GSA Council Meeting CONSOLIDATED AGENDA
Monday, 17 September 2018 at 6:00 pm
2-100 University Hall, Van Vliet Complex

The GSA acknowledges that the University of Alberta is situated on Treaty Six territory and Métis homelands.

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 GSA 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 Pranidhi Baddam in the Chair

A dinner will be served at 5:15 pm.

OPEN SESSION   **Attached Numbered Pages**

1. Roll Call

2. Approval of the 17 September 2018 Agenda

3. Approval of the Minutes from the 16 July 2018 GSA Council Meeting
   Attachment:
   i. Minutes from the 16 July 2018 GSA Council Meeting   **3.0 - 3.5**

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*)

Councillor Announcements

5. Councillor Announcements

Presentation

6. FGSR Graduate Student Internship Program
   Masoud Aliramezani (Vice-President Academic) will present the item and introduce the guest.

   Guests: Andrea Spevak, Graduate Student Internship Advisor, and Emily Marriott, Graduate Student Internship Career Advisor

Action Items:

7. Approval of Changes to the GSA Health and Dental Plan Coverage
   Fahed Elian (Vice-President Student Services) will introduce the guest.

   Guest: Colten Yamagishi, Studentcare Program Manager

   Attachments:

Prepared by C Thomas, L Hareuther and J Tanguay for GSA Council 17 September 2018

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	i.	Outline of Issue	**7.0**
	ii.	Occupational Therapy Coverage Overview Prepared by Studentcare	**7.1 - 7.3**

8. Recommended Changes to GSA Bylaw and Policy on Elections
Yilun Wu, Member of the GSA Elections and Referenda Committee (GSA ERC), will present the item.

GSA ERC Members Invited to GSA Council as Guests: Leigh Spanner (Chair of the GSA ERC), Jennifer Bertrand, Hayden Danyluk

Attachments:

	i.	Cover Letter from the Chair of the GSA ERC	**8.0**
	ii.	Outline of Issue	**8.1**
	iii.	Recommended Changes to GSA Bylaw and Policy on Elections: Double Column	**8.2 - 8.24**

For Discussion: None at this time.

Elections, Appointments, Special Business, Updates

9. GSA Council Elections
Kenzie Gordon (GSA Nominating Committee Vice-Chair) will present the item.

Dean of Agriculture, Life, and Environmental Sciences Review Committee (1 vacancy)
Attachment:

	i.	Nominees for the Dean of Agriculture, Life, and Environmental Sciences Review Committee (1 vacancy)	**9.0 - 9.4**

GSA Councillor-at-Large Position (1 vacancy)
Attachment:

	i.	Nominees for GSA Councillor-at-Large (1 vacancy)	**9.5 - 9.6**

GSA Standing Committees

a. GSA Appeals and Complaints Board (GSA ACB) (2 vacancies)
Attachments:

	i.	Nominees for the GSA ACB (2 vacancies)	**9.7 - 9.9**

b. GSA Awards Selection Committee (GSA ASC) (6 vacancies)
Attachments:

	i.	Nominees for the GSA ASC (6 vacancies)	**9.10 - 9.16**

c. GSA Elections and Referenda Committee (GSA ERC) (2 vacancies)
Attachments:

	i.	Nominees for the GSA ERC (2 vacancies)	**9.17 - 9.18**

Reports

10. President **(Sasha van der Klein, President)**

	i.	President's Report	**10.0 - 10.1**
	i.	GSA Board	**10.2**
	ii.	GSA Budget and Finance Committee **(no meetings this reporting period, next meeting scheduled for 3 October 2018)**	
	iii.	GSA Governance Committee **(no meetings this reporting period, next meeting scheduled for 24 September 2018)**	

11. Vice-President Academic **(Masoud Aliramezani, Vice-President Academic)**

	i.	Vice-President Academic's Report	**11.0 - 11.1**

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12. Vice-President External **(Zhihong Pan, Vice-President External)**
    i.   Vice-President External's Report   **12.0 - 12.1**
    ii. GSA Awards Selection Committee **(no meetings this reporting period)**

13. Vice-President Labour **(Beth Richardson, Vice-President Labour)**
    i.   Vice-President Labour's Report   **13.0 - 1.31**
    ii. GSA Labour Relations Committee **(no meetings this reporting period)**

14. Vice-President Student Services **(Fahed Elian, Vice-President Student Services)**
    i.   Vice-President Student Services' Report   **14.0 - 14.1**

15. Senator **(Ahsan Ahmed, Senator)**
    i.   Senator's Report **(no written report at this time)**

16. Speaker **(Pranidhi Baddam, Speaker)**
    i.   Speaker's Report **(no written report at this time)**

17. Chief Returning Officer **(Vahid Ayan, Chief Returning Officer)**
    i.   Chief Returning Officer's Report **(no written report at this time)**

18. GSA Nominating Committee **(Kenzie Gordon, GSA Nominating Committee Vice-Chair)**
    i.   GSA Nominating Committee Report   **18.0 - 18.2**

19. GSA Elections and Referenda Committee **(Leigh Spanner, Elections and Referenda Committee Chair)**
    i.   GSA Elections and Referenda Committee Report **(no written report at this time)**

20. GSA Management **(Courtney Thomas, Executive Director)**
    i.   Executive Director's Report   **20.0 - 20.4**

Question Period

21. Written Questions **(none at this time)**

22. Oral Questions

Adjournment

Prepared by C Thomas, L Hareuther and J Tanguay for GSA Council 17 September 2018

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GSA Council Meeting MINUTES
Monday, 16 July 2018 at 6:00 pm
2-100 University Hall, Van Vliet Complex

IN ATTENDANCE:

Sasha van der Klein (President)	Hongbing Fan (AFNS)	Chantal Labonté (Educational Psychology)	Braden Chow (Oncology)
Masoud Aliramezani (VP Academic)	Brianna Greenwood (Biochemistry)	Nicole Jamison (Elementary Education)	Ty Kim (Paediatrics)
Zhihong Pan (VP External)	Ashmita De (Biomedical Engineering)	Jonathan Lai (Human Ecology)	David Tandio; Nicholas Ruel (Pharmacology)
Beth Richardson (VP Labour)	Rongrong Zhang (Business PhD)	Kunjal Pundeer (Internetworking)	Hamdah Al Nebaihi (Pharmacy and Pharmaceutical Sciences)
Fahed Elian (VP Student Services)	Karl Roesner (Cell Biology)	Janita Frantsi (Kinesiology, Sport & Recreation)	Tugba Yoldas (Philosophy)
Pranidhi Baddam (Deputy Speaker)	Anika Benozir Asha (Chemical & Materials Engineering)	Jiaao Yu (Lab Med & Pathology)	Megan Aiken (Political Science)
Ahsan Ahmed (Senator)	Alyssa Fu (Chemistry)	Tabatha Plesuk (Library & Info Studies)	Daniela Gomez (Psychiatry)
Radhika Chakraberty (Councillor-at-Large)	Pedro Mateo (Civil & Environmental Engineering)	Michelle Michelle (Math & Statistical Sciences)	William Service (Psychology)
Osman Hojanepesov (Councillor-at-Large)	Dylan Ashley (Computing Science)	Milad Nazarahari (Mechanical Engineering)	Alexandra Loverock (Public Health)
Natalie Liang (Councillor-at-Large)	Julie Piche (Dentistry)	Nicole Noel (Medical Genetics)	Alesha Reed (Rehabilitation Science)
Dasha Smirnow (Councillor-at-Large)	Kenzie Gordon (Digital Humanities)	Brendan Todd (Medical Micribiology & Immunology)	Jared Fath (Renewable Resources)
Melissa Woghiren (Councillor-at-Large)	Alison Thomas (Earth & Atmospheric Sciences)	Shahnaz Shahtoosi (Modern Languages and Cultural Studies)	Robert Piazza (Secondary Education)
Andrew Woodman (Councillor-at-Large)	Areej Alshammiry (Educational Policy Studies)	Trevor Poitras (Neuroscience)	Jon Mora (Surgery)

Guests: Tom Gee (GSA Auditor, Collins Barrow LLP); Colten Yamagishi (Studentcare); Darcy Bemister (Former CRO, AFNS); Andrew Schmaus (Neuroscience); Debarati Biswas (Mechanical Engineering); Yi Wan (Computing Science).

Deputy Speaker Pranidhi Baddam in the Chair.

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

Roll Call
1. **Roll Call of GSA Council Members in Attendance**

Approval of Agenda
2. **Approval of the 16 July 2018 Consolidated Agenda**
Members had before them the 16 July 2018 Consolidated Agenda, which had been previously distributed on 13 July 2018. K Gordon **MOVED**; M Aiken **SECONDED**.

Motion **PASSED** unanimously.

Approval of Minutes
3. **Minutes from the 18 June 2018 GSA Council Meeting**

Members had before them the 18 June 2018 GSA Council Minutes, which had been previously distributed on 6 July 2018. D Ashley **MOVED**; T Poitras **SECONDED**.

Motion **PASSED** unanimously.

Changes in Council Membership

4.   Changes in GSA Council Membership

i.   Introduction of New Councillors:

This was the first meeting for a number of Councillors: D Tandio (Pharmacology).

ii.   Farewell to Departing Councillors

This was the last meeting for a number of Councillors: T Poitras (Neurology), T Kim (Pediatrics).

Councillor Announcements

5.   Councillor Announcements

None at this time.

Action Items:

6.   2017-2018 GSA Audited Financial Statements

S van der Klein (GSA President) presented the item and introduced the guest, Tom Gee (GSA Auditor, Collins Barrow LLP).

MOTION BEFORE GSA COUNCIL: That GSA Council **RECEIVE FOR INFORMATION** the 2017-2018 GSA Audited Financial Statements.

T Gee highlighted some of the main areas of the audit. He noted that the GSA's current ratio between assets and liabilities was 2.71:1 and that, generally, a non-profit organization wanted to see a ratio of at least 2:1 to ensure that the organization had enough resources to cover any liabilities. He reminded GSA Council that five to six years ago, the GSA's finances were not in good condition, whereas today the GSA's financial position was strong. He reported that the overall revenue for 2018 had increased by 3.75%. He discussed the GSA's various restricted funds and, regarding the Financial Stabilization Fund, he noted that the standard for non-profit organizations was to have a reserve to cover at least three months of operations, but that some of his clients had built up reserve funds to cover six or nine months depending on their specific situation. Overall, he summarized that the GSA's financial position remained very strong, and had improved from the previous year.

GSA Councillors then posed a series of questions including, but not limited to, how much the GSA fee has increased in the past six years (following a series of GSA Council approved fee increases several years ago (done to improve the health of the GSA), GSA fees were now increased annually by the Consumer Price Index as part of the GSA Council approved budget), and the discrepancy in the schedule of revenues for the Alberta Graduate Provincial Advocacy Council fees between 2017 and 2018 (the way in which the GSA funded the fees of this organization had changed, previously the GSA collected $1/student and the rest of the membership fee was paid through the GSA's operating budget and now the fee was fully paid through the GSA's operating budget. This change had been included in the GSA Council approved budget for 2018-2019).

MOTION: That GSA Council **RECEIVE FOR INFORMATION** the 2017-2018 GSA Audited Financial Statements. J Fath **MOVED**; A Thomas **SECONDED**.

Motion **PASSED** unanimously

7.   2018-2019 GSA Spring/Summer Term Budget and Expenditure Report

S van der Klein (GSA President) presented the item.

MOTION BEFORE GSA COUNCIL: That GSA Council **RECEIVE FOR INFORMATION** the GSA 2018-2019 Spring/Summer Term Budget and Expenditure Report.

S van der Klein noted that this report covered the first two months of the 2018-2019 fiscal year. She summarized some of the key points, including that the GSA was continuing to assess whether to join the newly formed national organization of graduate students' associations, ThinkGrad, that it was anticipated that the GSA would be underspent in the human resources budget line for the year, and that, as the Alberta Labour Relations Board had recently approved the GSA Bylaw and Policy on collective bargaining, the GSA would be hiring a consultant to examine the establishment and administration of a strike fund. There were no questions.

MOTION: That GSA Council **RECEIVE FOR INFORMATION** the GSA 2018-2019 Spring/Summer Term Budget and Expenditure Report. K Gorden **MOVED**; M Aiken **SECONDED**.

Motion **PASSED** unanimously

8. **Proposed Changes to GSA Bylaw and Policy, GSA Policy, Section K: Budget Principles, Practices, and Procedures**

S van der Klein (GSA President) presented the item.

> **MOTION BEFORE GSA COUNCIL**: That GSA Council, following on a recommendation from the GSA Budget and Finance Committee and the GSA Board, **APPROVE** the proposed changes to GSA Bylaw and Policy, GSA Policy, Section K: Budget Principles, Practices, and Procedures, as shown in the attached double column document and effective upon approval by GSA Council.

S van der Klein noted that the GSA office regularly reviewed GSA Bylaw and Policy to ensure that they aligned with practice and that these changes were administrative in nature and included revising the current section on business travel to align with practice, as well as adding a parallel section concerning non-travel related external and University relations and advocacy expenses. There were no questions.

> **MOTION**: That GSA Council, following on a recommendation from the GSA Budget and Finance Committee and the GSA Board, **APPROVE** the proposed changes to GSA Bylaw and Policy, GSA Policy, Section K: Budget Principles, Practices, and Procedures, as shown in the attached double column document and effective upon approval by GSA Council. F Elian **MOVED**; D Ashley **SECONDED**.

Motion **PASSED** unanimously

For Discussion:
9. **GSA Health and Dental Plan Orientation**

F Elian (Vice-President Student Services) presented the item and introduced the guest, Colten Yamagishi (Program Manager, Studentcare).

C Yamagishi gave GSA Council a short orientation to the GSA Health and Dental Plan (hereafter "the Plan"). He explained that Studentcare administered the Plan and noted that Studentcare had been working with the GSA for over 10 years. He briefly reviewed coverage included in the Plan, such as prescriptions drugs, other health practitioners, vision, laser surgery, basic dental care, and travel coverage. He noted that all full-time graduate students were automatically assessed the fees and enrolled in the Plan and that part-time graduate students were not automatically enrolled in but could opt-in. He added that, during the change of coverage period, full-time graduate students could also opt-in their spouse and dependents or could opt-out by providing proof of alternate coverage.

C Yamagashi noted that Studentcare began over 20 years ago as a student start-up in Quebec and now represented 85 students' associations with about 800,000 students enrolled in their plans. He added that Studentcare's role was to ensure that students' associations received the best-valued plans by lobbying insurance companies. He added that the Plan's insurer was Desjardins. He indicated that the GSA's role was to provide feedback to Studentcare so Studentcare was aware of the particular needs of U of A graduate students. He added that information on the Plan could be found on the Studentcare website and the Plan brochure. He also noted that Studentcare worked to develop a network of health and dental practitioners who offered services to graduate students at a discounted rate. C Yamagishi invited GSA Council members to share the information about the network with their departmental colleagues.

C Yamagishi highlighted the annual cycle with respect to the Plan: in summer, discussion any feedback that GSA Council might have about the Plan; in October or November, presentation of the annual claims report to highlight different trends year to year; and in March, setting the Plan fee (done by GSA Council) and making any changes to coverage for the coming year. He explained the difference between the Plan premium (cost of the plan, which varied year to year based on the amount of claims made, including Studentcare fees) and the Plan fees (what students paid as part of their University fees). He indicated that the Plan fees was usually the same as the Plan premium but they could differ for a variety of reasons including a reduction in the Premium after the Plan fee was set and the planned growth of the Health and Dental Plan Reserve Fund (HDPRF). He added that the HDPRF could be used to partially offset a high increase to Plan premiums.

GSA Councillors then posed a series of questions including, but not limited to, the new psychologist services added for the coverage year starting on 1 September 2018 (from $30 per visit to 80% per visit up to an annual maximum of $600/per policy year); if there were updates regarding the inclusion of Occupational Therapy services (Studentcare priced this out at a 1% increase to the current GSA Health premium (around $2.66 per person) and C Yamagishi noted that Studentcare would pursue this inclusion if GSA Council wished to do so); further explanation about travel coverage (it was suggested to call the Plan provider before travelling for ease of claims processing and it was noted to call the insurer right away if you need medical

treatment abroad); how prescription drugs coverage compared to other plans such as Alberta Blue Cross (the Plan included a 80% coverage on prescription drugs); if network practitioners were evaluated before being added (no immediate barriers to access, basic vetting step, problematic providers were removed); if a health spending account could be added to the Plan (cost prohibitive for a student plan); and some discussion about the inclusion of osteopathic and naturopathic services in the Plan, and the merits of those services (removing these services would decrease the Plan premium very minimally). Additionally, GSA Council members further discussed adding coverage for Occupational Therapy services. GSA Council took a straw poll on the addition of Occupational Therapy services to the Plan and members voted in majority to support this. It was noted that the GSA office would develop a formal proposal to add Occupational Therapy services to the Plan for approval by GSA Council at its September meeting.

Action Items:

10. GSA Board 2018-2019 Strategic Work Plan

S van der Klein (GSA President) presented the item.

> **MOTION BEFORE GSA COUNCIL**: That GSA Council **RECEIVE FOR INFORMATION** the GSA Board 2018-2019 Strategic Work Plan.

S van der Klein, GSA President, presented the GSA Board 2018-2019 Strategic Work Plan (SWP). She thanked the GSA office for putting the SWP brochure together and noted that, so far, the feedback had been very positive. She noted that GSA Council members also received a paper copy of an associated internal task list, which was intended to be a living document that would be updated regularly as initiatives are completed or otherwise altered. She added that feedback received during last month's GSA Council meeting, through an online survey, and through participation in an engagement session on 14 June 2018 had been added to the internal task list.

GSA Councillors provided positive feedback on the SWP's design and then posed a series of questions including, but not limited to, where and how the SWP would be distributed (the audience for the document was the University Administration; the brochure would not be printed en masse but would be available in the GSA lounge and electronically on the GSA website); how GSA Council's feedback had been incorporated (it was noted that it had been added to the internal task list, which was intended to be the corresponding inward facing document); the mechanism for reporting back to GSA Council on progress (the internal task list would be used as a guide for the SWP updates to GSA Council in October, January, and April); concerns about measuring diversity and inclusion when those were difficult to measure and data was hard to acquire, and how to make meaningful change rather than simply lip service (measurement was a general problem for the University as a whole and the GSA must ensure that the University's diversity efforts would be met). The GSA Board agreed to add advocating for better availability of data on the diversity of the graduate student community to the internal task list.

> **MOTION**: That GSA Council **RECEIVE FOR INFORMATION** the GSA Board 2018-2019 Strategic Work Plan. K Gordon **MOVED**; A Thomas **SECONDED**.

Motion **PASSED** unanimously

Elections

11. GSA Council Elections

K Gordon (Vice-Chair of the GSA Nominating Committee) presented the item and introduced the nominees, who were given the opportunity to address GSA Council by responding to a question provided in advance. K Gordon asked the following question of the candidate for GSA Speaker and the candidate were given 45 seconds to respond: "Please tell GSA Council what motivated you to run for this position." The candidate for GSA Deputy Returning Officer was not in attendance.

> Nominees for GSA Speaker:
> Pranidhi Baddam (Medical Sciences)
>
> Nominees for GSA Deputy Returning Officer:
> Amritha Prasad (Agricultural, Food, and Nutritional Science)

GSA Standing Committees

a. GSA Appeals and Complaints Board (3 vacancies)

K Gordon (Vice-Chair of the GSA Nominating Committee) presented the item and introduced the nominee, who was given the opportunity to address GSA Council by responding to a question provided in advance. K Gordon asked the following question of

the candidate and the candidate was given 45 seconds to respond: "Taking 45 seconds, please tell us why you'd like to serve on the GSA Appeals and Complaints Board."

Nominee for GSA Appeals and Complaints Board:
Nicholas Ruel (Pharmacology)

b. GSA Nominating Committee (1 vacancy)

K Gordon presented the item and introduced the nominee, who was given the opportunity to address GSA Council by responding to a question provided in advance. K Gordon asked the following question of the candidate and the candidate was given 45 seconds to respond: "Taking 45 seconds, please tell us why you'd like to serve on the GSA Nominating Committee."

Nominee for GSA Nominating Committee:
David Tandio (Pharmacology)

Reports

12. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted. A GSA Councillor asked about the GSA's position regarding the recent and abrupt closure of the Filistix food outlets on campus. S van der Klein responded that it was not within the mandate of the GSA to have an official position on this matter, but that she encouraged all interested GSA Council members to fill out the petition that had been advertised in The Gateway. She added that the GSA did have a position on the negotiated contract between Aramark and the University, which emphasized the need for Aramark to improve their services, given numerous student complaints over the years.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted.

iii. GSA Budget and Finance Committee

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted.

iv. GSA Governance Committee

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted.

13. Vice-President Academic

i. Vice-President Academic's Report:

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted. In addition M Aliramezani asked GSA Councillors to share with him if anyone they knew was not having regularly scheduled supervisory committee meetings and whether this had affected their academic progress.

14. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted.

ii. GSA Awards Selection Committee's Report

No meetings this reporting period.

15. Vice-President Labour

i. Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted. In addition B Richardson stated that the GSA Bylaw and Policy on collective bargaining that GSA Council approved at their June meeting had been reviewed and accepted by the Labour Relations Board. A GSA Councillor asked whether the next step was to organize a strike fund (it was clarified that it wasn't a requirement to establish a strike fund but that, through the collective bargaining process, language would be added to the collective agreement outlining the mechanism by which any potential union dues fees would be collected. It was further emphasized that academically-employed graduate students would

need to vote to approve any amount of money that would be collected. Finally, it was noted that the GSA was looking to hire a consultant to explore this matter).

      ii.   GSA Labour Relations Committee

No meetings this reporting period.

16. Vice-President Student Services
      i.   Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted.

17. Senator
      i.   Senator's Report

No written report at this time.

18. Speaker
      i.   Speaker's Report

No written report at this time.

19. Chief Returning Officer
      i.   Chief Returning Officer's Report

No written report at this time.

20. GSA Nominating Committee
      i.   **GSA Nominating Committee Report**

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted.

21. GSA Elections and Referenda Committee
      ii.   **GSA Elections and Referenda Committee Report**

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted. P Baddam noted that the outgoing GSA Chief Returning Officer, D Bemister, had been invited to attend GSA Council as a guest to speak to this report, as the other members of the GSA Elections and Referenda Committee (GSA ERC) were unable to attend. D Bemister noted that the major substantive changes to GSA Bylaw and Policy on elections that the GSA ERC had discussed the past few months included the prohibition of slates and moderated mailing lists for campaign purposes, and the addition of a more defined complaint process. He further noted that the GSA ERC had reviewed election regulations from other graduate students' associations in Canada while developing their proposed changes, and that other associations did not allow slates and limited the use of mailing lists for campaigning. He reported that the recommended changes would be brought forward to GSA Council in September.

22. GSA Management
      i.   Executive Director's Report

Members had before them a written report, which had been previously distributed on 13 July 2018. The report stood as submitted. In addition C Thomas stated the GSA had recently entered into an agreement for a company to handle its shredding needs.

Question Period

23. Written Questions

None at this time.

24. Oral Questions

Adjournment

The meeting was adjourned at 7:29 pm.

Outline of Issue

Addition of Occupational Therapy Services to the GSA Health and Dental Plan Coverage

Suggested Motion for GSA Council:

MOTION: That the GSA Council, on the recommendation of the GSA Board, **APPROVE** the addition of occupational therapy services to the GSA Health and Dental Plan coverage for $30 per visit, up to $500 per policy year, to begin October 1, 2018, with the cost of the Plan to remain at $500.36/annum for 2018-2019, as approved by GSA Council on 19 March 2018.

Note: This addition will cost approximately $2.66 per Plan member per year; the previously set fee (noted above) allowed for around $15 per Plan member to be deposited in the GSA Health and Dental Plan Reserve Fund (HDPRF), this amount would now be around $12 per Plan member.

Background:

This proposal came about following a request from a GSA Council member that the GSA Board (GSAB) investigate the possibility of offering coverage for occupational therapy services through the GSA Health and Dental Plan. Following some investigation by Studentcare, the GSAB discussed this possibility on 11 July 2018 and consulted GSA Council at its meeting of 16 July 2018. At that meeting, GSA Council agreed to consider a formal proposal. The GSA Board reviewed this proposal and recommended it to GSA Council on 29 August 2018.

As noted on 19 March 2018 when GSA Council set the Plan fees for 2018-2019, there was no increase in premiums for 2018-2019 and the approved fee for the Plan was $500.36/year for 2018-2019 (remaining the same as the 2017-2018 fee). Additionally, it was noted that, even after increases in coverage for vision and psychologist services (increase approved at the 19 March 2018 meeting), around $15 per Plan member could still be deposited in the HDPRF. Should GSA Council approve the addition of occupational therapy services to the Plan coverage, as noted above, the surplus to the HDPRF would be around $12 per Plan member.

Please see the attached document prepared by Studentcare on occupational therapy services coverage for further information.

Jurisdiction:

GSA Bylaw and Policy, Section M: GSA Health and Dental, GSA Bylaw, GSA Health and Dental Plan Reserve Fund, Section M.BYL.3.1.b:
"The HDPRF is meant to ensure that all GSA Health and Dental Plan fees paid by graduate students are going towards health and dental coverage. For example, the HDPRF may be used to: expand services or coverage with no or reduced GSA Health and Dental Plan fee increases"
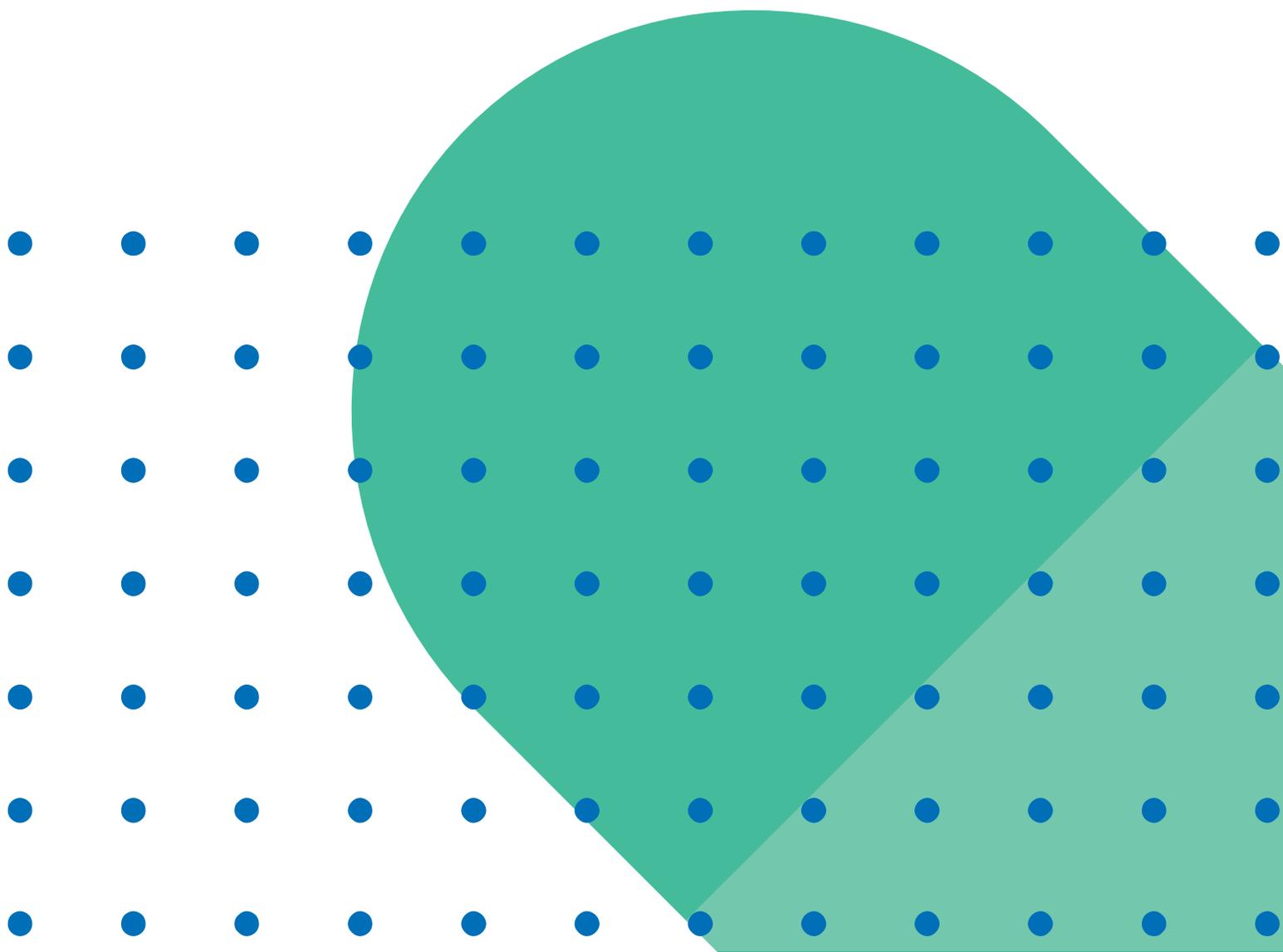
GSA Bylaw and Policy, Section M: GSA Health and Dental, GSA Policy, GSA Health and Dental Plan and GSA Health and Dental Plan Reserve Fund, Section M.POL.9.1:
"The GSA Board (GSAB) is mandated to oversee the implementation, administration, and performance of the GSA Health and Dental Plan, and to make recommendations to GSA Council regarding the Plan (quoted in Section F: GSA Standing Committees, GSA Policy, GSA Standing Committees, GSA Board, Section F.POL.3.2.c)."

GSA Bylaw and Policy, Section M: GSA Health and Dental, GSA Policy, GSA Health and Dental Plan and GSA Health and Dental Plan Reserve Fund, Section M.POL.10.1:
"Any increase in the Fee or modification of coverage must be approved by GSA Council on the recommendation of the GSA Board. Any increase in the Fee exceeding 15% of the previous year's Fee must also be put to a referendum."

GSA Bylaw and Policy, Section M: GSA Health and Dental, GSA Policy, GSA Health and Dental Plan and GSA Health and Dental Plan Reserve Fund, Section M.POL.11.1.b:
"All surpluses from Plan fees must be transferred into the HDPRF at the end of the fiscal year."

Prepared by L Hareuther, C Thomas and J Tanguay for GSA Council 17 September 2018

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STUDENTCARE

GSA HEALTH & DENTAL PLAN

Occupational Therapy Services Coverage
August 2018

Overview

In early 2018, the GSA Council requested information regarding the addition of coverage for occupational therapy (OT) services under the GSA Health & Dental Plan. Studentcare researched the topic and presented a coverage model with sample pricing to the GSA Board and Council.

The GSA Council has shown strong initial support for the inclusion of OT coverage in the Plan (via straw poll). Through discussion, numerous GSA Council representatives spoke in support of the benefit and little opposition was raised.

This document is meant to provide additional information regarding the OT services benefit in order to assist the GSA Board and Council in determining the best way to introduce OT to the H&D Plan.

What is Occupational Therapy (OT)?

*This section was taken directly from a document created by the OT GSA Council Representative

What do OT services include?

Occupational Therapy is the art and science of enabling engagement in everyday living, through occupation[1]. This involves supporting people to participate in the occupations that improve their health and well-being, and promoting a society that invites all people to participate in the daily occupations of life to their full potential.

An OT considers the individual's goals, abilities, and challenges, and works together with the individual, family and/or other care providers to support functional concerns related, but not limited to:

- Self-care: eating, sleeping, dressing, developmental transitions, home management, driving
- Productivity: play, learning, workload management, retraining and transitions, volunteering
- Leisure: play, recreation, hobbies, socializing and sports[2]

OT includes, but is not limited to, services in the areas of mental health, addictions, physical rehabilitation, chronic pain, pediatrics, hand therapy, return to work, sleep, and traumatic brain injury.

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[1] Townsend EA, Polatajko H J. Enabling occupation II: Advancing an occupational therapy vision for health, well-being, and justice through occupation. Ottawa, ON: CAOT; 2007.

[2] Society of Alberta Occupational Therapists [Internet]. Edmonton: SAOT. What is occupational therapy; [cited May 29, 2018]. Available from http://www.otalberta.ca/about2

Where can you go to access OT services?

The Society of Alberta Occupational Therapists (SAOT) website has private practice OTs listed and their areas of work. This website can be accessed at https://www.saot.ca/find-a-occupational-therapist/. There are many private clinics that offer OT services (in clinic and in-home) around Edmonton. You can ask your doctor for a referral to an occupational therapist or you can self-refer by contacting a clinic directly. Some publicly funded OT services are also available in hospital and through AHS home care services.

Costs associated with OT services

Prices range from $80-$180 per hour or session, depending on the service being provided. Rates are comparable to, and in some cases less than, psychology and physiotherapy services.

What will be covered through the GSA Health & Dental Plan?

Studentcare suggests that OT services be included with the same coverage as other paramedical practitioners under the Plan. The current coverage for these practitioners is a maximum reimbursement of $30 per visit, up to $500 per policy year. This coverage will not cover the full price of an OT session, however, it is meant to provide a small amount of coverage decreasing the financial burden on students and their families using these services. A doctor's note/referral will <u>NOT</u> be required for coverage. The amount of coverage provided is flexible and can be discussed with Studentcare and Desjardins (insurer).

How much will it cost the Plan?

The inclusion of coverage for OT services will cost the Plan an approximate 1% increase to the Health Plan premium ($2.66 per Plan member) if included in the 2018-2019 policy year. If Plan enrolment stays the same as last year, this would cost the Plan an approximate total of $15,000. The cost of coverage in future years will be dependent upon the amount of claims made for this coverage category (same as other practitioners coverage). Since OT services overlap with services provided by some other practitioners, it is assumed that the inclusion of OT services coverage may help reduce the cost of claims in a number of other coverage areas, partially decreasing the impact on the Plan.

Moving Forward

If the GSA is interested in adding coverage for OT services, this will require a successful motion to pass at GSA Council. The date of implementation can be decided by the GSA, and can be easily facilitated by both Studentcare and Desjardins.

The Graduate Students' Association
of the University of Alberta

Date: 7 September 2018

To: GSA Council

Re: Recommended Changes GSA Bylaw and Policy, Section I: Elections

Dear GSA Council Colleagues,

Over the spring and summer 2018, the GSA Elections and Referenda Committee (GSA ERC) met several times (27 March, 10 April, 24 April, 9 May, 6 July, and 12 July) to discuss changes to GSA Bylaw and Policy on elections. The recommended changes were developed in considering continuous year-long discussions of concerns raised repeatedly from one GSA General Election to another, in reviewing a research document comparing elections regulations from students' associations across Canada, and lastly, in discussing issues that were raised in the 2018 GSA General Election.

The recommended substantives changes before you can be summarized as follows:

o   Removal of the extensive list of qualifications for the GSA CRO position, given that it has been difficult to assess the degree to which each candidate for this position possesses these qualifications;

o   Removal of slates and emphasizing that candidates will campaign individually (as a means to avoid an overly oppositional environment and to foster an inclusive environment. This is also consistent with GSA Bylaw and Policy that candidates can only be elected as individuals);

o   Introduction of a new requirement that candidates will only distribute campaign materials through emails to their personal contacts (current regulations surrounding the use of other campaign tools, such as social media, remain as they currently appear) and a prohibition on utilizing moderated mailing lists;

o   New requirement that all candidate campaign printing to be done using SUBPrint (to provide a level playing field for candidates);

o   Removal of the prohibition on campaigning in spaces where swipe card access is needed, given that current wording in GSA Bylaw and Policy prohibits candidates from campaigning within their own departments or labs if they are located behind locked doors; *and*

o   Introduction of a new section on alleged breaches that outlines the elements candidates will be required to submit when bringing forward a formal complaint about any alleged breach of GSA Bylaw and Policy on elections.

In addition to these substantive changes, the GSA ERC recommends restructuring the GSA Chief Returning Officer's (CRO) portfolio to ensure that the current duties of the CRO and the current mandate of the GSA ERC are aligned. These recommended changes don't modify the duties of the CRO or the mandate of the GSA ERC; it simply reorganizes current elements in a more logical way.

Finally, as noted in the Outline of Issue, if the recommended changes to GSA Bylaw and Policy on elections are approved, parallel sections in GSA Bylaw and Policy on referenda will be updated accordingly to ensure alignment.

I look forward to presenting these changes to you at the September meeting of GSA Council and welcome any questions you may have.

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

Outline of Issue

Recommended Changes to GSA Bylaw and Policy, Section I: Elections

Suggested Motion for GSA Council:

> That the GSA Council, on the recommendation of the GSA Elections and Referenda Committee, **APPROVE** the proposed changes to GSA Bylaw and Policy, Section I: Elections, as shown in the attached double column document and effective upon the second reading by GSA Council in the case of GSA Bylaw and the approval of GSA Council in the case of GSA Policy.

NOTE 1: The is the first reading of proposed changes to GSA Bylaw, proposed changes to GSA Policy are presented for information. The second reading of proposed changes to GSA Bylaw and approval of proposed changes to GSA Policy will be presented at the October GSA Council meeting.

NOTE 2: If these recommended changes are approved, parallel sections in GSA Bylaw and Policy on referenda will be updated accordingly to ensure alignment.

Background:

Several of the recommended changes have been discussed by the GSA Elections and Referenda Committee (GSA ERC) over a period of several years. Additionally, following the 2018 GSA General Election, the GSA ERC met on 27 March, 10 April, 24 April, 9 May, 6 July, 12 July, and 2 August to discuss extensively these issues and others. GSA ERC voted electronically on 9 August to recommend the proposal to GSA Council. GSA ERC members not already on GSA Council are invited to attend these meetings.

On its 29 August 2018 meeting, the GSA Board reviewed and received the recommended changes, for information and onward transmission to GSA Council.

Please see the attached cover from the GSA ERC Chair to GSA Council for more background information.

Jurisdiction:

Section I: Elections, GSA Policy, GSA Standing Committees, GSA Elections and Referenda Committee, Section I.POL.19.3
"*The GSA ERC will review GSA Elections and Referenda Bylaw and Policy annually and make any recommendations to GSA Council through the GSA Board*."

GSA Bylaw and Policy, Section A: Authority, GSA Bylaw, Authority, Section A. BYL.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*."

GSA Bylaw and Policy, Section A: Authority, GSA Bylaw, Authority, Section A.BYL.2.2
"*GSA Policy is under the jurisdiction of GSA Council (Section C: GSA Council, GSA Bylaw, GSA Council) and may be amended by a simple majority vote of GSA Council at any meeting of GSA Council*."

Prepared by L Hareuther, C Thomas, and J Tanguay for GSA Council 17 September 2018

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Recommended Changes to GSA Bylaw and Policy on Elections	
Current GSA Bylaw and Policy (*deletions noted by a strikethrough*) and **Recommended Changes** (*additions underlined*)	**Rationale/Background**
Section D: Officers	*No change.*
GSA Policy: GSA Officer Portfolios	*No change.*
D.POL.4 – D.POL.9.3.a …	*No change.*
D.POL.10 Chief Returning Officer and Deputy Returning Officer	*No change.*
D.POL.10.1 Duties ~~of the Chief Returning Officer~~	*To parallel other Council-Elected Officer sections.*
D.POL.10.1.a The Chief Returning Officer (CRO), with advice from the GSA Elections and Referenda Committee (GSA ERC), oversees <u>the</u> GSA <u>General</u> Elections, ~~B~~<u>b</u>y-~~E~~<u>e</u>lections, and ~~R~~<u>r</u>eferenda processes, observing the guiding principle "that they are to be fair, respect the wishes of voters, and conducted in a manner that reflects the excellent, positive reputation of the GSA" (Section I: Elections, GSA Bylaw, Elections, Section I.BYL.1.1 and Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.1.1).	*Editorial.*
D.POL.10.1.b The CRO ~~is responsible for~~ monitor<u>s</u>~~ing~~ candidate <u>and Campaign Representative</u> activities and ~~is authorized to~~ discipline<u>s</u> candidates <u>and Campaign Representatives</u> for <u>breaches</u> ~~violations~~ of GSA ~~Elections and Referenda~~ Bylaw and Policy <u>on elections and referenda</u> ~~as provided for in GSA Elections and Referenda Bylaw and Policy~~.	*Editorial, to include to the CRO's role with referenda.*
D.POL.10.1.c The CRO serves as a non-voting member <u>of</u> ~~on~~ the GSA ERC.	*Editorial.*
<u>D.POL.10.1.d The CRO oversees the GSA General Election, by-elections, and referenda:</u>	*New title to better indicate the CRO's duties during GSA General Elections, by-elections, and referenda.*

D.POL.10.1.d.i On the recommendation of the GSA ERC, the CRO approves timelines for the GSA General Election, by-elections, and referenda in accordance with GSA Bylaw and Policy on elections and referenda, and communicates these timelines to graduate students.	*Moved from current Section D.POL.10.5.b.ii.*
D.POL.10.1.d.ii With advice from the GSA ERC, the CRO advertises the nomination period for any GSA General Election or by-election, the registration period for any referendum, and the voting periods for the GSA General Election, by-elections, and referenda.	*Moved from current Section D.POL.10.5.b.iii.*
D.POL.10.1.d.iii On the recommendation of the GSA ERC, the CRO approves nomination forms for the GSA General Election and by-elections and registration forms for referenda, in accordance with GSA Bylaw and Policy on elections and referenda.	*Moved from current Sections D.POL.10.5.b.iv and D.POL.10.5.b.v.*
D.POL.10.1.d.iv On the recommendation of the GSA ERC and with advice from the ED (or delegate) and the Financial Manager, the CRO approves the electronic software or applications used to run the GSA General Election, by-elections, or referenda.	*Moved from current Section D.POL.10.5.b.vi.*
D.POL.10.1.d.v On the recommendation of the GSA ERC, the CRO approves the layout of the ballots for the GSA General Election, by-elections, and referenda.	*Moved from current Section D.POL.10.5.b.vii.*
D.POL.10.1.d.vi The CRO holds at least one (1) All-Candidates Meeting during a GSA General Election or by-election, and at least one (1) Meeting of the Campaign Representatives in a referendum, to communicate bylaws and policies to all candidates and/or referendum Campaign Representatives and answer questions about campaigning rules and regulations in a GSA General Election, by-election, or referendum.	*Moved from current Section D.POL.10.5.c.i, below.*
D.POL.10.1.d.vii With advice from the GSA ERC, the CRO plans a GSA General Election or by-election forum for graduate students to ask candidates questions.	*Moved from current Section D.POL.10.5.d.i, below.*
D.POL.10.1.d.viii The CRO reviews and approves campaign materials as per GSA Bylaw and Policy on elections and referenda.	*Moved from current Section D.POL.10.5.e.i, below.*

D.POL.10.1.d.ix With advice from the GSA ERC, the CRO issues interpretations of GSA Bylaw and Policy on elections and referenda to be shared equally amongst all candidates and Campaign Representatives during the course of a GSA General Election, by-election, or referendum.	*The GSA ERC recommends including a statement about interpreting GSA Bylaw and Policy on elections and referenda in the CRO's duties. The GSA CRO has always interpreted GSA Bylaw and Policy on elections and referenda during past elections; this statement reflects current practice.*
D.POL.10.1.d.x With advice from the GSA ERC, the CRO receives, manages, and rules on complaints regarding alleged breaches of GSA Bylaw or Policy, in accordance with Section I: Elections, GSA Bylaw, Elections, Section I.POL.12 and Section J: Referenda, GSA Bylaw, Referenda, Section J.POL.14.	*High-level statement regarding complaints and inclusion of a reference to the general process for complaints in GSA Bylaw and Policy on elections and referenda.*
D.POL.10.1.d.xi The CRO observes fair process when dealing with complaints. The CRO observes procedural fairness, and consults with the ED (or delegate) on fair process.	*Moved from current Section D.POL.10.5.e.v, below.*
D.POL.10.1.d.xii The CRO keeps a written record, which is defined as all communications with candidate(s) or Campaign Representatives and any other(s) also involved.	*Moved from current Section D.POL.10.5.e.vi, below.*
D.POL.10.1.e Reporting	*Moved from current Section D.POL.10.5.f, below.*
D.POL.10.1.e.i The CRO communicates the results of all GSA General Elections, by-elections, and referenda to graduate students.	*Moved from current Section D.POL.10.5.f.i, below.*
D.POL.10.1.e.ii The CRO submits a written report to GSA Council following any GSA General Election, by-elections, or referenda.	*Moved from current Section D.POL.10.5.f.ii, below.*
D.POL.10.1.e.iii The CRO reports to GSA Council, in writing, the names of all elected GSA DEOs, following the release of the official results for a GSA General Election or by-election, for the purposes of transferring bank signing authority (see GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles, Practices, and Procedures, Section K.POL.7.1).	*Moved from current Section D.POL.10.5.f.iii, below.*
D.POL.10.2 Duties of the Deputy Returning Officer	*No change.*
D. POL.10.2.a The Deputy Returning Officer (DRO) reports directly to the CRO.	*No change.*

D.POL.10.2.b The ~~D~~duties of the DRO are to assist the CRO as needed and to assume all of the roles and responsibilities of CRO if the CRO is absent, or unable to complete their duties for any reason, including conflict of interest.	*Editorial.*
D.POL.10.2.c The DRO serves as a non-voting member of the GSA ERC.	*No change.*
D.POL.10.3 Restrictions for CRO and DRO	*No change.*
D.POL.10.3.a The CRO and DRO may not hold any other ~~elected~~ representative position in the GSA.	*To parallel Section D.POL.12.3.a in the GSA Speaker portfolio.*
D.POL.10.3.b "The Chief Returning Officer (CRO), Deputy Returning Officer, Speaker, Deputy Speaker, members of the GSA Nominating Committee, members of the GSA Appeals and Complaints Board, and members of the GSA Elections and Referenda Committee will remain neutral and not campaign for or endorse any candidate whatsoever" in an election (Section I: Elections, GSA Bylaw, Elections, Section I.BYL.5.~~3~~4) and "not campaign for or endorse any 'Yes' or 'No' campaign whatsoever" in a referendum (Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.6.1).	*Editorial.*
~~D.POL.10.3.c Council-Elected Officers will be GSA members. As set out in GSA Bylaw, GSA Council may elect to associate membership of the GSA to any member(s) or class of members of the University community it considers appropriate (Section B: Members, GSA Bylaw, Members, Section B.BYL.1.2).~~	*Removal of unnecessary statement as it appears in Section D.BYL.3.1.a.*
~~D.POL.10.3.d~~ D.POL.10.3.c The CRO and DRO must be fully willing and able to carry out the position and must be physically present in Edmonton or surrounding areas for the duration of any GSA General Election, ~~B~~by-~~E~~election, and/or ~~R~~referendum.	*Renumbering.*
D.POL.10.4 Qualifications of the CRO and DRO	*No change.*
D.POL.10.4.a The CRO and DRO should ideally have previous experience with the administration of student elections.	*Editorial.*
~~D.POL.10.4.b Other ideal competencies and qualities for both the CRO and DRO positions include:~~	*Pare down this section, as it is currently too long and difficult to enforce.*

D.POL.10.4.b.i ~~Experience acting in a~~ <u>The CRO and DRO are expected to be</u> neutral ~~or~~ <u>and to act</u> impartially<u>, including declaring any conflicts of interest and rising above individual or departmental interests</u>. ~~position~~	*See above rationale and parallel similar sections in other places in GSA Bylaw and Policy (Eg. Sections E.POL.5.3 and H.POL.10.2).*
~~D.POL.10.4.b.ii~~ <u>D.POL.10.4.c</u> <u>The CRO and the DRO should have</u> ~~T~~<u>a</u>thorough understanding of GSA Bylaw and Policy, especially with ~~items~~ <u>sections</u> pertaining to elections and referenda<u>.</u>	*Renumbering and editorial.*
~~D.POL.10.b.iii Thorough knowledge of the organization and its role in the graduate student community~~	*Pare down this section, as it is currently too long and difficult to enforce.*
~~D.POL.10.4.b.iv Demonstrated ability to bring disputing parties together to reach decisions based on mutual interests~~	*See above rationale.*
~~D.POL.10.4.b.v Patience, tact, and discretion~~	*See above rationale.*
~~D.POL.10.4.b.vi Previous experience effectively dealing with contentious issues (elections or otherwise)~~	*See above rationale.*
~~D.POL.10.4.b.vii Experience working in a highly politicized environment requiring quick and fair decisions~~	*See above rationale.*
~~D.POL.10.4.b.viii~~ <u>D.POL.10.4.d</u> <u>The CRO and the DRO should have</u> ~~A~~ schedule<u>s</u> that allows for the bulk of election or referenda work to take place in a compressed time-frame (a few weeks)<u>.</u>	*Renumbering and editorial.*
~~D.POL.10.4.b.ix Experience with mediation and/or conflict resolution~~	*Pare down this section, as it is currently too long and difficult to enforce.*
~~D.POL.10.4.b.x~~ <u>D.POL.10.4.e</u> <u>The CRO and the DRO should be able to adopt a</u> ~~C~~<u>c</u>ollaborative approach with others <u>and are required to consult with the GSA ERC on many aspects of GSA General Elections, by-elections, and referenda.</u> ~~(eg members of a committee) in reaching fair-minded decisions~~	*Highlighting the really important duty of the CRO and DRO to consult with the GSA ERC.*
~~D.POL.10.4.b.xi Capable of handling a wide range of tasks effectively and impartially~~	*Pare down this section, as it is currently too long and difficult to enforce.*
~~D.POL.10.4.b.xii Sound judgment and good decision-making skills~~	*See above rationale.*

D.POL.10.4.b.xiii Good team player and good communicator	*See above rationale.*
D.POL.10.4.b.xiv Can manage stressful situations and	*See above rationale.*
D.POL.10.4.b.xv Experience with not-for-profit organizations.	*See above rationale.*
D.POL.10.5 Roles and Responsibilities of the CRO	*Moved above to Section 10.1 to parallel other Council-Elected Officers sections.*
D.POL.10.5.a The CRO, with advice from the GSA ERC, oversees GSA Elections, By-Elections, and Referenda processes within the guiding principles of GSA Elections and Referenda "that they are to be fair, respect the wishes of voters, and conducted in a manner that reflects the excellent, positive reputation of the GSA" (Section I: Elections, GSA Bylaw, Elections, Section I.BYL.1.1 and Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.1.1).	*Removal of repetitious language, see Section I.POL.10.1.a, above.*
D.POL.10.5.b Preparing for the General Election, By-Elections, and Referenda	*Moved to new Section D.POL.10.1.d, above.*
D.POL.10.5.b.i Participating in all GSA ERC meetings and serving as a non-voting member of the GSA ERC.	*Removal of this section as it is addressed in Section D.POL.10.1.c, above.*
D.POL.10.5.b.ii With advice from the GSA ERC, approving timelines for the GSA General Election, By-Elections, and Referenda in accordance with GSA Elections and Referenda Bylaw and Policy and communicating these timelines to graduate students.	*Moved to new Section D.POL.10.1.d.ii, above.*
D.POL.10.5.b.iii With advice from the GSA ERC, advertising the nomination period for any GSA General Election or By-Election, the registration period for any Referendum, and voting periods for the General Election, By-Elections, and Referenda.	*Moved to new Section D.POL.10.1.d.iii, above.*
D.POL.10.5.b.iv With advice from the GSA ERC, working to prepare nomination forms for the GSA General Election and By-Elections and registration forms for Referenda with the GSA ERC in accordance with GSA Elections and Referenda Bylaw and Policy.	*Moved to new Section D.POL.10.d.iv, above.*
D.POL.10.5.b.v With advice from the GSA ERC, approving nomination and registration forms and ensuring that they comply with GSA Bylaw and Policy.	*See above rationale.*

D.POL.10.5.b.vi Approving, in consultation with the GSA ERC, the ED or delegate, and the GSA Financial Manager, the electronic software or applications used to run the GSA General Election, By-Elections, or Referenda.	*Moved to new Section D.POL.10.1.d.v, above.*
D.POL.10.5.b.vii With advice from the GSA ERC, approving the format of the electronic ballots for the GSA General Election, By-Elections, and Referenda.	*Moved to new Section D.POL.10.1.d.vi, above.*
D.POL.10.5.c All-Candidates Meeting	*Moved under the umbrella of new Section D.POL.10.1.d, above.*
D.POL.10.5.c.i Holding at least one (1) All-Candidates Meeting during a GSA General Election or By-Election, and at least one (1) Meeting of the Campaign Representatives in a Referendum, to communicate bylaws and policies to all candidates and/or referendum Campaign Representatives and answer questions about campaigning rules and regulations in a GSA General Election, By-Election, or Referendum.	*Moved to new Section D.POL.10.1.d.vi, above.*
D.POL.10.5.d Planning and Hosting a GSA Election Forum	*Moved under the umbrella of Section D.POL.10.1.d, above.*
D.POL.10.5.d.i In consultation with the GSA ERC, planning a GSA Election Forum for graduate students to ask candidates questions.	*Moved to new Section D.POL.10.1.d.vii, above.*
D.POL.10.5.e Managing and Deciding on Complaints	*Remove as the section on complaints was moved under the umbrella of new Section D.POL.10.1.d, above.*
D.POL.10.5.e.i Reviewing and approving campaign materials as per Section I: Elections and Section J: Referenda.	*Moved to new Section D.POL.10.1.d.viii, above.*
D.POL.10.5.e.ii Receiving complaints regarding alleged breaches of GSA Bylaw or Policy, while also actively monitoring any campaign activities during GSA Elections, By-Elections, and Referenda campaign periods.	*Moved to new Section D.POL.10.1.d.ix, above with revised wording.*
D.POL.10.5.e.iii Managing and ruling on complaints and alleged violations of GSA Bylaw and Policy. The CRO upholds GSA Bylaw and Policy pertaining to GSA Elections, By-Elections, and Referenda, but consults with the DRO, available members of the GSA ERC, and the ED or delegate regarding penalties, remedial action, and/or referrals.	*Removal of this section as it is modified in new Section D.POL.10.1.d.x, above, and Section I.POL.12 (parallel statement at J.POL.14).*

D.POL.10.5.e.iv Ensuring candidates or Campaign Representatives in a referendum respect the campaigning spending limits and present receipts by the set deadlines.	*Recommended removal of this section as the CRO does not ensure individuals respect the campaigning spending limits. The CRO can, however, penalize candidates who overspend; this is addressed in other sections.*
D.POL.10.5.e.v Observing fair process when dealing with complaints. The CRO observes procedural fairness, and consults with the ED or delegate on fair process.	*Moved to new Section D.POL.10.1.d.xi, above.*
D.POL.10.5.e.vi The CRO keeps a written record. The written record is defined as all actions, communications with candidate(s) and any other(s) also involved and includes but is not restricted to cellphone messages, cellphone text messages, and emails. The written record also includes any written complaints received and the CRO's written reasons for all decisions.	*Moved to new Section D.POL.10.1.d.xii, above with revised wording.*
D.POL.10.5.f – D.POL.10.5.f.iii …	*Moved to new Sections D.POL.1.e – D.POL.1.e.iii, above.*
D.POL.10.6 D.POL.5 Training of the CRO and DRO	*Renumbering.*
D.POL.10.6.a D.POL.5.a The CRO and DRO will receive a broad range of training, as needed, as determined by the ED (or delegate)., including but not limited to:	*Each CRO and DRO will need different training depending on their past experiences and knowledge. Training will be determined in consultation with the ED.*
D.POL.10.6.a.i Writing and communicating decisions for alleged campaign violations	*See above rationale.*
D.POL.10.6.a.ii Conflict resolution and mediation training as the CRO is encouraged to bring two (2) parties together to resolve disputes and	*See above rationale.*
D.POL.10.6.a.iii Meetings with former GSA or Students' Union CROs.	*See above rationale.*
D.POL.10.7 – D.POL.10.7.a D.POL.6 – D.POL.6.a…	*Renumbering.*
Section I: Elections	*No change.*

GSA Bylaw: Elections	*No change.*
I.BYL.1 – I.BYL.3.1 …	*No change.*
I.BYL.3.2 Candidates for Directly-Elected Officer (DEO) positions will be graduate students in good academic standing. ~~and will declare whether they are running as a member of a slate or as an individual. Platforms and slates are not a requirement for running in a GSA General Election. While candidates are able to campaign as a slate, candidates cannot be elected as a slate. Each position will be elected on a per ballot basis.~~	*Removal of reference to slates as the GSA ERC recommends prohibiting running as a slate as members felt that it created an overly oppositional environment.* *Last part of section have been moved to new Section I.BYL.3.2.a, below.*
I.BYL.3.2.a Each position will be elected on a per ballot basis.	*Moved from current Section I.BYL.3.2, above.*
I.BYL.3.3 – I.BYL.5.4	*No change.*
I.BYL.6 By-Elections	*No change.*
I.BYL.6.1 In the event that a DEO position or Councillor-at-Large (CAL) position is not filled by the end of the GSA General Election (ie no candidates run for a position or "None of the Candidates" is elected), or a DEO position or CAL position is vacated any time prior to 1 December (or the next working day (defined as a day the GSA office is open)), the CRO and GSA Council will follow GSA Policy on ~~B~~by-~~E~~elections (see Section I: Elections, GSA Policy, Elections).	*Editorial.*
GSA Policy: Elections	*No change.*
I.POL.7 General Principles and Rules of Conduct for Elections	*No change.*
I.POL.7.1 "The fundamental principle underlying GSA elections is that they are to be fair, respect the wishes of voters, and conducted in a manner that reflects the excellent, positive reputation of the GSA" (Section I: Elections, GSA Bylaw, Elections, Section I.BYL.1.1).	*No change.*
I.POL.7.2 Candidates will abide by GSA Bylaw and Policy concerning elections, and any other applicable policies or laws, and will ensure that campaign volunteers do the same. It is the responsibility of candidates to familiarize themselves with GSA ~~Elections~~ Bylaw and Policy on elections.	*Editorial.*

I.POL.7.3 Candidates will treat the Chief Returning Officer (CRO), Deputy Returning Officer (DRO), <u>members of the GSA Elections and Referenda Committee (GSA ERC),</u> GSA Officers, management, staff, and fellow candidates with respect.	*Addition of the GSA ERC members, given their advising role.*
I.POL.8 Nomination Forms	*No change.*
I.POL.8.1 Nomination forms will be made available to graduate students in hard copy at the GSA office. Exceptions may be made at the discretion of the CRO. ~~The CRO and DRO, in consultation with the GSA Elections and Referenda Committee (GSA ERC), will have the discretion to determine the form and layout of the nomination forms.~~	*Removal of unnecessary wording as this is stated in new Section D.POL.10.1.d.iii.*
I.POL.8.2 – I.POL.8.3 …	*No change.*
I.POL.8.4 Written nominations for DEO or CAL positions will be submitted to the GSA office to be reviewed and signed by the CRO ~~or DRO~~ in order to verify both completeness and that the nomination form has been submitted on time. The original will be filed in the GSA office and one <u>(1)</u> copy provided to the candidate, normally electronically. If a nomination form is incomplete or late, the CRO ~~or DRO~~ will not accept the nomination form. Candidates cannot appeal this decision.	*Redundant as per the DRO's duties, they assist the CRO as needed.*
I.POL.8.5 Candidates can change the position they wish to run for, but must do so before the close of nominations. If a candidate changes the position they are running for, the candidate will be required to fill out and submit a new nomination form for the new position prior to the nomination deadline and must meet the requirements as set out in Section I.POL.8.4, above.	*No change.*
I.POL.8.6 Once the CRO ~~or DRO~~ verifies nomination forms, the names of candidates who have submitted their nomination forms will be provisionally listed on the GSA website and in hard copy at the GSA office.	*Redundant as per the DRO's duties, they assist the CRO as needed.*
I.POL.8.7 The following will be <u>stated on</u> ~~attached to the~~ nomination form<u>s</u> for the GSA General Election and any subsequent ~~B~~<u>b</u>y-~~E~~<u>e</u>lections: <u>By signing nomination forms, all candidates acknowledge that they have read and agree to abide by GSA Bylaw and Policy on elections, which is posted in full on the GSA website.</u>	*Restructuration of Section I.POL.8.7 to provide clarity.*

By signing nomination forms, candidates also acknowledge that they have read and are aware of the terms of an appeal within the GSA of any decisions on alleged breaches of GSA Bylaw and Policy, including the fact that the CRO, with advice from the GSA ERC, receives, manages, and rules on complaints regarding alleged breaches of GSA Bylaw or Policy and that the GSA Appeals and Complaints Board (GSA ACB) decides on any appeals. Any concerns with potential bias on the part of the CRO, the DRO, and members of the GSA ERC in making such decisions, and members of the GSA ACB in making such decisions on appeals, will be filed with nomination forms.	
I.POL.8.7.a Preamble	*See above rationale.*
I.POL.8.7.a.i The GSA Council has approved General Principles and Rules of Conduct governing the GSA General Election and any subsequent By-Elections. The GSA has Elections Bylaw and Policy posted in full on the GSA website.	*See above rationale.*
I.POL.8.7.b Definitions	*Removal of this definition Section, the only definition was moved below to new Section I.POL.9.4.*
I.POL.8.7.b.i "Working Day" means a day the GSA office is open.	*This definition was moved below to new Section I.POL.9.4.*
I.POL.8.7.c GSA Elections Bylaw and Policy and Acknowledgement by Candidates	*Restructuration of Section I.POL.8.7 to provide clarity.*
I.POL.8.7.c.i The GSA Council has approved Bylaw and Policy related to the GSA General Election and any subsequent By-Elections. By signing the nomination forms, all candidates acknowledge that they have read and agree to abide by GSA Elections Bylaw and Policy, which are posted in full on the GSA website.	*See above rationale.*
I.POL.8.7.c.ii By signing the nomination forms, candidates ALSO acknowledge that they have read and are aware of the terms of an appeal within the GSA of any decisions on issues/breaches of GSA Bylaw and Policy, including the fact that the CRO, in consultation the GSA ERC, decides on penalties, remedial actions, and or/referrals for any issues/breaches and that the GSA Appeals and Complaints Board (GSA ACB) decides on any appeals. Any concerns with potential bias on the part of the CRO, the DRO, and members of the GSA ERC in making such decisions, and members of the GSA ACB in making such decisions on appeals, will be filed with nomination forms.	*See above rationale.*

I.POL.8.7.c.iii I.POL.8.8 Nomination forms will list the names of tThe current CRO, DRO, members of the GSA ERC, and members of the GSA ACB will be updated each year on the nomination forms.	*See above rationale.*
I.POL.8.7.c.iv I.POL.8.8.a Any changes to these names will be emailed to candidates who will have twenty-four (24) hours to file any objections with the GSA Speaker.	*Renumbering.*
I.POL.9 Timeline	*No change.*
I.POL.9.1 Except as specified below, the CRO approves the timeline for elections is at the discretion of the CRO, in consultation with advice from the GSA ERC.	*Editorial.*
I.POL.9.2 – I.POL.9.3 …	*No change.*
I.POL.9.4 The nomination period will last at least fourteen (14) calendar days. The nomination period will end on a working day (defined as a day the GSA office is open).	*Addition of the definition of "working day".*
I.POL.9.5 5 Within twenty-four (24) hours after the close of the nomination period, the CRO will hold the All-Candidates' Meeting as described in Section I.POL.10, below.	*Editorial.*
I.POL.9.6 The campaign period will last at least seven (7) calendar days and will begin no earlier than the day following the All-Candidates' Meeting.	*Editorial.*
I.POL.9.7 – I.POL.9.7.c …	*No change.*
I.POL.10 All-Candidates' Meeting	*Editorial.*
I.POL.10.1 The CRO is responsible for organizing a meeting of all candidates running in an election to provide them with an overview of GSA Elections Bylaw and Policy on elections.	*Editorial.*
I.POL.10.2 Failure by a candidate to attend the All-Candidates' Meeting without adequate prior notification (defined as notice communicated electronically to the CRO at least one (1) hour in advance of the meeting) to the CRO is grounds for disqualification from the current election. 'Adequate prior notification' is defined as notice communicated electronically to the CRO at least one (1) hour in advance of the meeting. If a candidate misses the All-Candidates' Meeting due	*Editorial.*

to unforeseen and exceptional circumstances, such as a last minute emergency, any consequences may be waived at the discretion of the CRO, following consultation with the GSA ERC. There is no appeal of ~~this~~ these decision~~s~~.	
I.POL.10.3 At the <u>All-Candidates</u> ~~m~~Meeting ~~described in Section I.POL.10.1~~, above, the CRO will provide each candidate with all relevant GSA Bylaw and Policy <u>on elections and on the GSA ACB, as well as information concerning campaigning</u> ~~information concerning campaigning, the General Principles and Rules of Conduct for Elections, and the GSA on ACB Policy~~.	*Editorial*
I.POL.11 Campaigning	*No change.*
I.POL.11.1 "The campaign period will last at least seven (7) calendar days and will begin no earlier than the day following the All-Candidates~~'~~ Meeting" (Section I.POL.9.6, above).	*Editorial.*
I.POL.11.2 Campaigning is defined as any form of promotion of an individual ~~or slate~~. This includes all verbal, electronic, and visual forms of communication.	*Removal of reference to slates as GSA ERC recommends prohibiting candidates from running as slates as members felt that it created an overly oppositional environment.*
I.POL.11.2.a No form of campaigning (verbal, electronic, and visual) will contain misinformation, slander, inappropriate, discriminatory content, or *ad hominem* attacks of individuals ~~or slates~~.	*See above rationale.*
I.POL.11.2.b Candidates will ensure all campaign plans, materials, and/or advertisements conform with all University of Alberta policies and regulations and all municipal, provincial, and federal laws.	*No change.*
<u>I.POL.11.2.c Candidates will campaign as individuals. Slates are not permitted.</u>	*Addition of statement to directly express that candidates must campaign as an individual and that slates are not permitted.*
~~I.POL.11.3 Campaign materials include both those posted or circulated via email on University physical or electronic property, including but not limited to communications sent to mailing lists moderated by graduate student groups and departmental GSAs, and those posted or circulated on non-University physical or electronic property, including any elections-related materials shared on personal social media accounts or other online platforms.~~	*Recommended removal of the distinction between University and non-University property.*

~~I.POL.11.4~~ I.POL.11.3 The CRO will approve campaign materials <u>that are physically</u> posted or circulated <u>via email to personal contacts</u> ~~on University physical or electronic property prior to their distribution~~. The CRO will review such materials to ensure they comply with Section<u>s</u> I.POL.11.2.a <u>and I.POL.11.2.c</u>, above, and any <u>other</u> relevant GSA Bylaw and Policy. The CRO is not responsible for reviewing the editorial content of such campaign materials (eg<u>,</u> grammar, punctuation).	*Renumbering and inclusion of the newly added Section I.POL.11.2.c.*
~~I.POL.11.4.a~~ I.POL.11.3.a Such campaign materials prepared in a language other than English will be accompanied by an English translation when submitted to the CRO for approval. The CRO is not responsible for the accuracy of translations.	*Renumbering.*
~~I.POL.11.4.b~~ I.POL.11.3.b The turnaround for approving campaign materials will be approximately one (1) working day.	*Renumbering.*
<u>I.POL.11.4 Candidates will only distribute campaign materials through email to their personal contacts. Candidates will not utilize moderated mailing lists (defined as lists where the membership is compiled by a third-party and/or communications are sent to list owners for review and/or approval prior to circulation to subscribers).</u>	*New section as the GSA ERC recommends not allowing the use of moderated mailing lists to distribute campaign materials.*
I.POL.11.5 The CRO will be provided access to campaign materials posted or circulated on <u>social media accounts or other online platforms</u> ~~non-University physical or electronic property~~, and reserves the right to penalize candidates for any <u>breaches</u> ~~violations associated with Section I.POL.11.2.a, above, and~~ <u>of</u> ~~any relevant~~ GSA Bylaw and Policy.	*Removal of the distinction between University and non-University property.*
~~I.POL.11.6 Candidates may utilize mailing lists moderated by graduate student groups and departmental GSAs to distribute CRO approved campaign materials. Candidates will not utilize mailing lists moderated by University employees and regularly used to distribute communication from the University.~~	*Removal of this section as the GSA ERC recommends not allowing the use of moderated mailing lists to distribute campaign materials.*
~~I.POL.11.7~~ I.POL.11.6 Candidates will get permission, where appropriate, to campaign in instructional spaces, such as classrooms and lecture halls. Candidates will not campaign in unsafe spaces that require ~~permission to access and~~ proper safety equipment. The CRO will talk about safety issues, including campaigning in labs, at the All-Candidates' Meeting.	*The GSA ERC recommends staying silent on campaigning in restricted spaces to allow candidates that work in restricted spaces to campaign to their colleagues.*
~~I.POL.11.8 Candidates may not use resources for campaigning that are not~~	*Redundant as candidates can only use SUBprint and other resources are covered*

~~publicly accessible to all candidate(s) and slates. For example, do not use Departmental or Supervisor photocopiers to print campaign materials.~~	*elsewhere.*
I.POL.11.7 Candidates will only use SUBprint to print campaign materials.	*GSA ERC recommends that all printed campaign materials be printed at SUBprint to ensure an equal playing field.*
~~I.POL.11.9~~ I.POL.11.8 Candidates will not use the University or GSA logos on any ~~physical or electronic~~ campaign materials.	*Renumbering and editorial.*
~~I.POL.11.10~~ I.POL.11.9 Candidates will not accept gifts of money, gifts in kind, or equivalents ~~(eg campaign posters or a friends and family discount for printing) from student groups or colleagues~~.	*Removal of example as irrelevant given that now all candidates will be required SUBprint to print their campaign materials.*
~~I.POL.11.11 Candidates are encouraged to ask the CRO, before acting, if they have any questions about particular GSA Elections Bylaw or Policy (including questions related to the development of campaign materials and the planning of campaign events), and to report any breaches of GSA Elections Bylaw or Policy to the CRO.~~	*Moved to new Section I.POL.11.12, below.*
~~I.POL.11.12~~ I.POL.11.10 Candidates ~~are~~ will be responsible for removing all campaign materials after voting has closed.	*Renumbering and editorial.*
~~I.POL.11.13~~ I.POL.11.11 Campaign Spending Limit	*Renumbering.*
~~I.POL.11.13.a~~ I.POL.11.11.a ~~Individual c~~Candidates ~~are~~ will be authorized to spend no more than $150 on campaign material over the course of the election. ~~If candidates are running as part of a slate, the cost of joint campaign materials will normally be divided equally amongst all of the candidates in the slate. Candidates running as part of a slate are able to distribute individual campaign materials, so long as candidates do not exceed their total spending limit of $150 per candidate. In order to encourage candidates to think, in advance, about campaign expenditures, a written informal plan for campaign expenditures will be submitted to the CRO before the All-Candidates' Meeting (either electronically or in hard copy).~~	*Removal of reference to slates as GSA ERC recommends prohibiting candidates from running as slates as members felt that it created an overly oppositional environment. Removal of the requirement to submit a written informal plan for campaign expenditures.*
~~I.POL.11.13.b~~ I.POL.11.11.b Candidates will report to the CRO all campaign-related expenses, and submit receipts (either electronically or in hard copy) no later than two (2) hours after the close of the voting period.	*Renumbering.*

~~I.POL.11.13.c~~ I.POL.11.11.c Exceeding the spending limit or failure to report ~~and submit~~ campaign expenses and submit receipts constitute grounds for disqualification from the current election~~, as determined by the GSA CRO~~.	*Renumbering and editorial.*
~~I.POL.11.13.d~~ I.POL.11.11.d Campaign costs ~~are~~ will not be reimbursed.	*Renumbering and editorial.*
I.POL.11.12 Candidates are encouraged to ask the CRO before acting if they have any questions about GSA Bylaw and Policy on elections (including questions related to the development of campaign materials and the planning of campaign events), and to report any alleged breaches of GSA Bylaw or Policy on elections to the CRO, in accordance with the procedure outlined below.	*Moved from current Section I.POL.11.11, above.*
I.POL.12 Alleged Breaches ~~CRO's Decision on Penalties, Remedial Action, and Referrals~~	*Restructuring of this section to clearly outline what the CRO does when alleged breaches occur and the order it is done in.*
I.POL.12.1 Those with concerns about alleged breaches are encouraged to contact the CRO in a timely fashion. The CRO will advise on associated processes.	*See above rationale.*
I.POL.12.2 All alleged breaches of GSA Bylaw and Policy on elections, of interpretations issued by the CRO, or other applicable policies or laws must be reported to the CRO as soon as possible by filing a complaint.	*See above rationale.*
I.POL.12.3 Complaints	*Introduction of a section outlining on complaints to clarify the procedure to file such a complaint.*
I.POL.12.3.a While complaints may be brought forward at any point during the campaign period, individuals have twenty-four (24) hours after the release of provisional results to lodge a complaint with the CRO about an alleged breach of GSA Bylaw or Policy. Complaints lodged after this deadline will not be considered.	*Moved from current Section I.POL.13.8, below.*
I.POL.12.3.b To be considered by the CRO, in consultation with the GSA ERC, a complaint must include the following:	*Introduction of a section outlining on complaints to clarify the procedure to file such a complaint.*
I.POL.12.3.b.i The name of the person filing the complaint and their University email address,	*See above rationale.*

I.POL.13.3.b.ii The name of the candidate who allegedly committed a breach,	*See above rationale.*
I.POL.12.3.b.iii The section of GSA Bylaw and Policy on elections, interpretation issued by the CRO, or other applicable policies or laws that has allegedly been breached,	*See above rationale.*
I.POL.12.3.b.iv A description of what constitutes the alleged breach and associated evidence, and	*See above rationale.*
I.POL.12.3.b.v A list of the evidence submitted.	*See above rationale.*
I.POL.12.3.c Incomplete complaints will not be considered and complainants filing incomplete complaints will be notified as such.	*See above rationale.*
I.POL.12.3.d The CRO, in consultation with the GSA ERC, can dismiss a complaint if it is unfounded, frivolous, or vexatious.	*Clarify the authority of the CRO with regards to alleged breaches and alignment with GSA Policy on the GSA Appeals and Complaints Board.*
I.POL.12.3.e If a person provides information on an anonymous basis, that information and the request for anonymity will be assessed on a case-by-case basis.	*Moved from current Section I.POL.12.2.f, below.*
~~I.POL.12.1 The CRO will normally reach a decision on alleged breaches within seventy-two (72) hours. If more time is required to reach a decision, the CRO will consult with the GSA ERC regarding extensions.~~	*Moved to new Section I.POL.13.5.b, below.*
~~I.POL.12.2 When the CRO becomes aware of an issue or breach of GSA Elections Bylaw or Policy, or other applicable policies or laws, or a third party complains to the CRO about an alleged issue or breach of GSA Elections Bylaw or Policy, the CRO will consult, where reasonable, with the DRO, available member(s) of the GSA ERC, and the Executive Director (ED) (or delegate), concerning deadlines and other related matters (as noted in Section D: GSA Officers, GSA Policy, GSA Officer Portfolios, Chief Returning Officer and Deputy Returning Officer) and will:~~	*Moved to new Section I.POL.13.8, below.*
~~I.POL.12.2.a~~ I.POL.12.4 Following the receipt of a complaint, the CRO will ~~D~~decide whether informal resolution should be attempted and, if so, contact the complainant and the candidate~~(s) or slate(s) and~~ concerned.	*Clarification of the informal resolution process.*
I.POL.12.4.a The goal of informal resolution is to arrive at countermeasures agreed upon by all parties.	*See above rationale.*

I.POL.12.5 Decision	
~~I.POL.12.2.b~~ <u>I.POL.12.5.a If informal resolution is rejected or is not successful, the CRO will E</u>email ~~any written complaint to the candidate(s) or slate(s), or email~~ the candidate <u>concerned with</u> ~~(s) or slate(s)~~ the details of the ~~issue/~~ <u>alleged</u> breach ~~in writing~~, and request a written response, setting a deadline of at least eight (8) hours.	*Editorial and removal of slates as GSA ERC recommended prohibiting candidates from running as slates as members felt that it created an overly oppositional environment.*
<u>I.POL.12.5.b Based on the complaint and the written response (or solely on the complaint if no written response was provided by the set deadline), the CRO will normally reach a decision on the complaint within seventy-two (72) hours. If more time is required to reach a decision, the CRO will consult with the GSA ERC regarding extensions.</u>	*Moved from current Section I.POL.12.1, above.*
~~I.POL.12.2.c Upon reaching a decision the CRO will inform the candidate(s) or slate(s) of their decision on penalties, remedial actions, or referrals, their reasons for the decision, and will state whether the candidate(s) or slate(s) can continue to campaign.~~	*Moved to new Section I.POL.13.6, below.*
~~I.POL.12.2.d~~ <u>I.POL.12.5.c</u> The CRO may impose the following penalties, <u>or</u> remedial actions~~, or make referrals~~:	*Renumbering and editorial.*
~~I.POL.12.2.d.i~~ <u>I.POL.12.5.c.i</u> Verbal or written reprimands,	*Renumbering.*
~~I.POL.12.2.d.ii~~ <u>I.POL.12.5.c.ii</u> Reduction of spending limits,	*Renumbering.*
~~I.POL.12.2.d.iii~~ <u>I.POL.12.5.c.iii</u> Disqualification from the current election, <u>and</u>	*Renumbering and editorial.*
~~I.POL.12.2.d.iv~~ <u>I.POL.12.5.c.iv</u> Any other penalty or remedial action.~~, and~~	*Renumbering and editorial.*
~~I.POL.12.2.d.v Any referrals.~~	*Removal of referrals as the GSA ERC was uncertain of what kind of referrals the CRO could make.*
~~I.POL.12.2.e The ED (or delegate) will be copied on the emails described above.~~	*Moved to new Section I.POL.13.6, below (the ED (or delegate) is a non-voting member of the GSA ERC).*
~~I.POL.12.2.f If a person provides information on an anonymous basis, that information and the request for anonymity will be assessed on a case-by-case basis.~~	*Moved to new Section I.POL.13.3.d, above.*

I.POL.12.2.g The CRO will advise the candidate(s) or slate(s) that they have twenty-four (24) hours from the time the CRO's email is deemed delivered (see Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaint Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.7.3, for a definition of "Deemed Delivered") for an emailed appeal to be received by the Chair of the GSA ACB, for an emailed appeal to be received by the Chair of the GSA ACB, Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaint Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.16.2.b.	*Moved to new Section I.POL.13.7.a, below.*
I.POL.12.3 If a disqualified candidate is a member of a slate, the slate will alter their campaign materials so that the materials no longer reference the disqualified candidate.	*Removal of reference to slates as GSA ERC recommended prohibiting candidates from running as slates as members felt that it created an overly oppositional environment.*
I.POL.12.4 I.POL.12.5.d All decisions of the CRO will be reported to the GSA ERC as soon as they are reached. Subject to privacy legislation, the GSA ERC and CRO will decide whether a decision should be posted on the GSA website and will take into consideration the nature and severity of the issues of breach and balance in relation to public interest. Posted decisions should will include:	*Renumbering and moved portion to new Section I.POL.13.6, below.*
I.POL.12.4.a I.POL.12.5.d.i A summary of the alleged issue or breach,	*Editorial.*
I.POL.12.4.b I.POL.12.5.d.ii A list of parties to the formal complaint alleged issue or breach (unless anonymity was granted, see Section I.POL.12.3.d, above),	*Renumbering and editorial.*
I.POL.12.4.c I.POL.12.5.d.iii A summary of the reasons for the decision and the process by which it was reached,	*Renumbering.*
I.POL.12.4.d I.POL.12.5.d.iv A listing of all applicable GSA Bylaws and Policyies and interpretations issued by the CRO, or other applicable policies or laws,	*Renumbering and editorial.*
I.POL.12.4.e I.POL.12.5.d.v The decided upon penalties, and/or remedial actions, and/or referral, and	*Renumbering and editorial.*
I.POL.12.4.f I.POL.12.5.d.vi The time limit for the any appeal to be made.	*Renumbering and editorial.*
I.POL.12.6 Upon reaching a decision the CRO will email the decision to all parties, with a copy to the GSA ERC. The decision will then be posted on the GSA	*Moved from current Sections I.POL.12.2.c, I.POL.12.2.e, and I.POL.12.4.d, above.* *The GSA ERC recommends that all CRO decisions arising from complaints should*

website.	*be posted on the website.*
I.POL.12.5 I.POL.12.7 Unless otherwise stated in GSA ~~Elections~~ Bylaw or Policy <u>on elections</u>, decisions of the CRO are subject to appeal to the GSA ACB.	*Renumbering and editorial.*
I.POL.12.7.a The CRO will advise the parties that they have twenty-four (24) hours from the time the CRO's email is deemed delivered (see Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaint Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.7.3, for a definition of "Deemed Delivered") for an emailed appeal to be received by the Chair of the GSA ACB (see Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaint Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board).	*Moved from current Section I.POL.12.2.g.*
I.POL.12.8 Throughout this process, the CRO will consult, where reasonable, with the DRO, available member(s) of the GSA ERC, and the Executive Director (or delegate), concerning deadlines and other related matters.	*Moved from current Section I.POL.12.2, above.*
I.POL.13 Voting	*No change.*
I.POL.13.1 "All voting in the General Election and ~~B~~by-~~E~~elections will be done electronically, except in the event of a failure of the electronic system in use" (Section I: Elections, GSA Bylaw, Elections, Section I.BYL.4.1).	*Editorial.*
~~I.POL.13.2 The CRO will communicate to graduate students the members of each slate and all individual candidates.~~	*Removal of slates as GSA ERC recommended prohibiting candidates from running as slates as members felt that it created an overly oppositional environment.*
~~I.POL.13.3 – I.POL.13.7~~ I.POL.13.2 – I.POL.13.6 …	*Renumbering.*
~~I.POL.13.8 Individuals have twenty-four (24) hours after the release of provisional results to lodge a complaint with the CRO about an alleged breach of GSA Bylaw or Policy.~~	*Moved to new section I.POL.12.3.a, above.*
I.POL.14 Results	*No change.*
I.POL.14.1 Upon completion of the ballot count, the CRO will announce provisional results, ie results that are subject to appeal for twenty-four (24) hours from the time the provisional results are released and which may, in	*Editorial.*

addition, be affected because of earlier complaints not yet resolved. Results will be made official only when the GSA's process of dealing with alleged breaches of GSA ~~Elections~~ Bylaw or Policy on elections and any appeals within that process are exhausted.	
I.POL.14.2 In the case where the electronic voting system fails and paper ballots were used, the paper ballots will be destroyed one (1) month following the release of the official results.	*No change.*
I.POL.15 Reporting	*Renumbering.*
I.POL.15.1 The CRO will draft a procedural report following each GSA General Election or ~~Bby~~ ~~E~~election. This report will outline major decisions, processes, issues, and recommendations for the following year. This report will be provided to the next CRO and DRO, and the GSA ERC, the GSA Board, and GSA Council.	*Renumbering and editorial.*
I.POL.16 By-Elections	*No change.*
I.POL.16.1 – I.POL.16.3 …	*No change.*
GSA Policy: GSA Standing Committees, GSA Elections and Referenda Committee	*No change.*
I.POL.17 Composition	*No change.*
I.POL.17.1 – I.POL.17.3 …	*No change.*
I.POL.17.4 The Executive Director (ED) (or delegate) as a non-voting member.	*Editorial.*
I.POL.18 Eligibility	*No change.*
I.POL.18.1 – I.POL.18.2 …	*No change.*
I.POL.19 Mandate	*No change.*
I.POL.19.1 The GSA ERC will advise the CRO on all matters pertaining to the GSA General Elections, ~~referenda, and~~ by-elections, and referenda including but not limited to:	*Editorial.*

I.POL.19.1.a The approval of timelines for GSA Elections, By-Elections, and Referenda in accordance with GSA Elections and Referenda Bylaws and Policy,	*Moved to new Section I.POL.20.2.a, below.*
I.POL.19.1.b I.POL.19.1.a The Aadvertising of the nomination period for any GSA General Elections or Bby-Eelections, the registration period for any GSA Rreferenda, and voting periods for all GSA General Elections, by-elections, and Rreferenda,	*Renumbering and editorial.*
I.POL.19.1.c I.POL.19.1.b Working with the CRO to pPreparinge nomination and registration forms in accordance with GSA Elections and Referenda Bylaws and Policy on elections and referenda,	*Renumbering, and to parallel changes made to Section D.POL.10.5.b.iv, above.*
I.POL.19.1.d Consulting with the CRO, ED or delegate, GSA Accountant, and GSA Financial Manager regarding the electronic software or applications used to run GSA Elections, By-Elections, and Referenda,	*Moved to new Section I.POL.20.2.c, below.*
I.POL.19.1.e I.POL.19.1.c The Pplanning of any GSA General Election or Bby-Eelection forums for graduate students to ask candidates questions, in consultation with the CRO, and	*Renumbering and addition to parallel Section D.POL.10.5.d.i, above.*
I.POL.19.1.d Issuing interpretations of GSA Bylaw and Policy on elections and referenda to be shared equally amongst all candidates and Campaign Representatives during the course of a GSA General Election, by-election, or referendum, and	*Renumbering and addition to parallel new Section D.POL.10.5.e.ii, above.*
I.POL.19.1.f I.POL.19.1.e Acting as a sounding board for the CRO and/or decisions regarding penalties, remedial action, and/or referrals for alleged campaign violations during any GSA Election or Referendum. Receiving, managing, and ruling on alleged breaches of GSA Bylaw or Policy, in accordance with Section I: Elections, GSA Bylaw, Elections, Section I.POL.12 and Section J: Referenda, GSA Bylaw, Referenda, Section J.POL.14.	*To parallel renumbered Section D.POL.10.5.e.iii, above.*
I.POL.19.2 The GSA ERC will make recommendations to the CRO on:	*Addition to clarify on what the GSA ERC makes recommendation to the CRO on and to align with the CRO Officer Portfolio.*
I.POL.19.2.a The approval of timelines for GSA Elections, by-elections, and referenda in accordance with GSA Bylaw and Policy on elections and referenda,	*Moved from current Section I.POL.20.1.a, above.*
I.POL.19.2.b The approval of nomination and registration forms in accordance with GSA Bylaws and Policy on elections and referenda,	*To parallel changes made to Section D.POL.10.5.b.iv, above*

I.POL.19.2.c The approval of the electronic software or applications used to run GSA General Elections, by-elections, and referenda in consultation with the ED (or delegate) and Financial Manager, and	*Moved from current Section I.POL.20.1.d, above.*
I.POL.20.2.d The approval of the format of the ballots for the GSA General Election, by-elections, and referenda.	*Addition to parallel renumbered Section D.POL.10.5.b.vi, above.*
I.POL.19.2 I.POL.19.3 At least one (1) month prior to the opening of nominations for the GSA General Election, the GSA ERC shall will meet to assist the CRO in the planning of election events.	*Renumbering and editorial.*
I.POL.19.3 I.POL.19.4 The GSA ERC will review GSA Elections and Referenda Bylaw and Policy on elections and referenda annually and make any recommendations to GSA Council through the GSAB.	*Renumbering and to parallel other GSA Standing Committees mandate.*
I.POL.19.4 I.POL.19.5 GSA ERC members are free to approach the GSAB Council with any concerns about how elections or referenda are being managed.	*Renumbering and editorial.*
I.POL.19.5 I.POL.19.6 The GSA ERC strongly recommends to graduate students who are considering running for office that they participate in the GSA Nominating Committee (NoC)'s Early Call for Talent and Training. It is the firm belief of the GSA ERC that training is needed in order for Directly-Elected Officers to carry out their duties effectively.	*Renumbering and editorial.*
I.POL.19.6 The GSA ERC will oversee the on-line posting of the video interview of candidates running in the GSA General Election and will design questions to be asked of candidates.	*Removal as the GSA ERC is moving away from video interviews and if they decided to do those again it would be covered elsewhere in their mandate.*
I.POL.19.7 "In the case of a resignation or other vacancy (as determined by the GSA ERC) in the CRO or DRO positions during any GSA General Election, Bby-Eelection, Rreferendum, or any other associated election or referenda matter, the GSA NoC may take necessary action to fill the vacancy, including direct appointments, or appointments of former CROs, to ensure an Acting or Interim CRO and/or DRO is appointed" (Section E: Nominating, GSA Policy, GSA Standing Committees, GSA Nominating Committee, Section E.POL.7.5).	*Editorial.*
I.POL.20 Meetings	*No change.*
I.POL.20.1 Quorum is four (4) voting members including either the Chair or the Vice-Chair.	*No change.*

GSA NOMINATING COMMITTEE (GSA NoC)
DEAN OF AGRICULTURE, LIFE, AND ENVIRONMENTAL SCIENCES REVIEW COMMITTEE (ONE POSITION): 4 NOMINEES

A Review Committee for the Dean of Agriculture, Life, and Environmental Sciences is being struck by the Provost's Office. The Faculty Deans Selection Procedure, Appendix A: Dean Selection Committees for Individual Faculties, outlines that the departmental GSAs in Agriculture, Life, and Environmental Sciences, will each select and forward one name to GSA Council and the representative will be elected by GSA Council. The GSA received four (4) nominees total, one from each of the departments of Human Ecology; Renewable Resources; Resource Economics and Environmental Sociology; and Agricultural, Food, and Nutritional Science.

There will be a paper ballot vote held at the 17 September 2018 GSA Council meeting for the Graduate Student Position on the Dean of Agriculture, Life, and Environmental Sciences Dean Review Committee.

If you are unable to attend the 17 September 2018 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday 17 September 2018 in order to cast your vote in advance of the GSA Council meeting.

Nominees for this position will be presented in reverse alphabetical order on the ballot. 'None of the Candidates' will not be considered a nominee for the purpose of this ballot, as University regulations must be followed.

Agricultural, Food, and Nutritional Science Nominee:
Mousum Dhar

Human Ecology Nominee:
Jonathan Lai

Resource Economics & Environmental Sociology Nominee:
Yicong Luo

Renewable Resources Nominee:
Autumn Watkinson

The names and biographies received for the four nominees are ATTACHED on pages 9.1 - 9.4. Biographies and resumes have been attached as received (ie not edited) in reverse alphabetical order.

As set out in U of A policies and procedures:

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

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

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Nomination for Faculty of Agricultural, Life and Environmental Sciences (ALES)
Dean Review Committee
(1 Vacancy for an ALES Graduate Student)
Four (4) Nominees

1. Mousum Dhar

Other governance bodies you currently serve on (whether GSA or UAlberta)	No

Statement of Interest
I have worked as a faculty representative for 2 years and student union representative for a year in Sylhet agricultural university, Sylhet, Bangladesh during my undergrad studies. I was also invloled in social and cultural organizations and have lots of experience leading the university student community and organizations.
Bio
I completed my undergrad from Sylhet Agricultural University, Sylhet, Bangladesh in Plant Science and completed my Msc in Genetics and Plant Breeding from Bangladesh Agricultural University, Mymensingh, Bangladesh. In 2016 I came to Canada with my permanent residency and in 2017 I got admission in U of A. Currently I am working on canola breeding program as graduate student.
Summary Resume
The position and works I did in my undergrad is 1) Faculty representative (for 2 years) 2) Student Union representative (for 1 year) 3) Mrittika, Cultural and agricultural organization (President, for 2 years) 4)Krishnochura, Social and cultural organization (cultural secretary, for 1 year) I believe with my past experience will help the community to work together as a team.

2. Jonathan Lai

Other governance bodies you currently serve on (whether GSA or UAlberta)	Graduate Students' Association Council

Statement of Interest
The chance to be the graduate student representative on the Agriculture, Life, and Environmental Sciences (ALES) Faculty Dean Review Committee represents an exciting opportunity for me. This committee has the important role of establishing the recommendation of whether or not the University should renew the appointment of Dean Dr. Stanford Blade for a second term. This recommendation will be reviewed by the University President. The decision to renew the appointment of Dr. Blade is made between the President and review committee. I intend to be an active participant in this group should I be chosen as the graduate student representative. My decision-making style is consensus building and I will help facilitate discussion between administration, faculty, and staff members. I am familiar with the challenges that students face within the ALES Faculty and will bring those perspectives to this committee.
Bio
I was born and raised in Edmonton and completed my BA Sociology here at the University of Alberta. My current education focus is on completing my master's thesis. My thesis research is concerned with ageism in the workplace and how it can affect worker engagement within organizations. I intend to form a partnership with an organization in order to collect survey data from workers for my study.
Summary Resume
Over the course of my career at the University of Alberta, I have been employed as a research assistant within the School of Public Health, Faculty of Nursing, School of Business, and Faculty of Extension. I am a current graduate research assistant with the Policy, Location and Access in Community Environments (PLACE) Research Lab (https://placeresearchlab.com) and the Women and Children's Health Research Institute (https://www.wchri.org). Throughout the year, I am also involved in community activities. On campus, I am a student member with the Dean of Students' Advisory Committee. Earlier this month, I volunteered at the Strathearn Art Walk and helped artists set up their stations for the event.

3. Yicong Luo

Other governance bodies you currently serve on (whether GSA or UAlberta)	REES (VP External)

Statement of Interest
The communication and collaboration skills I've gained from student activities and voluntary activities will help to represent the issues and concerns of my department and liaise between the ALES GSA and REES.
Bio
I was born in China. Therefore, I am fluent in Madarin. I achieved Senior Chinese Language Teacher certified by International Profession Certification Association. After a BSc degree in Agricultural Economics at Dalhousie University (2017), I was admitted by University of Alberta. I am currently a MSc student and research assisstant in REES. While at Dalhousie, I was involed in various voluntary activities. Here at the U of A, I am a member of the Photography Club and Outdoor Club. I also worked for Chinese Students and Scholars Association. I have served as the VP external on REES department.
Summary Resume
I am now a second-year MSc student in the Department of Resource Economics and Environmental Sociology studying resource economics. I worked as a teaching assisstant last year. I currently work with Dr. Brent Swallow to elipcit values for land conservation and land conversion.

4. Autumn Watkinson

Other governance bodies you currently serve on (whether GSA or UAlberta)	Renewable Resources GSA - President Agricultural, Life and Environmental Sciences GSA - RENR Rep

Statement of Interest
I have served on the RENR GSA for two years and have helped in all aspects of the group responsibilities. I'm currently serving as the President of the RENR GSA. The skills and experience I have gained through my positions on conference committees, as a graduate teaching assistant and research assistant and as a community volunteer will be useful to the committee. I work well with others, am a good active listener, and can contribute cooperatively to the committee. I will also be able to effectively convey the needs of the RENR graduates to the committee and use that to help with the decisions.
Bio
I was born and raised in small town, Parry Sound, Ontario. I completed a BSc in Biology with specialization in Ecology and Evolution at the University of Ottawa (2012) and completed an MSc in Biology specializing in Land Reclamation at Laurentian University (2014). I'm a member of the Land Reclamation International Graduate School, the Canadian Land Reclamation Association and the Canadian Society of Soil Science. I volunteer with WISEST and the FGSR community volunteer program. I moved to Edmonton to pursue my PhD at the University of Alberta because of U of A's reputation as a top research university and it's specialization in land reclamation.
Summary Resume
I'm currently in my third year of a PhD in Land Reclamation and Remediation, under the supervision of Dr M Anne Naeth. My thesis research is focused on developing effective restoration methods for sagebrush grasslands to facilitate endangered species recovery. During my MSc I was a Graduate Teaching Assistant for biology field courses and laboratories. I also worked as a researcher with the Elliot Lake Research Field Station out of Laurentian University. I served on the organizational committee and as the Secretariat for the Mining and the Environment International Conference (2015) and have served on the RENR GSA as an executive for two years (ALES Facutly Rep 2016-17; VP Governance 2017-18) and am currently serving as President. I am the Renewable Resources Representative on the ALES GSA. I have a flexible schedule that allows me to accommodate sitting on the committee, with time to help organize events and activities for RENR graduate students.

GSA NOMINATING COMMITTEE (GSA NoC)
GSA Councillor-at-Large By-Election (1 POSITION):
1 NOMINEE

There is currently one (1) GSA Councillor-at-Large vacancy for a graduate student. As per GSA Bylaw and Policy, GSA Council fills any remaining positions from nominations forwarded by the GSA NoC (Section I: Elections, GSA Policy, Elections, Section I.POL.16.3). This position was advertised in the GSA newsletters of 31 August and 7 September 2018 with a nomination deadline of 12 September 2018. One (1) nomination was received.

There will be a paper ballot vote held at the 17 September 2018 GSA Council meeting.

If you and your alternate are unable to attend the 17 September 2018 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday 17 September 2018 in order to cast your vote in advance of the GSA Council meeting.

Nominees for this position are listed in alphabetical order by last name and will be presented in *reverse alphabetical* order on the ballot. 'None of the Candidates' will also be considered a nominee.

1. **Marc Waddingham (Biological Sciences)**

Jurisdiction:

Section I: Elections, GSA Policy, Elections, Section I.POL.16.3
"In the event that any CAL positions are not filled by the end of the GSA General Election, or a CAL position is vacated prior to December 1 (or the next working day) GSA Council will be responsible for electing any remaining CALs. When electing any remaining CALs, the GSA Council will aim to elect graduate students from as broad a range of disciplines as possible. The GSA NoC will decide on procedures and then provide one or more names to GSA Council for consideration, except that the GSA NoC may not waive advertising. Note that the legislated GSA NoC process specifies that all vacancies will be advertised at least twice in advance of the nomination deadline noted in the advertisement. If the matter is urgent, GSA Council can hold this election electronically."

The name and biography received for the one (1) nominee is <u>BELOW on page 9.6.</u> Biographies and resumes are presented as <u>received</u> (ie not edited).

Nomination for GSA Councillor-at-Large (GSA CAL)
(1 Vacancy for Graduate Students)
One (1) Nominee

1. Marc Waddingham

Other governance bodies you currently serve on (whether GSA or UAlberta)	n/a

Statement of Interest
While running my campaign for VP-External of the GSA under the United Graduate Students' slate, I developed a strong sense of the issues affecting the graduate student population at the University of Alberta. This experience, combined with my work in community recreation for the City of Edmonton alongside my undergraduate education at UAlberta, would allow for me to represent the needs of students as a Councillor-At-Large. I also have a strong interest in provincial and national politics, which may be useful given the current political climate at the U of A.
Bio
Being born and raised in Edmonton, it may be unsurprising that I earned my BSc at the University of Alberta in 2017, specializing in microbiology and biotechnology. While completing my undergrad, I also worked steadily on my extracurricular athletics as a competitive cheerleader and have attended the Cheerleading Worlds Championship for four consecutive years (2014-2018). Currently, I am working towards my MSc in microbiology studying methane bioconversions, in addition to marking piles of my students' reports.
Summary Resume
2009-2014: Lifesaving Swimming Instructor/First Aid and CPR Instructor with the City of St. Albert Aquatics and Recreation

2014 - Current: Provisional Lifeguard with the City of Edmonton Recreation and Community Services

January 2015 - August 2017: Undergraduate research project(s) with Dr. Lisa Stein

September 2017 - Current: MSc candidate studying methane bioconversions utilizing bacterial catalysts, specializing in genetic manipulation and metabolic engineering under the direction of Dr. Lisa Stein and Dr. Dominic Sauvageau |

GSA NOMINATING COMMITTEE (GSA NoC)
GSA APPEALS AND COMPLAINTS BOARD (GSA ACB) (1 POSITION FOR GSA COUNCIL MEMBERS AND 1 POSITION FOR A GRADUATE STUDENT):
ONE NOMINEE

Information regarding the position for one (1) GSA Council member was circulated on two instances via email to GSA Council with a deadline of 11 September 2018. No nominations were received, so this vacancy will be advertised again. Information regarding the position for one (1) graduate student was circulated on two instances in the GSA newsletter with a deadline of 11 September 2018. One (1) nomination was received. The nominee was then interviewed by GSA NoC Chair Radim Barta and GSA NoC Vice-Chair Kenzie Gordon, both of whom have been trained in procedural fairness by the GSA and have a record of demonstrating impartiality through their work on the GSA NoC. GSA Assistant Director Lisa Hareuther was also present for the interview. During the interview, the nominee was asked a series of questions aimed at assessing their awareness of the basic tenets of procedural fairness and their ability to adjudicate potential cases in accord with those tenets (note as well that all individuals elected to the GSA ACB receive training in procedural fairness).

There will be a paper ballot vote held at the 17 September 2018 GSA Council meeting.

If you and your alternate are unable to attend the 17 September 2018, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday 17 September 2018 in order to cast your vote in advance of the GSA Council meeting.

GSA ACB Election by GSA Council: GSA Nominating Committee Procedures
Nominees for this position are listed in alphabetical order by last name and will be presented in *reverse alphabetical* order on the ballot.

1. **Aziz Akbari (Accounting)**

The Ballot
- There will be one ballot with candidates listed in reverse alphabetical order.
- For each candidate, there will be a "yes" box and a "no" box.

Voting
- The voter ticks one box per candidate, or abstains by not voting for a particular candidate (both boxes are left empty).

Counting
- If a candidate has more "no" votes than "yes" votes, the candidate is eliminated.
- If after the elimination round, there are **fewer candidate(s) or an equal number of candidates as there are positions**, the candidate(s) with at least one "yes" vote is/are successful.
- If after the elimination round, there are **more candidates than positions**, the candidates with the highest number of "yes" votes, equivalent to the number of positions, are the successful candidates.
- If, after the elimination round, there is **a tie for last place** in the number of "yes" votes, the candidate with the fewest number of "no" votes is successful. If the tied vote has the same number of both "yes" and "no" votes, the Speaker will draw one (1) name from a hat.

Jurisdiction:

Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.8.1.a
"Eight (8) graduate students elected by GSA Council as voting members."

Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.10.4
"The GSA NoC will interview all nominees to the GSA ACB and forward selected nominees to GSA Council."

The name and biography received for the one (1) nominee is BELOW on pages 9.8 - 9.9. The biography and brief resume is presented as received (ie not edited).

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Nomination for GSA Appeals and Complaints Board (GSA ACB)
(1 Vacancy for Graduate Students)
One (1) Nominee

1. Aziz Akbari

Other governance bodies you currently serve on (whether GSA or UAlberta)	Non-Academic Staff Association

Statement of Interest
As a Bylaw's chair for Non-Academic Staff Association (NASA) at the University of Alberta I ensured our policy and procedures manual was up to date. Upon request of the Executive Board, myself along with the committee would work on adopting new policies which would be presented to the general membership for approval. The skills I have gained from my volunteer experience at NASA will benefit me with my work at GSA. I am passionate about volunteering and getting involved with the campus, and this would be an excellent opportunity for me to be a part of the Graduate Student Association.
Bio
I come from a diverse background and through experiencing the struggles of obtaining higher education, I have come to realize and understand the impact and importance of education. I immigrated to Canada in 2005 from war-torn Afghanistan. Fitting in and adapting to the culture in Canada was challenging at first, and my family's financial situation didn't help. As a child, I was interested in business and entrepreneurship. I gained skills and further interest in commerce from my childhood experiences, selling fruit in the markets of Pakistan. I found an opportunity to actualize my ambition after immigrating to Canada. My interests slowly evolved as I became more curious about accounting. While completing my undergraduate degree, I was seeking opportunities that would not only allow me to gain financial and management competencies but also to improve my leadership and strategic thinking skills. I am currently enrolled in the Master of Accounting degree in the Alberta School of Business and have completed my first year courses.
Summary Resume
I have been involved with various not-for-profit organizations such as the World Partnership Walk (an international development organization), the University of Alberta's Non-Academic Staff Association, the Aga Khan Council for Edmonton and various other opportunities such as volunteering at the Edmonton Foodbank, serving hot meals at the Boyle Street Co-op, canvassing for political campaigns and volunteering

at tax clinics. Through these various volunteer activities, I have gained more experience than I was able to give.

GSA NOMINATING COMMITTEE (GSA NoC)
GSA AWARDS SELECTION COMMITTEE (GSA ASC) (6 POSITIONS):
5 NOMINEES

Information regarding the positions for six (6) graduate students was circulated on two instances in the GSA newsletter with a deadline of 12 September 2018. Four (4) nominations were received. Additionally, the GSA NoC conducted a directed search which yielded one (1) other nomination, bringing the total number of nominations received to five (5).

The GSA ASC is "responsible for selecting the recipients of the GSA Council-approved GSA Recognition Awards and the Alberta Graduate Citizenship Award" (GSA Bylaw and Policy, Section O: GSA Recognition Awards, GSA Policy, GSA Standing Committees, GSA Awards Selection Committee, Section O.POL.5.1).

There will be a paper ballot vote held at the 17 September 2018 GSA Council meeting.

If you and your alternate are unable to attend the 17 September 2018 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday 17 September 2018, in order to cast your vote in advance of the GSA Council meeting.

Nominees for this position are listed in alphabetical order by last name and will be presented in *reverse alphabetical* order on the ballot. 'None of the Candidates' will also be considered a nominee.

1. **Thomas Cam (Electrical Engineering)**
2. **Wenhui Li (Medicine)**
3. **Dhruvesh Patel (Agricultural, Food, and Nutritional Science)**
4. **Mukt Patel (Surgery)**
5. **Wojciech Pietrasik (Biomedical Engineering)**

Jurisdiction:

GSA Bylaw and Policy, Section O: GSA Recognition Awards, GSA Policy, GSA Standing Committees, GSA Awards Selection Committee, Section O.POL.3.3
"A minimum of eight (8) and up to twelve (12) graduate student members elected by GSA Council as voting members. The GSA ASC Chair, in consultation with the GSA ASC Vice-Chair and the Chair of the GSA Nominating Committee, can decide to increase the number of graduate student members on the GSA ASC."

GSA Bylaw and Policy, Section E: Nominating, GSA Policy, Nominating, Section E.POL.3.1.a
"The GSA NoC provides GSA Council with the names of nominees to fill vacancies on GSA Standing Committees, ad hoc committees, and subcommittees, unless otherwise noted. All vacancies will be advertised at least twice in advance of the nomination deadline noted in the advertisement."

The names and biographies received for the five (5) nominees are <u>BELOW on pages 9.11 - 9.16.</u> The biographies and brief resumes are presented as <u>received</u> (ie not edited).

Nomination for GSA Awards Selection (GSA ASC)
(6 Vacancies for Graduate Students)
Five (5) Nominees

1. Thomas Cam

Other governance bodies you currently serve on (whether GSA or UAlberta)	None

Statement of Interest
I've worked on an undergraduate club (Engineering Physics Club) which gives me prior experience to working on sitting in on a committee. It'd be interesting to see how awards are selected and decided and to see what kind of accolades/qualificaitons are required so that would keep me interested.
Bio
I was born in Canada and raised in Edmonton. I obtained my BSc in Engineering Physics (2017) here at the University of Alberta. In the Fall of 2018, I switched from a MSc. in Electrical Engineering to a PhD. in the same field. In my undergrad, I participated in various club activities with the Engineering Physics club to help promote the club. I also have volunteered in the past in collecting and managing recyclables in my local community.
Summary Resume: A brief description of your academic, professional, and volunteer work as it pertains to this position.
I am a second-year PhD student in the Department of Electrical and Computer Engineering researching nanoscale device physics in Dr. Vaidyanathan's lab. In my undergrad I worked with Dr. Fedosejevs to study lasers, and have worked for an engineering firm (Stantec) as a summer student. I am free at the times this council will meet.

2. Wenhui Li

Other governance bodies you currently serve on (whether GSA or UAlberta)	no

Statement of Interest
Patient   Persistent

Bio
I come form China, get my master degree in Transfusion Medicne. I am good at playing badminton, and I want to take a swimming class this year.

Summary Resume
Outstanding graduate student of Peking Union Medical College   2018 National scholarship for master candidate   2017 Student travel award for cryo2017 conference   2017 Outstanding graduates of Chongqing Medical University Award   2015 Volunteer award from Chongqing city library   2013

3. Dhruvesh Patel

Other governance bodies you currently serve on (whether GSA or UAlberta)	No

Statement of Interest
Actively working as a member of Trainee Working Group at Alberta Diabetes Institute, I have gained essential communication and delegation skills. As a gradute student managing multiple responsibilities and conducting independent research, I have learned to identify my own biases and critically think, evaluate and interpret in an impartial manner in demanging situations. Additionally, while working with people of various fields and qualification, I have developed an ability to effectively articulate my thoughts and communicate in a simple manner. My passion to learn and make meaningful contribution to the merit-based field of academia will be an invaluable asset.
Bio
My name is Dhruvesh and I share a most common last name (Patel) of Indian origin in North America. I was born and raised in India and did my schooling in a small town. For post secondary education, I moved to Toronto to further my education where I finished my undergrad degree and started working as a enthusiastic Personal Trainer in local Community Center. My competent skills and compassion for community members in helping them live a healthy and active life has driven to advance my knowledge. This drive brought me to University of Alberta where I am currently doing a thesis based MSc in Human Nutrition. The six year long journey from India to Edmonton was a life changing one and pursuing my interests in serving my community is a miniature attempt in giving-back and thanking for love and encouragement I have received in Canada.
Summary Resume
Following my High School, I moved to Canada for a post secondary education. With my BSc in Kinesiology from York University, Toronto (ranked 3 in Canada), I am currently expanding my knowledge in Human Nutrition and Immune System development by conduction research in Dr Catherine Field's lab. Alongside, I enjoy my duties as a Teaching Assistant while interacting with highly energetic undergrad students. Also being part of ADI trainee group, Nutrition Journal Club, Alberta Acedemic Review (Online Journal) and Reseach Assistant team in Faculty of Kinesiology, I get to meet people from various fields and walks of life. This has allowed me to stay connected with friends and colleague, and stay current with endless valuable opportunities available for students.

4. Mukt Patel

Other governance bodies you currently serve on (whether GSA or UAlberta)	None

Statement of Interest:
I have been involved in a plethora of academic and non-academic activities that have provided me with an outstanding knowledge of organization, collaboration and teamwork. As the head coach of the Lethbridge Badminton Club at the University of Lethbridge I was responsible for organizing tournaments, managing coaching staff, and ensuring that all athletes receive specific training to help them perform at their optimal potential. One of the biggest skillsets that I have gained through many years of coaching is how to be a great leader. I learned quickly that one of the best ways to lead is by example not by lecturing. My leadership experiences have also impacted my ability to assess individuals to provide feedback in order to ensure they are performing at their very best. My extensive involvement in research has provided me exceptional foundation with examining scientific papers and applying classroom learned materials in everyday life in a meaningful manner. I am very excited about serving on the committee as I believe that the skills I have gained through coaching, volunteering and research will make me an excellent committee member.
Bio
I was born in India and moved to Canada at the age of 7. From the day we landed in Canada, I have always resided in Lethbridge, Alberta. Form a very young age I have always loved sports, specifically badminton. I have competed provincially and nationally and have medaled at numerous tournaments. I was extremely passionate about badminton and I have played a major role in advancing and popularizing the game in Lethbridge. I have helped coach badminton since I was in grade 11 (2013) and have seen many of my players competing at an elite provincial level. I graduated from Lethbridge Colligate Institute (high school) in 2014 and began my B.Sc in Neuroscience at the University of Lethbridge during the same year. Throughout my undergraduate degree I was extensively involved in research and still continued to advance badminton within Lethbridge. On my spare time I love to be outdoors; I enjoy biking, hiking, camping and trail running. I also attempt to volunteer as much as possible. Over the years I have helped out at organizations such as Soup Kitchen, Habitat for Humanity, Lethbridge Animal Shelter, Canadian Center for Behavioural Neuroscience and U.S National Park Services.
Summary Resume

I graduated from the University of Lethbridge with Great Distinction in 2018 and currently I am perusing my M.Sc in Surgery at the U of A. My M.Sc project, supervised by Dr. Tim Darsaut, deals with understanding treatment and management of recurrent glioblastomas. During my undergrad I was involved in three different research projects. First one was with Dr. Tony Russell and it dealt with understanding the genomic organization of snoRNA cluster expression strategies found within the species Euglena gracilis. In 2016 I was awarded the AIHS Summer Studentship with Dr. Majid Mohajerani to work on a epilepsy project which eventually led to a peer reviewed publication. In the summer of 2017 I was awarded the NSERC USRA to work on a memory reactivation project with Dr. Bruce McNaughton. Along with research and academics I was the head coach of the Lethbridge Badminton Club. I have organized and hosted two provincial level badminton tournaments at the U of L. In the summer of 2016 I was the sole undergraduate organizer of the CCBN Summer Student Symposium.

5. Wojciech Pietrasik

Other governance bodies you currently serve on (whether GSA or UAlberta)	None

Statement of Interest
In my undergraduate education I worked for the ISSS' Awards Adjudication Committee where we administered awards to exceptional undergraduate students. I am therefore experienced in the process involved in handing out these awards and the deliberation the members of the committee go through. My undergraduate program was in neuroscience; due to the interdisciplinary nature of the field, I can effectively judge applicants from the sciences, social sciences, as well as my current faculty of engineering. I am greatly interested in, and enjoy, the awards decision-making process; selecting with others which candidate is appropriate for which award.
Bio
I was born in Poland and schooled entirely in Canada; I am fluent in both English and Polish. I received my BSc Honors in Neuroscience from the UofA in 2017, attaining first class honors. During my undergraduate career I garnered experience from various research labs, either as a volunteer or a summer student. In my final year I took an undergraduate thesis course and received firsthand experience at proposing a research question, running experiments, and presenting findings. Since then I've been well acquainted with the research process and can effectively gauge a prospective project's feasibility, difficulty, and originality. After working/volunteering as a research assistant in a Biomedical Engineering lab for a year, I chose to join the lab as a Master student.
Summary Resume
I am currently working on my MSc in Dr. Malykhin's lab in Biomedical Engineering where I study the effects of aging on brain tract structure using MRI. I intend on transferring into an individual Interdisciplinary program alongside the neuroscience and mental health institute to broaden the context in which my research takes place. I have a diverse range of research experience, I worked in cellular neuroscience labs conducting animal experiments, which involved ethics approval, as well as the spinal research lab which involved handling of patients' confidential medical data. I hope to get more involved in campus activities, the GSA, and other volunteer opportunities during my graduate career. I intend on joining my departmental graduate association, and I intend on tutoring undergraduate courses this year. Considering my understanding with the various work a graduate student may be involved in, my time with the ISSS' AAC, and my eagerness to learn, I believe I would be a fitting candidate for this position.

GSA NOMINATING COMMITTEE (GSA NoC)
GSA ELECTIONS AND REFERENDA COMMITTEE (GSA ERC) (2 GRADUATE STUDENT POSITIONS):
1 NOMINEE

Information regarding the positions for two (2) graduate students was circulated on two instances in the GSA newsletter with a deadline of 12 September 2018. One (1) nomination was received.

The GSA ERC "will advise the CRO on all matters pertaining to elections, referenda, and by-elections" (GSA Bylaw and Policy, Section I: Elections, GSA Policy, GSA Standing Committees, GSA Elections and Referenda, Section I.POL.20.1).

There will be a paper ballot vote held at the 17 September 2018 GSA Council meeting.

If you and your alternate are unable to attend the 17 September 2018 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday 17 September 2018 in order to cast your vote in advance of the GSA Council meeting.

Nominees for this position are listed in alphabetical order by last name and will be presented in *reverse alphabetical* order on the ballot. 'None of the Candidates' will also be considered a nominee.

1. **Rehan Pradhan (Agricultural, Food & Nutritional Science)**

Jurisdiction:

GSA Bylaw and GSA Policy, Section I: Elections, GSA Policy, Standing Committees, GSA Elections and Referenda Committee, Section I.POL.18.2
"A total of six (6) graduate student members, including at least one (1) member of GSA Council elected by GSA Council, as voting members."

GSA Bylaw and Policy, Section E: Nominating, GSA Policy, Nominating, Section E.POL.3.1.a
"The GSA NoC provides GSA Council with the names of nominees to fill vacancies on GSA Standing Committees, ad hoc committees, and subcommittees, unless otherwise noted. All vacancies will be advertised at least twice in advance of the nomination deadline noted in the advertisement."

The name and biography received for the one (1) nominee is BELOW on page 9.18. The biography and brief resume are presented as received (ie not edited).

Nomination for GSA Elections and Referenda Committee (GSA ERC)
(2 Vacancies for Graduate Students)
One (1) Nominee

1. Rehan Pradhan

Other governance bodies you currently serve on (whether GSA or UAlberta)	None

Statement of Interest
I have previously worked suceessfully with people from different cultural backgrounds from different states in India. I have learned the importance of broad-mindedness,respect for multiculture and justified approach. This would be beneficial for the committee.
Bio
I was born in India and my parents migrated to different state when i was in Grade 6. I completed my high school studies in Bhopal, India before pursiung my Integrated Masters in Polymer Science and Technology from IIT Roorkee. I held the Secretary position for Himalayan Explorers' Club in IIT Roorkee where my role was to select a group(from pool of intereted candidates) for various trips such as Rafting, Paragliding and Trekking. I learned about even-handed approach from my role. I was also involed in Technical Festival organizing committee which enhanced my leadership quality and it made me more accountable and responsible towards my action.
Summary Resume
I am currently pursuing PhD in Bioresource Technology from AFNS Department. I am working under the supervision of Dr. Ullah. I previously did my under-graduate internship(selected through MITACS GLOBALINK) for three months in 2014 with the same group. I also did my summer internship in Karlsruhe Institute of Technology, Germany. This is my first year as PhD student and i have completed 2 courses and one seminar in the last Winter semester with 3.9 GPA. I am taking one course this semsester and i believe that i would be able to deliver in my new role and carry out my responsibilty with sincerity and commitment.

GSA President
Report to GSA Council for the 17 September 2018 Meeting

To: GSA Council
From: Sasha van der Klein
Date: 14 September 2018

Dear Council Colleagues,

Welcome back! I hope you all had a great summer and are refreshed to kickstart this Fall semester. I've been back for two weeks after a research trip, and it has been crazy busy, but a lot of fun.

Before turning to my report, I want to mention that the GSA will be co-hosting the Postdoctoral Fellows Association's annual Research Day on 24 October. Graduate students are invited to both attend and submit abstracts for posters and speaking sessions. I encourage you all to think about submitting an abstract. You can learn more here.

External

Ab-GPAC – We met with Stephen Mandel, the leader of the Alberta Party, to discuss ab-GPAC's priorities for this year and to talk about general grad student issues, specifically the complexity of the grad student labour environment. Ab-GPAC is a non-partisan organization and we look forward to having similar meetings with representatives from other political parties in the coming months.

Board of Governors Retreat – As Fahed also reports, we spent an evening and a full day talking and discussing strategy with other Board of Governors members. These conversations were very interesting, but often really high level. It was a great time to get to know the other Board of Governors members. One of the guest speakers at the event was Mayor Don Iveson, and it was interesting to learn how the City has grown with the U of A, and vice versa.

Green and Gold Parade – My team and I represented the GSA in the Green and Gold parade this year. It created a lot of noise on Quad on Friday, and I hope you were able to attend!

Internal

Orientations – My team members, our office staff, and I have been running around campus to present at your departmental orientations, which has been a great experience. I hope all new grad students got a glimpse of the services the GSA provides and negotiates for on behalf of our members.

Board Strategic Work Plan – I presented our Board Strategic Work Plan to the General Faculties Council Executive Committee. We also met with Sean Price (Associate Vice-President (Alumni Relations)) to discuss our plan. He complimented the focus and the professional layout of the document, and we discussed several of our initiatives that Alumni could partner on and vice versa. One thing to note is that Alumni has quite a number of grants that they give to student groups and your departmental grad associations might benefit from these.

FGSR – Masoud and I met with Debby Burshtyn, the Interim Dean of the Faculty of Graduate Studies and Research (FGSR), to catch up after the summer. There are currently no new updates on the creation of guaranteed minimum funding packages or further steps in graduate supervision. Another thing to note is that this month the search committee for the new Dean of the FGSR will start up and there will be a campus wide Town Hall on September 21 in Council Chamber. So, if you have any questions or comments on the selection process for our new Dean, don't hesitate to attend.

Don't feel afraid to shoot me an email, or knock on my door in Triffo, I always like to hear from you!

Thanks,

Sasha van der Klein, GSA President

Please find below a list of meetings I attended between 20 August 2018 and 17 September 2018. The meetings were accurate at the time of printing. Please note that I was away on a research leave from 23 July to 28 August 2018.

29 August	First Peoples' House Bridges Orientation
30 August	Departmental Orientation: Music
30 August	Departmental Orientation: Medical Laboratory Science & Pathology
31 August	Departmental Orientation: MBA
31 August	Meeting with Presidents of Students' Union (SU), Non-Academic Staff Association (NASA), Associated of Academic Staff: University of Alberta (AASUA), and Postdoctoral Fellows Association (PDFA)
31 August	Departmental Orientation: AFNS
31 August	Departmental Orientation: Sociology
31 August	Departmental Orientation: Chemistry
4 September	Dean of Students Welcome Event
4 September	Meeting re GSA/Postdoctoral Fellows Association (PDFA) Research Day
4 September	Meeting with N Kuppeveld, Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Director
5 September	School of Public Health Meet and Greet
5 September	Meeting with a Graduate Student
5 September	Departmental Orientation: Faculty of Extension
6 September	Meeting with D Burshtyn, Faculty of Graduate Studies and Research (FGSR) Interim Dean
6 September	Departmental Orientation: Pediatrics
6 September	Active Transportation Advisory Group Meeting
6 September	Board of Governors (BoG) Retreat Dinner
7 September	Board of Governors (BoG) Retreat
10 September	Meeting with S Mandel, Leader of the Alberta Party
10 September	Call to G Harding regarding Post-Secondary Summit
10 September	General Faculties Council Executive Committee (GFC Exec)
11 September	Meeting with R Larsen, Students' Union (SU) President
11 September	Meeting with Alumni Association Regarding the GSA Board Strategic Work Plan (SWP)
12 September	GSA Negotiating Team (GSA NT)
12 September	Lunch Meeting with M Pat Barry, Former Alumni Association President
12 September	General Faculties Council Academic Planning Committee (GFC APC)
13 September	Meeting with GSA Senator
13 September	Meeting with UAlberta International regarding GSA Board Strategic Work Plan (SWP)
13 September	Meeting with V Ruetalo, Faculty of Graduate Studies and Research (FGSR) Associate Dean
14 September	Green and Gold Day Parade
17 September	Meeting with Indigenous Graduate Students' Association
17 September	Meeting with N Kuppeveld, Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Director

GSA Board (GSAB)
Report to GSA Council for the 17 September 2018 Meeting

To: GSA Council
From: Courtney Thomas, Executive Director; Julie Tanguay, Associate Director; and Lisa Hareuther, Assistant Director
Date: 14 September 2018

The GSAB reports regularly to GSA Council by listing its agenda items, Motions/agreements, and main items of discussion (meeting reports are also offered at each meeting). Motions of Agenda approval and approval of the Minutes are not included unless there were amendments made. Closed session items are not minuted. GSA Council members are always able to ask questions about items that were discussed in closed session. Open session Minutes are available upon request. The President, Vice-Presidents, and the administrative team will be happy to answer any questions or provide more information at the GSA Council meeting. Also see the weekly Management Reports to the GSAB in Item 20 (Executive Director's Report to GSA Council) on pages 20.1 - 20.4.

22 August 2018 GSA Board Meeting:
Main Agenda Items:
Attendance at the ThinkGrad Conference, 1-3 August 2018, in Winnipeg, MB: Estimated Expenses; Actual Expenses for Attendance at the Wellness Summit, 10-12 June 2018, in Calgary, AB: Business Travel Expenses; and Draft Final Report of the Cannabis Working Group.

Motions and Agreements:
That the GSA Board **APPROVE** the estimated expense for one (1) representative of the GSA to attend ThinkGrad, 1-3 August 2018, in Winnipeg, MB. SvK **MOVED**. FE Seconded. **CARRIED.**
The GSA Board is asked to **RECEIVE FOR INFORMATION** the attached summary of actual expenses incurred through attendance at the Wellness Summit, 10-12 June 2018, in Calgary, AB. SvK **MOVED**. MA Seconded. **CARRIED.**

22 August 2018 GSA Board Meeting: Cancelled

29 August 2018 GSA Board Meeting:
Main Agenda Items:
Approval of Changes to the GSA Health and Dental Plan Coverage; Recommended Changes to GSA Bylaw and Policy on Elections; and Faculty Club Outreach to Graduate Students.

Motions and Agreements:
That the GSA Board **RECOMMEND TO GSA COUNCIL** the addition of occupational therapy services to the GSA Health and Dental Plan coverage for $30 per visit, up to $500 per policy year, to begin October 1, 2018, with the cost of the Plan to remain at $500.36/annum for 2018-2019, as approved by GSA Council on 19 March 2018. SvK **MOVED**. FE Seconded. **CARRIED.**

5 September 2018 GSA Board Meeting:
Main Agenda Items:
FGSR Graduate Student Management Solution Awards Database; Actual Expenses for Attendance at the ThinkGRAD Conference, 1-3 August 2018, in Winnipeg, MB: External Relations Travel Expenses; and TD Insurance Meloche Monnex Semi-Annual Report for the Period Ending 30 June 2018: To Receive for Information.

Motions and Agreements:
The GSA Board **RECEIVE FOR INFORMATION** the attached summary of actual expenses incurred through attendance at the ThinkGRAD Conference, 1-3 August 2018, in Winnipeg, MB. SvK **MOVED**. ZP Seconded. **CARRIED.**
That the GSA Board **RECEIVE FOR INFORMATION** the attached semi-annual participation report, as provided by TD Meloche Monnex Insurance. SvK **MOVED**. BR Seconded. **CARRIED.**

12 September 2018 GSA Board Meeting:
Main Agenda Items:
Attendance at the Canadian Mental Health Association (CMHA) Conference, 21-24 October 2018, in Montreal, QC: Estimated Expenses; and Background on GSA Tuition Advocacy.

Motions and Agreements:
That the GSA Board **APPROVE** the estimated expense for one (1) representative of the GSA to attend the Canadian Mental Health Association (CMHA) Conference, 21-24 October 2018, in Montreal, QC as noted below. SvK **MOVED**. MA Seconded. **CARRIED.**

GSA Vice-President Academic
Report to GSA Council for the 17 September 2018 Meeting

To: GSA Council
From: Masoud Aliramezani
Date: 14 September 2018

Dear Council Colleagues,

It seems winter has come a little early this year!

In the past month, I have attended several meetings and I am going to highlight some important ones in this report.

It was a great honor for me to visit so many new graduate students who started their journey here at the U of A. I attended several departmental orientations and had the chance to talk to many new graduate students during these orientations, as well as the GSA Fall Orientation at the end of August. I have received much energy from our new friends. I also had the chance to welcome new students during the Dean of Students Welcome Event.

I attended the General Faculties Council Committee on the Learning Environment (GFC CLE) meeting. I want to let you know that, in the upcoming months, one of the critical topics that the GFC CLE is going to work on is the Teaching Evaluation policy. Teaching evaluation is an important topic for graduate students due to the roles they play as students, and sometimes as teaching assistants (or principal instructors). I will work to ensure that graduate students' rights will be appropriately protected in all aspects of this policy. It was also mentioned in this committee meeting that the Academic Success Centre has reduced its course fees by 50% to make them more affordable for students. You can learn more about their services here.

The General Faculties Council Executive Committee (GFC EXEC) meeting was another meeting that I attended. As new members have joined the GFC standing committees, including the GFC Exec, the committee chair outlined the upcoming topics that will be discussed during GFC EXEC, which include but are not limited to:

- Equity, diversity and inclusion
- Canabis policy
- U of A branding
- Budget model
- *Ad hoc* committee recommendations

GFC EXEC also approved a few new course designators with delegated authority, including:
- New Course Designator of DH (Digital Humanities) in the Faculty of Arts
- New Course Designator of SANSK (Sanskrit) in the Faculty of Arts
- New Course Designator of EPE (Éducation à la petite enfance) in Centre collegial de l'Alberta, Faculté Saint-Jean

Aside from the meetings I attended, I have contacted the University Career Centre and the Undergraduate Research Initiative (URI) to arrange meetings with them to discuss the professional development opportunities they can provide for graduate students. In particular, I am trying to use their help to facilitate graduate student involvement in mentorship programs. I will update you with the results in my next report to GSA Council.

Should you have any questions or comments about this report, please let me know and I will be more than happy to answer. Please do not hesitate to share your suggestions or concerns regarding any academic-related issue you or anyone from your department may have.

Warm Regards,
Masoud Aliramezani, GSA Vice-President Academic

Please find below a list of meetings I attended between 20 August 2018 and 17 September 2018. The meetings were accurate at the time of printing.

22 August	Meeting with D Burshtyn, Faculty of Graduate Studies and Research (FGSR) Interim Dean
24 August	Professional Development Network Meeting
28 August	Departmental Orientation: Kinesiology, Sport, and Recreation
28 August	GSA Fall Orientation
29 August	General Faculties Council Nominating Committee (GFC NC)
29 August	Open Education Resources Advocacy Group Meeting
29 August	Departmental Orientation: Secondary Education
30 August	Departmental Orientation: Civil and Environmental Engineering
30 August	Departmental Orientation: Computing Science
31 August	Departmental Orientation: Anthropology
31 August	Departmental Orientation: Political Science
4 September	Meeting re GSA/Postdoctoral Fellows Association (PDFA) Research Day
4 September	Dean of Students Welcome Event
5 September	General Faculties Council Committee on the Learning Environment (GFC CLE)
6 September	Meeting with D Burshtyn, Faculty of Graduate Studies and Research (FGSR) Interim Dean
7 September	Departmental Orientation: Mechanical Engineering
10 September	General Faculties Council Executive Committee (GFC EXEC)
11 September	GSA Emergency Bursary Appeal
11 September	Meeting with Alumni Association Regarding the GSA Board Strategic Work Plan (SWP)
12 September	GSA Negotiating Team (GSA NT)
12 September	Pathway to Permanent Residency in Canada Session
13 September	Meeting with V Ruetalo, Faculty of Graduate Studies and Research (FGSR) Associate Dean
14 September	Green and Gold Day Parade
17 September	Meeting with C Snyder, Team Lead, Undergraduate Research Initiative
17 September	GSA Faculty of Graduate Studies and Research (FGSR) Council Caucus

GSA Vice-President External
Report to GSA Council for the 17 September 2018 Meeting

To: GSA Council
From: Zhihong Pan
Date: 14 September 2018

Dear Council Colleagues,

Welcome to the new academic year. I wish you good luck on your courses, research, and TA/RAships. Times goes so fast and weather changes so quickly, and it seems we do not have time to enjoy the beautiful green and gold since we are embraced by the first snow. As usual, September is always busy for both students and University Administration. As the VP External of the GSA, September is a month full of energy and positivity. During the last month, I have attended several meetings and been involved with some discussions and I share the highlights with you in this report.

Orientations and Other Welcome Events
As mentioned in the reports from the other Directly-Elected Officers, we have been attending many departmental orientations. It was the first time that I participated in these orientations and it is was fantastic to see so many new faces with happy, hopeful, and positive energy. Through these orientations, many new students get a glimpse of what the GSA is all about and the core services that we have negotiated for them. I also volunteered for the Alumni Council Pep Rally and President's address event, during which we distributed 'Do Great Things' t-shirts to incoming students and the University President delivered an enthusiastic address. Additionally, I volunteered for the 'Dean of Students Welcome Event', where I distributed campus maps and small gifts to welcome new students.

Residence Advisory Committee meeting
During this meeting, we discussed some updates on the internet connectivity Request for Information process. This is an on-going process, and Residence Services is still investigating what kinds of services students living in residences really want. Following these consultations, they will find a supplier according to students' responses. We also further discussed residence association fee collection for graduate students, and the previous GSA Board's survey results on this topic.

Meeting with Stephen Mandel (Leader of the Alberta Party)
As noted in Sasha's report, along with other Alberta Graduate Provincial Advocacy Council (ab-GPAC) representatives, we presented an overview of ab-GPAC and our advocacy work for graduate students, with a specific emphasis on sustainable funding and mental health issues. We also highlighted ab-GPAC's top three priorities for this term: international tuition and fees, indigenization, and professional development and employment. As a non-partisan group, ab-GPAC looks forward to meeting with representatives from all Alberta's political parties.

Housing for Students Who Parent Committee
During this meeting, we discussed the timeline for this project and reviewed the results of the first in-person consultations with student parents. The data shows that in terms of the three primary factors that impact where students who parent and their families live were: affordability, proximity to amenities, and safety. The next consultation will be held next Thursday and, following the consultation, there will be a new online survey. I encourage any students who are parents to participate in those consultations; more information can be found here.

Please feel free to contact if you have any questions or concerns regarding the report.

Sincerely,

Zhihong Pan, GSA Vice-President External

Please find below a list of meetings I attended between 20 August 2018 and 17 September 2018. The meetings were accurate at the time of printing.

23 August	Alberta Student Aid Graduate Scholarships and Awards Stakeholder Engagement
27 August	Institutional Equity, Diversity, and Inclusion Scoping Group Meeting
28 August	GSA Fall Orientation
29 August	Residence Advisory Committee (RAC)
29 August	Thelma Chalifoux Hall Opening Ceremony
30 August	Departmental Orientation: Educational Psychology
30 August	Departmental Orientation: Business PhD
31 August	Departmental Orientation: Resource Economics and Environmental Sociology
31 August	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Governance Committee Meeting
3 September	Alumni Council Pep Rally and President's Address
4 September	Dean of Students Welcome Event
4 September	Departmental Orientation: Computing Science Multimedia Program
6 September	Inaugural Community Engagement Advisory Committee
7 September	Departmental Orientation: Neuroscience
7 September	Departmental Orientation: Art and Design
8 September	Nîpisîy House Opening Ceremony
10 September	Meeting with S Mandel, Leader of the Alberta Party
11 September	Meeting with Alumni Association Regarding the GSA Board Strategic Work Plan (SWP)
12 September	Students Who Parent Working Group
14 September	Departmental Orientation: Medicine
14 September	Green and Gold Day Parade
14 September	Departmental Orientation: Electrical and Computer Engineering
17 September	United Way Committee Meeting

GSA Vice-President Labour
Report to GSA Council for the 17 September 2018 Meeting

To: GSA Council
From: Beth Richardson
Date: 14 September 2018

Dear Council Colleagues,

Welcome back for the 2018-19 school year, and to our new graduate students, welcome! I hope you all have a fantastic fall semester (despite the snow this week). If you want to start your new semester with some socialising, please come to our Fall engagement event on the 4th of October and say hi! More details about this event, and the link to RSVP, can be found on our website.

Tri-Council Research and Data Management Policy: Institutional Response
The University has submitted its institutional response to the Tri-Agency data policy after consultation with academic and non-academic staff, libraries, postdocs, and myself on behalf of graduate students. During the consultation and writing process, I continually advocated for the interests of graduate students, and I am pleased to say that the document reflects the concerns I heard from various GSA members.

Safety, Security and Environmental Health
The Campus Facilities Security and Safety committee is in the process of writing its formal report on security concerns, which were raised by students earlier in the year, and this past Thursday (September 13th), I attended a half-day discussion of the final report's contents. As always, I welcome any comments from graduate students. The committee will continue its work even after the report is submitted, to ensure that safety and security is continually monitored, so please feel free to provide comments even after the report submission.

TA Consultation from the Social Work Team
The U of A Social Work team is looking for strategies to help students access resources for mental health and social support, and they would like to consult with TAs about how these strategies could be implemented in a classroom situation. If you are interested in being involved with these consultations, please keep an eye out for an announcement to be circulated to graduate students.

Collective Agreement Negotiations
I'd like to remind everyone that as per Article 4.02 of the 2016-2018 Collective Agreement, the terms of this agreement will remain in place until a new agreement has been reached. **You should be being paid as normal under the terms of the 2016-2018 agreement.** If anyone has concerns about their pay or has received questions from their Department, please let me know.

Best wishes,
Beth Richardson, your GSA Vice-President Labour

Please find below a list of meetings I attended between 20 August 2018 and 17 September 2018. The meetings were accurate at the time of printing. Please note that I was away 14 August to 2 September 2018.

4 September	Departmental Orientation: Rehabilitation Science
4 September	Departmental Orientation: Native Studies
4 September	Departmental Orientation: Chemical and Mechanical Engineering
5 September	Departmental Orientation: Urban and Regional Planning Program
5 September	Meeting with a Graduate Student
5 September	Meeting with Community Social Workers (CSW)
7 September	Departmental Orientation: History and Classics
7 September	Departmental Orientation: Philosophy
11 September	Meeting with Alumni Association Regarding the GSA Board Strategic Work Plan (SWP)
12 September	GSA Negotiating Team (GSA NT)
12 September	Meeting with a Graduate Student
13 September	Campus Facilities Safety and Security (CFSS) Half-Day Discussion
14 September	Departmental Orientation: Pharmacy
14 September	Departmental Orientation: Physiology

GSA Vice-President Student Services
Report to GSA Council for the 17 September 2018 Meeting

To: GSA Council
From: Fahed Elian
Date: 14 September 2018

Dear Council Colleagues,

September is here, which means campus is full of students again, and there are lots of student orientations and crazy long lines for the coffee shops on campus! The weather is getting cold too. For newcomers, I highly recommend you start shopping for some warm clothes very soon. The fall season in Edmonton is short! Usually leaves turn into yellow, orange, and fall off the tree in three weeks, maybe a month if we are lucky. In the following report, I am happy to share my activities and give a brief update on the meetings that I attended.

Days of Action Committee Meeting

World Suicide Prevention Day was last Monday, 10 September, which is a day of action and falls under this committee's vision and mission. The Days of Action Committee lit up HUB, SUB, and other spots on campus with purple to increase awareness around suicide. The GSA also had a purple light too in our office and shared an online post regarding suicide prevention and awareness. The Days of Action Committee have shown interest in potentially paying for an advertisement including the dates of the Days of Action in the GSA planner for 2019-2020. This issue will be discussed further during my term, and updates on this will be shared with you in the future.

Suicide Prevention Implementation Committee Meeting

211 Alberta is a 24-hour information and referral line that is operated by the Canadian Mental Health Association. It is an online crisis chat that is available in more than 150 languages. For more information about 211 Alberta, check here. The 211 Alberta service reached out to the U of A and asked if the university would like to team up so that 211 would add information about resources that are available on campus to their referral process. This would make student referral and support more efficient. This collaboration is still in-progress. The GSA has also discussed with 211 sharing our services for inclusion in the referral process.

GSA Fall Orientation

I was so pleased and honored to cover for the GSA President Sasha and present the welcome speech for new graduate students who are starting this September. It was my first time to speak in front more than 300 students. The feeling was priceless to stand up and give a talk, welcome our new members, introduce the GSA and its services, and most importantly, to connect with students. The diversity of backgrounds, fields of studies, and perspectives was fascinating. The GSA Fall Orientation had a good turnout this year, and students were able to connect with each other and visit services booths at our info fair. I encourage you to participate in our upcoming social events that we advertise in our weekly newsletter. They are a good opportunity to meet your peers, and perhaps share advice with the new graduate students on campus. The next one is on 4 October and you can find more information about it here.

The Board of Governors Retreat

As Sasha also mentioned in her report, we attended the Board of Governors' dinner and retreat last week. We brought several critical graduate student issues to the Board's attention, including student-supervisor relationships, academia's culture and the power imbalance between students and supervisors, mental health support, tuition fees, and international students' impact on the U of A.

Sincerely,
Fahed Elian, GSA Vice-President Student Services

Please find below a list of meetings I attended between 20 August 2018 and 17 September 2018. The meetings were accurate at the time of printing.

21 August	Days of Action Committee
21 August	Suicide Prevention Implementation Policy Review Subcommittee
21 August	Suicide Prevention Implementation Committee
28 August	GSA Fall Orientation
30 August	Departmental Orientation: Communication Sciences and Disorders
30 August	Departmental Orientation: Nursing
30 August	Thelma Chalifoux Hall Opening Ceremony
31 August	Departmental Orientation: Occupational Therapy
31 August	Departmental Orientation: East Asian Studies
31 August	Departmental Orientation: Linguistics
4 September	Dean of Students Welcome Event
5 September	Departmental Orientation: Psychiatry
5 September	Meeting with Community Social Workers (CSW)
6 September	Departmental Orientation: Dentistry
6 September	Board of Governors (BoG) Retreat Dinner
7 September	Board of Governors (BoG) Retreat
11 September	Meeting with Alumni Association Regarding the GSA Board Strategic Work Plan (SWP)
13 September	Departmental Orientation: Economics
14 September	Green and Gold Day Parade

GSA Nominating Committee (GSA NoC)
Report to GSA Council for the 17 September 2018 Meeting

To: GSA Council
From: Radim Barta
Date: 14 September 2018

Dear GSA Council Colleagues,

The report from the GSA NoC this month is a summary of discussions/decisions the Committee has made since its last report, together with a list of all vacancies filled and those which will be filled shortly.

GSA Policy governing the GSA NoC is located in GSA Bylaw and Policy, Section E: Nominating. As provided for in its Terms of Reference, the GSA NoC has been conducting business via e-mail.

Sincerely,

Radim Barta, Chair of the GSA NoC

GSA Councillor-at-Large By-Election

1)   GSA Councillor-at-Large (1 Graduate Student Position)
There is currently one (1) GSA Councillor-at-Large vacancy for a graduate student. As per GSA Bylaw and Policy, GSA Council fills any remaining positions from nominations forwarded by the GSA NoC (Section I: Elections, GSA Policy, Elections, Section I.POL.16.3). This position was advertised in the GSA newsletters of 31 August and 7 September 2018 with a nomination deadline of 12 September 2018. One (1) nomination was received. There will be a paper ballot vote. **See Item 9a – Nominees for GSA Councillor-at-Large By-Election.**

Council-Elected Officers

1)   GSA Deputy Speaker (1 Graduate Student Position)
As per GSA Bylaw and Policy, "[the GSA NoC] will open nominations for Speaker, Deputy Speaker, CRO, and DRO on or about May 1 of every year by email to every graduate student" and "nominations […] will be submitted in writing to the GSA NoC by May 30 or the next following working day" (Section D: GSA Officers, GSA Bylaw, GSA Officers, Council-Elected Officers, Sections D.BYL.3.1.b and D.BYL.3.1.c). This position was first filled following the June 2018 meeting of GSA Council, but was then vacated as of July 2018. Information regarding this position was circulated in the GSA newsletters of 31 August and 7 September 2018 with a nomination deadline of 12 September 2018. No nominations were received. This position will be advertised again.

GSA Standing Committees

1)   GSA Appeals and Complaints Board (GSA ACB) (1 GSA Council Members and 1 Graduate Student Position)
Information regarding the position for one (1) GSA Council member was circulated on two instances via email to GSA Council with a deadline of 11 September 2018. No nominations were received, so this vacancy will be advertised again. Information regarding the position for one (1) graduate student was circulated on two instances in the GSA newsletter with a deadline of 11 September 2018. One (1) nomination was received. The nominee was then interviewed by GSA NoC Chair Radim Barta and GSA NoC Vice-Chair Kenzie Gordon, both of whom have been trained in procedural fairness by the GSA and have a record of demonstrating impartiality through their work on the GSA NoC. GSA Assistant Director Lisa Hareuther was also present for the interview. During the interview, the nominee was asked a series of questions aimed at assessing their awareness of the basic tenets of procedural fairness and their ability to adjudicate potential cases in accord with those tenets (note as well that all individuals elected to the GSA ACB receive training in procedural fairness). There will be a paper ballot vote. **See Item 9b – Nominee for GSA Appeals and Complaints Board.**

2) <u>**GSA Awards Selection Committee (GSA ASC) (6 Graduate Student Positions)**</u>
Information regarding the positions for six (6) graduate students was circulated on two instances in the GSA newsletter with a deadline of 12 September 2018. Four (4) nominations were received. Additionally, the GSA NoC conducted a directed search which yielded one (1) other nomination, bringing the total number of nominations received to five (5). There will be a paper ballot vote. **See Item 9c – Nominee for GSA Awards Selection Committee.**

3) <u>**GSA Elections and Referenda Committee (GSA ERC) (2 Graduate Student Positions)**</u>
Information regarding the positions for two (2) graduate students was circulated on two instances in the GSA newsletter with a deadline of 12 September 2018. One (1) nomination was received. There will be a paper ballot vote. **See Item 9d – Nominee for GSA Elections and Referenda Committee.**

4) <u>**GSA Budget and Finance Committee (GSA BFC) (1 GSA Council Member Position)**</u>
Information regarding the position for one (1) GSA Council member was circulated on two instances via email to GSA Council with a deadline of 12 September 2018. No nominations were received, so this vacancy will be advertised again.

<div align="center"><u>**External Committees**</u></div>

1) <u>**Faculty of Agricultural, Life & Environmental Sciences Dean Review Committee (1 ALES Graduate Student Position)**</u>
A Review Committee for the Dean of ALES is being struck by the Provost's Office. University of Alberta Policies and Procedures Online (UAPPOL) outlines that the four (4) the departmental graduate students' associations in ALES will select and forward one nominee each for the GSA Council to consider and elect the representative to serve on the ALES Dean Review Committee. The GSA received four (4) nominees total, one from each of the departments of Human Ecology; Renewable Resources; Resource Economics and Environmental Sociology; and Agricultural, Food, and Nutritional Science. There will be a paper ballot vote. **See Item 9 – Nominee for ALES Dean Review Committee.**

2) <u>**Faculty of Graduate Studies and Research (FGSR) Council (25 Graduate Student Positions)**</u>
Information regarding the positions for twenty (20) graduate students to serve as Councillor and five (5) graduate students to serve as Alternate was circulated on two instances in the GSA newsletter with a deadline of 29 August 2018. Fifteen (15) nominations were received for the position of Councillor, and no nominations were received for Alternate. **Harshita Arora (AFNS), Dylan Ashley (Computing Science), Bishoi Aziz (Medicine), Hayden Danyluk (Surgery), Kim Ho (Pediatrics), Kawalpreet Kaur (AFNS), Maryam Kebbe (Pediatrics), Alleson Mason (Educational Policy Studies), Fatemeh Razavi (Mechanical Engineering), Kevin Solar (Biomedical Engineering), Catherine Stewart (Surgery), Mostafa Tawfeek (Civil and Environmental Engineering), Andrew Woodman (Pharmacology),** and **Tony Zheng (Civil and Environmental Engineering)** were elected to serve on the FGSR Council.
Information regarding the remaining vacant positions for six (6) graduate students to serve as Councillor and five (5) graduate students to serve as Alternate was circulated on two instances in the GSA newsletter with a deadline of 12 September 2018. Five (5) nominations were received for Councillor. The names of the elected candidates will be reported to GSA Council for the 15 October 2018 meeting.

3) <u>**General Faculties Council (GFC) (2 Graduate Student Positions)**</u>
Information regarding the positions for two (2) graduate students on GFC was circulated on three instances in the GSA newsletter with a nomination deadline of 29 August 2018. Five (5) nominations were received. **Braulio Garza (Surgery)** and **Kawalpreet Kaur (AFNS)** were elected to serve on GFC.

4) <u>**Medicine and Dentistry Faculty Council (Total of 3 Faculty of Medicine and Dentistry Graduate Student Positions)**</u>
Information regarding the positions for three (3) Faculty of Medicine and Dentistry graduate students (with one (1) position designated for a graduate student from a Basic Science department, one (1) position for a graduate student from a Clinical department, and one (1) position for a student from Dentistry and Dental Hygiene) was circulated to graduate students in the Faculty of Medicine and Dentistry via email on two instances with a nomination deadline of 20 August 2018. Two (2) nominations were received for the position for one (1) graduate student from a Basic Science department, and **Kevin Solar (Biomedical Engineering)** was elected. Six (6) nominations were received for the position for one (1) graduate student from a Clinical department, and **Ashley Newbigging (Laboratory Medicine and Pathology)** was elected. No nominations were received for the one (1) position for a student from Dentistry and Dental Hygiene and

as such information about this position was re-circulated to graduate students in Dentistry and Dental Hygiene with a nomination deadline of 6 September 2018. One (1) nomination was received for the one (1) position for a student from Dentistry and Dental Hygiene and **Daniela Roth (Oral Biology)** was elected.

Current Vacancies

1) General Faculties Council (GFC) (1 Graduate Student Positions)
Information regarding the position for one (1) graduate student on GFC was circulated in the GSA newsletters of 7 September and 14 September 2018 with a deadline of 19 September 2018.

2) Arts Faculty Council and Associated Committees (11 Faculty of Arts Graduate Student Positions)
Information regarding the positions for eleven (11) Faculty of Arts graduate students was circulated to graduate students in the Faculty of Arts via email on two instances with a nomination deadline of 19 September 2018.

3) Science Faculty Council (2 Faculty of Science Graduate Student Positions)
Information regarding the positions for two (2) Faculty of Science graduate students was circulated to graduate students in the Faculty of Science via email on two instances with a nomination deadline of 17 September 2018.

GSA Executive Director
Report to GSA Council for the 17 September 2018 Meeting

To: GSA Council
From: Courtney Thomas
Date: 14 September 2018

Dear GSA Council Members,

Below is a snapshot of the GSA office staff that we regularly share with GSA Council so that members can learn more about who we are, our backgrounds, and what our jobs entail.

GSA Administrative/Professional Staff

Courtney Thomas: Executive Director, BA Honours and MA History (U of A), PhD History and Renaissance Studies (Yale) (FT)
I came to the GSA with three years' experience working in U of A governance and experience teaching at MacEwan University (and published my first monograph this past fall). After serving at the GSA as Director of Services and Governance for several years, I was appointed Executive Director (ED) and now oversee the GSA staff (we have a dynamic staff team that regularly dissolves into problem-solving teams under my direction), the GSA office, and the GSA's corporate infrastructure. My other direct responsibilities include overseeing the GSA's corporate commitments; administration of governance and fair process protocols; managing the GSA's finances (I head the Financial Team); supporting elections and the nominating process; and overseeing the Early Call for Talent and the annual transition of elected officials. I am also the Coordinator of GSA Council and the GSA Board and oversee initiatives related to the GSA Board Strategic Work Plan.

Julie Tanguay: Associate Director, BA Psychology (Laval), LLB and JD (Université de Montreal) (FT)
Julie assists with the coordination of the GSA Board and other GSA standing committees. She also serves as the GSA's privacy officer labour professional, assisting the Vice-President Labour with their portfolio and working with graduate students experiencing complex issues and in need of support. Julie is involved with the processing of GSA grants, bursaries, and awards, and has oversight of nominating and elections processes. Julie utilizes her legal training to assist with the management of the GSA's corporate documents, contracts, and agreements. She also works on the management of the GSA's website and is the point person for GSA services, such as the Health and Dental Plan and the Graduate Student Assistance Program.

Lisa Hareuther: Assistant Director, BA in Anthropology (U of A), MA Anthropology (SFU) (FT)
Lisa previously worked for the GSA for 3.5 years and came back in 2017 after a two-year period of working for ASET. Lisa assists with the coordination of GSA Council, as well as other GSA standing committees. She supports GFC Caucus, FGSR Caucus, and works with Julie on nominating and elections processes. Lisa also supports internal and external advocacy, assists with the development of the GSA Board Strategic Work Plan, represents the GSA on internal and external U-Pass committees along with the GSA Vice-President Student Services, and provides assistance on issues related to GSA services. Lisa works closely with other members of the GSA staff team to provide assistance and research as required for the GSA Directly-Elected Officers.

Shirley Ball: Accountant, CPA (CA), Bachelor of Business Administration (PT) and Dorte Sheikh: Financial Manager, BA Anthropology (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' prior experience in the Registrar's Office. She handles invoicing, payments, and banking and payroll matters. Shirley and Dorte work on the GSA's finances and budgets, financial reporting to GSA Council, and our annual external audit.

GSA Support Staff (represented by NASA with their own Collective Agreement)

Laura Taras: Executive Coordinator and Communications Specialist, BFA (U of A), Bachelor of Applied Communications (MacEwan) (FT)
Laura has extensive experience in not-for-profit office administration, design, and marketing. At the GSA, Laura schedules GSA Directly-Elected Officers. She prepares agendas for weekly meetings with the President; is Secretary to the GSA Board; manages the GSA's information retrieval system; organizes the annual transition of elected officials; handles communications and social media, and prepares the weekly newsletter. She also deals with Front Desk enquiries.

Fiona Robertson: Outreach Coordinator, BA Anthropology (U of S), MA Anthropology (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 awards, grants, and bursaries; plans and manage all GSA events; works with departmental GSAs; acts as a GSA Council Secretary; and deals with Front Desk enquiries.

Mahsa Toghrai: Nominating and Elections Specialist, BA Psychology (U of A) (FT)
Mahsa joined the GSA in August 2016 as the Nominating and Elections Specialist. Mahsa supports the GSA Nominating Committee, the Early Call for Talent, and the GSA Elections and Referenda Committee. She drafts materials related to elections and nominating processes and manages requests from Administration for graduate representatives on committees, task forces, etc. Mahsa also deals with Front Desk enquiries and the GSA's Instagram profile.

As always, the detailed management reports submitted weekly to the GSA Board are attached and we are happy to respond to any questions Councillors may have.

Best,
Courtney Thomas, Executive Director

Management Report to the GSA Board, 29 August 2018

Management has been engaged with the following issues since the last GSA Board meeting on 15 August 2018:

<u>Strategic</u>

- Strategic discussions about the format and presentation of SWP updates to GSA Council.

- Preparing for an upcoming meeting of the GSA Governance Committee.

- Developing a "definitions" section for each section of GSA Bylaw and Policy and continuing with a comprehensive review of GSA Bylaw and Policy for needed editorial updates, etc.

- Discussing collaborations between the GSA and Faculty Club (recent meeting a consultant working with the Faculty Club who requests feedback from the GSA Board).

- Beginning the planning process associated with the 2018 Early Call for Talent and Training.

- Work associated with changes to the Collective Agreement and supporting negotiations processes.

<u>Grants and Office Operations</u>

- Scheduling GSA departmental/unit orientations (48 are scheduled, the most we've ever done) and preparing for Fall Orientation.

- Various updates to the GSA website and setting up the GSA's Instagram account and developing content.

- Working on a recently filed appeal of a GSA Emergency Bursary decision.

- Comprehensive clean up of the office's hardcopy files.

- Opening of the application period for the Government of Alberta Graduate Citizenship Award and planning a replenishment of the GSA Awards and Selection Committee.

- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (concluding the search for representatives for the Faculty of Graduate Studies and Research Dean Selection Committee, continuing the Faculty of Medicine and Dentistry Council election, and working on the elections for the Faculty of Graduate Studies and Research Council and General Faculties Council).

- Ongoing redesign of the weekly GSA newsletter (almost completed) and updating all GSA 101 and orientation presentations with redesigned slides and thinking about a redesign of the GSA poster.

- Facebook = 1,207 likes (up 43 from 15 August); Facebook posts reached 2,219 users this week and our "post engagement" count was 128. Twitter = 874 followers (up 6 from 15 August); our tweets earned 1,700 "impressions" over the last week.

- GSA Academic Travel Awards = new funding period started 1 July; GSA Child Care Grants = new funding period started at 8 am on 1 July and closed at 10:30 am that same day; GSA Emergency Bursaries = new funding year started 1 April (there are no funding periods for GSA Emergency Bursaries); GSA Graduate Student Group Grant = new funding period started 1 July.

Management Report to the GSA Board, 5 September 2018

Management has been engaged with the following issues since the last GSA Board meeting on 29 August 2018:

<u>Strategic</u>

- Meeting with the President and Vice-Presidents to assist in drafting the first Board SWP update to GSA Council.

- Developing a "definitions" section for each section of GSA Bylaw and Policy and continuing with a comprehensive review of GSA Bylaw and Policy for needed editorial updates in preparation of an upcoming meeting of the GSA Governance Committee.

- Cross-training staff in the work of the GSA Nominating Committee, the GSA Awards Selection Committee, the GSA Faculty of Graduate Studies and Research Council Caucus, and the GSA General Faculties Council Caucus.

- Meeting with the Post-Doctoral Fellows Association to discuss collaborating on their annual Research Day event.

- Beginning the planning process associated with the 2018 Early Call for Talent and Training and the 2019 General Election.

- Work associated with changes to the Collective Agreement and supporting negotiations processes.

<u>Grants and Office Operations</u>

- GSA departmental/unit orientations.

- Developing a front desk primer on graduate student fees to better assist graduate students visiting the GSA with questions.

- Preparing for the first mailing of GSA Council material.

- Organizing a hearing for an appeal of a GSA Emergency Bursary decision.

- Opening of the application period for the Government of Alberta Graduate Citizenship Award and planning a replenishment of the GSA Awards and Selection Committee.

- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (concluding the elections for membership on the Standing Committee on Convocation and General Faculties Council, electing representatives for the Faculty of Graduate Studies and Research Council and the Faculty of Medicine and Dentistry Council, and filling vacancies on the GSA Appeals and Complaints Board, the GSA Budget and Finance Committee, the GSA Awards Selection Committee, and the GSA Elections and Referenda Committee, and working on filling Councillor-at-Large vacancies and the position of Deputy Speaker).

- Ongoing redesign of the weekly GSA newsletter (almost completed) and updating all GSA 101 and orientation presentations with redesigned slides, and thinking about a redesign of the GSA poster.

- Facebook = 1,230 likes (up 21 from 29 August); Facebook posts reached 1,330 users this week and our "post engagement" count was 708. Twitter = 882 followers (up 8 from 29 August); our tweets earned 9,400 "impressions" over the last week.

- GSA Academic Travel Awards = new funding period started 1 July; GSA Child Care Grants = new funding period started at 8 am on 1 July and closed at 10:30 am that same day; GSA Emergency Bursaries = new funding year started 1 April (there are no funding periods for GSA Emergency Bursaries); GSA Graduate Student Group Grant = new funding period started 1 July.

Management Report to the GSA Board, 12 September 2018

Management has been engaged with the following issues since the last GSA Board meeting on 5 September 2018:

<u>Strategic</u>

- Review of meeting materials for upcoming meetings of various University committees.

- Meeting with the Vice-Presidents to assist in drafting the first Board Strategic Work Plan update to GSA Council.

- Pre-meetings for upcoming meetings with Alumni and University of Alberta International to discuss the GSA Board Strategic Work Plan.

- Updating training materials for GSA Appeals and Complaints Board members with new fair process scenarios.

- Developing a "definitions" section for each section of GSA Bylaw and Policy and continuing with a comprehensive review of GSA Bylaw and Policy for needed editorial updates in preparation of an upcoming meeting of the GSA Governance Committee.

- Planning GSA events for the fall (including a Halloween event for graduate student parents with young children).

- Planning for the upcoming CAGs conference (the GSA will be submitted an abstract for a poster session).

- Beginning the planning process associated with the 2018 Early Call for Talent and Training and the 2019 General Election.

- Work associated with changes to the Collective Agreement and supporting negotiations processes.

<u>Grants and Office Operations</u>

- GSA departmental/unit orientations (winding down now).

- Developing a front desk primer on graduate student fees to better assist graduate students visiting the GSA with questions.

- Circulating the first mailing of GSA Council material.

- Assisting with a hearing for an appeal of a GSA Emergency Bursary decision.

- Replenishment of the GSA Awards and Selection Committee.

- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (vacancies on General Faculties Council, the Faculty of Graduate Studies and Research Council, the GSA Appeals and Complaints Board, the GSA Budget and Finance Committee, the GSA Awards Selection Committee, and the GSA Elections and Referenda Committee, and working on filling Councillor-at-Large vacancies and the position of Deputy Speaker).

- Facebook = 1,237 likes (up 7 from 5 September); Facebook posts reached 4 users this week and our "post engagement" count was 81. Twitter = 888 followers (up 6 from 5 September); our tweets earned 2,300 "impressions" over the last week.

- GSA Academic Travel Awards = new funding period started 1 July; GSA Child Care Grants = new funding period started at 8 am on 1 July and closed at 10:30 am that same day; GSA Emergency Bursaries = new funding year started 1 April (there are no funding periods for GSA Emergency Bursaries); GSA Graduate Student Group Grant = new funding period started 1 July.