Members finished the remaining applications and ensured they get a second review.

It was mentioned that there were many qualified and deserving applicants, and those who didn't receive bursaries is due to the limited number of bursaries available. 23 beneficiaries were selected from a total of 134 applications. Successful and unsuccessful bursary applicants will be notified by November 18, 2019. It is recommended for those who were unsuccessful to apply again for the 2020 Winter Bursary. VP Finance and Operations will circulate the minutes and pending approval and will contact the recipients of the bursaries.

The Meeting was adjourned at 9:10 PM.



University of Saskatchewan Graduate Students' Association

President's report - GSA Council Meeting, December 2019

Dear GSA Councilors,

The GSA executives had a very busy month working on activities that will better improve the experience of our graduate students on campus as well as activities related to the University and the community such as Convocation and Remembrance Day. Below you will find a briefly update on some of the main areas the Executive is committed.

1. Holiday Hangout
2. Learning Sessions

1. Holiday Hangout

The campus community has noticed a need of having an open space on campus during holidays on December. The student community, GSA, ISSAC, USSU and the Director of Student Affairs and Services started a discussion on how to better support our students who spend their holidays here in Saskatoon when the University is closed. We want to give our students a place where they can participate, socialize and feel connected with the community. We want to create a warm and friendly environment for everyone, therefore we will open the GSA commons on Dec 25, 27, 30 and 31 and will host several events for our students to join others, have a coffee and chat, hang out, do some work on a laptop, do some fun activities, eat lunch, watch a movie; feel a little less isolated and fend off possible loneliness. We invite all councilors to spread the word among the community as this event is not only for graduate students but also for undergraduate students, faculty members and the whole university community. We want to promote a healthy environment for all our graduate students and want to ensure that their needs are taken into consideration.

2. Learning Sessions

The GSA promotes a learning culture therefore, in collaboration with the Library we held academic sessions such as copyright and rights as an author. We will continue working on providing quality services to our students so they feel supported and succeed in their professional development.

Thank you,

Mery Mendoza

President, Graduate Students' Association



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December 2019

RE: VP External's Report to Council

Dear Council Members,

Please find below my December report to council:

1) **GSA Guppies**

We are excited to report that **the GSA Guppies have begun, and we are playing volleyball and basketball. Come and cheer them!!!!** Please find the sports schedule from:

Volley ball: <https://intramurals.usask.ca/standings/league.php?league=628>

Basketball: <https://intramurals.usask.ca/standings/league.php?league=598>

2) **Health chats**

There are plans to increase the number of health chats for the GSA in collaboration with services available on campus and Student wellness centre. The following listed are the health chats available for the Fall Term to be held in the GSA commons.

	Date	Time
Bringing in the Bystander	December 17 th	3pm – 4:30pm
Zumba Classes	1 st and 3 rd Friday of the month	6pm – 7pm

3) **Gala Preparations**

The gala preparations are ongoing. It will be held April 4th and our venue will be Remai Modern and tickets will go on sale from January 2020.

4) **CFS Student Initiative**

The Ontario CFS took the Ontario government to court and won. So, the student choice initiative has been cancelled.

5) **Zumba Classes**

The GSA executives have decided to add a little bit of fun while exercising. We are planning a Zumba class to be held every 1st and 3rd Friday of the month (unless stated in the GSA Events Calendar). This starts from 6pm to 7pm. Please watch out on the newsletter to start registering.

6) **Meetings**

The following is a list of updated meetings/events since May, 2019.

S/N	Meetings
1	GSA Executive Retreat
2	Academic Programs Committee Meeting
3	CGPS COUNCIL
4	Provost advisory Committee
5	Student forum
6	DSC Committee Meeting
7	Grad Academic Affairs Committee Meeting
8	Equity and International Committee
9	University Council Meeting
10	Faith Leaders Council
11	U of S convocation
12	72nd Semi-Annual National General Meeting of the Canadian Federation of Students and Canadian Federation of Students at Ottawa
13	Parents on Campus Meeting
14	GSA Academic Council Meeting
15	GSA Executive Meeting
16	Senate meeting



Monthly Report from the VP Finance and Operations (December 2019)

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

The GSA Bursary Selection Committee met to review more than 130 applications for Fall Bursary. Based on the funds that we had available we were able to allocate 23 bursaries. All successful recipients have been contacted. This year we have been contacting the applicants who did not receive bursary as well. I would encourage those who were unsuccessful to consider applying again in the future as they were not selected, due to the limited funding available. As mentioned in the last GSA council meeting, the successful and unsuccessful applicants were contacted on November 18 about the outcome.

The GSA President and Executive Team continue to lobby the University Administration for more matching funding for our bursaries. My sincere thanks for their astonishing effort to the GSA Bursary Selection Committee members: A. Fonseca, D. Fansher, R. Smith, and A. Demkiw without whom the timely screening and notification of this procedure would not have been possible. I would like to thank these council members who came forward to serve in the GSA Bursary Selection Committee.

The President as well as executives have worked several hours in the main office opening the GSA Commons during the weekends and other times whenever some events were occurring at the GSA Commons to ensure all our GSA members have access to the Commons and services we offer.

Additionally, I continue to sit on various committees to improve the graduate student's experience on and off campus.

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

Sincerely,

Mohammad Wajih Alam

Vice-President Finance and Operations

Graduate Students' Association

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December 2019

RE: VP Student Affairs Report to Council

Dear Council Members:

Please find below my November-December report to council.

1) Holiday Social

On November 29th, 2019 the GSA will be hosting a social event to celebrate the holidays. In the event we will be providing snacks and drinks. Alcoholic drinks will not be provided. There will be music and board games. The event will be 5pm-9pm at the GSA commons. Everybody is invited to attend.

2) GSA Winter Orientation

I am working on the upcoming GSA Winter Orientation on January 16th, 2020. The objective of this Orientation is to introduce incoming graduate students to the different services and faculty that they might use during or have contact with them during, their journey at the University. The orientation also serves as a key event for new students to interact with peers and get to know the University better.

4) Meetings

The following is an updated list of meetings and workshops I have attended, since the last report to Council:

Date	Meeting
November 4, 2019	Student Forum Executive Meeting
November 5, 2019	GSA Council Meeting
November 6, 2019,	Graduate Academic Affairs Committee Meeting
November 6, 2019	Bursary Selection Meeting
November 12, 2019	Student Leadership Gathering Meeting

November 14, 2019 CGPS Dean Candidate Meet and Greet Lunch
November 18, 2019 GSA Executive Meeting
November 19, 2019 CGPS Dean Candidate Meet and Greet Lunch
November 20, 2019 Governance Committee
November 20, 2019 Muslim Student Support Consultation Meeting
November 21, 2019 University Council
November 22, 2019 Saskatchewan Students Coalition Meeting