

# GSA Council Meeting AGENDA

Monday, June 16, 2014 at 6:00 pm

Telus 1-34

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

**Substantive material** is sent to all Council members at least one week prior to the date of the meeting to give members abundant time to review (in accordance with the Standing Orders of Council). 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 16 June 2014 Agenda
3. Approval of the Minutes from the 12 May 2014 GSA Council meeting  
*Attachments:*
  - Minutes from the 12 May 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

**3.1 - 3.9**

## Presentations and Councillor Announcements

5. Councillor Announcements

## Action Items, Elections, Appointments, Special Business, Updates

6. Elections (**GSA President Nathan Andrews will be in the Chair for this Item**)
  - i. Paper Ballot Elections at Council - GSA Council-Elected Officers  
**Lacey Fleming (GSA Nominating Committee Vice-Chair) will present the item.**  
*Attachments:*
    - GSA Council-Elected Officers List of Nominees
    - Nominees for GSA Chief Returning Officer
    - Nominees for GSA Deputy Returning Officer

**6.0**

**6.1**

**6.1 - 6.2**

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|---|---|
| <ul style="list-style-type: none"> <li>• Nominees for GSA Speaker</li> <li>• Nominees for GSA Deputy Speaker</li> </ul>   | <p>6.2 - 6.3<br/>6.3 - 6.4</p>          |
| <p>ii. Paper Ballot Elections at Council - Faculty of Engineering Dean Selection Committee<br/><b>Lacey Fleming (GSA Nominating Committee Vice-Chair) will present the item.</b><br/><i>Attachments:</i></p> <ul style="list-style-type: none"> <li>• Nominees for Faculty of Engineering Dean Selection Committee</li> </ul> | <p><b>To Be Distributed</b></p>         |
| <p>iii. Paper Ballot Elections at Council - GSA Board<br/><b>Roy Coulthard (GSA Deputy Speaker) will present the item.</b><br/><i>Attachments:</i></p> <ul style="list-style-type: none"> <li>• Nominees for GSA Board</li> </ul>   | <p><b>To Be Distributed</b></p>         |
| <p>iv. Acclaimed Elections (no additional nominees received)<br/><b>Roy Coulthard (GSA Deputy Speaker) will present the item.</b><br/><i>Attachments:</i></p> <ul style="list-style-type: none"> <li>• Nominees for GSA Nominating Committee</li> </ul>   | <p><b>To Be Distributed</b></p>         |
| <p>7. GSA Board 2014-2015 Strategic Work Plan<br/><b>Nathan Andrews (GSA President) will present the item</b><br/><i>Attachments:</i></p> <ul style="list-style-type: none"> <li>• Outline of Issue</li> <li>• Cover Letter from the GSA President</li> <li>• GSA Board 2014-2015 Strategic Work Plan</li> </ul>              | <p>7.0<br/>7.1 - 7.2<br/>7.3 - 7.11</p> |
| <p>8. Special Business (<b>none at this time</b>)</p>   |   |

**Reports**

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|---|--|
| <p>9. President (<b>Nathan Andrews, GSA President</b>)</p> <ul style="list-style-type: none"> <li>i. President's Report</li> <li>ii. GSA Board</li> <li>iii. Budget and Finance Committee (<b>no meetings this reporting period</b>)</li> <li>iv. Governance Committee (<b>no meetings this reporting period</b>)</li> </ul> <p>a) Nominating Committee</p> <ul style="list-style-type: none"> <li>i. Nominating Committee Report (<b>presented by Lacey Fleming, GSA Nominating Committee Vice-Chair</b>)</li> </ul> | <p><b>To Be Distributed</b><br/><b>To Be Distributed</b></p> <p><b>To Be Distributed</b></p> |
| <p>10. Vice-President Academic (<b>Colin More, GSA Vice-President Academic</b>)</p> <ul style="list-style-type: none"> <li>i. Vice-President Academic's Report</li> </ul>   | <p><b>To Be Distributed</b></p>  |
| <p>11. Vice-President Student Services (<b>Megha Bajaj, GSA Vice-President Student Services</b>)</p> <ul style="list-style-type: none"> <li>i. Vice-President Student Services' Report</li> </ul>   | <p><b>To Be Distributed</b></p>  |

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| <ul style="list-style-type: none"> <li>ii. Student Affairs Advisory Committee (joint chair: Vice-President External) <b>(no meetings this reporting period)</b></li> </ul>   |  |
| <p>12. Vice-President External <b>(Susan Cake, GSA Vice-President External)</b></p> <ul style="list-style-type: none"> <li>i. Vice-President External's Report</li> <li>ii. Awards Selection Committee <b>(this committee meets in the Fall and Winter)</b></li> </ul>   | <b>To Be Distributed</b>                             |
| <p>13. Vice-President Labour <b>(Monty Bal, GSA Vice-President Labour)</b></p> <ul style="list-style-type: none"> <li>i. Vice-President Labour's Report</li> <li>ii. Negotiating Committee</li> <li>iii. Labour Relations Committee <b>(no meetings this reporting period)</b></li> </ul>                              | <b>To Be Distributed</b><br><b>To Be Distributed</b> |
| <p>14. Senator <b>(Roy Coulthard, GSA Senator)</b></p> <ul style="list-style-type: none"> <li>i. Senator's Report <b>(no written report at this time)</b></li> </ul>   |  |
| <p>15. Speaker <b>(Daniel Prins, GSA Speaker)</b></p> <ul style="list-style-type: none"> <li>i. Speaker's Report <b>(no written report at this time)</b></li> </ul>  |  |
| <p>16. Chief Returning Officer <b>(Hamman Samuel, GSA Interim Chief Returning Officer)</b></p> <ul style="list-style-type: none"> <li>i. Chief Returning Officer's Report <b>(no written report at this time)</b></li> <li>ii. Elections and Referenda Committee <b>(no meetings this reporting period)</b></li> </ul> |  |
| <p>17. GSA Management <b>(Ellen Schoeck, GSA Executive Director)</b></p> <ul style="list-style-type: none"> <li>i. Executive Director's Report</li> </ul>  | <b>To Be Distributed</b>                             |

**Question Period**

- 18. Written Questions
- 19. Oral Questions

**Adjournment**

# GSA Council Meeting AGENDA

Monday, June 16, 2014 at 6:00 pm

Telus 1-34

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## Deputy Speaker Roy Coulthard will Chair this meeting of GSA Council

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### Presentations and Councillor Announcements

5. Councillor Announcements

### Action Items, Elections, Appointments, Special Business, Updates

6. Elections (**GSA President Nathan Andrews will be in the Chair for this Item (Standing Orders of Council, Role of Speaker)**)
  - i. Paper Ballot Elections at Council - GSA Council-Elected Officers  
**Lacey Fleming (GSA Nominating Committee Vice-Chair) will present the item.**  
*Attachments:*

### Attached Numbered Pages

**3.1 - 3.9\***  
*\*previously distributed*

<ul style="list-style-type: none"> <li>• GSA Council-Elected Officers List of Nominees</li> <li>• Nominees for GSA Chief Returning Officer</li> <li>• Nominees for GSA Deputy Returning Officer</li> <li>• Nominees for GSA Speaker</li> <li>• Nominees for GSA Deputy Speaker</li> </ul>	<p>6.0*</p> <p>6.1*</p> <p>6.2*</p> <p>6.2 - 6.3*</p> <p>6.4*</p>
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<p>7. GSA Board 2014-2015 Strategic Work Plan</p> <p><b>Nathan Andrews (GSA President) will present the item</b></p> <p><i>Attachments:</i></p> <ul style="list-style-type: none"> <li>• Outline of Issue</li> <li>• Cover Letter from the GSA President</li> <li>• GSA Board 2014-2015 Strategic Work Plan</li> </ul>	<p>7.0*</p> <p>7.1 - 7.2*</p> <p>7.3 - 7.11*</p> <p><i>*previously distributed</i></p>
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**Question Period**

18. Written Questions

19. Oral Questions

**Adjournment**



**Meeting MINUTES**  
**May 12, 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:**

Nathan Andrews (President)	Saeed El Khair Nusri (Councillor-at-Large)	Amanda Radil (Ed Psych)	Dylan Breitreutz (Oncology)
Colin More (VP Academic)	Shahriar Rozen (Councillor-at-Large)	Sulya Fenichel (Elementary Ed)	Emily Douglas (Philosophy)
Monty Bal (VP Labour)	Harsh Thaker (Councillor-at-Large)	Amanda Lim (English & Film Studies)	Brayden Whitlock (Physiology)
Megha Bajaj (VP Student Services)	Michele DuVal (Bio Sci)	Sumit Mandal (Human Ecology)	Emrah Keskin (Poli Sci)
Daniel Prins (Speaker)	Patricia Leighton (Bio Sci)	Sandra Sawchuk (Humanities Computing)	Allison Hahn (Psychology)
Roy Coulthard (Senator/Deputy Speaker)	Shamandeep S Pawar (Business MBA)	Luciana D S Cavalcante (Lab Medicine & Pathology)	Ruojng Zhou (Psychology)
Hamman Samuel (Interim CRO/Computing Science)	Claire Deng (Business PhD)	Michael Akinwumi (Math & Stats Sciences)	Arnold Wong (Rehab Medicine)
Qendresa Beka (Councillor-at-Large)	Virginia Pimmett (Cell Biology)	Vanessa Carias (Medical Genetics)	Kyle Kipps (Renewable Resources)
Sandra Gawad Gad (Councillor-at-Large)	Nancy Sandercock (Drama)	Ninad Mehta (Med. Microbiology & Immunology)	Curtis Rollins (Res Econ and Enviro Sociology)
Md. Mohib-Ul-Haque Khan (Councillor-at-Large)	Nurmaiya Brady (Earth & Atmos Sci)	Axel P Trujillo (MLCS)	Kerry Rose (Secondary Ed)
Jude Kong (Councillor-at-Large)	Hasriadi Masalam (Ed Policy Studies)	Lisa Pashniak (Occupational Therapy)	Kelsi Barkway (Sociology)
Kangyi Lou (Councillor-at-Large)	Connie Yuen (Ed Psych)		

**GUESTS:** Dr. Naomi Krogman (Provost's Fellow and Professor, Department of Resource Economics and Environmental Sociology) and Dr. Alison Taylor (Director, Community Service Learning)

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 12 May, 2014 Consolidated Agenda**

Members had before them the 12 May, 2014 Consolidated Agenda, which had been previously distributed on 09 May, 2014.

**C More MOVED to approve the Agenda. SECONDED by N Andrews.**

**Motion PASSED UNANIMOUSLY.**



**Approval of Minutes****3. Minutes****i. Minutes from the 14 April, 2014 GSA Council meeting**

Members had before them the 14 April, 2014 GSA Council Minutes, which had been previously distributed on 09 May, 2014.

**M Bajaj MOVED to approve the Minutes. SECONDED by R Coulthard.**

**Motion PASSED UNANIMOUSLY.**

**Changes in Council Membership****4. Changes in Council Membership****i. Introduction of New Councillors**

This was the first meeting for one Councillor: Nurmaiya Brady (Earth & Atmospheric Science).

**ii. Farewell to Departing Councillors**

This was the last meeting for one Councillor: Emily Douglas (Philosophy).

**Presentations and Councillor Announcements****5. *The Quality of Graduate Student and Post-Doctoral Supervision at the University of Alberta.***

Members had before them a report entitled *The Quality of Graduate Student and Post-Doctoral Supervision at the University of Alberta*, which had been previously distributed on 02 May, 2014. N Andrews introduced the item and the guest, Dr. Naomi Krogman (Provost's Fellow and Professor, Department of Resource Economics and Environmental Sociology).

In his introduction of N Krogman, N Andrews stated that examining the quality of graduate supervision started three years ago, it was a key component of the 2011-2012 GSA Strategic Work Plan. The GSA requested a Provost's Fellow to conduct research and produce a report. The current report overall captures the issues that have been brought to the GSA over the years about supervision.

N Krogman the spoke about the report and raised the following points:

The GSA was instrumental in putting the report together. Three Directly-Elected Officers were involved in the advisory group that N Krogman met with to discuss progress during her investigation and write-up. The report has been presented twice to the Vice-Provost's Council (October 2013 and January 2014), and to the GFC Committee on the Learning Environment. The next steps were to present to FGSR on May 21, 2014, and then to meet with the Dean's Council and the Chairs Executive Council. N Krogman will also present written comments on these presentations to the Provost, and will include feedback provided at GSA Council in those comments; the comments will also be shared with the GSA as it works to create an action plan for implementation of the report's recommendations. The report begins by describing how supervision has changed over the last 30 years. It describes how the number of graduate students has tripled, there are far more international students than ever before (34% of all graduate students and 50% of PhD students at the U of A are international). The context has also changed; instead of professors being fountains of knowledge, they are now co-learners with their graduate students, who use new and different methodologies and dissemination techniques and introduce them to their supervisors. The whole relationship between graduate students and supervisors is shifting, and there are different orientations to supervision that are dependent on the supervisor's age. There are also many more people trying to earn graduate degrees, which is in part due to the economic downturn. Graduate student profiles are also changing; many graduate students work, have children, and are older than they were before.

N Krogman then discussed the recommendations contained in the report. The first relates to providing earlier guidance to students to improve student success. Literature on supervision indicates that if supervisors and graduate students are aware of mutual expectations early, they are less likely to face conflict later on. The report provides discussion points for supervisors and graduate students and suggests that they write up their agreed-upon expectations. The report also recommends that graduate students receive guidance earlier. There is a lot of variation in how students are selected for a program, and they might not be good predictors for graduate student

Prepared by M. Caldwell and C. Thomas for the Council Meeting of May 12, 2014

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success. This is important because the time to completion is increasing, as are attrition rates, and communication early on can both manage expectations and give graduate students an opportunity to evaluate if they want to continue in the program. Feedback in this respect should be standardized, after year one for Masters students and after year two for PhD students. Some students drop out much later in their program, but in hindsight would have done it sooner if they had evaluated it properly. Structured feedback may give them a chance to contemplate what it will take to finish and if they want to do that.

The report then recommends increased accountability of supervisors and departments for good supervision to address hidden weaknesses. Department Chairs should conduct exit interviews after a student defends, and again a year later to see if perspective changes. Fewer than 30% of PhDs will get an academic position and there should be truth in advertising about that. The U of A is developing Professional Development modules to help graduate students gain skills and exposure to different training and learning opportunities. N Krogman has been told that she is biased towards students. Exit interviews were also recommended as important. Faculty see it as intimidating to have the students talk about supervision without the supervisor there, but this is the student's chance to talk about it. The feedback could be used in annual evaluations, or in a longitudinal assessment of strengths and weaknesses of supervision within an entire department. In N Krogman's department, the Chair asks about the progress of each of her graduate students. There needs to be a reward or evaluation system for the qualitative assessment of mentorship, not just the credit received for how many students finish, how much a supervisor publishes with them. There also needs to be a process for how to deal with professors who have a poor track record with graduate students, when there are repeated complaints, lots of students dropping out or switching advisors, or taking a long time to finish. Some universities tell these professors to take a hiatus from supervision, and to create a plan to address issues with their supervision style. Some departments at the U of A have done this, but there is no process for it. At some universities, professors are not allowed to supervise until they have co-supervised for a number of years, or until they get tenure. Other universities require a mentorship/supervisory philosophy for when a professor goes for tenure or promotion. This could be posted on a website for potential students to read.

The third recommendation is to provide training and mentorship to supervisors to raise standards of supervision and mentorship. Expectations about supervision should be instilled at the start of a professor's career, and training should be provided as they progress in their career. A big issue is scaffolding - graduate students at different levels need different kinds of supervision, but there is little or no training about how it is done differently. Graduate coordinators should also receive training and support. They are critical for mitigating conflict and solving problems, but they have responsibility without any authority. They also face issues such as not having the support of their department chair, and having to continue to work with colleagues after issues are raised. There should also be more recognition for good supervision: for professors, for post-doctoral fellows, and for graduate students who might be supervising undergraduates. The U of A needs to create a culture of mentorship across these different roles.

The fourth recommendation regards providing various forms of guidance and mentorship to students to improve the culture of mentorship. There are various forms of mentorship already available across the U of A: FGSR, CAPS, and Community Services Learning are just some of the opportunities available, but supervisors might not know these things are available or might not be telling their students about them. There are lots of ways of mentoring, and students should know about these different opportunities.

Recommendation five is to integrate post-doctoral (PD) trainees into department culture; provide more training on PD scholar supervision, and more PD scholar professional development training opportunities. PD fellows need to be better integrated into department culture. Although some are well integrated because they are funded through labs or projects, others come in with independent funding, are given an office and a titular supervisor, but then mostly left on their own. A problem is that the Post-Doctoral Fellows Association does not have enough funding or structure to provide services. In Australia, post-doctoral fellows are more thoroughly integrated into departments, they can apply for research funding, vote on departmental councils, and are given teaching opportunities. The U of A should move in this direction so the experience is more meaningful. Supervisors also need training on what it

means to supervise a post-doctoral fellow, and they should also establish expectations at the beginning so they have a roadmap for a productive relationship.

Following the presentation, there were a number of questions:

S Fenichal asked if the report could be shared with other students in her department and N Krogman replied that she has just released a final version and that students are welcome to share that version. S Fenichal then asked about the word 'review' in the first recommendation. She is concerned that it could become very formal and become another stressful stage of the graduate school process. N Krogman replied that she envisions it as more of a discussion about where a graduate student is at, what their topic will be, how their coursework went, and what experiences they hope to gain during the course of the degree. It is a moment at which to evaluate aspects of the degree program, what the work looks like, and if the student still feels they want to do it. It is not meant to be an interrogation of the graduate student's progress, but more about the fit of the program for the graduate student, since a lot of people do not have those discussions early enough. S Fenichal asked if it is meant to be more of a regular ongoing discussion, rather than more pointed at specific times. Her department is trending towards more formalized and summative forms of assessment, and this could potentially be a checklist of boxes rather than communication. N Krogman replied that the intent is to provide the time to evaluate a student's progress, look at their coursework, if they still do not have a topic after year two, the professor or department can say it is unusual and ask the student to think about it and consider if the program is right for them. The literature says the more evaluation you conduct, the more it biases behaviour to metrics, and can move it away from actual meaning, and that is not the intent with this recommendation.

M Bajaj asked which recommendations will be achievable in the next year, considering the U of A's budget constraints and the stress this has put on supervisors. N Krogman replied that she is hesitant to put a timeframe to anything because other bodies have to implement the recommendations. There are departmental, graduate coordinator, and supervisor level recommendations. Department Chairs now have formalized training and this is probably a good place to start. Another good place to start would be training new professors as they begin at the U of A. More Professional Development should be available soon as well. The recommendations really need to be taken up by Deans and Chairs, so N Krogman's upcoming meetings will be instrumental in determining how long implementation might take, depending on if they are receptive to the recommendations. None of the recommendations cost a lot of money, so lack of resources should not be an issue; the larger factor is cultural commitment to change.

N Andrews raised two points about the report. First, regarding the exit interviews, graduate students still have a connection to their advisors after they complete their degree because they need recommendation letters. It might be obvious who is providing certain feedback and it could strain that relationship. Second, with discussion ongoing around FGSR or graduate studies reform, it is not clear what role FGSR will have in the future and this could impact the implementation of certain recommendations because of the role FGSR might play in them. N Krogman responded that, for the first point, one option is to have them made anonymously to the department chair by having a designate conduct them. The department chair could then use a summary of interviews over time, so it is harder to pin point to a particular supervisor or particular graduate student. Doing the interviews a year later could help it be less obvious who the person is, but would require a system to track students after they graduate. For the second point, N Krogman expressed her understanding that FGSR may become a training and facilitation organization, rather than an administrative body and her sense was that the recommendations around training could still be fulfilled through FGSR.

N Mehta stated that a lot of the recommendations are already in the FGSR handbook, but the implementation of them is left to the departments, who do not change something that is working until someone makes them. Some of the things that are suggested for review in year one may not mean anything to your supervisor (eg in his department students often do not have their topic until their third year, but still complete on time). His department already does an annual evaluation about how students are feeling, but most students do not answer the question about the supervisor. N Krogman asked about anonymity and N Mehta replied that even when it is anonymous it is not anonymous. For a supervisor with four graduate students, it is very easy to pinpoint which student you are not getting along with. The report is good but it is nothing without implementation; N Mehta is

jaded and cynical about reports like this. N Krogman replied that change can take awhile; suggestions and criticisms are repeated, but eventually it percolates and there is a moment at which change occurs. Supervision change is a growing movement, and the fact that the Provost assigned someone to address it should help. N Mehta replied that supervisors in his department bring in too much money for the department Chair to address any issue with their supervision. N Krogman responded that she can convey to department Chairs that professors who bring in lots of research funding are not seen as being as accountable for their behaviour.

M Bal stated that the supervisory relationship is also often an employment relationship, and the report mentions training supervisors for compliance with the Collective Agreement. M Bal asked if N Krogman could highlight the importance of CA compliance when presenting her report. N Krogman replied that she does not think that CA compliance is the biggest issue regarding supervision, but that she knows the GSA does get complaints. She will encourage departmental Chairs to have faculty and staff read the summary sheets on the CA, because it is a big problem since a lot of faculty are not aware of the Collective Agreement until they are caught breaking it. It is something that should be addressed, especially as funding dwindles and there might be more compliance issues. M Bal responded that N Krogman had mentioned in an earlier meeting that more administrative work is being downloaded to professors and they will end up doing a lot of things for students that administration staff are doing now. The problems will continue to grow and because there is already no consistency with CA compliance, the problems will get bigger. N Krogman replied that she believes that professors should have to take a mandatory test on the contents of the CA, but that universities are a hard place to tell people what to do because of the concept of academic freedom. There should be more structured expectations around knowing the CA, but she does not know how to push that forward other than through department Chairs.

V Pimmatt returned to the topic of student feedback on supervisors, particularly that a supervisory relationship can be important for the rest of a graduate student's career, and that some people will hold on to negative reviews and let it affect them and their relationship with their students. Therefore, the potential for less than true feedback from students is high, because they are held hostage to the reference letter. N Krogman responded that her department Chair does exit interviews and that there are ways to do them where it is not risky. V Pimmatt responded that she felt that it is less optimal to submit feedback within a department, and it might be better at a faculty level. In the Faculty of Medicine there are annual reviews, but students do not say anything about their supervisor unless it is positive, because they will find out who said it. There are not a lot of students in individual departments, so it is easy to figure out, and the chances of repercussions are too big to risk it. N Krogman replied that the challenge is to catch bad supervision and to do something about it. Some professors leave a graveyard of graduate students behind them and there has to be a way to address that. V Pimmatt suggested that having the opportunity to talk to current graduate students before beginning, away from the supervisor, is a possibility, but it is dangerous to have that information filter through the supervisor. N Krogman responded that very few supervisors provide information for contacting their current students to potential students. Furthermore, many international students arrive just for the promise of funding and the prestige of a supervisor without doing any research into what it might be like to work with them. Some graduate coordinators will attempt to hint to prospective students, but N Krogman does not think that is ethical because it's behind the scenes. There needs to be a process that does not put students at risk.

R Coulthard stated that any kind of graduate student evaluation will be challenging to implement and may prove difficult, but that if it does get implemented it will be less contentious and problematic over time. He has observed that, often, supervisory committees will only meet during the candidacy process, and then not again until the defense; a lot of problems could be solved by ensuring the existing regulations for regular supervisory committee meetings are followed. R Coulthard asked if N Krogman had a blank slate institution at which to advise on supervision, what implementations would she advise? N Krogman responded that she would put it good supervision in an institution's mission statement, its Faculties' goals, and make it a mainstream priority for high quality mentorship. It should not be assumed that just because a person has a PhD that they have the skills to supervise successfully; it is a whole body of skills that should be worked on throughout a career. It is hard to get this across in a large, established institution like the U of A. R Coulthard asked if it might be possible to implement these suggestions as part of the promotion process - to interview current and former students, and other people who work with the individual as a means of gathering feedback. In response, N Krogman asked if R Coulthard

thought that would escape the problem of putting students at risk. If faculty knew that it was coming up as part of the promotion process, they might be more careful in their behaviour, especially if the people were randomly selected for interviews, similar to the process used on Dean selection committees. R Coulthard replied that if N Krogman believes it would be valuable that it could be phased in with new higher and even with existing faculty. H Samuel asked for clarification on a recommendation to increase standards in accepting graduate students to increase likelihood of success. He asked what standards are being referred to, and if there is clear correlation between these standards and graduate student success. N Krogman replied that she had changed the wording in the document since it was circulated to Council; it now reads that selection criteria should be refined. The intent is that there may be features of graduate students who succeed more and are happy with their choice of degree across departments that can guide selection and make process and expectations of graduate programs clearer to potential and incoming students.

There were no further questions and D Prins thanked N Krogman.

#### **6. Community Service Learning Program (CSLP)**

C More introduced the item and the guest, Dr Alison Taylor (Director, Community Service Learning). C More stated that A Taylor was attending Council to provide information regarding opportunities for graduate students.

A Taylor then spoke about Community Service Learning (CSL) and raised the following points:

A Taylor asked S Sawchuk to speak to her experience with CSL. S Sawchuk indicated that her Humanities Computing course had students undertake a CSL course on project management in the real world and she found that it was a great experience. A Taylor stated that the best testimonials about CSL come from students.

A Taylor outlined that at the U of A CSL operates by supporting instructors with bringing CSL into the classroom at the undergraduate and graduate level. CSL is housed in the Faculty of Arts but crosses all faculties. The program is instructor-driven, with experiential learning and embedded courses usually involving 20 hours outside the class. Participation can be mandatory or optional (instructor determined). CSL usually works with not-for-profit agencies, schools, universities, and hospitals. CSL does not work with private sector. There are different ways to get involved with CSL. Students in a graduate course which includes a CSL component work with community organisations based on their needs which can involve research, community-based research, and program consultation and development. Eighty-four percent of students who take CSL courses believe it enhances their learning and would recommend them to peers. Currently CSL works with about 170 community partners and can develop more projects.

Graduate students also get involved by volunteering for Humanities 101, an outreach program with free for credit programs for community members living in communities with crime, poverty, or other hardships. Graduate students are involved with teaching and instructing these courses as volunteers. CSL is considering developing a similar Science 101 program. Graduate students instructing their own courses are encouraged to include CSL. There are FGSR sessions and orientation programs to introduce instructors to CSL. CSL will assist with syllabus planning, course design, and other supports for instructors wanting to include CSL in their courses. During the course, CSL assists with setting up student projects and facilitates access for students, as well as continued liaison with community partners. CSL also has a research group through which instructors are encouraged to publish on post-secondary teaching and CSL. Graduate students interesting in knowing more about CSL are encouraged to contact the program directly.

Following the presentation C More asked what A Taylor wanted from GSA Council. A Taylor responded that she was looking for increased engagement and exposure of CSL as instructors or Humanities 101 volunteers.

There were no further questions and D Prins thank A Taylor.

## 7. Councillor Announcements

None at this time.

### Action Items, Elections, Appointments, Special Business

## 8. Elections

### i. GSA Standing Committees

Members had before them the nominees for the GSA Budget and Finance Committee, the GSA Elections and Referenda Committee, the GSA Governance Committee, and the GSA Labour Relations Committee, which had been previously distributed on 09 May, 2014. M DuVal presented the item.

**MOTION BEFORE COUNCIL:** That the GSA Council, acting on the unanimous recommendation of the GSA Nominating Committee (NoC), **RECEIVE FOR INFORMATION** the newly-elected GSA Council members for the GSA Budget and Finance Committee, GSA Governance Committee, GSA Elections and Referenda Committee, and GSA Labour Relations Committee.

There were no questions.

**MOTION:** That the GSA Council, acting on the unanimous recommendation of the GSA Nominating Committee (NoC), **receive for information** the newly-elected GSA Council members for the GSA Budget and Finance Committee, GSA Governance Committee, GSA Elections and Referenda Committee, and GSA Labour Relations Committee. M DuVal **MOVED**. R Coulthard **Second**

**Motion PASSED UNANIMOUSLY.**

### ii. Nominees for GSA Senator

Members had before them the nominees for GSA Senator, which had been previously distributed on 09 May, 2014. M DuVal presented the item and Council proceeded to hold a paper ballot vote. Gary Barron was elected as the 2014-2015 GSA Senator.

There were no questions.

## 9. **GSA Board's 2014-2015 Strategic Work Plan Draft: Oral Update**

N Andrews presented the item and stated that each year the GSA Board develops an annual Strategic Work Plan (SWP) to align graduate student needs with advocacy efforts. The GSA will continue to work on SWP items from previous years and develop new initiatives. Some key points covered by the SWP include professional development for graduate students, student services including permanent residency assistance for international students, graduate studies reform, and prayer space. Councillors with action items they would like addressed in the SWP were encouraged to contact N Andrews, and the SWP will come to Council in June.

There were no questions.

## 10. Special Business (**none at this time**)

### Reports

#### 11. President

##### i. **President's Report:**

Members had before them a written report from the 2013-2014 GSA President, a written report from the 2014-2015 GSA President, and the GSA President's Task Force on GSA Elections Bylaw and Policy, which had been previously distributed on 09 May, 2014. The reports stood as submitted. In addition, N Andrews made the following remarks:

N Andrews is looking forward to the upcoming discussions about graduate studies reform. Additionally, the GSA President's Task Force on GSA Elections Bylaw and Policy will be holding meetings for graduate students to give

Prepared by M. Caldwell and C. Thomas for the Council Meeting of May 12, 2014

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feedback and suggestions to improve elections, in person, via email, or in the GSA office drop box. Information will be sent out via the GSA newsletter. Feedback can be anonymous if required. N Andrews will report on the suggestions received at July Council.

Following the presentation J Kong asked if boxes could be placed directly in departments so students would not have to visit the GSA office to submit anonymous suggestions. N Andrews responded that these options would be investigated.

There were no further questions.

**ii. GSA Board**

Members had before them a written report, which had been previously distributed on 09 May, 2014. The report stood as submitted.

**iii. Budget and Finance Committee**

No meetings this reporting period.

**iv. Governance Committee**

No meetings this reporting period.

**a) Nominating Committee**

**i. Nominating Committee Report**

Members had before them a written report, which had been previously distributed on 09 May, 2014. The report stood as submitted and, in addition, M DuVal extended the GSA Nominating Committee's appreciation to Zhendong Li, who was leaving the committee. Z Li was a member of the GSA Nominating Committee since June 2012 and had been an incredible contributor. Z Li has received over 500 emails about NoC and GSAB and has helped fill 372 committee vacancies. This position will be advertised shortly. Any questions or interest in serving should be directed to E Schoeck, M DuVal or L Fleming.

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 09 May, 2014. The report stood as submitted and, in addition, C More stated that he continues to work closely with FGSR on professional development, and progress is being made. There is little information available at the moment about graduate studies reform, but Council will be informed once the GSA hears something. C More believes that there are many good, wide-ranging recommendations in N Krogman's report on supervision and the GSA will be developing an action plan to address them.

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 09 May, 2014. The report stood as submitted and, in addition, M Bajaj stated that the PAW Centre will be opening in January 2015, with a soft-lunch in Fall 2014 to introduce students to the centre and its amenities. B Louie (University Architect) and K Love (PAW Project Manager) will be coming to Council in the fall to present on the final PAW centre designs. M Bajaj also stated that she is waiting on the UAI report on PR application assistance to be assessed for legal implications and that she will let Council know when that feedback has been received.

There were no questions.

**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 from the 2013-2014 Vice-President External and a written report from the 2014-2015 Vice-President External, which had been previously distributed on 09 May, 2014. The report stood as submitted. There was no oral report as S Cake was absent from Council, attend the Canadian Alliance of Student Associations Foundations Conference.

**ii. Awards Selection Committee**

No meetings this reporting period.

**17. Vice-President Labour**

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

Members had before them a written report, which had been previously distributed on 09 May, 2014. The report stood as submitted and, in addition, M Bal stated that at a recent meeting, D Guhr (International Student Research Consultant) had indicated that it will be increasingly difficult to attract more international students because international education is cyclical and will go into a downturn. D Guhr's data is based on undergraduate enrollment, and M Bal will be following up for graduate level data.

**M Bal MOVED to go into Closed Session. N Andrews Seconded.**

**Motion PASSED UNANIMOUSLY.**

**M Bal MOVED to go out of Closed Session. H Samuel Seconded.**

**Motion PASSED UNANIMOUSLY.**

**ii. Negotiating Committee**

Members had before them a written report, which had been previously distributed on 09 May, 2014. The report stood as submitted.

**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 stated that Senate Plenary would be meeting on Thursday and Friday, and that he would be attending June convocation as a member of Senate.

There were no questions.

**19. Speaker**

**i. Speaker's Report**

No written report was required at this time. D Prins announced that it was his final meeting and that he was honoured to have served on GSA Council as Speaker.

**20. Chief Returning Officer**

**i. Interim Deputy Returning Officer's Report**

No written report was required at this time. H Samuel stated that ERC will be meeting soon and that he had no significant events to report.

**ii. Elections and Referenda Committee**

No report was required at this time.



## **21. GSA Management**

### **i. Executive Director's Report**

Members had before them a written report, which had been previously distributed on 09 May, 2014. The report stood as submitted and, in addition, Ellen asked how many members of GSA Council knew what CJSR was; most did. Ellen asked how many Councillors listened to CJSR and six out of 44 members present indicated that they did. The GSA ran a referendum a long time ago (in 2001) and graduate students voted to collect \$14,000/year to support CJSR. Since then, two successive presidents have wondered if it remains a prudent use graduate student dollars given CJSR's casino fundraising successes and given the evolution of the GSA's services. The GSA has a member on the CJSR Board, and receives their financial reports. The GSA will be consulting with graduate students on whether or not to continue financially supporting CJSR at the current level after an analysis of CJSR's most recent financial reports. Comments regarding CJSR can be directed to the GSA President, N Andrews.

Ellen reported the results of the survey of Council and indicated that the GSA might rerun the Council survey as we have new Councillors. Responses from this survey indicated that 100% of Councillors have access to a mailing list for their department, 41% provide feedback to constituents, and 97% would like a paragraph summary of meetings. The GSA will begin circulating a paragraph summary, approved by the Speaker, following this meeting of Council. Use of the hardcopy agenda/handbook is 50%, while 72% value Council remuneration funds. This raises concerns about the small amount of money that some departmental GSAs are dependent upon. Finally, 64% responded that departments run social activities during orientation, but only 25% of departmentalized faculties provide social activities.

Ellen also noted that the GSA office staff are working towards integrating Bylaw and Policy, with the first round of editorial changes going through M Bal as the Vice-Chair of the GSA Governance Committee.

There were no questions.

### **Question Period**

#### **22. Written Questions**

No written questions were received prior to the meeting.

#### **23. Oral Questions**

A Radil asked if any Councillors had been to the mandatory training sessions required by Student Groups Services to register a student group. H Samuel responded that he attended a presidential training session and did not find it worthwhile. N Mehta indicated that the Medical Microbiology and Immunology departmental GSA had chosen not to register this year instead of going through the process as they did not feel it was necessary. E Schoeck informed Council that the GSA was aware of the issues with student group registration and training, and that they are looking into other forms of training for graduate students. Councillors were encouraged to contact M Bajaj with any feedback or questions regarding student groups.

N Andrews thanked D Prins for his service to the GSA over the last two years, first as CRO and then as Speaker. As CRO, D Prins submitted a report with 47 recommendations for GSA Elections and Referenda Bylaws and Policy review. As Speaker, he has received over 500 emails, and has spent 30 hours chairing Council and attending pre-Council meetings.

### **Adjournment**

The meeting was adjourned at 8:17 pm.

GSA NOMINATING COMMITTEE (NoC)  
**GSA CHIEF RETURNING OFFICER (CRO), DEPUTY RETURNING OFFICER (DRO), SPEAKER, AND DEPUTY  
 SPEAKER  
 NOMINEES**

The GSA NoC advertised these positions to all graduate students in the GSA Newsletter on May 2, 2014 and received **two** nominations for Speaker, **one** nomination for Deputy Speaker, **one** nomination for CRO, and **one** nomination for DRO by the deadline of Friday May 30, 2014 at 12:00 PM (Noon). The Nominating Committee forwarded **ALL** bios and resumes received to GSA Council and they are set out below in **red**. Council was invited to make additional nominations and none were received by the deadline of Friday June 6, 2014 at 12:00 (Noon) (GSA Policy, Nominating, 6.6).

**There will be four separate anonymous paper ballot votes held at the June 16, 2014 GSA Council meeting to elect the GSA Speaker, Deputy Speaker, CRO, and DRO for 2014-2015. All nominees have also been invited to deliver brief remarks (2-3 minutes per nominee) and answer questions from Councillors (3 minutes per position) at the June meeting of Council.**

***If you are unable to attend the June 16 meeting of GSA Council and would like to cast an electronic vote for each position, you must contact the Nominating Committee Coordinator ([gsa.nomcomm@ualberta.ca](mailto:gsa.nomcomm@ualberta.ca)) BEFORE 3:00 PM on Monday June 16, 2014 in order to cast your votes in advance of the Council meeting.***

**Nominees for each position are listed in alphabetical order and will be presented in *reverse* alphabetical order on the ballot. 'None of the Above' will also be considered a nominee for the purpose of each ballot (GSA Policy, Elections, 10.4):**

**GSA Chief Returning Officer (CRO)**

1. Hamman W. Samuel (PhD program, Computing Science)

**GSA Deputy Returning Officer (DRO)**

1. Richard Kanyo (PhD program, Physiology)\*

**GSA Speaker**

1. Qiang Li (PhD program, Chemical and Materials Engineering)
2. Sarah Prescott (MSc program, Resource Economics and Environmental Sociology)

**GSA Deputy Speaker**

1. Roy Coulthard (PhD program, Earth and Atmospheric Sciences)

**Conferring GSA Associate Membership**

*\* Richard Kanyo is convocating in June 2014. Thus, if Council elects him to serve as the GSA Deputy Returning Officer (DRO) for 2014-2015, a Motion will be put forward by Council to elect him as an Associate Member. This was the process that was followed in 2010 when a non-graduate student was elected as GSA CRO. Bylaw states, "unless otherwise specified, Council-Elected Officers shall be GSA Members" (GSA Bylaw, Part IV, 3.1.2). Council is asked to consider the following Motion, which was also*

**Suggested Motion :**

That Council **elect** Richard Kanyo as an Associate Member of the GSA for the duration of his term as GSA DRO. **Moved by M DuVal (NoC Member, GSA Councillor), Seconded by H Thaker (Councillor-at-Large).**

**Jurisdiction:**

"Council [...] may elect to associate membership of the GSA to any member(s) or class of members of the University community it considers appropriate" (GSA Bylaws, Part II, 1.2).

## **BIOGRAPHIES AND RESUMES OF NOMINEES**

GSA Policy governing the NoC states “in all cases, nominees will be required to provide a brief resume and bio”(GSA Policy, Nominating, 5.5). Additionally, the NoC is required to provide Council with nominations for CRO, Speaker, and Deputies. **Biographies and brief resumes of the GSA nominees for CRO (1), DRO (1), Speaker (2) and Deputy Speaker (1) are ATTACHED on pages 6.1 - 6.4. Biographies and brief resumes have been attached as received (i.e. not edited).**

### **GSA CHIEF RETURNING OFFICER**

#### **Qualifications as set out in the GSA Policy (Officer Portfolios Policy)**

8.3.a “The CRO should ideally have previous experience with administration of student elections.”

#### **Duties in Bylaw (Part IV Officers, Section 3 Council-Elected Officers)**

3.3.3 “The Chief Returning Officer is responsible for running all GSA elections and referenda.”

#### **Duties in GSA Policy (Officer Portfolios Policy, Section 8)**

- a. “The CRO is responsible for administration of GSA elections, by-elections, and referenda pursuant to the GSA Elections and Referenda Bylaws and Policies.
  - b. The CRO is responsible for monitoring candidate activities and is authorized to discipline candidates for violations of GSA Elections and Referenda Bylaws and Policies as provided for in the GSA Elections and Referenda Bylaws and Policies.
  - c. The CRO chairs the Elections and Referenda Committee.
2. Restrictions
- a. The CRO may not hold any other elected position in the GSA (effective June 1, 2014).
  - b. The CRO is prohibited from participating in election or referenda campaigning.”

### **CHIEF RETURNING OFFICER NOMINEE**

#### **1. Hamman W. Samuel**

#### **Hamman W. Samuel 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.

#### **Hamman W. Samuel 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.

### GSA DEPUTY RETURNING OFFICER

#### Duties in Bylaw (Part IV Officers, Section 3 Council-Elected Officers)

3.3.5 “[...] Duties of the [...] DRO are to assist the [...] CRO as needed

3.3.3 The Chief Returning Officer is responsible for running all GSA elections and referenda.”

#### Duties in GSA Policy (Officer Portfolios Policy, Section 8)

- a. “The CRO is responsible for administration of GSA elections, by-elections, and referenda pursuant to the GSA Elections and Referenda Bylaws and Policies.
  - b. The CRO is responsible for monitoring candidate activities and is authorized to discipline candidates for violations of GSA Elections and Referenda Bylaws and Policies as provided for in the GSA Elections and Referenda Bylaws and Policies.
  - c. The CRO chairs the Elections and Referenda Committee.
2. Restrictions
    - a. The CRO may not hold any other elected position in the GSA (effective June 1, 2014).
    - b. The CRO is prohibited from participating in election or referenda campaigning.”

### GSA DEPUTY RETURNING OFFICER NOMINEE

#### 1. **Richard Kanyo**

#### Richard Kanyo Biography:

I was born in Cluj-Napoca (Romania) and immigrated to Stuttgart (Germany) at the age of 6. In 2000, during the 12th grade, I did an exchange to Canada and finished my diploma to pursue an academic career in Canada instead to continue in Germany. I have always been passionate about volunteer work and prior immigrating to Canada at the age of 15, I started volunteering at Children’s camps where later I managed my own groups for six years. During my undergraduate career I served as a VP for Social Services at my Residents. While doing my PhD, I became involved with the GSA as a VP External of the Physiology Student Association and served as their representative on council since 2010. Since 2010, I have also been sitting on the Election and Referendum Committee (ERC). Lastly, outside of the University, I am also one of the founding Directors of the Alberta Arts Academy.

#### Richard Kanyo Resume:

I am about to convocate from my PhD in Physiology where I was studying how cellular signaling pathways are transduced and regulate gene expression. My research focused investigating how transducer of regulated creb activity 2 (TORC2), a transcriptional co-activator, and Salt inducible kinase 1 (SIK1) modulate the cAMP-induced gene expression of arylalkylamine-N-acetyltransferase (the rhythm-generating enzyme in melatonin synthesis) in the rat pineal gland. Prior to my PhD, while I was finishing my Bachelor of Science majoring in Biological Sciences and Psychology, I was also a teaching assistant for a second year undergraduate microbiology course. Due to my extensive experience sitting on the ERC and my flexible availability I wish to serve as a Deputy Returning Officer.

### GSA SPEAKER

#### Qualifications as set out in the GSA Policy (Officer Portfolios Policy)

7.3.a “The Speaker must have a good working knowledge of the GSA, its structure, and its governing documents.”

#### Duties in Bylaw (Part IV Officers, Section 3 Council-Elected Officers)

3.3.2 “The Speaker is responsible for presiding over all meetings of GSA Council.”

#### Duties in GSA Policy (Officer Portfolios Policy, Section 7)

- a. “The Speaker is responsible for presiding over meetings of Council in accordance with the Standing Orders of Council.
  - b. The Speaker shall see that an agenda package is prepared for all meetings of Council.
  - c. The Speaker is ultimately responsible for review of the Minutes of meetings of Council prior to their being distributed to Council for approval.
  - d. The Speaker is responsible for tracking attendance at meetings of Council.
  - e. The Speaker oversees the archiving of the official copies of the GSA’s governing documents and is responsible for ensuring that up-to-date copies thereof are available to members on the website.
  - f. The position of Speaker averages two (2) hours per week, except for weeks where there is a Council meeting, in which case there is an average of five (5) hours.
2. Restrictions
    - a. The Speaker may not act in any other representative position for the GSA except as provided for in GSA Bylaws.”

**GSA SPEAKER NOMINEES****1. Qiang Li****Qiang Li Biography:**

I am looking forward to your support for the GSA Speaker. I am currently a graduate student in the Department of Chemical and Materials Engineering, researching the mechanism in converting coal into liquid fuel. I was a Ph.D. Candidate in chemical engineering and transferred to Master Program. Now I'm backing to my Ph.D. program. Before joining U of A, I attend Tianjin University (China), where I earned B.Sc. (honor) in chemical engineering.

During my two years on GSA council as Councillor-At-Large and sometimes presented for my department as President of CMEGSA, I worked with you there, and together we contributed our time and efforts for our graduate students. Now with my passion, I would like to work with you guys further on the council, helping develop a more active and effective council.

**Qiang Li Resume:**

I am currently serving my second term on the Labour Relations Committee of GSA since 2012. In this role, I played an active role in revising the Collective Agreement and discussed the issues regarding graduate student academic employment. Last month, I just ended my third term as GSA representative on RHA (Residence Halls Association) council, where I spread the voice of graduate students on residence issues and helped build a stronger RHA council. In the two years on GSA council as Councillor-At-Large, I simultaneously acted as President for Chemical and Materials Engineering Graduate Students' Association (CMEGSA) and councillors at GFC (General Faculties Council) and FGSR council.

I'm running for GSA Speaker because I have demonstrated the leadership and collaborative spirit necessary to preside over meetings of Council and maximize the benefits for graduate students.

With your support, I will continue to spread the voice of graduate students and develop a more active and effective council.

**2. Sarah Prescott****Sarah Prescott Biography:**

I am currently working on an MSc degree in Natural Resource Economics. I graduated in 2007, also from the University of Alberta, with a BSc in Environmental Science. Following this, I spent 5 years working as a consultant for oil and gas companies, investigating and cleaning up contamination associated with conventional oil and gas wellsites and pipelines. I eventually decided that I wanted to steer my career more towards the human aspects of environmental treatment, instead of the technical aspects. This led to me coming back to University for additional education.

This past school year, I was Vice-President of the University of Alberta Mindfulness Meditation student group and, from January to April, was the alternative GSA council representative for Resource Economics and Environmental Sociology.

**Sarah Prescott Resume:**

I am researching the non-market economic benefits of off-highway vehicle use in the Crowsnest Pass area, in the south-eastern Rocky Mountains of Alberta.

I have always been interested in how good meeting facilitation helps to get work done, while clunky meeting facilitation can prevent progress. This is one reason I am interested in the role of Speaker. I have regularly attended Council meetings since January, as well as several meetings in the fall, so I have a good understanding of the overall functioning of the GSA. In my working life, I often acted as the on-site coordinator of both earth-moving and farming-type activities. This required strong organization skills and clear and timely communication with all workers on the site. While I understand that the role of Speaker is a facilitating role, not a directing role, I think that this experience is very relevant in my ability to succeed in this role.

I will be conducting analysis of my research and thesis preparation this year, and have a flexible enough schedule to complete the duties of Speaker. This summer I will be frequently be out of Edmonton, conducting research, but I can arrange my schedule to be in Edmonton for Council meetings.

### GSA DEPUTY SPEAKER

#### Duties in Bylaw (Part IV Officers, Section 3 Council-elected Officers)

3.2.5 "Duties of the Deputy Speaker [...] are to assist the Speaker [...] as needed

3.3.2 The Speaker is responsible for presiding over all meetings of GSA Council and General Meetings."

#### Duties in GSA Policy (Officer Portfolios Policy, Section 7)

- a. "The Speaker is responsible for presiding over meetings of Council in accordance with the Standing Orders of Council.
  - b. The Speaker shall see that an agenda package is prepared for all meetings of Council.
  - c. The Speaker is ultimately responsible for review of the Minutes of meetings of Council prior to their being distributed to Council for approval.
  - d. The Speaker is responsible for tracking attendance at meetings of Council.
  - e. The Speaker oversees the archiving of the official copies of the GSA's governing documents and is responsible for ensuring that up-to-date copies thereof are available to members on the website.
  - f. The position of Speaker averages two (2) hours per week, except for weeks where there is a Council meeting, in which case there is an average of five (5) hours.
2. Restrictions
    - a. The Speaker may not act in any other representative position for the GSA except as provided for in GSA Bylaws."

### GSA DEPUTY SPEAKER NOMINEE

#### 1. **Roy Coulthard**

#### Roy Coulthard Biography:

Roy Coulthard was born and raised in Edmonton where he attended school and completed his Bachelor of Science (Honours) degree at the U of A. During his undergrad degree, Roy served as Vice-President of the Earth & Atmospheric Sciences Students' Association and performed with the Edmonton Youth Orchestra and various U of A musical ensembles. Roy subsequently completed a Master of Science degree at the University of Colorado, Boulder, where he was an active member of the International Peer Mentor Team. Since returning to the U of A, Roy served as President of the Circumpolar Students' Association, and has been a GSA Councillor, alternate Councillor and Councillor-at-Large. He served as Vice-President Operations & Services, Acting President and President from October 2009 through April 2012. Most recently, Roy has been the GSA's representative on the Senate since June 2012 and continues in this role through June 2014 following his re-election in Spring 2013.

#### Roy Coulthard Resume:

I am currently studying the glacial and sea level history of Prince Patrick and Baffin Islands, Arctic Canada for my PhD in Earth & Atmospheric Sciences. My research takes me for a month most summers to the Canadian High Arctic where I work in small tent camps. I have previously taught courses in Global Change and Stratigraphy at the U of A, and at Boulder. I would be happy to continue to serve in the role of Deputy Speaker of GSA Council to assist and/or fill in for the Speaker of Council. My extensive time on Council, familiarity with procedure and bylaw and experience chairing meetings during my Presidency will make this a natural fit for me. As my coursework is complete and I am writing up my thesis, I can confirm I am able to attend Council meetings throughout the year.

**GSA NOMINATING COMMITTEE (NoC)  
FACULTY OF ENGINEERING DEAN SELECTION COMMITTEE (ONE POSITION)  
NOMINEES**

On June 5, 2014 the **Faculty of Engineering** advertised this position to **Departmental Graduate Student Associations in the Faculty of Engineering**. This position is for one graduate student to serve on the Faculty of Engineering Dean Selection committee. The Faculty asked any nominees to submit a brief bio (100 words) to the GSA by June 12, 2014, and the GSA received **two nominations**. **No nominations were received from the Department of Chemical and Materials Engineering or the Department of Electrical and Computer Engineering**. As set out in U of A policies and procedures:

“The graduate student representative(s) shall be selected through the following mechanism. **Each Departmental Graduate Student Association shall forward a name to the Graduate Students’ Association and the representative will be elected by the Graduate Students’ Association Council.** If no Departmental Graduate Association exists or if no names are forwarded by the existing associations, the Graduate Students’ Association shall be responsible for forwarding a name to the Graduate Students’ Association Council for ratification”

(<https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Selection-of-Faculty-Deans-Procedure-Appendix-A-%20Dean-Selection-Committees-for-Individual-Faculties.pdf>).

**U of A policies and procedures for the Faculty of Engineering Dean Selection Committee also requires that “where a Faculty is departmentalized, the students shall come from different Departments.”** The undergraduate student representative, as selected by the Engineering Students’ Society, is in the **Electrical Engineering program**.

**There will be a paper ballot vote held at the June 16, 2014 GSA Council meeting for the Engineering Graduate Student Position on the Faculty of Engineering Dean Selection Committee.**

*If you are unable to attend the June 16, 2014 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the Nominating Committee Coordinator ([gsa.nomcomm@ualberta.ca](mailto:gsa.nomcomm@ualberta.ca)) BEFORE 3:00 PM on Monday June 16, 2014 in order to cast your vote in advance of the Council meeting.*

**Nominees for this position are listed in alphabetical order by last name and will be presented in reverse alphabetical order on the ballot. ‘None of the Above’ will not be considered a nominee for the purpose of this ballot, as University regulations must be followed.**

**Mechanical Engineering Graduate Students’ Association Nominee:**

**Cuiying Jian (PhD program, Mechanical Engineering)**

**Civil and Environmental Engineering Graduate Students’ Association Nominee:**

**Jeremy Wohland (PhD program, Civil and Environmental Engineering)**

**The names and biographies received (two nominees) are ATTACHED on page 6.6. Biographies have been attached as received (i.e. not edited).**

## Biographies of Nominees in Alphabetical Order

### 1. Cuiying Jian (PhD Program, Mechanical Engineering)

Cuiying Jian received her Master and Bachelor degrees from Harbin Institute of Technology in China. In 2011, she joined University of Alberta. Now, Cuiying Jian is a third-year PhD candidate in Mechanical Engineering. Her research project focuses on investigating petroleum properties. At University of Alberta, Cuiying Jian serves as the Vice President of Mechanical Engineering Graduate Students' Association. Meanwhile, she is also actively helping organizing the 5<sup>th</sup> Faculty of Engineering Graduate Research Symposium. Cuiying Jian is the recipient of University of Alberta Doctoral Recruitment Scholarship, Jacob H Masliyah Graduate Award in Oil Sands Engineering and Alberta Innovates Graduate Student Scholarship.

### 2. Jeremy Wohland (PhD Program, Civil and Environmental Engineering)

Jeremy Wohland is currently a VP for the Civil and Environmental Engineering Graduate Students' Association (CEEGSA) and a councillor for the Graduate Students' Association (GSA) for the Department of Civil and Environmental Engineering. Prior to currently undertaking a MEng in Petroleum Engineering, he completed a BSc in Civil Engineering at the University of Alberta. His past interactions with the undergraduate and graduate UofA engineering student community for five years, has given him a perception of their campus life experiences. He is able to highlight the Faculty of Engineering students' voiced merits and issues of the department to which is important to future management.



### GSA BOARD NOMINEES

#### **List of Nominees and Call for Additional Nominations Previously Distributed to Council on May 30, 2014; Advertisements for Council Position on GSA Board Distributed to GSA Council on May 21, 2014**

The GSA Speaker and Executive Director advertised this position to GSA Council members and received **two nominations**. A call for additional nominations went out to Council and no additional nominations were received. The GSA Speaker has advised that **ALL** nominations received for this position be brought forward to GSA Council for consideration.

**There will be a paper ballot vote held at the June 16, 2014 GSA Council meeting for the GSA Council member position on the GSA Board**

*If you are unable to attend the June 16, 2014 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the Nominating Committee Coordinator ([gsa.nomcomm@ualberta.ca](mailto:gsa.nomcomm@ualberta.ca)) BEFORE 3:00 PM on Monday June 16, 2014 in order to cast your vote in advance of the Council meeting.*

**Nominees for the position are listed in alphabetical order and will be presented in reverse alphabetical order on the ballot. 'None of the Above' will also be considered a nominee for the purpose of each ballot (GSA Policy, Elections, 10.4).**

#### **Jurisdiction:**

GSA Policy, Standing Committees, GSA Board, 2.1.e

"Council (GSA Bylaws Part III, Council) may appoint up to three members of Council as non-voting members of the GSAB."

#### **Nominees:**

1. **Jude Dzevela Kong (Councillor-at-Large, Math and Stats)**
2. **Harsh Thaker (Councillor-at-Large, Medicine)**

### **GSA Board: Vacancy: ONE MEMBER OF COUNCIL**

#### **GSA Board Role and Requirements (GSA Board Policy):**

The **GSA Board** is the senior administrative authority of the GSA and meets **every Wednesday from 12:00 – 2:00 PM**. As set out in the GSA Board Policy, the responsibilities of the Councillor positions on the Board are:

1. **"Regular attendance at Board meetings is expected**, with regrets and reasons submitted to the President. Any voting Board member may question attendance of Councillors at any time."
2. **"Understanding that the essence of this position is to provide a link between the elected GSA officials and the floor of Council is essential [...]"**
3. **"These Councillors will have a birds-eye view of the Board operations and business. They are expected to provide information gleaned from these meetings, from their own perspective, to Council – ie to participate and speak up at Council when Board business is discussed, from their own unique views."**

**TWO PAGES**

**GSA Council Member Leaving the GSA Board:** Zhendong Li (Chemistry)

**GSA Council Members Staying on the GSA Board:** Lacey Fleming (Anthropology) and Michele DuVal (Biological Sciences)

**GSA Board Nominees (TWO):**

**1. Jude Dzevela Kong (Councillor-at-Large, Math and Stats)**

**Jude Dzevela Kong Biography:**

I am a second year PhD student in Applied Mathematics. Prior to moving to the university of Alberta, I completed an Erasmus Mundus masters degree in mathematical modelling from the the university of Hamburg-Germany and the University of L'Aquila in Italy, and a Bsc. In Mathematics from the University of Buea- Cameroon. In the university of Buea, I served the student body as the the Chairman of Council and as the secretary general of the faculty of science students' association. While doing my masters in Europe, we formed the Africa Students' Union-Italy, and I was the first president. I am currently the Erasmus Mundus Students and Alumni Coordinator for Central Africa and one of the University of Alberta GSA Councillors at Large.

**Jude Kzevela Kong Resume:**

I have gained a lot of experience from the various leadership roles I have taken. As the Erasmus Mundus Students and Alumni Coordinator, I advocate for the Erasmus students from Central Africa in the European Union. While acting as the Chairperson of Council in the University of Buea, I was the voice and advocate of the students. Among other things, I encouraged partnerships between the students and local businesses. As a team, we made the University of Buea a recognized leading university in Cameroon. All these experiences have helped shaped me into a more mature student advocate and have allowed me to grow while working in a team environment. I believe they have made me a strong candidate to be a member of the GSA board and I would be honoured to work towards making our university a great place for graduate students.

To better prepare myself for my future task, I am not joining the board only to share my experiences from the various Universities I have played key leadership roles in, but equally to learn from the distinguished executive members in the GSA board. I strongly believe that if I become a member of the board, I will be more expose to the functions of the various executive members and the obstacles they face in executing them. This will better prepare me for one of the VPs position next year.

**2. Harsh Thaker (Councillor-at-Large, Medicine)**

**Harsh Thaker Biography:**

I was raised in Markham, ON and I was actively involved with the student council in high school serving as a Student Representative as well as the A/V Coordinator. I received a BSc degree in Molecular Biology with Co-op at the University of Waterloo (2012). During my time at UW, I assisted with orientation week and became a coordinator for faculty-related events. Also, I served as a representative for the Biology Undergraduate Society (BUGS) and helped organize tutoring sessions for students living in residence. My volunteer experiences include patient visitation at Grand River Hospital as well as handling inquiries at the front desk. I have recently started working as a Vision Mate with the CNIB here in Edmonton.

**Harsh Thaker Resume:**

I am currently pursuing an MSc in the Department of Medicine working with Dr. Mason and the CEGIIR group studying the pathways of inflammation in patients with Crohn's Disease. During my undergraduate degree, I worked as a researcher at Western University, Yale, and the U of A which exposed me to the organizational structure and how decision-making processes are carried out at these different institutions. I am currently serving on the GSA Budget and Finance Committee, GSA Awards Selection Committee and as an FGSR Councillor. I will also be representing the university as an Ambassador through Student Connect in 2014-2015. I think I would be a valuable addition to the GSA Board in a non-voting capacity and be able to provide an objective and informed opinion on the matters at hand. I am interested in taking on a larger role within the GSA next year and feel that working with the GSA Board will be beneficial to develop the necessary skill set to work in that capacity.

**TWO PAGES**

**GSA NOMINATING COMMITTEE NOMINEE**

**List of Nominees and Call for Additional Nominations Previously Distributed to Council on May 30, 2014; Advertisements for Council Position on GSA Nominating Committee Distributed to GSA Council on May 21, 2014**

**Recommended Motion**

GSA Council is asked to consider the following Motion:

That the GSA Council, acting on the unanimous recommendation of the GSA Speaker and Executive Director, **receive for information** the newly-elected GSA Council member for the GSA Nominating Committee.

**Newly elected GSA Council Member on the GSA Nominating Committee:**

1. **Ninad Mehta (Councillor, Medical Microbiology and Immunology)**

**Jurisdiction:**

GSA Policy, Nominating, 1.1

“If there are vacancies on the NoC, the **Executive Director and Speaker will advertise those vacancies to Council** and, after a reasonable amount of time has elapsed, will select individuals meeting the criteria set out in Section 2, Expectations, to fill those vacancies and **submit their names to Council for ratification.**”

**No additional nominations were received by the deadline provided of 12 (noon) on Friday June 13, 2014 (GSA Policy, Nominating, 6.6).** The nominee presented in this report is therefore declared **elected**.

**GSA NOMINATING COMMITTEE: Vacancy: ONE MEMBER OF COUNCIL**

**Nominating Committee Member Expectations from GSA Policy (Nominating, Section 2 Expectations):**

1. “Members of the NoC must have a demonstrated ability to be **neutral** and are expected to **act impartially**, including declaring conflicts of interest and rising above individual/departmental interests to ensure the best fit between nominees and vacancies.
2. The NoC is expected to fill vacant positions in a timely fashion to ensure that there is continuity in the graduate student “voice” on committees, Councils, and other bodies, thereby ensuring the best possible representation for graduate students.”

**GSA Council Member Leaving the GSA Nominating Committee:** Zhendong Li (Chemistry)

**GSA Council Members Staying on the GSA Nominating Committee:** Lacey Fleming (Anthropology) and Michele DuVal (Biological Sciences)

June 6, 2014

Dear GSA Council Members,

Please find the 2014-2015 Graduate Students' Association Board Strategic Work Plan (SWP) attached for your review. **This Plan was prepared by me along with the GSA Vice-Presidents and GSA Management to direct our efforts and identify areas where we can work with others in the University community.** The Board SWP both includes the platform and strategic goals of your new team of Directly-Elected Officers and was based upon the previous Board's SWP, which ensures continuity in terms of strategic goals, planning, and advocacy. **Important GSA initiatives, including enhanced professional development opportunities for graduate students and increased services for international graduate students are developed in this Plan.**

Alongside many continuing GSA initiatives, developed in the 2013-2014 Board SWP, this new version outlines several new strategic goals. **In brief, the key priorities that the GSA Vice-Presidents and I have identified for 2014-2015 are:**

- The creation of **first-rate professional development opportunities** for graduate students
- Sustained and **active engagement in tuition, mandatory non-instructional fees (MNIFs), and market modifier debates** as well as **engagement with University Administration and the provincial government on issues surrounding the financial support** of post-secondary education
- **Support a strong FGSR and maintain a strong graduate student voice in any proposed FGSR reforms** (also sometimes referred to as graduate studies reform) and continued work with FGSR and other groups to develop quality measures and an ambitious vision of graduate education at the University of Alberta
- **Increased services for international graduate students** (including lobbying for the creation of a Provincial Nominee Program stream for current international graduate students and the University's assistance with Permanent Residency applications)
- Further **development of the Department Liaison Initiative and working to actively engage with graduate students**
- Working with partner provincial GSAs to **finalize the creation of a new, strong provincial lobbying group** that, with well-developed bylaws and financial reporting structures, will remain functional and effective over time
- Maintaining a **strong provincial and federal advocacy** presence
- Continued work with the University on **education, compliance, and dispute resolution associated with the Collective Agreement** and the **negotiation of increased funding** for academically employed graduate students
- Continued **strong partnership in any implementation of the recommendations contained in the recently released final report of the Graduate Student Supervision Task Force**, a joint initiative of the Provost, FGSR and the GSA
- **Maintaining strong relationships with our partner associations** – SU, AASUA, PDFA, and NASA – and with the University President, Provost's Office and other Vice-Presidents, the Dean of Students, the Dean of FGSR, members of the Board of Governors, Governance, Senate, Alumni Association, service providers, and other key partners
- Continued **involvement with all initiatives associated with the PAW Centre**

As was the case with the previous GSA Board SWP, in implementing this Plan, we will strive for transparency, accountability, and reputation-building through regular updates to GSA Council and other stakeholders. Through this process, we hope to gain valuable feedback on how we can best achieve what we have set out to accomplish. We look forward to working with our many partners on the implementation of this Plan.

The GSA Board is interested in hearing your thoughts on the Strategic Work Plan. I look forward to our discussion on June 16.

Sincerely,



Nathan Andrews  
2014-2015 GSA President

**UNIVERSITY OF ALBERTA GRADUATE STUDENTS' ASSOCIATION (GSA) BOARD  
STRATEGIC WORK PLAN: 2014-2015**

**Note:** The GSA sees this as a living document, constantly shifting directions as the provincial budget, the federal government's post-secondary education strategy, the potential opening of the *Post-Secondary Learning Act*, and the U of A landscape all unfold and change.

**VISION:** The GSA envisions an engaging environment that is supportive, healthy, accessible, and inclusive, thus empowering the graduate student community to be agents of change in all endeavours, academic and otherwise, both during their time here and beyond. The GSA believes that a healthy organization is nurtured through effective relationships with various stakeholders<sup>1</sup> and constituent groups of the academy<sup>2</sup>. Nonetheless, an organization that hopes to evolve over time must be prepared to take steps at critical junctures that may or may not be endorsed by all of its stakeholders.

**MISSION:**

1. **Advocate for comprehensive, timely, and excellent supports within the University governance system and with government.** The GSA is a vigilant voice for stewardship of the graduate student experience with regard to funding, housing, and services. As graduate enrolment (and international student enrolment) increases, we believe these key infrastructure pieces should be in place *before* new graduate students register and that attention must be paid to the career opportunities and professional development of graduate students who plan to either enter the academy or pursue careers outside academia.
2. **Ensure compliance with the Collective Agreement that supports graduate students who are employed by the University.**
  - i. *We ensure that employed graduate students are fairly compensated for their work, while also ensuring that such work does not place graduate students at a disadvantage during their studies.*
  - ii. *We ensure that employed graduate students' work environments are safe, free from harassment, discrimination and bullying, and foster a culture of workplace wellness.*
  - iii. *We advocate for "sustainable funding": that, through strategic investments and reallocation of central funding, ALL graduate students who are otherwise without funding will have access to enriching graduate student employment to the benefit of the graduate student and the University.*
3. **Foster student engagement.** The GSA defines engagement as intellectual, personal and pre-professional involvements that are enriching, rewarding, milestones in maturity, and marked by learning, testing, personal development, success, and sometimes failure. The GSA believes student engagement occurs from the time a student asks for information about applying for graduate studies through the end-point of convocation. We support continuing student engagement through involvement in governance, networks anchored in residence life, professional development, networking opportunities, and opportunities for the development of "soft"/management skills, and in social settings where friendships and research collaboration can occur.
4. **Support academic endeavours of graduate students.** The GSA supports and encourages an empowering environment for graduate students to thrive in their various academic, professional programs, and research endeavours. This entails creating avenues for students to present their research to the larger academic community in and out of the U of A, ensuring a good relationship between graduate students and their supervisor(s), rewarding deserving students for excellence in academic work and research, and encouraging the continued development of professional development programs for graduate students.

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<sup>1</sup> Stakeholders are defined in this document as individuals, groups, and offices that are directly affected by the GSA and its initiatives.

<sup>2</sup> Constituent groups of the academy are defined in this document as , faculty, graduate students, undergraduate students, and non-academic staff – all of which are represented on GFC – for our internal purposes within the GSA, the PDFFA is also viewed as a group empowered to "communicate with the U of A on all issues of general importance to the Postdoctoral Fellow Community" (Memorandum of Understanding between the PDFFA and the U of A).

1. REPUTATION \_\_\_\_\_ 3

2. INTERFACE AND ADVOCACY WITH UNIVERSITY GOVERNANCE AND GOVERNMENT \_\_\_\_\_ 3

3. FUNDING AND GRADUATE REFORM \_\_\_\_\_ 5

4. SUPPORTS FOR GRADUATE STUDENTS \_\_\_\_\_ 6

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6. SERVICES AND PROFESSIONAL DEVELOPMENT \_\_\_\_\_ 7

7. SOCIAL SPACES AND HOUSING \_\_\_\_\_ 8

8. LONG-TERM HEALTH OF THE GSA \_\_\_\_\_ 9

STRATEGIC GOALS/FOCUS	STRATEGIES AND APPROACHES
<b>1. REPUTATION</b>	
<p>The GSA has a responsibility to ensure that the GSA maintains an <b>excellent reputation over time</b>.</p> <p>The GSA aims to <b>reduce hours for Directly-Elected Officers</b>.</p> <p><b>Aim for the U of A GSA to be the best managed in Canada.</b></p>	<p>To maintain a <b>culture of respect and tolerance</b> in the GSA office and in all dealings with the University community, all Directly-Elected Officers, management, and staff of the GSA will maintain a high level of <b>professionalism</b>. The GSA <b>remains committed to the process of strategic planning</b>, regular follow through on goals and tasks, and regular reporting to Council.</p> <p><b>Proactive search for talent (eg Directly-Elected Officers, committee members)</b> will be ongoing. <b>Promote in the Early Call and training program the feasibility of taking on GSA elected positions</b>. Develop strategies and supports in collaboration with outgoing and incoming Directly-Elected Officers. Continue to realign the most <b>optimal division of labour</b> between Directly-Elected Officers and management/staff so Directly-Elected Officers are well-supported in a student-led and professionally-managed environment where, over the past four years, all of the GSA Directly-Elected Officers have been successful in their academic programs while holding office.</p> <p>Work to <b>actively engage with graduate students</b> (eg through the Department Liaison Initiative (DLI) and education on the Collective Agreement (CA)).</p> <p>Continue to track the hours of Directly-Elected Officers and regularly review portfolios and responsibilities.</p> <p>Continue to move forward on 2010 recommendations of the GSA consultant, eg <b>itemize areas that need review with respect to rebuilding the infrastructure, and continue to meet goals for bylaw and policy review. Engage in a comprehensive review of elections bylaw and policy (including those related to GSA elections)</b>.</p> <p>Enhance the public face of the GSA through the utilization of social media and the GSA website.</p>
<b>2. INTERFACE AND ADVOCACY WITH UNIVERSITY GOVERNANCE AND GOVERNMENT</b>	
<p>Intensive, integrated <b>advocacy for and representation of</b> graduate student issues.</p> <p><b>Maintain relationships</b> with various stakeholders.</p>	<p>Advocacy will require <b>strong relationships with our partner associations – SU, AASUA, PDFA, and NASA</b>. The GSA Board revived constituency meetings with these associations in 2012. It is key to reinforce these relationships and identify shared priorities in building a common vision of postsecondary education.</p> <p>Maintain relationship with <b>President, Provost’s Office and other Vice-Presidents, members of the Board of Governors, Governance, Senate, Alumni Association, service providers, and other key partners</b>. Continue to meet regularly with the <b>Provost, the Dean of Students, Deputy Provost, and the Dean of FGSR and establish regular meetings with other key partners</b>.</p>



STRATEGIC GOALS/FOCUS	STRATEGIES AND APPROACHES
<p>Engage with University Administration and the provincial government on issues surrounding <b>the financial support of post-secondary education.</b></p> <p>Continue to work with the University on <b>education, compliance, and dispute resolution</b> associated with the CA.</p> <p><b>Work with partner provincial GSAs</b> to finalize the creation of a new, strong provincial lobbying group that, with well-developed bylaws and financial reporting structures, will remain functional and effective over time.</p> <p>Continue to assess membership in <b>external lobbying</b> organizations.</p> <p>Maintain a strong <b>provincial and federal advocacy presence.</b></p>	<p>Post-secondary education plays an important role in any prosperous society, and the Government of Alberta should be investing in post-secondary education to ensure a positive socio-economic future for the province. However, the GSA understands that the Government of Alberta budget is dependent on revenue generation, and when revenue is low, hard budgetary decisions must be made. <b>The GSA believes that the Government of Alberta needs to organize a means of providing predictable and sustainable funding that can uphold the high standard of accessible, world-class education in this province. The Government of Alberta should consider new forms of revenue generation that are reliable; both in the short-term, to ensure predictable revenue from which to establish a balanced annual budget that is not dependent on funding cuts, and in the long-term, to ensure that the Government of Alberta can continue to support high quality post-secondary education.</b></p> <p>The GSA is <b>committed to working with the Office of the Provost to educate</b> graduate coordinators and the professoriate about the CA.</p> <p><b>Advocate consistently and effectively for graduate student interests to the Government of Alberta through this new group</b> and meet with representatives from other provincial GSAs.</p> <p>Maintain observer status with CASA and participate in CASA lobbying events.</p> <p>In 2013-2014, the GSA greatly enhanced its external lobbying and advocacy presence at the provincial and national levels. The portfolio of Vice-President Student Life was changed to that of VP External to reflect this new level of advocacy. Additionally, a robust external relations line was incorporated into the 2014-2015 GSA budget and policies surrounding the approval of external relations travel expenses were established. In 2014-2015 the GSA will maintain its external presence and aim to <b>attend the Western Deans conference, various local political events, CAGS, and any other advocacy and lobbying opportunities that may arise. The GSA will also participate in GU15 (which has become an effective venue for information exchange on critical issues) and will monitor the development of the Western Canadian GSA Summit.</b></p>

STRATEGIC GOALS/FOCUS	STRATEGIES AND APPROACHES
<b>3. FUNDING AND GRADUATE REFORM</b>	
<p>Engage in <b>tuition<sup>3</sup>, mandatory non-instructional fees (MNIFs), and market modifier debates</b> and advocate and engage on issues of graduate student support.</p> <p><b>Support a strong FGSR and maintain a strong graduate student voice in any proposed FGSR reforms (also sometimes referred to as graduate studies reform) and continue to work with FGSR and other groups to develop quality measures and an ambitious vision of graduate education at the University of Alberta.</b></p> <p><b>Negotiation of the CA and lobbying for increased funding.</b></p>	<p><b>The GSA supports tuition increases directly tied to the Alberta Consumer Price Index (CPI), and opposes across-the-board graduate student tuition increases and increases to the international student tuition differential increase beyond that. The GSA opposes the introduction of new market modifiers that are not part of a clear regulatory framework to define professional masters programs, and the introduction of new MNIFs or increases to any existing MNIFs beyond Alberta CPI that do not result from an agreed upon regulatory framework.</b> In developing its position on graduate market modifiers, MNIFs, and graduate student tuition increases, the GSA Board will consult with GSA Council and the broader graduate student community.</p> <p><b>The GSA believes that there should be sustainable public funding to support excellence at the University of Alberta. To that end, we do not think that an increase to tuition and fees is a solution to the challenges this institution faces. The GSA will lobby for affordable graduate student tuition and fees.</b> Additionally, the GSA believes in the value of the education received at this institution, and understands that there are costs associated with obtaining an education that are, in part, recovered through tuition fees.</p> <p><b>Strive to make certain that any new quality measures, funding models, and graduate student management plans (GSMPs) do not disproportionately favour some faculties or departments over others in future resource allocation</b> and that graduate students are involved in reform discussions at the department, faculty, and university levels. Advocate for increased resources for FGSR and <b>collaborate to establish the best professional development programs in Canada by continuing to participate vigorously in the FGSR led Professional Development Network and Professional Development Advisory Board.</b> Advocate consistently on the necessity of professional development for graduate students.</p> <p>The GSA applauds the efforts of the FGSR Dean, Associate Deans, and staff to make sure that graduate students are treated fairly and have access to excellent services across campus. <b>We see FGSR as a key partner in the delivery of quality graduate education and just treatment of graduate students.</b> A robust FGSR – one with adequate resources to execute its mandate, where staff feel empowered and appreciated – links closely with our own organizational efficacy.</p> <p>Key members of the U of A, including the Board Chair Doug Goss, have noted that graduate students are the lifeblood of the institution. We want to see this statement translate into <b>increased funding attached to TA and RA appointments.</b> Continue to lobby for <b>increased funds for GSA Professional Development Awards and Emergency Bursaries,</b> as well as <b>increased funding for graduate students with children in the form of GSA Child Care Grants.</b></p>

<sup>3</sup> The GSA Board will work University Administration to comply with the *Post-Secondary Learning Act Public Post-Secondary Institutions' Tuition Fees Regulation* which states that "A board shall provide to the institution's students' council each year a statement of anticipated tuition fee increases for a 4-year period, and establish with the students' council a mechanism for holding consultations to discuss increases in tuition fees and to allow for ongoing input by that council to the budget process relative to the determination of tuition fees" (Sections 3(1)(a) and (b) - Consultations). (Regulation available here: [http://www.qp.alberta.ca/documents/Regs/2006\\_273.pdf](http://www.qp.alberta.ca/documents/Regs/2006_273.pdf))

STRATEGIC GOALS/FOCUS	STRATEGIES AND APPROACHES
<p><b>4. SUPPORTS FOR GRADUATE STUDENTS</b></p> <p><b>Quality graduate student supervision should be an institutional priority.</b> Quality graduate student supervision is instrumental to graduate students' success, yet it is under-emphasized in relation to publications and teaching in FECs.</p> <p>The GSA wishes to ensure that as graduate numbers (especially the number of international graduate students) are increased, the right supports and infrastructure are in place.</p> <p><b>Continue to harness our energy in order to achieve an inclusive campus.</b></p>	<p>The GSA will <b>continue to participate vigorously</b> in any implementation of the recommendations in the recently released report of the Graduate Student Supervision Task Force, a joint initiative of the Provost, FGSR and the GSA. The GSA will establish an action plan from the recommendations contained in the supervisory report, and will engage in many different forums to discuss supervisory issues. <b>Improving supervision will involve collaboration with individual faculties, FGSR, and Administration.</b></p> <p>As stated in the report, "high quality supervision and mentorship is central to an institution committed to seeing their graduate students flourish in their careers and in the contributions they make to the public good."<sup>4</sup> Specific to this, the GSA and others will <b>pursue the recommendations in the report surrounding the provision of training and mentorship to supervisors to raise standards of supervision and mentorship</b>, tying it in to suggestions from the Renaissance Committee's report regarding rank progression.</p> <p><b>Continue to lobby both government and the University for assistance and support for international graduate students who are seeking Canadian Permanent Residence. Lobby federally and provincially for the creation of a Provincial Nominee Program stream for current international graduate students.</b></p> <p>Work to create a <b>welcoming and supportive environment for international graduate students (eg be actively engaged in all discussions surrounding International Differential Fees</b> and evaluate the possibility of offering new scholarships to cover the international differential fees for top-performing international students).</p> <p><b>Access to more scholarships, bursaries, and other funding opportunities for international graduate students (administered through FGSR) is a key priority</b> of the GSA. International graduate students face off-campus work restrictions and have to compete with domestic students for on campus jobs. Most major awards are not open to international graduate student applicants. <b>The creation of an adequate number of institutional awards, rivalling Tri-Council awards in funding levels and prestige, as well as opening some existing bursaries to international student applicants is essential.</b></p> <p>Discuss with Administration and our partner constituencies (SU, NASA, AASUA, and PDFA) ways to make the U of A an even safer space. Consistent with a progressive social vision, <b>we want to work towards a campus where all students feel encouraged to learn and participate actively in campus life.</b></p> <p><b>Work with other constituency groups towards a campus free from discrimination and bullying.</b></p>

<sup>4</sup> Krogman, N. 2014. *The Quality of Graduate Student and Post-Doctoral Supervision at the University of Alberta*, p. 34.

STRATEGIC GOALS/FOCUS	STRATEGIES AND APPROACHES
	<p><b>Finalize plans for consistently accessible and suitable prayer and meditation space for religious groups.</b></p> <p>Lobby for improved cultural and dietary understanding among graduate students on the part of the University.</p>
<p><b>5. STUDENT EXPERIENCE</b></p>	
<p><b>Continue to develop the Departmental Liaison Initiative (DLI).</b></p> <p>Continued focus on <b>orientation</b> as one of the first contacts with the University for admitted students.</p> <p><b>Ongoing student experience.</b></p> <p><b>Continue work on student groups and departmental GSAs.</b></p>	<p><b>The DLI focuses on eight key points:</b></p> <ul style="list-style-type: none"> <li>• Compliance with the PSLA (eg election of a Councillor)</li> <li>• Risk assessment and reduction related to graduate student groups affiliated with the GSA</li> <li>• Education about and compliance with the CA (the GSA is committed to providing <b>information sessions and hardcopy and electronic briefings to students and departments</b>)</li> <li>• Tailoring GSA Orientations to the needs of departments</li> <li>• Representation on Faculty Councils</li> <li>• Linking functional departmental GSAs with struggling ones and providing for a department liaison</li> <li>• The “proactive search” for graduate student talent as per the Nominating Committee’s terms of reference</li> <li>• Advising departments on the process for nominating an individual for an Honorary Degree (added at the request of the Chancellor)</li> </ul> <p><b>Collaborate and proactively</b> plan fall and winter term GSA orientations for all departments, (coordinated with the Department Liaison Initiative). <b>Continue to connect/collaborate with respect to International Centre Orientations.</b></p> <p><b>Spearhead efforts to create opportunities for social interaction amongst graduate students.</b></p> <p><b>Continue to work with Graduate Program Administrators and individual departments.</b> Collaborate with Office of the Dean of Students (with which the GSA has an MOU) and Student Group Services to develop goals and strategies for Graduate Student Group support and interaction.</p>
<p><b>6. SERVICES AND PROFESSIONAL DEVELOPMENT</b></p>	
<p><b>Mental Health:</b> continue to work with Administration, Students’ Union, the Office of the Dean of Students, and University Health and Wellness on <b>issues and initiatives related to improving mental health on campus.</b></p>	<p><b>Participate in the Administration’s ongoing mental health initiatives.</b> The GSA applauds the recent mental health review on campus and the decision to establish a satellite office for counselling in Triffo Hall for graduate student use. The GSA will continue to work with the Dean of Students’ Office, collaborating in the implementation stage to improve mental health services at and tackle the mental health challenges that sometimes act as a barrier to graduate student success.</p>

STRATEGIC GOALS/FOCUS	STRATEGIES AND APPROACHES
<p><b>Professional Development:</b> Most graduate students [between 60-75%] will not pursue careers in academia. In recognition of the diverse career paths of graduate students, we believe that professional development opportunities must be increased and diversified.</p> <p>Support the <b>academic and professional development</b> of graduate students.</p> <p><b>GSA services.</b></p> <p><b>Survey of the graduate student population:</b> understanding graduate student demographics is <b>fundamental to directing efforts to provide the most robust suite of services possible.</b></p>	<p>The GSA will advocate for improved professional development opportunities for graduate students (<b>working closely with FGSR, CAPs, the Office of Advancement, and the Alumni Association to develop a new mentorship program and participating vigorously in the FGSR-led Professional Development Network and Professional Development Advisory Board</b>). The GSA will continue to advocate consistently on the necessity of professional development for graduate students.</p> <p>Continue to <b>lobby for increased funds for graduate students academic activities</b> in the form of GSA Professional Development Awards.</p> <p><b>Continue to subsidize Writing Resources Centre courses and CAPS, which receive excellent reviews from graduate students. Lobby to augment services such as the courses and one-on-one support offered by the Writing Resources Centre for international students.</b></p> <p>The GSA is committed to <b>regularly reviewing/monitoring all GSA services</b> (such as the GSA Health and Dental Plan, TDMMI home and auto insurance, GSAP, and U-Pass) to ensure that students are getting the highest value possible for their money. As current agreements with service providers expire (<i>eg</i> Studentcare, TDMMI), <b>the GSA will undertake focused reviews before renewal.</b> Studentcare and the Alumni Association have both surveyed graduate students over the past year and included questions provided by the GSA, including questions about GSA services. <b>The GSA will be analysing the data that was collected and formulating a plan to move ahead.</b></p> <p><b>Such a study would have a significant and informative effect on planning for such matters as orientation, student housing, and academic supports</b> (<i>eg</i> writing and English-language supports) and non-academic supports (childcare, graduate student family supports, access to prayer space, and accommodation regarding dietary issues). The GSA believes that a University-initiated demographic study of graduate students should occur every three years.</p>
<b>7. SOCIAL SPACES AND HOUSING</b>	
<p><b>Advocate for quality graduate student housing,</b> including the renovation of Michener Park, and for the continued implementation of flexible and transparent residence rental contracts.</p>	<p>Advocate for <b>accessible, affordable, and well-maintained graduate student housing</b> (this is an ongoing challenge for many graduate students in University residences) and to <b>improve housing opportunities, maintenance, and services for graduate students living in University residences.</b></p> <p><b>Work with graduate students who reside in University residences to address their concerns</b> and ensure that Administration hears their grievances and pursues resolutions promptly.</p> <p>The <b>pre-design phase for any new housing</b> is crucial to graduate students and the GSA will continue to ensure that it lobbies for affordable, accessible and quality graduate student housing during the University's planning processes.</p>

STRATEGIC GOALS/FOCUS	STRATEGIES AND APPROACHES
<p>Continue discussions/negotiations for social/engagement space in the Power Plant within the framework of current MOUs and other documents related to the former GSA offices in the Power Plant and Dewey's.</p> <p>Access and use of <b>graduate student lounge in PAW.</b></p> <p>Develop a <b>business relationship with the SU</b> in running the PAW food services area.</p>	<p>Continue collaboration with the SU, F &amp; O and other potential partners (<i>eg</i> Alumni Association) for a renovated Dewey's/NPP.</p> <p>Discuss use of former GSA offices with F &amp; O and lobby for other space in the Power Plant as it becomes available (<i>eg</i> the space used for the Tory decant) to be used by graduate students and others for the purpose of collaborating, sharing ideas and meeting informally.</p> <p>Build on the success of having the University outfit the lounge by <b>investigating ways the lounge can be used for social activities.</b></p> <p><b>Ensure that the GSA maintains a no-risk stance.</b></p>
<b>8. LONG-TERM HEALTH OF THE GSA</b>	
<p><b>Continued vigilance in maintaining excellence in the administration of the GSA.</b></p>	<p>Work closely with the Executive Director and her management team on <b>ensuring the GSA has a viable staffing infrastructure to support both our corporate responsibilities</b> (<i>eg</i> staff Collective Agreement, insurance, audit, budget planning, fiscal prudence) <b>and the need for cross-training and succession planning.</b></p>

Outline of Issue: 2014-2015 GSA Board Strategic Work Plan

**Suggested Motion for GSA Council:**

That the GSA Council, on the unanimous recommendation of the GSA Board, **receive for information** the GSA Board Strategic Work Plan 2014-2015 (pages 9.3 - 9.11 in the attached material).

**Jurisdiction:**

Post-Secondary Learning Act (PSLA) 94(3):

*"The graduate students association of a university shall provide for the administration of graduate student affairs at the university, including ... the promotion of the general welfare of the graduate students consistent with the purposes of the university."*

GSA Policy, Standing Committees, Section 2.2.a:

*"The GSAB is the senior administrative authority of the GSA as delegated to it by Council."*

**Background:**

The GSA Board Strategic Work Plan 2014-2015 builds upon the 2013-2014 GSA Board SWP and also incorporates the platform of the new team of Directly-Elected Officers.

At the June 4, 2014 meeting of the GSA Board, members **approved and forwarded to Council** the GSA Board Strategic Work Plan 2014-2015.

**2014-2015 GSA President  
Report to Council for June 16, 2014 GSA Council Meeting**

To: GSA Council  
From: Nathan Andrews  
Date: June 13, 2014

Dear Council Colleagues,

I am hoping the weather is warming up enough for you all. I have personally resolved that in Edmonton, one should use nice weather when it's available. But I won't stress too much about it since it's as good as it gets here in the West. Since my last report, I have been occupied with a number of meetings, including several consultation sessions for the **GSA President's Task Force on GSA Elections Bylaw and Policy**. The sessions have gone well so far and I look forward to sharing and speaking about the final report at the July Council meeting.

Another thing that has taken my time since my last report is the new provincial advocacy group, now called the **Alberta Graduate Provincial Advocacy Council (AB-GPAC)**. Continuing Councillors will be aware that this process started during the term of my predecessor, Brent Epperson. A lot of ground work has been laid regarding the development of bylaws and policies including financial control policies and a code of conduct for members, but in terms of signing the group into effect, that can only happen in October after the University of Calgary GSA goes through its referendum to join or not. Here at the U of A, we don't need such a referendum. However, there is some thinking around potentially increasing the fees students currently pay for the erstwhile AGC: this would require a referendum. More updates on this will follow in coming months because I am keen on getting this body legally formed so that the actual advocacy work can begin.

There are ongoing discussions around the university's creation of a professional development strategy and graduate funding model, which I will briefly reflect on orally at Council since they are both key priorities for this year. I did report last month that we were drafting the **GSA Board 2014-2015 Strategic Work Plan**. And I am happy to announce that the plan is now ready for wider circulation and I will present it at Council. I am happy to answer any questions about any of the meetings I attended since my last report to Council.

Cheers,

Nathan Andrews, GSA President



## 9.1

*Please find below a list of meetings I attended between May 13, 2014 to June 13, 2014. I was on academic leave from May 13, 2014 to May 16, 2014 and from May 27, 2014 to May 31, 2014.*

May 21	FGSR Council
May 22	Dean of FGSR
May 22	U of A Teaching Awards Reception
May 26	Rebecca Ponting
May 26	Justin Williams
May 26	Doug Goss, SU President and Board of Governors' Representative
May 26	Sean Price, Alumni Relations
June 2	Task Force on GSA Elections Bylaw and Policy
June 2	Board of Governors Special Meeting
June 2	Convocation
June 5	SU President
June 5	Acting Dean of Students
June 5	Task Force on GSA Elections Bylaw and Policy
June 6	Dean of FGSR
June 6	New Provincial GSA Group Consult with R Coulthard
June 6	Task Force on GSA Elections Bylaw and Policy
June 7	Other GSAs re New Provincial GSA Group
June 9	Convocation
June 10	SU President
June 10	Task Force on GSA Elections Bylaw and Policy
June 11	GFC APC
June 11	CJSR Delegate
June 11	UAlberta Honorary Degree Recipients Reception
June 12	Task Force on GSA Elections Bylaw and Policy
June 13	Psychology Office Pilot
June 13	GSA Executive Director and Former GSA President

**GSA Board  
Report to Council for June 16, 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: June 13, 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.

**14 May, 2014 GSA Board Meeting**

Main Agenda Items:

Lab Safety Presentation from Philip Stack (AVP Risk Management); GSA Board's 2014-2015 Strategic Work Plan: Draft 5; External Relations Travel Expenses: Actual Expenses for Attendance at GU15, from April 1-5, 2014, in Waterloo, ON

Motions and Agreements:

Board Members **AGREED** to post the summary of actual expenses incurred through attendance at GU15, from April 1-5, 2014, in Waterloo, ON on the GSA website.

**21 May, 2014 GSA Board Meeting**

Main Agenda Items:

GSA Board's 2014-2015 Strategic Work Plan: Draft 6; Increase to Insurance Rates: TD Meloche Monnex Insurance; Designation of Executive Vice-President and Line of Succession for Acting President: Proposed Revision to Existing GSA Board Policy

Motions and Agreements:

That the GSA Board **APPROVE** the attached proposed revision (as reflected in the track changes on page 5.1 before members), with the amendments of removing "Chief Returning Officer" and adding "Deputy Speaker" after "Speaker" in the line of succession, to the GSA Board Policy "Designation of Executive Vice-President and Line of Succession for Acting President", for immediate inclusion in the Board Policy Manual. NA **MOVED**. MoB Seconded. **CARRIED**.

**04 June, 2014 GSA Board Meeting**

Main Agenda Items:

GSA Board 2014-2015 Strategic Work Plan: Final Version

Motions and Agreements:

That the GSA Board **approve and forward to Council** (to receive for information) the GSA Board Strategic Work Plan 2014-2015 (pages 3.1 - 3.9 in the attached material). NA **MOVED**. MoB Seconded. **CARRIED**.

**11 June, 2014 GSA Board Meeting**

Main Agenda Items:

No action or discussion items, reports offered by President, Vice-Presidents and Management.

Motions and Agreements:

None were made.

**GSA Nominating Committee (NoC)  
Report to Council for June 16, 2014 GSA Council Meeting**

To: GSA Council  
From: Lacey Fleming, Vice-Chair of the GSA Nominating Committee  
Date: June 13, 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 CRO, Speaker, and Deputies Council Election**

These positions were advertised through the GSA Newsletter on May 2, 2014, with nominations closing on May 30, 2014 at 12:00 PM. Two applications were received for Speaker, one application was received for CRO, one application was received for Deputy Speaker, and one application was received for DRO. Additional nominations were accepted until Friday June 6 at 12:00 PM (Noon). **No additional nominations were received. SEE ITEM 6 - NOMINEES FOR GSA COUNCIL-ELECTED OFFICERS, PAGES 6.0 - 6.4.**

### **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) Dean of Engineering Selection Committee (1 Position):**

A Selection Committee for the Dean of Engineering has been struck. The Faculty Deans Selection Procedure Appendix A: Dean Selection Committees for Individual Faculties, as approved by the General Faculties Council Executive Committee, outlines that the Departmental GSAs in Engineering will select and forward one name to GSA Council and the representative will be elected by the Graduate Students' Association Council. **SEE ITEM 6 - NOMINEES FOR FACULTY OF ENGINEERING DEAN SELECTION COMMITTEE, PAGES 6.5 - 6.6.**

#### **2) Faculty of Arts Council (5 Positions)**

These positions were advertised through the GSA Newsletter on Friday May 23, 2014. The GSA is in the process of reviewing applications and conducting a proactive search to ensure all five positions are filled on this Council.

### **3) Faculty of Arts Library Committee (1 Position)**

This position was advertised through the GSA Newsletter on Friday May 23, 2014. One application was received before the deadline of Friday May 30 at noon. **Margot Challborn, (MA program, Political Science)** was elected to serve on this committee until May 31, 2015.

### **4) Faculty of Arts Academic and Grade Appeals Committee**

A position for one Arts graduate student to serve on the Faculty of Arts Academic and Grade Appeals Committee was advertised through the GSA Newsletter in April. No applications were received, so through a proactive search, **Alphonse Ndem Ahola (Phd Program, Anthropology)** was selected to serve on this committee until April 30, 2015.

### **5) Science Faculty Council (Delegate)**

One of the graduate student representatives elected to serve on the Science Faculty Council for 203-2014 was unable to attend the meeting in May 2014. The NoC elected **Richard Zhao (PhD program, Computing Science)** to serve as the graduate student representative's delegate for the May meeting of the Science Faculty Council.

### **6) Personal Protective Equipment (PPE) Initiative Advisory Group**

The University created a new advisory group to gather input and feedback on strategy, action plans, and required resources for moving forward with the U of A's Personal Protective Equipment Initiative. Due to the urgent need for representatives the NoC waived advertising the positions through the GSA Newsletter. The NoC advertised this position to current GSA Councillors-at-Large with potential laboratory experience, and received **two** expressions of interest. The NoC recommended to the advisory group that **Saeed Nusri (CAL and MSc program, Chemical and Materials Engineering) and Kangyi Lou (CAL and MSc program, Renewable Resources)** both serve on this group.

GSA Vice-President Academic  
Report to Council for June 16, 2014 GSA Council Meeting

To: GSA Council  
From: Colin More  
Date: June 13, 2014

Hello everyone!

With summer here, I hope you manage to find some time to take off and recharge amongst field work and the usual life of a grad student! I've managed to get to the mountains a few times already myself, and fully intend to go many more times!

As has been the case for the past several months, the university administration is continuing to be fairly quiet. This is a combination of their preparing to present a number of initiatives in the fall, along with it being summer for them as well. However, whispers of things like **responsibility-based budgeting**, a scheme already in use in many US institutions which shifts financial responsibilities onto faculties, have reached us. This is added to the usual rumours around **General Faculties Council and graduate studies reform**. Stay posted in the fall -- it's going to be exciting!

On our side, the arrival of the report by Provost's Fellow Dr. Naomi Krogman on **graduate supervision** (presented at the May council meeting) has caused that issue to become my top priority for the year. I am presently **crafting a plan on how to approach the recommendations the report raises**, split into two parts. One outlines **goals achievable in the short term**, within a year or so. The second lays out a more **strategic vision, to be worked towards over the next three to five years**. Hopefully we'll have something substantive on the issue to show you at the July council meeting!

Until then, take care, and as always, feel free to get in touch with any questions you may have!

Colin More, Vice-President Academic

*Please find below a list of meetings I attended between May 13, 2014 to June 13, 2014. I was on vacation from June 9, 2014 to June 13, 2014.*

May 13	FGSR Policy Review Committee
May 14	Chris Hackett and Deb Eerkes, Academic Integrity Council
May 14	GFC APC
May 15	URI Advisory Committee
May 16	Collective Agreement
May 19	SU VP Academic
May 19	GFC Exec
May 20	FGSR Council
May 21	Dean of FGSR
May 23	EB Appeal
May 26	SU VP Academic
June 2	SU VP Academic
June 2	GU 15 Conference Call
June 2	Lunch with Former GSA President

June 3	SSHRC
June 4	Convocation
June 4	UAlberta Honorary Degree Recipients Reception
June 5	Dean of Students
June 6	Dean of FGSR
June 6	GFC Replenishment Committee

**GSA Vice-President Student Services  
Report to Council for June 16, 2014 GSA Council Meeting**

To: GSA Council  
From: Megha Bajaj  
Date: June 13, 2014

Dear Council Colleagues,

Hope you are well and enjoying the summer-ish weather! The last month has been a bit slow for me as I was on an academic leave for two weeks. But on the bright side, I am now done with my PhD candidacy exam, so that's a relief!

Below is an update on some meetings I attended since last Council:

**Joint U-Pass-ETS Advisory Group:**

**The lower cost replacement U-Pass stickers will be in place for the Fall 2014 term.** Currently Edmonton Transit Service (ETS) is working with all the institutions in Edmonton in drafting a MoU for this lower cost pilot project for replacement stickers.

Below is the detail of the reduced pro-rated cost for U-Pass replacement stickers for students at the U of A:

REPLACEMENT PERIOD	REPLACEMENT COST
	U-Pass Rate effective September 1, 2014 is \$129.17/term
Before October 1	@100% of rate: \$129.17
October 1 – 31	@75% of rate: \$96.88
November 1 – 30	@50% of rate: \$64.59
December 1 – 31	@25% of rate: \$32.29

The GSA is also working along with the Infolink and ONECard offices on a communication plan for this Fall 2014 term pilot project.

The SmartFare project team made a presentation in the meeting and informed the committee that they are currently in the process of collecting data to prepare a Request for Proposals for SmartFare vendors. This is at a very early stage right now. ETS is targeting to have SmartFare in place by 2016. I will keep you informed on how this project unfolds.

**PAW Steering Committee:**

The **PAW landscaping design** is now final. The work will start around July 2014 and will be completed in phases as the weather allows. This also includes landscaping for the St. Joseph's women's residences, which is currently under construction on 89<sup>th</sup> avenue and 114<sup>th</sup> street. The projected completion date for the entire landscaping is Spring 2015.

**Referral Process Working Group:**

The Referral Process Working Group, led by Student Connect in the Registrar's Office, is hosting presentations from various service providers across campus. The presentations include information on

what type of services are offered from each service provider and how and when should students be referred to each service provider. I gave a presentation at the meeting and **presented information on the Collective Agreement and GSA services offered to graduate students**. The group then discussed how to move forward and some ideas that were discussed were the possibility of having a central database for all service providers which can be periodically updated and a central Google website where each service provider can keep information up to date about their own office. In the coming months, there will be more discussion about what exactly is happening with this referral group. I am hoping that they will come up with some concrete deliverables in a few months time.

**Meeting with Tony Santiago for Permanent Residence Application Assistance for International Students:**

Discussed **the various recommendations made by University of Alberta International in their feasibility study report**. The report is currently under review by Doug Weir (Director, Student Programs and Services, UAI) and then will be forwarded to Britta Baron, the Vice-Provost and Associate Vice-President (International). We are keeping a close eye on this and I will bring you updates as and when I receive them.

Sincerely,

Megha Bajaj, GSA Vice-President Student Services

*Please find below a list of meetings I attended between May 13, 2014 to June 13, 2014. I was on academic leave from May 19, 2014 to June 3, 2014.*

May 13	Alumni Association AGM and Spring BBQ
May 15	U-Pass Admin
May 15	PAW
May 16	Collective Agreement
June 4	SACIE
June 5	Tony Santiago, UAI
June 9	Referral Process Working Group
June 10	PAW Steering
June 10	URPC
June 11	Joint U-Pass Advisory Group
June 11	PAW Centre Tour
June 13	Psychology Office Pilot



**GSA Vice-President External  
Report to Council for June 13, 2014 GSA Council Meeting**

To: GSA Council  
From: Susan Cake  
Date: June 13, 2014

Dear Council Colleagues,

I hope everyone is well and getting a chance to enjoy the warmer weather! I'm excited to update Council on some of the projects I've been involved with since the last meeting.

Last meeting I was away attending the **Foundations Conference with the Canadian Alliance of Student Associations (CASA)**. The GSA has been observing this federal lobby group for a while now and we are still trying to determine if the organization is a good match and would align with some of our federal priorities.

Along with the GSA Senator Roy Coulthard and Councillor-At-Large Harsh Thacker, I attended the **Senate Spring Plenary Reception**. There I had a chance to quickly **talk with the Provost about some of the GSA's priorities**. The Provost will be attending a meeting of the GSA Board in July to further discuss these priorities, with hopefully more to report back afterwards.

One of the other meetings I participated in was for the **GU15**. The GU15 is a group of graduate student groups from Canada's 15 research-intensive universities. This group is in the midst of **planning their next national conference**. As well, each of the associations spoke about some of their **top priorities for the group this upcoming year**. The list included: policy and bylaw cleanup, federal elections, professional development, funding models, supervision, and student engagement. As you can see most of the priorities align with concerns graduate students at the U of A have as well.

Lastly, I had an opportunity to participate in the creation of the policy and bylaws that will structure the **new provincial advocacy group for Alberta graduate students** with Nathan. Overall this was a good meeting and I'm optimistic things will be moving forward.

If there are any questions, concerns or interest in my report please feel free to send an email.

Take care,

Susan Cake, GSA Vice-President External

*Please find below a list of meetings I attended between May 13, 2014 to June 13, 2014. I was on academic leave and vacation from May 20, 2014 to June 16, 2014.*

May 13	CASA
May 15	Senate Spring Plenary Reception
May 16	Collective Agreement
June 2	GU 15 Conference Call
June 7	Other GSAs re New Provincial GSA Group (teleconference)

**GSA Vice-President Labour  
Report to Council for June 16, 2014 GSA Council Meeting**

To: GSA Council  
From: Monty Bal  
Date: June 13, 2014

Dear Council Colleagues,

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

**Tuition Task Force**

I recently attended a Tuition and Fees Task Force (TF) meeting organized by the Government of Alberta. The Government has used the TF to bring together key stakeholders from the Ministry of Innovation and Advanced Education, administration officials from various universities and colleges in AB, various community groups, and student groups to **discuss important issues facing the AB Post-Secondary Education (PSE) sector**. Specifically, it has sought to review the processes surrounding **institutional tuition and fees setting**. The Task Force has, over the past few months, sought a number of concerns raised by stakeholders and address these in upcoming changes to AB PSE sector. At this meeting, the TF outlined **key principles** it will forward to the Minister of Innovation and Advanced Education as the government begins to implement changes with the **expiry of the Tuition and Fees Regulation in 2016**. These principles recognize the understanding that the model moving forward will continue to be a **cost-sharing model** where both the government and students will continue to pay portions of tuition and fees. **The key principles advanced by the group take into account the Affordability Framework and call for increased predictability for tuition and fees (use of CPI), simplicity of understanding PSE processes in AB, increased transparency regarding fees for students, and increased flexibility for institutions to deal with the changing environment**. A key part of this effort will be to better define and categorize existing fees and provide better information to students regarding these fees. There will also be an **effort to increase predictability of tuition and fees for international students**, who currently fall outside the Tuition and Fees Regulation. This feedback will be forwarded to the Minister in June and following that the TF will work towards developing the details of the implementation plan.

**General Faculties Council Facilities Development Committee**

The primary development at FDC was the **approval of University of Alberta International's (UAI) move to Telus Centre**. According to Britta Baron (Vice-Provost and Associate Vice-President (International)), currently UAI services are scattered across campus. Centralizing these services to one location would enhance efficiencies at UAI. UAI needs an enhanced presence, specifically when dealing with international visitors and guests to the University. It would be around HUB which has a large international student population and is accessible via LRT, linking it to the English language programs offered at Enterprise Square. The Centre for Teaching and Learning will be moved to 5th floor of Cameron library. Education Abroad will also be hosted at the Telus Centre. Additionally, **changes to the Saskatchewan Drive residence** were accounted for in a new model proposal. Finally, there was a presentation of the **Michener Park Sector Plan**. The University seeks to **double residence units** and plans to tear down and build buildings at the same time. Redevelopment will have **25% green space**. Vanier Tower will be torn down. There is the **potential for daycare** to be offered in common space if it is financially viable, and for a study space for students. There may also be a shuttle put in place. Students wanted a **building where the community could hold events during the winter**, and neighbors want to potentially see a **market** there. The community would allow Michener Park residents to use community

resources and to provide complimentary services.

#### **Wellness Summit**

I attended the **Alberta PSE Wellness Summit** in Calgary. There was a continuous ongoing discussion about the **importance of mental health services on campus**. Students groups spoke of the inclusion of mental health advocacy in elections campaigns and to government. There was also a discussion on the types of programs and services being offered across Alberta and BC to support students. Specifically, the presentation on efforts at SFU, including **innovative programs to include mental health as an important factor in the learning environment** was of particular interest. **I believe that this type of program would benefit grad students who work as TAs and may provide them a step up in regards to professional development training**. Presentations from the mental health staff at U ofC spoke to the importance of establishing an ongoing relationship between the service providers and students who utilize mental health services (for example, through establishing a **case worker position**). Overall, the conference helped to highlight the fact that mental health needs to be looked at through a more holistic lens and needs to involve the wider community. There were also strong signals from government officials present that the **government is taking mental health very seriously and with strong student advocacy would be willing to provide stronger funding support to university programs**.

Finally, as always, if there are any issues you have related to your RA/TAship, 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 May 13, 2014 to June 13, 2014. I was on academic leave from May 26, 2014 to May 31, 2014.*

May 16	Collective Agreement
May 20	Outcomes, Funding and Tuition Working Groups Meeting
May 20	TDM Study Resource Committee Meeting
May 20	Tuition Working Group Meeting
May 22	GFC FDC
June 2-3	Wellness Summit
June 4	Tuition Meeting
June 5	Convocation
June 10	Convocation

**GSA Negotiating Committee (NC)  
Report to Council for June 16, 2014 GSA Council Meeting**

To: GSA Council  
From: Monty Bal  
Date: June 13, 2014

Dear Council Colleagues,

The GSA NC has met informally twice since the last meeting of GSA Council - May 16, 2014 and June 11, 2014. The GSA NC has not yet met again with the Administration's team. I will report further orally in closed session.

Sincerely,

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

**GSA Executive Director  
Report to Council for June 16, 2014 GSA Council Meeting**

To: GSA Council  
From: Ellen Schoeck, GSA Executive Director  
Date: June 13, 2014

Dear Council,

Continuing Councillors will know that I choose one topic to focus on for the Executive Director's Report to Council each month. This month I would like to share the **list of documents that define the GSA as a corporate entity**. Councillors who have been on Council long enough to have seen this list before will note that it has been **separated into three sections: *Agreements with Expiry Dates*** listed in order of expiration date; *Agreements with no Expiry Date (Ongoing)*; and *Other Corporate Documents*.

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

**Documents that Define the GSA as a Corporate Entity**

NAME	SUMMARY	STATUS
<b><i>Agreements with Expiry Dates</i></b>		
North Power Plant and Dewey's	<p><b>2009 Memorandum of Agreement</b> with the Students' Union regarding the operation of Dewey's</p> <p><b>2010 Memorandum of Understanding</b> with the U of A for use of North Power Plant Space for the Tory Building decant</p> <p><b>1997 Memorandum of Agreement</b> with the U of A guaranteeing graduate social space in North Power Plant or at another location; <b>2004 Letter of Confirmation</b> on this MoU from the Dean of Students</p>	<p><b>Expired August 2012</b> - conversations and negotiations are currently ongoing</p> <p><b>Expired</b> - Tory Decant complete</p> <p><b>No Expiration</b> - conversation regarding Dewey's/NPP underway as part of this MoA</p>
Collective Agreement (AEGS)	Sets out terms of employment for certain graduate students and terms for use of AEGS funds.	<b>Current agreement expires August 31, 2014.</b> Negotiations began in March 2014.

NAME	SUMMARY	STATUS
Graduate Student Assistance Program (GSAP)	Provides for a wide range of personal counseling.	Originally signed December 31, 2010 for a two-year period with the possibility of 4 two-year extensions. Was reviewed and re-signed via email in August 2013. Dependents added in December 2013. <b>Current agreement expires December 31, 2014 but is described by Administration as a rolling plan. Reviewed annually with Administration.</b>
Officers/Directors' Insurance	As a separate corporation from the university, we carry insurance that covers the elected officials, and management.	We doubled our coverage in 2013. <b>Current agreement expires January 28, 2015.</b>
Photocopier Lease	Covers three photocopiers.	<b>Current agreement expires March 20, 2015.</b>
Collective Agreement with NASA covering office staff	Sets out terms of employment for GSA staff.	Signed in April 2012. <b>Current agreement expires April 30, 2015.</b>
Liability Insurance	As a separate corporation from the university, we carry our own General Liability insurance and Directors and Officers insurance.	We doubled our liability insurance in 2012. <b>We are not covered for alcohol use and yet have GSA students groups who have self-reported that they use alcohol: discussions in 2013-2014 with Administration and insurance experts. General Liability insurance expires May 17, 2015. Directors and Officers insurance expires January 28, 2016.</b>
Health and Dental Agreement with Studentcare	Provides for Health and Dental Plan.	Re-signed to 2015. Provider changed in 2012. <b>Current agreement expires August 31, 2015.</b>
U of A Financial Services	Stipulates when GSA receives fees collected by the U of A on our behalf.	Re-negotiated and signed in April 2012. Re-negotiated again in 2013 for the academic years 2013-2014, 2014-2015, and 2015-2016. Deals with cash flow issue. <b>Current agreement expires April 30, 2016.</b>
Triffo Lease	Detailed lease covering our use of Triffo office space.	First-ever lease was signed in June 2011; 5-year term, four renewals. <b>Current agreement expires May 30, 2016 (notification of desire to renew must be given 6-12 months before expiry).</b>
TDIMM	Provides for group auto and home insurance as well as some funding for GSA events.	<b>Current agreement expires October 7, 2016. Funding for the TD Student Service Award continues until 2017.</b>

NAME	SUMMARY	STATUS
U-PASS Transit Agreement with the U of A	Governs U-PASS.	Referendum held in March 2013. New agreement signed in September 2013. <b>Current agreement expires in 2017 when the U of A agreement with the City of Edmonton expires. For 2015-16 and 2016-17: "U-Pass Fee per Participating Student per School Term to be negotiated by the University and the GSA" (as noted in the Agreement).</b>
Agreement with the City of Edmonton	Governs U-PASS.	The University, rather than the GSA, signs this agreement with the City and the U of A and the GSA and SU then sign a separate agreement. <b>Current agreement expires in 2017 and an agreement in principle on renewal must be reached between the U of A and City of Edmonton by October 31, 2016.</b>

***Agreements with No Expiry Date (ongoing)***

Semi-Annual Pay Cycle	Governs AEGS pay cycle	Signed in April 2012. Ongoing with no expiry date.
Banking and signing authorities	Operating account, GICs, investments.	Actively reviewed with BMO in April 2012. Signing authorities reviewed annually.
Campus Food Bank	Regulates GSA involvement with Food Bank.	GSA gives \$9000/annum to Campus Food Bank. Ongoing Memorandum of Understanding with no expiry date.
CAPS and Writing Resources Centre Agreement (Academic Workshop Subsidies)	Provides for subsidy of certain CAPS and WRC courses for grad students.	Annual subsidy of \$5500. Subsidy part of the GSA budget.
Ceridian (Payroll)	GSA staff and elected officials are now paid by direct deposit.	We are very pleased with Ceridian. Outsourcing is cheaper than in-house production of cheques. Agreement signed May 30, 2011. Ongoing with no expiry date.
Direct Deposit	Provides for direct deposit of AEGS cheques and T4A production by U of A.	Signed 2012. Major infrastructure change. Ongoing with no expiry date.
Info Sharing with Studentcare and University	Allows Studentcare access to graduate students' personal information for strictly defined purposes regarding the GSA's Health and Dental Plan.	Reviewed with the U of A Privacy Officer and Studentcare in 2012 and new agreement signed on May 3, 2013. Ongoing with no expiry date, GSA gives notice of 6 months if wanting to terminate.

NAME	SUMMARY	STATUS
Personal Information Sharing Agreement with the U of A	Allows the GSA access to graduate students' personal information for strictly defined purposes, e.g. emailing the newsletter, elections.	Signed in May 2013. Ongoing with no expiry date.
PAW Centre Agreement	Sets out terms of operation of PAW. SU also a signatory to the Agreement.	Signed in April 2012. Need to negotiate business terms with SU <b>(discussion began in December 2013 and continues).</b>
UBEF	UBEF administers the GSA's emergency bursary funds.	2006 AEGS Memorandum of Settlement between GSA/BoG provides for establishment of bursary program with terms of reference developed by GSA and "distributed through the University Bursary Program."

**Other Corporate Documents**

Audit (based on Council-approved budget)	As a separate corporation from the university, we hire our own auditor. Requirement of the <i>Post-Secondary Learning Act</i> .	Audit occurs annually in May-June.
Council Bylaws and Policies	Enabled by the <i>Post-Secondary Learning Act</i> .	Comprehensive review began in 2013 and continues.
Management contracts with ED/letters of appointment	Sets out terms of employment for managers.	Standard appointment letter has been reviewed by our lawyers.
Referenda Master File	All referenda questions that actively impact graduate students (eg UPASS, PAW Centre, GSAP, Health and Dental Plan, etc).	Compiled and filed. Ongoing as referenda arise.
Tuition Agreement Letters	Letters from the University stating the tuition increases for the upcoming academic year.	Received annually.



### Management Report to the GSA Board, May 14, 2014

Dear All,

The following issues have dominated management's attention in the week since the last GSA Board meeting on May 7, 2014:

#### Strategic

- **Main Issues Dealt With in the Past Week:** President's Task Force on GSA Elections Bylaw and Policy, Board Policy regarding requests for vacation and research leave from Directly-Elected Officers and the line of succession for Acting President, surveys about GSA services, Council, Supervision Report (meeting with N Krogman and Directly-Elected Officers and thinking on the development of an action plan), orientations and training sessions for new CALs and GSA standing committee members, development of the Board SWP 2014-2015 (and associated cover letters), new provincial advocacy group, early thinking on Fall Orientation and events/ways to connect with constituents (eg, "BBQ", GSA posters, etc), listing GSA standing committee members on the GSA website, GSA Agenda/Handbook, new anti-spam legislation, Health and Dental strategic calendar, PAW fees and other issues (business relationship with the SU).
- **Collective Agreement negotiations.**
- **Bylaw and Policy Review (Editorial:** integrating bylaw and policy into one document (a draft has been prepared and is being reviewed), a review of all bylaws and policies for inconsistencies and errors, and creating a "definitions" section and **Substantive:** thinking regarding a review of the Board Policy Manual is underway. A review of the policy and process surrounding councillor remuneration is planned).
- **Continuing work on student groups** (renewing the MOU with the Dean of Student and Student Group Services, template constitution, alcohol liability waiver, ability for the GSA to intervene with groups experiencing governance issues, registration assistance), **the next stage of the Department Liaison Initiative** and **connecting effectively with constituents.** Planning for Fall Orientation and departmental orientations.
- **Planning for upcoming GSAB and Council meetings** (blocking out time to discuss major issues).

#### Grants and Operations

- **Review of the GSA website and the design of the GSA newsletter.**
- **Social Media:** Facebook = 360 likes (up 4 from May 7), Twitter = 217 followers (up 3 from May 7).
- **Grants review and processing:** **Professional Development Awards closed (all funds expended – period opened with \$78,000)** and 166 applications submitted this period, **Childcare Grants closed (all funds expended – period opened with \$38,000)** and 25 applications submitted this period, **Academically-Related Student Group Awards closed (all funds expended – period opened with \$4,300)** and 5 applications submitted this period, \$4,500 remaining for Emergency Bursaries (period opened with \$10,000) and 3 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:

- Recording Compiling the **GSA Media Tracker**; assisting with **the issues tracking wiki and developing an action plan for monitoring and updating it**; assisting with **ongoing thought on connecting to constituents via events like a "BBQ" or the production of posters featuring GSA services.**
- Developing a **master list of all delegates** on various committees, working groups, etc and calculating NoC statistics.
- Assisting the Nominating Committee with **filling vacancies on several committees** (Arts Faculty Council, University Writing Committee, Arts Library Committee, Green and Gold Professional Development Grant Adjudication Committee, Academic Policy and Process Review Task Force, etc); **forward thinking on the GSA CRO and Speaker elections.**
- Assisting with **bylaw and policy integration.**

### Management Report to the GSA Board, May 21, 2014

Dear All,

The following issues have dominated management's attention in the week since the last GSA Board meeting on May 14, 2014:

#### Strategic

- **Main Issues Dealt With in the Past Week:** Development of the Board SWP 2014-2015 (and associated cover letters), Board Policy regarding the line of succession for Acting President, increases in TDMMI insurance costs, surveys about GSA services, early thinking on Fall Orientation and events/ways to connect with constituents (eg, "BBQ", GSA posters, etc), communications and scheduling related to the GSA President's Task Force on GSA Elections Bylaw and Policy, thinking related to listing GSA standing committee members on the GSA website, GSA Agenda/Handbook, advisory group on the use of personal protective equipment in lab environments and the University's PPE strategy and the role of graduate students, new Canadian anti-spam legislation implications, action plan regarding the formation of a new provincial advocacy group.
- **Collective Agreement negotiations.**
- **Bylaw and Policy Review (Editorial:** integrating bylaw and policy into one document (a draft has been prepared and is being reviewed), a review of all bylaws and policies for inconsistencies and errors, and creating a "definitions" section and **Substantive:** thinking regarding a review of the Board Policy Manual is underway. A review of the policy and process surrounding councillor remuneration is planned, as are changes to the Board Policy on vacation and academic leave for Directly-Elected Officers).
- **Continuing work on student groups** (renewing the MOU with the Dean of Student and Student Group Services, template constitution, alcohol liability waiver, ability for the GSA to assist groups experiencing governance issues, registration assistance), **the next stage of the Department Liaison Initiative and connecting effectively with constituents, assisting groups experiencing registration difficulties with SGS.** Planning for Fall Orientation and departmental orientations will begin shortly.

#### Grants and Operations

- Developing a **budget for GSA grants, awards, and bursaries** in anticipation of the replenishment of the GSSF.
- **Participant reviews of CAPS programs** subsidized by the GSA.
- **Social Media:** Facebook = 361 likes (up 1 from May 14), Twitter = 217 followers (up 0 from May 14).
- **Grants review and processing: Professional Development Awards closed (all funds expended – period opened with \$78,000)** and 166 applications submitted this period, **Childcare Grants closed (all funds expended – period opened with \$38,000)** and 25 applications submitted this period, **Academically-Related Student Group Awards closed (all funds expended – period opened with \$4,300)** and 5 applications submitted this period, \$4,500 remaining for Emergency Bursaries (period opened with \$10,000) and 3 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:

- Compiling the **GSA Media Tracker**; assisting with **developing a mechanism for issues management**, including a **tracking wiki and developing an action plan for monitoring and updating it**; assisting with **ongoing thought on connecting to constituents via events like a "BBQ" or the production of posters featuring GSA services.**
- Developing a **master list of all delegates** on various committees, working groups, etc and assisting the Nominating Committee with **filling vacancies on several committees, forward thinking on the GSA CRO and Speaker elections**, early thinking and planning for the Early Call for Talent.
- Assisting with **bylaw and policy integration.**

### Management Report to the GSA Board, June 4, 2014

Dear All,

The following issues have dominated management's attention in the week since the last GSA Board meeting on May 21, 2014:

#### Strategic

- **Main Issues Dealt With in the Past Two Weeks:** Duplicate payments made to GSA Award winners, development of the Board SWP 2014-2015 (and associated cover letters), GPAC, GSA President's Task Force on GSA Elections Bylaw and Policy, planning and strategic thinking surrounding a June 7-8 meeting of the four provincial GSAs regarding the formation of a new provincial advocacy group ("AGAC"), new Canadian anti-spam legislation and its implications, GSA CRO and Speaker elections, GU 15 survey, surveys about GSA services, early thinking on Fall Orientation and events/ways to connect with constituents (eg, "BBQ", GSA posters, etc), listing GSA standing committee members on the GSA website, GSA Agenda/Handbook, statement from the GSA President on the University's release of the active shooter video.
- The NoC Vice-Chair agreed it would be prudent to **request meeting reports from all external committee representatives**, including debriefs about their experience with the committee to share with the next representative(s).
- **Collective Agreement negotiations.**
- **Bylaw and Policy Review (Editorial:** integrating bylaw and policy into one document (a draft has been prepared and is being reviewed), a review of all bylaws and policies for inconsistencies and errors, and creating a "definitions" section and **Substantive:** thinking regarding a review of the Board Policy Manual is underway. A review of the policy and process surrounding councillor remuneration is planned, as are changes to the Board Policy on vacation and academic leave for Directly-Elected Officers).
- **Ongoing work on student groups** (renewing the MOU with the Dean of Student and Student Group Services, template constitution, alcohol liability waiver, ability for the GSA to assist groups experiencing governance issues, registration assistance), **the next stage of the Department Liaison Initiative** and **connecting effectively with constituents, assisting groups experiencing registration difficulties with SGS.** Planning for Fall Orientation and departmental orientations has begun.

#### Grants and Operations

- Developing a **budget for GSA grants, awards, and bursaries.**
- **Social Media:** Facebook = 364 likes (up 3 from May 21), Twitter = 224 followers (up 7 from May 21) and **review of the GSA website.**
- **Grants review and processing:** \$17, 919 remaining for Professional Development Awards (period opened with \$78,000 and \$44,000 was added on May 22) and 215 applications submitted this period, **Childcare Grants closed (all funds expended – period opened with \$38,000 and \$6,000 was added on May 22)** and 29 applications submitted this period, **Academically-Related Student Group Awards closed (all funds expended – period opened with \$4,300)** and 5 applications submitted this period, \$4,500 remaining for Emergency Bursaries (period opened with \$10,000) and 3 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 AND AN ADVANCE OF \$50,000 OFFERED BY THE UNIVERSITY ON MAY 22, 2014)

#### Week in Review – Office Operations:

- Compiling the **GSA Media Tracker**; assisting with **developing a mechanism for issues management** (a tracking wiki and an action plan for monitoring and updating it); assisting with **ongoing thought on connecting to constituents via events like a "BBQ" or the production of posters featuring GSA services.**
- Developing a **master list of all delegates** on various committees, working groups, etc and assisting the Nominating Committee with **filling vacancies on several committees** (including the Green and Gold Professional Development Grant Adjudication Committee, Athletics and Recreation Fee Advisory Committee, and RHA Council).
- Convocation scheduling (ensuring a representative of the GSA is in attendance at as many ceremonies as possible).

### Management Report to the GSA Board, June 11, 2014

Dear All,

The following issues have dominated management's attention in the week since the last GSA Board meeting on June 4, 2014:

#### Strategic

- **Main Issues Dealt With in the Past Week:** CJSR, Facilitated Coaching and Learning process and meetings, preview of the Board SWP 2014-2015 to the Provost, GSA President's Task Force on GSA Elections Bylaw and Policy, June 7 meeting of the four provincial GSAs regarding the formation of a new provincial advocacy group ("AGAC"), Student Connect/UBEF integration and communication issues, new Canadian anti-spam legislation and its implications, GSA CRO and Speaker elections, early thinking on Fall Orientation and events/ways to connect with constituents (eg, "BBQ", GSA posters, etc), GSA Agenda/Handbook, PAW business agreement with the SU (maintaining a no-risk stance for the GSA), Health and Dental bylaw review and early thinking on renewal with Studentcare (current agreement expires August 31, 2015).
- **Collective Agreement negotiations and GSSF funding.**
- **Bylaw and Policy Review (Editorial:** integrating bylaw and policy into one document (a draft has been prepared and is being reviewed), a review of all bylaws and policies for inconsistencies and errors, and creating a "definitions" section and **Substantive:** thinking regarding a review of the Board Policy Manual is underway. A review of the policy and process surrounding councillor remuneration is being drafted, and proposed changes to the Board Policy on vacation and academic leave for Directly-Elected Officers are being considered).
- **Ongoing work on student groups** (renewing the MOU with the Dean of Student and Student Group Services, template constitution, alcohol liability waiver, ability for the GSA to assist groups experiencing governance issues, registration assistance), **the next stage of the Department Liaison Initiative and connecting effectively with constituents, assisting groups experiencing registration difficulties with SGS.** Planning for Fall Orientation and departmental orientations has begun.

#### Grants and Operations

- **GSSF shortfalls.**
- **Council preparation.**
- **Social Media:** Facebook = 370 likes (up 6 from June 4), Twitter = 224 followers (up 0 from June 4) and a **review of the GSA website.**
- **Grants review and processing: Professional Development Awards closed (all funds expended – period opened with \$81,973.15 and \$44,000 was added on May 22 and \$9,440.69 was transferred to EBs to ensure they remained open when PDAs, CCGs, and ASGAs were closed) and 267 applications submitted this period, Childcare Grants closed (all funds expended – period opened with \$38,000 and \$6,000 was added on May 22) and 29 applications submitted this period, Academically-Related Student Group Awards closed (all funds expended – period opened with \$4,300) and 5 applications submitted this period, \$6,603 remaining in Emergency Bursaries (period opened with \$10,000 and \$9,440.69 was transferred from PDA's to ensure EBs could remain open when PDAs, CCGs, and ASGAs were closed) and 7 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 AND AN ADVANCE OF \$50,000 OFFERED BY THE UNIVERSITY ON MAY 22, 2014)**

#### Week in Review – Office Operations:

- Compiling the **GSA Media Tracker**; assisting with **developing a mechanism for issues management** (a tracking wiki and an action plan for monitoring and updating it); assisting with **ongoing thought on connecting to constituents via events like a "BBQ" or the production of posters featuring GSA services.**
- **Scribing for the GSA President's Task Force on Elections Bylaw and Policy.**
- Developing a **master list of all delegates** on various committees, working groups, etc and assisting the Nominating Committee with **filling vacancies on several committees** (including the Dean of Engineering Selection Committee, the Green and Gold Professional Development Grant Adjudication Committee, and RHA Council). **CRO, DRO, Speaker, and Deputy Speaker videos.**