

Agenda

1. Approval of the Agenda
2. Approval of the Minutes
 - (a) June 27, 2011
3. Presentations and Announcements
 - (a) Presentations by Guests
 - i. The Gateway (The Gateway staff) (30 minutes)
 - (b) Councillor Announcements
4. Reports
 - (a) Executive Reports
 - i. President (see attachment)
 - ii. VP Academic (see attachment)
 - iii. VP Labour (see attachment)
 - iv. VP Student Life (see attachment)
 - v. VP Student Services (see attachment)
 - (b) Officer Reports
 - i. Speaker
 - ii. Chief Returning Officer
 - iii. Senator
 - (c) Standing Committee Reports
 - i. GSA Board (see attachment)
 - ii. Governance Committee
 - iii. Budget and Finance Committee
 - iv. Grant Selection Committee
 - v. Health and Dental Plan Committee
 - vi. Student Affairs Committee
 - vii. Awards Selection Committee
 - viii. Negotiation Committee
 - ix. Labour Relations Committee
 - x. Elections and Referenda Committee
 - xi. Nominating Committee (see attachment)
 - (d) Ad-Hoc Committee Reports
 - (e) Recommendations from GSA Management

- i. Executive Director (see attachment)
- ii. Director of Operations
- iii. Financial Manager

5. Question Period

- (a) Written Questions
- (b) Oral Questions

6. Elections and Appointments

- (a) GSA Standing Committees
- (b) Other Committees

7. Special Orders

8. Unfinished Business and General Orders

- (a) Unfinished Business
- (b) General Orders
 - i. R20110725.1: Granting Process Bylaw Proposal (second reading) (see attachment)
 - ii. R20110725.2: Committee Reform Proposal (second reading) (see attachments)

9. New Business

- (a) Scheduled Business
- (b) Unscheduled Business

10. Committee of the Whole

11. Adjournment

General Orders

R20110627.1 *BIRT* Council, upon the recommendation of the GSA Board, approve the proposed bylaw revisions to the granting process as attached in second reading.

Moved by Tamara Korassa, Vice President Labour, on behalf of Roy Coulthard, President

Motivation As presented in the attached document.

R20110627.2 *BIRT* Council, upon the recommendation of the GSA Board, approve the Committee Reform Proposal as attached in second reading.

Moved by Tamara Korassa, Vice President Labour, on behalf of Roy Coulthard, President

Motivation As presented in the attached cover letter.

Meeting called to order at 6:01PM.

1. Approval of the Agenda

Steve Melenchuk, Speaker: Presentation by the Gateway has been postponed until the next Council meeting.

Agenda approved by unanimous consent.

2. Approval of the Minutes

(a) May 16, 2011

Minutes approved by unanimous consent.

3. Presentations and Announcements

(a) Presentations by Guests

i. The Gateway (The Gateway staff) (30 minutes)

Postponed until July meeting.

(b) Councillor Announcements

None.

4. Reports

(a) Executive Reports

i. President

Roy Coulthard, President: Deputy Provost Drew Marshall is leaving to act as Provost for University of Calgary. The GSA has a seat on the Deputy Provost selection committee. This is a crucial role for the Graduate Students' Association. Also, there will be a new payment scheme phased in that changes from monthly payments to bi-monthly payments. This will give employees some of their money later than they normally would receive it, though accommodations can be made. Alberta Graduate Council produced a consensus-based model of governance, which has pros and cons but is ultimately good news for the GSA. The Dean of Medicine has stepped down with ongoing investigations into plagiarism, and Dr. Verna Yu has taken over as Interim Dean. I sit on a Fall Reading Week implementation group, and graduate students are concerned that beginning the fall term early is not a good option for graduate students.

Roy Coulthard, President moves to enter into Executive Session.

Vote: Adopted by unanimous consent. Council enters Executive Session.



Fred Wu, Medical Microbiology and Immunology moves to leave Executive Session.

Vote: Adopted by unanimous consent; Council leaves Executive Session.

ii. VP Academic

Nima Yousefi, Vice President Academic: Graduate Student Supervision Committee has been a priority. We are looking at the problems and the advantages of various ways of evaluating supervision; we are concerned with doing this in-depth. For the time being, students have confirmation from the Provost's office and FGSR, and we are relying on their support. Students' Union is looking for transcript-credited academic graduate competencies. Please write me for more information. The Undergraduate Research Initiative is part of the academic plan. The GSA is interested in supporting this, though it's important that it aligns with the GSA's strategic plan. We will try to invite the group to Council in July or August. If you've had experience with undergraduate researchers, I'd appreciate your feedback.

iii. VP Labour

Tamara Korassa, Vice President Labour: The new pay rates for 2011-12 are posted in the FGSR website. Ensure students check offers against pay rates. The GSA met with Drew Marshall to ensure her issues are adequately transferred. The LRC has been doing a significant amount of work over the past year, though there will now be vacancies for strong new members. The time commitment is relatively small, but the work is challenging and important. There are some major overlaps between Labour and Academic portfolios, and VPA and I are committed to ensuring we keep tabs on the overlap.

iv. VP Student Life

Hillary Sparkes, Vice President Student Services: We are working with Student Group Services to provide more information about services, grants and other resources to provide for graduate student groups. Orientation is moving along nicely; "universal" orientation manager is working with us to provide graduate-specific support. The student coop-housing group is looking for volunteers to sit as executive members. If you're passionate about this initiative, there are a variety of opportunities to get involved with the committees.

v. VP Student Services

Sagar Lunawat, Vice President Student Services: No notable additions to written report.

(b) Officer Reports

i. Speaker

Speaker: Reminder to check on your name on the Councillor attendance form. Speaker, CRO and Senator are officially open for nominations. I will circulate an ad for this position soon, and the elections will take place at the August Council meeting.

ii. Chief Returning Officer

Sarah Barnes, Chief Returning Officer: If you have questions about the available CRO position, please contact me.

iii. Senator

President: Senator is finishing thesis; please speak with me if you have any Senate-related information.

(c) Standing Committee Reports

i. GSA Board

President: Chair of Board of Governors will be stepping down in November, in order that the new Board Chair will have time to overlap with the end of his term. He has been a friend to the GSA and will be missed.

ii. Governance Committee

N/A

iii. Budget and Finance Committee

President: BFC has not met since the last meeting, in part because it is moving toward a quarterly reporting schedule.

iv. Grant Selection Committee

VPSS: There were about 200 applicants, approximately double the expected amount. Committee met and made decisions about several grants since last meeting.

v. Health and Dental Plan Committee

President: This committee has not met, as we were waiting on data from Studentcare, which came on Friday.

vi. Student Affairs Committee

VPSL: This committee is under revision; working to make it more functional.

vii. Awards Selection Committee
N/A

viii. Negotiation Committee
VPL: The committee has met with Dr. Marshall to ensure continuity.

ix. Labour Relations Committee
VPL: Labour Liaison proposal is going well. Will likely be brought back to Council as a pilot project in certain departments.

x. Elections and Referenda Committee
N/A

xi. Nominating Committee
President: As submitted.

(d) Ad-Hoc Committee Reports
None.

(e) Recommendations from GSA Management

i. Executive Director

Ellen Schoeck, Executive Director: A year ago, there were major problems within the GSA. This Council has been extraordinary in its leadership; we are becoming a key flagship group across Canada, at least in part due to the weekly Board meetings to ensure continuity and overlap.

ii. Director of Operations
Included in Executive Director report.

iii. Financial Manager
Included in Executive Director report.

5. Question Period

(a) Written Questions

Rae Ann Van Beers, Educational Policy Studies: (Written question submitted via e-mail:) “[...]We have a question regarding the summer UPass for course-based students. We are wondering we thesis-based grad students can obtain a UPass

while course-based cannot. We were also wondering why course-based students cannot buy a pass for the summer months through the university.”

President: I received a question regarding summer U-Pass usage for course-based vs. thesis-based students. Thesis-based students have an enduring relationship with the university throughout the year; course-based students have a relationship only while registered. Thus, if you are a course-based student registered in a spring term course, you will qualify for a U-Pass.

Lucy Nolan, Councillor-at-Large: If you are registered for courses over the summer as a course-based graduate student, will you qualify for a U-Pass?

President: Yes, though you must pick it up.

Mohamed el Gendy, Pharmacy and Pharmaceutical Sciences: (Written question submitted by e-mail:) "[Please clarify] the criteria for getting a travel award funded by GSA to attend a scientific conference, as several graduate students applied for this award and did not manage to get it".

VPSS: For the conferences, we have a new policy; in the past, we would rank applications with the help of the granting selection committee, and grants were competitive. As we cannot fund everyone, we fund the ones with the highest score. However, we have changed the structure moving forward; as a result of our negotiations, our money for these grants has been doubled. For this round of granting, we received double the number of applications. We will report of the percentages after we receive.

President: The new policy on the GSA website will allow for a great deal more students to receive funding.

(b) Oral Questions

None.

6. Elections and Appointments

(a) GSA Standing Committees

None.

(b) Other Committees

None.

7. Special Orders

None.

8. Unfinished Business and General Orders

(a) Unfinished Business

None.

(b) General Orders

i. R20110627.1: Granting Process Bylaw Proposal (first reading)

Roy Coulthard, President moved that Council, upon the recommendation of the GSA Board, approve the proposed bylaw revisions to the granting process as attached in first reading. **Seconded** by Sarah Barnes, Chief Returning Officer.

President: The policy was changed to an objective process rather than the subjective process by the Grant Selection Committee. Thus, the change is essentially the dissolution of this committee.

VPA: I am in favour of this motion. We are trying to make the grants less sensitive to individual committee members. We are also trying to get rid of unnecessary paperwork.

Vote: Carried unanimously. Motion will return for next meeting in second reading.

ii. R20110627.2: Committee Reform Proposal (first reading)

Roy Coulthard, President moved that Council, upon the recommendation of the GSA Board, approve the Committee Reform Proposal as attached in first reading. **Seconded** by Sarah Barnes, Chief Returning Officer.

President: There is a detailed letter attached. This committee has not had a clear mandate since its creation. In heavy consultation, the Board recommends this committee be amended to act as a sounding board on all student-life-related issues. The second change is to the Health and Dental Committee – the Board feels it would be best for the Board to deal with these issues, as this group meets regularly. This would also normalize the fee change process each year. This would still be brought to Council in February or March for feedback. In past, we've had the same members on this committee as on Board. Finally, the Governance Committee needs to be simplified. By changing the structure, we feel this will allow for more productive and robust debate.

VPA: I was a chair of the Health and Dental Committee. It is not dissolving. This was a good committee with excellent members, but the decision-making process was erratic. This was a big risk, as if in future the

members did not have the correct skill sets, this could be a major financial crisis. I am in favour of this motion.

Vote: Carried unanimously. Motion will return for next meeting in second reading.

iii. R20110627.3: Amendment to GSA Budget

Roy Coulthard, President moved that Council approve the attached amendment to the 2011-2012 GSA Budget. Seconded by Sarah Barnes, Chief Retiring Officer.

President: Due to a summation error and the omission of Council Remuneration Fund, the budget's bottom line is approximately \$25,000 better than expected.

Vote: 32 in favour, one opposed. Motion carries.

iv. R20110627.4: Health and Dental Plan Reserve Fund

Whereas Council, at the April 11 meeting, approved a 5% increase to the Health and Dental Plan fee for 2011-2012;

Roy Coulthard, President moved that Council, upon the recommendation of the GSA Board, approve the use of the Health and Dental Reserve Fund to cover up to an additional 2% increase in the cost of the 2011-2012 Health and Dental Plan over and above the 5% fee increase, with further consideration upon receiving the latest data from Studentcare Network.

President: There is an increase in cost due to increased usage. We have new data for cost increases since last meeting; as we have a Health and Dental Reserve Fund, we propose an increase of 2% from this reserve to bridge costs for 2011-2012 without reducing benefits to students. We will need to review this next year.

Speaker: Procedural note: A proposal to activate the Health and Dental Plan reserve fund requires the approval of Budget and Finance Committee and the Health and Dental Plan Committee; they saw this in advance of the April meeting of Council.

VPA: When we brought this forward in April, option one was to bridge the whole amount or to wait for further data. The committee was prepared to bridge 9%, so 2% is excellent news.

Vote: Motion carries unanimously.

9. New Business

(a) Scheduled Business

None.

(b) Unscheduled Business

i. R20110627.5: Distinguished Alumnus Award

Roy Coulthard, President moved that GSA Council grant Dr Dru Marshall, Deputy Provost of the University of Alberta, the GSA Distinguished Alumnus Award in recognition of her long service to the University of Alberta and to graduate students. **Seconded** by Fred Wu, Medical Microbiology and Immunology.

President: Per previous discussions, I move that the Graduate Students' Association grant Dr. Drew Marshall a Distinguished Aluma award (see Steve's text for exact motion).

VPL: In favour of this motion. Drew Marshall has been an invaluable resource and a strong supporter of graduate student issues. Dr. Marshall completed her Masters and PhD at the University of Alberta and is a dedicated member of our community.

VPA: I am also strongly in favour of this motion. I worked with her as VP SS, and she was a strong supporter who raised the bar for student involvement.

ED: Working with Drew Marshall for five years on the Academic Appeals Committee, I have a great deal of respect for her. She is very fair and even-handed.

Vote: Motion carries unanimously.

10. Committee of the Whole

None.

11. Adjournment

Speaker: Next meeting on July 25 at 6PM.

Meeting adjourned at 7:25PM.

**GSA PRESIDENT
REPORT TO COUNCIL FOR JULY 25, 2011**

To: Council Colleagues
From: Roy Coulthard, President
Date: July 14, 2011

Dear Council Members,

I am pleased to say it that central administration has cancelled a number of meetings this month, finally allowing me to pursue some of my research. Highlights of the past month include:

The Fall Reading Week Task Force kicked off in late June. It has been assigned to identify the best options for implementing a full fall reading week at the University of Alberta, reporting to the Provost for future action. Current alternatives include coming back to the University a week earlier in August, to push exams later in December and/or decrease or eliminate the break between the end of class and beginning of exams, and to decrease the number of instructional days or some combination of the above. The SU and GSA are jointly interested in minimizing any negative consequences particularly regarding coming back early (i.e., would impact students' fieldwork schedules, leave work earlier and have to arrange for apartments sooner). VPSL Hillary Sparkes has also been in attendance and can answer any questions in regard to this issue.

An excellent design meeting was held at the office of the architect for the PAW Centre project. I am pleased to report that the GSA's push for sustainability in the new building appears to be bearing fruit; in particular, options are being looked at including photovoltaic panels across the south wall of the building in addition to a full length north-to-south green/living wall in the interior. Ellen Schoeck, Heather Hogg, and VPAC Nima Yousefi are up to speed on PAW Centre related developments; please feel free to address your questions to them.

The Vice-Presidents and I met with the Office of the Dean of Students for lunch. We anticipate developing a beneficial working relationship with them in the coming year. The other VPs will be willing to comment on this.

The inaugural SU/GSA monthly breakfast meeting was held on June 24th. We are pleased to get to know our SU counterparts and expect a fruitful collaboration with them.

AGC continues to work on policy and lobby point development. I will have more to report on this in the Fall.

We are also pleased to welcome Catrin Bergoff to the office in the position of Grants Specialist. She will be replacing Mindy Pitre whom we will miss. Our best wishes go to her as she begins her career as an academic at St. Lawrence University, New York.

Bernadette Elliott has become quite comfortable with her duties and we are pleased with the progress of the Financial Manager portfolio as we prepare to head into audit.

Finally, I will be away from the GSA office until August 19th for a research conference and vacation. VPL/Executive VP Tamara Korassa will be acting President in my absence. My email will be checked and any issues requiring the President's attention can be sent to my account care of them.

I wish everyone a wonderful, rain-free summer!!!

Roy Coulthard
GSA President

Friday, June 16 to Thursday, July 14

Date	Meeting
6-Jun	Board of Governors Recognition Dinner
7-Jun	Board of Governors meeting
20-Jun	Office meeting
	Dr. Marshall Farewell
22-Jun	GSA Board Meeting
	GFC Academic Planning Committee
23-Jun	Fall Reading Week Task Force
24-Jun	Monthly SU/GSA Executive Meeting
	Office Retreat
27-Jun	GSA Council
28-Jun	GSA Board Meeting
6-July	Group 2 Architect PAW Design Process Meeting
	GSA Board Meeting
	Alberta Graduate Council Policy Development Meeting
7-July	Fall Reading Week Task Force
	GSA/Office of the Dean of Students Lunch
11-July	Meeting with Executive Director and Director of Operations
	Meeting with VPSS

**GSA VICE-PRESIDENT ACADEMIC
REPORT TO COUNCIL FOR JULY 25, 2011**

To: Council Colleagues
From: Nima Yousefi Moghaddam
Date: July 13, 2011

On June 22 I attended a meeting of the **Committee on the Learning Environment (CLE) Subcommittee on Attributes and Competencies** (which I co-chair) where we reviewed a preliminary membership list as well as a brief summary of graduate attributes prepared by the Centre for Teaching and Learning. The proposed membership will reflect a wide representation across disciplines. My focus on this subcommittee will be graduate student professional development issues.

The Undergraduate Research Initiative (URI) is a new program developed to engage undergraduate students in research. A URI Advisory Committee has been established and an Academic Director appointed. On July 6, the VPSL and I met with the Academic Director, Dr Connie Varnhagen, and Alexis Lockwood, Experiential Learning Coordinator, in CAPS (the URI offices are housed and provided support in CAPS). Dr Varnhagen is interested in finding out from graduate students what the URI could mean for them and what URI could do for graduate students. We had an interesting discussion about the role of graduate students in this initiative and the possible ways that graduate student involvement in mentoring/supervising undergraduate research could and should be recognized. They have been invited to come and speak to a future Council meeting and are both very interested in receiving graduate student feedback and proposals. In the meantime, if you are interested in learning more about this initiative please let me know. We prepared a written summary of the meeting and we were also provided with a two-page document that describes URI in more detail.

I had an interesting meeting with Dr Bob Luth on July 13. You may recall that Dr Luth is the Provost's Fellow who after much consultation, including coming to a Council meeting in the spring, developed a new **grading and assessment proposal**. I would be happy to answer any further questions about this.

During Roy's absence in July and August, he has asked me to take the lead on GSA participation in the **PAW development**. Meetings on this large project will include a two-hour tour of the existing space with the architects on July 15.

Work continues on the establishment of the **Provost's Advisory Committee on Quality in Graduate Supervision**. A Provost's Fellow is in the process of being appointed to lead this initiative. I am pleased to report that the Vice-Provost (Academic), Dr Colleen Skidmore, accepted all our proposed changes to the draft Terms of Reference for this Committee, including having three GSA elected officials as part of the membership. We see the work of this committee as a top priority for the GSA and we will report regularly to you on our progress to ensure we get your feedback.

Friday, June 16 to Thursday, July 14

Date	Meeting
20-Jun	GSA Grant Selection
	GFC Replenishment Committee
	Drinks with Dr. Marshall
21-Jun	GFC CLE Subcommittee Attributes and Competencies
	GSA Board Meeting
23-Jun	Undergraduate Research Initiative (URI) Advisory Committee
24-Jun	Monthly SU/GSA Executive Breakfast
27-Jun	Pre-Council and GSA Council Meeting
29-Jun	GSA Board Meeting
6-Jul	GSA Board
	Undergraduate Research Initiative Meeting with Dr. Varnhagen
7-Jul	GSA/Office Dean of Students Lunch
13-Jul	Meeting with Dr. Luth re: Grading and Assessment
	GSA Board Meeting

**GSA VICE-PRESIDENT LABOUR
REPORT TO COUNCIL FOR JULY 25, 2011**

To: Council Colleagues
From: Tamara Korassa, VP Labour
Date: July, 2011

Dear Colleagues,

In addition to the weekly Board meetings which are reported on separately, I would like to provide brief updates on the following matters:

- There are two on-going cases I am involved in with Heather and Ellen;
- As soon as the new Deputy Provost is named, I will be following up on “parking lot” issues related to the Collective Agreement;
- The GSA NoC is seeking nominations for the Labour Relations Committee and as soon as the committee is replenished, I will be pursuing the stewardship program.

Finally, while Roy is away I will have my first stint as Acting President.

As always I would be happy to answer any questions!

Friday, June 16 to Thursday, July 14

Date	Meeting
17-Jun	Meeting with Student re: labour issue
20-Jun	Drinks with Dr. Marshall
22-Jun	GSA Board Meeting
27-Jun	GSA Council
29-Jun	GSA Board Meeting
6-Jul	GSA Board Meeting

**GSA VICE-PRESIDENT STUDENT LIFE
REPORT TO COUNCIL FOR JULY 25, 2011**

To: Council Colleagues
From: Hillary Sparkes, VP Student Life
Date: July, 2011

Dear Colleagues,

Summer is flying by much too quickly for my liking but I am headed home to Ontario for my sister's wedding and a conference, which is why I am not attending the July Council meeting.

The following are a few items I'd like to highlight that have happened over the past month:

Orientation planning is in full swing and thanks to Katie Biittner in our office things are coming along very well. We have approached sponsors in the community and on campus to help support this event and are waiting to hear back from them. We also now have more departmental orientations scheduled than last year. If you think your department could benefit from having the GSA at your departmental orientation, please talk to your graduate coordinator and have her/him email us at the GSA so we can set up a time. This is a great way for us to connect with new graduate students. I can also report that the Handbook is about to go to print.

Exciting news is that I am in communication with PhD Comics to set up a screening of their new movie based on their cartoons on campus sometime in the fall. Things are looking good and we hope that you will help spread the word about this great movie for students to come and enjoy. Details are still being worked out about price and venue but we will let you all know as soon as we know.

Another exciting new initiative concerns an on-line system – known as BearsDen -- for supporting student groups. Sagar and I attended a demonstration of this system with Janelle Morin, Heather Hogg and Katie Biittner. This system will easily allow graduate student groups to register, and provides easy access to all services available through the Dean of Students and the GSA. This program will also be able to run student elections. Essentially, the GSA was poised to build some of this infrastructure and now will be able to depend on BearsDean. We have been invited to continue collaboration on this important project. Katie Biittner prepared a detailed report and any Councilor who is interested in more information can just email me.

The other areas of my portfolio are moving along nicely. The new student experience working group is still planning on organizing a mid-fall semester refresher orientation for students. I am also going to start working with Student Group Services on their adjudication committee for

grants offered from this office, which will hopefully get the word out to students about this possible source of funding.

See you all in August when I am back from my travels!

Hillary Sparkes
VP Student Life
Graduate Students' Association

Friday, June 16 to Thursday, July 14

Date	Meeting
Jun-20	Meeting with the President re: Power Plant
	Festival of Teaching Steering Committee
	Drinks with Dr. Marshall
Jun-21	Student Group meeting
Jun-22	GSA Board Meeting
Jun-23	Undergraduate Research Initiative Advisory Committee
Jun-24	Monthly SU/GSA Executive Breakfast
Jun-27	SU/GSA Orientation meeting
	Council meeting
Jun-28	New Student Experience Working Group
Jun-29	Bear's Den Meeting
	GSA Board meeting
Jun-30	Alumni Council meeting
Jul-6	GSA Board
	Undergraduate Research Initiative
Jul-7	Fall Reading Week Task Force
	GSA/Office of the Dean of Students
Jul-8	Festival of Teaching discussion with the SU
July-12	Alcohol Policy Review Committee
July-13	GSA Board

**GSA VICE-PRESIDENT STUDENT SERVICES
REPORT TO COUNCIL FOR JULY 25, 2011**

To: Council Colleagues
From: Sagar Lunawat, VP Student Services
Date: July, 2011

Dear Council Members,

Dear Colleagues,

I hope you all are enjoying the summer. I am happy to submit my second report to Council. This month has been exiting and full of new initiatives. I have met with various people from the university to discuss and improve on the various student services. We are also focusing now on the professional development side which is really a new initiative for GSA and I am happy to be a part of it.

Katie Biittner and I set up a GSA booth at the Faculty of Engineering Research Symposium held here on campus, and there I made contact with students who are involved with a company called ABCampusTech. These students had previous talks with Roy Coulthard while at the AGC entrepreneurship conference in Calgary.

On July 8, Ellen Schoeck and I met with the three principals of the U of A branch of ABCampusTech – Chris Lerohl, Ryan Saunders and Ashlyn Bernier. These three U of A graduate students all have a desire to go into industry after finishing their degrees and are seeking innovative and grass-roots ways of connecting graduate students in Alberta with each other and with industry. We will be working with this group to connect them with people at the U of A and within Edmonton who share a similar vision.

I can also report that the new granting system is working extremely well. The response has been positive and there have been very few incomplete applications – a marked contrast from the past. Catrin Berghoff has taken over administration of grants from Mindy Pitre in what has proven to be a smooth and rapid transition.

I will be attending several meetings concerning PAW as I learn about this complex project.

If you have any questions I will be more than happy to answer them.

Sagar Lunawat,
GSA-VPSS

Friday, June 16 to Thursday, July 14

Date	Meeting
Jun-16	U-Pass Administration Meeting
Jun-20	Drinks with Dr. Marshall

Jun-21	Student groups meeting
Jun-22	GSA Board Meeting
Jun-24	Monthly SU/GSA Executive Breakfast
Jun-27	GSA Council
Jun-29	Bear's Den Meeting
	GSA Board Meeting
Jul-6	GSA Board Meeting
Jul-7	GSA/Office of the Dean of Students
Jul-8	Meeting with Campus Tech
Jul-11	Meeting with the President
Jul-13	GSA Board Meeting
July-14	Meeting with CAPS

GSA BOARD
REPORT TO COUNCIL FOR the July 25 Meeting

To: Council Colleagues
From: Ellen Schoeck, Executive Director and Coordinator of the GSA Board
Date: July 13, 2011

Dear Council Members,

The GSA Board reports regularly to Council by listing its agenda items, motions/agreements and main items of discussion. Motions on Agenda approval and approval of the Minutes are not included unless there were amendments made. Closed session items are not minuted.

The President, Vice-Presidents, Director of Operations, Financial Manager and I will be happy to answer any questions or provide more information at the Council meeting.

June 22 GSA Board Meeting

Main Agenda items: VPL Tamara Korassa provided updates on ongoing labour issues and the status of the Labour Relations Committee. The future of the graduate ombudservice was discussed. Heather Hogg and Ellen Schoeck provided an update on the TD Meloche Monnex agreement. Other items reviewed by the Board included editorial changes to the AEGS proposal and Budget, and the inclusion of meeting reports with reports to Council.

MOTIONS

Members had before them the Revised GSA budget. The revised document would correct the amount of deficit from \$210 000 to \$183 000. With minor changes, it was **MOVED** by HS and **SECONDED** by NY that the Board recommend the revised budget to Council for approval. **CARRIED UNANIMOUSLY.**

Ratification of June 20 GSC decision. NY informed Board members that only one Committee member attended the Grant Selection Committee on June 20. In the absence of quorum for GSC, it was **MOVED** by HS and **SECONDED** by NY that the Board, acting as the highest executive decision-maker, ratify the actions related to the last round of grant selection under the old policy. **CARRIED UNANIMOUSLY.**

RC drew members' attention to the need to select an Acting President for period when both TK and RC would be out of the country. It was **MOVED** by RC and **SECONDED** by TK that NY be the Acting-President in the absence of RC and TK from July 13-19. **CARRIED UNANIMOUSLY.**

ACTION ITEMS

Nomination of Dr. Dru Marshall for GSA Award

RC would like to nominate Dr. Dru Marshall, outgoing Vice-Provost, for the GSA Life Long Membership Award. GSA Professional Staff to look into this.

June 29 GSA Board Meeting

Main Agenda items: The President presented some information to the Board about the Power Plant and Dewey's. An update on PAW was provided by Heather Hogg. The Board also discussed BearsDen.

MOTIONS

RC moved that the Board enter CLOSED SESSION. It was AGREED that CLOSED SESSION be entered. It was AGREED to leave CLOSED SESSION.

It was MOVED by SL and SECONDED by NY THAT upon further considering the May data for the H&D plan renewal analysis, agrees to lock in the 7% total increase, with 2% bridging from the H&D plan reserve fund as approved by council at the June 27th meeting. CARRIED UNANIMOUSLY.

It was AGREED to put the GSA logo on the front page of the BearsDen website.

ACTION ITEMS

Power Plant & Deweys

Set up a meeting the GSA and SU to review Dewey's financials before we begin the last year of our agreement. Focus will be on current occupations. Another meeting will be set up for the GSAB to tour the Power Plant space.

Health & Dental Plan

Heather Hogg was asked to email Kristen Foster of Studentcare.net/works a confirmation that upon further consideration of the May data for the H&D Plan renewal analysis, the GSA agrees to lock in the 7% total increase, with 2% bridging from the H&D plan reserve fund as approved by council at the June 27th meeting.

Executive Director and Director of Operations discussed the strategy implemented related to pursuing Orientation funding through the office of the Dean of Students, noting that in the Academic Plan there is reference to the administration supporting GSA Orientation and Awards Night.

ACTION ITEM: RC to follow up with HS about what we want as an outcome.

Automated payroll has gone out. Paystubs can be picked up in mailboxes.

Today is Mindy Pitre's last working day and would like to acknowledge her contribution in terms of driving the changes to our grants program.

Catrin has stepped into the position of Grants Specialist and has been trained by Mindy over the last two days.

Update on status of Triffo Hall Lease agreement.

ACTION ITEM: TO SEND TRIFFO HALL LEASE AGREEMENT DRAFT TO GO TO THE LAWYERS.

July 6 GSA Board Meeting

Main agenda items: The President provided an update on several ongoing issues relating to the campus community at large including AASUA negotiations, PAW and University relations. The draft version of the Standing Orders of Council was discussed at length.

MOTIONS

It was AGREED that the Board go into CLOSED SESSION. It was AGREED that the Board leave CLOSED SESSION.

Members had before them the draft inclusion for student groups in the GSA Strategic Work Plan 2011-12. MEMBERS AGREED TO INCLUDE THE PASSAGE INTO THE DRAFT 10 OF THE SWP.

ACTION ITEMS

Modernization of Committees

Modernization of Committees is to be continued.

July 13 GSA Board Meeting

Main Agenda items: the bulk of the meeting was dedicated to reports from Vice-Presidents and other Board members. There was also a closed session discussion.

MOTIONS

It was MOVED by HS and SECONDED by SL that the Board enter CLOSED SESSION. It was MOVED by HS and SECONDED by SL that the Board leave CLOSED SESSION.

It was MOVED by HS and SECONDED by SL that the Childcare Subsidy applicant is deemed eligible based on the interpretation of "Children must be enrolled in a provincially registered daycare, dayhome or after-school program," which falls under the old Child Daycare Subsidy policy (§2.4.b.i.).

**GSA Nominating Committee
Report to Council July 2011**

The GSA NoC has not met in person since the last reporting period but rather has conducted its business by email.

We have filled or advertised positions on GFC, FGSR Council, the University of Alberta Museums Policy and Planning Committee, Search Committee for Chancellor 2011-2012 and Science Faculty Council.

We have advertised for a Speaker, CRO and Senator.

The NoC will be writing to all Deans about including graduate students on their Faculty Councils.

Of particular note is the fact that the NoC is charged with identifying possible candidates for elected positions and we will discuss this at the July 13 NoC meeting. In the absence of NoC Chair Roy Coulthard, I will report orally on that matter to Council.

Respectfully submitted,
Vijay Kandalam, Vice-Chair, GSA NoC

**GSA Executive Director Ellen Schoeck:
Report to Council July 2011**

This report includes information from me as ED as well as from Director of Operations Heather Hogg and Financial Manager Bernadette Elliott. Detailed reports I have previously submitted in this reporting period to the GSA Board are attached.

Audit

Bernadette, Heather and I spent the better part of a day with President Roy before he left on his research trip discussing our major on-going files and responsibilities, including audit, which begins July 18. We feel well-prepared.

GSA Operations and Advocacy

It is exactly one year since my first report to Council as your “change agent” consultant. As you can see from the reports of your elected officials and from my reports to the Board, the GSA is in excellent shape, but is *still rebuilding infrastructure*.

One of the next major projects, initiated by President Roy, is a comprehensive review of all the GSA’s governing documents. Over the past year, in large part due to the work of our current Speaker, some sections of our Bylaws and Policy that were in dire need of change have been amended.

Governing Document Review

Heather Hogg and I will now review all our governing documents to make sure they embrace all the necessary elements of good bylaw and policy and that they work as an integrated whole. A key aspect in this review will be financial policies and controls. Council will recall that at the time the new budget was passed unanimously, there was a Budget Principles and Policies document attached. *I have re-attached it to this report*. This is a standard set of directives for a not-for-profit organization and will be reviewed internally, within the GSA committee system, and by our auditor. The expectation is that this document, in some form, will be proposed in the fall as our new financial policy as a companion to your new budget structure.

Strategic Work Plan

The Plan is in its 12th draft and will be made public in the fall. In the interim, your elected officials are using portions of the Plan to move forward several initiatives, eg, student group infrastructure.

Committee Modernization

Councilors will have seen several proposals these past months to revitalize GSA committees. Key to this effort has been the new Nominating Committee and processes related to advertising of vacancies both within the GSA and all levels within the University – and beyond.

To date GSA committees have had a quorum requirement of four and no set composition, ie the number of members has been left open. This means that you could have, say, 12 members in an effort to get any four to attend a meeting. Thus you could have four graduate students attend a particular committee meeting and a different four attend the next meeting -- thus, no continuity in knowledge base or institutional memory.

Several committees have gone through a review of composition and mandate, and the remainder will be reviewed by the end of the summer. Thanks to current and former elected officials who have provided advice, and to University Governance for providing us with information and suggestions.

As always, Heather, Bernadette and I are happy to answer any questions you might have!

Best,
Ellen Schoeck

Ellen Schoeck and Heather Hogg's Detailed reports to the Board
June 22 GSA Board Meeting**Financial**

Our AEGS cheque arrived and has been deposited together with the \$25K grant from the Provost. Signing authorities are now complete and I met with our bank manager Friday, June 17.

We will be seeking a second opinion about investment strategy.

Roy, Heather and I have met with Bernadette in various groupings to discuss financial matters and budgeting.

Council

For any of you who visited the office Thursday you will know what an intense day it was as Council reports were due – all eight of them plus three proposals. It's a tremendous effort by a well-oiled team. Our goal is to have reports ready earlier than the deadline to reduce the stress.

We are reviewing support for Council and a host of governance-related matters, including the system for e-files stored on the shared drive, plus a searchable database or equivalent.

Alarm

We are pressing Protective Services to activate alarm codes for new staff and executives.

U-PASS

Heather attended U-PASS – all is going well.

Orientation and Student Groups

Heather, Katie and I met for two hours with Hillary to brief her on Orientation and Departmental Orientations. Katie has us superbly organized.

Collective Agreement

The current Collective Agreement is now on the website. Thanks to Heather for careful proofing.

Nominating Committee

Jo and I met to move forward on a number of items – Chancellor Selection, Speaker, CRO and Senator vacancies, vacancies on Arts Faculty Council and Arts Committees.

Triffo Lease

I will do a line-by-line read of the new Triffo Lease and report on June 22. Sherrie and I had a very successful meeting with the University Real Estate Office.

TD Meloche Monnex

Heather and I are having lunch with the western representative to review a number of matter related to our group insurance.

Review of Board Action

Joanna, Heather and I will be reviewing May and June Board minutes to ensure all follow-up has been done in what has been a packed two months.

Vacation

Jo is away June 17 through June 21. Dyan is Acting EA.

I will be away June 28, returning July 5. Heather will be Acting Executive Director.

Office Closure

The office will be closed June 30 to give the staff an extra long weekend.

June 29 GSA Board Meeting

Financial

Roy and Bernadette Elliott had a two-hour briefing session last week and next week Heather and Bernadette will review AEGS funding.

Bernadette will be seeking a second opinion from a bank about our investment portfolio currently with Nesbitt Burns. This investment embraces our Legal Defense and Social Spaces Fund and must, in accord with bylaw, be cashable within 15 days.

On Monday, June 27, we will initiate our first-ever automated payroll, without the need for a financial manager cut individual cheques or to review time sheets (everyone is now on straight monthly salary, the norm). Paycheques will be direct-deposited.

We continue to review the three-year rolling budget.

Management, Advocacy and Operations

Mindy Pitre's last day is June 29; she has accepted a term professorship in upstate New York. Mindy has played a key role in the restructuring of our grants process. We will miss her expertise and verve. Knowing that Mindy might leave, we have been looking for a new staffer and on Friday interviewed and hired Catrin Berghoff. Catrin has a Bachelor of Arts in International Development from the U of A (minor in creative writing) and a BEd from UNB. In addition to freelance translating work and work as both an ESL teacher and German instructor, Catrin has been on staff at the U of A International Centre and at the SU as a Policy Advisor. Her references were outstanding. Heather, Jo, Katie and I interviewed her last Friday. Catrin begins 4 ½ days a week on June 28 and will train into Mindy's position and then cross-train with other staff. Heather and I are also meeting with a senior staff person who retired two years ago from the Registrar's Office and who has continued to take on projects in a variety of campus offices. We will continue discussions with her about part-time assistance with records management and Council support.

The Triffo lease is moving along well and has caused us to review our insurance policies to make sure we are compliant.

New terms of reference for BFC are ready to give to the Board's *ad hoc* budget committee.

Roy, Heather and I had a half-day retreat last week and discussed 17 files, including workloads and committee assignments of the elected officers, IT initiatives (Gmail and the website are the highest priorities'), staffing, by-law review and health and dental.

Editorial changes and updates to the Strategic Work Plan are complete and the Plan will be delivered to the Provost when he returns to campus next week.

July 6 GSA Board Meeting

ES reported orally on the following items:

- The handbook is in the final stages.
- ES and HH would be looking into hiring graduate students for departmental orientations in September.
- ES and HH would review both GFC and FGSR rules of order as simpler templates for the running of Council; this matter had been discussed by both the Board and NoC.
- All payments would have to be approved either by ES or HH upon recommendation from the Financial Manager.
- ACTION ITEM: JC TO SEND OUT AUA PRESENTATION TO BOARD MEMBERS.

July 13 GSA Board Meeting**Financial**

Bernadette reports that we are ready for audit, which begins July 18 with an auditor present in the office going through our minutes and financial records.

Operational, Advocacy and Office

We are moving forward on Gmail.

Catrin has now mastered the grants process and continues to be mentored by Mindy Pitre. Catrin will now be cross-training on Council support and student groups.

Ellen and Heather have reviewed the GFC and FGSR Rules of Order, which are short, plain language digests of formal Rules of Order such as Robert's Rules. A draft that is edited for possible use by the GSA is in the works.

We are pursuing a new agreement with TD Meloche Monnex.

Heather attended the URI meeting with Nima and Ellen attended the ABCampusTech meeting with Sagar.

Nominating Committee work is ramping up.

Ellen Schoeck and Heather Hogg added the following additional items orally:

- The Nominating Committee would be meeting on Friday.
- HH and ES met with RC before he left for his vacation to discuss several major items. In particular, they discussed how best to reduce the number of hours for each portfolio.
- Audit would begin on Monday. An update will be provided in the next meeting.
- HH and ES would be focusing this summer on all the governing documents, final stages of committee reform and the NASA agreement.
- Katie Biittner was offered a 4-month professorship in BC and would be taking a leave of absence.
- The migration to Gmail is entering the final stages.

GSA BUDGET PRINCIPLES

In planning and managing its budget, the GSA will be guided by the following principles:

1. Be open and transparent, encouraging comprehensive input and consultation from both its Board and Budget and Finance Committee (BFC).
2. Take into account the GSA's vision, mission and mandate which are based largely on the GSA's duties as set out in the *Post Secondary Learning Act*, and be guided by the GSA's Strategic Plan.
3. Ensure the long-term viability and robust health of a fees-driven organization which delivers a range of services.
4. Establish a Contingency Fund equal to (approximately) a minimum three months operating expenditure and up to six months operating expenditure.
5. Facilitate long-term planning by developing a three-to-five year rolling plan for revenue and expenditure.
6. Enable provision of the key financials, budget projections, information notes and any other documentation required by Council, the GSA Board or BFC.
7. Require reporting of re-allocation of resources.
8. Support resource accountability.
9. Delegate budget decisions to the level at which operational decisions are made.
10. Propose to Council a budget that represents all aspects of the GSA's operations.

GSA Budget Practices (as amended by BFC March 7, 2011)

1. The Unrestricted Operating Budget will be organized by seven broad budget divisions which, in 2011, are:

- Office Administration (OA)
- Human Resources (HR)
- Professional and Consulting (PC)
- Advocacy (including government relations)
- Governance (including Council, Speaker, CRO, Elections, Food for meetings held over normal meal times)
- Grants and Subsidies
- Contingency Fund

2. Budget Divisions and Budget Lines within Divisions

Except for the Contingency Fund, each division will have a number of distinct budget lines accompanied by a summary description of each budget line and its use. For instance, the HR budget division will have over a dozen individual budget lines, from staff salaries to vacation payout to parental leave funds.

Budget lines which embrace contractual funds cannot be changed unilaterally. For example, the GSA's Collective Agreement with NASA stipulates, as of 2011, that there are four full-time budgeted staff positions; this number of positions cannot be reduced by the GSA acting alone.

3. Reallocating Funds within a Division after the Budget is Approved

- a. *During the budget year*, within the OA, HR and PC divisions, re-allocations between budget lines may be made by the Directors, in consultation with the GSA President, up to 5% of the total division allocation or up to \$10K. Amounts reallocated *over* those thresholds must be approved by the GSA Board and then reported to the GSA BFC. Recognizing the extraordinary challenges the GSA has faced in 2008-2010 with staffing, the one exception to the above practice concerns the Human Resource Flexibility and New Initiatives Fund, where the Directors, in consultation with the President, may approve reallocations from this fund to other HR budget lines in order to address urgent/emergency situations, which will be reported immediately to the Board and BFC.
- b. *During the budget year*, within the Advocacy and Governance divisions, all requests for reallocation must be recommended by the GSA Board to BFC. BFC can approve reallocations of up to 5% of the total division budget line; other reallocations must be approved by Council.
- c. *During the budget year*, no reallocations may be made from the contingency fund without approval by Council.

4. Under Grants and Subsidies, lecture grants and student group grants are dealt with (as of March 2011) through the GSA Awards Committee, and subsidies are voted on by the GSA Board.

5. Variances and Adjustments

Variances will appear in the budget working papers presented to BFC and adjustments made by BFC, across all budget divisions, before the annual budget is proposed to Council.

6. Quarterly reporting

The Director of Finance will prepare a quarterly report which will first be submitted to the GSA President and then to the Board, BFC and Council. It is suggested that these reports be organized by budget divisions and lines, with the following formation in easy-to-follow columns: current budget; percent spent to date; percent spent to date in previous year(s); informative comment on any variance or approved relocation. All such reports will be compliant with Alberta's *Personal Information Privacy Act* and other applicable laws.

NOTE: GSA financial policies are set out in the GSA governing documents.

Graduate Students' Association Granting Process Proposed Bylaw Revisions – June 2011

Outline of Issue:

On the recommendation of the Graduate Students' Association Board, Council is requested to approve, in first reading, changes to Bylaw as outlined below.

Background:

Council will recall that at the May 2011 meeting of Council there was unanimous agreement to abolish the current granting process in favour of an objective process entrenched in policy. This set of Bylaw changes reflects that discussion.

Proposal

BIRT Council amend GSA Bylaw as follows.

Current	Proposed
<p>PART VII STANDING COMMITTEES</p> <p>1 General [...]</p> <p>1.3 The GSA has the following the Standing Committees: [...]</p> <p>1.3.3 Grant Selection Committee; [...]</p>	<p>PART VII STANDING COMMITTEES</p> <p>1 General [...]</p> <p>1.3 The GSA has the following Standing Committees: [...]</p>
<p>4 Grant Selection Committee [...]</p>	<p><i>(section deleted)</i></p>
<p>9 Student Affairs Committee [...]</p> <p>9.2 Mandate [...]</p> <p>9.2.4 The SAC will select the recipients of the Student Group Funding grants.</p>	<p>9 Student Affairs Committee [...]</p> <p>9.2 Mandate [...]</p>

BIFRT Council amend the Policy Manual as follows, to take effect upon this proposal passing second reading.

Current	Proposed
<p>Officer Portfolios [...] 6. Vice President Student Services [...] 2. Committees a. The VPSS chairs the GSA Grant Selection Committee and the GSA Health and Dental Plan Committee. [...]</p>	<p>Officer Portfolios [...] 6. Vice President Student Services [...] 2. Committees a. The VPSS chairs the GSA Health and Dental Plan Committee. [...]</p>

GSA Council

Roy Coulthard

May 27, 2011

Re: Student Affairs Committee, Health and Dental Committee and Governance Committee

Dear Colleagues,

I am writing to propose changes for the three above-cited committees. This package of “three” comes to you after several months of assessing the GSA committee system as part of a one-year plan for restructuring the GSA committee structure to (1) normalize the committee system (some of our committees have been functional and others not); (2) place high-risk operations like health and dental within a committee system that gives Council more control and (3) expand and strengthen advisory committees such as SAC.

Student Affairs Committee

It is proposed that this committee be renamed the Student Affairs Advisory Committee and that it be co-chaired by the VPs Student Life and Student Services. This would be a committee of 8 (representing a range of disciplines) with a mandate to act as a sounding board for a wide range of matters relating to student services and student life – from the health and dental plan and to other services such as student co-op housing.

Health and Dental Committee (HD)

It is proposed that this committee’s duties be transferred to the expanded GSA Board, which has three Councilors as sitting members. The essential work of the health and dental committee concerns a recommendation to Council about the fee increase and level of service – although this recommendation is made annually to Council, the requirement for this recommendation is not reflected in bylaw or GSA policy. It is proposed that Council have the final say on the Health and Dental Plan fee and level of service. In addition, in the way bylaw and policy are now constructed, there can be a continual loop, where matters are referred by Council back to HD, then to the Board or BFC, back to Council and so forth. This represents a great risk to the GSA as decision about the Health and Dental plan must be made with strict time parameters.

Thus it is proposed that the current Health and Dental Committee would be disbanded and its functions transferred to the Board. Council would have a new role in early discussion concerning possible renewal options and would be able to have an in-depth discussion, with health and dental professionals from Studentcare present to answer questions. The GSA Board would then consider Council’s views and continue to monitor claims activity. Finally, at the end of the one-year cycle, the Board would recommend to Council on the fee and level of service.

Governance Committee

The GSA Board has had a wide-ranging discussion about the strict parliamentary process that has governed Council to this date and has expressed strong reservations. There is also a consensus in the Board that it is not appropriate for this committee to review motions of Council; to the contrary, the view is that the Council and Speaker are responsible for judging the propriety of motions made by Council. If a motion is questioned after a meeting, motions to reconsider or rescind provides a check and balance.

It is proposed that the Governance Committee be dissolved and be reconstituted with the President or delegate remaining in the Chair, and with a composition of three Council members.

As noted at the May 18 Board meeting, I have asked the Executive Director and Director of Operations to review all Bylaws and Policies and to report back to me by the end of the summer.

GSA Proposed Committee Reform

Proposal

BIRT Council amend GSA Bylaws as follows.

Current	Proposed
<p>PART V GSA BOARD [...] 3 Mandate [...]</p>	<p>PART V GSA BOARD [...] 3 Mandate [...] <u>3.3 The GSAB will oversee all aspects related to the implementation, administration, and performance of the Health and Dental Plan.</u></p>
<p>PART VII STANDING COMMITTEES</p> <p>1 General [...] 1.3 The GSA has the following the Standing Committees: [...] 1.3.4 Health and Dental Plan Committee; 1.3.5 Student Affairs Committee; [...]</p>	<p>PART VII STANDING COMMITTEES</p> <p>1 General [...] 1.3 The GSA has the following the Standing Committees: [...] 1.3.4 Student Affairs <u>Advisory</u> Committee; [...]</p>
<p>2 Governance Committee</p> <p>2.1 Composition 2.1.1 The Governance Committee (GC) is under the jurisdiction of the President, who chairs the committee. 2.1.2 The Vice President Labour is a member of the GC and will assume the duties of the chair in the absence of the President. 2.1.3 The GSA Speaker is a non-voting member of the GC.</p>	<p>2 Governance Committee</p> <p>2.1 Composition 2.1.1 The Governance Committee (GC) is <u>comprised of:</u> <u>2.1.1.1 The President, as chair;</u> <u>2.1.1.2 The Vice President Labour, who shall</u> assume the duties of the chair in the absence of the President; <u>2.1.1.3 The Speaker and Executive Director (or delegate) as non-voting members; and</u> <u>2.1.1.4 Three members of Council elected by</u></p>

Current	Proposed
<p>2.2 Mandate</p> <p>2.2.1 The GC will:</p> <p>2.2.1.1 Normally meet within seven days after a regularly scheduled Council meeting and as soon as reasonable after a special session of Council to review motions of Council to ensure consistency with the current governing documents;</p> <p>2.2.1.2 Advise Council on the Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues and provide a report on recommended changes at the next scheduled Council meeting; and</p> <p>2.2.1.3 Make any routine or editorial changes to the governance documents as deemed necessary by the Committee.</p>	<p><u>Council.</u></p> <p>2.2 Mandate</p> <p>2.2.1 The GC will:</p> <p>2.2.1.1 Advise Council on the Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues and provide a report on recommended changes at the next scheduled Council meeting; and</p> <p>2.2.1.2 Make any routine or editorial changes to the governance documents as deemed necessary by the Committee.</p>
<p>5 Health and Dental Plan Committee [...]</p>	<p><i>(section deleted; refer to new §V.3.3)</i></p>
<p>9 Student Affairs Committee</p> <p>9.1 Composition</p> <p>9.1.1 The Student Affairs Committee (SAC) is under the jurisdiction of the Vice President Student Life, who chairs the committee.</p> <p>9.1.2 The Vice President Student Services is a member of the SAC and will assume the duties of the chair in the absence of the Vice President Student Life.</p> <p>9.2 Mandate</p> <p>9.2.1 The SAC will develop and execute all graduate student social programming, including major</p>	<p>9 Student Affairs <u>Advisory</u> Committee</p> <p>9.1 Composition</p> <p>9.1.1 The Student Affairs <u>Advisory</u> Committee (SAAC) is <u>co-chaired by the Vice President Student Life and Vice President Student Services.</u></p> <p>9.2 Mandate</p> <p>9.2.1 <u>The SAAC shall act as a sounding board for a wide range of matters relating to student services and student life.</u></p>

Current	Proposed
<p>annual events which may include but are not limited to the following:</p> <p>9.2.1.1 Universal Orientation;</p> <p>9.2.1.2 Winter Gala;</p> <p>9.2.1.3 Winter Orientation; and</p> <p>9.2.1.4 Awards Night.</p> <p>9.2.2 The SAC will monitor and make recommendations to Council regarding issues of importance to graduate student life, including but not limited to:</p> <p>9.2.2.1 Housing and residences;</p> <p>9.2.2.2 Transportation and transit;</p> <p>9.2.2.3 Sustainability and the environment;</p> <p>9.2.2.4 Social space and community; and</p> <p>9.2.2.5 Health and wellness.</p> <p>9.2.3 The SAC will provide input when necessary to the GSA Board on student life related external policies for the GSA.</p> <p>9.2.4 The SAC will select the recipients of the Student Group Funding grants.</p>	
<p>PART XII FINANCES</p> <p>[...]</p> <p>5 Health and Dental Plan Reserve Fund</p> <p>[...]</p> <p>5.4 Access to the HDPRF</p> <p>[...]</p> <p>5.4.3 To draw down the HDPRF, the Health and Dental Plan Committee must provide information regarding the proposed use of HDPRF to the Budget and Finance Committee. Information provided must include the anticipated amounts to</p>	<p>PART XII FINANCES</p> <p>[...]</p> <p>5 Health and Dental Plan Reserve Fund</p> <p>[...]</p> <p>5.4 Access to the HDPRF</p> <p>[...]</p> <p>5.4.3 To draw down the HDPRF, the <u>GSA Board</u> must provide information regarding the proposed use of HDPRF to the Budget and Finance Committee. Information provided must include the anticipated amounts to be drawn down from the</p>

Current	Proposed
<p>be drawn down from the HDPRF.</p> <p>[...]</p> <p>5.4.5 The Budget and Finance Committee will review the proposal based on financial implications, ensuring that the proposal does not overdraw the HDPRF.</p> <p>[...]</p> <p>5.4.5.2 If the Budget and Finance Committee finds that the proposal is financially unsound, it will report its findings to the Health and Dental Plan Committee for reconsideration.</p> <p>[...]</p>	<p>HDPRF.</p> <p>[...]</p> <p>5.4.5 The Budget and Finance Committee will review the proposal based on financial implications, ensuring that the proposal does not overdraw the HDPRF.</p> <p>[...]</p> <p>5.4.5.2 If the Budget and Finance Committee finds that the proposal is financially unsound, it will report its findings to the <u>GSA Board</u> for reconsideration.</p> <p>[...]</p>
<p>PART XIV HEALTH AND DENTAL PLAN</p> <p>[...]</p> <p>7 Oversight by GSA Health and Dental Plan Committee</p> <p>7.1 The GSA Health and Dental Plan Committee is mandated to oversee the implementation, administration, and performance of the Plan, and to make recommendations to the GSA Board and Council regarding the Plan.</p> <p>7.2 The GSA Health and Dental Plan Committee shall also be responsible for ensuring that all reasonable steps are taken to inform the affected students of the Plan and its details.</p> <p>[...]</p>	<p>PART XIV HEALTH AND DENTAL PLAN</p> <p>[...]</p> <p>7 Oversight by GSA <u>Board</u></p> <p>7.1 The GSA <u>Board</u> is mandated to oversee the implementation, administration, and performance of the Plan, and to make recommendations to Council regarding the Plan.</p> <p>7.2 The GSA <u>Board</u> shall also be responsible for ensuring that all reasonable steps are taken to inform the affected students of the Plan and its details.</p> <p>[...]</p>
<p>8 Increases in Premiums</p> <p>8.1 Any increase in premium or modification of coverage must be approved by Council as per the recommendation of the GSA Health and Dental Plan Committee.</p> <p>[...]</p>	<p>8 Increases in Premiums</p> <p>8.1 Any increase in premium or modification of coverage must be approved by Council as per the recommendation of the GSA <u>Board</u>.</p> <p>[...]</p>

BIFRT Council amend the Policy Manual as follows, to take effect upon second reading of this proposal.

Current	Proposed
<p>Officer Portfolios [...] 5. Vice President Student Life [...] 2. Committees a. The VPSL chairs the GSA Student Affairs Committee and the GSA Awards Selection Committee. [...]</p>	<p>Officer Portfolios [...] 5. Vice President Student Life [...] 2. Committees a. The VPSL chairs the GSA Student Affairs Committee and the GSA Awards Selection Committee, <u>and co-chairs the GSA Student Affairs Advisory Committee with the VPSS.</u> [...]</p>
<p>6. Vice President Student Services [...] 2. Committees a. The VPSS chairs the GSA Grant Selection Committee and the GSA Health and Dental Plan Committee. b. The VPSS is a member of the GSA Student Affairs Committee and the GSA Negotiation Committee. [...]</p>	<p>6. Vice President Student Services [...] 2. Committees a. The VPSS chairs the GSA Grant Selection Committee, <u>and co-chairs the GSA Student Affairs Advisory Committee with the VPSS.</u> b. The VPSS is a member of the GSA Student Affairs Committee and the GSA Negotiation Committee. [...]</p>