

Agenda

1. Approval of the Agenda
2. Approval of the Minutes
 - (a) May 16, 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 (see attachment)
 - 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. R20110627.1: Granting Process Bylaw Proposal (first reading) (see attachment)
 - ii. R20110627.2: Committee Reform Proposal (first reading) (see attachments)
 - iii. R20110627.3: Amendment to GSA Budget (attachment to be distributed)
 - iv. R20110627.4: Health and Dental Plan Reserve Fund (see attachment)

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 first reading.

Moved by 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 first reading.

Moved by Roy Coulthard, President

Motivation As presented in the attached cover letter.

R20110627.3 *BIRT* Council approve the attached amendment to the 2011-2012 GSA Budget.

Moved by Roy Coulthard, President

Motivation Due to an undetected summation error during the preparation of the GSA 2011-2012 budget, the budget approved by Council in March 2011 is incorrect. The corrected budget anticipates an additional \$2000 of spending during 2011-2012 over the originally approved budget. This motion has the support of the GSA Board and GSA management.

R20110627.4 Whereas Council, at the April 11 meeting, approved a 5% increase to the Health and Dental Plan fee for 2011-2012;

BIRT 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.

Moved by Roy Coulthard, President

Motivation As presented in the attached document.

The meeting was called to order at 6:00 pm.

1. Approval of the Agenda

Steve Melenchuk, Speaker: R20110516.1 is time-sensitive due to upcoming granting deadlines, and will be moved from the late additions to the main agenda.

The agenda, as amended, was adopted by unanimous consent.

2. Approval of the Minutes

(a) April 11, 2011

The minutes were adopted by unanimous consent.

3. Presentations and Announcements

(a) Presentations by Guests

i. Update on Assessment and Grading Subcommittee (Dr Robert Luth)

Dr. Bob Luth was invited to present regarding the new grading scheme being introduced via the Committee on the Learning Environment (CLE). Dr. Luth gave an update on current issues within the committee, and identified which upcoming issues would be important in the coming years.

The assessment and grading report was released in June 2010 and can be found online if Councillors are interested in reading any more about the outcomes. It included some principles for moving forward; the GSA was involved in this process, and ensured the GSA gave valuable input. The committee was comprised of various and deliberately chosen individuals comprised of departments, faculties and constituents. A document before Council contained the policy, procedure and draft information, which was a living document that would continue to be consulted on moving forward.

Tamara Korassa, Vice President Labour (VPL): In regards to the grading procedure, could you comment on the “no quota” section?

Dr. Luth: The key was identifying that we wanted a system that assesses how an individual student does in context of how they met the identified outcomes of the course. That’s the current policy, though the current practice is quite different in some cases. The current GFC policy (Section 61) has a lot of material that has been accreted to it over time.

VPL: I've also heard the term "balanced average" around campus. Could you comment on that in terms of this policy?

Dr. Luth: That term is new to me; will likely hear it after consultation. These recommendations are usually there for guidance. We're also talking about what information we provide to instructors so that they can see where they sit in reference to other instructors. For example, Simon Fraser publishes grade distributions by departments, and this transparency would be interesting here. Another possible model is the University of North Carolina policy, where each instructor receives information about their grade distribution relative to others' grade distributions. We need to find a balance, where an "A" in one discipline means roughly the same as an "A" in another.

Lucy Nolan, Councillor-at-Large (LN CAL): Is there anything in the project about current and future policy compliance?

Dr. Luth: The key is that we have new instructors and students every term, and we have to ensure that the quality is always consistent. We need to work to take our practices in line with our policies.

Roy Coulthard, President: How much consideration was given to eliminating grades for graduate students?

Dr. Luth: This is an ongoing discussion going forward. There are good reasons on both sides of that fence; at the graduate level, one of the key purposes of grades is ranking in terms of scholarships. If you look at the historical distribution of grades, it's close to pass/ fail already, particularly when there's a mean average of 3.8. This could be considered either rampant grade inflation, or it could be an indication of the high quality of the graduate students. It would be great to have courses pass/fail, but we don't want to penalize students. The GSA is students who will be graded, but also instructors who will be using this to grade students.

President: I have heard from students that there are problems with grade disparity between courses.

Dr. Luth: If students do the work, they should get the grades; quotas are asinine.

President: Is there any reason why this happens, or is it a departmental issue?

Dr. Luth: Has a lot to do with departmental culture throughout the year; few

people actually read policy, as they are busy.

Andy Rathbone, Co-Presenter: Would like to thank Dr. Bob Luth for his work. I had serious concerns when I was working on my own coursework; the “guidelines” on grading are more of a policy for some departments than for others, and in order to connect some GPAs to others, we need to ascertain whether the policy is being applied consistently. The processing of these grades from year to year is important. One major concern was that the median grade point average should be a B+; this is problematic when students are of a higher caliber than B+. If you grade normatively, everything comes out the same; when you don’t grade normatively, there are problems between sections. Hopefully addressing this will make the university more collaborative and less competitive. There needs to be consistency in what grades mean, but not a prescribed set of marks that professors need to fit their students within. The fact that funding is attached to some small distributions of grades is problematic; there is little funding, and less as time goes by. We want to make sure that we’re getting this policy right, so this is an important process.

LN CAL: As someone who went through a system without a curve, are you developing anything in the new policy to ensure that this will not leave students with artificially low grades.

Dr. Luth: This is where the current policy will need a level of monitoring and oversight to ensure these grades are appropriate. If there is an instructor who is failing 80% of students in a course, that’s a signal that there’s an issue with the instructor’s expectations, and the dean will need to have a conversation to see what’s going on there. It’s the responsibility of faculty members to assign grades, and to see if these things are happening and why.

President: UAPPOL [University of Alberta Policies and Procedures Online] is impenetrable and impossible to understand.

Dr. Luth: GSA must tell the university if the current policies are easy enough to understand. Would like to create policy that is readable.

ii. GSA 101 (Steve Melenchuk, GSA Speaker)

Please refer to presentation document.

(b) Councillor Announcements

Speaker: If there are no objections, I am permitting Andy Rathbone to make an announcement prior to actual Councillor announcements.

No objections.

AR: Working in conjunction with Communitas to develop 74 units of housing for the University of Alberta, as a coop (long-term sustainable funding). The organization won a \$470,000 grant for sustainable infrastructure to develop this project. The property would be about half an hour of commute time. There's \$10,000 seed money, but to receive more, we would need to demonstrate need. The housing would be more affordable, and build a sense of community. Coop housing is not based on the market, but on actual costs. This will be a mixed project; opened to ownership and member shares (similar to a damage deposit). The survey link is on the FGSR professional development site; we need a much higher response rate than current to receive grants for affordable housing. Couple of ideas: 1- put it on GSA listserv and ask people to disseminate through their own listserv. 2. Can access to all other listservs and see if they are willing to put them. Any ideas or questions about the project, please ask me.

Ellen Schoeck, Executive Director (ED): I visited Communitas, First Strata. I went to their offices to look at their actual plan. Some of the things, graduate students talk about space, they were very receptive to new ideas. The issue is that it will take a few years. If you are interested in engaging in the next 3 years, they are very sustainable and green. You can't have a better group of people watching for your interests. It is a very exciting project.

AR: if you become involved now, you are eligible to be a member. This opens up new possibilities for being a member. The GSA lost housing several years ago, and we're only now getting funding; this process can be long, but it's very important that we press onward. We are particularly committed to a consultative process, including graduate students with families.

Josh Siewert, Councillor-at-Large (JS CAL): Is this all students and faculties?

AR: Yes, but geared more toward graduate students. Can be sublet for up to a year.

JS CAL: How many people will 74 units support?

AR: There are 2-3 person units. There is opportunity to expand the space.

President: To what extent would there be the option for people to stay living there once they are done their degree?

AR: Can stay on up to ten years as a member. However, every time a space opens up a student will fill it.

President: The GSA can look into ways to get the message out, though newsletter agreement is fairly limited and stringent.

AR: I can be contacted by email.

4. Reports

(a) Executive Reports

i. President

President: Report as submitted. Transition is moving along nicely. Have been engaged in external relations for the past three weeks, including the GG-13, and now the U-15, in Halifax. Put together a five-point document to move forward on, including immigration status for international students. Most Canadians recognize the importance of keeping skilled people. We also look for intellectual property rights policy; professional development; adequate support for graduate student childcare; and expanding the Western Gains agreement, whereby any graduate student can take a course from any western university (expand to all of Canada). Came back from AGC in Calgary; this was a popular and important networking opportunity. Sherrie Blake will be leaving the GSA after two years; we have been lucky to have her on board. Ellen Schoeck will be returning for another two years.

Roy Coulthard, President moves to enter executive session. Seconded by Sarah Barnes, Chief Returning Officer (CRO).

Vote: Unanimously in favour. Council enters executive session.

Roy Coulthard, President moves to leave executive session. Seconded by Fred Wu, Medical Microbiology and Immunology (FW MMI).

Vote: Unanimously in favour. Council leaves executive session.

ii. VP Academic (see attachment)

Nima Yousefi, VP Academic (VPA): I will introduce more information to the next meeting of Council.

iii. VP Labour

VPL: The Labour portfolio now has Heather Hogg to deal with the professional

side of the Labour portfolio to ensure continuity and to ensure the learning curve is not unmanageable for the new VP Labours. Heather has experience at FGSR, and she will ensure this continuity is achieved. Also, the Graduate Funding Taskforce will be meeting to review funding, particularly whether graduate students are supported while they do their funding. This committee will need GSA Council's feedback in the coming year.

iv. VP Student Life

Hillary Sparkes, VP Student Life (VPSL): Transition is going well, and excited to continue learning. Sitting on Alcohol Policy Review Committee. If Councillors have any feedback re: their needs on this policy please send.

v. VP Student Services

President: VPSS is out of town, and the rest of us are covering his meetings.

(b) Officer Reports

i. Speaker

Speaker: Now passing around the Council attendance sheet. If you are not on this list, please fill out a Councillor information form. There are a few departments whose terms are set to expire between now and the next meeting or have already expired.

ii. Chief Returning Officer

Sarah Barnes, CRO: We are transitioning, and looking for a new CRO at the end of August. Terms are from August to August each year.

iii. Senator

President: Some Councillors attended Tea at Triffo in April, where the GSA hosted the University Senate. The event went very well, and helped to promote the GSA's message and its relevance.

(c) Standing Committee Reports

i. GSA Board

President: Met in early April and last week. One item of relevance: Councillor Remuneration policy was in old IPM. A new policy was drafted and pulled into

the new Board Policy Manual. If a Councillor or alternative attends at least 50% of that year's meetings, they will receive their share of the GSA's grant money. The concept is unchanged, but the policy sharpened. Also, members of the Board attended a PAW meeting with lawyers from three different organizations to hash out some issues on the PAW agreement. Lawyers redrafted the agreement, and the meeting went quite well; university lawyers were receptive to the message, and hopefully will go forward.

ii. Governance Committee

Speaker: Committee is currently being considered for restructure.

iii. Budget and Finance Committee

President: Will be meeting soon – year end happened, and the GSA is ready for audit in May, which is not usually the case, so this is excellent.

iv. Grant Selection Committee

N/A

v. Health and Dental Plan Committee

President: BoG ratified the GSA Health and Dental and GSAP fees for next year, so we will be moving forward and fiscally sound in 2011-2012. Last month the GSA approved a 5% increase on the Health and Dental plan.

vi. Student Affairs Committee

VPSL: In the process of getting this committee organized.

vii. Awards Selection Committee

VPSL: In the process of getting organized.

viii. Negotiation Committee

N/A

ix. Labour Relations Committee

VPL: We are doing organizational work and have met.

x. Elections and Referenda Committee

N/A

xi. Nominating Committee

President: Will be meeting formally or informally by email by the end of the week. Please CC execadmin@gsa.ualberta.ca on your email.

ED: Have never pursued Faculty Councils before, though we are now looking to see if we can facilitate this process.

(d) Ad-Hoc Committee Reports

N/A

(e) Recommendations from GSA Management

i. Executive Director

ED: The BoG at the University Administration level approved The Comprehensive Institutional Plan. It is a 180-page dense report and far outstrips other institutions in the province. Have asked for 2.3 million in undergrad research grants, 3.2 for web portal, capital plan through to 2020, university budget, and other huge financial asks. This will form the plan for the GSA for the next few years, as we will need to match the university's planning. We will bring this to Council at some point. There has been a 34% increase in graduate students since 2005. There has been a tremendous growth of students without corresponding growth in infrastructure. This increase will continue, because the university wants to change the ratio of graduate students to undergraduates to 1:3. Will happen despite cuts or stagnant funding. Looking at ToR for the Budget and Finance committee, and will be able to deliver this as soon as possible with funding from the current projects budget.

ii. Director of Finance and Operations

Sherrie Blake, Director of Finance and Operations (DFO): We are ready for audit. Thank you to everyone for an interesting and productive two years.

5. Question Period

(a) Written Questions

N/A

(b) Oral Questions

N/A

6. Elections and Appointments

(a) GSA Standing Committees

N/A

(b) Other Committees

N/A

7. Special Orders

N/A

8. Unfinished Business and General Orders

(a) Unfinished Business

N/A

(b) General Orders

N/A

9. New Business

(a) Scheduled Business

i. R20110516.1: Granting Policy Proposals

Roy Coulthard, President moves that the attached proposed revisions to policy and forms related to grants selection be approved, to take effect for the next round of adjudications, and to be reviewed in one year's time. Seconded by Nima Yousefi, Vice President Academic.

President: We had a pilot project for a childcare subsidy program, and this will

pay into the professional development program and other programs in coming years. This has been an excellent opportunity, but also a challenge to develop properly. We must ensure we are meeting our fiduciary responsibilities and be prepared for audit. This funding is one of our biggest risks, as it is a large chunk of university money. Addressing this was one of Ellen's first suggestions as a consultant in mid-2010. The Board struck an ad hoc committee three months ago to look into these programs and see what needed to be done, and whether there was appropriate policy. Our forms and policies are often revised, which is challenging for students. Recommendation is to move to an externally-adjudicated process with specific criteria; will cover 75% of eligible costs up to \$500 at any time, once for Masters students and two for PhD students. Evaluation of relevance will be assessed externally, which has been an ongoing challenge for the GSA to do in an appropriate way. The GSA wants to ensure that we are not the only source of funding for students, and that the Departments are contributing their share. Childcare is a subsidy, not a full grant. Lecture grants and student group grants are now funded by the Provost, and will now be under academic-related initiatives only. The GSA will cover a portion of these initiatives, but encourage departments and Dean of Students to also be considered as sources of funding.

Roy Coulthard, President moved to enter executive session.

No objections; motion adopted by unanimous consent. Council enters executive session.

Roy Coulthard, President moved to leave executive session.

No objections; motion adopted by unanimous consent. Council leaves executive session.

President: One of the benefits of a late application is that the rollover will ensure a pent-up demand for negotiations. Also, apologies for the late arrival of the package; with Ellen and I out of town, we had a challenge meeting the mark for submission deadline. Bylaw changes will come forward in the next session. Tonight we are changing the policy.

VPL: I am in favour of this motion. When we go to the university for negotiations, we base our asks on adjudication of this program, and in past, we were certain we could use additional funds based on our need. This will allow us to show in a more transparent manner why we need these funds. In past, we haven't always done a good job of proving why we need this money. The university sees a lot of value in the GSA providing a different type of funding for graduate students outside of the university's mandate.

VPA: I am in favour of this motion. Over the past few months, it was clear that

there were two major problems: insufficient funds for the grants; and absence of or inconsistency within policy. In some cases, we are now doubling the amount of funds we are giving. In past we could not necessarily give money to all deserving applicants.

Hamman Samuel, Computing Science (HS CS): How much do PhD students receive of this funding?

VPA: We are reviewing the number of applications and the funding we are awarding to ensure the PhD students are receiving a fair benefit within this funding. By putting candidacy requirements, we are ensuring

HS CS: When would the policy changes come into effect?

President: The last round under the old policy framework will be in late May, and these policies will come into effect on June 1st.

Vote: Motion carries unanimously.

(b) **Unscheduled Business**

i. R20110516.2: AGC Restructuring

Roy Coulthard, President moves that the GSA Council directs the President to negotiate, subject to Council's final approval, revisions to the structure of the Alberta Graduate Council at the upcoming 21 May 2011 AGC meeting, including provisions for incorporation as a legal entity, accountability to the GSA(s), a mandate limited primarily to lobbying and advocacy at the provincial level, and respecting, as much as possible, the principle of representation by population. Seconded by Fred Wu, Medical Microbiology and Immunology (FW MMI).

President: Previous discussion is sufficient motivation.

Vote: Motion carries unanimously.

10. **Committee of the Whole**

N/A

11. **Adjournment**

Speaker: Next meeting of Council will be on June 27th.

Meeting adjourned at 8:22 pm.

**GSA PRESIDENT
REPORT TO COUNCIL FOR JUNE 27, 2011**

To: Council Colleagues
From: Roy Coulthard, President
Date: June, 2011

Dear Councillors,

It has been an interesting month for the GSA and the University. I include several highlights below.

I met with Mary Paul, the **Executive Officer of Facilities and Operators (F&O)**. We had a really good conversation in regards to the GSA working closely with F&O on a number of student space issues including the future infill of various buildings such as Dent/Pharm.

I have started working on the issue of **Fall Reading Week**. The Fall Reading Week Advisory Committee's initiative is to support and sustain the mental health of all students through an extended break in the Fall Term. This initiative currently has support from the Provost's office, the SU, and the GSA but there is some opposition from elsewhere within the University. **We are interested in graduate student feedback: is this something graduate students would like to see implemented?**

I also sat on the **Deputy Provost's Selection Advisory Committee** to help the Provost with the replacement of the departing Dru Marshall, who was selected as the new Provost of the U of C. I anticipate that we will get an excellent candidate for the position.

The **Graduate Supervision Task Force** kicked off and VPAC Nima Yousefi will have more information on this in his report.

VPSL Hillary Sparkes and I had a meeting with the Provost about **Alcohol Policy**. One of the outcomes of that meeting is a renewed focus on redeveloping the Powerplant as a joint venture between us and the SU with the participation of the University. The goal would be to revive that space as a viable venue for University community engagement, socialization, and social events in the long term.

I met with Chris Cheeseman, the **Vice Provost Human Resources**, about the new payment scheme they are looking at setting up for new graduate students (*i.e.*, twice monthly payments

that would occur on the 10th and 25th of each month), which I will elaborate on in my oral report.

Bernadette Elliot has started her role at the **new Financial Manager** and is settling nicely into her role with us.

Last meeting we discussed at some length the **Alberta Graduate Council (AGC)**. There is a tentative agreement that the AGC would be an eight-person council, with two seats per University, and a consensus-based voting model. In my opinion, this agreement lives up to last month's Council motion that required representation by population be respected as much as possible because with the consensus model, we have an effective veto on any policy or budget decisions.

I was quoted in the *Edmonton Journal* on 16 June and have been in touch with the Provost and others in regard to the allegations against Dean Baker. I will elaborate on this in my oral report.

I attended both of the MA and PhD convocations. Congratulations to all of our graduates!

Friday, May 5 to Thursday, June 16

Date	Meeting
May 6- May 8	Alberta Graduate Council Conference in Calgary
May 10	PAW meeting with lawyers
May 11	PAW meeting with the Students' Union
	GSA Board meeting
May 12	Board of Governors meeting
May 15	PAW Contract meeting with the University
	GSA Council
May 17	Alberta Graduate Council conference call meeting
May 18	Meeting with financial advisor re: GSA investment
	GSA Nominating Committee
	GSA Board meeting
May 20	Meeting with Vice-Provost and Vice-President Human Resources
	Meeting with Board of Governors Chair
May 24	Board of Governors Safety, Health and Environment Committee
May 25	GSA Board Meeting
	General Faculties Council- Academic Planning Committee
May 26	Meeting with Senior Administrative Officer of University Facilities and Operations
	Meeting with the Gateway
May 27	Fall Reading Week Task Force
May 30	General Faculties Council Meeting

	Meeting with Minister of Advanced Education and Technology
May 31	Board Finance and Property Committee
June 1	Meeting with Studentcare Network representatives
	GSA Nominating Committee
	GSA Board Meeting
June 3	Tour of Power Plant with University Architect
	Board Learning and Discovery Committee
June 6	Meeting with the Provost, Dean of FGSR , Dean of Students and SU re: proposed alcohol policy
	Graduate Supervision Steering Committee
	Going to the bank with Financial Manager
	Meeting with VPSL, VPSS and office to discuss graduate student groups
June 7	Deputy Provost Selection Advisory Committee
June 8	Deputy Provost Selection Advisory Committee
	GSA Board
	General Faculties Council- Academic Planning Committee
June 9	Meeting with Provost Fellow Dr. Bob Luth
June 10	PhD Convocation
June 13	Masters Convocation
June 15	GSA Board
	Alberta Graduate Council Policy Development Meeting
June 16	Board of Governors Recognition Dinner

**GSA VICE-PRESIDENT ACADEMIC
REPORT TO COUNCIL FOR JUNE 27, 2011**

To: Council Colleagues
From: Nima Yousefi, VPAC
Date: June, 2011

Dear Council Members,

Since our last Council meeting, I have been extremely busy with meetings. Please see the following meeting reports. I am happy to answer any questions in person, and will elaborate upon my activities as VPAC in my oral report.

Friday, May 5 to Thursday, June 16

Date	Meeting
May 6 to May 8	Alberta Graduate Council Conference in Calgary
May 11	GSA Board Meeting
May 16	PAW Contract Meeting with the University
	GSA Council Meeting
May 17	GSA Grant Selection Meeting
May 18	GSA Board Meeting
May 25	GSA Board Meeting
May 26	University Cup Adjudication Meeting
May 30	General Faculties Council
May 31	FGSR Policy Review Committee
June 1	GSA Board Meeting
June 2	Academic Plan Attributes and Competencies Meeting
June 3	Distinguished University Professor Adjudication Meeting
June 6	Graduate Supervision Steering Committee Meeting
	General Faculties Council Executive Committee
June 8	GSA Board Meeting
June 9	Comprehensive Institutional Plan Meeting
June 10	PhD Convocation
June 13	Academic Plan Attributes and Competencies Meeting
June 14	FGSR Policy Review Committee
	Coffee with Vice-Provost Dr. Skidmore
June 15	GSA Board Meeting

External Meeting Report**Topic:** Subcommittee on Assessment and Grading**Date and Time:** May 17, 2011**Place:** Treaty Room U Hall**GSA reps:** Andy Rathbone**Attendees:** Bob Luth, Connie Vanhagen, Kathleen Brough, Andy Rathbone**Agenda:** Revisions on Assessment Policy**Documents received:** Draft of Assessment Policy**Next meeting:** Fall 2011**Summary of the key issues:**

Need to keep committee together for fall to continue revision process.

Action Items:

Bob will set up a meeting with the GSA (VP Academic etc.)

Comments:

It has been a long process with appropriate consultation and it is coming together well.

Adjournment:

External Meeting Report

Topic: Academic Standards Committee

Date and Time: May 19, 2011, 9am-12pm

Place: 3-15 university Hall

GSA reps: Vikki Northrup

Attendees:

Agenda :

Documents received:

Next meeting: June 16, 2011, 9am-12pm

Summary of the key issues:

The Nursing embedded Certificate in teaching and learning in nursing education went through FGSR council on April 20. There was a general consensus this is a good idea and some discussion of the Health sciences council adopting a similar certificate for other departments. These courses may be available to other graduate students as well and if completed it may be possible to obtain the certificate. There is currently a teaching and learning certificate offered from the center for teaching and learning.

Program update- the PhD in art design and visual culture has been forwarded to the Alberta council for quality.

Deferred exam and course work were discussed and the discussion will most likely continue at the June meeting as well. The School of Business has seen a 107% increase in deferred exams since the new policy has taken place. Though there is some variation in amounts this trend seems to be occurring in many faculties. There is concern that students are playing the system since they no longer need to provide a doctor's note. Though many are sympathetic to those that do actually require a deferred exam they want a method to deter those that play the system. There was discussion of it being marked on the transcript when someone has deferred exams. There is some concern that TAs are not aware of the new policy. They are looking into obtaining information on deferred exams as compared to departments and GPAs to see if there are any trends.

We also heard for the director of health services that mental illness and anxiety are on the rise and they cannot keep up with the demand for counseling. They are looking at obtaining comparative data of other institutions to see how U of A fairs comparatively and finding ways of preventing anxiety than after the fact treatment (teaching better ways of coping). First year graduate students do tend to deal with the stress better than first year undergraduates.

The cancellation of exams during the exam was discussed about adding that an exam cannot be cancelled in the last ¼ of time remaining in the exam except when the instructor deems it an exception. SU seemed to be opposed to this and this will be back again in June.

Revision of the definitions of the university calendar was discussed. The Registrar's office is aware the calendar is written primarily for undergraduates and they are looking to improve to accommodate graduate students. They will be circulating again to Faculties for feedback and it was suggested to send also to the GSA. I have e-mailed the changes marked by Ellen to Pat Dalton at the Registrar's office.

Action Items:

The following items were passed

4A. Faculty of Graduate Studies and Research Admissions/Transfer Requirements for Graduate Programming

4B. Office of the Registrar and Student Awards Transfer Course Approvals for May, 2011

5. Faculties of Nursing and Graduate Studies and Research (FGSR) (New) Embedded Certificate in Teaching and Learning in Nursing Education

6. Office of the Registrar and Student Awards and the Expansion of University of Alberta Bridging Program

7. Recording Lectures and Changes to Section 61.3 (Marking and Grading Guidelines) of the GFC Policy Manual and Section 23.4 (Evaluation Procedures and Grading System) of the University Calendar

Comments: Deferred exams and cancellations of exams will be back for discussion most likely in June

Adjournment: 11:30

External Meeting Report

Topic: GFC

Date and Time: May 30, 2011

Place:

GSA reps: Nima Yousefi

Attendees:

1. Approval of the Agenda
2. Approval of the Minutes of March 21, 2011
3. Comments from the Acting President on the appointment of Dru Marshal at UofC
4. New Members of GFC

GSA nominations were amended to the motion. Both motions were passed.

5. Off-Campus Activity and Travel Policy Suite

- Highlights of the current document:
 - Removal of a piece from the document on request of students (?)
 - Consultation with the 4 Associations of the constituency.
- Introduction from Phyllis Clark to the motion.
- Comments from Philip Stack on the need for the document. Consultation with the constituencies. Policy involves with the travelling off campus travel activity. Risk associated with the travelling and the liability.
- Bob Picken overviews the layers of insurance on liability (faculty, staff and students):
 - UA buys 16 separate insurance policies.
 - Employees compensation program.
 - General liability policy: insured are the university staff and board members, and students involved in any activity related to the university. Includes defense cost.
- Carl overviews the policy, and comments that this all has been there for a long time and invites questions.

- PS makes some additional comments:
 - Dealing with travelling students: Code of student behaviour to be removed based on the request of SU from the compliance section (***Travel Involving Students, 2nd paragraph, 5th line***):

Students who do not comply with a cancellation or recall of this nature may be subject to sanctions under the Code of Student Behaviour, and will be considered to be on personal travel and will no longer have access to University assistance.
 - Person in a program paid by University are firstly “Students”, to clarify the status of grad students.
 - SPA: Supplement Professional Activity.

- Comments from Rory

❖ Motion passed

6. Residence-Specific Rule

- Motion introduced by Frank Robinson.
- Comments from Deborah Eerkes.
- No questions.

7. The Emerging Model for Academic Support for Interdisciplinary Health Scholarship

- Presented by Jane Drummond
 - Introduction to Interdisciplinary Health Scholarship.
 - Overview of the emerging model for academic support to interdisciplinary health scholarship.
 - Challenges of building capacity in interdisciplinary scholarship.
 - The factors essential for success:
 - Edmonton Clinic Health Academy (ECHA)
 - the Health Sciences Education and Research Commons (HSERC)

- Support inter-professional collaborative team learning
- HELP: Simulation Saturday video (on Youtube) - STAN: Standard Man
- Smart Condo
- Interdisciplinary Health Research Academy (IHRA)
 - to support interdisciplinary health research
- Student Commons
 - o The expected outcomes of these factors: Uplifting the whole people!
- Q: How Faculty of engineering is engaged in this? Associate Dean is on the committee.

8. Assessment and Grading at the University of Alberta: Policies, Practices, and Possibilities - A Report to the Provost and the University.

- Introduction from Bob Luth.

External Meeting Report

Topic: FGSR Policy Review Meeting
Date and Time: May 31, 2011
Place: Triffo Hall
GSA reps: Nima Yousefi
Attendees:

Review of the past meeting: Committee membership

Examination Committee and Examinations: Reviewing Section 8 of Policy Manual

- <http://www.gradstudies.ualberta.ca/gradmanual/8.11.html>
- Doctoral Program Candidacy Examination
 - What a candidacy exam entails:
 - Oral exam, comprehensive exam
 - Detailed written research proposal, methodology
 - Student is tested against the research proposal to demonstrate adequate knowledge of the field
 - Is it required to have a candidacy exam?
 - Committee feels that we should keep the exam
 - After how many years of course work?
 - How many years to develop the research proposal? 1 ~1.5 years
 - **Committee tends to change it to 3 years instead of 2 years now**
- Membership of the committee
 - Committee chair as the examiner?
- **Decision of the Candidacy Committee:** Outcome of the Doctoral Candidacy Exam
 - Successful vs. Unsuccessful
 - Pass, fail, conditional pass

- How to enforce the conditions
 - If the student did not satisfy the conditions afterward, student is deemed to be failed the first candidacy exam
 - What is the time frame?
 - Approval mechanism? Approval of the chair, supervisor, supervisory committee
 - Should the student with a conditional pass, not meeting the conditions, get a chance for a second candidacy?
 - What if the methodology or proposal is changed, without meeting the conditions
 - Reasons behind the conditions should be clear
 - Not meeting the conditions, there wouldn't be a second candidacy exam
 - Who should receive a list of conditions?

External Meeting Report**Topic:** ASC subcommittee on standards**Date and Time:** June 2, 2011, 10 am-12pm**Place:** 2-11 University Hall**GSA reps:** Vikki Northrup**Attendees:****Agenda** :**Documents received:****Next meeting:** September 6, 2011, 10 am-12pm**Summary of the key issues:**

ASC will be dealing with embedded certificate in aboriginal sports and leisure because of time constraints.

Fresh start inclusion of Spring/Summer term: will really only have the spring term. This may help those that are close to obtaining the required GPA (i.e. a 1.9 when needed a 2.0) but those with GPAs of around 1.7 and needing a 2.0 is giving false hope. The committee would like to see statistics for success vs. GPA starting Fresh start and use this to determine the minimum GPA required to enter. The wording should be explicit this is a case by case basis and will not be automatic and will most likely be extended to those that are close to the required GPA.

Entrance of First years to Education: This would allow students straight from high school to enter education instead of transferring in the second year or higher year. This could result in increased teaching loads for science and arts since they will need to take courses in these areas but will not be enrolled in those programs, where they currently are enrolled in those programs their first year and transfer to education. Committee thinks this package should be accompanied with letters of support.

Action Items: none**Comments:** the above is for undergrads only.**Adjournment:** 12 pm

External Meeting Report

Topic: University Research Policy Committee

Date and Time: June 6, 2011, 10am-12pm

Place: Council chambers

GSA reps: Vikki Northrup

Attendees:

Agenda :

Documents received:

Next meeting: September 30, 2011, 10 am-12pm

Summary of the key issues:

Conference fund: The faculties now adjudicate, should be reviewed next year.

CFI competition: There will be a competition this year but with minuscule funds. 155 applications but only allowed to submit \$3 million in request (very small amount). Will send only 6-8 applications, the formal call will be in September with decision in the fall and titles due in December.

PDF Banting award: Obtained feedback from a member of the NSERC adjudication committee in Ottawa. There were outstanding candidates and there were tough decisions. With letters of reference it was important for them to be strong and exciting. This committee looked at the quality of the applicant and the potential to make contributions to the field. There is talk of vetting the applications more before submitting them from the University, and to spend more time to put forward quality applications instead of quantity. The draft for the Banting timeline would now want the letters of reference Oct 12, 2011 and the ADR will communicate with referees. A letter giving points to talk about in the letters of reference will be sent to referees to ensure strong letters. The referees should be identified by Sept 12. The faculties need to be brutal in vetting and only forwarding the best applications, then the tri-council subcommittees need to also be very brutal. This will vet out the applications that will not be competitive so to focus on those that are. This year U of A submitted 28 applications and only 3 were awarded (one from each council).

Shaping Alberta's future: nothing will happen until there is a new premier.

Knowledge generating units: now called Campus Alberta Innovation Program (CAIP). They want 12 chairs and no hard cap on professors. There will be three chairs in each of the four

categories (Energy, Neuroscience and prions, food and nutrition, and water). It is the responsibility of the presidents to determine how many chairs instead of allocation of funds. We want Uof A > U of C > Lethbridge > Athabasca. We need to move quickly because of the situation in Slave Lake or money may be called back. The new recruits are for seven years.

Federal Budget: there is a high probability of 12-15 million for Canada- India research center of excellence. We want a center with three universities (U of A, U of C and UBC). Each will put in a center and if two get funded , they take care of the other who did not get funded.

REB restructuring: May 11 introduced new REB structure and the technical errors were fixed June 1.

Tri-council monitoring visit: review was positive with the exception of the TEEF/TABS and our response is due in Ottawa by June 30

TEEF/TABS: Is used to allow sick leave and maternity. This was stopped and cannot use tri-council funds to support but is now reconstructive on the non-tri council salaries on June 1.

Water initiative: David Percy lead with four groups of researchers

NSERC Undergraduate awards: will come up in the fall for adjusting and allocation

Action Items: none

Comments: Though the Banting does not directly effect Graduate students now , it may be of interest to those who planning on doing a PDF and perhaps applying for a Banting in the future.

Adjournment: noon

**GSA VICE-PRESIDENT LABOUR
REPORT TO COUNCIL FOR JUNE 27, 2011**

To: Council Colleagues
From: Tamara Korassa, VPL
Date: June, 2011

Dear Council Members,

Since the last council meeting the position of VP Labour has experienced a slight slowing in the number of issues crossing the portfolio's desk likely due to the summer months. However, as offer letters for the fall are being made to graduate students questions and concerns have started to increase again.

FGSR has posted the new pay rates for the 2011/2012 year. They can be found at <http://www.gradstudies.ualberta.ca/awardsfunding/assistantships/index.htm>

President Roy has delegated the Board Health Safety and Environment Committee to the VP Labour and as such I am in the process of having my bio and appointment approved and will sit on that committee for the following year.

The Negotiations Team has been seeking to schedule a meeting with Deputy Provost Dru Marshall in the coming weeks. This meeting will be to discuss the outcomes of negotiations and to review the items related to academic employment that were put on a "parking lot" list because they were not directly related to compensation. At this meeting we will be discussing plans for succession to ensure that whoever takes over the position is prepared and ready to deal with these issues.

At this point in time there has been no update from FGSR about the Graduate Student Funding Task Force and we hope to hear something soon. We will keep you updated.

The LRC has continued to progress on the Labour Liaison Program and are bringing in GSA professional staff to provide feedback and help finalize the program. Depending on the success of these reviews we should be able to present the program to GSA Council in either July or August. LRC has been extremely successful this year and this has been due to the commitment of the graduate students on that committee. However, some of these students are moving on with their research or will be unavailable in the next year to continue this initiative. For this reason LRC has asked the Negotiations Committee to seek out new members for this committee. It is the hope of LRC that these members can begin in the next few months in order that there can be some overlap in the current and new members. If council members are aware of individuals who would be interested in participating in this initiative please contact either the

negotiations committee through Jo Chan (execadmin@gsa.ualberta.ca) or myself directly (vplabour@gsa.ualberta.ca).

Friday, May 6 to Thursday, June 9

Date	Meeting
May 11	GSA Board Meeting
May 16	GSA Council
May 18	GSA Board Meeting
May 25	GSA Board Meeting
May 26	GSA Labour Relations Committee Meeting
June 1	GSA Board Meeting
June 8	GSA Board Meeting
June 15	GSA Board Meeting

**GSA VICE-PRESIDENT STUDENT LIFE
REPORT TO COUNCIL FOR JUNE 27, 2011**

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

Dear Council Members,

This past month has gone by much too quickly! This will be a short report from me because many of the meetings have been postponed or cancelled but nonetheless there have been some exciting things happening in my portfolio.

I feel like my training is an ongoing process because there is so much behind the scene work that happens in the office on a daily basis but I am enjoying learning and getting more involved as the summer progresses.

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

I'd like to say a big thank you to those of you who emailed me about the Alcohol Policy Review that is currently underway. Your feedback is very appreciated and I will convey all those ideas to the working group as we move forward.

The New Student Experience Working Group has met a few times to discuss how to ensure students are getting the most out of orientation week. At our last meeting we discussed having a one day conference in the middle of the fall term to educate students about the services and support networks we have on campus. Graduate student specific seminars are a possible option to explore.

One of my goals this year is to connect departmental GSA's to the GSA and I feel like we made good progress this month when we met with the Graduate Program Administrators. This is a great group to connect with because they often have the most contact with graduate students in their departments. From this meeting we have already had quite a few requests for a GSA representative to attend their orientations to explain the role of the GSA. I am looking forward to continuing this relationship with this group. Further, the GSA will shortly send out a request to our Councillors, to serve as volunteers for Departmental Orientations.

Lastly I attended a Festival of Ideas meeting, which was very exciting because this is a group that organizes this bi-annual festival and will bring in interesting speakers that will hopefully appeal to many of our graduate students.

I hope everyone is having a good summer and that their research is moving along well! Please find below a list of all the meetings I attended between May 6 and June 9, as well as my meeting reports.

Hillary Sparkes
VP Student Life, Graduate Students' Association

Friday, May 6 to Thursday, June 9

Date	Meeting
May 10	Training in the office
	Visiting Lectureship in Human Rights
May 11	GSA Board
May 12	Meeting with Student Union Vice-President Student Life
May 13	Residence Community Standards Implementation Committee Meeting
May 16	GSA Council
May 18	GSA Board
	Salter Tea Awards and Prizes Celebration
May 24	Meeting with office re: student groups
	New Student Experience Working Group
May 25	Graduate Program Administrators Committee
	GSA Board
May 27	Department of Pediatrics Orientation
May 30	General Faculties Council
June 1	Meeting with Studentcare Network representatives
	GSA Board meeting
June 6	Meeting with Provost, Dean of FGSR, Dean of Students and Students' Union to discuss proposed alcohol policy
	Deliberative Toolkit meeting
	Student Group Meeting with VPSS and President
June 8	GSA Board
June 9	Comprehensive Institutional Plan meeting
	Festival of Ideas Advisory Committee
June 15	GSA Board
	Property Theft on Campus discussion meeting

Alcohol Policy Development Working Group

Date and Time: May 9, 2011, 3:00pm

Place: 1-20M University Hall

GSA representative(s): K. Biittner

Attendees: Philip Stack, Erin Hnit, Bob Picken, Dima Utgoff, Colten Yamagishi

Agenda: See Attached

Documents received: Alcohol Policy Suite and UAPPOL Document Development Plan (Alcohol Policy and Procedure); attached

Next meeting: TBD (trying to reschedule as originally set for holiday – May 23rd; if cannot reschedule for that week then are looking at June 6th)

Summary of the key issues:

- The majority of the meeting was dedicated to the review of the two alcohol policy documents with emphasis on changes made by E. Hnit since the last meeting.

○ Two important areas of discussion included:

- the definition of “event” and issues concerning scalability (in terms of risk management) including how registered student group events differ from staff/faculty events and outside group events – need for further examination recognized

- the idea of “approved alcohol event partners”, which would assist in streamlining the process of

○ The amendments were accepted by those in attendance with the recognition that both documents are still “working documents” and additional work is required, especially in regards to procedure.

○ The goal is to get the documents to the stage where the members of the working group can accept it as it is so the group can move forward with consultation.

-some discussion occurred in regards to what residence policy concerning alcohol is; D. Utgoff noted that residence services would prefer to refer to this policy rather than other way around; E. Hnit will add in the different uses of alcohol in residences and then bring the document back to the group for discussion.

- P. Stack noted that the Provost would like to have another townhall with students where he can be in attendance.

○ The specific details of this townhall have yet to be determined (*i.e.*, Who else will be in attendance at the townhall? Does Dr. Amrhein want to invite undergrads and grads or just meet with the SU and GSA executives? When will this occur?).

- Some discussion occurred re: gaming; agreed that at some point this issue will need to be explored as it relates to the AGLC and the Alcohol policy.

Action Items:

- Both P. Stack and E. Hnit will be in communication with the Provost's office in order to set this up and to finalise the details.
- E. Hnit will pull out the following parts of the policy suite to frame the townhall discussion with the Provost as discussed by those in attendance: background, high risk drinking, roles and responsibilities.
- E. Hnit is in communication with University Governance re: participation of CLRC in this process.

Comments:

It seemed clear to me that this group is actively striving to make the process of alcohol permitting on campus for student events more streamlined and simplified.

Adjournment: 4:06pm

External Meeting Report

Topic: New Student Experience Working Group

Date and Time: May 24, 2011 2pm

Place: SUB 2-725

GSA representative(s): H. Sparkes

Attendees: Colten SU VPSL, Raymond UAI, Norma R Dean of students, Jamilla Health Services, Susan B Aboriginal/ transition centre, Tim Ira and Tannis Student development office, Melissa Registrars Office.

Agenda: See Attached

Documents received: None

Next meeting: TBD

Summary of the key issues:

- This meeting was a brainstorming session to discuss possible topics for, and services to invite to, a 'refresher' orientation in late October or early November.
- The idea is to make sure 1st year/ new U of A students are getting the support they need mid-semester by getting services on campus to come in and deliver their message again. It is thought that Orientation week can be very overwhelming for students and that all the important messages are not being retained.
- Thinking of organizing a one day 'conference' to deal with issues like homesickness, exam problems, nutrition, mental health, involvement etc.
-

Action Items:

- To determine where the needs are for Grad students to possibly run concurrent sessions that will help new Grad students adjust to the U of A.

Comments:

This is a great group and I think there is good potential to work with them to develop some graduate student-specific sessions to help new students transition and be successful.

Adjournment: 3:00pm

Residence Community Standards Implementation Committee Meeting

Date and Time May 13, 2011

Place Academic Resource Centre Lister

GSA Rep Hillary Sparkes

Attendees Neil B, Chris F, Colten Y, Chris Hackette, Adi Rao

Summary of Key Issues

- Training subcommittee update – 6 modules. On handout.
- Lots of training happening for staff, students etc. done by late June I think.
- Module 5 moved to July 27th, Module 6 out before July 27th modules.
- Website resource for training materials and schedules will be attached with the minutes.
- Videos – 4 different scenarios developed so new students can see them on the website and understand the process. Possible training resource is to have a video situation that doesn't work out successfully to then have a discussion about why it didn't work.
- New Students – videos for floor meetings, condensed set of floor rules.
 - For grad students/ ECV residences we'll have talking points for the orientation meetings not videos – age demographic of videos not really grad students. Also give web link to students who want to see videos handed out with roommate agreements. Floor level distribution for each residence.
 - Condensed house rules for all areas to make this distribution easier.

*** Resources for people going through the process**

Mapping out whole process from incident report to who does what and what stages they need to go through for resolution. Neil and Chris F will make this flow chart.

* Need in the first year – quick survey to see how this system is doing. To follow up and see if agreement was successful in the long run.

Action items : none

Comments This seems like it is going along well but there are lots of details to be worked out. I really like the last point that Chris H and Deb E suggested a follow up system to see how the process is working during the first year to make adjustments. Adjournment 11:30

Deliberative Toolkit**Date and Time** June 6, 2011**Place** HC 4-107**GSA Rep** Hillary Sparkes**Attendees** Jeff Savage, Logan McIntosh**Agenda** None**Documents Received** None**Next Meeting** Not Scheduled**Summary of Key Issues**

- Informing our population of our mandate – more democratic process. Finding a way to bridge that gap and increase understanding.
- Using this for graduate issues to work through problems – a.k.a. deliberate mediation
- Embedding it into programming. Way to make discussing around a difficult topic easier by using their toolkit.
- Within our own methods of decisions making.
- DoCS implementing this. Deliberative polling. Sent out poll to UofA people and public, raised brand of sustainability. Get recognition out there, gets valuable info out and get valuable input. Met with the groups on campus came up with priorities, and then drafted a questionnaire to rank top 5 wants/needs. Also questions about who are these people, their connection with the Office of Sustainability etc. Then could move forward and deliberate with that info. Deliberative polling – two deliberation sessions 1-2 hours about info.

Action items

Are we interested in continuing to work with this group to implement this deliberative toolkit?
Need to get back to them.

Do we want a poll run by them to get more information for the GSA?

They will be sending out an email with a list of resources that would be useful to understand this technique more.

Comments I told them that I would be interested in reading their material to see if there is a way that this process will fit with the GSA. That I thought they had really good ideas and a great project, but without further information I didn't want to commit the GSA to anything. But I did say that I would be in touch with them after they sent out further information.

Adjournment 12:00



Festival of Ideas

Date and Time June 9, 2011

Place U-Hall 3-15

GSA Rep Hillary Sparkes

Summary of Key Issues

- Introduced a November 22 interim FOI. They are looking into Susan Sarandon as a guest speaker (So cool).
- Developing a strategic plan to help guide the planning of FOI 2012.
- Like the idea of getting more Grad students engaged, focus on undergrads, will try to shift that to focus more on Grads.
- Theme of shifting tectonic plates in terms of social, physical, and political shifts happening in the world. Looking at food security, athletes that are advocating for global causes, economists, political science leaders etc. Brainstorming session around the theme.

Action items none

Comments

Exciting committee to sit on. We need to think of interesting ways to get Grad students involved; they were very focused on undergrads when students came up this meeting but were receptive to the idea of including Grad students.

Adjournment 1:15

**GSA VICE-PRESIDENT STUDENT SERVICES
REPORT TO COUNCIL FOR JUNE 27, 2011**

To: Council Colleagues
From: SAGAR N. LUNAWAT, GSA VP STUDENT SERVICES
Date: JUNE, 2011

Dear Colleagues,

First of all I am very happy to be part of the GSA as the newly-elected Vice President Student Services (VPSS). I enjoyed my pre-arranged vacation for the month of May and then came back to start working with my portfolio. This last month, since I joined the GSA as VPSS, went by quite quickly and has been full of activities and new initiatives.

This is my first report to the Council as VPSS. It has been a really good learning experience for me to work with GSA members during the first month of my portfolio. It is almost impossible for me to express in words the way the GSA office staff and other Board members helped me throughout this period of time but I would still like to take this opportunity to thank them for helping me and making my transition more rewarding for me.

My special thanks to the outgoing VPSS (and current VPAC) Nima Yousefi and to the Councillors who shared the workload in my portfolio when I was away during May. The last month's experience working with the GSA and other great people from this University has been really wonderful and I am really hoping to continue the excellent momentum which Nima had always envisioned. I am looking forward to continue meeting and working with the many great people associated with my portfolio.

During the last several weeks, I have seen many changes at the GSA. I would like to acknowledge the assistance of Sherrie Blake, the former Financial Manager, and I am looking forward to working with two great new members in our group.

Sagar Lunawat

(GSA VPSS)

Friday, May 6 to Thursday, June 9

Date	Meeting
May 25	GSA Board Meeting
May 30	GFC Facilities Development Committee Subcommittee on Learning Spaces
	General Faculties Council
June 1	Meeting with Studentcare Network Representatives
	GSA Board Meeting
June 6	Student Group Meeting with VPSL, President and Office
June 7	GFC Facilities Development Committee Subcommittee on Learning Spaces
June 8	GSA Board Meeting
June 9	Comprehensive Institutional Plan Discussion Meeting
June 15	GSA Board Meeting
June 16	U-Pass Administration Meeting

External Meeting Report**Topic:** U-PASS Administration Meeting – Team Meeting**Date and Time:** May 19, 2011**Place:****GSA reps:** Andrea Rawluk**Attendees:** Committee Chair: Martin Coutts, Financial Services**Agenda:****Documents received:****Next meeting:** June 16, 2011**Summary of the key issues:**

- Complaints from students:
 - o Grad students as on or off campus in order to get U-Pass.
 - o Assess them the fee at the time
 - o Concern with students getting U-Pass and dropping the course.
 - o These concerns should be assuaged when in 2011/12 the registration for students will be for each session.
 - o Grad students can opt out of U-Pass if they are on field work.
 - o U-Pass office now open on Saturdays
 - o Concern about one student repeatedly “losing” his one card: is he selling them?
 - o Undergrads very unhappy that they do not have a spring/summer U-Pass.
- Spring/Summer U-Pass for UG:
 - o VPSL SU working on U-Pass for UG
 - o Maybe a referendum in March 2012

Action Items:**Comments:****Adjournment:**

External Meeting Report

Topic: Joint U-PASS Advisory Committee Meeting

Date and Time: May 19, 2011

Place:

GSA reps: Andrea Rawluk

Attendees: Committee Chair: Gordon Dykstra, ETS U-PASS Project Coordinator

Agenda:

Documents received:

Next meeting:

Summary of the key issues:

Standing Items

- Fare Media and Distribution
 - Changing sticker design (to oval shape)
 - Challenge with removal of stickers
 - NAIT is looking for a more functional card
- Service Delivery Issues
 - Concern about Scona Rd. closure
 - If you have a complaint call 311 – that way the complaint is tracked.
 - Lewis Estates and Ledger are new transit stations
 - For the first 2 weeks of the school year, there are people who are watching the load and demand on service routes
 - St. Albert now can have real time GPS bus location on cell phone
 - Some grad students had difficulty having their Spring/Summer U-Pass accepted.
- Communication
 - Fines might be going up.
 - End of U-Pass date
 - Currently ETS buys ad space in student planner

- ETS should have communications on our GSA Newsletter
 - ETS provides info on deadlines and everything

Outstanding Items

- Spring/Summer U-Pass: Gordon Dykstra, doesn't have enough data on the student ridership in the summer.
 - In the fall, can consider the feasibility of spring/summer after data collected (probably October)
 - VPSL SU asked for splitting Spring & Summer, but Dykstra says ETS is not willing to do it.
 - SU looking to have a survey in November about whether to have a referendum
- Audit of 2009:
 - U of A wants to improve process
- Survey
 - ETS getting students to fill out surveys on service
 - Provide email address and can fill out survey online to draw for prizes etc.
- Discussion on connecting with Stony Plain, Spruce Grove, Ft. Sask.
 - Are we going to connect with them?
 - Talk to politicians?

Action Items:

Comments:

Adjournment:

FDC Subcommittee on Learning Spaces**Name of Committee Chair:** Dru Marshall, Deputy Provost**Date of Meeting –** Tuesday, June 7, 2011**Key Points**

The agenda was to review the document for developing recommendations and drafting the final report.

Comments from Chair:

1. Based upon the requirement of the Faculties, this document for development of the learning spaces was initiated.
2. Need to check whether the sub categorization for the various categories is required or not.
3. Various short-term and long-term goals need to be checked and given priority as per the requirement.
4. The Provost and Bart Becker (Co-Chair) are going to finalize document with corrections as discussed.

General discussion and comments from Members

1. In the principle of design, risk management and hazards should be considered in the safety and security issues.
2. In the processes used in design and development facilities a really good point of mock/virtual simulation was noted where an initial physical set up will be reviewed before doing the complete development.
3. In the gaps in current process, point 5 found to be invalid.
4. Barriers in addressing gaps were approved.
5. In strategies to address gaps and barriers point g was found invalid and points d and f as well as points h and j will be combined.
6. Regarding recommendations, many changes were observed. The medium term goals were shifted into long term goals and the recommendations were given specific periods based on their suitability.
7. The necessity of forming a group was noted, that will do the survey and provide the minimum recommendations.
8. Minimum standards for assigning priorities for the project need to be decided.

The final document with all required recommendations and corrections will be discussed and distributed to the Faculties.

CIP (Comprehensive Institutional Plan) Meeting**Name of Committee Chair:** Philip Stack, Associate Vice-President, Risk Management Services**Date of Meeting** – June 9, 2011**Key Points**

Agenda: To understand and review the University of Alberta integrated planning and budget process.

Comments from Chair:

1. University of Alberta's integrated planning framework document is governed by PSLA and government.
2. Everyone has the right to see these documents and they are available on line.

General discussion and comments:

1. The four year plan and explanation of the planning and budget documents including *Dare to Discover* and *Dare to Deliver*.
2. The maintenance of a two-way flow of information is done by reviewing the plan over the year.
3. The annual budget cycle and its explanation gave a complete idea about the process in detail and roles of various people involved in the process.
4. The planning and preparation of the CIP was discussed.
5. The University uses an expert forum where a group of external experts review the plans/budget and provide feedback.
6. The consolidated budget for the year 2011-2012 with all revenue and expenses details was discussed.

Report to GSA Council for 27 June 2011

Hello Council Colleagues!

I hope the spring is treating you well.

The CRO portfolio has been fairly low-key, as there are no elections or referenda as of late. Nevertheless, the Nominating Committee will be looking for a new CRO to start in August, as well as committee members for the Elections and Referenda Committee. If you have an interest in either ERC or the CRO portfolio, feel free to email me at cro@gsa.ualberta.ca and I can pass your name on to the Nominating Committee, as well as answer any questions you may have.

Cheers,

Sarah Barnes
Chief Returning Officer

GSA BOARD
REPORT TO COUNCIL FOR the June 27 Meeting

To: Council Colleagues
From: Ellen Schoeck, Executive Director and Coordinator of the GSA Board
Date: June 16, 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.

May 11 GSA Board Meeting

Main agenda items: The Board discussed in depth (and *in camera*) the draft Strategic Work Plan, the PAW agreement, and the AEGS Proposal. The Board also discussed the AGC Conference and the Graduate Group of 13 (GG13) Conference.

MOTIONS

It was MOVED by HS and SECONDED by NY that the GSA Board direct the President to enter negotiations with members of the AGC with respect to the review of their governing structure and documents. CARRIED UNANIMOUSLY.

It was MOVED by TK and SECONDED by NY that the Board recommend that Council approve the proposed revisions to By-law, policy, and forms related to grants selection, to take effect for the next round of adjudications, and to be reviewed in one year's time. CARRIED UNANIMOUSLY.

ACTION ITEMS

Departmental elections

The GSA office is to look into the possibility of running departmental elections.

Assessment and grading proposal

Roy Coulthard is to draft a reminder email asking Council for feedback on the proposal.

May 18 GSA Board Meeting

Main agenda items: The Board decided on the succession order of the Board Chair. The Board then went on to discuss the GSA's investments, GSA orientation and the University web strategy. There were extensive reports from the President and Vice-Presidents.

MOTIONS

It was **MOVED** by HS and **SECONDED** by NY that the Board adopt the following succession order of the Chair (by seniority): President- Roy Coulthard, Vice-President Academic- Nima Yousefi, Vice-President Labour- Tamara Korassa, Vice-President Student Life- Hillary Sparkes and Vice-President Student Services- Sagar Lunawat. **CARRIED UNANIMOUSLY.**

ACTION ITEMS

Research on the history of GSA fees

To search University archives on the referendum concerning GSA fees in 1992-1993.

GSA migration to Gmail

To check with Computer Analyst on the status of the migration.

May 25 GSA Board Meeting

Main agenda items: The President updated members on the AGC annual meeting held over the weekend. Board members discussed the progress of Fall Orientation. Renee Polziehn from FGSR came to the meeting to give a presentation on the different responsibilities of her position. There was lengthy discussion about outreach activities for graduate students.

ACTION ITEMS

GSA website

To take the information on pay rates down from the GSA website and add a link to the FGSR webpage.

Signing authorities

VP Student Life and VP Student Services are to bring two pieces of ID to transfer signing authorities.

FGSR discussion

GSA is to include one survey question on the value of professional development programmes hosted by the FGSR.

Revise Strategic Work Plan to emphasize the need for professional development.

June 1 GSA Board Meeting

Main agenda items: The Board members started the meeting *in camera* to discuss a unique emergency bursary application. The President updated Board members on the GG13 lobby

document, the GSA budget, and the Health and Dental fee. Guest John Braga was invited to the meeting to present his letter containing recommendations to the GSA concerning election matters. There was extensive discussion.

MOTION

It was MOVED by HS and SECONDED by SL that the special Emergency Bursary request be approved. CARRIED UNANIMOUSLY.

ACTION ITEM

GG 13 Lobby Document

The President will send the GG 13 lobby document to the Provost and the Dean of FGSR with a personal note.

GSA Budget

To arrange financial training for VPSL and VPSS.

Health and Dental Fee

Director of Operations to follow up with Studentcare Network for the May data and confirm the deadline for pamphlet mail out.

Departmental Association Elections

Janelle Morin to write policy on democratic parameters required for the GSA to run departmental association elections.

June 8 GSA Board Meeting

Main agenda items: The President presented the AEGS proposal for members to approve. He then updated Board members on the Deputy Provost selection progress. Members discussed in depth the draft proposal of the new University alcohol policy.

VP Academic reported on his various committee meetings. He noted the large number of committees the VPA was responsible for attending and thanks Vikki Northrup for her help.

Board members voted on the design for the 2011-2012 GSA handbook cover.

MOTIONS

It was MOVED BY HS and SECONDED by NY that the AEGS proposal be approved. CARRIED UNANIMOUSLY.

It was MOVED by HS and SECONDED by NY that the following persons be appointed as signatories for all BMO banking from May 1, 2011 to April 30, 2012:

Roy Coulthard, President

Tamara Korassa, Vice-President Labour

Nima Yousefi, Vice-President Academic
Hillary Sparkes, Vice-President Student Life
Sagar Lunawat, Vice-President Student Services
Ellen Schoeck, Executive Director
Heather Hogg, Director of Operations
Bernadette Elliott, Financial Manager

ACTION ITEMS

Vice-President Academic Portfolio

Joanna Chan to compile a listing of all the committees and discuss with Ellen Schoeck, Heather Hogg, and Nima Yousefi on what committees he could delegate.

History on GSA Negotiations

Roy Coulthard to assist Tamara Korassa in compiling the history of GSA negotiations with Administration.

Alcohol Policy Proposal

To work with the Students' Union in writing a proposal on the PowerPlant and funding for student groups.

GSA Handbook

Vice-Presidents to write a brief message about themselves and their portfolio following advice provided by Communications Assistant, Katie Biittner.

June 15 GSA Board Meeting (note that what follows are draft excerpts from the latest Board)

Comments from the President

RC informed Board members that he attended convocations for PhD and Masters graduates celebrate their accomplishments.

It was MOVED by HS and SECONDED by SL that the meeting be moved INTO CLOSED SESSION. CARRIED UNANIMOUSLY.

It was MOVED by HS and SECONDED by NY that the meeting be moved OUT OF CLOSED SESSION. CARRIED UNANIMOUSLY.

- a. Invitation from PC leadership candidate, Doug Horner
Board members discussed whether the invitation should be circulated to Council members.

It was MOVED by NY and SECONDED by SL that in the absence of policy concerning the distribution of non-council materials to the GSA Council, the Board has decided that any direct invitations addressed to councillors from any

Alberta political party leadership candidates will be forwarded on their behalf.
CARRIED UNANIMOUSLY.

ACTION ITEM: TO CIRCULATE THE INVITATION TO COUNCIL MEMBERS AND
INFORM CHRIS SKAPPAK OF BOARD'S DECISION.

Power Plant

ACTION ITEM: ES AND HH TO WORK ON A ONE-PAGE SUMMARY ON THE POWER
PLANT ALONG WITH ALL THE LEGAL DOCUMENTS ASSOCIATED WITH THIS
SPACE.

ACTION ITEMS

- Grant Selection: Draft by-law changes
Members had before them a draft grant selection by-law with changes.

ES reminded Board members that the policy on GSA grant selection was approved unanimously by Council. This proposal would reconcile GSA's bylaws and policies.

It was MOVED by HS and SECONDED by NY that the grant selection bylaw changes proposal be brought to Council for first reading. CARRIED UNANIMOUSLY.

- Committee reorganization: Student Affairs Advisory Committee, Governance Committee, Health and Dental Committee: comparative table (current and proposed)
Members had before them the draft of the GSA bylaw changes concerning committee modernization.

After the initial discussion based on RC's cover letter on modernizing committees at the meeting, ES presented the two-column proposal containing current and proposed terms of references for committees.

HH thanked SM for adding the Health and Dental Reserve Fund.

Board members agreed on having three councilors on Governance Committee. They further discussed who would best chair the Committee.

It was MOVED by HS and SECONDED by SL that the committee reorganization proposal be brought to Council. CARRIED UNANIMOUSLY.

ES informed Board members that once the first reading is passed by Council, she and HH would work on the details of the policies and bylaws to, including how each committee links with operations. ES and HH would also work on reconciling all the financial policies as well as on a new set of terms of reference for Budget Finance Committee.

- Health and Dental costs: draft proposal for Council (**distributed**)
Members had before them the draft proposal for Council on the Health and Dental Fee for 2011-2012.

RC reminded Board members that Council unanimously approved a 5% increase in health and dental fee. The GSA was still waiting for the May claims data from Studentcare Network. RC informed Board members that 2% of the Reserve Fund would amount to \$22 000 which would leave the Fund at \$122 000.

It was MOVED by HS and SECONDED by SL that given the Council's April approval of a 5% increase to the health and fee for 2011-2012, the Board recommends to Council up to an *additional 2%* expenditure from the Health and Dental Reserve Fund for 2011-2012, with further consideration upon receiving the latest data from Studentcare Network. UNANIMOUSLY CARRIED

DISCUSSION ITEM

Student Group MOU for initial discussion

Members had before them the draft of the Graduate Student Group Memorandum of Understanding. Staff member Janelle Morin was in attendance.

JM reminded Board members of earlier discussion about graduate student groups including the fact that the GSA delegated power to the Office of the Dean of Students and Student Group Services to approve graduate student groups. However, there was no oversight on Student Groups Services and had no substantial communications with them. Board members all AGREED the importance of the MOU.

It was MOVED by NY and SECONDED by HS that the MOU be approved. CARRIED UNANIMOUSLY.

ACTION ITEMS

ACTION ITEM: TO INVITE DR. SKIDMORE TO A BOARD MEETING.

ACTION ITEM: RC TO SUBMIT A CONFIDENTIAL COPY OF THE STRATEGIC WORK PLAN TOTHE PROVOST.

The GSA received several requests on screening the PhD Comic movie on campus.
ACTION ITEM: HS WOULD LOOK INTO THE LOGISTICS OF SCREENING THE MOVIE AND
REPORT BACK TO THE BOARD.

ACTION ITEM: ENSURE ALL PROPOSALS BE SENT TO SPEAKER.

GSA NOMINATING COMMITTEE (NoC)**REPORT TO COUNCIL FOR the June 27, 2011 Meeting**

To: Council Colleagues
From: Ellen Schoeck, Executive Director
Date: June 16, 2011

Dear Council Members,

The NoC met on June 1 with the following agenda items:

Report on GFC Vacancies

Six vacancies had been filled by advertising to Council and the Bank of Names. An advertisement was then sent to all graduate students and an additional five nominations will be sent to the NoC shortly. Advertisements will be sent periodically to all graduate students until all 14 positions are filled.

Report on FGSR Vacancies

Of the 20 positions of the FGSR Council, we now have six nominees. Advertisements will be sent periodically to all graduate students until all 20 positions are filled. There are also 20 alternate positions on the FGSR Council.

Report on Faculty Council Vacancies

See attachment. A letter will be sent to Deans asking for more information.

Upcoming Vacancies for Speaker, CRO and Senator (ref Bylaw Part IV, #3 and Policy Manual page 26)

Members reviewed By-law and NoC policy. Ad advertisement for these positions will be drafted in time for the opening of nominations at the June Council. Deputy positions for both Speaker and CRO were seen as desirable.

Replenishment of the Elections and Referenda Committee and the Labour Relations Committee

The Chairs of these committees will be asked how many members they see as desirable for their committees and an ad will be drafted.

At its next meeting the NoC will consider vacancies on the Faculty of Arts Council and committees. An advertisement would be sent out shortly to seek candidates for the graduate student seat on the 2012 Search Committee for Chancellor.

Please let us know if you have any questions!

GRADUATE STUDENT REPRESENTATION ON FACULTY COUNCILS

Ref section 55.1 of the GFC Policy Manual

“All Faculty Councils must include graduate students (the exact numbers to be determined by each Faculty Council.” ss 55.1.2

FACULTY	NUMBER OF GS REPS	HOW SELECTED
ALES	not clear	elected within depts
AU	no grad students	
BU	2 MBA 1 PhD	not specified
ED	2	not specified
ENGG	2	not specified
EX	1 MACT	not specified
FGSR	20 plus 20 alternates with not more than 1 from any given program	
LAW	1	not specified
MedDent	3 basic sciences 1 1	not specified appointed by Grad Medical Students' Assn appointed by Grad Dental Students' Assn
NU	#s as determined by enrollment	not specified
PHARM	1	not specified
PER	3	not specified
RM	4 – 1 from each program	not specified policy needs revision as now an all grad Faculty
CSJ	1	appointed by CSJ grad assn
SCI	2	GSA
NS	0	NS will be starting a grad program
LIS	2	not specified
PH	3 (1 must be PhD)	selected by PH student associations

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

This report embraces reports 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.

In my reports to Council, I focus on **one message**. For the last Council meeting, I urged Council members to think about whether you, or one of your colleagues, might run for elected office next year. We now offer a very supportive staff environment which allows elected officials to live their lives as graduate students.

MAIN MESSAGE

I have now been with the GSA for one year, which began when the Provost (Carl Amrhein) phoned me to ask if I would meet with Roy Coultahrd and consider helping the GSA. At that time, the GSA was at an all-time low.

Now, we are on an **upward trajectory**: the GSA is front and centre on all university committees and thus fulfilling our advocacy role. We have excellent elected leadership and outstanding staff. Our second Strategic Work Plan in final draft. Our officials serve on some 80 committees. Our system for managing vast amounts of information is tight and effective. The 2011-13 Collective Agreement passed unanimously by Council has now been updated and is on the GSA website. By-law and policy continues to be re-worked. The committee system is being revamped. Every office operation, including financial controls, has been reviewed or is in the process of review. We are ready for audit two months earlier than normal.

The GSA Council has played a critical role in this upward trajectory by approving a three- year increase in dues, which is funding an infrastructure for the GSA that aligns with the GSA's responsibilities as set out in the *Post-Secondary Learning Act*. Having now had contact with over a dozen other GSAs in Canada, I am confident that your GSA is well-led and well-managed. Our GSA is a leader at GG13, AGC and at the Western Summit.

I am about to sign on for a two-year extension of my contract. My main goal will be to finish the rebuilding of the GSA infrastructure to ensure that the GSA remains, over time, as robust and effective as it now is. A key component will be election in 2012 of the next executive team.

Ellen Schoeck, Executive Director
Heather Hogg, Director of Operations
Bernadette Elliott, Financial Manager

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. [...] 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. [...] 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>HDPRF. [...] 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. [...] 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>PART XIV HEALTH AND DENTAL PLAN [...] 7 Oversight by GSA Health and Dental Plan Committee 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. 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>PART XIV HEALTH AND DENTAL PLAN [...] 7 Oversight by GSA <u>Board</u> 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. 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>8 Increases in Premiums 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>8 Increases in Premiums 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>

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>

Annual Budget: Corrections

June 17, 2011

Attached is a comparative table showing, in the left-hand column, the budget approved at the March 14, 2011 Council meeting and, in the right-hand column, the corrected budget Council is now asked to consider. You will notice that the bottom line is good news: our deficit is \$27,000.00 less than originally outlined for Council.

Because of an undetected summation error during the preparation of the GSA 2011-2012 budget, the budget approved by Council in March 2011 is incorrect.

BACKGROUND

We have attached the corrected budget with Green highlighted changes.

During the process of detecting the error, the following changes have now been made and are shown in green on the attachment:

- One line item was moved and a redistribution of allocation under the Human Resources section was calculated (no change in the total);
- With respect to Councilor remuneration, an intended increase of \$2,000.00 was erroneously omitted from the budget Council approved in March and this amount has now been added in.

The corrected budget anticipates an additional \$2,000.00 of spending during 2011-2012 over the originally approved budget. In addition, with the summation error corrected, the bottom line is that the "Total Expenses" total was decreased by \$27,000.00, making the annual deficit \$183,031.00 instead of \$210,031.00.

As presented with the original Budget, this planned deficit will be covered by the savings in GIC's that the GSA currently holds and by the Council-approved increase in fees.

The Motion before Council has the support of the GSA Board and GSA management.

**Operating Budget VS Revised
2011-2012**

GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
REVENUE			
<u>FEES REVENUE</u>			
GSA Fees Revenue			
GSA Base Fees	770,870.00	5600 FT @ 98.20	770,870.00
		3000 PT @ 73.65	
TOTAL FEES REVENUE	770,870.00		770,870.00
<u>INVESTMENT REVENUE</u>			
c. Endowment Fund	10,000.00	5 yr average	10,000.00
d. Interest Revenue	6,500.00	<i>low estimate</i>	6,500.00
e. HDP Interest revenue	1,000.00		1,000.00
TOTAL INVESTMENT REVENUE	17,500.00		17,500.00
<u>OTHER REVENUE</u>			
f . Miscellaneous Revenue	0.00	Deweys	0.00
TOTAL OTHER REVENUE	0.00		0.00
TOTAL REVENUE	788,370.00		788,370.00

GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
EXPENSES			
OFFICE ADMINISTRATION			
Telephone & Cable	5,500.00		5,500.00
Postage	500.00		500.00
Office Supplies and Equipment	2,700.00		2,700.00
Repair and Maintenance	800.00	inc equipment,lights etc.	800.00
Computer Repair and Maintenance	1,000.00		1,000.00
Printing (outside printing only)	750.00		750.00
Photocopier Lease (Office)	3,360.00		3,360.00
Photocopier Meter (Office)	1,700.00		1,700.00
Photocopier Paper (Office)	750.00		750.00
Printing (outside printing only)	1,200.00		1,200.00
Insurance	1,400.00		1,400.00
Miscellaneous Office	1,500.00		1,500.00
TOTAL OFFICE ADMINISTRATION	21,160.00		21,160.00
PROFESSIONAL & CONSULTING Fees			
Financial Auditing	8,500.00		8,500.00
Consultants	10,000.00		10,000.00
Legal Fees	30,000.00		30,000.00
TOTAL PROFESSIONAL & CONSULTING FEES	48,500.00		48,500.00

GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
<u>HUMAN RESOURCES</u>			
<u>Staff Salaries</u>			
NASA staff	284,142.00	all positions benchmarked by NA	284,142.00
Labour Professional	35,000.00	approx 12 hrs @ \$60 per hr- NA	0.00
Total Staff Salaries	319,142.00		284,142.00
<u>Management</u>			
Executive Director	110,000.00	CONTRACT	110,000.00
Director of Operations	75,000.00	CONTRACT	73,000.00
Financial Manager		CONTRACT	37,000.00
Total Management	185,000.00		220,000.00
<u>HR Benefits & Deductions</u>			
a. Staff E.I. Expense	9,759.00		9,759.00
b. Staff C.P.P. Expense	19,258.00		19,258.00
c. GSA Health & Dental Plan	3,000.00		3,000.00
d. Staff appreciation and other	2,100.00		2,100.00
Total HR Benefits & Deductions	34,117.00		34,117.00
<u>HR Expenses Other</u>			
Staff and MGT Merit Increases	20,000.00	contract obligation	20,000.00

GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
Parental Leave	2,500.00	NASA obligation	2,500.00
RRSP - staff	10,000.00	see strat budget notes	10,000.00
RRSP- Mgt	10,000.00	contract obligation	10,000.00
Professional Expense Allowance	2,200.00	contract obligation	2,200.00
Parking	2,000.00	contract obligation	2,000.00
Vacation Payout	7,000.00	contract obligation	7,000.00
Total HR Expenses Other	53,700.00		53,700.00
			591,959.00
STRATEGIC INITIATIVES FUND			
Strategic Initiatives fund	50,000.00		50,000.00
TOTAL HUMAN RESOURCES	641,959.00		50,000.00

GOVERNANCE			
Elected Officials Stipends	115,200.00	4 @ 28800	115,200.00
President Stipend	36,000.00	1 @ 36000	36,000.00
Total Stipends	151,200.00		151,200.00
Elected Officials Benefits & Deductions			

GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
a. Employment Insurance	3,768.00	2871 + 897	3,768.00
b. Canada Pension Plan	7,484.00	5702 +1782	7,484.00
c. Appreciation	500.00		500.00
d. GSA Health & Dental Plan	1,890.00	378 each	1,890.00
e. Insurance	1,300.00		1,300.00
f. U-Pass	1,020.00		1,020.00
Total Executive Benefits & Deductions	15,962.00		15,962.00
Executive Other			
Transition	1,500.00		1,500.00
Executive Expenses Discretionary	1,500.00	250 each VP/ 500 Pres	1,500.00
Committee Expenses	5,000.00	food for meal time mtgs	5,000.00
Total Executive Other	8,000.00		8,000.00
Council Expenses			
Remuneration	2,500.00	Increase 2000	4,500.00
Food	2,000.00		2,000.00
Council Speaker Honorarium	2,100.00	per meeting \$ 150	2,100.00
Council Security	2,200.00		2,200.00
Elections Expenses	1,000.00		1,000.00
CRO Honorarium	1,000.00		1,000.00
Total Council Expenses	10,800.00		12,800.00
TOTAL GOVERNANCE	185,962.00		187,962.00



GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
ADVOCACY			
Government & External Relations	1,000.00		1,000.00
University Relations	1,000.00		1,000.00
Research & Data Collection	500.00		500.00
TOTAL ADVOCACY	2,500.00		2,500.00
SERVICE EXPENSES			
GRANTS & SUBSIDIES EXPENSES			
Lecture Grants (current year)	18,000.00		18,000.00
Student Group Funding Grants	2,500.00		2,500.00
Academic Workshop Subsidies	7,500.00		7,500.00
External Grants & Sponsorship	1,000.00		1,000.00
TOTAL GRANTS EXPENSES	29,000.00		29,000.00
EVENTS		ALL REVENUE IN THIS	
Fall Orientation Revenue	-5,000.00	CATEGORY IS FUND RAISED	-5,000.00
Fall Orientation Expense	5,000.00		5,000.00
Handbook Revenue	12,000.00		12,000.00
Handbook Expense	-12,000.00		-12,000.00
Winter Orientation Revenue	-1,000.00		-1,000.00
Winter Orientation Expense	1,000.00		1,000.00



GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
Awards Night Revenue	-7,000.00		-7,000.00
Awards Night Expense	7,000.00		7,000.00
TOTAL EVENT EXPENSES	0.00		0.00
OTHER SERVICES			
Coffee	2,000.00		2,000.00
Subscriptions	500.00		500.00
Food Bank	9,000.00		9,000.00
Photocopier Revenue	-5,000.00		-5,000.00
Photocopier Lease (Lounge)	6,720.00		6,720.00
Photocopier Meter (Lounge)	1,600.00		1,600.00
Photocopier Paper (Lounge)	1,000.00		1,000.00
TOTAL OTHER SERVICES	15,820.00		15,820.00
TOTAL SERVICES EXPENSES	44,820.00		44,820.00
MISCELLANEOUS EXPENSES			
GSA Advertising & Promotion	2,500.00		2,500.00
AGC fees	17,000.00	2.00 per student above collected	17,000.00
Other	5,000.00		5,000.00
TOTAL MISCELLANEOUS EXPENSES	24,500.00		24,500.00
TOTAL EXPENSES	998,401.00		971,401.00
Net Revenue/Expense	-210,031.00		-183,031.00

Health and Dental Costs

Outline of Issue:

On the recommendation of the GSA Board, Council is asked to consider a motion to approve the use of bridge funding from the Health and Dental Plan Reserve Fund.

Background:

Council may recall that at its April meeting, it unanimously approved a 5% increase in Health and Dental Plan Fees for 2011-12. At that meeting, staff from the insurance provider, Studentcare networks, provided an overview of the GSA plan.

The GSA President noted that after analyzing further data on usage, a motion may be brought forward to Council to consider approval of the use of the Health and Dental Plan Reserve Fund to cover increased Health and Dental Plan costs. This use of the Reserve Fund would be required if an analysis of the most recent statistics to be provided by Studentcare showed that increases in claims cannot be sustained by the 5% increase. The Reserve Fund exists to be used for such purposes. He also reported that the Health and Dental Plan Committee's preference would be to use the Reserve Fund to offset any increased costs.

Motion:

Given the Council's April approval of a 5% increase to the Health and Dental Plan fees for 2011-2012 and on the recommendation of the GSA Board, *the GSA Council approves up to an additional 2% expenditure from the Health and Dental Reserve Fund for 2011-2012, with further consideration upon receiving the latest data from Studentcare networks.*

Late Additions

8. Unfinished Business and General Orders

(a) General Orders

- i. R20110627.3: Amendment to GSA Budget (see attachments)

Annual Budget: Corrections

June 17, 2011

Attached is a comparative table showing, in the left-hand column, the budget approved at the March 14, 2011 Council meeting and, in the right-hand column, the corrected budget Council is now asked to consider. You will notice that the bottom line is good news: our deficit is \$27,000.00 less than originally outlined for Council.

Because of an undetected summation error during the preparation of the GSA 2011-2012 budget, the budget approved by Council in March 2011 is incorrect.

BACKGROUND

We have attached the corrected budget with Green highlighted changes.

During the process of detecting the error, the following changes have now been made and are shown in green on the attachment:

- One line item was moved and a redistribution of allocation under the Human Resources section was calculated (no change in the total);
- With respect to Councilor remuneration, an intended increase of \$2,000.00 was erroneously omitted from the budget Council approved in March and this amount has now been added in.

The corrected budget anticipates an additional \$2,000.00 of spending during 2011-2012 over the originally approved budget. In addition, with the summation error corrected, the bottom line is that the "Total Expenses" total was decreased by \$27,000.00, making the annual deficit \$183,031.00 instead of \$210,031.00.

As presented with the original Budget, this planned deficit will be covered by the savings in GIC's that the GSA currently holds and by the Council-approved increase in fees.

The Motion before Council has the support of the GSA Board and GSA management.

**Operating Budget VS Revised
2011-2012**

GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
REVENUE			
<u>FEES REVENUE</u>			
GSA Fees Revenue			
GSA Base Fees	770,870.00	5600 FT @ 98.20	770,870.00
		3000 PT @ 73.65	
<i>TOTAL FEES REVENUE</i>	<i>770,870.00</i>		<i>770,870.00</i>
<u>INVESTMENT REVENUE</u>			
c. Endowment Fund	10,000.00	5 yr average	10,000.00
d. Interest Revenue	6,500.00	<i>low estimate</i>	6,500.00
e. HDP Interest revenue	1,000.00		1,000.00
<i>TOTAL INVESTMENT REVENUE</i>	<i>17,500.00</i>		<i>17,500.00</i>
<u>OTHER REVENUE</u>			
f . Miscellaneous Revenue	0.00	Deweys	0.00
<i>TOTAL OTHER REVENUE</i>	<i>0.00</i>		<i>0.00</i>
TOTAL REVENUE	<i>788,370.00</i>		<i>788,370.00</i>

GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
EXPENSES			
OFFICE ADMINISTRATION			
Telephone & Cable	5,500.00		5,500.00
Postage	500.00		500.00
Office Supplies and Equipment	2,700.00		2,700.00
Repair and Maintenance	800.00	inc equipment,lights etc.	800.00
Computer Repair and Maintenance	1,000.00		1,000.00
Printing (outside printing only)	750.00		750.00
Photocopier Lease (Office)	3,360.00		3,360.00
Photocopier Meter (Office)	1,700.00		1,700.00
Photocopier Paper (Office)	750.00		750.00
Printing (outside printing only)	1,200.00		1,200.00
Insurance	1,400.00		1,400.00
Miscellaneous Office	1,500.00		1,500.00
TOTAL OFFICE ADMINISTRATION	21,160.00		21,160.00
PROFESSIONAL & CONSULTING Fees			
Financial Auditing	8,500.00		8,500.00
Consultants	10,000.00		10,000.00
Legal Fees	30,000.00		30,000.00
TOTAL PROFESSIONAL & CONSULTING FEES	48,500.00		48,500.00

GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
<u>HUMAN RESOURCES</u>			
<u>Staff Salaries</u>			
NASA staff	284,142.00	all positions benchmarked by NA	284,142.00
Labour Professional	35,000.00	approx 12 hrs @ \$60 per hr- NA	0.00
Total Staff Salaries	319,142.00		284,142.00
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Executive Director	110,000.00	CONTRACT	110,000.00
Director of Operations	75,000.00	CONTRACT	73,000.00
Financial Manager		CONTRACT	37,000.00
Total Management	185,000.00		220,000.00
<u>HR Benefits & Deductions</u>			
a. Staff E.I. Expense	9,759.00		9,759.00
b. Staff C.P.P. Expense	19,258.00		19,258.00
c. GSA Health & Dental Plan	3,000.00		3,000.00
d. Staff appreciation and other	2,100.00		2,100.00
Total HR Benefits & Deductions	34,117.00		34,117.00
<u>HR Expenses Other</u>			
Staff and MGT Merit Increases	20,000.00	contract obligation	20,000.00

GSA Budget 2011-2012	2011-2012	Comments	Revision
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RRSP- Mgt	10,000.00	contract obligation	10,000.00
Professional Expense Allowance	2,200.00	contract obligation	2,200.00
Parking	2,000.00	contract obligation	2,000.00
Vacation Payout	7,000.00	contract obligation	7,000.00
Total HR Expenses Other	53,700.00		53,700.00
			591,959.00
STRATEGIC INITIATIVES FUND			
Strategic Initiatives fund	50,000.00		50,000.00
TOTAL HUMAN RESOURCES	641,959.00		50,000.00

GOVERNANCE			
Elected Officials Stipends	115,200.00	4 @ 28800	115,200.00
President Stipend	36,000.00	1 @ 36000	36,000.00
Total Stipends	151,200.00		151,200.00
Elected Officials Benefits & Deductions			

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b. Canada Pension Plan	7,484.00	5702 +1782	7,484.00
c. Appreciation	500.00		500.00
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f. U-Pass	1,020.00		1,020.00
Total Executive Benefits & Deductions	15,962.00		15,962.00
Executive Other			
Transition	1,500.00		1,500.00
Executive Expenses Discretionary	1,500.00	250 each VP/ 500 Pres	1,500.00
Committee Expenses	5,000.00	food for meal time mtgs	5,000.00
Total Executive Other	8,000.00		8,000.00
Council Expenses			
Remuneration	2,500.00	Increase 2000	4,500.00
Food	2,000.00		2,000.00
Council Speaker Honorarium	2,100.00	per meeting \$ 150	2,100.00
Council Security	2,200.00		2,200.00
Elections Expenses	1,000.00		1,000.00
CRO Honorarium	1,000.00		1,000.00
Total Council Expenses	10,800.00		12,800.00
TOTAL GOVERNANCE	185,962.00		187,962.00



GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
ADVOCACY			
Government & External Relations	1,000.00		1,000.00
University Relations	1,000.00		1,000.00
Research & Data Collection	500.00		500.00
TOTAL ADVOCACY	2,500.00		2,500.00
SERVICE EXPENSES			
GRANTS & SUBSIDIES EXPENSES			
Lecture Grants (current year)	18,000.00		18,000.00
Student Group Funding Grants	2,500.00		2,500.00
Academic Workshop Subsidies	7,500.00		7,500.00
External Grants & Sponsorship	1,000.00		1,000.00
TOTAL GRANTS EXPENSES	29,000.00		29,000.00
EVENTS		ALL REVENUE IN THIS	
Fall Orientation Revenue	-5,000.00	CATEGORY IS FUND RAISED	-5,000.00
Fall Orientation Expense	5,000.00		5,000.00
Handbook Revenue	12,000.00		12,000.00
Handbook Expense	-12,000.00		-12,000.00
Winter Orientation Revenue	-1,000.00		-1,000.00
Winter Orientation Expense	1,000.00		1,000.00



GSA Budget 2011-2012	2011-2012	Comments	Revision
	BUDGET		May-11
Awards Night Revenue	-7,000.00		-7,000.00
Awards Night Expense	7,000.00		7,000.00
TOTAL EVENT EXPENSES	0.00		0.00
OTHER SERVICES			
Coffee	2,000.00		2,000.00
Subscriptions	500.00		500.00
Food Bank	9,000.00		9,000.00
Photocopier Revenue	-5,000.00		-5,000.00
Photocopier Lease (Lounge)	6,720.00		6,720.00
Photocopier Meter (Lounge)	1,600.00		1,600.00
Photocopier Paper (Lounge)	1,000.00		1,000.00
TOTAL OTHER SERVICES	15,820.00		15,820.00
TOTAL SERVICES EXPENSES	44,820.00		44,820.00
MISCELLANEOUS EXPENSES			
GSA Advertising & Promotion	2,500.00		2,500.00
AGC fees	17,000.00	2.00 per student above collected	17,000.00
Other	5,000.00		5,000.00
TOTAL MISCELLANEOUS EXPENSES	24,500.00		24,500.00
TOTAL EXPENSES	998,401.00		971,401.00
Net Revenue/Expense	-210,031.00		-183,031.00