

GSA Council Meeting AGENDA
Monday, September 21, 2015 at 6:00 pm
2-100 University Hall, Van Vliet Complex



A pizza dinner will be served at 5:15 pm at 2-100 University Hall, Van Vliet Complex.

Substantive material is sent to all GSA 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.

Speaker Sulya Fenichel in the Chair

OPEN SESSION

1. Roll Call
2. Approval of the 21 September 2015 Agenda
3. Approval of the Minutes from the 20 July 2015 GSA Council Meeting
Attachments:
 - Minutes from the 20 July 2015 GSA Council Meeting
4. Changes in GSA Council Membership
 - i. Introduction of New Councillors (*If you are new to GSA Council, please let us know it is your first meeting*)
 - ii. Farewell to Departing Councillors (*If this is your last GSA Council meeting, or if your last Council meeting is approaching, please let us know*)

**Attached Numbered
Pages**

3.0-3.11

Presentations and Councillor Announcements

5. University of Alberta Graduate Ombudservice
Colin More (GSA President) will present the item and introduce the guest.

Guest: Brent Epperson (Graduate Ombudsperson)

6. Councillor Announcements

Action Items, Elections, Appointments, Special Business, Updates

7. GSA Standing Committee Elections
Michele DuVal (Administrative Chair of the GSA Nominating Committee) will present the item.

Attachments:

- Nominees for GSA Awards Selection Committee (Acclaimed Election)
- Nominees for GSA Elections and Referenda Committee (Acclaimed Election)

**7.0
7.1 - 7.2**

Prepared by M Caldwell, C Thomas, and E Schoeck for the Council Meeting of September 21, 2015

C:\Users\GSAIT\Google Drive\320 - Council\Meetings\September 2015\Second Mailing\GSA Council 21 September 2015 Item 2 - Consolidated Agenda (Second Mailing).docx

8. GSA Judicial Committee and GSA Appeals and Complaints Board: Change to Name in GSA Bylaw (Second Reading)
Colin More (Chair of the GSA Governance Committee and GSA President) and Leigh Spanner (Chair of the GSA Elections and Referenda Committee) will present the item.

GSA GC members who are members of GSA Council: Sarah Ficko (GSA Vice-President Labour), Susan Cake (CAL), Shelby Sanders (Councillor, EAS), Jessica Peck(Councillor, Library and Information Studies) and Sulya Fenichel (recent former GSA GC voting member and current GSA Speaker and GSA GC non-voting member).

GSA ERC members who are members of GSA Council: Virginia Pimmett (recent former GSA ERC voting member and current GSA CRO and GSA ERC non-voting member) and Sean Rah (GSA DRO and GSA ERC non-voting member).

GSA ERC voting members invited to GSA Council as guests: Jennifer Bell (former Councillor, Nursing), Christopher Chen, Justin Leifso, Anmol Shahid, Axel Perez Trujillo (former Councillor, MLCS), Sarah Prescott (former GSA Speaker), and Ahmed Najar.

Attachments:

- Outline of Issue

8.0

9. Performance and Conduct, Conflict of Interest, and Conflict of Commitment: Proposed Changes to GSA Bylaw and Movement to GSA Policy (Second Reading)
Colin More (Chair of the GSA Governance Committee and GSA President) and Leigh Spanner (Chair of the GSA Elections and Referenda Committee) will present the item.

GSA GC members who are members of GSA Council: Sarah Ficko (GSA Vice-President Labour), Susan Cake (CAL), Shelby Sanders (Councillor, EAS), Jessica Peck(Councillor, Library and Information Studies) and Sulya Fenichel (recent former GSA GC voting member and current GSA Speaker and GSA GC non-voting member).

GSA ERC members who are members of GSA Council: Virginia Pimmett (recent former GSA ERC voting member and current GSA CRO and GSA ERC non-voting member) and Sean Rah (GSA DRO and GSA ERC non-voting member).

GSA ERC voting members invited to GSA Council as guests: Jennifer Bell (former Councillor, Nursing), Christopher Chen, Justin Leifso, Anmol Shahid, Axel Perez Trujillo (former Councillor, MLCS), Sarah Prescott (former GSA Speaker), and Ahmed Najar.

Attachments:

- Cover Letter From the Chairs of the GSA GC and the GSA ERC
- Outline of Issue
- Performance and Conduct, Conflict of Interest, and Conflict of Commitment: Double Column of Proposed Changes to GSA Bylaw and Movement to GSA Policy

9.0

9.1

9.2 - 9.5

Note: These are the same materials as circulated to GSA Council for the July 20, 2015 Meeting when the first reading was considered.

For Information

10. GSA Negotiated Services for Graduate Students
Colin More (GSA President), Alireza Talaei (GSA Vice-President Student Services), and Ellen Schoeck (GSA Executive Director) will present the item.

NOTE: This short info '101' is meant to prepare Councillors to complete a survey on services during the October Council Meeting.

11. GSA Councillors-at-Large
Colin More (Chair of the GSA Governance Committee and GSA President) and Leigh Spanner (Chair of the GSA Elections and Referenda Committee) will present the item.

GSA GC members who are members of GSA Council: Sarah Ficko (GSA Vice-President Labour), Susan Cake (CAL), Shelby Sanders (Councillor, EAS), Jessica Peck (Councillor, Library and Information Studies) and Sulya Fenichel (recent former GSA GC voting member and current GSA Speaker and GSA GC non-voting member).

GSA ERC members who are members of GSA Council: Virginia Pimmett (recent former GSA ERC voting member and current GSA CRO and GSA ERC non-voting member) and Sean Rah (GSA DRO and GSA ERC non-voting member).

GSA ERC voting members invited to GSA Council as guests: Jennifer Bell (former Councillor, Nursing), Christopher Chen, Justin Leifso, Anmol Shahid, Axel Perez Trujillo (former Councillor, MLCS), Sarah Prescott (former GSA Speaker), and Ahmed Najar.

12. GSA Board 2014-2015 Strategic Work Plan: Update
Presented by Colin More (GSA President)

Attachments:

- Cover Letter from the GSA President
- GSA Board 2014 - 2015 Strategic Work Plan Progress Check List

12.0 - 12.1
12.2

13. Special Business (**none at this time**)

Reports

14. President (**Colin More, GSA President**)

- i. President's Report
- ii. GSA Board
- iii. GSA Budget and Finance Committee
- iv. GSA Governance Committee

14.0 - 14.1
14.2 - 14.3
14.4
14.5

- a) GSA Nominating Committee

- i. GSA Nominating Committee Report (**Michele DuVal, GSA Nominating Committee Administrative Chair**)

14.6 - 14.7

15. Vice-President Academic (**Harsh Thaker, GSA Vice-President Academic**)

- i. Vice-President Academic's Report

15.0 - 15.1

16. Vice-President External (**Alphonse Ndem Ahola, GSA Vice-President External**)

- i. Vice-President External's Report
- ii. GSA Awards Selection Committee (**no meetings this reporting period; will resume meeting Fall 2015**)

16.0 - 16.1

17. Vice-President Labour (**Sarah Ficko, GSA Vice-President Labour**)

- i. Vice-President Labour's Report
- ii. GSA Negotiating Committee (**no meetings this reporting period**)
- iii. GSA Labour Relations Committee (**no meetings this reporting period**)

17.0 - 17.1

18. Vice-President Student Services (**Alireza Talaei, GSA Vice-President Student Services**)

- i. Vice-President Student Services' Report
- ii. GSA Student Affairs Advisory Committee (Joint Chair: Vice-President External) (**no meetings this reporting period**)

18.0 - 18.1

19. Senator (**Leigh Spanner, GSA Senator**)

- i. Senator's Report

19.0

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| <ul style="list-style-type: none"> 20. Speaker (Sulya Fenichel, GSA Speaker) <ul style="list-style-type: none"> i. Speaker's Report (no written report at this time) 21. Chief Returning Officer (Virginia Pimmitt, GSA Chief Returning Officer) <ul style="list-style-type: none"> i. Chief Returning Officer's Report (no written report at this time) 22. GSA Elections and Referenda Committee (Leigh Spanner, GSA Elections and Referenda Committee Chair) <ul style="list-style-type: none"> i. GSA Elections and Referenda Committee Report (meeting September 22, 2015) 23. GSA Management (Ellen Schoeck, GSA Executive Director) <ul style="list-style-type: none"> i. Executive Director's Report | <p>22.0</p> <p>23.0 - 23.5</p> |
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Question Period

- 24. Written Questions (**none at this time**)
- 25. Oral Questions

Adjournment

**Meeting Minutes
20 July 2015
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:

Colin More (President)	Tharsini Sivananthajothy (Councillor-at-Large)	Amanda Radil (Ed Psychology)	Ines Zuna (Pharmacology)
Harsh Thaker (VP Academic)	Tania Shewring (AFNS)	Amanda Daignault (English & Film Studies)	Paul Showler (Philosophy)
Sarah Ficko (VP Labour)	Heather Leier (Art & Design)	James White (History & Classics)	Norbert Kanyo (Physical Ed & Recreation)
Alphonse Ndem Ahola (VP External)	Michele DuVal (Bio Sciences)	Rachel Osolen (Humanities Computing)	Ruijia Wang (Physics)
Ali Talaei (VP Student Services)	Syed Daniyal Israr (Business MBA)	Mahalakshmi Kumaran (Lab Med & Pathology)	Brayden Whitlock (Physiology)
Sulya Fenichel (Speaker)	Dasha Smirnow (Business PhD)	Jessica Peck (Library & Info Sciences)	Colin Reynolds (Public Health)
Roy Coulthard (Deputy Speaker)	Beth Richardson (Cell Biology)	Sourayon Chanda (Mech Eng)	Alison Murata (Renewable Resources)
Virginia Pimmett (CRO)	Elaheh Davari (Chem & Materials Engineering)	Elli Dehnavi (Modern Lang & Cultural Studies)	Ryan Stanfield (Renewable Resources)
Leigh Spanner (Senator/Councillor-at-Large)	Joseph Cheramy (Chemistry)	Grant Norman (Neuroscience)	Kerry Rose (Secondary Ed)
Pooran Appadu (Councillor-at-Large)	Firouz Khodayari (Civil & Enviro Engineering)	Sheena Moodie (Occupational Therapy)	Tasha Jayatunge (Sociology)
Megha Bajaj (Councillor-at-Large)	Kristy Wilson (Communication Sci & Disorders)	Laura Lee (Oncology)	Kelsi Barkway (Sociology)
Monty Bal (Councillor-at-Large)	Victor Guana (Comp Sci)	Ashley Bahry (Paediatrics)	Antonio Bruni (Surgery)
Jude Kong (Councillor-at-Large)	Hasriadi Masalam (Ed Policy Studies)		

GUESTS: None

Speaker Sulya Fenichel in the Chair.

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 20 July, 2015 Consolidated Agenda

Members had before them the 20 July 2015 Consolidated Agenda, which had been previously distributed on 17 July 2015.

C More **MOVED**. S Ficko **SECONDED**.

Motion PASSED UNANIMOUSLY.

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Approval of Minutes**3. Minutes****i. Minutes from the 22 June 2015 GSA Council meeting**

Members had before them the 22 June 2015 GSA Council Minutes, which had been previously distributed on 10 July 2015.

S Ficko **MOVED**. P Appadu **SECONDED**.

Motion PASSED UNANIMOUSLY.

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

This was the first meeting for a number of Councillors: I Zuna (Pharmacology); S Moodie (Occupational Therapy); and F Khodayari (Civil and Environmental Engineering).

ii. Farewell to Departing Councillors

No Councillors are departing at this time.

Presentations and Councillor Announcements**5. Councillor Announcements**

H Thaker announced that Let's Talk Science was looking for volunteers. Contact Itspp@ualberta.ca. No background in science is necessary.

Action Items, Elections, Appointments, Special Business, Updates**6. 2014-2015 GSA Audited Financial Statements**

Councillors had before them an Outline of Issue and the 2014-2015 GSA Audited Financial Statements, which had been previously distributed on 10 July 2015. Colin More (GSA President) presented the item and introduced the guest (Tom Gee, Collins Barrow LLP). Ellen Schoeck (GSA Executive Director), Shirley Ball (GSA Accountant), and Dorte Sheikh (GSA Financial Manager) were also available to answer questions.

MOTION BEFORE COUNCIL: That GSA Council **RECEIVE FOR INFORMATION**, on the recommendation of GSA Budget and Finance Committee, the 2014-2015 GSA Audited Financial Statements.

C More stated that the Audit should show anything that might have changed significantly over the year. The GSA uses internal controls to protect itself. The GSA used the same auditor this year that is has been using for several years, Tom Gee, who has changed firms and now works for Collins Barrow LLP. The audited was reviewed by S Ficko and C More, and by the GSA Budget and Finance Committee (GSA BFC) and was approved by the GSA Board. D Smirow from the GSA BFC was present, as was S Ficko. C More invited T Gee to speak.

T Gee stated that he used to be an MBA representative on GSA Council, and the GSA VP Financial during his time as a graduate student at the U of A. He enjoys seeing the evolution of the GSA over time. T Gee highlighted the main points of the audit:

- Satisfied that the information presented complies with accounting standards for not-for-profit organizations. There are competent people running the GSA's accounting;
- The GSA's financial position continues to be strong. Ratio of total current assets to total current liability is down a bit from the previous year, but is still fine. Current assets are a little bit higher than last year. The overall financial position of the GSA continues to be very good;

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- Operationally, the GSA is good. There is an operating surplus of \$180,000; last year there was an operating surplus of \$290,000. This swing is because of the Health and Dental Plan;
- Over the last two years, the GSA has set aside reserves. However, the financial stabilization fund could be built up a little more, and the legal defense fund is a little on the light side. Nevertheless, the GSA has worked over the last two years to build up their reserves;
- Overall, in a good, solid financial position. It has been a good year operationally, and the GSA should not let up. Four to five years ago, the GSA was bankrupt and in danger of shutting down. There have been significant changes since then, including new administration, new controls, and overall improved operations. As a result of these improvements, the GSA today is back in good shape. Maintain vigilance, it's easy to fall back.

K Rose asked why the Health and Dental Plan cost so much and T Gee replied that it swings from year to year. In terms of money that came in, less came in than last year, and expenditures increased significantly, going from a \$112,000 surplus last year to a \$100,000 deficit this year. This is difficult to predict from year to year. A Daignault stated that a few months ago there was a vote not to increase fees and to draw down from the reserve fund. S Ball confirmed that the \$100,000 deficit was a drawn down that GSA Council agreed to.

MOTION: That GSA Council **RECEIVE FOR INFORMATION**, on the recommendation of GSA Budget and Finance Committee, the 2014-2015 GSA Audited Financial Statements. C More **MOVED**. S Ficko **SECONDED**.

Motion PASSED unanimously.

7. GSA 2015-2016 Budget and Expenditure (Quarterly) Report
Councillors had before them a Cover Letter from the GSA President, an Outline of Issue, and the GSA 2015-2016 Budget and Expenditure (Quarterly) Report, including narratives, which had been previously distributed on 10 July 2015. Colin More (GSA President) presented the item. Ellen Schoeck (GSA Executive Director), Shirley Ball (GSA Accountant), and Dorte Sheikh (GSA Financial Manager) were also available to answer questions.

MOTION BEFORE COUNCIL: That GSA Council **RECEIVE FOR INFORMATION**, on the recommendation of GSA Budget and Finance Committee, the GSA 2015-2016 Budget and Expenditure (Quarterly) Report.

C More stated that the Audit was about last year's finances; this item is about this year's quarterly expenditure report. The idea is to show GSA Council four times per year how the GSA functions financially, and to be accountable. Main points from the cover letter include:

- Graduate student numbers are decreasing, so the GSA is collecting less in fess. This is an ongoing concern for the GSA;
- Regarding the Unitized Endowment Fund - this is a U of A investment pool, which the GSA has had money in. Our investment can no longer be part of the pool. The GSA has gotten reasonably good returns, however will have to go lower risk if the GSA invests it itself;
- The Alberta Graduate Provincial Advocacy Council is now official. The fee will be higher than what was paid in the past, and there is reserve money to cover the cost until there is a plan for how to fund it in the future;
- The GSA has ongoing partnerships with TDIMM and Studentcare, who give the GSA money. The GSA will also be receiving revenue from the Chopped Leaf location in PAW.

M Bajaj asked if there were plans for the new money, such as events for graduate students. C More replied that the Studentcare money is for student wellness and mental health stuff. The TDIMM amount is ongoing, not new. And there are no firm plans for the Chopped Leaf money yet.

P Appadu asked why the GSA is getting money from Studentcare and TDIMM. C More stated that E Schoeck asked them for it when negotiating/renegotiating contracts. E Schoeck added that the GSA has had relationship with TDIMM for some time, and the money is for things like Orientation and Awards Night. When the GSA renegotiated with Studentcare, the GSA asked for money and they agreed if it was used for wellness, broadly defined. The GSA also receives money from the Dean of Students and from FGSR.

P Appadu asked why there is a disparity between the President's salary and those of the Vice-Presidents. C More replied that GSA Council approves the salaries in the budget every year and issues with the salaries can be brought up at that time by Councillors. C More also stated that having been a Vice-President, he can confirm that the President's job is larger. K Rose asked if salaries are benchmarked, and E Schoeck responded that the differentials came from herself and the original financial manager. They felt that the President put in more hours and is a member of the U of A Board of Governors; the difference in job descriptions accounted to differences in salaries. The salaries are not benchmarked because Alberta is different because of the *Post-Secondary Learning Act*. To benchmark against other GSAs wouldn't be a good idea as they don't sit on the Board of Governors or negotiate a CA. Two previous vice-presidents did request that salaries be looked at and this was a matter for the GSA BFC.

H Thaker asked the GSA BFC to consider an increase to the operating/contingency fund increase for next year, if possible.

MOTION: That GSA Council **RECEIVE FOR INFORMATION**, on the recommendation of GSA Budget and Finance Committee, the GSA 2015-2016 Budget and Expenditure (Quarterly) Report. C More **MOVED**. P Appadu **SECONDED**.

Motion PASSED unanimously.

8. GSA Standing Committee Elections

Councillors had before them the Nominees for the GSA Governance Committee and the Nominees for the GSA Labour Relations Committee which had been previously distributed on 17 July 2015. Michele DuVal (Administrative Chair of the GSA Nominating Committee) presented the item.

M DuVal stated that Councillors are asked to vote to fill a position on the GSA Governance Committee. There are two nominees; since only one nominee is present they will not be asked to answer questions. The bios and resumes of both nominees are included in the package and Councillors were asked to read them before voting.

Ballots were distributed to Councillors.

Elections results are provided following Item 14 below, which was the point in the Meeting at which they were announced.

MOTION BEFORE COUNCIL: That the GSA Council receive the report of the GSA Nominating Committee and **RECEIVE FOR INFORMATION** the newly-elected members of the GSA Labour Relations Committee.

M DuVal also noted that the number of people serving on the GSA Labour Relations Committee will increase. The deadline was extended to solicit more applications. The GSA Nominating Committee forwarded eight nominations, and no additional nominations were received in the second call for nominations from Council. The eight nominees have been declared elected.

MOTION: That the GSA Council receive the report of the GSA Nominating Committee and **RECEIVE FOR INFORMATION** the newly-elected members of the GSA Labour Relations Committee. M DuVal **MOVED**. S Ficko **SECONDED**.

Motion PASSED unanimously.

9. GSA Appeals and Complaints Board (and Associated Bylaw and Policy on Discipline, Elections, Referenda, and the GSA Judicial Committee): Proposed Changes and Additions to GSA Policy (Only Reading) and Change to GSA Bylaw (First Reading)

Councillors had before them a Cover Letter from the Chairs of the GSA ERC and the GSA GC, an Outline of Issue, and the GSA Appeals and Complaints Board (and Associated Policies on Discipline, Elections, and the GSA Judicial Committee): Proposed Changes and Additions to GSA Policy and Change to GSA Bylaw which had been previously distributed on 10 July 2015. Colin More and Sarah Ficko (Chair and Vice-Chair of the GSA Governance Committee), Leigh Spanner (Chair of the GSA Elections and Referenda Committee), and Virginia Pimmitt (recent former Chair of the GSA Elections and Referenda Committee) presented the item.

MOTION 1 BEFORE COUNCIL: That GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee and the GSA Governance Committee and effective immediately, the replacement of the following sections of GSA Policy with the GSA Appeals and Complaints Board (GSA ACB): a) Judicial Committee; b) Discipline; c) policy that allows the GSA NoC Administrative Chair and the Speaker to hear complaints and appeals concerning disrespectful treatment of the CRO; and d) policy that allows the Speaker to hear elections and referenda appeals (appeals of CRO decisions).

V Pimmitt presented the item and read the motion before GSA Council. She explained that the GSA Appeals and Complaints Board (GSA ACB) will replace the GSA Judicial Committee (GSA JC) and GSA Policy, Discipline. The GSA JC and the Discipline Policy are not compliant with rules for quasi-judicial tribunals. The GSA ACB proposal adds elements of procedural fairness, which are absent in the current policy, such as right to be heard (orally or in writing) by an unbiased board, reasonable notice of hearing date, right to an advisor and witnesses, written reasons, and reasonable delay. The proposed GSA ACB Policy was based on the General Faculties Council Academic Appeals Committee, which functions quite nicely. V Pimmitt also noted that the GSA's lawyers reviewed and support the proposal.

V Pimmitt then explained more thoroughly the structure of the proposed GSA ACB. She noted that the proposal provides for administrative support and training in decision making for GSA ACB members, which would allow the GSA ACB members to be ready if the needs arise. The proposed GSA ACB is separated in two branches. The first role is to hear appeals of the CRO's decisions, currently appeals of the CRO's decisions are heard by the Speaker (appeals of CRO's decisions on the written record), and the second role is to hear complaints about the GSA Officers.

V Pimmitt noted that the proposed GSA ACB has undergone eighteen months of hard work. She also stated some of the things that the GSA Election and Referenda Committee (GSA ERC) and GSA Governance Committee (GSA GC) discussed during these eighteen months, such as composition (who should be on the GSA ACB), concerns to preserve anonymity and privacy legislation, the idea of informal resolution, and suspension of DEOs subject to a GSA ACB hearing. V Pimmitt concluded her presentation by asking GSA Council if there were any questions.

D Smirnow had a procedural question with respect to the number of readings necessary for this change to be approved and effective. C More answered that it is one reading for the GSA ACB Policy to be approved, but two readings to change the committee name from GSA JC to GSA ACB in GSA Bylaw, Part V, Standing Committees.

D Smirnow also asked if there was any part of the proposal that the lawyers were uncomfortable with. V Pimmitt responded that she had been part of all the conversations with the lawyers, and that they approved everything.

D Smirnow lastly asked how the GSA ACB members would be selected. S Ficko asked D Smirnow to clarify if she meant the GSA ACB members or the GSA ACB Hearing Committee members. D Smirnow answered by the latter. V Pimmitt explained that the GSA ACB members would be contacted according to an established list and asked if they are available, moving down the list until the required numbers of members is reached. V Pimmitt and S Ficko

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also explained that reserve members are backup members for if something unexpected happens to one of the GSA ACB members.

A Daignault asked about the thought process in keeping alternate and former Councillors in the composition of the GSA ACB, taking into account that a question to that effect was raised at GSA Council last month. V Pimmett answered that it increases the pool of Councillors and makes it easier to fill the GSA ACB.

H Thaker asked what the intention with the Appendix A is if it is not to be included in GSA Policy. E Schoeck answered that when the GSA ACB was created, members of the new committee will look at the Appendix A, as it is part of the day to day business of the GSA ACB. H Thaker specified that he would like the Appendix A to be easily accessible for respondent and complainant. E Schoeck explained that it is possible to attach the Appendix A to GSA Policy but in the event the GSA ACB makes changes to the Appendix A, there will only be an after the fact report to GSA Council. V Pimmett proposed to put it up on the website. S Ficko raised the point that she wasn't sure an amendment to add Appendix A to Policy would be the most effective way of handling it and that it could potentially create more problems than it resolved. E Schoeck added that if there was an hearing the Appendix A would be the first thing the GSA ACB members would look at and that the GSA ACB Chair would send it to anyone involved as soon as possible. She also added that putting it up on the website implied finality and permanence.

R Coulthard advised GSA Council that this possible amendment fell outside of the motion before GSA Council but it was possible to address as a new motion. D Smirnow suggested adding "Procedures of the GSA ACB are available upon request" to Section 10.6. S Fenichel asked present GSA ERC and GSA GC members if this was a friendly amendment, and asked H Thaker if he was happy with the suggestion. E Schoeck reformulated the language and read it out for everyone: "Contact the GSA Office if you would like a sample of the procedures". L Spanner stated that she did not want to run the risk of formalizing too firmly a certain version of the procedures. R Coulthard expressed that the easiest way to proceed would be to refer this piece back to the committees and ask them to report to GSA Council the discussion that took place and any decisions that ensued. S Fenichel asked if H Thaker would be comfortable with his question regarding Appendix A: GSA ACB Hearing Committee, Sample Procedures for Hearings being referred back to the committees; H Thaker agreed.

H Thaker asked if it would be possible to add a definition of informal resolution and read one located in UAPPOL as an example: Discrimination, Harassment and Duty to Accommodate Policy: "Informal resolutions are those that achieve remedies agreeable to complainants and respondents, but do not invoke formal resolution procedures. Informal resolutions involve the relevant parties, and may include coaching, counseling, supporting, mediating, or otherwise facilitating the resolution of the complaint". H Thaker noted that he felt that adding a similar definition of informal resolution would strengthen the proposal. S Fenichel asked H Thaker if he would like to refer this, as well, to both committees. Members of both committees were asked if it was a friendly amendment. J Kong added that it was important to have words that define informal resolution. S Fenichel thanked J Kong for his comment, specified that his point had extensively been made by H Thaker, and asked if there were any fresh points. There was discussion as to whether the definition read aloud should be displayed for GSA Council members and whether a definition should be drafted on the floor. Following this a new motion was brought to the floor. R Coulthard made a Point of Order specifying that the following vote was to approve, or not approve, the addition of a definition of informal resolution in the GSA ACB proposal.

MOTION: That GSA Council **APPROVE** the inclusion in the GSA ACB proposal of a definition of informal resolution as it exists in UAPPOL Discrimination, Harassment and Duty to Accommodate Policy.

R Coulthard expressed that he felt it was unnecessary to include a definition of informal resolution as it already encompassed everything that is not formal. He also added that it was not the role of the GSA Council to rehash the work of the committees. H Thaker explained his position further by saying that having a definition of informal resolution would help the parties decide if they want to pursue informal resolution. B Richardson asked that if the motion doesn't pass, would it mean that the inclusion of a definition of informal resolution would not be revisited.

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V Pimmett answered that no, the issue could be referred back to the committees, in order to leave committees members time to think about the issue. This was followed by some additional discussion surrounding the issue.

MOTION: That GSA Council **APPROVE** the inclusion in the GSA ACB proposal of a definition of informal resolution as it exists in UAPPOL Discrimination, Harassment and Duty to Accommodate Policy. H Thaker **MOVED**. P Appadu **SECONDED**.

Motion NOT CARRIED. 13 in favor; 27 opposed; 1 abstention (J White).

S Fenichel asked GSA Council members if they were ready to vote on the original motion.

MOTION 1: That GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee and the GSA Governance Committee and effective immediately, the replacement of the following sections of GSA Policy with the GSA Appeals and Complaints Board (GSA ACB): a) Judicial Committee; b) Discipline; c) policy that allows the GSA NoC Administrative Chair and the Speaker to hear complaints and appeals concerning disrespectful treatment of the CRO; and d) policy that allows the Speaker to hear elections and referenda appeals (appeals of CRO decisions) and referred back to the committees with respect to what to do with the Appendix A and a definition of informal resolution. S Ficko **MOVED**. P Appadu **SECONDED**.

Motion PASSED. 4 abstentions.

MOTION 2 BEFORE COUNCIL: That GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee and the GSA Governance Committee and effective upon the second reading, the re-titling of GSA Bylaw, Part V, Standing Committee, Section 1.3.10, "GSA Appeals and Complaints Board," from the current "Judicial Committee".

V Pimmett specified this was the first reading of two, to rename the section to accord GSA Bylaw to the new GSA Policy. There were no questions.

MOTION 2: That GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee and the GSA Governance Committee and effective upon the second reading, the re-titling of GSA Bylaw, Part V, Standing Committee, Section 1.3.10, "GSA Appeals and Complaints Board," from the current "Judicial Committee". V Pimmett **MOVED**. S Ficko **SECONDED**.

Motion PASSED. 1 abstention.

- 10. Timeline for the CRO to Reach Decisions on Alleged Breaches and Information Provided Anonymously: Proposed Changes to GSA Policy (Only Reading)**
Councillors had before them a Cover Letter from the Chairs of the GSA GC and the GSA ERC, an Outline of Issue, and the Timeline for the CRO to Reach Decisions on Alleged Breaches and Information Provided Anonymously: Double Column of Proposed Changes to GSA Policy which had been previously distributed on 10 July 2015. Colin More and Sarah Ficko (Chair and Vice-Chair of the GSA Governance Committee), Leigh Spanner (Chair of the GSA Elections and Referenda Committee), and Virginia Pimmett (recent former Chair of the GSA Elections and Referenda Committee) presented the item.

MOTION BEFORE COUNCIL: That the GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee and effective upon approval, the proposed revisions to GSA Policy, as shown in the attached double column document.

L Spanner presented the item and read the motion before GSA Council. L Spanner explained that this proposal extended the timeline for the CRO to make a decision and alleviates the pressure of making a decision in a very small 24-hour window. The proposal also describes how to deal with information provided anonymously. V Pimmett added that with a 24-hour timeline you can run into problematic deadlines, for example, as it occurred in the 2013 appeals, a deadline of 2:00 AM, which was not very functional.

Prepared by J Tanguay, F Robertson, and M Caldwell for the Council Meeting of 20 July 2015

H Thaker asked if there was intention to consult the GSA ERC in Section 7.1.a. V Pimmitt answered that Section 7.1.a is under Section 7.1 which states that the GSA ERC shall be consulted. H Thaker noted that they shall be consulted when reasonable, and also asked if informal resolution could be a reason to extend the deadline. E Schoeck explained that the intention was to have the 72 hours deadline starts as soon as the CRO becomes aware of a breach. C More reminded GSA Council that the GSA ERC and GSA GC would review this new GSA Policy in a year. H Thaker asked if there was a way to make sure that informal resolution could be a reason to extend the 72 hours deadline. E Schoeck answered that it would be easy enough. The issue was referred back the GSA ERC and GSA GC for consideration, and the matter will be brought back to GSA Council.

MOTION: That the GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee and effective upon approval, the proposed revisions to GSA Policy, as shown in the attached double column document with the understanding that the GSA ERC will revise the language so that informal resolution will clearly be included in the 72 hours deadline. L Spanner **MOVED**. Alphonse Ndem Ahola **SECONDED**.

Motion PASSED unanimously.

- 11. Performance and Conduct, Conflict of Interest, and Conflict of Commitment: Proposed Changes to GSA Bylaw (First Reading) and Movement to GSA Policy (For Information)**
Councillors had before them a Cover Letter from the Chairs of the GSA GC and the GSA ERC, an Outline of Issue, and the Performance and Conduct, Conflict of Interest, and Conflict of Commitment: Double Column of Proposed Changes to GSA Bylaw and Movement to GSA Policy which had been previously distributed on 10 July 2015. Colin More and Sarah Ficko (Chair and Vice-Chair of the GSA Governance Committee), Leigh Spanner (Chair of the GSA Elections and Referenda Committee), and Virginia Pimmitt (recent former Chair of the GSA Elections and Referenda Committee) presented the item.

MOTION BEFORE COUNCIL: That GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and effective upon the second reading, the proposed changes to GSA Bylaw and its movement to GSA Policy, as shown in the attached double column document.

S Ficko presented the item and read the motion before GSA Council. S Ficko specified that this proposal was to move parts of GSA Bylaw to GSA Policy and therefore needs two readings to be effective. S Ficko explained that the main changes are to 1) address the lack of conflict of commitment and 2) include a positive statement concerning the expectations of GSA Officers. Lastly S Ficko specified that this proposal was supported by the GSA's lawyers.

H Thaker asked what the rationale behind the new wording of section 2.2 was, specifically why impartiality was removed and integrity became the main pillar. K Rose answered that it is hard to be impartial as everyone is partial. H Thaker noted that impartiality was something to strive for.

MOTION: That GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and effective upon the second reading, the proposed changes to GSA Bylaw and its movement to GSA Policy, as shown in the attached double column document. S Ficko **MOVED**. L Spanner **SECONDED**.

Motion PASSED unanimously.

- 12. Actions of the Speaker Regarding Officers' Attendance AND Consultation with the Deputy Speaker and ED: Proposed Changes to GSA Policy (Only Reading).**
Councillors had before them an Outline of Issue and the Actions of Speaker Regarding Officers' Attendance and Consultation with the Deputy Speaker and ED: Double Column of Proposed Changes to GSA Policy which had been previously distributed on 10 July 2015. Colin More and Sarah Ficko (Chair and Vice-Chair of the GSA Governance Committee), Leigh Spanner (Chair of the GSA Elections and Referenda Committee), and Virginia Pimmitt (recent former Chair of the GSA Elections and Referenda Committee) presented the item.

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MOTION BEFORE COUNCIL: That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and effective upon approval, the proposed revisions to GSA Policy, as shown in the attached double column document.

C More presented the item and read the motion before GSA Council. C More noted that in May, GSA Council approved some changes that offered some guidance on the actions to be taken if GSA Council members don't come to GSA Council meetings. For GSA Officers, the intention was to go to the GSA ACB, however in May the GSA ACB was not established, now that the GSA ACB exists, the proposed changes reflect the initial intention. C More further explained that initiating discussion with GSA Council could potentially bias the Departmental Councillors that serve on the GSA ACB.

There were no questions.

MOTION: That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and effective upon approval, the proposed revisions to GSA Policy, as shown in the attached double column document. C More **MOVED**. S Ficko **SECONDED**.

Motion PASSED. ONE Abstention.

13. Special Business (none at this time)

Reports

14. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, C More stated that the Directly-Elected Officers had their first "official contact" when they met with the Provost, Steven Dew, and would be meeting with Heather Zwicker, the new Dean of FGSR, soon to establish a positive working relationship.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted.

iii. Budget and Finance Committee

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, C More noted that the major work had been done with the review of the Audit. There are little things to improve for next year, but the GSA was doing well.

iv. Governance Committee

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, C More noted that GSA Council had just spent one and a half hours dealing with the output of this committee's work.

At this point, S Fenichel announced the result of the election for a new member of the GSA Governance Committee:

J Peck - 28 votes
S Gumfekar - 14 votes
None of the Candidates - 1 Vote
Spoiled Ballots - 1

J Peck was elected to serve on the GSA Governance Committee.

Prepared by J Tanguay, F Robertson, and M Caldwell for the Council Meeting of 20 July 2015

a) Nominating Committee

i. Nominating Committee Report

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, M DuVal asked Councillors to consider colleagues or any other graduate students suitable as potential members to fill the new GSA ACB. The ad will be circulated soon. M DuVal noted, for students in the Faculty of Arts, the GSA Nominating Committee (GSA NoC) is still looking to fill two seats on the Faculty of Arts Council; email the GSA NoC if you are interested. M DuVal also noted that the GSA NoC was still looking to fill two seats on the GSA ERC; Council has just seen some of the work that they do. Send the GSA NoC bios and resumes if interested in serving.

15. Vice-President Academic

i. Vice-President Academic's Report

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, H Thaker stated that graduate students now have access to mygradskills.ca, so Councillors should sign up and go through the modules - it takes only five minutes to sign up.

P Appadu raised an issue with the Directly-Elected Officer reports, specifically his feeling that they lacked background information. He asked if GSA Council could receive background information to preface the statements made at meetings. S Fenichel asked P Appadu to hold this request for Oral Questions at the end of the meeting.

16. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, A Ndem Ahola stated that ab-GPAC is still working on its financial and communication policies; the next meeting will look at the budget. There will be an orientation meeting with the Ministry of Innovation and Advanced Education on August 4, 2015, which will be reported on next month. A Ndem Ahola also provided an updated on the Prayer and Meditation Space in HUB Mall. The GSA and SU have been asked to raise money for the renovation; it was a complex process, and GSA Council will be updated as the GSA proceeds.

ii. Awards Selection Committee

No written report was required at this time; committee will resume meeting in Fall 2015.

17. Vice-President Labour

i. Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, S Ficko stated that she was looking forward to the GSA LRC beginning its work with its eight new members. She will also begin working with the GSA Negotiating Committee on the collective bargaining opening position.

ii. Negotiating Committee

No meetings this reporting period; committee will resume meeting in Fall 2015.

iii. Labour Relations Committee

No meetings this reporting period; committee will meet 23 July 2015.

18. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, A Talaei stated that he has been working with the SU on the North Power Plant and the Campus Food Bank. He also noted that Mentor Up is a platform for graduate students to build their

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networks for professional development. A Talaei noted that the FGSR Communication Meeting was an internal meeting for GSA Management that he did not attend, and which was listed by mistake on his report.

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

No meetings this reporting period.

19. Senator

i. Senator's Report

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, L Spanner encouraged Councillors to stop by the new Office of the Chancellor, located in the Arts Convocation Hall.

20. Speaker

i. Speaker's Report

No written report at this time.

21. Chief Returning Officer

i. Chief Returning Officer's Report

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, V Pimmett congratulated L Spanner on her election as Chair of the GSA ERC, and J Bell on her election as Vice-Chair.

22. Elections and Referenda Committee

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted.

23. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 17 July 2015. The report stood as submitted. In addition, E Schoeck stated that the money in the Unitized Endowment Pool (UEP) mentioned by C More during the quarterly expenditures presentation came when the old GSA bar in Dewey's went bankrupt. The GSA sold the equipment and invested the money with the UEP. The rules have changed and the U of A can only invest their own money in the UEP now. The GSA's money will be invested in short-term GICs until the GSA BFC makes a decision about investment opportunities. The amount received back from the UEP upon cash out was \$437,000; it was a good time to cash out.

E Schoeck hopes that Councillors will pass along the information on page 23.1 of her report to their departmental student groups. It is the best list of all funding sources for graduate student groups, and some for individuals, for events. The Alumni Association money is new.

K Rose asked if the funding list could be attached to the summary circulated to GSA Council, and to put it on the website.

E Schoeck finished by noting she hopes that GSA Council will be in the new Council Chambers in University Hall by September.

Question Period

24. Written Questions

None at this time.

25. Oral Questions

Prepared by J Tanguay, F Robertson, and M Caldwell for the Council Meeting of 20 July 2015

P Appadu repeated his earlier question regarding his feeling that some of the statements in the Directly-Elected Officers' reports are vague, and there is not enough background, and asked if this can be addressed. C More asked for examples, and P Appadu gave ab-GPAC as an example. P Appadu also stated that the Directly-Elected Officers often attend more than one meeting, but GSA Council only gets highlights from some of them. H Thaker asked if there was a specific meeting P Appadu would like a report on. C More stated concern that it would take too long to report on every meeting at GSA Council. P Appadu asked what the rationale was for reporting on only some of them. S Ficko stated that there are meeting reports for them all, as well as reports given to the GSA Board, but some are confidential. A Ndem Ahola noted that at the end of the reports, there is a list of the meetings the Directly-Elected Officer attended; important things are highlighted in the reports, but if you want more specifics on something, you should ask. R Coulthard addressed the Speaker, and asked if she would agree that it is in the GSA's best interest to strike the balance between filling out reports and Directly-Elected Officers doing their jobs. Speaker clarified that while we do want the reporters to be clearer about the terms they are using, and what they mean, the second idea is about accountability and the Directly-Elected Officers doing what they are paid to do. Every meeting they attend is listed, and Councillors are allowed to ask questions about whatever they list. C More added that non-confidential reports are available upon request.

P Appadu then cautioned Speaker to try to remain impartial and adopt a neutral tone when addressing members of GSA Council. P Appadu made reference to a perceived negative tone directed toward J Kong. Speaker apologized and explained she was not conscious of such a tone at the time and noted that GSA Council should be a collegial atmosphere.

P Appadu thanked the GSA staff for the funding list.

Adjournment

Speaker reminded Councillors that the August meeting of GSA Council would be cancelled.

The meeting was adjourned at 8:15 pm.

GSA NOMINATING COMMITTEE (NoC)
FOR INFORMATION: GSA Awards Selection Committee (SEVEN (7) POSITIONS)

As advertised through the GSA Newsletter on August 28, 2015, there was one vacancy on the GSA Elections and Referenda Committee. The GSA NoC advertised the position and received seven (7) nominations by the deadline of September 4, 2015, at 12:00 PM (Noon). The GSA NoC sent a call for additional nominations to GSA Council on September 9, 2015, and received no additional nominations by the deadline of September 16, 2015, at 12:00 PM (Noon). Therefore, **the positions have been filled by the GSA NoC (GSA Policy, Nominating, Section 6.6).**

Recommended Motion

That the GSA Council receive the report of the GSA Nominating Committee and **RECEIVE FOR INFORMATION** the newly-elected members of the GSA Awards Selection Committee.

Newly-elected GSA Member on the GSA Elections and Referenda Committee:

1. Nafisa Abdulhamid (Political Science)
2. Afshan Amjad (Elementary Education)
3. Maikel Farhan (Medicine)
4. Carolyn Gibson (Renewable Resources)
5. Rebecca Horne (Human Ecology)
6. Firouz Khodayari (Civil and Environmental Engineering)
7. Kimberly Quach (Public Health)

Jurisdiction:

GSA Policy, Nominating, Section 6.6

“The NoC will provide Council with nominations for the GSA Board, all GSA standing committees, Speaker, CRO, and Senator. Additional nominations may be made by Councillors, in writing, in advance of the Council meeting where elections will take place. If a Councillor(s) makes an additional nomination, there will be a written ballot at the Council where the election will take place. All other vacancies will be filled by the NoC and reported to Council.”

GSA AWARDS SELECTION COMMITTEE: vacancy: SEVEN GRADUATE STUDENTS (GSA Policy, Standing Committees, Section 6.1.a.iii)

GSA Awards Selection Committee Role (GSA Policy, Standing Committee, Section 6.3.a):

“The GSA ASC is responsible for selecting the recipients of the Council-approved GSA Recognition Awards and the Government of Alberta Graduate Citizenship Award(...).”

GSA Awards Selection Committee Eligibility (GSA Policy, Standing Committee, Section 6.2.a):

“The GSA ASC is responsible for selecting the recipients of the Council-approved GSA Recognition Awards and the Government of Alberta Graduate Citizenship Award.”

GSA Member Leaving the GSA Awards Selection Committee: Guangfeng Chen (Modern Languages and Cultural Studies), Sahar Banisoltan (Civil and Environmental Engineering), Michael Wong (Electrical and Computer Engineering), Sulyn Chow (Political Science), and Christine Massing (Elementary Education).

GSA Members Staying on the GSA Awards Selection Committee: Grant Norman (Neuroscience), Karen Vera Lyn Turpin (School of Public Health), Ye Shen (School of Public Health), and Margot Challborn (Political Science).

GSA NOMINATING COMMITTEE (NoC)
FOR INFORMATION: GSA Elections and Referenda Committee (TWO POSITIONS)

As advertised through the GSA Newsletter on July 3, 2015, and again through the GSA Nominating Committee Special Bulletin on July 7, 2015, there were two vacancies on the GSA Elections and Referenda Committee (GSA ERC). The deadline was Friday, July 10, 2015. No nominations were received. The GSA NoC sent out a call for additional nominations to GSA Council. Additional nominations were accepted until Thursday, July 16, 2015, at 12:00 PM (noon). No additional nominations were received. After that the GSA NoC initiated a proactive search to fill these vacancies, and two graduate students accepted to serve on the GSA ERC. The GSA NoC approved these two nominations.

Recommended Motion

That the GSA Council receive the report of the GSA Nominating Committee and **RECEIVE FOR INFORMATION** the newly-elected member of the GSA Elections and Referenda Committee.

Newly-elected GSA Member on the GSA Elections and Referenda Committee:

1. **Ahmed Najar (Renewable Resources)**
2. **Sarah Prescott (Resource Economics and Environmental Sociology)**

Jurisdiction:

GSA Policy, Nominating, Section 6.6

“The NoC will provide Council with nominations for the GSA Board, all GSA standing committees, Speaker, CRO, and Senator. Additional nominations may be made by Councillors, in writing, in advance of the Council meeting where elections will take place. If a Councillor(s) makes an additional nomination, there will be a written ballot at the Council where the election will take place. All other vacancies will be filled by the NoC and reported to Council.”

GSA ELECTIONS AND REFERENDA COMMITTEE: Vacancy: ONE MEMBER OF COUNCIL (GSA Policy, Standing Committees, Section 3.1.4)

GSA Elections and Referenda Committee Role (GSA Policy, Standing Committee, Section 9.3.a):

“The GSA ERC shall advise the CRO on all matters pertaining to elections, referenda, and by-elections (...).”

GSA Elections and Referenda Committee Eligibility (GSA Policy, Standing Committee, Section 9.2.a):

“All members of the GSA are eligible to serve on the GSA ERC unless they intend to run in the General Election or By-Election, intend to support a position in an upcoming referendum, or they have run in the previous General Election or By-Election or supported a position in the last referendum. If standing for election to the GSA ERC, GSA ERC candidates agree not to campaign for or endorse any individual running in the General Election or By-Election and not to campaign for or endorse any referendum campaign. GSA ERC members must also be neutral and impartial (eg having no immediate or vested interest in the outcome of GSA Elections and Referenda).”

GSA Member Leaving the GSA Election and Referenda Committee: Zhendong Li (Chemistry)

* Virginia Pimmett (Cell Biology) in taking up her new role as Chief Returning Officer left a seat empty on GSA ERC.

GSA Members Staying on the GSA Elections and Referenda Committee: Jennifer Bell (Vice-Chair, Nursing), Christopher Chen (Public Health), Justin Leifso (Political Sciences), Anmol Shahid (Medicine), and Axel Perez Trujillo (Modern Language and Cultural Studies).

GSA Council Members Staying on the GSA Elections and Referenda Committee: Leigh Spanner (Chair, Political Sciences)

Outline of Issue (GSA Council)

GSA Judicial Committee and GSA Appeals and Complaints Board: Change to Name in GSA Bylaw (Second Reading)

The following Motion was passed in first reading at the July 20, 2015 meeting of GSA Council. It is now before Council for the required second reading.

Suggested Motion for GSA Council:

That GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee and the GSA Governance Committee and effective immediately, the re-titling of GSA Bylaw, Part V, Standing Committee, Section 1.3.10, "GSA Appeals and Complaints Board," from the current "Judicial Committee".

NOTE: Should GSA Council approve the proposed changes, **any other relevant sections of GSA Bylaw and Policy that intersect and/or are contradictory or superfluous will be amended accordingly by the GSA Governance Committee** (as per its mandate to "Make any routine or editorial changes to the governance documents" - GSA Policy, Standing Committees, Governance Committee, Section 3.2.a.ii) **and reported to GSA Council (eg, GSA Policy references to the GSA Judicial Committee will be updated).**

Proposed Changes to GSA Bylaw – 2nd of 2 Readings

Part V, Standing Committees, Section 1.3.10

1.3.10 ~~Judicial Committee~~ GSA Appeals and Complaints Board

Background:

Both the GSA Elections and Referenda Committee (GSA ERC) and the GSA Governance Committee (GSA GC), along with content advisors E Schoeck and H Hogg, developed the GSA Appeals and Complaints Board proposal as both standing committees were a part of the large proposal that was put forward but not voted on at the November 2014 meeting of GSA Council. Members met jointly on June 12, June 18, and June 26 to discuss the proposed changes and additions, and made a recommendation on June 26. Additionally, as there are overlapping jurisdictions between the GSA ERC and the GSA GC with respect to the proposed GSA ACB, **both bodies have been involved with this proposal. The GSA Board reviewed this proposal for information at the June 24 and July 8 meetings.**

GSA Council approved the formation of the GSA Appeals and Complaints Board at the July 20, 2015, Meeting of GSA Council. At this same meeting, GSA Council approved the first reading of the current proposed changes to GSA Bylaw.

Jurisdiction:

GSA Elections and Referenda Committee Mandate – GSA Policy, Standing Committees, Section 3.9.3.c

"The GSA ERC will review GSA Elections and Referenda Bylaws and Policies annually and make any recommendations to GSA Council through the GSA Board."

GSA Governance Committee Mandate – GSA Policy, Standing Committees, Section 3.2.1.i and 3.2.1.ii

*"The GSA GC will advise Council on the GSA Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues and provide a report on recommended changes at the next scheduled Council meeting" **and** "The GSA GC will make any routine or editorial changes to the governance documents as deemed necessary by the Committee."*

Changes to GSA Policy Require One Reading - GSA Bylaw, Part I, Section 2.2

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

Changes to GSA Bylaw Require Two Readings – GSA Bylaw, Part I, Section 1.2

"These Bylaws ... may be amended by two two-thirds majority votes of Council held on seven calendar days' notice of motion and no less than one week apart."



Performance and Conduct, Conflict of Interest, and Conflict of Commitment

NOTE: This letter was originally included in the July 20, 2015 GSA Council Meeting materials.

Dear Council Colleagues,

July 10, 2015

We are writing to you jointly because, as you are aware, the GSA Elections and Referenda Committee (GSA ERC) and the GSA Governance Committee (GSA GC) have been meeting regularly since the fall of 2014 to review and refine the larger package of material from November 2014, which GSA Council did not vote on.

As part of this work, you have a proposal before you relating to the creation of the GSA Appeals and Complaints Board. During the development of this proposal, it became apparent that current GSA Bylaw with respect to performance and conduct, conflict of interest, and conflict of commitment needed to be revised and updated. The proposal before you addresses this.

The recommendation before you comes from the GSA GC. Additional information can be found in the attached outline of issue.

Below you will find a brief summary of the changes you will be asked to consider at the July 20 meeting of GSA Council. **Please note that we intend that these changes to GSA Policy will be reviewed after a year – this will allow us to make any needed adjustments.**

In arriving at this recommendation with respect to performance and conduct, conflict of interest, and conflict of commitment, we received advice from the GSA Executive Director and the GSA Director of Operations, content advisors with a combined 50+ years experience, and the GSA's lawyers (who support this proposal). We also extensively considered the following:

- The need for short, clear language surrounding conflict of commitment, which is common for modern-day corporations and reflects the U of A Board of Governors' policy
- The ongoing project of moving parts of GSA Policy currently in GSA Bylaw into their proper place
- The desirability of removing redundancies and inaccuracies

Please let us know if you have any questions about the materials in advance; otherwise we look forward to presenting the proposed changes to you at the July GSA Council meeting.

Sincerely,

Colin More (Chair of the GSA Governance Committee and GSA President, 2015-2016) and Sarah Ficko (Vice-Chair of the GSA Governance Committee and GSA Vice-President Labour, 2015-2016)

and

Leigh Spanner (Chair of the GSA Elections and Referenda Committee) and Virginia Pimmett (Former Chair of the GSA Elections and Referenda Committee and Current GSA Chief Returning Officer)

cc: Members of the GSA Governance Committee and the GSA Elections and Referenda Committee

Outline of Issue (GSA Council)

Performance and Conduct, Conflict of Interest, and Conflict of Commitment: Proposed Changes to GSA Bylaw and Movement to GSA Policy

The following Motion was passed in first reading at the July 20, 2015 meeting of GSA Council. It is now before Council for the required second reading.

Suggested Motion for GSA Council:

That GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and effective immediately, the proposed changes to GSA Bylaw and its movement to GSA Policy, as shown in the attached double column document.

NOTE #1: The proposed changes to current GSA Bylaw and addition to current GSA Policy are in the first column of the attached double column.

NOTE #2: Should GSA Council approve the proposed changes, any cross-reference to the current GSA Bylaw on Conduct will be updated to reflect that it is now Policy with a different title (eg, references to the previous title of the Bylaw will need to be revised in the following places: 1) GSA Bylaw, Part II, Members, 2) GSA Policy, Officer Portfolios and Responsibilities, and 3) Attendance of GSA Committee Members, and Representatives on University Governing Bodies and Committees).

Background:

The proposed changes were developed by both the GSA Elections and Referenda Committee and the GSA Governance Committee (GSA GC) as they were a part of the large proposal that was put forward but not voted on at the November 2014 meeting of GSA Council after being recommended by both GSA standing committees. **Both bodies discussed the proposed changes at multiple meetings in June and the GSA GC made a recommendation to GSA Council on June 26.** The GSA Board reviewed this proposal for information at the June 24 and July 8 meetings.

The proposed changes also relate to the proposal for the establishment of **the GSA Appeals and Complaints Board – in reviewing that proposed Policy, it was apparent that this intertwined Bylaw needed to be updated.** It is also recommended that this Bylaw be moved to GSA Policy as it is more appropriately situated there (this is part of ongoing work to identify Policy that is currently placed in Bylaw but should be relocated).

Jurisdiction:

GSA Governance Committee Mandate – GSA Policy, Standing Committees, Section 3.2.1.i and 3.2.1.ii

“The GSA GC will advise Council on the GSA Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues and provide a report on recommended changes at the next scheduled Council meeting” and “The GSA GC will make any routine or editorial changes to the governance documents as deemed necessary by the Committee.”

Changes to GSA Bylaw Require Two Readings – GSA Bylaw, Part I, Section 1.2

“These Bylaws ... may be amended by two two-thirds majority votes of Council held on seven calendar days’ notice of motion and no less than one week apart.”

NOTE: This double column document was originally included in the July 20, 2015 GSA Council Meeting materials.

PERFORMANCE AND CONDUCT, CONFLICT OF INTEREST, AND CONFLICT OF COMMITMENT

Current Bylaw (<i>deletions noted by a strikethrough</i>) - Proposed Changes (<i>additions underlined</i>)	Rationale/Background
<u>Performance and Conduct, Conflict of Interest, and Conflict of Commitment of Representatives</u>	<i>RETITLE THIS SECTION <u>AND MOVE FROM BYLAW TO POLICY</u></i>
1. Applicability of GSA Bylaws	
1.1 Purpose: These Bylaws <u>This policy governs the conduct of GSA representatives Officers and GSA members holding elected office.</u>	
<u>Scope: This policy sets out the performance and conduct, and conflict of interest and conflict of commitment of GSA Officers and GSA members holding elected office.</u>	
<u>Related Policies & Bylaws:</u> <u>GSA Policy, Officer Portfolios</u> <u>GSA Policy, Responsibilities and Attendance of GSA Committee Members, and Representatives on University Governing Bodies and Committees</u> <u>GSA Policy, GSA Council Attendance</u> <u>GSA Policy, GSA Appeals and Complaints Board</u>	
	<i>At the May Council meeting, GSA Council approved a GSA policy on responsibilities and attendance of GSA representatives that focuses on non-attendance at meetings. Attendance policies and performance and conduct expectations are set out in that new policy.</i>
1.2 For the purpose of these Bylaws, “representatives” of the GSA include the following categories:	
1.2.2 Officers;	<i>See 1.1.</i>
1.2.3 Councillors;	<i>Covered by the attendance policy approved in May.</i>
1.2.4 Committee members; and	<i>Covered by the attendance policy approved in May.</i>
1.2.5 Representatives on University Governing Bodies and Committees.	<i>Covered by the attendance policy approved in May and/or the proposed GSA ACB Policy (if the GSA ACB proposal (Item 9) is approved).</i>
<u>1. 2 Performance and Conduct of Officers and Councillors of GSA Officers</u>	<i>Clearer title.</i>

NOTE: This double column document was originally included in the July 20, 2015 GSA Council Meeting materials.

Current Bylaw (<i>deletions noted by a strikethrough</i>) - Proposed Changes (<i>additions underlined</i>)	Rationale/Background
Performance and Conduct, Conflict of Interest, and Conflict of Commitment of Representatives	RETITLE THIS SECTION <u>AND MOVE FROM BYLAW TO POLICY</u>
2.1 Officers and Councillors can be held accountable for their performance by way of the GSA Discipline Policy.	<i>Councillors are covered by the attendance policy approved in May and can also be recalled. CALS are covered by the attendance policy approved in May. Further, the Speaker ensures civil behavior at GSA Council meetings.</i>
1.1 The GSA expects GSA Officers to contribute to the carrying out of the GSA's fiduciary duty to represent the interests of graduate students at the University of Alberta through conduct that exhibits the highest ethical and professional standards. These graduate student representatives are expected to observe GSA Bylaw and Policy, and are expected to perform their duties with diligence.	
1.2 GSA Officers can be held accountable for their conduct (including conflict of interest or conflict of commitment) and/or the performance of their duties and related matters (including attendance and confidentiality), and may be removed from office (see GSA Policy, GSA Appeals and Complaints Board).	
2.1.2 GSA members have standing to complain about the conduct or performance of an Officer or Councillor to the Judicial Committee; and	<i>GSA Officers are covered by the new GSA ACB if the GSA ACB proposal (Item 9) is approved.</i>
2.1.3 GSA members who wish to access the Judicial Committee must do so within the parameters established by the Judicial Committee Policy (GSA Policy, Standing Committees, Section 11, Judicial Committee) and the GSA Discipline Policy.	<i>Covered by the new GSA ACB if the GSA ACB proposal (Item 9) is approved.</i>
2.3 Officers and Councillors can be held accountable for their performance by being removed from office.	
2.2.2 Officers may be removed from office by GSA Council by a two-thirds majority vote passed at two (2) consecutive meetings of Council;	<i>If the GSA ACB proposal (Item 9) is approved the GSA ACB will remove Officers. The proposed GSA ACB Policy includes four (4) Councillors on the GSA ACB and at least two (2) Councillors on any GSA ACB Hearing Committee regarding an Officer.</i>
2.2.3 Graduate students in a department shall have the right to recall their representative to GSA Council and elect a new one at any time;	<i>In GSA Policy, GSA Council Attendance.</i>
2.2.4 GSA Council shall have the right to recall Councillors at Large and elect new ones; and	<i>In GSA Policy, GSA Council Attendance.</i>

NOTE: This double column document was originally included in the July 20, 2015 GSA Council Meeting materials.

Current Bylaw (deletions noted by a strikethrough) - Proposed Changes (additions underlined)	Rationale/Background
Performance and Conduct, Conflict of Interest, and Conflict of Commitment of Representatives	RETITLE THIS SECTION AND MOVE FROM BYLAW TO POLICY
2.2.5 Any recall under 2.2.4 shall be made by a majority vote of the general membership at a duly called general meeting.	<i>There are no longer general meetings.</i>
2.3 Conflict of Interest	<i>No change, except renumbering.</i>
3.1 Preamble	
2.1 3.1.2 Personal benefit in the context of c Conflicts of interest shall be are defined as the convergence of a GSA member’s personal, financial, or political interests with their professional interests such that an independent observer might reasonably question whether that member’s professional actions and/or decisions are improperly influenced by consideration of personal, financial, or political gain or loss.	
2.2 3.1.1 The GSA subscribes to the principles underlying conflicts of interest of impartiality and integrity. No member of the GSA who holds a position of trust and/or authority within the GSA may be perceived as being impartial and acting with integrity if their actions and/or decisions directly or indirectly result in personal benefit for that member. and	
2.3 3.3 Avoiding Conflicts of Interests	<i>No change, except renumbering.</i>
2.3.a 3.2.1 Prior to undertaking any activity that may give rise to a conflict of interest, whether or not that activity is within the scope of the member’s work at the GSA, a member must disclose that activity.	<i>No change, except renumbering.</i>
2.3.b 3.2.2 Where prior disclosure is impossible, disclosure must be made as soon as possible after commencement of the activity. and	
3.2.3 Further details regarding the process of disclosure are described in GSA Policy.	<i>There are no further details in GSA policy.</i>
3.3 Handling Conflicts of Interest	<i>Covered in GSA Policy on the new GSA ACB if the GSA ACB proposal (Item 9) is approved.</i>
3.3.1 Any member who suspects that a conflict of interest exists that has not been disclosed, may submit a complaint, in writing, to or may be impacting the activities within/by the GSA should report in writing the	<i>Covered in GSA Policy on the new GSA ACB if the GSA ACB proposal (Item 9) is approved.</i>

NOTE: This double column document was originally included in the July 20, 2015 GSA Council Meeting materials.

Current Bylaw (<i>deletions noted by a strikethrough</i>) - Proposed Changes (<i>additions underlined</i>)	Rationale/Background
Performance and Conduct, Conflict of Interest, and Conflict of Commitment of Representatives	<i>RETITLE THIS SECTION AND MOVE FROM BYLAW TO POLICY</i>
suspected conflict of interest to the Speaker or President. If the suspected conflict of interest is regarding the either the Speaker or the President, or, if for other reasons the member submitting the written report is uncomfortable providing the submission to one of these individuals, the written report can be provided to only the Speaker or the President; and	
3.3.2 Upon receipt of the written submission, the Speaker and/or the GSA President will follow the conflict of interest resolution process as described in the Judicial Committee section of GSA Policy.	Covered in GSA Policy on the new GSA ACB if the GSA ACB proposal (Item 9) is approved.
3. Conflict of Commitment	
3.1 No graduate student holding elected office shall have time commitments that prevent them from carrying out the stated duties of their positions.	Common for modern-day corporations and reflects U of A Board of Governors policy.

September 11, 2015

Dear Councillors,

Those of you who have been on GSA Council since May will remember receiving the **2015-2016 Graduate Students' Association Board Strategic Work Plan (SWP)**. The SWP is available for your review on the GSA website at <http://www.gsa.ualberta.ca/03SWP.aspx>. This Plan was prepared by me along with the GSA Vice-Presidents, the out-going team of Directly-Elected Officers, 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.

After releasing the SWP, the Directly-Elected Officers and I have met with various members of University administration to discuss common goals, and devise strategies to implement aspects of the plan that are of mutual interest. **At this point in our terms, I would like to offer you an update concerning the GSA's progress in pursuing the strategic goals outlined in the GSA Board 2015-2016 SWP.** Updates will also come to Council in January and April, but I encourage you to ask questions about the status of SWP goals at any time throughout the year.

Highlights from our first four months in office include:

- FGSR's Professional Development requirements for graduate students are in place to begin with the September 2016 intake. Vice-President Academic Harsh Thaker, Vice-President Labour Sarah Ficko, and I are involved in a few different committees through FGSR that are still working to develop innovative, meaningful professional development opportunities for graduate students. In the meantime, all graduate students have access to ongoing professional development opportunities, including access to the online modules offered through mygradskills.ca. We are also working with FGSR, who are generously sponsoring the event, to hold the Fall Mix and Mingle Professional Development event on September 30. We hope that you have all RSVP'd to attend.
- The Alberta Graduate Provincial Advocacy Council (ab-GPAC) is well underway. Our GSA is represented by Vice-President External Alphonse Ndem Ahola, Councillor-at-Large Monty Bal, and myself. The group is meeting regularly via teleconference, and we will have an in person meeting in Calgary in October, followed by the first AGM in Lethbridge near the end of November. Although we are still in the early days, ab-GPAC has been engaged with the new provincial government since May, and we look forward to advocating on many issues of importance to graduate students.
- After some initial frustration around the PAW Centre graduate student lounge being overly hot, this has been resolved. The outside patio is still in development (look for it next summer), but there is lots of room inside for graduate students to hang out and socialize, or get some work done away from their office/lab environment. We will be holding our grand opening of the space, hosted by Vice-President Student Services Ali Talaei, in conjunction with one of our Graduate Student Coffee Breaks (see below) on October 5, 2015. Check out the GSA Newsletter for more information on that! Also, if you haven't already had a chance to check out their (rather delicious) soups and salads, the Chopped Leaf location in PAW opened in July. The GSA and SU sub-lease the space, and the GSA will receive half the rental income.
- Under the leadership of GSA Vice-President Labour Sarah, the GSA's Opening Position for Collective Agreement negotiations has been drafted, and will be submitted to the University's negotiating team imminently. The Opening Position was drafted in consultation with the GSA Labour Relations Committee, and is approved by the GSA Negotiating Committee. Sarah will report regularly to GSA Council as negotiations proceed.
- In August, Vice-President External Alphonse and I attended the GU 15 meeting in Winnipeg. Here, we met with our counterparts from graduate student associations across Canada and discussed issues of importance to graduate students including graduate student funding issues and student-supervisor relationships. These meetings are informal opportunities for valuable information sharing. We have signed onto a letter developed at the previous GU 15 meeting urging the federal government to invest more money in Tri-Council research funding.

- Both the General Faculties Council and the Faculty of Graduate Studies and Research Council have resumed meeting this month. We are excited to be part of the evolution of these bodies under the new leadership of President David Turpin, Provost and Vice-President Academic Steven Dew, and Interim Dean of Graduate Studies Heather Zwicker. Vice-President Academic Harsh, Vice-President Labour Sarah, and I serve on these bodies, as well as several sub-committees. We will continue to represent the interests of graduate students, and bring issues back for GSA Council to discuss as the year progresses.
- Finally, under the leadership of Vice-President Student Services Ali, we will be hosting a series of "Graduate Student Coffee Breaks" over the fall term. These informal events are meant to get students out of their labs and offices, and into a space where they can interact with other graduate students from across campus, enjoy refreshments, and learn more about the GSA. Watch the GSA Newsletter or check out our website for a list of dates and locations.

As was the case with previous GSA Board SWPs, 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 progress to date. I look forward to our discussion on September 21.

Sincerely,



Colin More
2015-2016 GSA President



The Graduate Students' Association of the University of Alberta

GSA Board 2015 - 2016 Strategic Work Plan Progress

	Complete For Our Term with Ongoing Attention	In Process of Implementation	Stakeholder Buy-In & Engagement	Stakeholder Consultation & Coordination
PAW Centre - Graduate Student Lounge and Chopped Leaf Lease	✓			
Collective Agreement Education and Compliance		✓		
Multi-Faith Prayer and Meditation Space		✓		
Professional Development Opportunities for Graduate Students		✓		
Connecting with Graduate Students through Social Engagement		✓		
Advocacy to the Government of Alberta and BoG		✓		
Excellence in Graduate Student Supervision		✓		
Permanent Residence Assistance and Improved Services for International Graduate Students			✓	
Sustained and Active Engagement in PSE Tuition, Fees and Funding Discussions			✓	
Increased Funding for Graduate Students				✓
Connecting with Graduate Student Groups (Department Liaison Initiative)				✓
Increased Funding for the GSSF				✓

GSA President
Report to GSA Council for the September 21, 2015 Meeting

To: GSA Council
 From: Colin More
 Date: September 18, 2015

Hello everyone!

I hope your summer went well! I'm pretty sad personally that it's over, but at least it means that many things that have been idling over the summer are now starting to move.

I should begin by advertising the GSA's first large event of the year: the Fall Professional Development Mixer on Wednesday, September 30. The vast majority of graduate students do not end up pursuing a traditional academic career. Therefore, sooner they start looking at non-traditional career paths, the better. The Mixer is intended as an opportunity to informally mingle with experienced professionals who hold similar graduate degrees to your own, allowing you to see what opportunities may exist for someone in your field and what skills you may want to develop outside the core of your program. We have already secured a number of very impressive professionals for the event, and the guest list is growing. Between that and the free food (I am looking forward in particular to the deep-fried feta cheese balls), you should definitely come!

Also held throughout the fall will be our Graduate Student Coffee Breaks. The idea of these events is simple: we provide the coffee, tea, and snacks which generally encourage socialization, while graduate students come to chat with their fellow students, meet the GSA team (including the Directly Elected Officers), and generally relax for a little while. You should come to these as well! I would like to take this opportunity to thank Unwind Your Mind for sponsoring these sessions through funding from The Wellness Project.

Finally, on the more technical side of the equation, significant progress is being made on rationalizing the University's Mandatory Non-Instructional Fee, or MNIF, structure. The president of the SU and I recently met with representatives from Finance and Operations and the Provost's office to discuss the matter. A draft is now in place that provides what appears to be much greater accountability on how MNIF funds are used and administered, and which would give students a significant voice in those decisions. While the proposal is still far from complete, it looks extremely promising. And since this is something GSA has been working on as long as I've been around, I'm really excited!

My team and I will keep you up to date throughout the year on how these projects are progressing. In the meantime, please continue to send me any questions you may have!

Until next month,

Cheers,

Colin More, GSA 2015-2016 President

Please find below a list of meetings I attended between August 17, 2015 to September 21, 2015.

August 16-19	Graduate Group of 15 Universities with Graduate Programs (GU15)
August 20	Councilor At Large (CAL) Meeting
August 20	Alberta Graduate Provincial Advocacy Council (ab-GPAC)
August 20	Meeting with Dr. Cooper (AASUA Rep on the Board of Governors)
August 25	Councilor At Large (CAL) Meeting
August 25	Nominating Committee (NoC) Meeting

August 25	Dinner with Chancellor Ralph Young
August 27	Alberta Graduate Provincial Advocacy Council (ab-GPAC)
August 27	University of Alberta International (UAI) Orientation
August 28	GSA Fall Orientation
August 31	Laboratory Medicine & Pathology Departmental Orientation
August 31	Linguistics Departmental Orientation
August 31	Nursing Departmental Orientation
August 31	General Faculties Council Academic Planning Committee (GFC APC) Special Meeting
September 1	Facilities and Operations (F&O) Orientation
September 1	President's Party for D Goss (Outgoing Board Chair)
September 3	Meeting with the Dean of FGSR (Heather Zwicker)
September 3	Mandatory Non-Instructional Fees (MNIF) Draft Review
September 4	Councilor At Large (CAL) Meeting
September 4	SUB Atrium and Plaza Opening
September 8	Meeting with the VP of University Relations (Debra Pozega Osburn)
September 9	GSA Budget & Finance Committee (GSA BFC)
September 9	General Faculties Council Academic Planning Committee (GFC APC) Meeting
September 10	FGSR-GSA Meet and Greet
September 10	Farewell Reception for Colm Renehan, Interim VP (Advancement)
September 11	Board of Governors Orientation
September 11	Alumni Reception for President Turpin
September 14	First Alberta Campus Radio Station (FACRA) Discussion
September 14	GSA/SU Prayer and Meditation Space (PaMS)
September 15	GSA Labour Relations Committee (LRC)
September 16	Meeting with Acting Chair, Board of Governors (Dick Wilson)
September 16	Sustainability Plan Open House
September 16	FGSR Council
September 17	Meeting with the Dean of FGSR (Heather Zwicker)
September 17	Meeting with the Dean of Students (Robin Overall)
September 18	Oncology Departmental Orientation

**GSA Board
Report to GSA Council for the September 21, 2015 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: September 18, 2015

The GSA Board reports regularly to GSA 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 GSA Council meeting. Also see the weekly Management Reports in Item 23 (Executive Director's Report to Council) on pages 23.2 - 23.4.

19 August 2015 GSA Board Meeting

Main Agenda Items:

Meeting cancelled as there was no pressing business to attend to.

Motions and Agreements:

None at this time

26 August 2015 GSA Board Meeting

Main Agenda Items:

CAL Discussion; Welcome Video; TD Insurance Meloche Monnex Semi-Annual Report for the Period Ending June 30, 2015: To Receive for Information; The Alberta Graduate Citizenship Award and GSA Recognition Awards: Proposed Changes to GSA Board Policy and GSA Policy

Motions and Agreements:

MOTION: That the GSA Board **RECEIVE FOR INFORMATION** the attached semi-annual participation report, as provided by TD Meloche Monnex Insurance. CM **MOVED**. AT Seconded. **CARRIED**.

MOTION: That the GSA Board **APPROVE** changes to GSA Board Policy, Government of Alberta Graduate Citizenship Award and GSA Recognition Awards Application/Nomination and Adjudication Processes, as shown in the attached double column document (page 5.1), effective immediately. ANA **MOVED**. CM Seconded. **CARRIED**.

MOTION: That the GSA Board **RECOMMEND** that GSA Council approve the changes to GSA Policy, GSA Recognition Awards, as shown in the attached double column document (pages 5.2 - 5.3). ANA **MOVED**. CM Seconded. **CARRIED**.

2 September 2015 GSA Board Meeting

Main Agenda Items:

Reports Only

Motions and Agreements:

None at this time

9 September 2015 GSA Board Meeting

Main Agenda Items:

Attendance at an ab-GPAC meeting in Calgary, AB, October 3 or 4, 2015: Estimated Expense; Attendance at Canadian Association of Graduate Studies, October 30 to November 1, 2015, in Calgary, AB: Estimated Expense; Joint Student/University Oversight Committee on Mandatory-Non Instructional Fees Draft Terms of Reference

Motions and Agreements:

MOTION: That the GSA Board **APPROVE** the estimated expense for two (2) representatives of the GSA to attend the Canadian Association of Graduate Studies, October 30 to November 1, 2015, in Calgary, AB, as noted below. CM **MOVED**. SF Seconded. **CARRIED**.

16 September 2015 GSA Board Meeting

Main Agenda Items:

GSA Negotiating Committee Composition; Attendance at an ab-GPAC meeting in Calgary, AB, October 3 or 4, 2015: Estimated Expense

Motions and Agreements:

MOTION: That the GSA Board **NAME** Colin More (GSA President), Dasha Smirnow (GSA Councillor, Business PhD, GSA LRC member, and GSA BFC member) and Monty Bal (GSA Councillor-at-Large, Political Science, and former Vice-President Labour) to the GSA Negotiating Committee. SF **MOVED**. CM Seconded. HT abstained. **CARRIED**.

MOTION: That the GSA Board **APPROVE** the estimated expense for three (3) representatives of the GSA to attend ab-GPAC in Calgary, AB, October 3 or 4, 2015. CM **MOVED**. HT Seconded. **CARRIED**.

GSA Budget and Finance Committee (GSA BFC)
Report to GSA Council for the September 21, 2015 Meeting

To: GSA Council
From: Colin More
Date: September 18, 2015

Dear Council Colleagues,

The GSA BFC met on September 9, 2015, to **review proposals submitted by four financial investment firms with regards to investment of the monies returned to the GSA from the University's Endowment Pool, along with our Health and Dental Plan Reserve Fund, our Legal Defence Fund, and our Stabilization Fund.** The proposals were requested from investment firms recommended to the GSA's Financial Team (Ellen Schoeck (Team Lead), Shirley Ball (Accountant), Dorte Sheikh (Financial Manager), and Heather Hogg (Director of Operations)) by the GSA's Auditor, the GSA Accountant, and AASUA. **The GSA BFC agreed to invite two of the investment firms to present further on their proposals.** The GSA Financial Team is working to set up these meetings.

The GSA BFC also discussed some **upcoming financial considerations with regards to building the 2016-2017 budget, which will begin soon.** The considerations included a pooled pension plan for GSA staff and management, DEO stipends and benefits, contingency fund, Chopped Leaf rent, CPI, and graduate student growth rate.

Finally, the Alberta Graduate Provincial Advocacy Council set its fee at \$3.00 per graduate student, which is an increase from the \$2.00 charged by the now dissolved Alberta Graduate Council. **The GSA BFC discussed options for paying the difference in the fee.** No decisions were made at this point, and we will continue to discuss this as budget building occurs.

Respectfully,
Colin More, GSA President and Chair, GSA Budget and Finance Committee

**GSA Governance Committee (GSA GC)
Report to GSA Council for the September 21, 2015 Meeting**

To: GSA Council
From: Colin More
Date: September 18, 2015

Dear Council Colleagues,

Acting under delegated authority from the GSA GC, Sarah Ficko (GSA Vice-President Labour and Vice-Chair, GSA Governance Committee) and I **approved editorial changes to GSA Board Policy and GSA Policy related to the GSA Recognition Awards and the Government of Alberta Graduate Citizenship Award**. The changes were considered in advance of changes approved by the GSA Board to GSA Board Policy, Government of Alberta Graduate Citizenship Award and GSA Recognition Awards Application/Nomination and Adjudication Processes, and **recommendations that will come to GSA Council in November regarding GSA Policy, GSA Recognition Awards**.

The editorial changes included: re-naming GSA Awards to GSA Recognition Awards to differentiate them from our other awards and to align with how they are promoted to graduate students; clarifying that graduate students are either nominated or self-nominated for the recognition awards (they do not 'apply'); and ensuring that we are properly referencing the Government of Alberta Graduate Citizenship Award throughout. Some other small edits for internal consistency were also made.

I would be happy to answer any questions.

Respectfully,
Colin More, GSA President and Chair, GSA Governance Committee

**GSA Nominating Committee (GSA NoC)
Report to GSA Council for the September 21, 2015 Meeting**

To: GSA Council
From: Michele DuVal
Date: September 18, 2015

Dear Council Colleagues,

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

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

Sincerely,

Michele DuVal, Administrative Chair, GSA Nominating Committee

GSA Standing Committees

1) GSA Appeals and Complaints Board

The GSA NoC met on Tuesday, August 25, 2015, to discuss the interview process to fill the GSA Appeals and Complaints Board (GSA ACB). The positions on the GSA ACB were advertised through the GSA Newsletter on August 28, 2015. The deadline was Friday, September 11, 2015 at 12:00 PM. Thirteen (13) nominations were received. The GSA NoC started the interview process and will continue next week. Next, a call for additional nominations will be sent to GSA Council.

2) GSA Awards Selection Committee

The GSA Awards Selection Committee (GSA ASC) is currently replenishing in advance of the adjudication of the Alberta Graduate Citizenship Award. Vacancies were advertised through the GSA Newsletter on August 28, 2015, and the deadline was Friday, September 4, 2014, at 12:00 PM. Seven nominations were received. The GSA NoC forwarded these nominations to GSA Council with a call for additional nominations on Wednesday, September 9, 2015. Additional nominations were accepted until Wednesday, September 16, 2015 at 12:00 PM. No additional nominations were received. **Nafisa Abdulhamid (Political Science), Afshan Amjad (Elementary Education), Maikel Farhan (Medicine), Carolyn Gibson (Renewable Resources), Rebecca Horne (Human Ecology), Firouz Khodayari (Civil and Environmental Engineering), and Kimberly Quach (Public Health)** are declared elected to serve on the GSA ASC.

3) GSA Elections and Referenda Committee

Two vacancies on the GSA Elections and Referenda Committee (GSA ERC) were advertised through the GSA Newsletter on July 3, 2015, and again through the GSA Nominating Committee Special Bulletin on July 7, 2015. The deadline was Friday, July 10, 2015. No nominations were received. The GSA NoC sent out a call for additional nominations to GSA Council. Additional nominations were accepted until Thursday, July 16, 2015, at 12:00 PM (noon). No additional nominations were received. After that the GSA NoC initiated a proactive search to fill these vacancies. Sarah Prescott (Resource Economics and Environmental Sociology) and Ahmed Najjar (Renewable Resources) are declared elected to serve on the GSA ERC.

Bodies External to the GSA

GSA Council has delegated to the GSA 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 GSA NoC’s view, it is urgent to fill a vacancy” (GSA Policy, Nominating, 5.2).

1) Student Library Advisory Council (1 position)

This position was advertised via email to GSA Council, as the terms of reference of the Student Library Advisory Council call for a GSA Councillor, on Friday, August 21, 2015, with a deadline of 12:00 PM on August 28, 2015. Two (2) nominations were received. The GSA NoC elected **Jessica Peck (MLIS)** to serve on the Student Library Advisory Council.

2) Faculty of Graduate Studies and Research Council (20 positions and 5 alternates)

These positions were advertised through the GSA Newsletter on September 5, 2015 with a deadline of September 11, 2015. A targeted email was also sent to some graduate students who served on FGSR Council in 2014-2015 depending on attendance. Nine (9) nominations were received, including three (3) FGSR Councillors from the previous year. The GSA NoC elected **Megha Bajaj (Biological Sciences), Surash Chandra Bairwa (Medicine), Alicia Cappello (Humanities Computing/MLIS), Michal Juhas (Psychiatry), Hannah Madsen (MLIS/MBA), Estacio Pereira (Civil and Environmental Engineering), Leticia Pereira (AFNS), Abhinav Rana (MINT), Shichao Yue (Mechanical Engineering)** to serve on the FGSR Council. The GSA NoC will work to fill the remaining positions.

**GSA Vice-President Academic
Report to GSA Council for the September 21, 2015 Meeting**

To: GSA Council
From: Harsh Thaker
Date: September 18, 2015

Dear Council Colleagues,

Welcome back for the fall session of GSA Council and our first meeting in the Council Chamber in almost 3 years. September tends to be one of the busier months on campus and I've been spending my time getting back into the swing of things with respect to governance meetings.

I would like to highlight a couple meetings I have attended over the past month.

Fall Orientation/Departmental Orientations

The Fall Orientation in the Telus Centre took place at the end of August and was extremely well attended with over 250 attendees at this event (comprised of a keynote followed by an info fair). As DEOs, we also spent several days attending departmental orientations disseminating information about the GSA, awards & services, the collective agreement and also how students can get involved on campus.

Faculty of Graduate Studies & Research (FGSR) Council

We had our first FGSR Council meeting of the 2015-16 academic year and Heather Zwicker, Interim Dean of FGSR, introduced council members to her team of Associate Deans and their respective portfolios. Since taking office on July 1, Heather has been visiting with Deans from various faculties to get a sense of the concerns around graduate education on campus. She sees FGSR as being able to make connections, share best practices and set high standards for graduate programs. President Turpin will be visiting FGSR Council next month and we shall also be receiving an update about FGSR's professional development initiatives so stay tuned! Also, we still have eleven (11) vacancies on FGSR Council so if any of you are interested in serving, or know someone who might be, please get in touch with the GSA Nominating Committee Coordinator, Julie Tanguay (gsa.nomcomm@ualberta.ca).

GFC Executive Committee

In advance of the 400th General Faculties Council (GFC) on September 28, GFC Exec met last week to set the agenda for that meeting and approve changes, under delegated authority from GFC, to matters that are urgent or routine in nature. President Turpin chaired this meeting of GFC Exec and the last president to do so was Myer Horowitz, which gives a sense of his intentions to be involved on campus during his first year as president.

Upcoming Campus Event: Green & Gold Day

On Friday September 25, the University will be holding Green & Gold Day, which will be kicked off by a parade through campus ending up in the Quad. There will be a BBQ set up, the second annual sock fight, loud good music and a few remarks from Dr. Turpin. This is a free event and if you have a few moments to spare on a Friday afternoon I encourage you all to attend (and spread the word to your colleagues).

As always, I am happy to answer any questions you may have regarding these items or about any of the other meetings I attended this past month.

Thanks,

Harsh Thaker, GSA Vice-President Academic

Please find below a list of meetings I attended between August 17, 2015 to September 21, 2015. Please note that I was away on personal leave from August 13 to August 24, 2015.

August 25	Dinner with Chancellor Ralph Young
August 26	Center for Teaching and Learning (CTL) Advisory Committee
August 27	University of Alberta International (UAI) Orientation
August 28	SU VP Academic
August 28	GSA Fall Orientation
August 31	East Asian Studies Departmental Orientation
August 31	Educational Psychology Departmental Orientation
August 31	Educational Policy Studies Departmental Orientation
September 1	Facilities and Operations (F&O) Orientation
September 2	Dentistry Orientation
September 2	General Faculties Council Committee on the Learning Environment (GFC CLE)
September 3	Meeting with the Dean of FGSR (Heather Zwicker)
September 3	General Faculties Council Academic Standards Committee Subcommittee on Standards (GFC ASC SoS)
September 4	History and Classics Orientation
September 4	Art and Design Orientation
September 4	Modern Languages and Cultural Studies (MLCS) Departmental Orientation
September 4	SUB Atrium and Plaza Opening
September 8	Online Calendar Project Update
September 8	Meeting with the VP of University Relations (Debra Pozega Osburn)
September 9	Green and Gold Day Meeting
September 10	FGSR-GSA Meet and Greet
September 10	SU VP Academic - Students Union HOLD
September 10	Board of Governors Orientation
September 10	Prof. Dev & Outreach Director (Renee Polziehn)
September 11	President Turpin Alumni Reception
September 12	East Village Block Party
September 14	Pharmacy & Pharmaceutical Sciences Departmental Orientation
September 14	General Faculties Council (GFC) Executive
September 16	FGSR Council
September 16	Medicine Departmental Orientation
September 17	General Faculties Council Academic Standards Committee (GFC ASC)

**GSA Vice-President External
Report to Council for the September 21, 2015 GSA Council Meeting**

To: GSA Council
From: Alphonse Ndem Ahola
Date: September 18, 2015

Dear Council Colleagues,

Welcome back on Campus!

I will start by giving a brief account of the GU15 (Graduate Student's Association of Canadian Research Universities) meeting I attended with GSA President Colin More in Winnipeg. It was a great opportunity to learn how other CARI universities are dealing with issues related to graduate students. First up was graduate student funding. Broadly speaking, most Universities have departmental minimum funding for graduate students. Some schools have an emergency bursary program through their GSA. Regarding international fees, most Universities are experiencing hikes above CPI. In some places, international tuition has jumped up to 17.2% in the last two years. The province of Manitoba has a tax refund for international students who stay in the province after they graduate. It also applies to domestic students who stay in the province for at least two years. Regarding federal immigration laws, delegates agreed that immigration laws are constantly changing, they are unclear and inconsistently interpreted. University of British Columbia is working on a federal advocacy task. They want research projects to be counted toward federal work experience requirements. Calgary and Montreal have certified advisors, so they can now legally make recommendations to students. The graduate completion times were discussed as well. The key point was that the average PhD takes six to seven years, depending on faculty, while the universities still expect it to be done in four. Given that it's not in the university's interest to admit a longer completion time, how can we at least argue for more realistic funding packages? Everyone agreed that there is a general inadequacy in supervisor support and resource availability, there was agreement that longer and better-structured financial support would be useful.

As for Student Residences, Ancillary Services is planning changes next year. The rent in most cases would go up by CPI in 2016-2017. The most important increase planned so far is at Maple and Aspen Houses (formerly ECV apartments), where the increase is up to 30% for a 4 month lease and 26.70% for 8 month lease because they will be renovated. Michener Park rates are set to go up by CPI (1.70%) even though it is in disrepair. The student residence meal plan is also changing next year, starting in Lister Center. A mandatory All You Care To Eat (AYCTE) meal plan for all residents in Lister Center will replace the existing declining balance plan and would offer all Lister residents an unlimited, all they can eat, anytime meal plan for a single price, located at the Lister Market (Fresh Food Company). The meal plan will cost \$4,900 for 8 month lease, with \$300 flex dollars included. But Ancillary Services hasn't yet set the cost of the AYCTE for a 4 month lease. Over three years, this price will increase with an estimated additional \$166.00 in 2017 and \$172 in 2018. All the proposed rates are to be finalized in October and submitted to the Board of Governors for approval.

During these two last weeks I was busy along with other colleagues and GSA management presenting the GSA and services that we have negotiated for graduate students. Given the total number of Departmental Orientations where Directly-Elected Officers have been presenting (over 40) we hope to have more new graduate students involved this year.

I am looking forward to meet with you on Monday 21.

Sincerely,

Alphonse Ndem Ahola, GSA Vice-President External

16.0

Please find below a list of meetings I attended between August 17, 2015 to September 21, 2015. Please note that I am away on research leave from September 13, 2015, to September 19, 2015.

August 16-19	Graduate Group of 15 Universities with Graduate Programs (GU15)
August 20	Alberta Graduate Provincial Advocacy Council (ab-GPAC)
August 25	Residence Budget Advisory Committee (RBAC)
August 25	Dinner with Chancellor Ralph Young
August 27	Alberta Graduate Provincial Advocacy Council (ab-GPAC)
August 27	University of Alberta International (UAI) Orientation
August 28	GSA Fall Orientation
August 31	Library and Information Studies Departmental Orientation
August 31	Anthropology Departmental Orientation
August 31	Civil & Environmental Engineering Departmental Orientation
August 31	Math Departmental Orientation
August 31	Alumni Council Social and Student Pep Rally #1
September 1	Facilities and Operations (F&O) Orientation
September 3	Pharmacology Departmental Orientation
September 8	Meeting with the VP of University Relations (Debra Pozega Osburn)
September 8	Residence Budget Advisory Committee (RBAC)
September 9	Alumni Council Orientation
September 11	Political Science Departmental Orientation
September 11	Business MBA Departmental Orientation
September 11	Alumni Reception for President Turpin

GSA Vice-President Labour
Report to GSA Council for the September 21, 2015 Meeting

To: GSA Council
From: Sarah Ficko
Date: September 18, 2015

Hi Everyone,

Since my last update, the number of meetings and events I've attended has increased significantly now that the new term has started! First of all, the GSA Exec, Management and Staff members have had the pleasure of welcoming hundreds of new grad students at over forty departmental orientations, the International Students' Orientation, and our own GSA Fall Orientation since the last week in August. It's been fun introducing our GSA Councillors to the new students and outlining the many benefits and services that the GSA provides to grad students on campus. If your department hasn't had an orientation and would like one, please let us know!

In between orientations, I've helped answer a variety of questions related to employment under the Collective Agreement, and then spent some time setting up the GSA Negotiating Committee which will begin bargaining for the 2016-2017 Collective Agreement in November. I'm pleased to welcome Colin More (GSA President), Dasha Smirnow (GSA Councillor, Business PhD, GSA LRC member, and GSA BFC member) and Monty Bal (GSA Councillor-at-Large, Political Science, Board Representative and former Vice-President Labour) to the team along with myself and VP Academic Harsh Thaker! We will be working on the opening position for collective bargaining, along with input from the GSA Labour Relations Committee over the next few weeks.

This year, one of our key objectives is to highlight the issues with compliance to all levels of administration, so as to determine how it can be enforced to protect academically employed grad students. If you have experiences under the Collective Agreement that you are willing to share either anonymously or not, please let me know as it will help us highlight the extent of the issue. It has definitely been a learning experience already! On a similar topic, the past month has been challenging as I continue to manage a back injury, and is the reason why you'll likely see me standing in meetings. If you or anyone you know has to file an injury through the Worker's Compensation Board, please let me know and I can try to help with understanding the process and resources that are available to you.

Another interesting task I've been working on, along with Navneet Khinda, the SU President, has been the development of a video to welcome President Dr. David Turpin at the President's Installation Ceremony. I've had the pleasure of meeting him on several occasions now, and look forward to showcasing the wide range of activities, events, classes and research that make up the student experience on campus. If anyone is interested in being involved in the video, we will need about 20 volunteers for filming around September 24-28, 2015. Please contact me if you are interested in learning more about getting involved. In addition, keep an eye out for email invitations to the ceremony, which will be at the Jubilee on November 16, 2015!

Finally, please feel free to contact us with any new or ongoing issues related to your RA/TAship, so we can help you sort it out.

Happy autumning,

Sarah Ficko, GSA Vice-President Labour

Please find below a list of meetings I attended between August 17, 2015 to September 21, 2015. Please note that I was away on research leave from August 13 to August 25, 2015.

August 25	Dinner with Chancellor Ralph Young
August 27	University of Alberta International (UAI) Orientation
August 28	GSA Fall Orientation
August 28	Computing Science Departmental Orientation
August 31	Business PhD Departmental Orientation
August 31	Chemical & Material Engineering Departmental Orientation
August 31	Elementary Education Departmental Orientation
August 31	Communication Sciences & Disorders/Rehab Medicine Departmental Orientation
September 1	Facilities and Operations (F&O) Orientation
September 1	President's Party for D Goss (Outgoing Board Chair)
September 2	Meeting with the Suicide Prevention Framework Coordinator
September 2	Renewable Resources Departmental Orientation
September 2	Native Studies Departmental Orientation
September 3	President's Installation Executive Planning Committee Meeting
September 3	Agriculture, Food, & Nutritional Science (AFNS) Departmental Orientation
September 4	SUB Atrium and Plaza Opening
September 8	Meeting with the VP of University Relations (Debra Pozega Osburn)
September 8	Welcome Video for President Turpin
September 9	GSA Budget & Finance Committee(BFC) Meeting
September 10	FGSR-GSA Meet and Greet
September 11	Medical Microbiology & Immunology Departmental Orientation
September 11	Alumni Reception for President Turpin
September 14	GSA/SU Prayer and Meditation Space (PaMS)
September 15	GSA Labour Relations Committee (LRC)
September 15	General Faculties Council (GFC) Governance 101
September 15	FGSR Caucus
September 16	Sustainability Plan Open House
September 16	FGSR Council

**GSA Vice-President Student Services
Report to Council for the September 21, 2015 GSA Council Meeting**

To: GSA Council
From: Ali Talaei
Date: September 18, 2015

Dear Council Colleagues,

Hope you are doing well and have had a great summer and ready for your new semester. Here at the GSA, we have had quite exciting time with the new students coming to campus and many new cheerful faces excited to start study at the U of A.

The past few weeks were basically about welcoming the newcomers and giving them the good impression of the U of A. Also I have had some very important meetings with University Administration.

Orientations

Late August and early September were mainly about orientations. Together with other DEOs, management team and staff, we have had a great time welcoming new students. As a GSA delegate, I participated in 9 Departmental Orientations and met those of you (Councillors) who were also there. Thanks for being such a great connection between the GSA and the departments. Also, together with the other DEOs we participated in the UAI Transitions Orientation where we introduced the GSA and the very many services that we are offering to grad students. The GSA Orientation itself (on August 28, 2015) was a great success. Those of you who have participated in the GSA Orientation have probably seen the great attendance and the unique info venue that we had for new and existing grad students (it was kind of the highlight of the month for me).

Campus Food Bank

I have had several meetings with the SU VP Student Life and VP Operation and Finance discussing about how to play a more important role in the Campus Foodbank (CFB). The GSA has a student representative on the CFB board, and together with the GSA representative, we will ensure that the voice of grad students is heard in CFB.

U-Pass

During our meetings with the U-Pass committees, update about U-Pass uptake and audit have been discussed extensively. I have taken the grad students concerns about the delays in system update and U-Pass fee assessment to the committee and they made sure that it would be addressed in timely manner.

Health and Dental Plan

In the past two weeks, there have been inquiries about the Health and Dental Plan mainly about the mechanics of change in coverage and fee assessments, that together with the management team and Studentcare representatives, we have addressed all of them in a timely manner.

PAW Lounge

Together with management team and also Councillor-at-Large and former Vice-President Student Services Megha Bajaj, we had some discussion about development of the GSA lounge in PAW. Issues regarding the HVAC has been solved already. Discussion about the graduate students patio, TV and kitchen utensils are ongoing but there has been noticeable progress in negotiation with F&O and other stakeholders.

University Administration

I together with other DEOs have had meetings with F&O, VP University Relations, Chancellor Young where we discussed about the GSA priorities and SWP for the year and tried to get their supports to reach the GSA strategic objectives.

In the meeting with office of sustainability, I have discussed about the sustainability on campus and some of our concerns about the sustainability on campus. The draft campus sustainability plan is out now

(<http://sustainability.ualberta.ca/GetInvolved/SustainabilityPlan.aspx>) and you could provide feedback (<https://www.surveymonkey.com/r/sustainabilityplanfeedback>). Please do so if you care about a sustainable campus.

Sincerely,
Ali Talaei, Vice-President Student Services

Please find below a list of meetings I attended between August 17, 2015 to September 21, 2015. Please note that I was away on personal leave from August 4 to August 19, 2015.

August 20	U-Pass Admin Meeting
August 25	SU/GSA Campus Food Bank (CFB) Discussions
August 25	Dinner with Chancellor Ralph Young
August 27	English & Film Departmental Orientation
August 27	University of Alberta International (UAI) Orientation
August 27	Physical Education Departmental Orientation
August 28	GSA Fall Orientation
August 31	Mechanical Engineering Departmental Orientation
September 1	Facilities and Operations (F&O) Orientation
September 1	Resource Economics and Environmental Sociology (REES) Departmental Orientation
September 2	Cell Biology Departmental Orientation
September 2	Chemistry Departmental Orientation
September 3	PAW Lounge
September 4	Electrical & Computer Engineering Departmental Orientation
September 4	Philosophy Departmental Orientation
September 4	SUB Atrium and Plaza Opening
September 8	Meeting with the VP of University Relations (Debra Pozega Osburn)
September 10	FGSR-GSA Meet and Greet
September 11	Alumni Reception for President Turpin
September 15	Residence Budget Advisory Committee (RBAC)
September 16	Sustainability Plan Open House
September 17	U-Pass Admin Meeting
September 17	Meeting with the Dean of Students (Robin Overall)

**GSA Senator
Report to GSA Council for the September 21, 2015 Meeting**

To: GSA Council
From: Leigh Spanner
Date: September 18, 2015

Dear Council Colleagues,

Just last week I attended Senate orientation, where I met both new and experienced Senators. The session was very informative and gave me a good sense of the role and its accompanying duties.

In my capacity as Senator, I was involved in editing a report from the Senate Task Force on Community engagement, which will be presented at plenary on September 24 & 25th. I have also agreed to sit on the Honorary Degree Selection Committee, which will meet for the first time on September 18th.

Leigh Spanner, GSA Senator

**GSA Elections and Referenda Committee (GSA ERC)
Report to GSA Council for the September 21, 2015 Meeting**

To: GSA Council
From: Leigh Spanner
Date: September 18, 2015

Dear Council Colleagues,

As reported in the August report, the GSA ERC met jointly with the GSA Governance Committee (GSA GC) on August 10, 2015. At this meeting we discussed the roles of Councillors-at-Large and the composition of GSA Council. There will be a presentation with respect to the main points coming out of this discussion at the GSA Council meeting.

The GSA ERC will meet in the upcoming weeks to start discussing the 2016 GSA General Election.

I would be happy to report further orally and/or answer any questions.

Respectfully,
Leigh Spanner, Chair of the GSA Elections and Referenda Committee

**GSA Executive Director
Report to GSA Council for the September 21, 2015 Meeting**

To: GSA Council
From: Ellen Schoeck
Date: September 18, 2015

Dear Council Colleagues,

I like to bring the attached staff snapshots to Council at least once a year, so that Councillors have an idea of who the GSA Management and Staff are, our backgrounds, and what our jobs entail. Because there are changes in our office this month, I thought it would be a good time to bring these to Council.

The detailed management reports submitted weekly to the Board are attached. As always, Courtney, Heather and I welcome your questions and feedback.

Best,
Ellen Schoeck, Executive Director

GSA Management

Ellen Schoeck: Executive Director, BA Honours and MA History, U of A (FT)

Ellen worked in U of A governance for 27 years. She reported to four University Presidents, worked as a sexual harassment advisor, and was an ombudsperson. Reporting to the GSA President, she leads the office team that supports the five Officials, who carry full academic loads. All GSA work flows through Ellen. Her direct responsibilities include the GSA's corporate life; governance; finance; relationships; providing advice; and overseeing Early Call for Talent and Transition.

Heather Hogg: Director of Operations/Labour Professional, BA Political Science and History Mount Allison (PT)

Heather has 31 years U of A experience, including serving as Assistant Dean of the FGSR, and as an Administration member on the GSA/University bargaining team. At the GSA, Heather is now on the GSA side of the bargaining table and she works with the VPL in resolving labour complaints; serves as Privacy Officer; deals with HR infrastructure; and is a resource for the grants and awards adjudication processes. From 2011-12 Heather was the lead concerning Student Services. Heather also advises on governance and fair process.

Courtney Thomas: Director of Services and Governance, BA Honours and MA History from U of A and a PhD from Yale (FT)

Courtney has three years' experience working in the U of A University Secretariat and in University Governance. Courtney supports the GSA's governance and extensive services (Health and Dental, GSAP, PAW and more); is Coordinator of Council and oversees Strategic Workplan initiatives including Prayer and Meditation Space and Professional Development. Courtney works closely with staff on all issues affecting the office, including planning of major events.

Megan Caldwell: Associate Director, BA Archeology from SFU, MA Anthropology from U of Manitoba, PhD Anthropology from U of A (FT)

Megan supports the Director of Services and Governance, and assists Board and Council. Megan is expert in supporting the GSA's external advocacy. She also attends meetings for two U-Pass committees, and manages the GSA's IT infrastructure, security, and website. Megan will be leaving us for life in Camrose September 25. Julie Tanguay (below) will assume this position.

Shirley Ball: Accountant, (PT, one day a week) and Dorte Sheikh, Financial Manager, BA Anthropology from U of A (PT)

Shirley has extensive experience with not-for-profits and is a key member of the Financial Team. Dorte has 33 years' experience in the Registrar's Office. She handles banking and payroll matters and is our expert on Smart Forms. Shirley and Dorte work on financial statements, quarterly reports to Council, and our annual external audit.

Our staff are represented by NASA with their own Collective Agreement.

Laura Hanon: Executive Assistant (EA), BFA from U of A, Bachelor of Applied Communications, MacEwan (FT)

Laura has extensive experience in non-profit office administration, and has written training manuals, instructional and communications material. At the GSA, Laura deals with Front Desk enquiries and schedules GSA Directly-Elected Officers. She prepares agendas for weekly meetings with the President; is Secretary to the Board; manages the information retrieval system; organizes the annual transition of elected officials; training; deals with communications and prepares the weekly newsletter.

Fiona Robertson: Student Groups Coordinator, BA Anthropology from U of S and MA Anthropology from U of A (FT)

Fiona gained administrative experience working in both a tax firm and a law firm before coming to the University of Alberta to begin a Masters degree in Anthropology. After completing her degree, Fiona worked for four years in the Faculty of Extension on a grant-funded community-based research project with Metis Settlements. At the GSA, Fiona deals with Front Desk enquiries; is student group coordinator; deals with awards and grants; and plans events.

Julie Tanguay: Nominating/ Elections Specialist, BA Psychology from UL and LLB and JD from U of M (FT)

Julie has previous experience in management at Le Carrefour. At the GSA, Julie supports GSA Nominating Committee and GSA Election and Referenda Committee. She researches and drafts election materials and manages weekly requests to have graduate representatives on committees. Julie also assists at the Front Desk.

Management Report to the GSA Board, August 26, 2015

Dear All,

The following issues have dominated management’s attention in the week since the last GSA Board meeting on August 12, 2015:

Strategic

- **Main Issues Dealt With in the Past Week:** Planning for upcoming GSA LRC and GSA NC meetings filling the GSA ACB and a meeting of the GSA NoC, strategic thinking on the GSA’s Opening Position for Collective Agreement negotiations (and beginning a draft), GSA website overhaul, preparing a handbook for new GSA Council members.
- **Bylaw and Policy Review – Editorial:** A review of all Bylaws and Policies for inconsistencies and errors, integration of the two, and creating a “definitions” section; and **Substantive:** thinking regarding a review of the Board Policy Manual. A targeted focus on some specific bylaws and policies, including Policy and Board Policy associated with travel, is ongoing.
- **Graduate Student Groups:** Creation of an alcohol liability waiver (upcoming discussion with the new manager, Office of Insurance and Risk Assessment) and several other matters on the backburner.

Grants and Operations

- **Social Media:** Facebook = 632 likes (up 27 from August 12). Our Facebook posts reached 222 users this week, up 49 from August 12. Twitter = 427 followers (up 15 from August 12).
- **GSA Agenda/Handbook** preparation.
- **PD event planning and Unwind Your Mind event planning.**
- Planning for **Orientation and Departmental Orientations (38 scheduled).**
- **Grants processing** (period runs July 1 to September 30, period is 60% completed).

	Total Amount Available This Period	Total Amount Remaining This Period	Number of New Applications	Total Number of Applications This Period
PDA	\$117,261.67	\$50,996.32	16	131 (25 pending processing)
CCG	\$73,297.81	\$297.81 CLOSED	0	49 (0 pending processing)
ASGA	\$3,562.50	\$17.50 CLOSED	0	3 (0 pending processing)
EB	\$149,362.80 *(no periods)	\$107,433.37	0	12 (0 pending processing)

Week in Review – Office Operations:

- Supporting the work of the GSA NoC, the GSA ERC, and the GSA GC (and **assisting the GSA NoC with filling vacancies on the Student Library Advisory Council and the Faculty Arts Council**).
- **Grants processing** and planning for GSA Fall Orientation and departmental orientations.
- **GSA Agenda/Handbook** preparation.
- **Assistance with event planning.**

Management Report to the GSA Board, September 2, 2015

Dear All,

The following issues have dominated management’s attention in the week since the last GSA Board meeting on August 26, 2015:

Strategic

- **Main Issues Dealt With in the Past Week:** Fall Orientation and departmental orientations, filling the GSA ACB, strategic thinking on the GSA’s Opening Position for Collective Agreement negotiations (and beginning a draft), GSA website overhaul, preparing a handbook for new GSA Council members, GSAP services, PD event planning, opening of the Alberta Graduate Citizenship Award.
- **Bylaw and Policy Review – Editorial:** A review of all Bylaws and Policies for inconsistencies and errors, integration of the two, and creating a “definitions” section; and **Substantive:** thinking regarding a review of the Board Policy Manual. A targeted focus on some specific bylaws and policies, including Policy and Board Policy associated with travel, is ongoing.
- **Graduate Student Groups:** Creation of an alcohol liability waiver (upcoming discussion with the new manager, Office of Insurance and Risk Assessment) and several other matters on the backburner.

Grants and Operations

- **Social Media:** Facebook = 642 likes (up 10 from August 26). Our Facebook posts reached 145 users this week, down 77 from August 26. Twitter = 430 followers (up 3 from August 26).
- **PD event planning and Unwind Your Mind event planning.**
- **Fall Orientation and Departmental Orientations.**
- **Grants processing** (period runs July 1 to September 30, period is 67% completed).

	Total Amount Available This Period	Total Amount Remaining This Period	Number of New Applications	Total Number of Applications This Period
PDA	\$117,261.67	\$42,239.32	18	149 (28 pending processing)
CCG	\$73,297.81	\$297.81 CLOSED	0	49 (0 pending processing)
ASGA	\$3,562.50	\$17.50 CLOSED	0	3 (0 pending processing)
EB	\$149,362.80 *(no periods)	\$104,114.37 *(no periods)	1	13 (1 pending processing)

Week in Review – Office Operations:

- Supporting the work of the GSA NoC, (**assisting the GSA NoC with filling vacancies** on the GSA ERC, the GSA GC, the GSA ASC, the GSA ACB, and the Student Library Advisory Council and the Faculty Arts Council).
- **Grants processing.**
- **GSA Fall Orientation and departmental orientations.**
- **Assistance with event planning.**

Management Report to the GSA Board, September 9, 2015

Dear All,

The following issues have dominated management’s attention in the week since the last GSA Board meeting on September 2, 2015:

Strategic

- **Main Issues Dealt With in the Past Week:** Campus Food Bank, departmental orientations, filling the GSA ACB, strategic thinking on the GSA’s Opening Position for Collective Agreement negotiations (and beginning a draft), GSA website overhaul, preparing a handbook for new GSA Council members, GSAP services, PD and Coffee Breaks event planning, opening of the Alberta Graduate Citizenship Award.
- **Bylaw and Policy Review – Editorial:** A review of all Bylaws and Policies for inconsistencies and errors, integration of the two, and creating a “definitions” section; and **Substantive:** thinking regarding a review of the Board Policy Manual. A targeted focus on some specific bylaws and policies, including Policy and Board Policy associated with travel, is ongoing.
- **Graduate Student Groups:** Creation of an alcohol liability waiver (upcoming discussion with the new manager, Office of Insurance and Risk Assessment) and several other matters on the backburner.

Grants and Operations

- **Social Media:** Facebook = 666 likes (up 24 from September 2). Our Facebook posts reached 219 users this week, up from 145 September 2. Twitter = 458 followers (up 28 from September 2).
- **PD event planning and Unwind Your Mind event planning.**
- **Fall Orientation and Departmental Orientations.**
- **Grants processing** (period runs July 1 to September 30, period is 75% completed).

	Total Amount Available This Period	Total Amount Remaining This Period	Number of New Applications	Total Number of Applications This Period
PDA	\$117,261.67	\$33,784.32	17	166 (21 pending processing)
CCG	\$73,297.81	\$297.81 CLOSED	0	49 (0 pending processing)
ASGA	\$3,562.50	\$17.50 CLOSED	0	3 (0 pending processing)
EB	\$149,362.80 *(no periods)	\$101,076.37 *(no periods)	2	15 (1 pending processing)

Week in Review – Office Operations:

- Supporting the work of the GSA NoC, (**assisting the GSA NoC with filling vacancies on the GSA GC, the GSA ASC, the GSA ACB, General Faculties Council, and FGSR Council**).
- **Grants processing.**
- **Departmental orientations.**
- **Assistance with event planning.**

Management Report to the GSA Board, September 16, 2015

Dear All,

The following issues have dominated management’s attention in the week since the last GSA Board meeting on September 2, 2015:

Strategic

- **Main Issues Dealt With in the Past Week:** Interviews for the Assistant Director and NoC Coordinator/Elections Specialist positions, reviewing IT requirements and solutions, departmental orientations, filling the GSA ACB, strategic thinking on the GSA’s Opening Position for Collective Agreement negotiations (and beginning a draft), GSA website overhaul, preparing a handbook for new GSA Council members, GSAP services, PD and Coffee Breaks event planning, Alberta Graduate Citizenship Award.
- **Bylaw and Policy Review – Editorial:** A review of all Bylaws and Policies for inconsistencies and errors, integration of the two, and creating a “definitions” section; and **Substantive:** thinking regarding a review of the Board Policy Manual. A targeted focus on some specific bylaws and policies, including Policy and Board Policy associated with travel, is ongoing.
- **Graduate Student Groups:** Creation of an alcohol liability waiver (upcoming discussion with the new manager, Office of Insurance and Risk Assessment) and several other matters on the backburner.

Grants and Operations

- **Social Media:** Facebook = 679 likes (up 13 from September 9). Our Facebook posts reached 444 users this week, up from 219 September 9. Twitter = 450 followers (down 8 from September 9).
- **PD event planning and Unwind Your Mind event planning.**
- **Fall Orientation and Departmental Orientations.**
- **Grants processing** (period runs July 1 to September 30, period is 83% completed).

	Total Amount Available This Period	Total Amount Remaining This Period	Number of New Applications	Total Number of Applications This Period
PDA	\$117,261.67	\$24,784.32	18	184 (24 pending processing)
CCG	\$73,297.81	\$297.81 CLOSED	0	49 (0 pending processing)
ASGA	\$3,562.50	\$17.50 CLOSED	0	3 (0 pending processing)
EB	\$149,362.80 *(no periods)	\$101,076.37 *(no periods)	0	15 (0 pending processing)

Week in Review – Office Operations:

- Supporting the work of the GSA NoC, (**assisting the GSA NoC with filling vacancies on the GSA ACB** and scheduling interviews for nominees, the GSA ASC, General Faculties Council, and FGSR Council).
- Setting up a meeting for the GSA ERC.
- **Grants processing and AGCA application assistance.**
- **Departmental orientations.**
- **Assistance with event planning.**