



Graduate Students' Association - University of
Saskatchewan Council Meeting Agenda
Tuesday April 6, 2021 - WebEx
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	Approval of the agenda	1-2	<i>Decision</i>
3	Approval of the minutes from March 16, 2021	3-9	<i>Decision</i>
4	Information to be received	10-36	<i>Decision</i>
	A. February 17, 2021, Sustainability Committee minutes		
	B. February 18, 2021, Diversity Committee minutes		
	C. February 25, 2021, Executive Meeting minutes		
	D. March 1 & 8, 2021, Bursary Selection Committee minutes		
	E. March 11, 2021, Executive Meeting minutes		
	F. March 12 & 26, 2021, Budget and Finance Committee Minutes		
5	Motion: Operational Budget 2021/2022 – (for approval – details attached)	37-51	<i>Decision</i>
	Motion to approve the GSA 2021-2022 fiscal year budget and operation budget notes. (Gill/Inam)		

- | | | | |
|----------|--|-------|--------------------|
| 6 | Executive reports | 52-59 | <i>Information</i> |
| | A. Report of the President | | |
| | B. Report of the VP Finance and Operations | | |
| | C. Report of the VP Academic and Student Affairs | | |
| | D. Report of the VP External Affairs | | |
| | E. Report of the VP Indigenous Engagement -verbal report | | |
| 7 | Other Business/Announcements | | <i>Information</i> |
| 8 | Adjournment | | <i>Decision</i> |

Next Meeting: To be determined.



University of Saskatchewan
 Graduate Students' Association
 Council Meeting Minutes
 Tuesday, March 16, 2021. WebEx Meeting*

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

**WebEx Meeting: The March 16, 2021 Council Meeting took place via WebEx due to the global health pandemic of COVID-19, where the Government of Saskatchewan made directives to practice social distancing in order to curb the spread of the virus.*

1. Call to Order

All Council Members were emailed the Agenda package, as well as the WebEx meeting link with the meeting number and password to participate online. The Chair of Council Mr. Devin Cherneski welcomed Members of Council to the meeting and called the meeting to order at 5:02 PM after the quorum for the meeting had been met. Ms. Asiyah Suchak, the Secretary of Council compiled the meeting minutes.

2. Approval of Agenda

The Chair asked if there were any amendments to the Agenda as circulated via email. No amendments were put forward.

Motion to approve the agenda. (Melidez/Schlekewy)

Carried

3. Approval of Minutes from February 23, 2021

The Chair asked if there were any suggested changes before the minutes were approved.

Motion to approve the February 23, 2020 minutes. (Gill/Schlekewy).

Carried

4. Information to be received

- a. February 11, 2021 Executive Meeting Minutes

Motion to receive agenda item 4a (Sajid/Mellidez)

Carried

- b. February 12, 2021 Budget and Finance Committee Minutes

Motion to receive agenda item 4b (Glecia/Dube)

Carried

- c. February 25, 2021 Executive Meeting Minutes

Motion to receive agenda item 4c (Orji/Kumayon)

Carried

5. GSA Executives Report

a. President's Report

The President presented her report to Council. There were no questions for President Inam.

b. Vice President Finance and Operation Report

The Vice President of Finance and Operations presented her report to council. There were no questions for VP Mendoza.

c. Vice President Academic and Student Affairs Report

The Vice President Academic and Student Affairs presented her report to Council. There were no questions for VP Mellidez.

d. Vice President External Affairs Report

The Vice President External Affairs presented his report to Council. There were no questions for VP Gill.

e. Vice President Indigenous Engagement (Verbal Report)

The Vice President Indigenous Engagement sent her regrets. President Inam gave a verbal report on her behalf. Her email (gsa.indigenous@usask.ca) was provided for any questions.

6. Motion: GSA UPASS Fees (Details Attached)

Motion to approve the increase to the GSA – UPASS fees from \$114.16 per term to \$115.38 per term (Mendoza/Inam)

Carried

7. Other Business/Announcement

No other business or announcement was put forward.

8. Adjournment

Motion to Adjourn at 5:30 pm. (Sajid/Kumayon)

Carried

Appendix A

Academic Council	Name of Councillors and (alternates)	Sep.22 2020	Oct.10 2019	Nov.10 2020	Dec.8 2020	Jan.26 2021	Feb.23 2021	Mar.16 2021	Apr.6 2021	Jun. 2021	Aug. 2021
Agricultural and Resources Economics (ARE) Graduate Student Association	Darnell Holt (Chloe Smith Lopez)	N/A	N/A	P	P	P	P	P			
ARCHAIA	Taylor Eagle (Angela Burant)	N/A	N/A	N/A	P	A	A	A			
Biology Graduate Student Association	Mercy Harris (Dylan Baloun) (Joseph Abrams)	P	P	P	P	P	P	P			
Chemistry Course Council	Iyanu Kumayon Doug Fansher	N/A	P	P	A	P	P	P			
College of Medicine Graduate Students Society – Anatomy, Physiology & Pharmacology	Kayla J. Cropper (Kushagra Parolia)	N/A	P	P	P	A	P	P			
College of Medicine Graduate Students Society – Biochemistry, Microbiology & Immunology	Gabrielle Mercier (Ashley Sutherland)	N/A	P	P	P	P	P	A			
College of Medicine Graduate Students Society – Community Health & Epidemiology	Amanda Gannon (Azadeh Nazeran)	N/A	P	P	P	P	P	P			
College of Medicine Graduate Students Society – Health Sciences	Elyse Proulx-Cullen (Una Goncin)	N/A	P	P	P	P	P	A			
Computer Science Graduate Council (CSGC)	Fidelia Orji Saikat Mondal (Sristy Sumana Nath)	A	P	P	P	P	P	P			

Academic Council	Name of Councillors and (alternates)	Sep.22 2020	Oct.20 2020	Nov.10 2020	Dec.8 2020	Jan.26 2021	Feb.23 2021	Mar.16 2021	Apr.6 2021	Jun. 2021	Aug. 2021
Engineering Graduate Community Council (EGCC) – Biological	Ninu Kallingal Mohandas (Tahereh Najib)	N/A	P	P	P	A	P	P			
Engineering Graduate Community Council (EGCC) – Biomedical	Arman Haghanifar (Alizadeh Sardroud)	N/A	P	P	P	A	P	A			
Engineering Graduate Community Council (EGCC) – Chemical	Fahimeh Esmi (Khaled, Zoroufchi Benis)	N/A	P	P	P	P	P	A			
Engineering Graduate Community Council (EGCC) – Civil, Geological & Environmental	Ajay Shrinivas Muthukumar (Hamed Beiranvand Mohammad)	N/A	P	P	P	A	P	P			
Engineering Graduate Community Council (EGCC) – Electrical & Computer	Karim Shahbazi (Mahdiyar Molahasani)	N/A	P	P	P	A	P	A			
Engineering Graduate Community Council (EGCC) – Mechanical	Tonye Jack (Alireza Razmavar)	N/A	P	P	P	A	P	A			
English Course Council	Tricia Monsour (Darius Simonot) (Amanda Burrows)	N/A	P	R	P	P	P	P			
Johnson-Shoyama Graduate School of Public Policy Students' Association	Brady Kroeker (Ahmed Abunada)	N/A	A	P	P	A	P	A			
Kinesiology Graduate Student Council	Natalie Houser (KC Hall)	P	P	P	P	P	P	P			

Academic Council	Name of Councillors and (alternates)	Sep.22 2020	Oct.20 2020	Nov.10 2020	Dec.8 2020	Jan.26 2021	Feb.23 2021	Mar.16 2021	Apr.6 2021	Jun. 2021	Aug. 2021
Physical and Engineering Physics -PEGASUS	Kimberlee Dube (Nicholas Simonson)	N/A	N/A	N/A	P	P	P	P			
Pharmacy & Nutrition Graduate Students' Council	Sukanya Pati (Ayat Zagzoog)	N/A	N/A	P	R	P	P	P			
Physical Therapy Student Society (PTSS)	Matthew Reichert (Cherise Schlekewy)	N/A	N/A	P	P	A	P	P			
Plant Science	Dylan Sjolie (Matthew Wengler)	N/A	N/A	N/A	N/A	P	P	P			
SENSA	Mostofa Kamal Mariana Campos (Jaclyn Porter) (Rory Wheat)	N/A	P	A	A	P	A	P			
SPHSA	Aisha Sajid Maha Khan (Maggie Coupland) (Daniel Medina)	N/A	P	P	P	A	P	P			
Sociology GSA	Connor Morrison Maria Cruz (Alana Demkiw)	P	P	A	P	P	A	A			
Soil Science Graduate Student Association	Amy Jimmo (Aimée Schryer)	N/A	P	A	P	A	P	P			
Toxicology Graduate Students' Association	Alana Weber (Jensen Cherewyk)	A	R	P	P	P	P	P			
Western College of Veterinary Medicine (WCVM) GSA	Miranda Zwiefelhofer Michelle Tucker Jennifer Abi Younes	P	P	A	P	P	P	P			

Academic Council	Name of Councillors and (alternates)	Sep.22 2020	Oct.20 2020	Nov.10 2020	Dec.8 2020	Jan.26 2021	Feb.23 2021	Mar.16 2021	Apr.6 2021	Jun. 2021	Aug. 2021
Exec. President	Humaira Inam	P	P	P	P	P	P	P			
Exec. VP Finance and Operations	Hadi Ramin/Mery Mendoza	P	P	P	P	N/A	P	P			
Exec. VP Academic and Student Affairs	Carmen Marquez Mellidez	R	P	R	P	P	P	P			
Exec. VP External Affairs	Qasim Shahzad Gill	P	P	P	P	P	P	P			
Exec. VP Indigenous Engagement	Tina Alexis	N/A	N/A	N/A	P	P	A	R			



University of Saskatchewan - Graduate Students' Association
Sustainability Committee Meeting Minutes
February 17, 2021 (online via WebEx)
4:00 PM to 5:00 PM

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.

Attendance: Qasim Gill, Kamal Mostofa, Khaled Zoroufchi, Olakorede Kanmi-Obembe, Sarah Firby, Alivia Mukherjee, Alexander Kwame Gavu

Items for Action/Discussion:

- The meeting started with an introduction of the members.
- All the members unanimously agreed on Alivia Mukherjee as the chair of the committee.
- GSA representative briefly updated the members about the terms and reference of the committee and the budget that the committee can be used for an event.
- Kamal Mostofa, a committee member who had already served in the same committee last year, gave a detailed presentation about what they did last year in this committee.
- A detailed discussion happened on different ideas and the committee decided to meet again in a couple of weeks to conduct the event.

Adjournment of Meeting: The meeting was adjourned at 5:05 PM.



University of Saskatchewan - Graduate Students' Association
Diversity Committee Meeting Minutes
February 18, 2021 (online via WebEx)
4:00 PM to 5:00 PM

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.

Attendance: Qasim Gill, Brady Kroeker, Mandana Bidarvand, Mercy Ogbogboyibo, Tongjia Yang, Natasha Istifo, Celeste Osses

Items for Action/Discussion:

- The meeting started with an introduction of the members.
- All the members unanimously agreed on Brady Kroeker as the chair of the committee.
- Committee members asked different questions about the limits and role of the committee.
- A detailed discussion happened on different ideas and the committee decided to meet again in a couple of weeks to conduct the event.
- Members were given the task to bring new ideas to the next meeting for discussion to organize an event.

Adjournment of Meeting: The meeting was adjourned at 5:00 PM.



**University of Saskatchewan - Graduate Students' Association
Executive Meeting Minutes
February 25, 2021 – WebEx**

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.

Present: Humaira Inam (President), Mery Mendoza (VP Finance and Operations), Carmen Marquez (VP Academic and Student Affairs), Qasim Gill (VP External Affairs), and Tina Alexis (VP Indigenous Engagement).

Regrets/Absent: None

Guest: None

1. Call to Order/Opening Remarks

The President called the meeting to order at 5:32 PM.

2. Approval of the Agenda

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

The following item for information/action were added:

- Letter to the federal government (information)
- Amendment of Minutes January 28, 2021. Fee motions were approved by the GSA Board of Directors (action)

- **Student academic and accommodation policy group (action)**

Motion: to approve the agenda as amended.

Moved: VP External Affairs.

Seconded: VP Academic and Student Affairs.

Vote: All in Favour,

Motion carried.

3. Approval of the February 11, 2021 Executive Meeting Minutes

The President asked whether there were any further amendments to the Feb 11th, 2021 Executive Meeting Minutes.

Motion: to approve the February 11, 2021 Executive Meeting Minutes

Moved: VP Academic and Student Affairs.

Seconded: VP External Affairs.

Vote: All in Favour,

Motion carried.

4. Amendment of Minutes for January 28, 2021.

Fee motions were approved by the GSA Board of Directors. It has been amended accordingly.

Motion: To approve the January 28, 2021 minutes as amended.

Moved: VP External Affairs.

Seconded: VP Academic and Student Affairs.

Vote: All in Favour,

Motion carried.

5. Items for Action

5.1 Graduate Student Representative for the Associate Dean Research Review Committee, College of Dentistry.

A graduate student, Fernanda Andre, from the College of Medicine has been contacted to sit on this committee as the graduate student representative.

Motion to approve Fernanda Andre to sit on Associate Dean Research review committee for the College of Medicine.

Moved: VP Academic and Student Affairs

Seconded: VP Indigenous Engagement

***Vote All in Favour,
Motion Carried (Approved via email)***

5.2 Student Academic and Accommodation Policy Working Group

In 2017, Disability Services for Students underwent a name change to Access and Equity Services. This change was driven to assist students from all protected ground categories in addition to the area of disability. The protected grounds that are now most commonly accommodated by the office are disability, family status, and religious accommodation. The current policy does not reflect the duty to accommodate all protected grounds and because of this, the policy is being revised to reflect the protected grounds for accommodation that are being requested by students of the University. A revision of this policy will be done to make it more inclusive of all protected ground categories and update procedures for the administration of accommodation requests based on these grounds. Therefore, a GSA representative was called to sit on this review.

Motion to approve the GSA President to sit on this policy review working group.

Moved: VP Academic and Student Affairs.

Seconded: VP External Affairs.

***Vote: All in Favour,
Motion carried.***

5.3 Cheque Remittance

Whereas GSA bylaws 5.4.4 restricts expenditure amounts above \$500, of any budget line, with the exception of salaries and Executive honorariums, without a majority vote of the Executive. BIRT that the following expenditures be authorized:

1. *Payment of \$24 000 to successful bursary applicants for the winter 2021 bursaries, which amounts to 24 bursaries (\$1000 for each successful applicant).*

Motion: to approve the expenditures outlined in this section above

Move: VP Academic and Student Affairs.

Seconded: VP Finance and Operations.

***Vote All in Favour,
Motion Carried.***

6. Items for Information / Discussion

6.1 3MT Updates

Registration for this year's 3MT Competition is now open to all graduate students. The VP Academic and Student Affairs is currently working on the slides which will be sent to each registered student who will participate in this competition. Further details will be provided soon.

6.2 Indigenous Students' Initiatives

The VP Indigenous Engagement did some consultation with our senior leaders on campus

to discuss possible supports for our Indigenous graduate students. The VP Indigenous Engagement explained that some students struggle with the course load in foundation courses within Indigenous studies, and she is working on addressing this issue. Additionally, the VP Indigenous Engagement is communicating with senior leaders to bring awareness to Indigenous student concerns. The VP Indigenous Engagement also mentioned that we could possibly offer a “scholarly publishing and open access” workshop, and she will provide more information on this when it is available.

6.3 GSA Annual Awards

The VP External Affairs will continue promoting the call for nominations for the GSA Awards Gala. The number of applications is low therefore, the GSA has decided to formally extend the deadline. The new deadline for the Awards Gala is on March 22, 2021 at 5:00 PM.

6.4 Canadian Federation of Students Lobby Week

The VP External Affairs as well as a GSA academic councilor attended the Canadian Federation of Students (CFS) lobby week where they were able to communicate with MPs from their district and bring up student issues/concerns. A presentation on the five goals of CFS was also the main topic of discussion during the lobby week. A feedback form was sent by CFS to attendees to provide input on how to improve lobby week.

6.5 GSA Budget Update

A financial statement has been sent to each executive with an updated expenses YTD January 31, 2021. This information has to be taken into consideration when future purchases or financial expenses are done.

6.6 Tax Clinic

The VP Finance and Operations is organizing tax information sessions in collaboration with Canada Revenue Agency Outreach, the GSA will be providing two sessions to

graduate students on March 30, 2021 and April 7, 2021. Further information will be released soon.

6.7 Studentcare Agreement

A meeting with a Studentcare Representative, Robyn Pachas, has been held on February 16, 2021 to discuss the renewal of our contract. Studentcare respectfully proposed a renewal of our mandate for another 5-year term from 2021 to 2026 and a modest, inflationary increase to our service fees. This would provide a mandate and strong service infrastructure during the RFQ process and any operational or benefit changes that may come out of that in-depth analysis. Also, this would allow them the stability to meet their best business practices and guarantees their service fees for the duration of the agreement, providing continued cost-stability for the GSA. The inflationary increase of \$0.54 per plan to \$13.50, from our current level of \$12.96 was proposed. This has been approved by the GSA Executives internally and this increase will not affect any changes on the health and dental fees that are collected from our graduate students. We also reviewed some specific commitments from Student Care, fast forward to the year 2021 **(the proposal is attached in these minutes)**.

6.8 ThinkGrad Update

The President attended the ThinkGrad meeting on February 16, 2021. Discussions on dissolving the association was brought forward by the members, as well as other options were presented if members chose not to dissolve due to the legal implications. A recommendation to eliminate the fee option without the dissolution of the organization was also brought forward. There were issues in the past with the transition of executives and this impacted financial access, which is why the recommendation to remove fees was proposed. The President recommended that the VP Finance advise the Budget and Finance Committee to not include ThinkGrad fees for the next fiscal year.

6.9 Letter to the Federal Government

Incoming and returning international students arriving in Canada have to isolate for three days until they get a result for the COVID-19 test. Those students have to pay up to \$2000 in hotel fees for the mandatory three-day quarantine. We are supporting students and advocating for this fee removal through a letter that has been compiled by the Graduate Student Societies of U15 and will be addressed to the federal government. Conversations with senior leaders at the UofS are also being held on this issue.

7. Other Business

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

8. Confidential Session

9. In-Camera Session

10. Adjournment of Meeting

The President asked for the adjournment of this meeting.

Motion: to adjourn the meeting at 7:55 PM.

Moved: VP External Affairs.

Seconded: VP Academic and Student Affairs.

Vote: All in Favour,

Motion carried.



University of Saskatchewan - Graduate Students' Association
Bursary Selection Committee Meeting Minutes
March 1st, 2021 – WebEx
4:30 PM – 7:30 PM
2020-2021 - Winter Term

Members Present: Mery Mendoza (VP Finance and Operations), Carmen Marquez (VP Academic and Student Affairs), Mostofa Kamal (Council Member), Iyanu Kumayon (Council Member), Khaled Zoroufchi Benis (Council Member).

Regrets: None

The VP Finance and Operations called the meeting to order at 4:32 PM and thanked all the committee members for being present on this selection process meeting despite their busy schedule. It was mentioned that dinner will be provided for the committee members. All members present have signed confidentiality documents to ensure all bursary applicants' privacy rights are protected. We have received 174 respondents to the Bursary application on Survey Monkey however only 107 were completed.

The committee has decided to eliminate candidates who have already received a GSA bursary in any of the previous three terms (**as per our bylaws students who have been awarded with GSA bursary in any of the previous three terms –from the date of the application, are automatically disqualified**). The committee found four (4) candidates who fit such criteria and one (1) candidate who has applied twice, therefore 5 names were removed from the pull of applicants (107-5 = 102 candidates to be evaluated). The 102 students with successful applications were equally divided between the members of the committee. Members of this committee confirmed their understanding of the bursary evaluation form that was used to evaluate all candidates. 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 applicants were carefully distributed so that conflict of interest was avoided/minimized.

Each committee member had access to Survey Monkey on March 1st, 2021. Next committee meeting was scheduled **for Monday, March 8th at 4:30 PM** where recipients of the bursary will be selected during that meeting.

The Meeting was adjourned at 7:12 PM.



University of Saskatchewan - Graduate Students' Association
Bursary Selection Committee Meeting Minutes
March 8th, 2021 – WebEx
4:30 PM – 7:30 PM
2020-2021 - Winter Term

Members Present: Mery Mendoza (VP Finance and Operations), Carmen Marquez (VP Academic and Student Affairs), Mostofa Kamal (Council Member), Iyanu Kumayon (Council Member), Khaled Zoroufchi Benis (Council Member).

Regrets: None

The VP Finance and Operations called the meeting to order at 4:32 PM. 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 prior to this meeting.

Following the review and cross-checking of all applications, they were sorted according to score. 24 bursaries were available and 2 additional students are in the waiting list in case something unexpected happens. Both successful and unsuccessful bursary applicants were notified by March 12, 2021.

The Chair requested feedback to improve the procedures and application/evaluation forms. This committee has updated all documents related to the bursary application and those will be further uploaded in the GSA website.

The Meeting was adjourned at 6:12 PM.



**University of Saskatchewan - Graduate Students' Association
Executive Meeting Agenda
March 11, 2021 – WebEx**

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.

Present: Humaira Inam (President), Mery Mendoza (VP Finance and Operations), Carmen Marquez (VP Academic and Student Affairs), Qasim Gill (VP External Affairs), and Tina Alexis (VP Indigenous Engagement)

Regrets/Absent: None

Guest: None

11. Call to Order/Opening Remarks

The President called the meeting to order at 5:33 PM.

12. Approval of the Agenda

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

The President added the following items for action/information:

a. Deputy Provost Search Committee (Action - approved via email)

Motion: To approve the agenda as amended.

Moved: VP Academic and Student Affairs.

Seconded: VP External Affairs.

Vote: All in Favour,

Motion carried.

13. Approval of the February 25, 2021 Executive Meeting Minutes

The President asked whether there were any further amendments to the February 25, 2021 Executive Meeting Minutes.

Motion: To approve the February 25, 2021 Executive Meeting Minutes.

Moved: VP Indigenous Engagement.

Seconded: VP Academic and Student Affairs.

Vote: All in Favour,

Motion carried.

14. Items for Action

14.1 *Motion to reschedule the April 1, 2021 GSA Executive meeting*

After discussion, the Executives proposed to change the scheduled GSA Executive meeting from April 1, 2021 to April 22, 2021.

Motion: To approve the proposed change

Moved: VP External Affairs.

Seconded: VP Academic and Student Affairs.

Vote: All in Favour,

Motion carried.

14.2 *Deputy Provost Search Committee*

A graduate student representative is needed to sit on the Deputy Provost Search Committee. The GSA executives appointed Mery Mendoza to serve on this committee.

Motion: to approve Mery Mendoza as the graduate student representative on the Deputy Provost Search Committee.

Moved: VP Academic and Student Affairs.

Seconded: VP Indigenous Engagement.

1 Abstain (VP Finance) (4) votes in Favour,

Motion carried (approved via email).

14.3 *Cheque Remittance*

Whereas GSA bylaws 5.4.4 restricts expenditure amounts above \$500, of any budget line, with the exception of salaries and Executive honorariums, without a majority vote of the Executive. BIRT that the following expenditures be authorized:

2. *Payment of \$49,799.68 for the Winter Term U-Pass Remittance (SaskTransit).*
3. *Payment in the amount of \$ \$18,846.73 for the Winter 2021 Remittance (CFS).*

Motion: To approve the expenditures outlined in this section above

Moved: VP Academic and Student Affairs.

Seconded: VP External Affairs.

Vote: All in Favour

Motion carried.

15. Items for Information / Discussion

15.1 *Proof of Indigenous Ancestry*

A discussion on proof of ancestry was brought up by the VP Indigenous Engagement. The VP Indigenous proposed that graduate students who wish to join the GSA Executive team as the VP Indigenous Engagement representative, should provide proof of Indigenous ancestry, and this can be done with a Treaty card. However, the President pointed out that this may not be inclusive to all our Indigenous students because not everyone may have proof of Indigenous status, the President also added that this is usually a barrier in health care as well for Indigenous people. Additionally, the College of Graduate and Postdoctoral Studies does not ask for proof of Indigenous ancestry, so it calls into questions as to whether it is appropriate for GSA to ask for something like this. The VP Indigenous Engagement had requested for this change to be made to the bylaws. The President informed the VP Indigenous Engagement that she would need to present this proposed

amendment to the Governance Committee, and they will vote on this decision. The President invited the VP Indigenous Engagement to attend the next Governance Committee meeting on March 22, 2021 at 5:00 PM.

15.2 *Land Acknowledgement Seminar*

The VP Indigenous Engagement organized this event for March 30, 2021 at 9:00 AM (CST) via WebEx and has invited Dr. Stryker Calvez from the Indigenous Engagement Initiative. All graduate students are invited to participate.

15.3 *Scholarly Publishing Workshop*

The VP Indigenous Engagement is organizing this event for March 31, 2021 at 9:00 AM via WebEx and has invited DeDe Dawson from the University Library.

15.4 *GSA-USSU Agreement*

The University of Saskatchewan Students' Union and the Graduate Students' Association entered into an Agreement effective May 1st, 2021- April 30, 2024. The U-Pass Agreement is to facilitate the administration of the GSA U-Pass by the USSU. The U-Pass is a universal bus pass offered by the Graduate Students' Association to members. It allows members of the GSA unlimited travel on all Saskatoon Transit for a fee that is automatically assessed for the fall and winter terms. This Agreement is intended to outline the major administrative understandings and distribution responsibilities of the USSU and the GSA.

15.5 *AES Policy Working Group Meeting*

The President informed the Executives that she attended a meeting where she provided input for the AES policy that is currently under review. She has forwarded the AES policy to all Executives for their feedback and will be informing GSA Council to provide feedback as well. Our GSA Academic Councillor will also be attending the policy review sessions in mid-March where graduate students will have the opportunity to provide input.

15.6 *Academic Integrity and Plagiarism Workshop Update*

The VP Academic and Student Affairs informed the Executive team there were no participants at this workshop, and we had to let the guest speaker leave. However, as this is a critical topic for graduate students, the VP Academic and the President proposed holding this workshop again right before the fall term and making this suggestion to the new Executive team that will be voted in. The Executives discussed how we can improve these sessions, increase promotion, change the time, focus on new/incoming graduate students, and have registration in place. We will continue looking for ways to engage our students in these events.

15.7 *GSA Annual Awards Update*

The Executive team decided to extend the deadline for the GSA Annual Awards to March 22, 2021 at 5:00 PM as very few applications had been received. The VP External Affairs mentioned that 18 applications were received on the last day of the old submission deadline (March 1, 2020), and we hope to receive more applications close to the extended deadline.

15.8 *Canadian Federation of Students (CFS) Update*

The VP External Affairs updated the Executive team about National Lobby Week held by the Canadian Federation of Students (CFS). During Lobby Week, CFS and its national office team worked hard and advocated for students in front of members of parliament and senators on behalf of graduate students from across Canada. The VP External said that it was overall a resounding success because there were a few submissions to the parliamentary budget officer, and further work is being done on actions to ensure direct support for students and graduates is reflected in the upcoming budget. The CFS executives and all the representatives of students focused on the following points with members and senators during lobby work:

1. That the federal government moves to immediately invest in emergency measures and utilize the remainder of more than \$9 billion committed to post-secondary students.
2. That the federal government commit to, and execute within a timely manner, quantitative and qualitative studies that will highlight the short and projected long-term intersectional impacts of COVID-19.
3. That the federal government commits to developing a cost framework that ensures both the immediate and long-term universal funding of post-secondary education, by alleviating financial barriers, immense debt loads, poverty, and precarity, as well as deteriorating mental health now, going forward.
4. That the federal government moves to strike a post-secondary education committee that is made of elected officials, the provinces, and non-partisan experts that will develop a shared vision for a renewed post-secondary education system.
5. That the federal government moves to immediately extend the loan freeze moratorium as an emergency measure on student loan repayment until December 2021.

15.9 *Resume & Cover Letter Writing Workshop Update*

This event was already held on March 10, 2021, at 4PM via WebEx where Dawne Warner from Student Employment and Career Centre spoke on resume building, cover letters, and other skills. The VP External stated that the event was well received by graduate students; more than 11 students participated. He proposed that the next GSA Executive team will be recommended to provide this workshop for graduate students during the fall term. The presentation slides were uploaded to the GSA website, and a follow-up networking session will take place on March 17, 2021.

15.10 *ThinkGrad Update*

The President attended the second ThinkGrad meeting on March 2, 2021. ThinkGrad wants to invite students from the other graduate student societies to expand their membership and are reviewing their bylaws. ThinkGrad is also looking for executive positions of secretary, president, and treasurer, and any graduate student can apply for these

positions. New information will be released in future meetings.

15.11 GSA Winter 2021 Bursaries

The VP Finance informed the Executives that the Bursary Committee had successfully selected 24 graduate students for the winter term 2021 need-based bursaries. All applicants have been contacted and those who were selected will further touch base to pick up their cheques. We thank the College of Graduate and Post-doctoral Studies for their support.

15.12 Tax Information Session

The VP Finance and Operations stated that the GSA in partnership with the Canada Revenue Agency's Saskatchewan Outreach team, will be hosting two virtual tax and benefit information sessions on March 30 and April 7, 2021 at 4:30 PM. These sessions will provide a general overview of the benefits and credits the Canada Revenue Agency administers, including the Canada Child Benefit (CCB), GST/HST Credit, Climate Action Incentive. The VP Finance further stated that we will provide some resources for students to help them file their taxes and there will also be time for questions and answers after each session.

16. Other Business

17. Confidential Session

18. In-Camera Session

19. Adjournment of Meeting

The President asked for the adjournment of the meeting.

Motion: to adjourn the meeting at 6:53 PM.

Moved: VP Academic and Student Affairs.

Seconded: VP Indigenous Engagement.

Vote: All in Favour,

Motion carried.



**University of Saskatchewan – Graduate Students' Association
Budget and Finance Committee
March 12, 2021 – via WebEx**

Attendees: Mery Mendoza (VP Finance and Operations, and Committee Chair), Humaira Inam (President), Mostofa Kamal (Councillor), Aisha Sajid (Councillor), Joyce Reimer (Regular/General Member).

Absentees: Cameron Choquette (Regular/General Member), Ebenezer Bediako (Regular/General Member), Sareh Nazari (Regular/General Member), Stephane Gerard (Regular/General Member).

Regrets: None.

Meeting start: 3:33 PM

The Chair called the meeting to order at 3:33 PM and informed the committee that today's meeting will be quite short as we are going over the new budget for the 2021-2022 academic year.

Items for Information / Discussion:

The Chair shared the new budget with the committee members and confirmed that everyone had received the explanation for each budget line from her previous emails.

Five GSA Fees

The Chair stated that the GSA works with 5 fees, which comes from UPASS, health and dental (these are two separate fees), from CFS, and the GSA membership. For the UPASS we charge students a specific fee and \$3 goes towards administration, and we have an agreement with the USSU as they take care of the distribution of the UPASS to students. We pay the university, and we pay USSU, so the numbers that we use in the budget is from the students who opted in for the UPASS from September to December. The Chair explained that students can opt in for the UPASS in October as well, but they are not considered in the budget for the fall term. So, the GSA ends up paying more than they usually pay. However, by the summer this comes back to zero since we pay the remaining fees. The GSA follows their contract and provides payment to UPASS at specific times in the year.

Councillor Kamal asked what percentage of money is going towards the future fund for the health and dental plan?

The Chair responded that we do have that amount and Studentcare provides a presentation on the numbers. The Chair also mentioned that right now financially we are in good position for the health and dental plan, which is why the Executive provided Empower Me from the GSA funds. However, all of this information is internal. The Chair also inform Councillor Kamal that we have all the statistics from Studentcare in regard to the health and dental plan. We invite the Studentcare representatives to present to Council and inform Council how much money is collected and where that money is invested, as well as what type of services are being provided.

GSA Membership Fee

The Chair explained that the GSA membership has not been increased and the intention is to provide bursaries and funding for events through the collection of these fees. We also did not increase the membership fees for next year, so that it does not pose a financial burden on our members. The Chair also added that the amount of post docs purchasing GSA membership has decreased, and every year we see a decrease.

GSA Commons

The Chair continued, mentioning that the GSA has space for booking when it was open, and it was busy with activities pre-COVID. The revenues from these booking would total about \$10, 000 normally. However, last year the Executive team only received a small amount from February 2020 due to a late payment that was made. The Chair stated that in the future, perhaps we would be able to open the GSA for events and obtain that revenue stream again.

Student Handbook

The Chair then mentioned the student handbook and the orientation events that the GSA arranges every year. The Chair stated that we expect to receive the same amount of revenue this year from advertisement sales for the student handbook.

The Chair then informed the committee what what FT means, which was a question posed by a committee member in the last meeting. FT indicates that the GSA Executive have to fundraise for that particular event.

Councillor Kamal raised the question, how does the GSA Executives raise funding for orientation?

The Chair responded that the executives send a request to Studentcare to obtain sponsorship for the winter orientation.

Notary Services

The Chair then explained that Candace, the GSA Office Manager, provided notary services on behalf of the GSA which is free for graduate students, but is not free for non-members, and this also brings in revenue for the GSA.

The Chair then mentioned the UofS Cold Beverage Agreement and stated that this was an agreement that we had in place for a vending machine, but we never received any revenue. However, as per our contract we receive the \$4000 amount because we were provided the service, but are no longer offering it at the GSA. The Chair informed the committee that this agreement is ending this year.

Every year the GSA Executives request funding from the College of Graduate and Postdoctoral Studies for GSA initiatives such as the 3MT, Graduate Research Conference and the Annual Awards Gala.

The Chair also stated that GSA revenue for 2020-2021 has been impacted by the ongoing pandemic.

Committee member Joyce raised the question, do the GSA Executive receive any information on how the university will be conducting the term for the 2021-2021 academic year?

The Chair responded that there was internal information provided to Executives for the fall/winter academic year, however this could not be shared at this time due to confidentiality.

Councillor Kamal raised the question, the UPASS has a negative amount, so do we still have to pay the USSU?

The Chair responded that the UPASS has three things involved, which is SaskTransit, the USSU, and Student Central. Student Central collects the fees, USSU distributes the fees, and SaskTransit provides the UPASS. We see a negative because when they collect the money based on the registration from September to December. We only receive money from September, but there are students who purchase the UPASS in the middle of the term; however, the city requests money from us for the whole term, and when we receive the money, this all goes back to SaskTransit in May. The Chair also added that the University administration increases the amount that they charge us every year, and a conversation will happen in the future about this increase.

Councillor Kamal asked if we had discussed expenses for this year?

The Chair responded that we had not discussed it yet.

Expenses

The Chair stated that are four fees that fall under expenses in the budget, which are bursaries, travel contribution, crisis financial aid, and social club funding.

Councillor Kamal raised the question, what is the probability that the GSA can go back and speak with the College of Graduate and Postdoctoral Studies (CGPS) to increase the amount for bursaries? Councillor Kamal also brought up tuition as a factor.

The Chair clarified that tuition is out of scope for this meeting and we need to separate tuition and the bursary amount we get from CGPS. The Chair also stated that we have a good relationship with CGPS and want to continue this relationship.

Councillor Kamal raised the question, what are the chances that the GSA can advocate for a higher amount for the bursaries.

The Chair responded that every year the GSA Executives advocate for more support for the GSA bursaries, but CGPS has their own financial limitations as well, and they may not necessarily agree with the request amount either since budget amounts are decided in advance.

Councillor Kamal raised the question, does the GSA have any obligation to match CGPS's amount?

The Chair responded that the GSA does not have this obligation.

The Chair stated that academic councillors can request money for their events, but there were no events last year, so no funding was provided.

The Chair explained that the GSA has a debit card, credit card, and bank fee charges. Every month the GSA pays those fees and this year that not changed either. The Chair added that this amount should not exceed \$24,000.

The Chair then stated that GSA office operations expenses will remain the same for next year, because we don't know what will happen next year. There were no expenses used this year, but due to our contract with the A/V system we had to pay a certain amount.

The Chair mentioned that advertisement and communications amount in the budget was not used and therefore we will keep the same amount for next year.

The Chair explained that we have to pay insurance every year, so we budget for that, and budget a little more in the case that they change something.

The Chair stated that for telephone/fax/internet/ICT use in the GSA, we cover those costs and include it in the budget because we receive calls, so we will continue this service.

The Chair continued on to say that we always budget for legal expenses in the case that a legal issue that comes up, such as what happened last year where the GSA was served with a legal copyright notice and the budget for legal expenses had to be used.

Councillor Kamal asked if the legal expense goes to another bank account?

The Chair responded we do not, it all goes to the GSA bank account and we have a financial audit every year.

The Chair continued that we will be increasing the financial auditing and tax amount because the Buckberger Baerg & Partners LLP firm has increased their service charge. Additionally, there is an internal audit as well for taxes, and we need to have a budget for that as well.

The Chair explained that the GSA Executives receive a specific honorarium amount, and we won't be increasing that amount this year as there is not rationale for that. The Chair also a certain amount allocated to them.

Councillor Kamal asked whether the GSA Executive honorarium is increased 1.5% each year?

The Chair responded that the GSA Executives are not employees of the GSA, so they do not have any legal right to an increase annually.

Councillor Kamal then responded that this 1.5% increase was stated in the GSA bylaws.

The Chair responded that we included that in the bylaws, but there needs to be a rationale for an increase as well. For example, if there was a major change in duties of Executives between previous GSA President's year and this year's President's term then we would possibly consider a change, but since now we know how to operate during the pandemic, we know what to expect. Each GSA Executive also has to contribute to CPP and EI, as half is paid from the GSA and other half has to come from the honorarium. The Chair that We have increased the amount because EI was not included last year.

The office manager has a contract with the GSA – the VP Finance's role is to oversee the role of the office manager and based on her contract, we will decide if the salary has increased or not. Last year we increased based on CPI, same as the UPASS and CFS. However, this year, the office manager did not have any coordinators. The GSA Exec have not had the conversation yet.

Councillor Kamal raised the question, as to whether the office staff has a fixed salary and not hourly?

The Chair responded that the GSA only has one full-time employee, and the GSA has a fixed annual salary for this employee.

The Chair also informed the committee about the GSA Executive's Retreat, which is a meeting that takes place every year to transition the new Executives into their role and sometimes food is ordered for everyone attending the retreat.

The Chair also stated that in the case that the Executives invite senior leaders and would like to provide coffee, this is budgeted. There is also a specific budget for GSA Executive photos, travel, training, and professional development. Each GSA Executive also has discretionary fund, and under their discretion they decide how they use their fund, but it has to be related to their event or the GSA.

The Chair then went onto to say that budget for Council food and beverage will remain the same for next year, and for GSA committees.

The Chair explained to the committee that academic councils receive funding from the GSA for representing their own council and graduate students, based on how many students they represent and how many meetings they attend throughout the year.

The Chair informed the committee that the budgeted amount for events and workshops will not change.

The Chair also stated that the GSA Executive will be decrease the amount of student handbooks ordered for next year due to many leftover books each year.

The meeting was adjourned at 4:48 PM.



University of Saskatchewan – Graduate Students’ Association
 Budget and Finance Committee
 March 26, 2021 – via WebEx
 5:50PM - 6:30PM

**** this meeting was recorded and shared with all members ****

Attendees: Mery Mendoza (VP Finance and Operations, and Committee Chair), Humaira Inam (President), Mostofa Kamal (Councillor).

Regrets: Joyce Reimer (Regular/General Member).

Absentees: Aisha Sajid (Councillor), Cameron Choquette (Regular/General Member), Ebenezer Bediako (Regular/General Member), Sarah Nazari (Regular/General Member), Joyce Reimer (Regular/General Member), Stephane Gerard (Regular/General Member).

Meeting start: 5:34 PM

Members who did not attend will be able to watch the recording and provide input.

The Chair called the meeting to order at 5:34 PM and thanked the President and Councillor Kamal for being present. Today we will be discussing the concerns that members have on some of the budget items that were amended for the 2021-2022 academic year. The Chair asked for permission from the President and Councillor Kamal if they consent to being recorded during this meeting and the video will be provided to committee members. The President and Councillor Kamal agreed to being recorded for today’s meeting.

Items for Information / Discussion:

The Chair opened the floor for questions.

Councillor Kamal stated that he would like to put some concerns forward in regard to the Sustainability Committee. Kamal explained that 1 year or so ago the Sustainability was not that active and not much funding was used, however, when he joined the committee, it resulted in being the committee being very active and they organized many events along with other committee members. Kamal recognized that they did not use that much funding for the Sustainability Committee, but they did hold events, which was important.

Kamal went onto explain the events that were organized during his time being part of the Sustainability committee, including various initiatives that he participated in for a sustainable campus at the UofS. One of the examples that Councillor Kamal included picking up garbage in front of residence, participating in BikeShare.

The Chair responded that she recognizes that Kamal participates in many of the sustainability committees on campus where he represents graduate students. The Chair went onto to say that the GSA support sustainable initiatives and diversity, we are not reducing the amount to disadvantage anyone. This amount was decreased because historically, these events do not require high amounts of money to be organized and we have worked in partnership and with support of other organizations, therefore we have strong connections that help us organize successful events.

Additionally, if committees or groups create an initiative that require the use of more than \$500, then fundraising is also part of the GSA Executive job and there are examples provided of this. We support sustainable initiatives and want to make sure we work together in partnership with other organizations to move forward with this goal. Every year we change members of those committees, and new members may have new ideas on events and initiatives – because of that, the GSA encourages partnerships within our university community. Events don't require a lot of funding, and even if they do in the future, there are budget lines which can fund new events, those are under the budget line: New Initiatives. The Chair expressed her happiness of the engagement that Councillor Kamal as student input is valuable and opens up different perspectives.

Councillor Kamal responded that he understands that the GSA could not contribute as much this year to certain budget lines due to poor revenue. Kamal went onto explain that he cannot support this funding change, and one of his campaigning platforms is to increase financial support for academic councils and intensify students who frequently participate in the GSA.

The President provided the comment that if Kamal is mentioning his election platform during this committee meeting it is a conflict of interest and his input/vote may seem biased as it can be seen as leaning towards his comments in regarding to his election campaign. The President advised that we should not discuss this during this meeting as the budget is created independent to the campaign of incoming executives, and stick to the comments that were previously made in regards to Kamal's concerns with the budget line for the Sustainability committee. The Chair responded that we look at the budget line very carefully, we have looked historical data, and we have internal information on the financial details and workings of the GSA. Councillor Kamal said he has no objection to the motion as long as the \$300 added back to the Sustainability/Diversity Committee.

Councillor Sajid had no questions, but wanted clarification on Budget line 52604. The Chair responded that the main reason because in previous years the GSA was not filing taxes and because of that we have to file taxes, and we have a firm B&B that files our taxes for us for non-profit organization. The invoice has been increased, which is the reason that we increased this budget line.

The second question Councillor Sajid had was on the GSA winter orientation, Budget line 53303. The question is why the executives used a larger amount than what was allocated, do we need to increase this budget line? The Chair responded that the Executive requested funding from other organizations and this year Humaira's team requested money for the winter orientation, which is why the total was over \$800. They had \$2,500 (fundraising) + \$800 (allocated) with a total of 3300 for this event however, they only used \$2,251.37.

Kamal asked one last question, at the end of the year when the money is left over from last year as it has not been all spent, so the remaining money does it go to student account as a deposit? The Chair responded that the remaining money stays with the GSA. Kamal then stated then what happens to the money that is in the GSA account and we are having a difficult year, then when is the time when we use the money in the student account. Kamal asked when is the money used in the account?

The Chair explained that the money is used for new services that the GSA may implement if students require or ask for it. It has to have majority of students' vote and has to have approval of GSA councillors.

The meeting was adjourned at 6:18 PM.

University of Saskatchewan Graduate Students' Association Inc.
2021-2022 Operating Budget Notes

ACCRUED REVENUE

12225 UPASS.

This budget line refers to the amount of UPASS fees collected by the University from graduate students, and those collected from non-grad members (i.e Post-doctoral fellows). The amount remitted to Saskatoon Transit is deducted from this amount. Any remaining amount is transferred to the UPASS Administration Fee (Revenue line 41301) so that this budget line remains at zero (0) at the end of the fiscal year.

12226 Health and Dental.

This budget line refers to the amount of Health and Dental fees collected by the University from graduate students. The amount remitted to StudentCare is deducted from this amount. Any remaining amount is transferred to the Health and Dental Reserve fund so that this budget line remains at zero (0) at the end of the fiscal year.

12227 CFS.

This budget line refers to the amount of CFS fees collected by the University from graduate students. The amount collected by the University is remitted to CFS by the GSA and therefore this budget line returns to zero (0) at the end of the fiscal year.

FEE-BASED REVENUE

41200 GSA Membership Fees (grad).

This budget line represents the totality of membership fees collected from graduate students. This value is based on a 1.5 % increase in graduate student fees collected (keeping in line with typical average increases to the number of students).

Note: Potential alteration to budgeted amount may become necessary if a separate Indigenous Students' Union becomes operational and some GSA members wish to leave the GSA to join this new Union.

46500 GSA Membership Fees (non-grad).

This budget line represents the totality of membership fees collected from non -graduate students (usually Postdoctoral Fellows) who join the GSA. PDF's now have a collective bargaining agreement with the University; therefore, there is expected to be a decrease in the number of PDF's that purchase membership. Based on historical averages, membership purchases are expected to be approximately 50.

41301 UPASS Administration Fees.

This budget line represents the administration fee of \$3.00 that the GSA collects per UPASS fee assessed, based on the agreement with Saskatoon Transit. The value in this budget line is what remains after deducting the 1% University administration charge from each UPASS fee collected from graduate students. The GSA receives an administration fee of approximately \$1.8 per UPASS fee collected, which goes to covering USSU-UPASS administration costs (Expense line 51301). This line is based on having approximately 2700 UPASS fees collected. In addition, 40 PDF's purchase the UPASS per term (numbers are based on historical averages).

FUNDRAISING / SALES BASED REVENUE**46100 GSA Commons Booking.**

This budget line represents the revenues from bookings of the Commons to internal and external groups and represents an important revenue source for the GSA. Increased rental of Commons to outside events / groups after hours and on weekends will boost revenue.

46200 GSA/CFS Handbook Advertisement Sales.

This budget line represents the sales of advertising space in the CFS/GSA Handbooks that are made available to members.

43801 Orientation Fundraising/Support.

This budget line represents fundraising contributions and donations for the GSA's Orientation (fall and winter) events. This is a flow-through (FT) budget line. Any and all money raised will be used to supplement funding for the events. Fundraising will be required if it is suspected that the cost of the events will be greater than what is already budgeted in Expense line 53302 and 53303. Expense line 53302 also includes the September social costs and Expense line 53303 also includes the January social costs.

43802 3MT and Conference Fundraising/Support.

This is a flow-through (FT) budget line. Any and all money raised for this is utilized for the 3MT and Conference (Expense Line 53301).

48303 Sustainability/Diversity Fundraising/Support.

This budget line represents fundraising contributions and donations for any GSA Sustainability or Diversity Initiatives. This is a flow-through (FT) budget line. Any and all money raised will be used to supplement funding for any Sustainability / Diversity Initiative. These initiatives are organized by the GSA Sustainability and / or GSA Diversity Committees. Fundraising will be required if it is suspected that the cost of the events will be greater than what is already budgeted in Expense line 53307

43804 Awards Gala Fundraising/Support.

This is a flow-through (FT) budget line. Any and all money raised for this is utilized for the Awards Gala to supplement Expenditure Line 53300.

43805 Health Chats Fundraising/Support.

This budget line represents fundraising contributions and donations for GSA Health Chat events. This is a flow-through (FT) budget line. Any and all money raised will be used to supplement funding for these Health Chats. The GSA Health Chats are events / initiatives geared towards activities that improve the mental, physical and emotional well-being of graduate students. Fundraising will be required if it is suspected that the cost of the events will be greater than which is already budgeted in Expense line 53305.

43806 Social Event Revenues.

This is a flow-through budget line. Any and all money raised from alcohol sales, during socials, will be used to support subsequent social events (Expense line 53306) in perpetuity throughout the fiscal year.

44104 Awards Gala Ticket Sales.

This budget lines represents revenue raised solely through ticket sales for the GSA's Annual Awards Gala. Any and all money raised for this is utilized for the GSA Annual Awards Gala (Expense Line 53300).

OTHER REVENUES**46900 Miscellaneous Revenues.**

This budget line is to be used very rarely to report revenues from any occasional or non-material activities which do not fit other budget lines. There are no anticipated revenues budgeted for this line.

46901 Notary Services.

This budget line represents revenues from GSA notary services to non-members. This service is offered by the Office Manager throughout the year.

46902 U of S Cold Beverage Agreement.

This budget line represents revenues received by the GSA from University of Saskatchewan - Consumer Services based on an agreement with the campus-wide beverage provider (Pepsi-Cola) to support students. This last payment is anticipated for the 2021-2022 fiscal year.

46903 Health and Dental Continuum Revenues.

This line represents revenues the GSA receives from Health and Dental Provider sales of

continuing Health and Dental Insurance plans to students who are graduating. The GSA receives 5% share of sales to support the activities of the GSA.

43800 Cash Donations/Contributions

This line represents the total value of cash/monetary contributions and donations from any University or external group that does not fit into any other revenue line. This is a flow through (FT) item.

GSA STUDENT SUPPORT

51500 GSA Bursary Expenses.

This budget line refers to the GSA's financial contribution to the GSA Need-based Bursary and excludes CGPS's contributions. There is an increase in this amount in order to ensure that more students receive bursary support, based on the trend of more and more deserving applicants. CGPS has historically contributed an equal amount to what the GSA budgets. Beginning in the 2018-2019 fiscal year, the GSA is responsible for issuing all cheques and CGPS will remit its contributions directly to the GSA (which is to be deposited in Revenue line 43800).

51551 U of S Travel Award Contribution.

This budget line refers to the GSA's contribution to the University's Travel Award which is administered by ISSAC. This amount is reserved for and accessible only to GSA members but is administered via ISSAC.

51552 U of S Crisis Aid Program Contribution.

This budget line represents the GSA's contribution to the University's Crisis Loan/Grant Program administered via the U of S Financial Services Division. This amount is set aside and accessible only to GSA members.

51610 Ratified Student Club/Group Funding.

This budget line is used to fund ratified graduate student social groups / academic council events as per the GSA Policies.

BANKING, DEBIT, AND CREDIT FEES AND CHARGES

52200 Banking and Credit Fees and Charges.

This budget line accounts for monthly fees, service fees, debit/credit transaction charges, miscellaneous bank fees, and the printing of cheques.

GSA OFFICE OPERATIONS AND EXPENSES

52300 Office Stationery and Supplies.

This budget line refers to the office supplies (non-electronic) and stationery for the GSA.

52301 Office Electronic Equipment, Software, and Batteries.

This budget line is designated for the purchase of any office electronic equipment, software, and batteries.

52303 Printer Toner/Cartridges.

This budget line refers to the costs of printer toner cartridges. The GSA has two printers including one that prints in colour. Suggest carefully monitoring printing and using it only when necessary (for both environmental and budgetary reasons).

52310 Postage, Courier, and Freight.

This budget line refers to the costs and charges related to postage, couriers, and messengers.

GSA COMMONS OPERATIONS AND EXPENSES**52320 Commons Supplies.**

This budget line refers to non-capital equipment and consumable non-food supply purchases for the GSA (i.e. tea lights, plates, cups).

52321 Coffee/Tea Bar Supplies and Expenses.

This budget line refers to the consumable coffee, hot chocolate and tea plus sugar, creamer, etc. purchased by the GSA.

52322 Commons Renewal, Repair and Maintenance.

This budget line is designated for any uncovered repairs, cleaning/maintenance or renewal to the GSA Commons and includes replacing any damaged furniture, etc.

52325 Commons Special Upgrades (A/V System).

This budget line was created for the upgrades to the GSA A/V system. This budget line will now accommodate upgrades to the system, as they are now reaching ten (10) years of age as well as new office computers. This is for a five (5) year commitment and will be budgeted for the 2019/2020 (\$4,000), 2020/2021 (\$3,500), 2021/2022 (\$3,500), 2022/2023 (\$3,500) and 2023/2024 (\$3,500) fiscal years.

GSA ADVERTISING AND COMMUNICATIONS**52330 Expenses for Digital and Print Ads/Communication.**

This is a budget line to cover the costs of electronic advertising for GSA and GSA events.

INSURANCE

52400 GSA Liability Insurance.

This budget line refers to the GSA's Commons Liability Insurance.

52401 GSA D&O Insurance.

This budget lines refers to the GSA's Directors and Officers Insurance coverage.

TELEPHONE, FAX, AND INTERNET/ICT COSTS

52500 Telephone, Facsimile, Telecommunications Costs.

This budget line represents the GSA's telephone, voicemail, directory advertising, facsimile, and long distance costs.

52550 IT/ICT Technical Support.

This budget line refers to the billed costs of the GSA accessing ICT Tech Support including call-outs and hourly rates.

PROFESSIONAL FEES AND EXPENSES

52601 Legal Expenses.

This budget line is designated to pay for any needed GSA legal expenses. Suggested amount based on expected lack of use. Ideally the full budgeted amount will not be spent but it is good to have.

52603 Internal Auditing/Consulting.

This budget line is designated to pay for any needed GSA professional consulting or internal reviews from auditing firms. Ideally none of the budgeted amount will be spent but it is good to have available.

52604 Financial Auditing.

This budget line is designated to pay for any needed annual audits and tax return related expenses. Suggested amount based on market rates, on completion of historical audits and to provide extra leeway in case of extra work completed by the auditors.

52650 Bookkeeping.

This budget line refers to the costs of the GSA bookkeeping services. Suggested amount is based on the current monthly rate of the Bookkeeper and also because the Bookkeeper takes on the task of preparing T4's, T4A's and the working papers for the audits.

STAFF SALARIES AND EXECUTIVE FEE

52701 President Fee.

This budget line represents the fee received by the President for their duties. The President shall receive this fee on a monthly basis during their time in this position. There is a suggested increase of no more than 1 %, however there is no need for an increase if there is no changes to the role and responsibilities.

52702 VP External Affairs Fee; **52703** VP Finance and Operations Fee; **52704** VP Student Affairs Fee; **52705** Vice-President Indigenous Engagement Fee.

These budget lines represent the fees received by the Executive members (other than the President) for their duties. The Vice-Presidents shall receive this fee on a monthly basis during their time in this position. There is a suggested increase of increase of no more than 1%, however there is no need for an increase if there is no changes to the role and responsibilities.

52707 Chairperson / CEO Fee.

This budget line refers to the yearly fee received by the GSA's Council Chairperson/CEO. The Chairperson shall receive this fee on a monthly basis during their time in this position, only in the months of September – April, inclusive, with no fee paid out in the months of May – August, inclusive.

52708 Election and Referenda Expenses.

This budget line has now changed to Election and Referenda Expenses. It is reserved for the costs of Executive Elections and any referenda costs (poster printing, election forum, forum food, etc...). Budgeted amount allows for some leeway in the case of many By-elections, large number of candidates, or electoral disputes that take time to investigate and resolve.

52709 Recording Secretary Fee.

This budget line refers to the fee received by the GSA's Council Recording Secretary, based on the number of hours worked and the hourly graduate student rate. Suggested amount calculated based on twelve meetings per year at four hours total time per meeting. The large number of hours allows for leeway in case of emergency or extra meetings.

21501 CPP and EI Employer Contribution.

This amount refers to the CPP and EI employer contribution that would take effect after \$3500 is earned (per calendar year) for each of the Executives.

52800 Office Staff and Coordinator Salaries.

This budget line presents the totality of salaries paid to GSA Staff and Commons Coordinators and includes the incentives the Office Manager receives as per the contract (Health and Dental and parking).

GSA EXECUTIVE OPERATIONS

52900 Executive Meeting and Retreat Expenses.

This line is used to provide for the GSA Executive Committee to have an annual retreat, in which the plans for the year are discussed. To maximize GSA funds it is suggested that the retreat be held in town (i.e. the GSA Commons) to avoid excessive costs to the GSA. This budget line can also be used for Executive meetings, should it be required.

52901 Executive Meetings with External Delegates/Guests.

This budget line allows for the GSA to receive or host visiting guests, delegates, and external stakeholders. This budget line allows the GSA to host meeting with external delegates representing different organizations (other student unions, partner groups, experts, etc.).

52333 Executive Business Cards, Pictures, Plaque Updates and Name Tags.

This budget line is used to provide professional name tags and business cards for each GSA Executive. This budget line shall also be used to update the plaques.

52920 Executive Travel

This budget line is used to provide for GSA Executives to attend conferences and meetings related to the development and governance of the Association, such as those hosted by CFS and ThinkGrad. This budget line can also be used to hold a GSA conference in which Office staff and Executives may wish to come together and discuss the development, governance and sustainability of the Association for future years.

52930 Executive Training and Professional Development.

This new budget line allows for Executive necessary training and professional development courses related to each Executive portfolio. Example includes Mental Health First Aid.

62701 President's Discretionary Fund; **62702** VP External Affairs Discretionary Fund; **62703** VP Finance and Operations Discretionary Fund; **62704** VP Academic and Student Affairs Discretionary Fund; **62705** VP Indigenous Engagement Discretionary Fund.

These lines are used to provide for Executive discretionary purchases in order to benefit the Association (i.e. hosting/supporting an event, travelling to a conference, or some other GSA initiative). Absolutely not to be used for any personal purchases such as clothing.

GSA ACADEMIC COUNCIL OPERATIONS

52903 Academic Council Foods and Beverage.

This budget line refers to the costs of food and beverage supplied for Council Meetings and General Meetings.

52904 GSA Committees Food and Beverage.

This budget line refers to the costs of food and beverage supplied for Standing Committees.

52905 Town Hall Food and Beverage

This budget line funds any necessary food and beverages from GSA town hall events. Suggested amount will allow for two town halls per year if necessary.

51600 Academic Council Funding

This budget line refers to funding reserved for Academic Councils of the GSA, attendance and participation in meetings of the academic year. These funds shall be determined after the August Council meeting and shall be made available prior to the September Council meeting.

GSA EVENTS**53300** GSA Awards Gala.

This budget line represents the expenditures and costs related to the GSA's Annual Awards Gala and flows directly from revenue lines: 43804 and 44104. The suggested amount provides a cushion based on the trend of difficulty in obtaining funding.

53301 GSA 3MT and Conference.

This budget line represents the expenditures and costs related to the GSA's 3MT and Graduate Student Research Conference and flows directly from revenue line: 43802.

53302 GSA Fall Orientation.

This budget line represents the costs and expenditures related to the GSA Fall Orientation and September social events. Any revenue raised from budget line 43801 can be used to supplement any extra costs associated with these two events. Suggested total expenditure based on previous years. Budget line 53302 and 53303 can collectively be used to cover the costs associated with the Fall and Winter Orientations, but expenses for these two events shall not exceed the combined value of these two budget lines.

53303 GSA Winter Orientation.

This budget line represents the expenses related to GSA's Winter Orientation and January social events. Any revenue raised from budget line 43801 can be used to supplement any extra costs associated with these two events. Suggested total expenditure based on previous years. Budget line 53302 and 53303 can collectively be used to cover the costs associated with the Fall and Winter Orientations, but expenses for these two events shall not exceed the combined value of these two budget lines.

53304 GSA Campus Rec./Intramural Sports.

This budget line is designated for the registration of various GSA Guppies campus rec./intramural sports teams over the three terms.

53305 GSA Health Chats.

This budget line represents the costs and expenditures related to the GSA Health Chats series of events. All revenue raised from budget line 43805 will be used to supplement any extra costs associated with these events.

53306 GSA Social Events.

This budget line represents the expenditures and costs related to GSA social events, other than the September and January social. All sales raised (Revenue line 43805) will be used to support expenses.

53307 GSA Sustainability/Diversity Initiative

This budget line represents the costs and expenditures related to any GSA Sustainability/Diversity events and initiatives. All revenue raised from budget line 43803 will be used to supplement any extra costs associated with these events.

53308 GSA Workshops/Initiatives

This budget line represents the expenditures and costs related to any GSA workshops or other initiatives, such as the Tax Clinic. There is a hope that many more initiatives/workshops are held as well as any support directed to the Breakfast Initiative and the Holiday Hangout. Should the Sustainability/Diversity Committees require a budget more than what was allocated in 53307, due to the organization of multiple events/initiatives, this budget line can be used to accommodate for this.

53309 New Initiative: Conflict Management

In the fall 2019, a Conflict Engagement and Management: Advocacy and Problem-Solving Skills for Student Leaders workshop was held. This was available for the Executives; however, there was space available for interested Councilors. The total cost of the session was covered between the GSA, USSU, Office of the University Secretary and Office of the Vice-Provost Teaching Learning and Student Experience. The Executive deem this to be a valuable experience and wish to continue offering this in coming years.

GSA OPERATING COSTS**51301** UPASS Administration Fees

This budget line represents the administration costs that the GSA pays out per UPASS sold and

activated per agreement with USSU.

52000 ThinkGRAD Membership Fees

This line accounts for the GSA's membership affiliation with ThinkGRAD.

52810 WCB Expenses

This budget line refers to the amounts paid to the Workers Compensation Board as required by law.

52811 ISC and Incorporation Costs

This budget line refers to the amounts paid to the Information Services Corporation as required per law for corporate registration and renewal.

52340 GSA Handbook Expenses

This budget line refers to the expenses of printing/distributing of the GSA handbook.

55130 Leasehold Annual Charges

This line refers to the licensing cost for the GSA to occupy the Emmanuel and St. Chad. Based on actual costs this amount can be kept as it. Actual values of building are to be reported to auditor.

61000 Miscellaneous Expenses

This budget line represents miscellaneous small, non-recurring expenses where there is no other appropriate budget line. There are currently no budgeted expenses for this line.

61001 Financial and Legal Contingency Fund Contribution

This budget line has been used to park money for any anticipated and/or unanticipated legal and financial contingencies.

Last Updated: March 22, 2021

GSA revenue 2020-2021, and Proposed revenue 2021-2022

REVENUE			(YTD to February 28th, 2020)	PROPOSAL
	ACCRUED REVENUE	2020-2021 Budgeted	2019-2020 Actual	2021-2022 Fiscal Year
12225	UPASS	0.00	-1,121.19	0.00
12226	HEALTH AND DENTAL	0.00	527,051.99	0.00
12227	CFS Membership	0.00	0.00	0.00
	FEE-BASED REVENUE			
41200	GSA Membership Fees (grad)	230,000.00	214,543.57	235,000.00
46500	GSA Membership Fees (non-grad)	4,000.00	1,247.18	1,500.00
41301	UPASS Administration Fees	10,000.00	1,950.80	10,000.00
	FUNDRAISING/SALES BASED			
46100	GSA Commons Rental	10,000.00	205.00	5,000.00
46200	GSA/CFS Handbook Advertisement Sales	1,250.00	1,070.00	1,250.00
43801	Orientation Fundraising/Support	**FT	2,500.00	**FT
43802	3MT and Conference Fundraising/Support	**FT	3,500.00	**FT
43803	Sustainability/Diversity Fundraising/Support	**FT	0.00	**FT
43804	Awards Gala Fundraising/Support	**FT	0.00	**FT
43805	Health Chats Fundraising/Support	**FT	0.00	**FT
43806	Social Event Revenues	**FT	0.00	**FT
44104	Awards Gala Ticket Sales	**FT	0.00	**FT
	OTHER REVENUES			
46900	Miscellaneous Revenues	0.00	0.00	0.00
46901	Notary Services	550.00	0.00	500.00
46902	U of S Cold Beverage Agreement	4,000.00	0.00	4,000.00
46903	Health and Dental Continuum Revenues	250.00	173.64	250.00
43800	Cash Donations/Contributions	**FT	28,000.00	**FT
	Total	260,050.00	779,120.99	257,500.00

GSA expenses 2020-2021, and Proposed expenses 2021-2022

EXPENSES			Actual expenses 2020-2021	PROPOSAL
	GSA STUDENT SUPPORT	2020-2021 Budgeted	(YTD to February 28, 2021)	2021-2022 Fiscal Year
51500	<i>GSA Bursary Expenses</i>	29,000.00	32,000.00	30,000.00
51551	<i>U of S Travel Award Contribution</i>	8,500.00	8,500.00	8,500.00
51552	<i>U of S Crisis Aid Program Contribution</i>	7,500.00	7,500.00	7,500.00
51610	<i>Ratified Student Club/Group Funding</i>	5,500.00	0.00	5,000.00
	BANKING, DEBIT, AND CREDIT FEES AND CHARGES			
52200	<i>Banking and Credit Fees and Charges</i>	2,400.00	1,132.06	2,400.00
	GSA OFFICE OPERATIONS AND EXPENSES			
52300	<i>Office Stationery and Supplies</i>	500.00	178.89	500.00
52301	<i>Office Electronic Equipment, Software, and Batteries</i>	250.00	0.00	250.00
52303	<i>Printer Toner/Cartridges</i>	800.00	233.10	800.00
52310	<i>Postage, Courier, and Freight</i>	200.00	123.22	200.00
	GSA COMMONS OPERATIONS AND EXPENSES			
52320	<i>Commons Supplies</i>	500.00	0.00	500.00
52321	<i>Coffee/Tea Bar Supplies and Expenses</i>	1,500.00	0.00	1,500.00
52322	<i>Commons Renewal, Repair and Maintenance</i>	1,500.00	0.00	1,500.00
52325	<i>Commons Special Upgrades (A/V System) - (a 5 year commitment till 2023/2024)</i>	3,500.00	3,500.00	3,500.00
	GSA ADVERTISING AND COMMUNICATIONS			
52330	<i>Expenses for Digital and Print Ads/Communication</i>	100.00	0.00	100.00
	INSURANCE			
52400	<i>GSA Liability Insurance</i>	4,600.00	4,360.00	4,600.00
52401	<i>GSA D&O Insurance</i>	1,200.00	1,100.00	1,200.00
	TELEPHONE, FAX, AND INTERNET/ICT COSTS			
52500	<i>Telephone, Facsimile,</i>	2,000.00	1,332.11	2,000.00

	<i>Telecommunications Costs</i>			
52550	<i>IT/ICT Technical Support</i>	250.00	0.00	235.00
	PROFESSIONAL FEES AND EXPENSES			
52601	<i>Legal Expenses</i>	5,000.00	1,000.00	5,000.00
52603	<i>Internal Auditing/Consulting</i>	1,000.00	0.00	1,000.00
52604	<i>Financial Auditing and taxes</i>	10,000.00	10,200.00	11,000.00
52650	<i>Bookkeeping</i>	10,000.00	5,642.92	10,000.00
	STAFF SALARIES AND EXECUTIVE FEE			
52701	<i>President Fee</i>	7,200.00	5,983.81	7,200.00
52702	<i>VP External Affairs Fee</i>	6,700.00	5,583.30	6,700.00
52703	<i>VP Finance and Operations Fee</i>	6,700.00	4,572.92	6,700.00
52704	<i>VP Academic and Student Affairs Fee</i>	6,700.00	5,583.30	6,700.00
52705	<i>VP Indigenous Engagement Fee</i>	6,700.00	1,660.46	6,700.00
52707	<i>Chairperson / CEO Fee</i>	1,800.00	1,248.39	1,800.00
52708	<i>Election and Referenda Expenses</i>	500.00	22.20	400.00
52709	<i>Recording Secretary Fee</i>	1,000.00	469.48	1,000.00
21501	<i>CPP and EI Employer Contribution</i>	500.00	364.06	600.00
52800	<i>Office Staff and Coordinator Salaries</i>	70,000.00	44,692.44	70,000.00
	GSA EXECUTIVE OPERATIONS			
52900	<i>Executive Meeting and Retreat Expenses</i>	250.00	104.27	250.00
52910	<i>Executive Meetings with External Delegates/Guests</i>	350.00	0.00	250.00
52333	<i>Executive Business Cards, Pictures, Plaque Updates and Name Tags</i>	285.00	286.03	250.00
52920	<i>Executive Travel</i>	4,000.00	0.00	2,000.00
52930	<i>Executive Training and Professional Development</i>	500.00	0.00	500.00
62701	<i>President's Discretionary Fund</i>	500.00	187.12	500.00
62702	<i>VP External Affairs Discretionary Fund</i>	400.00	62.31	400.00
62703	<i>VP Finance and Operations Discretionary Fund</i>	400.00	64.40	400.00
62704	<i>VP Academic and Student Affairs Discretionary Fund</i>	400.00	62.31	400.00
62705	<i>VP Indigenous Engagement Discretionary Fund</i>	400.00	20.00	400.00
	GSA ACADEMIC COUNCIL OPERATIONS			
52903	<i>Academic Council Foods and Beverage</i>	3,000.00	0.00	3,000.00
52904	<i>GSA Committees Food and Beverage</i>	1,000.00	0.00	1,000.00
52905	<i>Town Hall Food and Beverage</i>	500.00	0.00	500.00
51600	<i>Academic Council Funding</i>	5,000.00	5,214.80	5,500.00
	GSA EVENTS			

53300	<i>GSA Awards Gala</i>	3,000.00	69.71	3,000.00
53301	<i>GSA 3MT and Conference</i>	**FT	69.71	**FT
53302	<i>GSA Fall Orientation</i>	6,500.00	4,128.46	6,500.00
53303	<i>GSA Winter Orientation</i>	800.00	2,251.37	800.00
53304	<i>GSA Campus Rec./Intramural Sports</i>	300.00	0.00	300.00
53305	<i>GSA Health Chats</i>	500.00	0.00	500.00
53306	<i>GSA Social Events</i>	500.00	247.82	500.00
53307	<i>GSA Sustainability/Diversity Initiative</i>	800.00	0.00	500.00
53308	<i>GSA Workshops/Initiatives</i>	1,000.00	26.41	1,200.00
53309	<i>New initiative: Conflict Management</i>	1,000.00	0.00	0.00
	GSA OPERATING COSTS			
51301	<i>UPASS USSU Administration Fees</i>	10,000.00	5,358.15	10,000.00
52000	<i>ThinkGRAD Membership Fees</i>	800.00	0.00	0.00
52810	<i>WCB Expenses</i>	200.00	47.67	200.00
52811	<i>ISC and Incorporation Costs</i>	50.00	36.00	50.00
52340	<i>GSA Handbook Expenses</i>	4,000.00	4,370.10	3,500.00
55130	<i>Leasehold Annual Charges</i>	15.00	12.60	15.00
61000	<i>Miscellaneous Expenses</i>	0.00	50.00	0.00
61001	<i>Financial and Legal Contingency Fund Contribution</i>	10,000.00	0.00	10,000.00
	Total	260,050.00	169,651.90	257,500.00



University of Saskatchewan -Graduate Students' Association

President's Report - GSA Council Meeting, April 2021

Dear Councillors,

I would like to start off my report by thanking Council members for providing me the opportunity to serve as GSA President for the 2020-2021 academic year. It was a pleasure working collaboratively with you on committees and participating in online activities. I would also like to extend my thanks to my Executive team members who came into their roles during an uncertain time and our staff member who have been working behind the scenes to ensure that the GSA continues to operate smoothly. This academic year has been difficult for all of us, but we are slowly seeing the light at the end of the tunnel.

My report for this month will focus on:

1. GSA Annual Report for AGM
2. Tuition Package for the Board of Governors
3. Graduate Student Professional Skills

1. GSA Annual Report for AGM

At present, the Executive team and I have been busy working on our final reports for the Annual General Meeting (AGM) that is being held on April 13, 2021 via WebEx. The report will be a summary of the activities and operations of the GSA from May 2020 to April 2021, with future recommendations being offered to the incoming Executive team. The Executives are also getting organized for the transition of the incoming Executive team who will be starting their roles at the GSA on May 1, 2021.

2. Tuition Package for the Board of Governors

The Board of Governors had their meeting on March 22 and 23, 2021 and the GSA Executive sent a tuition package with our petition to express our opposition to the proposed tuition hike for the 2021-2022 academic year. We have been informed that the Board of Governors did receive our package in time for their meeting and were able to review our provided documents. We are still awaiting a decision on tuition for the 2021-2022 academic year from the Board of Governors.

3. Graduate Professional Skills

One of our goals this academic year was to provide initiatives that will enhance professional skills and assist graduate students in the working world after graduation. We had the pleasure of hosting Dawne Warner from the Student Employment and Career Centre.

The GSA continues its role to advocate on behalf of graduate students in order to support student success and relay student concerns, organize events to engage students, and collaborate with the USask community to foster an environment of positivity.

Humaira Inam

President

Graduate Students' Association



University of Saskatchewan-Graduate Students' Association
VP Finance and Operations report - GSA Council Meeting, April 2021

Dear GSA Councilors,

In this the last GSA Council meeting, I would like to thank you for the opportunity to work together and serve the graduate student body during February –April 2021. This year has been unforeseen for all of us, but your engagement and flexibility allowed us to continue advocating and working for students in a remote and online manner. Thank you for your leadership and participation in GSA meetings, GSA committees, University committees, online events, etc.

In this report, I would like to talk about two main areas that the VP Finance and Operations has been working on during March, 2021:

- **GSA Budget 2021-2022 (development)**
- **Free tax clinics 2020, Winter 2021**

1. GSA Budget 2021-2022

Every year, members of the Budget and Bursary committee work closely to develop the GSA budget for next fiscal year. As the chair of this committee, I worked together with all members of the committee, to develop the new budget proposal. Each budget line was very carefully thought and was based in our GSA history (previous budgets), our current reality (covid-19) and predicts events and services the GSA will continue offering during the next year. This document was already approved by the GSA Board of Directors and will be shared with councilors for approval.

2. Free tax clinics

We have two events coming up, on Tuesday March 30th 4:30pm to 5:30pm and Wednesday April 7th 4:30pm to 5:30pm. These events will give students with the tools and knowledge to file their taxes.

There are many other activities, meetings, and events that the VP Finance and Operations together with other executives constantly participated, and contributed for the betterment of the task, including the tireless advocacy for tuition settings and the enhancement of services for students on campus. Those tasks are continuous, and I will make sure that the next incoming GSA executive receives all information and support for a smooth transition to the VP Finance and Operations' role.

I wish each of you all success in your academic studies and I hope our paths cross again. If you have any questions or comments, please do not hesitate to contact me at gsa.fin@usask.ca

Thank you,

Mery Mendoza

VP Finance and Operations

Graduate Students' Association



University of Saskatchewan-Graduate Students' Association

April 2021

RE: VP Student Affairs Report to Council

Dear Council Members:

Please find below my March-April report to council.

1) 3MT Competition

The 3MT competition was hosted on March 26th, 2021. Due to the current events, the 3MT Competition was hosted online. The participants were recorded and videos including each participant's slide and their voice were created. The recordings will be sent to the judges and they will have two weeks to decide the winners. The announcement of the winners will be held on the week of April 12th, 2021 via email. The winner will secure a spot at the Western Regionals hosted by Athabasca University, online environment too.

2) Meetings

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

Date	Meeting
March 17, 2021	Executives meet with the President's Executive Committee 2021 Provost's Awards Committee
March 18, 2021	University Council GSA Election Orientation
March 19, 2021	Executives meet with the Pandemic Response Team

March 22, 2021	Governance Executive Meeting
March 24, 2021	Academics Program Committee
March 25, 2021	GSA Executives Meeting
March 26, 2021	3MT Competition



University of Saskatchewan-Graduate Students' Association

April 2021

RE: VP External Affairs Report to Council

Dear Council Members,

Please find below my report to Council:

1) **GSA Executive meetings**

I am attending the executive meetings regularly where we discuss various topics and events.

2) **Health Chat Events**

The following health chat events have continued to be offered since the fall 2020 term:

2.1 Resume & Cover Letter Writing Workshop

The Resume & Cover letter Writing Workshop was held on March 10th, 2021 from 4:00 PM to 5:00 PM, where Dawne Warner from Student Employment and Career Centre spoke on resume building, cover letters and other skills. This event was well-received by graduate students; more than 11 grad students attended this event. The presentation was uploaded to the GSA website.

2.2 Mental Health & Wellness Workshop

The Mental Health Workshop' in collaboration with the Student Wellness Center was held on March 15, 2021, from 4:00 PM via WebEx. The guest speaker of this event was Dr. Murray Drew, who shared his journey with mental health. More than 10 students attended the event.

3) GSA Standing Committees

The GSA Sustainability Committee and Diversity Committee are meeting regularly and working on an event that will be held in the month of April jointly. The meeting minutes have been submitted to the Chair and will continuously submit to the Chair after each meeting.

4) GSA AWARD GALA, 2021

The deadline for the GSA Annual Awards nomination was extended to March 22, 2021, at 5:00 PM. I tracked all the nomination packages received and sent acknowledgment accordingly. I am working on it and planning to call the first meeting soon.

5) Meetings/Events

The following are a list of meetings I have attended since I submitted the last report to the Council:

Date	Meetings/Events
March 08, 2021	Grad Tuition Discussion with Dr. Airini/Patty/Debby
March 08, 2021	GSA Sustainability Committee
March 09, 2021	GSA Election Orientation
March 09, 2021	Governance Committee Meeting
March 10, 2021	Resume & Cover Letter Writing Workshop
March 11, 2021	GSA Election Orientation
March 11, 2021	GSA Executive Meeting
March 15, 2021	Mental Health & Wellness Workshop
March 15, 2021	Grad Tuition Discussion with Dr. Airini/Patty/Debby
March 17, 2021	PEC/student council executive monthly meeting
March 19, 2021	PRT/USSU/GSA/President meeting
March 24, 2021	Image of Research Judging meeting