

GSA Council Meeting AGENDA

Monday, April 14, 2014 at 6:00 pm

Telus 1-34

A light, vegetarian dinner will be served at 5:15 pm at Telus 1-34.

In accordance with the Standing Orders of Council, **substantive material** (the bulk of agenda materials) is sent to all Council members at least one week prior to the date of the meeting to give members abundant time to review. Any additional substantive material received after this mailing will be emailed as soon as possible.

Reports from committees, Directly-Elected Officers, and management are emailed the Friday before a Monday meeting so that the content is as current as possible.

OPEN SESSION

1. Roll Call
2. Approval of the 14 April 2014 Agenda
3. Approval of the Minutes from the 17 March 2014 GSA Council meeting
Attachments:
 - Minutes from the 17 March 2014 GSA Council meeting
4. Changes in Council Membership
 - i. Introduction of New Councillors (*If you are new to Council, please let us know it is your first meeting*)
 - ii. Farewell to Departing Councillors (*If this is your last Council meeting, or if your last Council meeting is approaching, please let us know*)

Attached Numbered Pages

3.0 - 3.10

Presentations and Councillor Announcements

5. Councillor Announcements

Action Items, Elections, Appointments, Special Business

6. GSA Health and Dental Plan Reserve Fund (HDPFRF) - Accessing the HDPFRF: Payment of Differences in Premiums 2014-2015
Megha Bajaj (GSA Vice-President Student Services) will present the item.
Guest: Kristin Foster (Pacific & Western Director, Studentcare)
Attachments:
 - Outline of Issues: GSA Health and Dental Plan Reserve Fund (HDPFRF) - Accessing the HDPFRF: Payment of Differences in Premiums 2014-2015

6.0-6.2

<p>7. Change in Portfolios of the Vice-President External and the Vice-President Student Services Brent Epperson (GSA President) will present the item. <i>Attachments:</i></p> <ul style="list-style-type: none"> • Outline of Issue • Letter from the GSA President • Triple-Column Document of Proposed Changes • Proposed Policy if Approved 	<p>7.0 7.1 7.2 - 7.5 7.6 - 7.8</p>
<p>8. Elections</p> <p>i. Nominees for Interim Chief Returning Officer Michele DuVal (NoC Member) will present the item. <i>Attachments:</i></p> <ul style="list-style-type: none"> • Nominees for Interim Chief Returning Officer 	<p>To Be Distributed</p>
<p>9. GSA Board’s 2013-2014 Strategic Work Plan: Update (For Information) Brent Epperson (GSA President) will present the item <i>Attachments:</i></p> <ul style="list-style-type: none"> • Letter from the GSA President 	<p>9.0-9.4</p>
<p>10. Special Business (none at this time)</p>	
<u>Reports</u>	
<p>11. President</p> <p>i. President’s Report</p> <p>ii. GSA Board</p> <p>iii. Budget and Finance Committee</p> <p>iv. Governance Committee (no meetings this reporting period)</p> <p>a) Nominating Committee</p> <p>i. Nominating Committee Report (presented by Michele DuVal)</p>	<p>To Be Distributed To Be Distributed To Be Distributed</p> <p>To Be Distributed</p>
<p>12. Vice-President Academic</p> <p>i. Vice-President Academic’s Report</p>	<p>To Be Distributed</p>
<p>13. Vice-President Student Services</p> <p>i. Vice-President Student Services’ Report</p> <p>ii. Student Affairs Advisory Committee (joint chair: Vice-President External) (no meetings this reporting period)</p>	<p>To Be Distributed</p>
<p>14. Vice-President External</p> <p>i. Vice-President External’s Report</p> <p>ii. Awards Selection Committee (no meetings this reporting period)</p>	<p>To Be Distributed</p>

15. Vice-President Labour	
i. Vice-President Labour's Report	To Be Distributed
ii. Negotiating Committee	To Be Distributed
iii. Labour Relations Committee (no meetings this reporting period)	
16. Senator	
i. Senator's Report	To Be Distributed
17. Speaker	
i. Speaker's Report	To Be Distributed
18. Chief Returning Officer	
i. Chief Returning Officer's Report	To Be Distributed
ii. Elections and Referenda Committee	To Be Distributed
19. GSA Management	
i. Executive Director's Report	19.0 - 19.4

Question Period

20. Written Questions

21. Oral Questions

Adjournment

GSA Council Meeting CONSOLIDATED AGENDA

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Reports

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i. Vice-President Labour's Report	15.0 - 15.1
ii. Negotiating Committee	15.2
iii. Labour Relations Committee (no meetings this reporting period)	
16. Senator	
i. Senator's Report (no written report, will report orally)	
17. Speaker	
i. Speaker's Report (none at this time)	
18. Chief Returning Officer	
i. Interim Deputy Returning Officer's Report	18.0
ii. Elections and Referenda Committee	18.1
19. GSA Management	
i. Executive Director's Report	19.0 - 19.4

Question Period

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21. Oral Questions

Adjournment

Meeting MINUTES
17 March, 2014
GSA Council Meeting

[Note: All materials referred to in these Minutes are stored in hard copy in the Official File, as well as electronically]

IN ATTENDANCE:

Brent Epperson (President)	Patricia Leighton (Bio Sci)	Gino Canlas (History & Classics)	Jiyun Chung (Psychiatry)
Colin More (VP Academic)	Claire Deng (Business PhD)	Luciana D S Cavalcante (Lab Medicine & Pathology)	Allison Hahn (Psychology)
Monty Bal (VP Labour)	Mary Klute (Cell Biology)	Solomon Aomateng (Law)	Ruojing Zhou (Psychology)
Hasin Haroon (VP Student Life)	Navjot Sandhu (Chem & Materials Eng)	Gooneshwaree Beesoon (SLIS)	Arnold Wong (Rehab Medicine)
Daniel Prins (Speaker)	Zhendong Li (Chemistry)	Michael Akinwumi (Math & Stats Sciences)	Yasmin Merchant (Religious Studies)
Isaac Odoom (CRO & Councillor-at-Large)	Jeremy Wohland (Civil and Enviro Eng)	Colleen Reid (Med. Microbiology & Immunology)	Kyle Kipps (Renewable Resources)
Roy Coulthard (Senator/Deputy Speaker)	Yulia Riabko (Comm & Tech)	Axel P Trujillo (MLCS)	Curtis Rollins (Res Econ and Enviro Sociology)
Nathan Andrews (Councillor-at-Large)	Pengfei Wang (Comp Lit)	Micaela Santiago (Nursing)	Sarah Prescott (Res Econ and Enviro Sociology)
Rob Found (Councillor-at-Large)	Leanne Labossière (Earth & Atmos Sci)	Dylan Breitzkreutz (Oncology)	Kerry Rose (Secondary Ed)
Qiang Li (Councillor-at-Large)	Amanda Radil (Ed Psych)	Antoinette Nguyen (Pediatrics)	Susan Cake (Sociology)
Richard Zhao (Councillor-at-Large/Interim Deputy RO)	Suzanna So-Har Wong (Elementary Ed)	Roxana Akhbari (Philosophy)	Kelsi Barkway (Sociology)
Michelle Borowitz (Anthro)	Amanda Daignault (English & Film Studies)	Ruijia Wang (Physics)	Myriam Bernier (Speech Path and Audiology)
Lacey Fleming (Anthro & Vice-Chair Nominating Cmte)	Eve Robidoux-Descary (Fac Saint-Jean)	Owuraku Kusi-Ampofo (Poli Sci)	Rotem Lavy (Surgery)
Michele DuVal (Bio Sci)			

GUESTS: Carl Amrhein (Provost and Vice-President (Academic)), Mazi Shirvani (Vice-Provost and Dean of the Faculty of Graduate Studies and Research), Mike MacGregor (Acting Vice-Provost and Associate Vice-President (Information Technology)), and Robin Everall (Acting Vice-Provost and Dean of Students).

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

Roll Call

1. Roll Call of Council Members in Attendance

Approval of Agenda

2. Approval of the 17 March, 2014 Consolidated Agenda

Members had before them the 24 February, 2014 Consolidated Agenda, which had been previously distributed on 14 March, 2014.

Prepared by M. Caldwell and C. Thomas for the Council Meeting of 17 March 2014

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S Vela **MOVED** to approve the Agenda. **SECONDED** by M Santiago.

Motion PASSED UNANIMOUSLY.

Approval of Minutes

3. Minutes

i. Minutes from the 24 February, 2014 GSA Council meeting

Members had before them the 24 February, 2014 GSA Council Minutes, which had been previously distributed on 14 March, 2014.

S Vela **MOVED** to approve the Minutes. **SECONDED** by M Santiago.

Motion PASSED UNANIMOUSLY.

Changes in Council Membership

4. Changes in Council Membership

i. Introduction of New Councillors

This was the first meeting for a one Councillor: O Kusi-Ampofo (Political Science).

ii. Farewell to Departing Councillors

This was the last meeting for a number of Councillors: E Hasanov (Internetworking) M Kumar (Internetworking), S Vela (Humanities Computing), and P Wang (Comparative Literature).

Presentations and Councillor Announcements

5. 2014-2015 Provincial Budget and University of Alberta Priorities

B Epperson introduced the item and the guests, Carl Amrhein (Provost and Vice-President (Academic)), Mazi Shirvani (Vice-Provost and Dean of the Faculty of Graduate Studies and Research), Mike MacGregor (Acting Vice-Provost and Associate Vice-President (Information Technology)), and Robin Overall (Acting Vice-Provost and Dean of Students).

C Amrhein spoke about the 2014-2015 Provincial Budget and U of A priorities and raised the following points:

- His presentation would look at the international, national, provincial, and U of A 'pictures' to provide a sense of how he thinks post-secondary education in Alberta is evolving and graduate education in particular;
- At the international level there is intense competition for faculty, staff and students, and the emerging English-only China9 League cluster of major Chinese universities intensifies that competition;
- Overall, there has been an emergence of high profile institution clusters around the world, including Canada's U15, which is unique in that Canada has no federal ministry of higher education, and no national strategy;
- Higher education is a major business (brings in more than anything else except oil, gas, and beef in Alberta), and there is lots of competition at the national level. National governments are increasingly dominating the world business of higher education through these clusters of institutions;
- There is a much greater need for 'Canada' to be visible in the Canadian post-secondary system. This cannot be a ministry of higher education as the Quebec reality makes that impossible. So how does Canada create a national identity without a ministry?;
- The Council of Ministers of Education is developing a national agenda and beginning to implement it, and this can be seen in things like the Ontario Differentiation Policy Framework for Post-Secondary Education. Alberta can be seen in the Ontario policy and in the forthcoming BC budget;
- Internationally we are beginning to see consortia of top universities form, such as the U15. There are consortia in China, Australia, Germany, etc.;
- Canada needs 15 universities, this is the Canadian reality. Requiring 15 universities in a country less than half the size of Germany (which has eight) does not help us in the competition, and it makes other countries question if they are all that good and the international rankings tell that story;

- Canada can begin to form city-region clusters with post-secondary education. Part of the success in Melbourne, Berlin and other places, is cities with clusters of post-secondary institutions that draw people to them. Canada is well situated to form similar clusters. For example, Edmonton has a number of post-secondary institutions, in one place, with minimal overlap or competition for students;
- Canada could seize this alternative and leap ahead of competition by building up these city-region clusters. Former Edmonton Mayor Mandel and current Mayor Iveson support this idea;
- On the national level, as part of his work with the Conference Board of Canada, C Amrhein has conducted interviews about post-secondary education with over 100 institutions, government officials, businesses and organizations. Three big themes have come out of these interviews;
- First, there is a student demand for mobility between institutions. Western Canada and Ontario are ahead in this with credit transfer systems than other areas of Canada, but it could be better;
- Second, there is a student demand for competencies, soft skills, employability skills, etc.;
- And third, there is a demand for institutions to maintain and improve on their funding situations;
- The GSA is part of a four-university consortium that is trying to create a national co-curriculum through the Canadian Association of Graduate Studies. Roughly 80% of graduate students will not have an academic career, and it is incumbent on universities to recognize this and do something about it;
- There is also growing demand for greater and more sophisticated international experiences;
- On the provincial level, there is a historically high ratio of provincial funding in Alberta and elsewhere in Canada. However, Alberta having the highest percentage of operating funding in North America and the Commonwealth is over. It is now the norm to have no increase, and even decreases in funding;
- Australia's level of public support is 20%, Alberta's is still 70%. In the US, the top ten schools all get less than 10% in public support. Schools in Ontario get 40-50%. The finance minister is thinking about how the more money is cut, the more schools will generate outside, the way these places have had to;
- Six of Australia's universities moved into the top 100 in the world after those cuts; Canada has only three universities in the top 100. People look at those rankings and think that maybe cutting the funding is the answer and will help propel Canada upward in the world rankings;
- The U of A should get busy on faculty-specific revenue, or 'sovereign' revenue. They need to build an inventory of revenue-generating products, and domestic tuition and international tuition are not on that list;
- The U of A also has to understand its position within Campus Alberta, because it is here to stay and it cannot keep being ignored;
- Philanthropy pays a big role in revenue generation but will not pay the wage bill. It can provide endowed professorships, scholarships, and bursaries, but is not the solution to the core budget of any university anywhere in the world;
- The U of A is constrained by revenue, Campus Alberta, tuition regulations, and the slow withdrawal of support. It is a bleak assessment, but it is transparent and clear; *and*
- C Amrhein is optimistic that the U of A has the internal flexibility and a core of collegial governance that will see it through the budget cuts and allow it to thrive and prosper, and that the upcoming presidential transition won't slow the University down.

Following the presentation there were a number of questions:

- N Andrews stated that Council has heard a lot about graduate reform and that the discourse keeps changing. In C Amrhein's vision, what is a practical form of graduate reform at the U of A? C Amrhein that the U of A needs to compress the time to degree; it takes 50% longer to get a PhD than when he was a student, and he faced the same problems of debt and having to work as students do today. The U of A also has to deal with the career track following graduate degrees. There is also a lot of debate about funding and equitable funding for TAs that C Amrhein doesn't understand because he doesn't understand the evidence, and he still needs to catch up on that debate. Research will have to be more team-based, multi-disciplinary, and, regardless of what someone is studying, they will have to pick up experience both internationally and outside of the traditional definition of the academy. M Shirvani added that the U of A also needs strategic planning about how graduate programs are delivered, the contents of programs, time to completion, and attrition rates. There has to be planning done at the level

of the programs, and as they are reformed, training for careers outside of the academy can be built into them;

- M Duval stated that the faculties of Arts and Science were hard hit due to the recent volatility of government funding. The Faculty of Science is maintaining its performance with fewer resources and, in the words of one prof, 'we are eating ourselves alive'. Both faculties are at the critical point where, if they are not protected from the volatility in funding, a lot of ground could be lost in their programs. Are there plans to find alternative sources of funding or some other way to protect them in particular? C Amrhein replied that it is hard to say any particular faculty has been hard hit because the cuts have been percentages, and so it is hard to make a case based on evidence that any faculty has it worse than another. Arts was expanding its professoriate in 2009 because they had been promised funding under the old enrolment planning envelopes, but the government unilaterally terminated those. Therefore Arts had a hard time 'etrenching' their operations because they had committed to professorial growth. Arts and Science are the big undergraduate faculties, and C Amrhein is working closely with both of them to make extraordinary adjustments to their budgets to preserve the undergraduate experience. Arts and Science, along with Augustana, ALES, and Physical Education undergraduate programs, disproportionately produce the operating grant, so there is a strong case for central administration to intervene in disproportionate ways. C Amrhein thinks that the future in Arts and Science is the same as any other faculty in that they have to find ways to make revenue outside of operating grants. Other universities have done it, and for Arts it is more difficult and less obvious than Science or Engineering, but there are areas and ways of generating large amounts of faculty-specific revenue. C Amrhein is having discussions with the Deans on how to raise these revenues;
- L Fleming stated that, because Dean Robinson's commitment to the prayer space initiative has been so clear, now that he's on leave graduate students want to know that the plans will go forward. Will the Provost's office commit to the GSA's initiative to create adequate and sustainable Muslim prayer space? C Amrhein responded that yes, they will commit. There was a meeting last week that the GSA attended with the University Architect, and they are considering two locations (UAI space in HUB, and the bottom level of CAB). D Hickey (VP Operations) has stated that funds are available to do this, so now it needs a consensus of location and the Muslim Students' Association is currently discussing the two options;
- S Cake stated that in the last year of negotiations, the GSA brought up inconsistencies in departments in the enforcement of the Collective Agreement, and that some departments do not even provide contracts. There was a commitment to help from the Provost's office, but it seemed to get stalled with last year's budget cuts. Are there any assurances C Amrhein can make now that regarding that help? C Amrhein replied that the commitment to help is there. This seems to come up variously over the years, but it can be hard to resolve because of the power imbalance, and there is not much than can be done without details. There needs to be an alternative way to identify issues without fingering specific graduate students as the complainant. But the Provost's office will help in any way they can;
- S Cake asked if C Amrhein would agree to help the GSA get contracts for all graduate students so that it is easier to catch violations of the CA without students coming forward? C Amrhein replied that he would love to say yes, but questioned how he would know someone is supposed to have a contract if he isn't told, and that he is unsure of how to act in cases without the specific details. If an entire department does not issue contracts, that is easy to deal with. M Shirvani added that FGSR is developing a paperless system and that they can incorporate financial commitments in the letter of admission that is sent to incoming students in the new system. The contract issue also has a simple solution that will take a lot of behind the scenes work in PeopleSoft to get started. J Spark (Associate Vice-President Human Resources) and M Shirvani have identified that, in many cases, professors are unaware that students are supposed to get contracts, so they are working to educate professors on the requirements. Once that is done, if there are residual problems, they will be easier to solve. C Amrhein added that the GSA President is one of four constituents named in the *PSLA* as having unconstrained access to the Provost, so the GSA should use that. C Amrhein will work for the GSA but he first to get clarity on the issue, and then work out what needs to be done. The hard part is the specific cases where even if all steps are taken to anonymize a complaint, the person can still be identified;

- M Bal stated that the GSA is working with S Buchsdruecker (Faculty Relations Officer, Office of the Provost) to collect examples of contracts through the Provost's office. If the GSA does find inconsistencies in the contracts, will the Provost's office be able to do something about that? C Amrhein replied that if they violate the terms of the Collective Agreement then something will be done;
- R Coulthard asked that, given the U of A is in a budgetary pickle, new revenue generating is lagging and the budgets from the Province are not increasing, can C Amrhein talk about whether or not it is possible to balance excellence in recruiting and retention with the costs of getting those people? C Amrhein replied that the U of A is perhaps near the end of downsizing of the professoriate. The last killer budget was in 2008-2009 and the tenured professoriate dropped through the Voluntary Retirement Incentive Program. Three years later, the tenure and tenure-stream professoriate had rebounded to pre-cut levels. The U of A has also expanded in other areas, although disproportionately. The operating budget has doubled since C Amrhein arrived in 2003, but student loading has only gone up by one third. The professoriate is the universally accepted indicator of excellence. With fewer positions to fill the U of A has a broader ability to hire spectacular professors, just not as many as they would like. The U of A has been successful in getting industrial partners to co-sponsor professorial positions in Engineering and Science. Some sovereign revenue ideas are building a collection of off-shore, professional, course-based masters programs. The University of Toronto has 70 of these types of programs, with \$15-25K tuition for one-year masters programs; Melbourne has done this as well. They repackage existing curriculum, deliver it at a different pace, and hire PhD students at the ends of their programs to instruct the courses. The U of A has had invitations to set up degree programs outside of Canada but has thus far resisted. The question for the academy is if they think it is selling out, degrading quality and reputation? These programs generate a lot of revenue, it is the corporatization of the academy. And if the U of A doesn't do something about revenue, it will become the 'farm team', feeding talent to other schools in Canada who do. The University of Toronto, McGill, and UBC are five years ahead on this;
- Z Li asked about the U of A's focus on increasing international enrolment and what kinds of services or support students will receive from the university, such as GSA-led initiatives on Permanent Residency (PR) assistance or creating more spaces in the Provincial Nominee Program (PNP)? C Amrhein replied that these are two areas where Canada has recently changed the rules. Canada has interpreted its immigration laws in ways that put enormous barriers to the U of A helping with PR. The university has retained legal assistance to continue help us students, and are sending other employees to training so that they can provide advice without putting the university at risk. C Amrhein has met with officials at Citizenship and Immigration Canada (CIC), who have admitted that they did not intend to cripple institutions but are not willing to work out an exemption for them. They are trying to work on an accelerated training program for advisors, but don't know how quickly that will move. Regarding PNP, the expression of interest program that Canada is adopting from Australia works completely differently than how Canada does it now. In Canada now, you apply, an employer says yes, and you move to the end of the immigration queue. In Australia, you are pre-screened for eligibility and then go into a pool out of which employers can choose candidates. If you receive a job offer, you go directly into their immigration system and in 60 days you can arrive as a landed immigrant in Australia. The challenge of bringing this model to post-secondary institutions is that they don't hire from a pool of pre-screened applicants. You have to pick the person, then they go into the pool, get approved, and then the university 'chooses' them from the pool and they go through the system. C Amrhein's connection with CIC means he will be informed early when the decision has been made about how they plan to proceed with this model;
- B Epperson stated that the U of A faces budgetary constraints because of regulated tuition and declining public grants, and other institutions have already had to switch to indirect costs of research (ICR), sovereign revenue, and philanthropic revenue. As the U of A puts more money into Advancement, can you speak to what the limitations are on philanthropic funds and how they can be used to fill gaps? C Amrhein replied that when philanthropic giving is working well, it should generate between \$10-20 for every \$1 that is put in. C Amrhein does not know where the U of A stands on this currently, but knows that it is a complicated environment because lots of schools are running big campaigns and competing for the same money. The Access to the Future Fund should help once the provincial government figures

out what to do with the backlog. C Amrhein would never expect philanthropy to contribute to the core operating budget of a public university; instead it can add on the margins to the professoriate, to scholarships, and to bursaries, and can help allow a good university to become competitive. Tuition is not a useful game to play in raising revenue because what is raised is more than consumed to support the students. This leaves sovereign revenue as a main funding source. More sophisticated players have stopped looking at international enrolment as part of their revenue strategies; instead they are looking to step down international enrolment and to ramp up offshore program delivery. C Amrhein's advice to U of A Deans is to use international enrolment as a 3-5 year bridge while they work out sources of sovereign revenue, and provided an example of a law school in Australia that offers a 'boot camp' course for lawyers that generates enough revenue for their entire scholarship program annually. He suggested that Earth and Atmospheric Science could do boot camps for industrial geologists to raise money for undergraduate field programs;

- M Bal stated that C Amrhein mentioned the importance of ICR for funding operations, but that M Bal understood the U of A to be on the bottom of the heap in terms of what they collect. Why has it been the case that the U of A has not been able to recover at the same level of our competitors and what have they lost because of this? C Amrhein replied that at the federal level, Ottawa only covers 20% of ICR, compared to the National Science Foundation (US) that covers 40-50%, and the EU Research Council which covers 70%. At the provincial level, Alberta figures they already pay for the buildings, the salaries, and the occupancy costs, and do not buy the argument that they need to provide for ICR. This is significant because 30% of the U of A's research money comes from the provincial government. Additionally, if professors are pushed too hard on collecting ICR, they will take the research outside the university and do it privately, and then the university has lots all of the research revenue and the prestige, as well as the opportunities for graduate student research. Further, powerful industry groups in Alberta negotiate ruthlessly because they believe that they already pay for basic infrastructure through the royalty regime which goes towards the money the government provides in the U of A's operating grant. Cannot calculate what is lost as what would have been earned by charging more, since it triggers a flight of funding from the university. The U of A has clarified and simplified the rules, have come up with a single, uniform policy, and L Babiuk (Vice-President (Research)) is working to educate professors; *and*
- C More asked if, with all the turnover in senior administration that has happened and is continuing, initiatives such as professional development will be derailed from lack of inertia or other things bubbling up? C Amrhein replied that there is stability in the Provost's office as he has a five-year term starting July 1, 2014. C Amrhein provided a personal commitment to the professional development program, and indicated that he had been supporting it during his leave as well. Further, President Samarasekera is distributing projects, so C Amrhein does not expect too much instability to occur around the presidential transition.

There were no further questions. B Epperson thanked the guests for attending.

6. Councillor Announcements

- I Odoom thanked Councillors for voting in the 2014 GSA General Election and for being welcoming of elections campaigning.

Action Items, Elections, Appointments, Special Business

7. 2014 General Election Results: To Receive For Information for Purposes of Transferring Banking Signing Authority

Members had before them an outline of issue which had been previously distributed on 07 March, 2014. B Epperson presented the item.

MOTION BEFORE COUNCIL: That the GSA Council **RECEIVE FOR INFORMATION** the results of the 2014 General Election wherein the following graduate students were duly elected as President, Vice-President Academic, Vice-President External, Vice-President Labour, and Vice-President Student Services:

President	Nathan Andrews
Vice-President Academic	Colin More
Vice-President External	Manjeet Chowdhry
Vice-President Labour	Simarjit 'Monty' Bal
Vice-President Student Services	Megha Bajaj

Additionally, B Epperson noted that the results were being received for information only.

There were no questions.

MOTION: That the GSA Council **RECEIVE FOR INFORMATION** the results of the 2014 General Election wherein the following graduate students were duly elected as President, Vice-President Academic, Vice-President External, Vice-President Labour, and Vice-President Student Services:

President	Nathan Andrews
Vice-President Academic	Colin More
Vice-President External	Manjeet Chowdhry
Vice-President Labour	Simarjit 'Monty' Bal
Vice-President Student Services	Megha Bajaj

B Epperson **MOVED**. S Vela **Second**.

Motion PASSED UNANIMOUSLY.

8. Special Business (none at this time)

Reports

13. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted. In addition, B Epperson made the following remarks:

- Attended the Canadian Alliance of Student Associations (CASA) Annual General Meeting over the weekend as part of the GSA's process of observing CASA and considering membership in the organization;
- There was a lot of discussion about post-secondary education reform and how to compete internationally;
- The meeting was very undergraduate dominated, however the graduate student organizations currently involved in CASA are pleased with their memberships and feel they have a lot of influence on CASA policy decisions. Other graduate student organizations (U of Toronto, U of Montreal) are also considering joining, and as graduate representation grows, graduate students will probably feel more at home in the organization;
- Issues raised at the AGM included debates over CASA's voting structure and membership policies. McMaster and UWO want provincial lobby groups to be members instead of individual SU/GSAs, which would mean that every province needs a lobby group at the provincial level, and CASA membership would then be part of their fee structures;
- They also want larger schools to have larger voting power. The system is currently one school, one vote, and switching the system would harm smaller schools. This is apparently debated every year, but doesn't seem to be that big of an issue to the graduate student organizations who are currently members; *and*

- Impressed with the professional staff and management of CASA, and overall CASA is highly successful in lobbying the federal government. Recommends that the GSA continue as CASA observers, and will provide a fuller report and the CASA budget for the next Council meeting.

Following the presentation, there was one question:

- R Zhao asked if the Athletics and Recreation Fee was voted on at the last Board of Governors meeting, and if so, did B Epperson vote for or against the increase? B Epperson replied that there was technical difficulties with his phone during the meeting (he teleconferenced in while attending CASA) and was unable to vote on a number of motions
and
- R Zhao asked if the Board of Governors voted on and passed the motion? B Epperson replied yes.

There were no further questions.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted.

iii. Budget and Finance Committee

No meetings this reporting period.

iv. Governance Committee

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted.

a) Nominating Committee

i. Nominating Committee Report

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted and, in addition, L Fleming reminded Council that for the GFC committees, GFC has their own nomination process and the GSA NoC only recommends people to GFC for those positions.

There were no questions.

14. Vice-President Academic

i. Vice-President Academic's Report

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted.

There were no questions.

15. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted. There was no oral report as M Bajaj was absent from Council, attending an academic conference.

ii. **Student Affairs Advisory Committee (joint chair: Vice-President Student Life)**

No meetings this reporting period.

16. Vice-President External

i. **Vice-President External's Report**

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted and, in addition, H Haroon informed Councillors about the Student Voices Project (part of the Festival of Teaching), which will have booths set up across campus to capture students' favourite teaching and learning moments to create film clips to be played at Alumni and Convocation events.

ii. **Awards Selection Committee**

No meetings this reporting period.

There were no questions.

17. Vice-President Labour

i. **Vice-President Labour's Report**

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted and, in addition, M Bal made the following comments:

- B Epperson and M Bal presented to the Board Human Resource and Compensation Committee, where they received tough questions about graduate student needs but also got a lot of support in the room from BHRCC members, including President Samarasekera;
- Administration's negotiating team has received their mandate, and the GSA Negotiating Committee will be meeting with them the first week of April;
- M Bal and H Hogg will be meeting with S Buchsdruecker (Faculty Relations Officer, Office of the Provost) to go over revisions to the Collective Agreement; *and*
- Councillors should have received the information sheets on the Collective Agreement that went out last week; the GSA will be asking M Shirvani to send these with acceptance letters to incoming graduate students.

There were no questions.

ii. **Negotiating Committee**

No meetings this reporting period, meeting expected to be scheduled soon.

iii. **Labour Relations Committee**

No meetings this reporting period.

18. Senator

i. **Senator's Report**

No written report was required at this time. R Coulthard made the following comments:

- Senate Plenary met March 6, 2014 and received a number of good presentations including Surgery 101, and a graduate student working on robot-assisted surgical techniques;
- There was discussion on key strategic initiatives for the University over the next 10 years in relation to the Presidential Search;

- There was discussion on this year's provincial budget, and Senate was encouraged to be thankful for the government's generosity this year;
- Senate also received a presentation from the Institute for Sexual Minority Studies and Services coinciding with Pride Week that was well-received; *and*
- The Honorary Degree Committee met March 10, 2014 and selected several candidates for honorary degrees from the University for Spring Convocation.

There were no questions.

19. Speaker

i. Speaker's Report

No report was required at this time.

20. Chief Returning Officer

i. Chief Returning Officer's Report

Members had before them a letter from B Epperson, which had been previously distributed on 17 March, 2014. In addition, I Odoom made the following comments:

- A full report will be submitted to Council once the election process has been completed;
- Per GSA Policy, the official results have been released and are available on the GSA website, but there are still issues being dealt with; *and*
- I Odoom thanked the GSA Staff and Management who assisted with organizing the elections: ED E Schoeck, IT Specialist C Germain, Director of Services and Governance C Thomas, Director of Operations H Hogg, and Nominating Specialist L Hareuther; and thanked the DRO R Zhao for all his support during the process.

Following the presentation there was a question:

- S Prescott inquired about the Councillor-at-Large election;
- B Epperson noted that with the ongoing appeal, the GSA's lawyers had instructed that the elections should not be discussed at Council;
- D Prins asked S Prescott to continue her question;
- S Cake raised a Point of Information regarding who is involved in the appeal;
- D Prins stated that there is an appeal at hand that deals with the Councillor-at-Large election so questions regarding the Councillor-at-Large election cannot be answered at this time; *and*
- B Epperson reiterated that the GSA lawyers had advised that there be no discussion of the elections until the appeal is decided.

There were no further questions.

ii. Elections and Referenda Committee

No meetings this reporting period.

21. GSA Management

iii. Executive Director's Report

Members had before them a written report, which had been previously distributed on 14 March, 2014. The report stood as submitted and, in addition, E Schoeck made the following comments:

- Report to Council this month is about the people who work in the office, and it is amazing to think back to when she started with the GSA and everyone was quitting or about to leave, and to look at the office now where there is a strong group of people working
and

- E Schoeck raised a Point of Information that the letter to Council from B Epperson that had been circulated that afternoon should have been added to the Agenda prior to its approval.

There were no questions.

Question Period

22. Written Questions

No written questions were received prior to the meeting.

23. Oral Questions

- O Kusi-Ampofo requested to ask a question about the parties to the appeal. D Prins stated that questions could not be asked or answered about the appeal
and
- I Odoom requested to ask a question about the letter from B Epperson. D Prins restated that the GSA has legal advice not to discuss the issue at Council until the process has been concluded.

There were no further questions.

Adjournment

The meeting was adjourned at 7:51 pm.

Outline of Issue (GSA Council)

GSA Health and Dental Plan Reserve Fund (HDPRF) - Accessing the HDPRF: Payment of Differences in Premiums 2014-2015

Suggested Motion for GSA Council:

That GSA Council **APPROVE** on the *unanimous recommendation* of the GSA Budget and Finance Committee that the payment of premium increases to the GSA Health Plan and GSA Dental Plan for 2014-2015, above the current fee contribution collected from graduate students, be paid from the Health and Dental Plan Reserve Fund (HDPRF).

NOTE 1: The term “premium” is currently used in GSA Bylaw (and, hence, in this Outline of Issue and Motion). Moving forward, a proposal to change this to “fee” will be brought forward to Council. This is because the “premium” language is a historical holdover from when the Plan was administered by the GSA rather than Studentcare and the term “fee” is now the accurate term.

NOTE 2: The GSA Accountant has reviewed the below information and notes “the HDPRF was intended for this purpose.”

NOTE 3: Currently there are **5,424 graduate students enrolled in the GSA Health Plan, and 5,351 graduate students enrolled in the GSA Dental Plan**. If these enrollment numbers are maintained, **the estimated cost for the payment of premium increases to the GSA Health Plan and GSA Dental Plan for 2014-2015 will be \$93,162.49**. However, the actual total cost will be determined by the number of graduate students enrolled in each Plan in September 2014 and January 2015, and will be reported back to Council. **Council is thus approving use of the HDPRF rather than the amount to be taken from the HDPRF (although an estimate is provided here and the full amount, when known, will be reported to Council).**

	Health Plan	Dental Plan	Combined Plans
Projected Plan Premiums 2014-15	\$245.09	\$168.96	\$414.05
Current Plan Premiums 2012-14 (2 Year Premium Guarantee)	\$226.01	\$170.89	\$396.90
Difference in Premiums (\$)	\$19.08	\$-1.93	\$17.15 (4.3% increase)
Estimated Total Cost for Payment of Premium Increase for 2014-15	\$103,489.92 (5,424 students)	\$-10,327.43 (5,351 students)	\$93,162.49

NOTE 4: Currently, the HDPRF contains \$205,433. **The amount will increase at the end of the GSA’s fiscal year (March 31, 2014) when the final reconciliation from Studentcare is received. The GSA Accountant notes “the March 31, 2014 increase in the HDPRF reserve is an estimate, based on information provided on the February 2014 invoice and reconciliation sent to the GSA. Based on the information, the HDPRF reserve may increase by at least \$100,000. It could be as high as \$117,000. As a result, there are enough funds in the HDPRF to accommodate the draw down and have a balance remaining. This amount will be finalized in May.”** The last time the HDPRF was drawn down was 2011-2012, when a total of \$44,735 was drawn upon to cover the shortfall in premium costs after the GSA fee contribution was made. When the switch was made from SunLife to Desjardins, plan premiums were locked in for a period of two years; this guaranteed premium rate expires on September 1, 2014.

NOTE 5: Moving forward, we will be **developing a three year rolling plan concerning the fee and the HDPRF** and will also address the timing issues encountered this year given that we must submit the Health and Dental fee to be assessed to graduate students to the Board Finance and Property Committee by mid- to late-April, but the policy year for Health and Dental does not end until August 31. Additionally, the GSA’s negotiated Agreement with Studentcare expires on August 31, 2015 and **premium levels and associated benefits will be considered in future negotiations with Studentcare and other potential providers.**

Jurisdiction for GSA Council:

GSA Bylaws, Part X Finances, Section 3.4.7:

“Council must approve the use of funds prior to proposals being finalized and implemented.”

GSA Bylaws, Part X Finances, Section 3.4.6.1:

Prepared by M Caldwell, C Thomas, and E Schoeck for GSA Council 14 April 2014

"The BFC will review the proposal based on financial implications, ensuring that the proposal does not overdraw the HDPRF ... If the BFC finds that the proposal is financially sound, it will report the proposal and the financial implications to GSA Council for approval (quoted in GSA Policy, Standing Committees, Section 4, Budget and Finance Committee, 4.1.g.iii)."

Background:

The GSA implemented the GSA Dental Plan through a referendum in 1994, and the GSA Dental Plan was self-administered at that time. The GSA Health Plan was implemented through a referendum conducted in March 2004. At this time, both the GSA Dental Plan and the GSA Health Plan began to be administered through Studentcare. The Agreement with Studentcare was renewed for the period of September 1, 2007 to August 31, 2012, and renewed again for the current period of September 1, 2009 to August 31, 2015. When the GSA switched to Desjardins as the plan provider (Fall 2012), the GSA was given a 2-year premium guarantee (for 2012-2013 and 2013-2014). There have been no benefit changes since 2008-2009, when benefits were increased. There have been no changes to the Health and Dental Plan fee collected from graduate students for three years, since Fall 2011.

The GSA Health and Dental Plan Reserve Fund was created "to ensure that money students intended to be spent on health and dental insurance is going towards health and dental coverage" and "may be used to ... Lessen the Health and/or Dental Plan fee increases from one year to another, acting as a buffer; expand services or coverage at no or reduced actual costs to students; and provide other service, or financial adjustments to the Health and/or Dental Plan(s) and their associated fees." (GSA Bylaws, Part X Finances, Section 3, Health and Dental Plan Reserve Fund, 3.2.2 - 3.2.2.3).

As Per GSA Bylaw, Part X, Finances, Section 3, Health and Dental Plan Reserve Fund, 3.4.4, **"to draw down the HDPRF, the GSA Board 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 HDPRF."** BFC will "review the proposal based on financial implications, ensuring that the proposal does not overdraw the HDPRF" (GSA Bylaw, Part X, Finances, Section 3, Health and Dental Plan Reserve Fund, 3.4.6) and **"if the BFC finds that the proposal is financially sound, it will report the proposal and the financial implications to GSA Council for approval"** (GSA Bylaw, Part X, Finances, Section 3, Health and Dental Plan Reserve Fund, 3.4.6.1). However, **"if the BFC finds that the proposal is financially unsound, it will report its findings to the GSA Board for reconsideration"** (GSA Bylaw, Part X, Finances, Section 3, Health and Dental Plan Reserve Fund, 3.4.6.2).

At its meeting of March 26, 2014, the GSA Board UNANIMOUSLY AGREED to PROPOSE TO THE GSA BUDGET AND FINANCE COMMITTEE that the payment of premium increases to the GSA Health Plan and GSA Dental Plan for 2014-2015, above the current fee contribution collected from graduate students, be paid from the Health and Dental Plan Reserve Fund (HDPRF).

The GSA BFC considered the proposal via email on April 02, 2014, and UNANIMOUSLY RECOMMENDED TO COUNCIL, following unanimous proposal from the GSA Board, that the payment of premium increases to the GSA Health Plan and GSA Dental Plan for 2014-2015, above the current fee contribution collected from graduate students, be paid from the Health and Dental Plan Reserve Fund (HDPRF).

Jurisdiction for GSA Board:

GSA Bylaws, Part XII Health and Dental Plan, Section 7.1:

"The GSAB is mandated to oversee the implementation, administration, and performance of the Health and Dental Plan, and to make recommendations to Council regarding the Plan (quoted in GSA Policy, Standing Committees, Section 2, GSA Board, 2.2.c)."

GSA Bylaws, Part XII Health and Dental Plan, Section 4.1:

"Premiums shall be collected through the University's regular fee payment mechanism in September of each year that the plan is in effect."

GSA Bylaws, Part XII Health and Dental Plan, Section 4.3:

"The total premium for an individual graduate student covered by the Plan from September 1 to August 31 shall be as specified in the Agreement. Section 8 of this Bylaw describes allowable increases in the premium."

GSA Bylaws, Part XII Health and Dental Plan, Section 8.1:

"Any increase in premium or modification of coverage must be approved by Council as per the recommendation of the GSA Board."

Prepared by M Caldwell, C Thomas, and E Schoeck for GSA Council 14 April 2014

GSA Bylaws, Part XII Health and Dental Plan, Section 8.2:

“Any annual increase in the total premium exceeding 15% of the previous year’s premium must be put to a referendum prior to implementation of the premium increase.”

GSA Bylaws, Part X Finances, Section 3.4.4:

“To draw down the HDPRF, the GSA Board 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 HDPRF (quoted in GSA Policy, Standing Committees, Section 4, Budget and Finance Committee, 4.1.g.)”

Jurisdiction for GSA BFC:GSA Bylaws, Part X Finances, Section 3.2.2.1:

“The creation of the HDPRF is meant to ensure that money students intended to be spent on health and dental insurance is going towards health and dental coverage. For example, the HDPRF may be used to ... lessen the Health and/or Dental Plan fee increases from one year to another, acting as a buffer.”

GSA Bylaws, Part X Finances, Section 3.4.6.1:

“The BFC will review the proposal based on financial implications, ensuring that the proposal does not overdraw the HDPRF ... If the BFC finds that the proposal is financially sound, it will report the proposal and the financial implications to GSA Council for approval (quoted in GSA Policy, Standing Committees, Section 4, Budget and Finance Committee, 4.1.g.iii).”

GSA Bylaws, Part X Finances, Section 3.4.6.2:

“The BFC will review the proposal based on financial implications, ensuring that the proposal does not overdraw the HDPRF ... If the BFC finds that the proposal is financially unsound, it will report its findings to the GSA Board for reconsideration (quoted in GSA Policy, Standing Committees, Section 4, Budget and Finance Committee, 4.1.g.iv.)”

GSA Bylaws, Part X Finances, Section 3.4.7:

“Council must approve the use of funds prior to proposals being finalized and implemented.”

Outline of Issue (GSA Council)

Vice-President External and Vice-President Student Services Portfolios: Proposed Revisions to GSA Policy

Suggested Motion for the GSA Council:

That the GSA Council **APPROVE**, on the unanimous recommendation of the GSA Board, the proposed revisions to GSA Policy on **Officer Portfolios**, as outlined in the attached tracked-changes document, effective immediately.

Jurisdiction:

GSA Policy, Officer Portfolios, Section 1.7:

"The duties for each Directly-Elected Officer position shall be updated each year and reported to GSA Council."

GSA Bylaws, Part I, 2.1:

"The Policy Manual is under the jurisdiction of Council (Part III) and may be amended by a simple majority vote of Council at any meeting of Council."

Background:

This change to GSA Policy reflects a shift in portfolios between the Vice-President External (formerly Student Life) and the Vice-President Student Services that occurred last summer with the launch of the Departmental Liaison Initiative. It was an oversight that the shift in responsibilities was not reported to Council at that time. See attached cover letter for full background information.

The GSA Board, via email vote on March 31, 2014, **unanimously RECOMMENDED to Council** the proposed revisions to GSA Policy on **Officer Portfolios**, as outlined in the attached tracked-changes document, effective upon one reading at Council.

Dear GSA Council,

I am writing to expand on the report I gave at the Council meeting of March 17, 2014 regarding updates in the Vice-President Student Services and Vice-President External portfolios (GSA Policy, Officer Portfolios Section 5 and Section 6). At that time, I stated that the formal changes to GSA Policy would come before Council at a future meeting; you now have before you the proposed Policy revisions.

GSA Policy states that “The duties for each Directly-Elected Officer position shall be updated each year and reported to GSA Council” (GSA Policy, Officer Portfolios, Section 1.7). To clarify my March 17 report, when the DLI was launched last summer, in discussion with the Vice-President Student Services Megha Bajaj and Vice-President External Hasin Haroon, **the following elements of the Vice-President Student Life (now Vice-President External) portfolio, “student groups”, “governance engagement”, “departmental orientations”, and “liaison with departmental graduate student associations”** (as quoted in GSA Policy, Officer Portfolios, 5.1.ii.-v.), **were transferred to the Vice-President Student Services portfolio**. It was an oversight that this transfer of responsibility was not reported to Council at that time.

The Vice-President External, Vice-President Student Services, and Executive Director Ellen Schoeck have spent the past year observing the workloads of both portfolios and agree that **the shift in responsibilities has worked well**. The time freed up from the Vice-President External (formerly Vice-President Student Life) portfolio has empowered Hasin to focus on external advocacy activities and ultimately led to the change in title that GSA Council approved at the January 20, 2014 meeting. Additionally, the shift in these responsibilities to the Vice-President Student Services portfolio has intersected well with the original elements of the portfolio. We would now like to formalize the decision to move these elements by changing GSA Policy related to the Officer Portfolios of Vice-President External and Vice-President Student Services.

I am happy to answer any questions about this change at Council.

Best,

Brent Epperson, GSA President

7.2

Vice-President External and Vice-President Student Services Portfolios: Tracked Changes of Proposed Revisions to GSA Policy

NOTE: These tracked changes show the elements being transferred *from* the Vice-President External portfolio with strikethroughs, and shows the same elements as transferred *to* the Vice-President Student Services portfolio with underlining. Rationale is shown in comments.

Officer Portfolios¹

Purpose: To outline the duties of and qualifications for the Officer positions.

Scope: This policy sets out Council's expectations of the Directly-Elected Officers.

Related Policies & Bylaws	GSA Bylaws, Part IV, Officers GSA Board Policy, Section 5, Designation of Executive Vice-President and Line of Succession for Acting President GSA Board Policy, Section 10, Line of Succession for Chair of the GSA Board
Related Forms	

5. Vice-President External²

1. Duties

a. The Vice-President External (VPE) has overall responsibility for student life and engagement and shares responsibility for external advocacy and representation with the GSA President. This includes but is not limited to:

i. Residence life.

~~ii. Student groups.~~

~~iii. Governance engagement.~~

~~iv. Departmental orientations.~~

~~v. Liaison with departmental graduate student associations.~~

vi-ii. Engagement with University or departmental activities.

vii-iii. Fundraising for scholarships.

viii-iv. External advocacy and representation.

Comment [GU1]: Transfer of portfolio items related to student groups and the Departmental Liaison Initiative, which are being moved to the Vice-President Student Services portfolio to formalize the decision made by GSA President Brent Epperson last summer as allowed by GSA Policy. Lettering will also change to reflect transfer of items.

¹ Amended by GSA Council on March 14, 2011 (R20110314.x), amended by GSA Council on October 21, 2013, and amended by GSA Council on January 21, 2014.

² Amended by GSA Council on July 25, 2011 (R20110725.1 and R20110725.2) and amended by GSA Council on January 20, 2014.

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b. The above areas of responsibility may change over the term of the position as the University shifts its focuses with respect to student life activities and external advocacy and representation.

~~e. The VPE shall maintain awareness of student groups with respect to risk management and work closely with the GSA Directors in this respect.~~

~~d.c.~~ The VPE is responsible for advising the Executive Director on matters related to Orientation, Awards Night, and similar activities, with the Directors responsible for delivery of these events.

~~e.d.~~ The position of VPE requires weekly contact with the President and Director of Operations, and with the other Vice-Presidents weekly as needed.

~~f.e.~~ The above duties of VPE require approximately twenty (20) hours per week.

~~g.f.~~ Under the President's direction, the VPE also assists with all other portfolios and with special projects for approximately an additional ten (10) hours per week.

2. Committees

a. The VPE chairs the GSA Awards Selection Committee, and co-chairs the GSA Student Affairs Advisory Committee with the VPSS.

b. The VPE is a member of the GSA Labour Relations Committee.

c. The VPE sits on the following University boards and committees:

- i. The Residence Halls Association.
- ii. The Student Extracurricular Activity Grant Committee.
- iii. The Athletics & Recreation Fees Advisory Group.
- iv. The Recreation Action Committee.
- v. The Residence Budget Advisory Committee (RBAC).
- vi. The Council on Student Affairs (COSA).
- vii. The Alumni Council.
- viii. The Alumni Council Student Life Subcommittee.
- ix. The Festival of Ideas.
- x. The Festival of Teaching Steering Committee.
- xi. The Campus Recreation Advisory Committee.
- xii. The Student Engagement Grants Committee.

3. Qualifications

a. Candidates should have some experience with student life issues.

b. Because this position assists with all other portfolios, experience with governance issues is desirable.

c. Experience with external advocacy or representation would be advantageous.

6. Vice-President Student Services³

1. Duties

a. The Vice-President Student Services (VPSS) has overall responsibility for the proper disposition of funds received from the University for disbursement to graduate students, and works closely with the Director of Operations in this

Comment [GU2]: Transfer of portfolio items related to student groups and the Departmental Liaison Initiative, which are being moved to the Vice-President Student Services portfolio to formalize the decision made by GSA President Brent Epperson last summer as allowed by GSA Policy. Lettering will also change to reflect transfer of items.

³ Amended by GSA Council on July 25, 2011 (R20110725.1 and R20110725.2).

7.4

regard; these funds presently support Professional Development Awards, Emergency Bursaries, and Child Care Grants.

b. The VPSS oversees the Health and Dental Plan and Graduate Student Assistance Program, and ensures that there is solid value for these services for the dedicated fees paid by graduate students to support them.

b-c. The VPSS oversees and leads the Departmental Liaison Initiative, including connecting with departmental graduate student associations, supporting graduate student groups, graduate student engagement in GSA governance, and GSA-delivered departmental orientations.

d. The VPSS shall maintain awareness of student groups with respect to risk management and work closely with the GSA Directors in this respect.

e-e. The VPSS is overall in charge of attending University committees that discuss space for the University community, including collaborative social space, housing, social space, and any other space that the GSA deems is needed or which may be part of any memoranda of understanding the GSA has signed in the past (eg the various Power Plant agreements). This area of responsibility includes close contact with the GFC Facilities Development Committee, the University Architect and the Associate VP Facilities and Operations or equivalent.

e-f. The VPSS is responsible for coordination with University Student Services and the Dean of Students Office regarding all services offered to graduate students by the University (eg CaPS, U-Pass, Student Success Centre). This responsibility includes ensuring that non-instructional mandatory fees paid to the University are returned to students in the form of relevant and timely service provision that meet graduate students' needs.

e-g. The VPSS is responsible, in collaboration with the GSA Board, for the negotiation of new GSA fee-based services and oversight of newly negotiated GSA fee-based services.

f-h. The position of VPSS requires regular contact with the Director of Operations and also with the Executive Director and Executive Assistant.

g-i. The position of VPSS averages thirty (30) hours per week.

2. Committees

a. The VPSS co-chairs the GSA Student Affairs Committee with the VPE.

b. The VPSS is a member of the following University boards and committees:

i. Committees related to the U-Pass (including the committee external to the University).

ii. The General Faculties Council Facilities Development Committee (GFC FDC).

iii. The GFC FDC Subcommittee on Learning Spaces.

iv. The Student Action Committee on International Engagement (SAIC).

v. The Campus Food Bank.

vi. The Dewey's Advisory Group.

vii. The Sector 8 Review Committee.

viii. The Student Financial Aid Task Force.

ix. The ONECard Student Advisory Group.

x. The Health Services Advisory Group / Health Promotion Advisory Committee.

Comment [GU3]: Transfer of portfolio items related to student groups and the Departmental Liaison Initiative, which are being moved to the Vice-President Student Services portfolio to formalize the decision made by GSA President Brent Epperson last summer as allowed by GSA Policy. Lettering will also change to reflect transfer of items.

7.5

- xi. The Dining Services Focus Group.
 - xii. University Student Services.
 - xiii. The Health Centre Advisory Group. and
 - xiv. Committees related to the Physical Activity and Wellness Centre.
3. Qualifications
- a. Candidates should have some experience with student services issues.

Vice-President External and Vice-President Student Services Portfolios: Revised Policy if Proposed Changes Approved

Officer Portfolios¹

Purpose: To outline the duties of and qualifications for the Officer positions.

Scope: This policy sets out Council's expectations of the Directly-Elected Officers.

Related Policies & Bylaws	GSA Bylaws, Part IV, Officers GSA Board Policy, Section 5, Designation of Executive Vice-President and Line of Succession for Acting President GSA Board Policy, Section 10, Line of Succession for Chair of the GSA Board
Related Forms	

5. Vice-President External²

1. Duties

- a. The Vice-President External (VPE) has overall responsibility for student life and shares responsibility for external advocacy and representation with the GSA President. This includes but is not limited to:
 - i. Residence life.
 - ii. Engagement with University or departmental activities.
 - iii. Fundraising for scholarships.
 - iv. External advocacy and representation.
- b. The above areas of responsibility may change over the term of the position as the University shifts its focuses with respect to student life activities and external advocacy and representation.
- c. The VPE is responsible for advising the Executive Director on matters related to Orientation, Awards Night, and similar activities, with the Directors responsible for delivery of these events.
- d. The position of VPE requires weekly contact with the President and Director of Operations, and with the other Vice-Presidents weekly as needed.
- e. The above duties of VPE require approximately twenty (20) hours per week.
- f. Under the President's direction, the VPE also assists with all other portfolios and with special projects for approximately an additional ten (10) hours per week.

2. Committees

¹ Amended by GSA Council on March 14, 2011 (R20110314.x), amended by GSA Council on October 21, 2013, and amended by GSA Council on January 21, 2014.

² Amended by GSA Council on July 25, 2011 (R20110725.1 and R20110725.2) and amended by GSA Council on January 20, 2014.

- a. The VPE chairs the GSA Awards Selection Committee, and co-chairs the GSA Student Affairs Advisory Committee with the VPSS.
 - b. The VPE is a member of the GSA Labour Relations Committee.
 - c. The VPE sits on the following University boards and committees:
 - i. The Residence Halls Association.
 - ii. The Student Extracurricular Activity Grant Committee.
 - iii. The Athletics & Recreation Fees Advisory Group.
 - iv. The Recreation Action Committee.
 - v. The Residence Budget Advisory Committee (RBAC).
 - vi. The Council on Student Affairs (COSA).
 - vii. The Alumni Council.
 - viii. The Alumni Council Student Life Subcommittee.
 - ix. The Festival of Ideas.
 - x. The Festival of Teaching Steering Committee.
 - xi. The Campus Recreation Advisory Committee.
 - xii. The Student Engagement Grants Committee.
3. Qualifications
- a. Candidates should have some experience with student life issues.
 - b. Because this position assists with all other portfolios, experience with governance issues is desirable.
 - c. Experience with external advocacy or representation would be advantageous.

6. Vice-President Student Services³

1. Duties

- a. The Vice-President Student Services (VPSS) has overall responsibility for the proper disposition of funds received from the University for disbursement to graduate students, and works closely with the Director of Operations in this regard; these funds presently support Professional Development Awards, Emergency Bursaries, and Child Care Grants.
- b. The VPSS oversees the Health and Dental Plan and Graduate Student Assistance Program, and ensures that there is solid value for these services for the dedicated fees paid by graduate students to support them.
- c. The VPSS oversees and leads the Departmental Liaison Initiative, including connecting with departmental graduate student associations, supporting graduate student groups, graduate student engagement in GSA governance, and GSA-delivered departmental orientations.
- d. The VPSS shall maintain awareness of student groups with respect to risk management and work closely with the GSA Directors in this respect.
- e. The VPSS is overall in charge of attending University committees that discuss space for the University community, including collaborative social space, housing, social space, and any other space that the GSA deems is needed or which may be part of any memoranda of understanding the GSA has signed in

³ Amended by GSA Council on July 25, 2011 (R20110725.1 and R20110725.2).

the past (eg the various Power Plant agreements). This area of responsibility includes close contact with the GFC Facilities Development Committee, the University Architect and the Associate VP Facilities and Operations or equivalent.

- f. The VPSS is responsible for coordination with University Student Services and the Dean of Students Office regarding all services offered to graduate students by the University (eg CaPS, U-Pass, Student Success Centre). This responsibility includes ensuring that non-instructional mandatory fees paid to the University are returned to students in the form of relevant and timely service provision that meet graduate students' needs.
 - g. The VPSS is responsible, in collaboration with the GSA Board, for the negotiation of new GSA fee-based services and oversight of newly negotiated GSA fee-based services.
 - h. The position of VPSS requires regular contact with the Director of Operations and also with the Executive Director and Executive Assistant.
 - i. The position of VPSS averages thirty (30) hours per week.
2. Committees
- a. The VPSS co-chairs the GSA Student Affairs Committee with the VPE.
 - b. The VPSS is a member of the following University boards and committees:
 - i. Committees related to the U-Pass (including the committee external to the University).
 - ii. The General Faculties Council Facilities Development Committee (GFC FDC).
 - iii. The GFC FDC Subcommittee on Learning Spaces.
 - iv. The Student Action Committee on International Engagement (SAIC).
 - v. The Campus Food Bank.
 - vi. The Dewey's Advisory Group.
 - vii. The Sector 8 Review Committee.
 - viii. The Student Financial Aid Task Force.
 - ix. The ONECard Student Advisory Group.
 - x. The Health Services Advisory Group / Health Promotion Advisory Committee.
 - xi. The Dining Services Focus Group.
 - xii. University Student Services.
 - xiii. The Health Centre Advisory Group. and
 - xiv. Committees related to the Physical Activity and Wellness Centre.
3. Qualifications
- a. Candidates should have some experience with student services issues.
 - a. external to the University.

INTERIM CRO COUNCIL ELECTION

PREPARED BY THE GSA NOMINATING COMMITTEE (NoC)
April 14, 2014 COUNCIL

GSA Bylaw states “In the case of a resignation or other vacancy in the Speaker or CRO position as determined by the GSA Nominating Committee, the Nominating Committee will advertise the position and arrange for election by Council in the most expedient way possible.” The GSA NoC invited nominations from Council for this Interim position, which will extend **no later** than the end of June, 2014. ***The GSA NoC will begin its regular process for the Council Election of Speaker, CRO, and Deputies for 2014-2015 in May.***

Given that there was one nomination and given that this is a Council-Elected Officer position, Council is asked to vote on **Hamman Samuel’s** nomination:

Suggested Motion:

That Council **elect** Hamman Samuel to the position of Chief Returning Officer on an Interim basis, effective immediately and ending upon election of the CRO for 2014-2015.

Biography and Resume of Nominee (as submitted):

Hamman Samuel (PhD program, Computing Science)

Biography

I am Pakistani, my wife is Chinese, and I was born and raised in Nigeria. I am fluent in English, Urdu, Hindi, and also know a little bit of Punjabi, Hausa, and Mandarin. After obtaining a bachelor’s degree in Computer Science at the American University of Nigeria in 2005, I studied at the University of Alberta and attained a master’s degree in 2011. I am currently completing my doctoral degree in Computing Science. At the University of Alberta, I have been actively involved in the Graduate Students Association as elected Councilor of the department of Computing Science for four terms, this being my fourth term. In addition, I have served on the Student Affairs Advisor Committee, the Administrative Information Services Focus Group, the Judicial Committee, the Information Technology Advisory Committee, the Nominations Committee, and the Elections and Referenda Committee. I have also volunteered at the university’s International Student Services Center as a conversational English facilitator, and also with Student Legal Services Edmonton as webmaster.

Summary Resume

I am presently a third-year doctoral student in the Department of Computing Science, having graduated with a master’s degree from the same department. My current research work is on the use of social media in healthcare, under the supervision of Prof. Osmar Zaiane. My background is primarily in web development and software

engineering. I have been a peer tutor at my undergraduate university, and a teaching assistant at the University of Alberta. I am a student member of the Association for Computing Machinery (ACM), and serve as webmaster to the ACM SIGWEB special interest group.

I have had experience with the GSA Elections processes, having served as the Acting Deputy Returning Officer, coupled with my experience as a member of the Elections and Referenda Committee. I have a fairly flexible schedule to accommodate the scheduling and communication requirements of this position.

Jurisdiction:

GSA Bylaws, Part IV Officers, 3.1.5 and 3.1.6

“The Nominating Committee will follow its legislated process in **forwarding one or more nominations to Council** except that the Nominating Committee may not waive advertising. Note that the legislated Nominating Committee process allows for Councillors to make additional nominations; and”

“In the case of a resignation or other vacancy in the Speaker or CRO position as determined by the GSA Nominating Committee, the Nominating Committee will advertise the position and arrange for **election by Council** in the most expedient way possible.”

GSA Council 14 April 2014
GSA Board's 2013-2014 Strategic Work Plan: Update

Dear GSA Council,

As continuing members may recall, **the GSA Council received the GSA Board's 2013-2014 Strategic Work Plan at its May 13, 2013 meeting.** The SWP is available online for your review at http://www.gsa.ualberta.ca/en/~media/gsa/SWP/GSA_Strategic_Plan_2013-2014_Final_Version_for_General_Distribution.pdf. My fellow Directly-Elected Officers, the GSA management team and I prepared the SWP to direct our efforts and identify areas where we can work with others in the University community. It was also **prepared in consultation with the 2012-2013 team of Directly-Elected Officers, a process that ensures continuity for the GSA in terms of strategic goals, planning, and advocacy.**

The Board's 2013-2014 SWP provides the GSA with a planning document for this year, a critical time in the University's history related to the provincial budget and its effects on the University and the graduate student community. As you have heard in Council, 2013-2014 has been an extremely busy year for the GSA as we pursued not only the strategic goals identified in the Board's SWP, but also participated actively in several important national conferences and advocacy opportunities and effectively lobbied University administration on issues such as proposed increases in the International Differential Fee (IDF).

At the September 2013 and January 2014 meetings of GSA Council, I offered **updates concerning the GSA's progress thus far in pursuing the strategic goals outlined in the GSA Board's 2013-2014 SWP** and promised to update you again on our progress in April, as our terms come to a close. This final progress report will be the spring-board for the new team's 2014-2015 SWP, which will continue to build on the successes of this year.

THE PROVINCIAL BUDGET AND POTENTIAL INCREASES TO TUITION AND FEES

The issue of potential increases to graduate student tuition and fees (as well as the potential introduction of new market modifiers) in the wake of the 2013 provincial budget cuts—with no increase to post-secondary funding in the 2014 provincial budget—**continues to be at the forefront of the GSA's priorities.** The GSA **held nine forums over the summer to hear from the graduate student population and to formulate a stance on the U of A's proposals for across the board tuition increases, market modifiers and MNIFs. We heard from graduate students in every Faculty with a graduate program and this aided in the development of the GSA's position on tuition, fees, and MNIFs.** We have widely shared this position with government, the University, and the broader public (the statement can be found at <http://www.gsa.ualberta.ca/GSA%20News/2013/November/tuition.aspx>).

In November, when we heard (on very short notice) of a **proposal to increase the IDF**, we organized a second forum to hear directly from graduate students who would be affected by the proposed increase. We are very grateful for all the thoughtful feedback we received from graduate students on this critical issue. **The GSA released a statement regarding proposed increases to the IDF and effectively lobbied University administration and members of the Board Finance and Property Committee to amend the proposed IDF increase from 5% to 1% for international graduate students.** The exception is MBA students, who will regretfully see a 5% IDF increase in 2014-2015, along with undergraduate international students. **While the GSA supported the amendment, we remain opposed to the 5% IDF increase for undergraduates and MBA students and recognize that proposed increases to tuition, fees, and MNIFs are likely to recur next year.** We have also had fruitful discussions with Dean Shirvani of the Faculty of Graduate Studies and Research, Provost Carl Amrhein, former Acting Provost Ferguson-Pell (now Special Advisor to President Samarasekera), Dean of Students Frank Robinson (currently on leave), Vice-President Advancement O'Neil Outar, and President Samarasekera on **the need to improve funding opportunities for international graduate students. We are optimistic that the University will take substantial steps to address this challenge in the coming year.**

As you heard in the November and January meetings of Council from Dean Kerry Mummery and Dr Ian Reade, **the Faculty of Physical Education and Recreation is moving forward with its proposal to increase the Athletics and Recreation Fee paid by graduate and undergraduate students.** After consultation with a broad sample of graduate students from across campus, and multiple discussions in GSA Council, **the GSA Board took a position of support for the proposed increase to the Athletics and Recreation Fee.** We have been **impressed with the level of consultation** throughout the year from FPER, and hope to use it as a model for future fee proposals.

To further help keep you informed, **the GSA launched a Budget Media Tracker in March of 2013** (available on the GSA website at <http://www.gsa.ualberta.ca/11ProvincialBudget.aspx>). **We update the Media Tracker daily and share news stories and other updates related to the provincial and University budgets and other issues affecting post-secondary education.** Since March, there have been over 1665 views of this section of the GSA website (over 1100 unique visitors from Edmonton, Calgary, Lethbridge, Ottawa, Winnipeg, Vancouver, and Ankara, Turkey).

Finally, as I reported to you in September and January, the GSA continues to work with the recently formed **coalition of constituencies with AAS:UA, NASA, SU, and PDFA** to address funding concerns on campus and the effect the provincial cuts will have on the graduate post-secondary experience. The GSA also continues to regularly meet with the Ministry and University administration on these issues and **we believe this will remain a priority in 2014-2015.**

PRAYER AND MEDITATION SPACE

We are committed to lobbying for **consistently accessible and suitable prayer and meditation space for religious groups on campus** and I am pleased to report that, due to the efforts of the Vice-President External (formerly Student Life), Hasin Haroon, **we continue to make progress in our pursuit of this strategic goal and are engaged in examining both short- and long-term solutions to this pressing need.** Hasin and I have met with the President, Dean of Students, Vice-President (Facilities and Operations), UAI, and the University Architect on this issue, as well as garnering support from the SU (with whom we are closely working on this issue) and researching the issue of campus prayer and meditation space across Canadian post-secondary institutions. We have also met with members of the University's Interfaith Chaplains Association on the matter. **We are now in the end stages of finalizing the location for a dedicated Muslim prayer space on campus and Council will hear more about this moving forward as it remains a top priority for the GSA.**

INDIRECT COSTS OF RESEARCH

An important issue that has emerged in connection to provincial cuts to post-secondary institutions and the University's budgetary response is that of indirect costs of research. **Indirect costs, which are overhead costs incurred incidentally to research, average around 51% of the total direct costs of research undertaken at the University of Alberta. Despite explicit University policy that requires indirect costs to be recovered from funding sources, current practice at the University of Alberta is to not fully recover these funds.** The GSA, under the leadership of the Vice-President Labour, has extensively researched this issue and is engaged in ongoing discussions with the University's Vice-President (Research) on the matter. The University implemented an across-campus policy on the recovery of indirect costs of research in January, although as Council heard in March from the Provost, the University is hesitant to attempt to recover the true costs of research as it is believed it will drive research dollars away from the institution. **We strongly believe that the U of A must resolve the matter of indirect research costs, which deprive the institution of millions of dollars every year and we believe that the GSA will continue to be engaged with this issue.** This issue will require advocacy at both the provincial and federal levels, as well as close cooperation between student, faculty, and staff associations and post-secondary institutions.

PROFESSIONAL DEVELOPMENT

The Vice-Presidents Academic and Student Services, Colin More and Megha Bajaj and I are **working closely with FGSR and other stakeholders (including the Alumni Association) on the development of professional development initiatives for graduate students**. FGSR recently formed two **Professional Development working groups, one composed of internal U of A stakeholders and the other of external community stakeholders**, to move this initiative forward. I serve on both working groups with Vice-President Bajaj and Vice-President More and the GSA will remain an active participant in this process. The Professional Development Advisory Board has recently struck three subcommittees (University Culture Change; Skills and Competencies Employers Want; and a third as yet unnamed subcommittee), for which they have hired part-time graduate student research assistants. Vice-President External, Hasin Haroon, and myself, as well as Ashlyn Bernier (GSA President 2012-2013) are involved in these groups. The incoming Vice-President External will replace Hasin on the committee in May, and I will continue to be involved once my term ends as both the Chair and Research Assistant of the third working group. The GSA regards the creation of enhanced professional development opportunities for graduate students as a crucial priority and believes that this will continue to be the case in 2014-2015.

PERMANENT RESIDENCY APPLICATION ASSISTANCE

The Vice-Presidents Student Services and Labour, Megha Bajaj and Monty Bal, have led GSA initiatives regarding Permanent Residency for international graduate students. The GSA has **prepared a whitepaper for the purposes of lobbying government to create an invigorated Alberta Immigrant Nominee Program** that will provide more graduate students with the chance to attain permanent residency. **We are in the process of sharing it with other offices, such as UAI, as well as stakeholders outside of the University**. We are also engaged in discussions to offer more on-campus assistance to students who are applying for permanent residency, such as access to affordable legal advice. As a direct result of these discussions, **UAI is in the process of undertaking a feasibility study for offering permanent residency advice services on campus**. UAI held a focus group with graduate students in February, where students expressed their desire to have access to affordable PR resources on campus directly to UAI. We are hopeful that this feasibility study will result in some form of on-campus assistance, although it is still unclear what form this might take. We believe that the GSA will continue to lobby on both these issues in 2014-2015 as they remain as priorities for graduate students.

COLLECTIVE BARGAINING

The Vice-President Labour, Monty Bal, along with the GSA's Labour Professional, have met with several students to discuss labour issues and Monty will be leading the upcoming **negotiations for the Collective Agreement governing Academically-Employed Graduate Students** in this negotiating year. The GSA Labour Relations Committee and the GSA Negotiating Committee developed the GSA's Opening Position and submitted it to the University in October. The Board Human Resource and Compensation Committee has given the University's negotiating team its mandate, and the GSA Negotiation Committee has met to continue the negotiation process. More information will be provided in Monty's report to Council this month. **Information sheets about the CA have also been prepared and circulated widely to graduate students in order to bolster awareness and understanding of the Agreement**.

DEPARTMENT LIAISON INITIATIVE (DLI)

As I reported to you in September, in the summer of 2013 the GSA, under the direction of the Vice-Presidents Student Services and External, Megha Bajaj and Hasin Haroon, launched the DLI. Through DLI efforts, over **20 vacant departmental seats on Council were filled and the GSA has now visited 34 departments across campus to provide orientations and connect with graduate students**. The GSA has recently brought back Katie Waterhouse, who worked with Fred Wu on the DLI over the summer of 2013, to continue moving forward the DLI, as well as discussing a new MOU with the Dean of Students and Student Group Services and developing a constitution template for departmental GSAs.

GSA INTERNAL AND EXTERNAL ADVOCACY

In addition to our on-campus advocacy work on behalf of graduate students, the GSA has been involved in several important provincial and national advocacy opportunities. In November alone I attended **the annual symposium of the Royal Society of Canada (RSC), the Skills and Post-Secondary Education Summit hosted by the Conference Board of Canada (CBoC), and the Canadian Association of Graduate Studies (CAGS) conference** while the Vice-President External, Hasin Haroon, attended **the Canadian Alliance of Student Associations (CASA) conference. I recently attended the CASA AGM in March and the Canadian GSA Conference in April.** We also continue to participate in Public Interest Alberta's Task Force on Post-Secondary Education, which includes other key campus and provincial stakeholders such as NASA, CAUS, and CAFA. As part of this, incoming President Nathan Andrews and I recently participated in a PSE advocacy strategy meeting that focused on developing provincial partnerships and planning public forums across Alberta to make post-secondary education a top election issue for 2016.

On March 25, 2014, Minister Lukaszuk (Jobs, Skills, Training and Labour) made a visit to the GSA offices, where the Vice-Presidents and I met with him to discuss post-secondary education and skills training. This meeting was especially valuable given the current fluctuations in the PC Party and speculation around Minister Lukaszuk potentially seeking the PC Leadership. **These represent important opportunities for the GSA to discuss the concerns and needs of U of A graduate students with stakeholders and decision-makers from across Canada.** GSA representatives have also attended other key events, such as the most recent meeting of the Alberta Conference Board, and **we are moving forward with our partner GSAs in Calgary, Lethbridge, and Athabasca to establish a new provincial graduate students' advocacy group.**

Over the past several months **the GSA has responded to an array of issues (including proposed increases in the IDF and the funding cuts to the Canadian Circumpolar Institute) through the release of statements to all graduate students and the media.** All these statements are available on the GSA's website at <http://www.gsa.ualberta.ca/> and I encourage you to read them.

MENTAL HEALTH AND OTHER SERVICES

Led by the Vice-President Academic, Colin More, our participation in the administration's ongoing mental health review has resulted in an initiative on the part of Acting Vice-Provost and Dean of Students Robin Everall to establish **a dedicated graduate student counseling space in Triffo Hall.** This space is now **open to graduate students as a satellite office of the University's Mental Health Centre. The psychologist stationed there, Becky Ponting, was introduced to you all at the February meeting of Council.** Additionally, the Vice-President Student Services, Megha Bajaj, **has worked closely with the administrators of the Graduate Student Assistance Program (GSAP) to extend access to their services** (a broad range of wellness, lifestyle, and counseling services) to the partners and dependents of graduate students. Finally, **the GSA has also worked with FGSR and the Office of the Registrar on a special registration status, which will allow graduate students on approved leaves to have access to services such as U-Pass, health and wellness services, and University libraries.** We are very pleased that this initiative has been completed as it is directly-related to **our ongoing efforts, in partnership with other campus stakeholders, to bolster mental health and graduate student well-being at the U of A.**

THE GSA'S LONG-TERM HEALTH

The ongoing, targeted hard work of the GSA staff, management, and financial team has ensured **that the GSA is developing into an organization that will remain strong into the future.** The Audited Financial Statements, which were shared with Council in July, and the quarterly financial statements presented in October and February are **a powerful indication of the health of the GSA,** as is the budget and five-year business plan approved by Council in February. An ongoing and thorough review of GSA Bylaws and Policy are also an important component of this work. **The GSA continues to grow as an organization with a solid and transparent financial and governance structure.** At recent conferences attended by GSA representatives, much **discussion focused on funding, mental health, graduate supervision, and professional development.** I am pleased to report that **the GSA's and U of A's initiatives in these**

areas are setting a model for other Canadian institutions. Likewise, the GSA's service partners have strongly commended the professionalism and effectiveness of our organization. **The GSA Office also recently obtained a silver level Green Certification from the Office of Sustainability in recognition of our commitment to sustainable office practices.**

ON-CAMPUS HOUSING, RENT INCREASES, AND LEASE AGREEMENTS

The Vice-President External, Hasin Haroon, has been engaging regularly with University administration on **a series of important issues related to graduate student housing** and will continue to work for graduate students' interests in this area. **As reported in my January update, the University has agreed to create a policy permitting flexible leases for graduate students (after they have lived in residence for one year) who are graduating shortly, leaving Edmonton temporarily for academic reasons (placements, research/data collection, etc) or on an approved medical leave.** Everything is on track for the policy to be in place by September of this year. **Hasin has been lobbying for this since the beginning of his term and this is a success for the GSA.** Residence Services has also agreed to change their policies surrounding students who have graduated to allow them a grace period to remain in their University residences between graduating and moving to new housing.

MOVING FORWARD

Your GSA Directly-Elected Officers have worked hard in pursuit of the goals outlined in the GSA Board's 2013-2014 SWP. With three of your Vice-Presidents returning for second terms starting in May, these successes are sure to continue. For the remainder of our terms we will continue our advocacy efforts with both government and administration. We have enjoyed **a strong and collaborative working relationship with FGSR** and will continue to build up and strengthen this affiliation. The GSA Directly-Elected Officers, in particular the Vice-President Student Services, continue to work on the **development and construction of the PAW Centre**. A number of other key issues, including the **development of University policy surrounding academic bullying** remain on the list of upcoming projects for the GSA. In the coming months, you will receive the 2014-2015 Board's SWP, developed in consultation with the current group by your incoming team of Directly-Elected Officers.

Sincerely,



Brent Epperson, GSA President 2013-2014

GSA President
Report to Council for April 14, 2014 GSA Council Meeting

To: GSA Council
 From: Brent Epperson
 Date: April 14, 2014

Dear Council Colleagues,

Please find below the list of meetings I have attended since the March 17, 2014 GSA Council Meeting. The GSA Board's Strategic Work Plan update (Item 9, distributed April 4, 2014) stands as my report for this session of GSA Council. I will also report orally on the recent GU 15 meeting that I attended along with Vice-President Academic Colin More and Executive Director Ellen Schoeck. I am happy to answer any questions on any of the meetings I have attended.

Best,

Brent Epperson, GSA President

Please find below a list of meetings I attended between March 18, 2014 and April 14, 2014:

March 18	Presidential Search Consultants
March 19	GSA Provincial Advocacy Group
March 20	GFC Task Force
March 20	U of A Provincial Deputy Ministers' Dinner
March 21	GSA Awards Night
March 24	GFC
March 25	Minister Lukaszuk - Skills and Post-Secondary Education
March 25	Health and Dental Report from Studentcare
March 25	PIA Strategic Planning Meeting
March 26	NDP Advocacy
March 31	Meeting with the Dean of FGSR
March 31	Meeting with Undergrad Rep for BoG
March 31	Dinner with the Dean of FGSR
April 1-5	GU15
April 4	SU re MNIFs (conference call)
April 7	CA Negotiations Meeting
April 8	Professional Development
April 9	Deputy Provost, Provost and Vice-President (Academic)
April 9	Meeting with GSA Rep on RHA
April 11	Prayer Space
April 11	Dinner with the Dean of FGSR and Incoming GSA President, N Andrews
April 14	BoG Special Meeting

GSA Board
Report to Council for April 14, 2014 GSA Council Meeting

To: GSA Council
 From: Ellen Schoeck, Executive Director and Coordinator of the GSA Board; Heather Hogg, Director of Operations; and Courtney Thomas, Director of Services and Governance
 Date: April 11, 2014

The Board reports regularly to Council by listing its agenda items, motions/agreements, and main items of discussion. Motions of Agenda approval and approval of the Minutes are not included unless there were amendments made. Closed session items are not minuted. Open session Minutes are available upon request. The President, Vice-Presidents, Director of Operations, Director of Services and Governance, Financial Manager, and I will be happy to answer any questions or provide more information at the Council meeting.

19 March, 2014 GSA Board Meeting

Main Agenda Items:

Introduction of Vice-Provost (Academic) Roger Epp

Motions and Agreements:

None at this time.

26 March, 2014 GSA Board Meeting

International Week 2014 Sponsorship Thank-You; Health and Dental Plan Reserve Fund

Motions and Agreements:

That the GSA Board **PROPOSE TO THE GSA BUDGET AND FINANCE COMMITTEE** that the payment of premium increases to the GSA Health Plan and GSA Dental Plan for 2014-2015, above the current fee contribution collected from graduate students, be paid from the Health and Dental Plan Reserve Fund (HDPRF). BE **MOVED**. MoB seconded. **CARRIED**.

02 April, 2014 GSA Board Meeting

Main Agenda Items:

Professional Development Awards, Childcare Grants, and Emergency Bursaries: Reallocation of GSSF Fund Rolling Opening Balances; External Relations Travel Expenses: Actual Expenses for Attendance at the PIA Advocacy Strategy Meeting in Edmonton on February 13 and 14, 2014; *and* External Relations Travel Expenses: Actual Expenses for Attendance at the Official Launch of Entrepreneurship@UAlberta/eHUB event, March 7, 2014 at the University of Alberta

Motions and Agreements:

That the GSA Board **APPROVE** the reallocation of the amounts remaining in the budgets and contingency budgets for Professional Development Awards, Childcare Grants, and Emergency Bursaries (approximately \$127,000 in total) as follows: **\$78,000 to the budget line for Professional Development Awards, \$38,000 to the budget line for Childcare Grants, and \$10,000 to the budget line for Emergency Bursaries**. MeB **MOVED**. HaH Seconded. **CARRIED**.

09 April, 2014 GSA Board Meeting

Main Agenda Items:

GSA Health and Dental Plan: Studentcare Renewal Analysis and Premium Projections Report

Motions and Agreements:

That the GSA Board **RECEIVE FOR INFORMATION** the attached Studentcare Renewal Analysis and Premium Projections Report, as provided by Studentcare. BE **MOVED**. HaH seconded. **CARRIED**.

In addition, the following two motions were considered by the voting members of GSAB via email.

21 March, 2014

That the current DRO Richard Zhao be elected as Acting CRO and Hamman Samuel be elected as Acting DRO for the purpose of running a new GSA Election for VP External. BE **MOVED**. MoB seconded. **CARRIED**.

31 March, 2014

That the GSA Board RECOMMEND to Council the proposed revisions to GSA Policy on Officer Portfolios, as outlined in the attached triple-column document, effective upon one reading at Council. BE **MOVED**. MoB seconded. **CARRIED**.

**GSA Budget and Finance Committee (BFC)
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Brent Epperson
Date: April 11, 2014

Dear Council Colleagues,

The **GSA BFC received a proposal from the GSA Board** that the payment of premium increases to the GSA Health Plan and GSA Dental Plan for 2014-2015, above the current fee contribution collected from graduate students, be paid from the Health and Dental Plan Reserve Fund. **Members of the GSA BFC were invited to attend a meeting with Kristin Foster (Western Director, Studentcare) on March 25, 2014**, where the increase to premiums was presented, and GSA BFC members were able to ask questions about the increase.

Subsequently, the GSA BFC members **voted via email on April 2, 2014 to recommend to GSA Council** that the payment of premium increases to the GSA Health Plan and GSA Dental Plan for 2014-2015, above the current fee contribution collected from graduate students, be paid from the Health and Dental Plan Reserve Fund (see Item 6 for the April 14, 2014 GSA Council Meeting).

I would be happy to report further orally.

Respectfully,
Brent Epperson, GSA President and Chair of GSA Budget and Finance Committee

**GSA Nominating Committee (NoC)
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Lacey Fleming
Date: April 11, 2014

Dear Council Colleagues,

The report from the GSA Nominating Committee (NoC) is a summary of discussion/decisions the NoC has made since its last report together with a list of all vacancies filled.

The Bylaw governing the NoC is located in Part V (Standing Committees). Policy governing NoC is found in the sections titled "Nominating" and "Standing Committees." As provided for in its terms of reference, the GSA Nominating Committee (NoC) has been conducting business via e-mail.

Sincerely,

Lacey Fleming, Vice-Chair of the GSA Nominating Committee

GSA Council-Elected Officers

2014 GSA Interim CRO Council Election

An advertisement for the Interim CRO position was circulated to GSA Council on Monday April 7, 2014. One (1) bio and resume was received for this position, which will extend until no later than the end of June 2014. The NoC will begin the process for the Council Election of Speaker, CRO, and Deputies for 2014-2015 in May, as outlined in Bylaw. **SEE ITEM 8, ELECTIONS, INTERIM CRO ELECTION.**

2014 GSA Senator Elections

Nominations for the GSA Senator positions opened on April 1, 2014. The nomination period will last **one month, with nominations closing on Wednesday April 30, 2014 at 12:00 PM.** Contact the Nominating Committee if are interested in this position and would like to learn more. The Senator is the GSA's representative to the University of Alberta Senate.

Bodies External to the GSA

Council has delegated to the NoC the responsibility of filling positions on all committees external to the GSA. Normally, all vacancies are advertised. According to Policy, "advertising may be waived in instances where, in the NoC's view, it is urgent to fill a vacancy" (GSA Policy, Nominating, 5.2).

1) General Faculties Council (14 graduate student-at-large positions)

There are **14 graduate student-at-large** positions on the General Faculties Council (GFC) for 2014-2015. An advertisement went out to all graduate students for these positions

on April 4, 2014. The deadline for nominations is **Tuesday April 22, 2014 at 3:00 PM**. GFC is the University's highest level of academic governance.

2) Faculty of Arts Research and McCalla Professorship Committees

Angelia Wagner (PhD program, Political Science) was elected to serve on these two linked committees for 2013-2014, with a term end of April 30, 2014. The McCalla Professorship Committee calls for "one graduate student from the Arts Research Committee." The position on the Arts Research Committee indicates "the graduate student member may be re-elected to serve a subsequent one-year term." The GSA NoC elected Angelia to serve a second one-year term, which will end April 30, 2015.

3) ONECard Student Advisory Group

There is a position for one graduate student-at-large on this group, with the term of office extending from May 1 – April 30. The terms of reference for this group specify that the student members may be appointed for one additional consecutive term. **Pedro Waterton (Phd program, Earth and Atmospheric Science)** was elected to this group for 2013-2014. The GSA NoC elected him to serve a second consecutive term, which will end April 30, 2015.

**GSA Vice-President Academic
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Colin More
Date: April 11, 2014

Dear Council Colleagues,

Happy spring everyone!

I'm not going to lie: I like winter, including the dull grey days and the endless cold. But spring is a season I **really** like! Everything comes to life, and even the air smells alive! The University administration, too, is beginning to move things forward, meaning that, in contrast to the last several months, I have things to report!

The big issue which will permeate much of the political atmosphere for the coming months is the **presidential search**. All of the GSA's Directly-Elected Officers met with the search consultants shortly after the last Council meeting and I, for one, was quite impressed with them. The interests of graduate students will be represented throughout the process by current (soon to be former) GSA President Brent Epperson, so our views on the matter should be given due consideration. **This is a major strategic decision for the university to make, and I urge you to stay at least moderately informed on the issue over the summer**. That said, most of the discussions will be done (annoyingly) behind closed doors.

One landmark decision has already been made public, however: **fall term reading week is now official!** It was formally approved by the Provost, Carl Amrhein, several weeks ago, meaning that **we join a small minority of schools in Canada who have one**. While the change will impact many graduate students in the form of a week off from teaching, its main beneficiaries are undergraduates. In fact, one of the initiative's main selling points was the **improvement to the mental health environment it would provide**. Whatever it does, the undergraduates have done their homework and did a really proper job with the proposal. Well done to them.

The Provost has also voiced strong support for injecting some degree of awareness around **Attributes & Competencies** into the institution. Requiring programs to be aware of what they offer besides the specific technical skills or knowledge cited in course descriptions is an international trend, and will likely become a provincially-mandated necessity soon. **It is therefore beneficial for us to lead the conversation rather than someone else**. What form such "awareness" should take will undoubtedly be different for graduates than it is for undergraduates -- one piece in our case will likely be its **integration into the professional development programs currently being developed by FGSR**. Time will tell!

Finally, I attended the **GU15 conference of other Canadian GSAs** last week with Brent. It was a really excellent discussion, **centred around sharing our operating policies and procedures (both internal and external) with each other, and finding commonality with both our goals and challenges**. Which all sounds very nebulous and political, but two examples of its utility spring immediately to mind. One is that **institutions in every province are in a similar catch-22, where they are expected to increase international enrollment with no increase in resources to either recruit or support those students**. Because this is such a common problem, **there may be ways for us to collectively lobby governments to**

provide additional resources. The second example is **student-supervisor relations**. This is a more subtle problem, but as a generalization, many conflicts students experience come about as a result of poor communications or unclear expectations. **One way of mitigating the problem is to have some document both student and supervisor agree on at the beginning of a program which outlines such expectations.** Efforts at actually doing this have mostly proved futile, but the University of Manitoba has managed to pull it off. Using their experience as a guide may allow us to do something similar.

Anyway, I think that's enough for one month. As usual, if you have any questions or concerns, please feel free to contact me!

Cheers,

Colin More, GSA Vice-President Academic

Please find below a list of meetings I attended between March 18, 2014 and April 14, 2014:

March 18	Presidential Search Consultants
March 19	GFC Caucus
March 19	GFC NoC
March 20	GFC Task Force
March 21	GSA Awards Night
March 24	GFC
March 25	Minister Lukaszuk - Skills and Post-Secondary Education
March 25	Health and Dental Report from Studentcare
March 25	Asia Pacific Foundation's "National Conversation on Asia"
March 31	Meeting with the Dean of FGSR
April 1-5	GU15
April 7	GFC NoC
April 7	GFC Exec

**Vice-President Student Services
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Megha Bajaj
Date: April 11, 2014

Dear Council Colleagues,

Hope you are well and enjoying the weather. I think it's safe to say that spring is finally here!

Below is an update from some of the meetings I attended since last Council.

Joint U-Pass Advisory Group Meeting: Lower U-Pass Replacement Costs

I am pleased to let you know that transit authorities have **agreed to move to a lower replacement U-Pass cost** starting in Fall 2014. Members of the committee have agreed to move to a **pro-rated price per month for each semester** for replacement U-Pass stickers. With this in effect, **replacement in the first month of the term will be 100% of the UPass cost, 75% in the second month, 50% in the third and 25% in the fourth month of the term.** Transit authorities have agreed to have a **'trial run' starting Fall 2014 and if all goes well we will be adopting this new model of lower U-Pass replacement costs starting January 2015.** I think this new model is fair, both for students and the transit authorities and I am excited about this new development!

Meeting with Minister Lukaszuk

I, along with other the GSA Directly-Elected Officers, met with Minister Lukaszuk last month to talk about our priorities for graduate students and post-secondary education in Alberta. We specifically emphasized the **need for better professional development opportunities for students, improved services for international students and recovering the indirect costs of research.** We updated him on our work this year on **the professional development program for graduate students and services to assist international students currently seeking their Canadian PR.**

Meeting with Programs Coordinator, University of Alberta International (UAI)

Hasin and I met with the new programs coordinator at UAI. She is interested in **developing new programs that will help international students and their spouses/ families to integrate into the Canadian environment.** She will be coming to Council sometime in the summer or fall to give more details about this initiative. So stay tuned!

Sincerely,

Megha Bajaj, Vice-President Student Services

13.1

Please find below a list of meetings I attended between March 18, 2014 and April 14, 2014. I was on Academic Leave from March 14, 2014 to March 20, 2014 and I am on Personal Leave from April 9, 2014 to April 14, 2014:

March 21	GSA Awards
March 25	PAW Fees
March 25	Minister Lukaszuk - Skills and Post-Secondary Education
March 25	Health and Dental Report from Studentcare
March 26	2015 Leadership Conference Advisory Board
March 26	Proposed Campus Open Space Plan Panel
April 1	UAI ISS Programs and Communications
April 7	CA Negotiations Meeting
April 8	PSAC
April 8	Joint U-Pass Advisory

**GSA Vice-President External
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Hasin Haroon
Date: April 11, 2014

Dear Council Colleagues,

I hope you are all well. The highlights of my last month:

Prayer Space – I am attempting to reach an agreement with the University and Facilities and Operations before the end of my term, and am meeting the stakeholders this week. More about this can be found in Item 9, the Strategic Work Plan update.

Lobbying efforts – I have attended a couple of political events in the last month, and managed to have an interesting **discussion with Interim Premier Hancock regarding graduate student funding this year in relation to the budget**, and will present you with more details in Council.

Tuition meetings with the Ministry of IAE – Since last month, I have been representing graduate students in Alberta on a tuition working group set up by the Ministry of IAE that aims to **review and improve the tuition model currently used in post-secondary institutes in Alberta**. This group will look at issues such as MNIFs, international student tuition and increases tied to CPI among others.

I am pleased to have an excellent successor lined up for the position of VP External, who I am sure will do an excellent job. Susan has been accompanying me to my meetings this month as part of her transition. If you have any questions regarding anything in my report, feel free to drop me an email.

Sincerely,

Hasin Haroon, GSA Vice-President External

Please find below a list of meetings I attended between March 18, 2014 and April 14, 2014. I was on Personal Leave from March 25, 2014 to March 28, 2014:

March 18	Tuition Meeting
March 18	Presidential Search Consultants
March 19	Alumni Council
March 19	Campus Forum with U of A President Samarasekera
March 21	GSA Awards
March 26	NDP Advocacy
April 1	UAI ISS Programs and Communications
April 1	RAC
April 7	CA Negotiations Meeting
April 8	Professional Development
April 9	Meeting with GSA Rep on RHA
April 10	RAC
April 11	Prayer Space

**Vice-President Labour
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Monty Bal
Date: April 11, 2014

Dear Council Colleagues,

Below are some of the highlights of what I've been up to since we last met.

Chinese Graduate Students Association Mixer

I was able to attend a career services mixer held by the Chinese Graduate Students' Association. I have to say that it **was impressive to see how many participants the organizers were able to bring together to provide information on the career paths available to graduates.** I was able to **provide information to students who were interested in getting involved with the GSA and potentially running for GSA office.** I think these types of opportunities present the GSA with a **mechanism to engage with non-academic groups around campus** and we should work to strengthen these ties. **I also believe that better coordination in the future between various GSA partners across the University, may help to provide a range of career planning opportunities for graduate students at the UofA.**

GFC CLE

At CLE we were presented with **a report on inclusion and safe spaces at the University.** The report was based on a comprehensive survey of undergraduate students and their attitudes towards the diversity of minority groups on campus. Student expressed concern regarding stereotyping, harassment, and casual homophobia. **The report concludes that though students generally feel safe on campus, there is more work that can be done by a more pronounced effort to highlight the diversity programs on campus.** I was also told that in the future, there is **a potential for a research partnership with the GSA** (which is particularly beneficial as many graduate students' research involves issues of diversity and inclusion) and that they would **consider working with UAI to include the issue of diversity and inclusion in orientations for international students who are already a vulnerable population on campus.**

CA Negotiations Meeting

We met with our counterparts for our Collective Agreement bargaining. The Negotiating Committee feels that negotiations are proceeding well. I will present more detailed information in my oral report and in the report from the Negotiating Committee. Moving forward, we will have our second Collective Agreement Bargaining meeting on April 23rd. **We hope to conclude negotiations by the end of April.**

Finally, as always, if there are any issues you have related to your RA/TAs hip, please contact us directly so we can work to help you out.

Thanks,

Simarjit S. Bal (Monty), GSA Vice-President Labour

Please find below a list of meetings I attended between March 18, 2014 and April 14, 2014:

March 18	Presidential Search Consultants
March 20	Meeting with a Student
March 21	GSA Awards Night
March 25	Minister Lukaszuk - Skills and Post-Secondary Education
March 25	Health and Dental Report from Studentcare
March 26	GFC CLRC
April 2	GFC CLE
April 3	Meeting with Students
April 7	CA Negotiations Meeting
April 7	Pride Flag Ceremony
April 8	PSAC

**GSA Negotiating Committee (NC)
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Monty Bal
Date: April 11, 2014

Dear Council Colleagues,

The GSA NC met with the University Negotiating Team on April 7, 2014. Discussions are ongoing and I will report further orally.

Sincerely,

Simarjit S. Bal (Monty), GSA Vice-President Labour and Chair of the GSA Negotiating Committee

**GSA Interim Deputy Returning Officer
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Richard Zhao
Date: April 11, 2014

Dear Council Colleagues,

I am writing this report to you as Interim DRO, since the position of the CRO is currently vacant. Due to the former CRO being out of the country, the GSA Board elected me to serve as Acting CRO and Hamman Samuel to serve as Acting DRO on March 21, 2014 for the sole purpose of running the 2014 GSA General Election VP External Re-Run.

Following a campaign period (March 23 - March 30, 2014), the 2014 GSA General Election VP External Re-Run was held from March 31, 2014 to April 2, 2014. At all steps, we followed the Elections procedures set out in GSA Bylaws and GSA Policy: <http://www.gsa.ualberta.ca/en/07Governing%20Documents.aspx>

The Election Re-Run ran smoothly and no major issues were encountered. The opening of voting was delayed by four hours due to a pending Acting CRO decision, and voting was extended to 2:00 PM on April 2, 2014 as a result. I was away on a conference at the close of the Election Re-Run, and I asked Hamman, the Acting DRO, to announce the results of the election in my absence.

In the course of the Election Re-Run, three Acting CRO/DRO decisions were made; none were appealed. They are available on the GSA website: <http://www.gsa.ualberta.ca/09FElectionsDecisions.aspx>

The complete results of the Election Re-Run are available on the GSA website:
<http://www.gsa.ualberta.ca/09Elections/2014%20Rerun.aspx>

A full report on the 2014 GSA General Election and the Re-Run for VP External will be drafted, in consultation with the to-be-elected Interim CRO, by either Hamman (who served as Acting DRO during the 2014 General Election Re-Run), myself, or the two of us, as required by GSA Policy, Elections, Section 12.1, which states, "The CRO will draft a procedural report following each GSA General Election or By-Election. This Report will outline major decisions, processes, issues, and recommendations for the following year. This report will be provided to the next CRO and DRO, and the ERC, Board, and Council."

Sincerely,

Richard Zhao, GSA Interim Deputy Returning Officer

(note: Esther Ekpe Adewuyi, the DRO, returns from leave on May 1, 2014 to resume the DRO position)

**GSA Elections and Referenda Committee (ERC)
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Richard Zhao
Date: April 11, 2014

Dear Council Colleagues,

I am writing this report to you as Interim DRO and Vice-Chair of ERC, since the position of the CRO is currently vacant. During the 2014 GSA General Election VP External Re-Run, an ERC meeting was held on April 1, 2014.

At the April 1, 2014 ERC meeting, the main agenda items were:

- Discussion of the interpretation of the GSA Policy regarding the situation when a tie occurs between two candidates in an election; *and*
- Finalizing the format of the emails announcing the results of the 2014 GSA General Election VP External Re-Run.

Sincerely,

Richard Zhao, GSA Interim Deputy Returning Officer and Vice-Chair of the GSA Elections and Referenda Committee

**GSA Executive Director
Report to Council for April 14, 2014 GSA Council Meeting**

To: GSA Council
From: Ellen Schoeck
Date: April 4, 2014

Dear Council,

While you read this report, I am in Waterloo, ON, attending the annual GU15 Conference with GSA President Brent Epperson and GSA Vice-President Academic Colin More. While Brent will report on the substance of the meeting in his report to Council this month, I will report orally on how we stack up against other graduate student associations and societies across Canada. This year, the GU15 Conference was expanded to include GSAs from institutions across Canada, not only the U15 member institutions. This provides us with an excellent opportunity to compare our GSA to others in terms of staffing, support, and other operational matters.

As usual, the detailed weekly Management reports to the GSA Board are attached for your review.

I am happy to answer any questions.

Best,

Ellen Schoeck, GSA Executive Director

Management Report to the GSA Board, March 19, 2014

Dear All,

The following have issues have dominated management's attention in the week since the last GSA Board meeting on March 12, 2014:

Strategic

- **Main Issues Dealt With in the Past Week:** Post-election issues, transition planning (developing shadowing schedule), final preparations for GSA Awards Night, forward thinking on the 2015 General Election timeline, GU15, departure on medical leave of Dean Robinson, conversations surrounding WCB, sending pending items to the lawyers before the financial year end. **MANY HAVE BEEN ON HOLD AS A RESULT OF SEVERAL ONE-OFFS**
- **Student group issues** (renewing the MOU with the DoS and SGS, template constitution, alcohol liability waiver, ability for the GSA to intervene with groups experiencing governance issues, registration assistance) **and the next stage of the DLI** (getting back into departments). **Katie Waterhouse, who has solid student groups experience and worked with the GSA on the DLI over the summer of 2013, started with the GSA on March 13 on a part-time basis.**
- **Bylaw and Policy Review (Editorial:** review of all bylaws and policies for inconsistencies and errors is ongoing, as is long-term thought on combining bylaws and policy into one document, utilizing alternate formatting, and creating a "definitions" section and **Substantive:** forward thinking regarding a review of the Board Policy Manual is underway, as is thinking about students groups bylaws and policies. A thorough review of the policies and processes surrounding councillor remuneration is also planned). **HAS BEEN ON HOLD AS A RESULT OF ONE-OFFS**
- **Planning for the last 6 GSABs** for current group of Directly-Elected Officers and **wrap up of Board SWP initiatives and lingering issues** (NPP, CJSR, PAW fees, PNP white paper, etc). **ELEMENTS OF THE WRAP UP HAVE BEEN ON HOLD AS A RESULT OF ONE-OFFS**
- Continued work associated with building GSA wiki pages as a mechanism to **effectively track issues** (major issues and stakeholders will have dedicated pages that list all background and the Google Drive/hardcopy location of all relevant material). **The issue page on NPP has been completed and work on other pages is ongoing.**

CA, Grants, Operations

- **Review of the Collective Agreement** and preparing for the beginning of negotiations.
- **Drafting material to send to BFPC and the BoG regarding the collection of GSA fees** (follow-up from Council's approval of the 2014-2015 operating and capital budget).
- Thorough **review of the GSA website.**
- **Social Media:** Facebook = 333 likes (up 0 from March 12), Twitter = 195 followers (up 4 from March 12).
- **Grants review and processing** \$44,940 remaining for PDAs and 166 applications submitted this period, **CCGs closed (all funds expended)** and 33 applications submitted this period, **ASGAs closed (all funds expended)** and 3 applications submitted this period, \$16,028 remaining for EBs and 13 applications submitted this period.

Week in Review – Office Operations:

- **Updates to the GSA website** and compiling the **GSA Media Tracker**; assisting with **the issues tracking wiki**; assisting with **Awards Night** and Council.
- Assisting with **preparations** for transition; assisting the NoC with **filling vacancies on several committees**; forward thinking on the GSA Senator election.
- **Cross-training** on Nominating Committee work.

Management Report to the GSA Board, March 26, 2014

Dear All,

The following have issues have dominated management's attention in the week since the last GSA Board meeting on March 19, 2014:

Strategic

- **Main Issues Dealt With in the Past Week:** Post-election issues, transition planning (developing shadowing schedule), GSA Awards Night, forward thinking on the 2015 General Election timeline, GU15, departure on medical leave of Dean Robinson, sending pending items to the lawyers before the financial year end, increases to Health and Dental fees and use of the Health and Dental Plan Reserve Fund, forward thinking on audit and meetings of BFC, PAW. **SEVERAL ON HOLD AS A RESULT OF ONE-OFFS**
- **Student group issues** (renewing the MOU with the DoS and SGS, template constitution, alcohol liability waiver, ability for the GSA to intervene with groups experiencing governance issues, registration assistance) **and the next stage of the DLI** (getting back into departments). **Katie Waterhouse has been working on these projects/issues closely with management. SEVERAL ON HOLD AS A RESULT OF ONE-OFFS**
- **Bylaw and Policy Review (Editorial:** review of all bylaws and policies for inconsistencies and errors is ongoing, as is long-term thought on combining bylaws and policy into one document, utilizing alternate formatting, and creating a "definitions" section and **Substantive:** forward thinking regarding a review of the Board Policy Manual is underway, as is thinking about students groups bylaws and policies. A thorough review of the policies and processes surrounding councillor remuneration is also planned). **ON HOLD AS A RESULT OF ONE-OFFS**
- **Planning for the last 5 GSABs** for current group of Directly-Elected Officers and **wrap up of Board SWP initiatives and lingering issues** (NPP, CJSR, PAW fees, PNP white paper, etc).
- Continued work associated with building GSA wiki pages as a mechanism to **effectively track issues**.

CA, Grants, Operations

- **Review of the Collective Agreement** and preparing for the beginning of negotiations.
- **Drafting material to send to BFPC and the BoG regarding the collection of GSA fees** (follow-up from Council's approval of the 2014-2015 operating and capital budget).
- Thorough **review of the GSA website and forward thinking on the design of the GSA newsletter**.
- **Social Media:** Facebook = 334 likes (up 1 from March 19), Twitter = 197 followers (up 2 from March 19).
- **Grants review and processing** \$39,439.85 remaining for PDAs and 177 applications submitted this period, **CCGs closed (all funds expended)** and 33 applications submitted this period, **ASGAs closed (all funds expended)** and 3 applications submitted this period, \$16,028 remaining for EBs and 13 applications submitted this period.

Week in Review – Office Operations:

- **Updates to the GSA website** and compiling the **GSA Media Tracker**; assisting with the **issues tracking wiki**; assisting with **Awards Night and the post Awards Night debrief**.
- Assisting with **preparations** for transition; assisting the NoC with **filling vacancies on several committees**; forward thinking on the GSA Senator election.
- **Cross-training** on Nominating Committee work.

Management Report to the GSA Board, April 2, 2014

Dear All,

The following have issues have dominated management's attention in the week since the last GSA Board meeting on March 26, 2014:

Strategic

- **Main Issues Dealt With in the Past Week:** Election rerun, fiscal year end, GSA grants, transition planning (developing shadowing schedule), forward thinking on the 2015 General Election timeline, GU15, Council preparations, increases to Health and Dental fees and use of the Health and Dental Plan Reserve Fund, forward thinking on audit and meetings of BFC, PAW fees and other issues. **SEVERAL ON HOLD AS A RESULT OF ONE-OFFS**
- **Student groups** (renewing the MOU with the DoS and SGS, template constitution, alcohol liability waiver, ability for the GSA to intervene with groups experiencing governance issues, registration assistance) **and the next stage of the DLI** (getting back into departments). **SEVERAL ON HOLD AS A RESULT OF ONE-OFFS**
- **Bylaw and Policy Review (Editorial:** review of all bylaws and policies for inconsistencies and errors is ongoing, as is long-term thought on combining bylaws and policy into one document, utilizing alternate formatting, and creating a "definitions" section and **Substantive:** forward thinking regarding a review of the Board Policy Manual is underway, as is thinking about students groups and elections bylaws and policies. A thorough review of the policies and processes surrounding councillor remuneration is also planned). **ON HOLD AS A RESULT OF ONE-OFFS**
- **Planning for the last 4 GSABs** for current group of Directly-Elected Officers and **wrap up of Board SWP initiatives and lingering issues** (NPP, CJSR, PAW fees, PNP white paper, etc).
- Continued work associated with building GSA wiki pages as a mechanism to **effectively track issues**.

CA, Grants, Operations

- **Review of the Collective Agreement** and preparing for the beginning of negotiations.
- **Payroll.**
- **Drafting material to send to BFPC and the BoG regarding the collection of GSA fees** (follow-up from Council's approval of the 2014-2015 operating and capital budget).
- Thorough **review of the GSA website and forward thinking on the design of the GSA newsletter.**
- **Social Media:** Facebook = 339 likes (up 4 from March 26), Twitter = 199 followers (up 2 from March 26).
- **Grants review and processing** \$38,439.85 remaining for PDAs and 179 applications submitted this period, **CCGs closed (all funds expended)** and 33 applications submitted this period, **ASGAs closed (all funds expended)** and 3 applications submitted this period, \$16,028 remaining for EBs and 13 applications submitted this period.

Week in Review – Office Operations:

- **Updates to the GSA website** and compiling the **GSA Media Tracker**; assisting with **the issues tracking wiki**; assisting with **Council preparations.**
- Assisting with **preparations** for transition; assisting the NoC with **filling vacancies on several committees**; forward thinking on the GSA Senator, CRO, and Speaker elections.
- **Cross-training** on Nominating Committee work.

Management Report to the GSA Board, April 9, 2014

Dear All,

The following have issues have dominated management's attention in the week since the last GSA Board meeting on April 2, 2014:

Strategic

- **Main Issues Dealt With in the Past Week:** Election rerun, elections bylaws and policies, Interim CRO, transition planning (developing shadowing schedule), forward thinking on the 2015 General Election timeline, GU15, Council preparations, increases to Health and Dental fees and use of the Health and Dental Plan Reserve Fund, Health and Dental strategic calendar, Council planning, early thinking on Fall Orientation, delegates on various university committees, working groups, etc, PAW fees and other issues.
- **Ongoing review of the Collective Agreement and the beginning of negotiations.**
- **Continued work on student groups** (renewing the MOU with the DoS and SGS, template constitution, alcohol liability waiver, ability for the GSA to intervene with groups experiencing governance issues, registration assistance) **and the next stage of the DLI** (getting back into departments).
- **Bylaw and Policy Review (Editorial:** review of all bylaws and policies for inconsistencies and errors is ongoing, as is long-term thought on combining bylaws and policy into one document, utilizing alternate formatting, and creating a "definitions" section and **Substantive:** forward thinking regarding a review of the Board Policy Manual is underway, as is thinking about students groups and elections bylaws and policies. A thorough review of the policies and processes surrounding councillor remuneration is also planned).
- Continued work associated with building GSA wiki pages as a mechanism to **effectively track issues.**
- **Reports to FGSR and Alumni Council.**
- **Planning for the last 3 GSABs** for current group of Directly-Elected Officers and **wrap up of Board SWP initiatives and lingering issues** (NPP, CJSR, PNP white paper, etc).

Grants and Operations

- **Drafting material to send to BFPC and the BoG regarding the collection of GSA fees** (follow-up from Council's approval of the 2014-2015 operating and capital budget).
- Thorough **review of the GSA website and forward thinking on the design of the GSA newsletter.**
- **Social Media:** Facebook = 347 likes (up 8 from April 2), Twitter = 203 followers (up 4 from April 2).
- **Grants review and processing** \$60,671 remaining for PDAs and 38 applications submitted this period, **CCGs closed (all funds expended)** and 25 applications submitted this period, **ASGAs closed (all funds expended)** and 4 applications submitted this period, \$10,000 remaining for EBs and 0 applications submitted this period. **NOTE:** THE CURRENT GRANTING PERIOD OPENED ON APRIL 1 BUT, AS COLLECTIVE BARGAINING HAS NOT BEEN CONCLUDED, FUNDS HAVE NOT BEEN REPLENISHED (BEYOND THE REALLOCATION OF THE REMAINING BALANCE FROM 2013-2014 INTO THE CURRENT GRANTING PERIOD AS APPROVED BY THE GSA BOARD ON APRIL 2, 2014)

Week in Review – Office Operations:

- **Updates to the GSA website** and compiling the **GSA Media Tracker**; assisting with **the issues tracking wiki**; assisting with **Council preparations.**
- Assisting with **preparations** for transition and the election of an Interim CRO; assisting the NoC with **filling vacancies on several committees**; forward thinking on the GSA Senator, CRO, and Speaker elections.

Assisting with developing a **master list of all delegates** on various committees, working groups, etc.