

GSA Council Meeting AGENDA
Monday, 16 November 2020 at 6:00 pm
Held online via Zoom

The GSA respectfully acknowledges that the University of Alberta is located on Treaty 6 territory, traditional lands of First Nations and Métis people.

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. Any additional substantive material received after this mailing will be emailed as soon as possible.

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

Speaker Pranidhi Baddam in the Chair

OPEN SESSION

**Attached
Numbered Pages**

1. Approval of the 16 November 2020 Agenda (*suggested time: 1 min*)
2. Approval of the Minutes from the 19 October 2020 GSA Council Meeting (*suggested time: 1 min*)
Attachment:
 - i. Minutes from the 19 October 2020 GSA Council Meeting
3. Changes in GSA Council Membership (*suggested time: 1 min*)
 - i. Introduction of New GSA Council Members (*If you are new to GSA Council, please let us know it is your first meeting*)
 - ii. Farewell to Departing GSA Council Members (*If this is your last GSA Council meeting, or if your last GSA Council meeting is approaching, please let us know*)

2.0 - 2.6

GSA Council Member Announcements

4. GSA Council Member Announcements (*suggested time: 5 min*)

Action Items

5. 2019-2020 GSA Audited Financial Statements (*suggested time: 20 min*)
Marc Waddingham (President) will present the item and introduce the guests.

Guests: Tom Gee (GSA Auditor; MBA, FCA, RSM Canada) and Melissa Gee (CPA, CA, CMC, RSM Canada)

GSA BFC Members Who Are Members of GSA Council: M Waddingham (President and GSA BFC Chair); U Nimmathi (Vice-President Labour and GSA BFC Vice-Chair); O Ekambaram (Chemical and Materials Engineering); M Cascadden (Business PhD)

GSA BFC Members Invited to GSA Council as Guests: G Grewal

Attachments:

- i. Outline of Issue
 - ii. 2019-2020 GSA Audited Financial Statements
6. 2020-2021 GSA Fall Term Budget and Expenditure Report (*suggested time: 15 min*)
Marc Waddingham (President and Chair of the GSA BFC) will present the item.
- Attachments:*
- i. Cover Letter from the President and Chair of the GSA BFC to GSA Council
 - ii. Outline of Issue
 - iii. 2020-2021 GSA Fall Term Budget and Expenditure Report

5.0

**1-17 (Original
Pagination)**

6.0

6.1

6.2 - 6.3

Prepared by C Thomas and E Heiberg for GSA Council 16 November 2020

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|-----------|--|-------------|
| iv. | 2020-2021 GSA Operating Budget Narrative | 6.4 - 6.15 |
| v. | 2020-2021 GSA Restricted and Other Funding Narrative | 6.16 - 6.17 |
| 7. | 2021 Graduate Student Assistance Program Referendum Question (<i>suggested time: 15 min</i>)
Michael Huang (Chief Returning Officer) will present the item. | |
| | <i>Attachments:</i> | |
| i. | Outline of Issue | 7.0 |
| ii. | 2021 Graduate Student Assistance Program Referendum Question | 7.1 |
| 8. | 2021 U-Pass Referendum Question (<i>suggested time: 15 min</i>)
Michael Huang (Chief Returning Officer) will present the item. | |
| | <i>Attachments:</i> | |
| i. | Outline of Issue | 8.0 |
| ii. | 2021 U-Pass Referendum Question | 8.1 - 8.3 |
| 9. | Recommended Addition to GSA Bylaw and Policy, Section F: GSA Standing Committees (<i>suggested time: 15 min</i>)
Marc Waddingham (President) will present the item. | |
| | <i>Attachments:</i> | |
| i. | Outline of Issue | 9.0 |
| ii. | GSA EDIC Terms of Reference – Track Changes | 9.1 - 9.2 |

Elections

- 10. GSA Council Elections (*suggested time – 2 min*)
Nadia Daniel (GSA Nominating Committee Member) will present the item.**

GSA Standing Committees

- a. GSA Appeals and Complaints Board (GSA ACB) (1 vacancy)

Attachment:

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| i. | Nominees for the GSA ACB – GSA Member Position (1 vacancy) | 10.0 - 10.1 |
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Reports (*suggested time – 20 min inclusive*)

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| 11. President (Marc Waddingham, President) | |
| i. | President's Report 11.0 - 11.2 |
| ii. | GSA Board Report 11.3 |
| iii. | GSA Budget and Finance Committee Report 11.4 |
| iv. | GSA Governance Committee Report 11.5 |
| 12. Vice-President Academic (Sachiketha Reddy, Vice-President Academic) | |
| i. | Vice-President External's Report 12.0 - 12.2 |
| 13. Vice-President External (Anas Fassih, Vice-President External) | |
| i. | Vice-President External's Report 13.0 - 13.1 |
| ii. | GSA Awards Selection Committee Report 13.2 |
| 14. Vice-President Labour (Umesh Nimmathi, Vice-President Labour) | |
| i. | Vice-President Labour's Report 14.0 - 14.1 |
| ii. | GSA Labour Relations Committee Report 14.2 |
| 15. Vice-President Student Services (Sridhar Parasharamatham, Vice-President Student Services) | |
| i. | Vice-President Student Services' Report 15.0 - 15.1 |

- 16. Senator (**Marla Palakkamanil, Senator**)
 - i. Senator's Report (**no written report at this time**)
- 17. Speaker (**Pranidhi Baddam, Speaker**)
 - i. Speaker's Report (**no written report at this time**)
- 18. Chief Returning Officer (**Michael Huang**)
 - i. Chief Returning Officer's Report **18.0**
- 19. GSA Nominating Committee (**Kenzie Gordon, GSA Nominating Committee Chair**)
 - i. GSA Nominating Committee Report **19.0 - 19.1**
- 20. GSA Elections and Referenda Committee (**Jennifer Bertrand, GSA Elections and Referenda Committee Chair**)
 - i. GSA Elections and Referenda Committee Report **20.0**
- 21. GSA Management (**Courtney Thomas, Executive Director**)
 - i. Executive Director's Report **21.0 - 21.3**

Question Period

- 22. Written Questions (**none received**)
- 23. Oral Questions

Adjournment

GSA Council Meeting MINUTES
Monday, 19 October 2020 at 6:00 pm
Held online via Zoom

IN ATTENDANCE:

Marc Waddingham (President)	Allan Yarahmady (Biochemistry)	Jessica Kennedy (Human Ecology)	Matthew Benson (Ophthalmology)
Sachiketha Reddy (VP Academic)	Jessica Grenke (Biological Science)	M Idrees Afzal (Internetworking)	Shubham Soni (Paediatrics)
Anas Fassih (VP External)	Ashmita De (Biomedical Engineering)	Matthew Ormandy (KSR)	Erika Poitras (Pharmacology)
Umesh Nimmathi (VP Labour)	Georgio Cheruvellil (Business MBA)	Janet Zhou (Laboratory Medicine & Pathology)	Hamdah Al Nebaihi (Pharmacy & Pharmaceutical Sciences)
Sridhar Parasharamatham (VP Student Services)	Maggie Cascadden (Business PhD)	Jenn Laskosky (Library & Information Studies)	Spencer Hayden (Philosophy)
Pranidhi Baddam (Speaker)	Kazuki Ueda (Cell Biology)	Matt Kelley (Linguistics)	Kimberly Dice; Zoe Frank (Physical Therapy)
Priyanka Maripuri (Deputy Speaker)	Omnath Ekambaram (Chemical & Materials Engineering)	Nishant Agrawal (Mathematical & Statistical Sciences)	Clinton Potts (Physics)
Michael Huang (Chief Returning Officer)	Arsh Hazrah (Chemistry)	Shahed Taghian Dehaghani (Mechanical Engineering)	Maura Roberts (Political Science)
Marla Palakkamanil (Senator)	Kalvin Eng (Computing Science)	Erin O'Neil (Media and Technology Studies)	Precious Amusan (Psychiatry)
Neslihan Akpınar (Councillor-at-Large)	Collette Slevinsky (Drama)	Adrienne Watson (Medical Genetics)	Connor Lambert; Ruby Prinsen (Psychology)
Dylan Ashley (Councillor-at-Large)	Avni Patel (Earth & Atmospheric Sciences)	Julia May (Medical Microbiology & Immunology)	McKenzie Tilstra (Public Health)
Nadia Daniel (Councillor-at-Large)	Alexandra San Diego (East Asian Studies)	Danielle Munsterman (Medicine)	Justine Lejoly (Renewable Resources)
Tejasai Kommanpalli (Councillor-at-Large)	Jasen Aussant (Economics)	Treesa Friesen (MLCS)	Michael Huang (REES)
Zeenat Ladak (Councillor-at-Large)	Yan Sun (Educational Policy Studies)	Leah Hrycun (Native Studies)	Robert Piazza (Secondary Education)
Yashita Singh (Councillor-at-Large)	Lauren Trafford (Educational Psychology)	Charbel Baaklini; Noam Steinberg (Neuroscience)	Manzah Yankey (Sociology)
Md Solimul Chowdhury (Councillor-at-Large)	Donny Cheng (Electrical & Computer Engineering)	Laura Reifferscheid (Nursing)	Lindy Schaffrick (Surgery)
Muhammad Zubair (Councillor-at-Large)	Yina Liu (Elementary Education)	Neha Jaswal (Occupational Therapy)	
Kyla Cangiano (Anthropology)	Samantha Blais (History, Classics, & Religious Studies)	Braden Chow (Oncology)	

Guests: Bill Flanagan (President), Dr. Steven Dew (Provost and Vice-President Academic), Rob Munro (Executive Lead, Service Excellence Transformation); Julianna Stern (GSA DRO candidate, Public Health); Sophie Shi (GSA DRO candidate, Chemical and Materials Engineering).

Speaker Pranidhi Baddam in the Chair.

The meeting was called to order at 6:01 pm. Speaker acknowledged the Traditional Territory of Treaty Six.

Prepared by F Robertson and M Toghrai for GSA Council 19 October 2020

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Approval of Agenda**1. Approval of the 19 October 2020 Consolidated Agenda**

Members had before them the 19 October 2020 Consolidated Agenda, which had been previously distributed on 16 October 2020. J Kennedy **MOVED**; N Daniel **SECONDED**.

Motion **PASSED** unanimously.

Approval of Minutes**2. Minutes from the 21 September 2020 GSA Council Meeting**

Members had before them the 21 September 2020 GSA Council meeting minutes, which had been previously distributed on 8 October 2020. J Kennedy **MOVED**; M Kelley **SECONDED**.

Motion **PASSED** unanimously.

Changes in GSA Council Membership**3. Changes in GSA Council Membership**

- i. **Introduction of New GSA Council Members:** It was the first meeting for L Hrycun (Native Studies), Z Frank (Physical Therapy), K Ueda (Cell Biology), A Patel (Earth & Atmospheric Science), E O'Neil (Media & Technology Studies), and M Kelley (Linguistics).
- ii. **Farewell to Departing GSA Council Members:** This was the last meeting for A San Diego (East Asian Studies) and S Taghian Dehaghani (Mechanical Engineering).

GSA Council Member Announcements**4. GSA Council Member Announcements**

M Waddingham (President) presented a variety of professional development opportunities for graduate students:

- BioAlberta Student Roundtables on Experiential Learning (joshua@bioalberta.com)
- Edmonton Startup Week (<https://www.edmontonstartupweek.com/>)
- FGSR Innovation Gap Series (<https://www.ualberta.ca/graduate-studies/professional-development/events>)

Discussion Item**5. University of Alberta Academic Restructuring Initiative Update**

M Waddingham (President) presented the item and introduced the guests, Dr. B Flanagan (President and Vice-Chancellor), Dr. S Dew (Provost and Vice-President Academic), and R Munro (Service Excellence Transformation (SET) Executive Lead).

S Dew provided members with context on the University of Alberta for Tomorrow (UAT) initiative, which had come about as a response to significant budgetary cuts delivered by the province. UAT would aim to not just save money, which was a necessity, but also to set the University up for long-term success and shape the institution into a more nimble state. UAT was therefore divided into two branches; the first, led by the Academic Restructuring Working Group (ARWG), would look at economies of scale and would be moving the University towards more interdisciplinary units rather than specialized ones. The second, Service Excellent Transformation (SET), would build on those economies of scale and would refine the administrative work of the University. To give a specific example, services would be more centralized and consistently delivered through a single student centre that would be designed to address the broad range of student services currently offered by a number of separate units.

The ARWG had already published an [Interim Report](#) and put forth 3 scenarios for the consideration by and feedback from the University community. Scenario A would see the five existing health sciences faculties (Nursing, Public Health, Rehabilitation Science, Pharmacy, and Kinesiology, Sport, & Recreation) consolidated into one faculty, in an arrangement that was not uncommon across the U15 Group of Canadian Research Universities. The impact on the bottom line, in this scenario, would be modest. Scenario B would see academic units arranged into Tri-Council funding agency configuration with Campus Saint-Jean, Augustana, and Native Studies remaining as stand-alone faculties. Scenario C would see a Medicine and Dentistry faculty, a Health Sciences faculty, an Applied Sciences faculty, and an Arts & Sciences faculty, with Business, Education, Law, Augustana, Campus Saint-Jean, and Native Studies operating as a shared division.

S Dew also noted that University administration had been engaged in consultation and community feedback for approximately a month, in the form of town halls, direct engagement with student associations, as well as faculty roundtables.

R Munro then took the floor, noting that, traditionally, budget cuts lead to vertical job cuts across the University but given the sheer scope of current cuts, such cuts across the board would destabilize individual units and jeopardize the operation of academic and student services. The existing budget cuts expected by the University would result in the loss of approximately 1,000 positions over the next three years. The Service Excellence Steering Committee (SESC) brought a [preferred administrative](#)

[operating model](#) to the 16 October 2020 meeting of Board of Governors (BoG) and had received its approval. This operating model, which embodied a service excellent mentality, included five different elements: service centres (two; one for staff, one for students), centres of excellence, function-specific service partners, faculties, and a universal transaction processing hub. The next step would involve the specific design of each of these elements and require student engagement. This would include, potentially, a student pulse survey.

Members raised a number of points and/or questions in the ensuing discussion, including, among others:

- How the universal service centres would function (the design stage was tasked with developing a self-serve function that would address most inquiries; those outside of the scope of the self-serve function would be directed to the next “tier” wherein they would receive more specialized support),
- How this universal service centre would be expected to be effective given that students often received the best advice and support from administrative staff in their specific units (faculties would continue to have some of their resources, including their own advisors, but the centralized service centres would be designed to incorporate expertise from a broad range of administrative staff to meet the unique needs of students);
- What evidence, if any, there was to support the efficacy and success of centralized service centres (evidence suggested an initial dip in performance followed by an increase to either pre-transformation performance, or better);
- Given the need to eliminate 1,000 positions in the next three years, whether faculties could expect an equal distribution among them (this would depend on the current operations of each faculty—those operating “leanly” would see a smaller impact, while others could expect more losses);
- What students who were traditionally off-campus could expect in terms of their access to centralized service centres (this would remain to be seen but was a prominent concern at the design stage);
- How the Faculty of Graduate Studies and Research (FGSR) was being addressed since it was not included in any of the models presented to students thus far (FGSR was unique in that its faculty members had their “home” in other faculties, so FGSR’s function was not subject to the restructuring; the role of FGSR, following the restructuring, could be a growing one but will certainly encompass student advising, bettering student experience, professional development, and so on);
- Whether scenarios A and C were initially considered truly viable, given that they seemed designed to be non-optimal choices (scenarios A and C were certainly not as ambitious as scenario B and the scenarios represented the journey that the restructuring discussion had undergone, and an initial concern in devising the scenarios was that there would be no appetite for a scenario as drastic as scenario B; however, it had been received fairly well by the community and there had been no significant resistance to a drastic amalgamation of administrative units, though there had been some valuable feedback including, as an example, the representatives from the School of Business who had indicated a preference for amalgamation with natural sciences units, should scenario B come to pass);
- What rationale there was for excluding representatives from the Non-Academic Staff Association (NASA) and the Association of Academic Staff (AASUA) from ARWG and SET (while all University stakeholders had been included in discussions and consultations with senior University administration, SET and ARWG had a mandate to represent the interests of the whole University community while, as unions, NASA and AASUA by definition had a responsibility to only their members);
- What aspects of the University experience were at risk of being diminished by budget cuts of this magnitude (a tough question to answer at this stage but certainly the goal of UAT was to maintain all the aspects of the University experience, and B Flanagan expressed a desire to see none diminished, but rather sustained and perhaps even improved); *and*
- What current and prospective students could expect from the University in the longer term, given the provincial government’s seeming disregard for the value of postsecondary education, research, and innovation (while the University was disappointed by the provincial government’s stance, it was important to note that governments last for three or four years while Universities last for hundreds of years and UAT was about securing the institution’s longevity even in the face of turbulence, with the expectation that this deficit of resources would not last forever and the University would be in the position to grow in the future);

In closing, presenters reminded students that a number of faculty roundtables were upcoming and encouraged them to attend. The schedule for these could be found on the [U of A for Tomorrow webpage](#). Additionally, M Waddingham noted he was happy to meet with graduate students at the departmental level to further discuss their feedback about these matters and that the GSA would host another town hall on this topic in November.

6. GSA Board Strategic Work Plan 2020-2021: Update to GSA Council

Marc Waddingham (President) presented the item and reviewed the GSA Board Strategic Work Plan (SWP) for the benefit of new members, noting that it was a living document for goals, vision statements, and stakeholder commitments that would guide the GSA executives as they conduct the business of the organization. It was intended to be flexible to incorporate new

Prepared by F Robertson and M Toghrai for GSA Council 19 October 2020

priorities as they arise, such as working to navigate the pandemic and subsequent responses. Another update would be provided in January.

M Waddingham next highlighted several elements of the report, beginning with the establishment of a GSA Equity, Diversity, and Inclusion Committee, which would provide strategic input and direction for the GSA and make recommendations to GSA Council. This committee would allow us to critically analyze the way the GSA conducts business, identify blind spots, and encourage as diverse representation as possible. MW noted that the GSA was finishing its first round of Professional Development experiential learning roundtables. The Vice-President Academic also had a seat on the U of A Innovation Network, which would help connect graduate student with new opportunities.

Other highlights included the ongoing negotiations for the GSA Collective Agreement and next U-Pass agreement, increased social media presence of the GSA President and Vice-Presidents, increased emergency bursary funds distributed to assist graduate students impacted by COVID-19, the GSA's virtual events launched to replace in-person events for Fall 2020, enhanced GSA Health and Dental coverage, support for the Michener Park closure, the President's involvement in the ARWG, continued involvement with the Alberta Graduate Provincial Advocacy Council, building advocacy and relationships with the Graduate Student Internship Program, and continued support for FGSR's Graduate Supervisory Excellence Initiative.

Members asked for an update on work aimed at the prevention of sexual violence on campus, and whether this was included in the SWP. M Waddingham explained that this would fall generally under the Support heading in the SWP and that the GSA was involved in a number of initiatives and committees on campus and at the provincial advocacy level. While it was not mentioned explicitly in the SWP, the GSA was actively engaged with partners and stakeholders (including the Students' Union) to address this ongoing issue.

Action Item

7. Recommended Changes to GSA Bylaw and Policy Section O: GSA Recognition Awards

Anas Fassih (Vice-President External) presented the item.

MOTION BEFORE GSA COUNCIL: That GSA Council, on the unanimous recommendation of the GSA Awards Selection Committee, **APPROVE** recommended changes to GSA Bylaw and Policy, Section O: GSA Recognition Awards, as shown in the attached document and effective upon approval by GSA Council.

A Fassih explained that this recommended change introduced a new GSA Recognition Award into GSA Bylaw and Policy that would recognize graduate students who go above and beyond to improve the graduate experience for their peers. The new award would be based around the three criteria listed in the attached material and would be adjudicated, along with the other GSA Recognition Awards, by the GSA Awards Selection Committee. Two awards would be conferred, valued at \$750 each.

MOTION: That GSA Council, on the unanimous recommendation of the GSA Awards Selection Committee, **APPROVE** recommended changes to GSA Bylaw and Policy, Section O: GSA Recognition Awards, as shown in the attached document and effective upon approval by GSA Council. R Piazza **MOVED**; J Kennedy **SECONDED**.

Motion **PASSED**. One opposed.

Elections

8. GSA Council Elections

Nadia Daniel (GSA Nominating Committee Member) presented the items.

- a. GSA Deputy Returning Officer (1 vacancy)
 - Sophie Shi (Materials Engineering)
 - Julianna Stern (Public Health)

N Daniel reminded GSA Council of the nature of the Deputy Returning Officer (DRO) position and asked nominees the following questions: "The duties of the DRO position are to assist the Chief Returning Officer (CRO) as needed and assume all the roles and responsibilities of the CRO if they are absent or unable to complete their duties. Given this, can you give us an example of a time when you have demonstrated the ability to act in a neutral fashion?" and "What challenges do you anticipate to encounter in fulfilling the responsibilities of the position of CRO were you called upon to do so?" Both nominees were present and given the opportunity to respond. GSA Council members then posed questions and the nominees were given the opportunity to respond.

Standing Committees

Prepared by F Robertson and M Toghrai for GSA Council 19 October 2020

- b. GSA Awards Selection Committee (4 vacancies)
 - Amber Ali (Pediatrics)
 - Donny Cheng (Electrical and Computer Engineering)
 - Charan Jirra (Mechanical Engineering)
 - Pricilla Luu (Education and Policy)
 - Drew Richards (Education and Policy)

All nominees were not all present to address GSA Council.

Reports

9. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted. In addition, M Waddingham addressed comments made during the presentation on academic restructuring, agreeing with points raised by several members and noting that the manner in which the Alberta Government has handled these budget cuts had not been ideal. He noted that the GSA had been involved in early direct action through a grassroots organization called Students Not Silent and that while that effort was ultimately unsuccessful it was important for student groups like the GSA to be involved; the GSA could open up avenues for conversations concerning further organizing in opposition to government cuts. While, as an organization, we would need to keep in mind the risks of an adversarial approach to the government, the GSA has been vocal in opposition to these unwise and unwarranted cuts, both publicly and directly with the Minister of Advanced Education. M Waddingham also acknowledged that University administration was in a sensitive spot; understandably, they could not take an adversarial approach as it would not get them far with the government.

M Waddingham also brought to members for consultation a request from the Vice-President of Graduate Affairs of the International Students' Association (ISA) to present at GSA Council. As members of the highest governing body of the GSA, GSA Council members should decide the utility or necessity of such a presentation. GSA executives initially suggested that the ISA present a letter to the GSA Board (GSAB), outlining their strategic goals, as a way to initiate discussion and see how the GSA could assist. M Waddingham asked specifically if there was interest from GSA Council members to have the ISA present to GSA Council or if it would be a better use of GSA Council's time for the GSAB to facilitate these conversations.

Members expressed concerns regarding the ISA, including the basis on which the ISA described itself as the official representative of all international students when this was codified in the *Post-Secondary Learning Act* as the role of the Students' Union and GSA, whether the ISA had a clear mandate or means for such representation, and that the group had previously advocated directly to the Edmonton Transit Service (ETS) without consultation with the GSA and that this threatened to undermine well-established and lengthy negotiations. Members ultimately articulated that they did not feel this was an efficient use of GSA Council's time and that this could be revisited in the future. M Waddingham confirmed with members that they did not demonstrate a consensus to allow the ISA to present to GSA Council at this time and, as such, the GSAB would continue to work with the group on issues related to international students.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted.

iii. GSA Budget and Finance Committee

No written report at this time.

iv. GSA Governance Committee

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted.

10. Vice-President Academic

i. Vice-President Academic's Report:

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted. In addition, S Reddy highlighted his recent attendance at GSA engagement events with FGSR representatives, FGSR Council's discussion of virtual services for graduate students, the 24 September announcement that "instruction in the 2021 winter term would continue to be delivered with a blend of face-to-face and online modalities," and the University's approved readiness plan to allow students to enter Canada, discussion about the e-Class disruption on 1 September and subsequent

resolution from General Faculties' Council Committee on the Learning Environment (GFC CLE), and discussions around a proposal for the extension of use of the Duolingo English test at the level of GFC.

11. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted. In addition, A Fassih highlighted a meeting with the Chair of the Council of Alberta University Students (CAUS) to discuss areas for advocacy, including student housing and campus sexual violence, his recent election as the chair of the Alberta Graduate Provincial Advocacy Council (ab-GPAC) Advocacy & Outreach Committee and ab-GPAC's preparation for Advocacy Week, the early work of the Search Committee for the U of A Vice-President (External Relations), and discussions at the Student Leaders' Orientation with the Ministry of Advanced Education, held on 14 October.

ii. GSA Awards Selection Committee

No written report at this time.

iii. Alberta Graduate Provincial Advocacy Council (ab-GPAC) Update to Member Organizations

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted.

12. Vice-President Labour

i. Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted.

ii. GSA Labour Relations Committee

No written report at this time.

13. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted. In addition, S Parasharamatham highlighted his participation in the Dean of Students' Advisory Committee, where students from all over campus provided feedback on services, and U-Pass meetings where ETS confirmed that the Ride Transit Program would be extended to students until April 2021 as a U-Pass alternative but not beyond.

14. Senator

i. Senator's Report

No written report at this time.

15. Speaker

i. Speaker's Report

No written report at this time.

16. Chief Returning Officer

i. Chief Returning Officer's Report

No written report at this time.

17. GSA Nominating Committee

i. GSA Nominating Committee Report

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted. In addition, N Daniel reminded GSA Council members to vote in this meeting's elections through the link available in the chat function.

18. 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 16 October 2020. The report stood as submitted.

19. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 16 October 2020. The report stood as submitted. In addition, C Thomas stated that the annual GSA audit would be coming forward at the November meeting, as well as the Winter Term Financial Report. She noted that the GSA's financial situation was looking better than anticipated in July. C Thomas also highlighted the current vacancies on the GSA Nominating Committee, GSAB, GSA Elections and Referenda Committee, all of which were vital for the organization's operations. Information could be found in emails sent directly to GSA Council members, in the GSA Nominating Committee Report in the current meeting materials, and were advertised in the GSA newsletter. Members were encouraged to be in touch if they had questions.

Question Period

20. Written Questions: No written questions were submitted.

21. Oral Questions

No oral questions were raised and, in closing, M Waddingham (President) clarified that GSA Council members could reach out to him for discussions regarding the budget cuts and subsequent restructuring. The GSA could host round tables and was also planning a town hall for November. He also noted that the GSA could facilitate discussions regarding next year's provincial budget (which will be announced in February) and U of A restructuring. The GSA could host small group discussions within departments, as were currently planned with several individual departments. He noted that this was a standing offer, and encouraged members to contact him at gsa.president@ualberta.ca.

Adjournment

The meeting was adjourned at 8:17 PM.

Outline of Issue

2019-2020 GSA Audited Financial Statements

Suggested Motion for GSA Council:

That GSA Council **RECEIVE FOR INFORMATION** the 2019-2020 GSA audited financial statements.

Background:

The GSA is required by the *Post-Secondary Learning Act* (Section 97(1)) to have its financial statements audited annually. Our auditor, Tom Gee (MBA, FCA), is with the firm RSM Canada.

Note from the Executive Director: The audit process begins with a Letter of Engagement, which sets out the parameters of the audit. Members of our audit firm, RSM Canada, then review relevant financial information and other files (this year, these materials were released via courier and subsequent materials were shared electronically to align with COVID-19 prevention measures). The audit representative(s) have access to any info they wish to see, and pose questions to the Accountant, Financial Manager, and Executive Director (and to other members of the organization as required). The audited financial statements then proceed to the GSA Budget and Finance Committee (GSA BFC), GSA Board, GSA Council, and, ultimately, the Board of Governors for information. They are also posted on the GSA website.

The GSA BFC originally received, for information, the 2019-2020 draft GSA Audited Financial Statements at their meeting of 22 June 2020. Following this, our auditor did a second review and identified that some changes in presentation with respect to monies associated with the GSA Health and Dental Plan were warranted; the GFC BFC received this revised version, for information at their meeting of 30 October 2020 and the GSA Board approved them at their meeting of 4 November 2020.

According to our Auditor, the GSA's financial position continues to be strong at the end of the 2019-2020 fiscal year.

Jurisdiction:

Post-Secondary Learning Act, Section 97(1):

"Each student organization of a public post-secondary institution shall provide audited financial statements annually to the board of the public post-secondary institution and shall make the audited financial statements available to students of the public post-secondary institution on request."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles and Procedures, Section K.POL.3.5.a:

"Following the GSA fiscal year end, the Accountant and the Financial Manager, in consultation with the ED (or delegate), will arrange for an audit of the GSA's financial records by an accredited auditor as required by the PSLA. Audited financial statements are normally due ninety (90) days after year-end. Audited financial statements will be submitted by the Auditor to the President and ED (or delegate); then to GSA BFC for information; then to the GSAB for approval; then to GSA Council for information and onward transmission to the University of Alberta Board of Governors. The Accountant and the Financial Manager will prepare draft financial statements and the year-end working papers."

**THE GRADUATE STUDENTS' ASSOCIATION OF THE
UNIVERSITY OF ALBERTA**

Financial Statements
Year Ended March 31, 2020

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

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Year Ended March 31, 2020

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INDEPENDENT AUDITOR'S REPORT

To the Members of The Graduate Students' Association of the University of Alberta

Opinion

We have audited the financial statements of The Graduate Students' Association of the University of Alberta (the Association), which comprise the statement of financial position as at March 31, 2020, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

(continues)

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Edmonton, Alberta
November 4, 2020

RSM Alberta LLP
Chartered Professional Accountants

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Statement of Financial Position

March 31, 2020

	2020	2019
ASSETS		
CURRENT		
Cash	\$ 1,615,108	\$ 1,394,936
Accounts receivable	140,424	184,283
Prepaid expenses	20,700	1,190
	1,776,232	1,580,409
LONG-TERM INVESTMENT (Note 3)	11,091	-
RESTRICTED INVESTMENTS (Note 4)	2,039,998	1,787,453
	\$ 3,827,321	\$ 3,367,862
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 66,886	\$ 72,854
Health and dental plan payable	257,364	193,794
Deferred contributions (Note 5)	341,715	320,553
	665,965	587,201
NET ASSETS		
Unrestricted	997,779	993,208
Internally restricted (Note 6)	2,163,577	1,787,453
	3,161,356	2,780,661
	\$ 3,827,321	\$ 3,367,862

LEASE COMMITMENT (Note 7)

ON BEHALF OF THE BOARD

President

Vice President

Executive Director

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Statement of Operations

Year Ended March 31, 2020

	2020	2019
REVENUES		
Commercial activities	\$ 46,922	\$ 49,692
Other restricted	92,408	96,067
Graduate Student Support Fund	961,082	842,186
Administration, GSA fees and services	1,264,281	1,255,794
	2,364,693	2,243,739
EXPENSES (Schedule 2)		
Commercial activities	8,570	10,406
Other restricted	92,408	96,067
Graduate Student Support Fund	961,082	842,186
Administration and services (Schedule 3)	1,062,355	1,042,948
	2,124,415	1,991,607
EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS	240,278	252,132
OTHER INCOME		
Investment and interest income	112,578	98,260
Unrealized (loss) gain on investments	(103,656)	1,996
	8,922	100,256
Health and dental plan commission	131,495	139,288
	140,417	239,544
EXCESS OF REVENUES OVER EXPENSES	\$ 380,695	\$ 491,676

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Statement of Changes in Net Assets

Year Ended March 31, 2020

	Internally Restricted Net Assets						2020	2019
	Unrestricted Fund	Health and Dental Plan Reserve Fund	Legal Defense Fund	Financial Stabilization Fund	Human Resource Fund	Total Internally Restricted Funds		
NET ASSETS - BEGINNING OF YEAR	\$ 993,208	\$ 351,650	\$ 338,098	\$ 1,008,607	\$ 89,098	\$ 1,787,453	\$ 2,780,661	\$ 2,288,985
Excess of revenues over expenses	304,571	131,495	(17,980)	(39,325)	1,934	76,124	380,695	491,676
Transfers <i>(Note 6)</i>	(300,000)	-	150,000	150,000	-	300,000	-	-
NET ASSETS - END OF YEAR	\$ 997,779	\$ 483,145	\$ 470,118	\$ 1,119,282	\$ 91,032	\$ 2,163,577	\$ 3,161,356	\$ 2,780,661

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Statement of Cash Flows

Year Ended March 31, 2020

	2020	2019
CASH PROVIDED BY (USED IN):		
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 380,695	\$ 491,676
Items not affecting cash:		
Accrued interest income (Note 4)	(4,510)	(4,772)
Unrealized loss (gain) on restricted investments	103,656	(1,996)
	479,841	484,908
Changes in non-cash working capital (Note 8)	103,113	(11,088)
	582,954	473,820
INVESTING ACTIVITIES		
Purchase of restricted investments	(351,691)	(441,421)
Purchase of long-term investment	(11,091)	-
	(362,782)	(441,421)
INCREASE IN CASH	220,172	32,399
Cash - beginning of year	1,394,936	1,362,537
CASH - END OF YEAR	\$ 1,615,108	\$ 1,394,936

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Notes to Financial Statements

Year Ended March 31, 2020

1. NATURE OF OPERATIONS

The Graduate Students' Association of the University of Alberta (the Association) is a not-for-profit organization incorporated on December 20, 1972 pursuant to Section 94(1) of The Post-Secondary Learning Act. The purpose of the Association is to represent the interests of graduate students before the University administration and the general public. As a not-for-profit organization under the Income Tax Act (Canada), the Association is exempt from income taxes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Cash

Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the reporting date.

Restricted investments

Restricted investments consist of:

- Guaranteed investment certificates that are being held for long-term purposes and are recorded at cost.
- Investments that have quoted prices in an active market and are carried at fair value. Unrealized gains or losses are reported in the statement of operations.

Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Student fees are recognized as revenue in the year to which they relate and services are provided.

Commission revenue from the health and dental plan consists of the difference between the premiums charged to the student body and the premiums paid to the administrator of the plan. The commission revenue is recognized when earned which is generally the point at which the Association remits the premiums to the administrator of the plan.

Other revenues are recorded in the period in which they are earned and collection is reasonably assured.

Investment and interest income are recognized on an accrual basis as they are earned.

(continues)

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Notes to Financial Statements

Year Ended March 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Donated goods and services

The work of the Association is dependent on the donated goods and voluntary services of many members. Because of the difficulty in determining the amount or fair value, the value of donated goods and services is not recognized in these statements.

Activity expenses

The Association has chosen to classify their expenses by function. Detailed revenue and expenses for each function are disclosed in the supporting schedules.

Financial instruments

Measurement of Financial Instruments

Financial instruments are financial assets or liabilities of the Association where, in general, the Association has the right to receive cash or another financial asset from another party or the Association has the obligation to pay another party cash or other financial assets.

The Association initially measures its financial assets and liabilities at fair value.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the statement of operations.

Financial assets measured at amortized cost include cash, accounts receivable and guaranteed investment certificates included in restricted investments and long-term investment. The Association's financial assets measured at fair value are equity instruments included in restricted investments.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and health and dental plan payable.

Transactions costs

Transaction costs and financing fees are expensed as incurred for financial instruments measured at fair value and capitalized for financial instruments that are subsequently measured at cost or amortized cost.

The Association recognizes its transaction costs in the statement of operations in the period incurred for its equity investments and all other financial assets and liabilities subsequently measured at fair value. Financial instruments, that are subsequently measured at cost or amortized cost, are adjusted by the transaction costs and financing fees that are directly attributable to their origination, issuance or assumption.

(continues)

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Notes to Financial Statements

Year Ended March 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Impairment

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in the statement of operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. The reversal may be recorded provided it is no greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in the statement of operations.

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Significant management estimates pertain to the determination of accrued liabilities.

3. LONG-TERM INVESTMENT

The long-term investment consists of a guaranteed investment certificate bearing interest at 2.02% per annum maturing June 2021.

4. RESTRICTED INVESTMENTS

	2020	2019
Investments, recorded at fair value	\$ 1,589,399	\$ 1,346,704
Guaranteed investment certificates (GIC's), bearing interest from 1.79% to 2.78% (2019 - 2.30% to 2.34%) per annum, maturing in June 2020 and March 2021 (2019 - June 2019 and March 2020).	446,089	435,977
	2,035,488	1,782,681
Accrued interest	4,510	4,772
	\$ 2,039,998	\$ 1,787,453

Restricted investments have been designated for specific purposes described in Note 6.

During the year, the Association recognized an unrealized loss of \$103,656 (2019 - unrealized gain of \$1,996) related to the change in fair value of the investments recorded at fair value.

Subsequent to year-end, the GIC with a maturity date of June 2020 was reinvested.

As at the reporting date, the funds in the restricted investments was insufficient to cover the internally restricted net assets described in Note 6. The Association intends to transfer funds into the restricted investments to cover this shortfall.

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Notes to Financial Statements

Year Ended March 31, 2020

5. DEFERRED CONTRIBUTIONS

Deferred contributions represent unspent resources externally restricted for specific purposes as follows:

	2019	Contributions received during the year	Amounts recognized as revenue	2020
Graduate Student Assistance Program	\$ 157,355	\$ 94,663	\$ 76,419	\$ 175,599
Graduate Student Support Fund	163,198	964,000	961,082	166,116
	\$ 320,553	\$ 1,058,663	\$ 1,037,501	\$ 341,715

6. INTERNALLY RESTRICTED NET ASSETS

Internally restricted net assets are comprised of the following Funds:

Legal Defense Fund

The Legal Defense Fund was established to provide resources to enter into legal action where appropriate. Any unspent funds at year-end from the budgeted legal fees are placed into the fund.

During the year, \$150,000 (2019 - \$58,500) was transferred into the Fund.

Health and Dental Plan Reserve Fund

The Health and Dental Plan Reserve Fund was established to ensure that adequate funds would be available in the event the Health and Dental Plan costs exceed the amounts collected in fees from graduate students. The fund balance fluctuates to allow for the addition or withdrawal of investment funds depending on when fees collected exceed or are less than Plan costs.

During the year, \$Nil (2019 - \$134,000) was transferred into the Fund.

Financial Stabilization Fund

The Financial Stabilization Fund was established to safeguard the Association against uncertainty and to provide for unknown, unexpected expenditures that would provide for the ongoing operations of the Association. The balance will be adjusted annually at the discretion of the Budget and Finance Committee and will grow until it is equal to at least one years' operating costs.

During the year, \$150,000 (2019 - \$200,000) was transferred into the Fund.

Human Resource Fund

The Human Resource Fund was established to fund medical and parental leave for the staff and managers.

During the year, \$Nil (2019 - \$Nil) was transferred into the Fund.

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Notes to Financial Statements

Year Ended March 31, 2020

7. LEASE COMMITMENT

The Association has a five year lease which expires June 2021, to lease a portion of the Killam Centre for Advanced Studies from the University of Alberta at \$1 per year and utilities at no cost.

8. CHANGES IN NON-CASH WORKING CAPITAL

	2020	2019
Accounts receivable	\$ 43,859	\$ (42,832)
Prepaid expenses	(19,510)	176
Accounts payable and accrued liabilities	(5,968)	816
Health and Dental Plan payable	63,570	(52,224)
Deferred contributions	21,162	82,976
	\$ 103,113	\$ (11,088)

9. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments. The following analysis provides information about the Association's risk exposure and concentration as of March 31, 2020.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association does not believe it is subject to any significant concentration of credit risk. Cash is in place with a major financial institution. Accounts receivable are generally amounts receivable from the University of Alberta.

Liquidity risk

Liquidity risk arises from the possibility that the Association might encounter difficulty in settling its debts or in meeting its obligations related to financial liabilities. It is the Association's opinion that there is no significant liquidity risk as of March 31, 2020.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The Association is mainly exposed to interest rate risk and other price risk.

Interest rate risk

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk arising on its interest bearing guaranteed investment certificates. As the guaranteed investment certificates are cashable at any time, it is the Association's opinion that there is no significant interest rate risk.

(continues)

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Notes to Financial Statements

Year Ended March 31, 2020

9. FINANCIAL INSTRUMENTS *(continued)*

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Association is exposed to other price risk through its investments in quoted shares.

10. COVID-19

On March 11, 2020, the World Health Organization assessed the coronavirus outbreak (COVID-19) as a pandemic. In Canada, the Government of Alberta declared a provincial state of public health emergency as per the Province of Alberta's Public Health Act on March 17, 2020 with respect to COVID-19. As of the date of these financial statements, the extent to which COVID-19 impacts the Association's results will depend on future developments, which are highly uncertain and cannot be predicted and dependent upon new information which may emerge concerning the severity of COVID-19 and actions taken to contain this or its impact, among others.

11. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Schedule of Revenues

(Schedule 1)

Year Ended March 31, 2020

	2020	2019
Graduate Student Support Fund		
Child care grants	\$ 434,000	\$ 366,000
Emergency bursaries	101,151	101,096
Graduate student recognition awards	16,500	18,000
Academic travel award	409,431	357,090
	961,082	842,186
Administration, GSA Fees and Services		
Awards night	-	2,550
Graduate Students' Association fees	1,234,299	1,225,799
TD Insurance Meloche Monnex (TDIMM) revenue	12,000	11,500
Dean of Students funding	4,190	4,190
Studentcare funding	7,000	5,190
Other	1,792	1,565
Orientation	5,000	5,000
	1,264,281	1,255,794
Other Restricted		
Graduate Student Assistance Program fees	76,419	80,524
CJSR fees	15,989	15,543
	92,408	96,067
Commercial Activities		
Handbook	6,760	9,530
Physical Activity and Wellness Centre (PAW) revenue	40,162	40,162
	46,922	49,692
TOTAL REVENUES	\$ 2,364,693	\$ 2,243,739

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Schedule of Expenses

(Schedule 2)

Year Ended March 31, 2020

	2020	2019
Graduate Student Support Fund		
Child care grants	\$ 434,000	\$ 366,000
Emergency bursaries	101,151	101,096
Graduate student recognition awards	16,500	18,000
Academic travel award	409,431	357,090
	961,082	842,186
Administration and Services (Schedule 3)		
Governance	204,837	199,374
Advocacy	48,024	40,117
Human resources	648,729	658,826
Office administration and operational costs	17,115	19,755
Professional	33,724	38,054
Services	109,926	86,822
	1,062,355	1,042,948
Other Restricted		
Graduate Student Assistance Program fees	76,419	80,525
CJSR fees	15,989	15,542
	92,408	96,067
Commercial Activities		
Handbook	8,570	10,406
TOTAL EXPENSES	\$ 2,124,415	\$ 1,991,607

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Schedule of Administration and Services Expenses
Year Ended March 31, 2020

(Schedule 3)

	2020	2019
Governance		
Elected officers stipends and benefits	\$ 175,344	\$ 171,675
Employer contributions		
Employer CPP contributions	8,078	7,689
Employer EI contributions	3,874	3,857
	11,952	11,546
Elected officers - Other		
Transition/Early call for talent	785	1,879
Insurance (directors' and officers' liability insurance)	1,035	1,035
Board and other committees	497	810
Executive officers discretionary expenses	1,887	527
Executive officers recognition	3,680	355
	7,884	4,606
Council		
Council	3,578	4,091
Election	2,729	3,606
Council speaker honorarium	1,850	1,850
Other honorarium	-	1,500
Chief returning officer honorarium	1,500	500
	9,657	11,547
	\$ 204,837	\$ 199,374
Advocacy		
Alberta Graduate Provincial Advocacy Council fees	\$ 30,836	\$ 29,857
Government and external relations	16,554	9,646
University relations	634	614
	\$ 48,024	\$ 40,117

(continues)

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Schedule of Administration and Services Expenses *(continued)*

(Schedule 3)

Year Ended March 31, 2020

Human Resources

Salaries and benefits	\$ 609,249	\$ 622,755
Employer contributions		
Employer CPP contributions	18,733	18,318
Employer EI contributions	8,132	8,451
	26,865	26,769
Other human resources		
Staff recognition	820	571
Professional expense allowance	10,191	6,509
Workers' Compensation Board	1,578	2,131
Parking	26	91
	12,615	9,302
	\$ 648,729	\$ 658,826

Office Administration and Operational Costs

Small equipment purchases	\$ 2,124	\$ 3,653
Telephone and cable	2,960	2,960
Office supplies	2,550	3,234
Repairs and maintenance	2,742	2,494
Payroll and bank service charges	1,283	1,021
Photocopier lease/office	4,921	5,858
Insurance	535	535
	\$ 17,115	\$ 19,755

Professional

Financial audit	\$ 12,150	\$ 11,550
Consultants	-	3,498
IT service agreement	3,150	3,000
Legal fees - general	1,779	5,839
Investment advisor	16,645	14,167
	\$ 33,724	\$ 38,054

(continues)

THE GRADUATE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF ALBERTA

Schedule of Administration and Services Expenses *(continued)*

(Schedule 3)

Year Ended March 31, 2020

Services

Grants and Subsidies		
Academic workshop subsidies	\$ 9,500	\$ 9,000
External grants	2,775	1,100
	12,275	10,100
Student Groups		
Academically-related graduate student group awards	24,105	25,501
Council remuneration student groups	14,000	11,100
	38,105	36,601
Other		
Annual strategic plan initiatives	800	2,093
Association of Managers in Canadian College University and Student Centre membership	725	650
Food Bank	15,000	12,000
Awards night	2,035	7,677
Orientation	40,986	17,701
	59,546	40,121
	\$ 109,926	\$ 86,822
TOTAL ADMINISTRATION AND SERVICES EXPENSES	\$ 1,062,355	\$ 1,042,948



Dear GSA Council Colleagues,

Following on the GSA's last term financial report in July, issued at a time of uncertainty with respect to how COVID-19 prevention measures would impact the GSA's finances, I am pleased to report that our financial position remains stable and, indeed, is stronger than the projections made over the summer.

With respect to revenue, as you may recall, we originally projected a 9% enrolment decrease, resulting in \$105,261 less in revenue through the GSA membership fee. I am very happy to report that we are now forecasting a 1% enrollment decrease and commensurate decrease in GSA revenue. While enrollment numbers may decrease further once the winter term begins and so prudent expenditure projections along the lines suggested in the Spring/Summer Term Financial Report have been preserved, this is excellent news for the organization. The interest income on our GIC investments is still lower than we budgeted and we have forecast this line to be under budget \$20,000. However, our investment funds (managed by ATB) have recovered much of the loss that we observed in early 2020. This income is not reported on these financial statements but will be addressed by our investment advisor at the upcoming meeting. Additionally, another source of revenue, that which we receive from our lease agreement with the Students' Union (SU) related to the Chopped Leaf food venue in the PAW Centre is projected to commence again (albeit at a lower rate). The SU initially suspended rent collection as the venue was closed over the summer but it has been open since September and the GSA can expect a monthly payment of \$500 from 1 September to 30 March. As this is considerably less than the usual payment of \$3,347, we are forecasting to be under budget by \$33,315 (whereas the spring forecast was to be under budget by \$27,815, as we assumed then that rental payments would recommence at the higher rate).

Concerning expenses, as noted above, we have retained the conservative projections that were presented over the summer, as enrollment levels may still drop in the current fiscal year. That said, we now have potentially much greater flexibility with respect to the various budget expenditure lines, as well as a projected enhanced surplus at the end of the fiscal year to apply to the Financial Stabilization Fund.

One final note concerning the Graduate Student Support Fund. As you know, these monies fund GSA Child Care Grants, GSA Academic Travel Grants (GSA ATGs), and GSA Emergency Bursaries. As a result of COVID-19 prevention measures, we have seen a pronounced decrease in applications for GSA ATGs. Accordingly, the GSA has been working with the Office of Student Financial Support to allocate a portion of these funds to them for distribution to graduate students facing financial challenges tethered to the ongoing pandemic. In this way, we are projecting that the funds will be fully expended by the fiscal year end, while also ensuring they go to the graduate students that need them the most.

It should be noted that, since we are only at the mid-point of our fiscal year, we cannot be definitive as to how the GSA's budget will look by the end of said fiscal year. The financial team will continue to monitor this situation (especially enrollment levels) closely and adjust the budget as needed to address any challenges that may arise.

A handwritten signature in black ink, appearing to read 'Marc Waddingham'.

Marc Waddingham, President and Chair of the GSA Budget and Finance Committee

Outline of Issue

GSA 2020-2021 Fall Term Budget and Expenditure Report

Suggested Motion for GSA Council:

That GSA Council **RECEIVE FOR INFORMATION** the GSA 2020-2021 Fall Term Budget and Expenditure Report.

Background:

These regular financial reports ensure year-over-year tracking and monitoring into the GSA's financial systems, and allow greater control over budget. In addition to yearly comparisons, regular reporting allows for better forward planning and illustrates the GSA yearly financial cycle. This is the second budget and expenditure report on the 2020-2021 GSA's fiscal year.

The Financial Team (Executive Director Courtney Thomas, CPA and Accountant Shirley Ball, Financial Manager Dorte Sheikh, as well as Associate Director Erika Heiberg) agrees that the GSA's budget is on track but remain cautious with the everchanging economic situation and COVID-19 pandemic conditions.

The GSA Budget and Finance Committee and the GSA Board reviewed and received the GSA 2020-2021 Fall Term Budget and Expenditure Report at their meetings of 30 October 2020 and 4 November 2020, respectively.

Jurisdiction:

GSA Bylaw and Policy, Section F: GSA Standing Committees, GSA Policy, GSA Standing Committees, Section F.POL.3.2.a:

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

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles and Procedures, Section K.POL.3.4.a:

"The Accountant and Financial Manager will regularly (in the fall, winter, and spring/summer terms) prepare a Budget and Expenditure Report which will first be submitted to the Executive Director (ED) (or delegate), then the GSA President and then to the GSA BFC, the GSAB, and to GSA Council for information. It is suggested that these reports be organized by budget divisions and lines, with the following information in easy-to-follow columns: current budget; actual year-to-date expenditure, forecast to the year end, total forecast, balance remaining, percent remaining, informative comment on any variance or approved reallocation, and comment on significant comparisons from previous years. All such reports will be compliant with Alberta's Personal Information Protection Act and other applicable laws."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, GSA Standing Committees, GSA Budget and Finance Committee, Section K.POL.5.7:

"The GSA BFC will receive for information and forward to the GSAB reports on expenses and revenues in the fall, winter, and spring/summer terms; these reports will present comparative information from previous years in a way that shows, in transparent fashion, the percent of the annual budget spent to date, by budget division."

The Graduate Students' Association of the University of Alberta
2020-2021 GSA Operating Budget (including Capital Budget)
 Budget and Expenditure Report
 Fall Term Update, April to September 2020 actuals and October 2020 to March 2021 forecast

	CURRENT YEAR April 1, 2020 to March 31, 2021				PRIOR YEAR Comparative				
	2020-2021	Actual	Forecast	Total	Variance	Ref #	% Variance	Actual	Total Actual 2019-2020
	Approved Budget	Apr 2020 to Sep 2020	Oct 2020 to Mar 2021					Apr 2019 to Sep 2019	Apr 2019 to Mar 2020
REVENUE									
GSA Fees Revenue	1,169,559	467,823	690,000	1,157,823	(11,736)	1	-1%	473,307	1,234,299
Interest Income	30,000	5,133	4,800	9,933	(20,067)	2	-67%	16,898	39,292
External Committed Funding	25,880	3,000	20,880	23,880	(2,000)	3	-8%	9,190	26,380
Revenue from Commercial Activities	40,162	3,847	3,000	6,847	(33,315)	4	-83%	20,081	40,162
Other Revenue	1,300	-	1,300	1,300	-		0%	-	3,603
Total Revenue	1,266,901	479,803	719,980	1,199,783	(67,118)		-5%	519,476	1,343,736
EXPENSES									
Advocacy	54,935	525	33,320	33,845	21,090	5	38%	15,175	48,024
Services	129,650	48,174	27,650	75,824	53,826	6	42%	53,998	87,820
Governance	219,779	98,294	101,905	200,199	19,580	7	9%	102,395	204,838
Human Resources	693,026	326,238	337,095	663,333	29,693	8	4%	316,369	648,729
Office Administration and Operational Costs	44,267	8,413	18,574	26,987	17,280	9	39%	6,642	20,990
Professional	64,200	25,495	38,705	64,200	-		0%	18,982	30,575
Operating/Contingency Fund	20,000	-	-	-	20,000	10	100%	8,145	21,381
Total Expenses	1,225,857	507,139	557,249	1,064,388	161,469		13%	521,706	1,062,357
BALANCE	41,044	(27,336)	162,731	135,395	94,351		230%	(2,230)	281,379

Explanatory notes:

Under the variance column red numbers indicates less revenue received than budgeted. Black numbers indicate an expense savings. 0% means no variance at this point, budget is on target.

Variance formula: for Revenue the variance is the total for the 2020-2021 year subtracted by the approved budget amount.

for Expenses the variance is the approved budget amount subtracted by the total for the 2020-2021 year.

Projected surplus funds will be applied to the Financial Stabilization Fund.

1. Projected slight decrease in GSA Fees revenue due to a small decrease in graduate student registrations.
2. Projected decrease in Interest Income revenue due to drop in bank interest rates.
3. Projected decrease in External Committed Funding due to reduced funding from the Faculty of Graduate Studies and Research.
4. Projected decrease in Revenue from Commercial Activities due to partial closure of Chopped Leaf outlet in the PAW Centre combined with lower rent due to COVID-19.
5. Projected savings in Advocacy as a result of less travel due to COVID-19.
6. Projected savings in Services due to lower events expenses (such as orientation) and applications for Graduate Student Group Grants.
7. Projected savings in Governance due to lower DEO expenses and GSA Council expenses due to COVID-19.
8. Projected savings in Human Resources due to decrease in contract hourly expenses and lower expenses in the Professional Expense Allowance line.
9. Projected savings in Office Administration and Operational costs due to lower expenses for Capital Items and Office Supplies and Maintenance.
10. Projected savings in the Operating/Contingency Fund due to the general slowdown of activity related to COVID-19.

Since only six months of actuals are being reported the budget variances are very preliminary.

For further reference, see the attached narrative.

The Graduate Students' Association of the University of Alberta

2020-2021 GSA Restricted and Other Funding

Budget and Expenditure Report

Fall Update, April to September 2020 actuals and October 2020 to March 2021 forecast

	CURRENT YEAR						PRIOR YEAR		
	April 1, 2020 to March 31, 2021						Comparative		
	2020-2021	Actual	Forecast	Total	Variance	Ref #	% Variance	Actual	Total Actual 2019 2020
Approved Budget	Apr 2020 to Sep 2020	Oct 2020 to Mar 2021					Apr 2019 to Sep 2019	Apr 2019 to Mar 2020	
Fundraised Activity									
GSA Planner	9,500	7,787	-	7,787	(1,713)	1	-18%	6,760	8,570
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)									
GSA Recognition Awards	18,000	-	18,000	18,000	-		0%	-	16,500
GSA Child Care Grants	331,100	250,337	80,763	331,100	-		0%	225,000	344,000
GSA Emergency Bursaries	141,900	106,791	35,109	141,900	-		0%	42,903	161,151
GSA Academic Travel Grants	473,000	3,179	469,821	473,000	-	2	0%	251,051	439,431
	964,000	360,307	603,693	964,000	-		0%	518,954	961,082
Other Restricted Funding									
CJSR Fees Collected - \$1.00 per student goes to the radio station's operations	15,730	-	15,730	15,730	-		0%	-	15,989
GSAP (Graduate Student Assistance Program) Fees Collected	82,000	-	82,000	82,000	-		0%	-	76,419
Health Plan Revenue	1,667,407	-	1,667,407	1,667,407	-		0%	-	1,568,790
Dental Plan Revenue	1,246,248	-	1,246,248	1,246,248	-		0%	-	1,092,649
	3,011,385	-	3,011,385	3,011,385	-		0%	-	2,753,847
BALANCE	3,984,885	368,094	3,615,078	3,983,172	(1,713)		0%	525,714	3,723,499

Explanatory notes:

1. GSA Planner deficit due to a decrease in ad revenue.

2. There is an expenditure of \$150,000 forecast in GSA Academic Travel Grants which is actually a transfer to Emergency Bursaries spending since there is an increased demand for Emergency Bursaries rather than Academic Travel Grants due to COVID-19. A similar spending transfer may occur in January 2021 when unspent funding is re-evaluated and adjusted according to need.

Since only six months of actuals are being reported the budget variances are very preliminary.

0% means no variance at this point, budget is on target.

For further reference see the attached narrative.

Account Name and Budget	Brief Description	Narrative and Variance
REVENUE		
GSA Fees		
Annual GSA Membership Fees \$1,157,823 budget reduced from approved \$1,169,558 budget	<ul style="list-style-type: none"> ● The Graduate Students’ Association (GSA) is supported by graduate student annual membership fees which are levied by GSA Council and collected by the University. The fees received are based on the number of full-time and part-time graduate students attending the University. Following approval of the fee amount by GSA Council, the annual fees are submitted to the University Board of Governors to provide for collection. ● Based on the three-year funding agreement signed between the GSA and the University on February 6, 2019, the GSA will receive: <ul style="list-style-type: none"> ○ 40% advance in May based on the projected fall/winter enrollment; ○ 90% (of fall term fees) in October based on the assessed fees for the fall/winter terms, <i>after the fall term 100% withdrawal deadline in October;</i> ○ 90% (of winter term fees) in February based on the assessed fees for the fall/winter terms, <i>after the winter term 100% withdrawal deadline in February;</i> ○ Final payment in April (next fiscal year) after the actual graduate student enrollment is reconciled. 	<ul style="list-style-type: none"> ● Revenue decrease ● For 2020-2021, the projected GSA revenue has been adjusted down 1% to \$1,157,823. The approved budget of \$1,169,558 was based on fees paid by a projected 6,390 full-time graduate students (6,390 @ \$156.02 per graduate student) and a projected 1,475 part-time graduate students (1,475 @ \$117.01 per graduate student). A decline in the total number of registered full-time and part-time students has occurred due to the COVID-19 situation and associated changes to post-secondary program delivery. ● Actual April to September: \$467,823 ● Forecast October to March: \$690,000 ● The 2019-2020 actual was \$1,234,299
Interest Income		
Interest Income \$30,000 budget	<ul style="list-style-type: none"> ● Interest income on bank accounts is deposited monthly. ● The GSA also holds an investment portfolio and the income from these investments is re-invested and is reported in the annual audited financial statements. ● ATB Investment Management Inc. manages the investment portfolio in compliance with the GSA Investment Strategy. This strategy includes monthly reporting of the investment activity and bi-annual meetings with the investment advisor and the GSA Budget and Finance Committee. 	<ul style="list-style-type: none"> ● Revenue decrease due to lower interest rates ● Actual April to September: \$5,133 ● Forecast October to March: \$4,800 ● The 2019-2020 actual was \$32,292

External Committed Funding		
Funding from the Dean of Students and the Dean of FGSR \$9,190 budget	<ul style="list-style-type: none"> ● This funding is described in letters from the Dean of FGSR and Dean of Students and covers, for instance, the expenses of the GSA-hosted fall and winter orientation events and other graduate student engagement activities. FGSR funding has to be requested yearly. ● Funding was received from the Faculty of Graduate Studies and Research but at a reduced amount from previous years. 	<ul style="list-style-type: none"> ● Revenue decrease ● Actual April to September: \$3,000 ● Forecast October to March: \$4,190 ● The 2019-2020 actual was \$9,190
Funding from Studentcare \$5,190 budget	<ul style="list-style-type: none"> ● Studentcare provides \$5,190 per year to the GSA to be used for the benefit of graduate students entirely at the discretion of the GSA. The commitment is for a 5-year term: 2015-2020. Renegotiation of the agreement commences soon. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$0.00 ● Forecast October to March: \$5,190 ● The 2019-2020 actual was \$5,190
Funding from TDIMM \$11,500 budget	<ul style="list-style-type: none"> ● Signed agreement with TD Insurance Meloche Monnex (from 2016-2021) provides funding for various events and initiatives organized by the GSA, such as GSA Awards Night and orientation/engagement events. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$0.00 ● Forecast October to March: \$11,500 ● The 2019-2020 actual was \$12,000
Revenue from Commercial Activities		
Chopped Leaf (in Physical Activity and Wellness (PAW) Centre) Revenue \$40,162 budget	<ul style="list-style-type: none"> ● The GSA has a financial arrangement, in the form of a sub-lease, with the Students' Union to receive rental revenue from the Chopped Leaf food outlet. ● Revenue decrease due to COVID-19 and the closure of the food outlet for five months and a re-opening at a lower rent. 	<ul style="list-style-type: none"> ● Revenue decrease ● Actual April to September: \$3,847 ● Forecast October to March: \$3,000 ● The 2019-2020 budget was \$40,162
Other Revenue		
Other Revenue \$1,300 budget	<ul style="list-style-type: none"> ● This account is used to record revenue that may arise from other sources such as Studentcare Continuum payments or one-time funding/grant opportunities. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$0.00 ● Forecast October to March: \$1,300 ● The 2019-2020 actual was \$3,603

EXPENSES		
Advocacy		
Business Travel and External Relations and Advocacy \$22,475 budget	<ul style="list-style-type: none"> Relationship-building, with a focus on advocacy, between the GSA, government, and other organizations. Usually in the form of travel expenses, hosting, or meetings related to advocacy. In its Strategic Work Plan (SWP), the GSA Board (GSAB) identified the need for a strong voice at the table with the government (the Alberta government in particular) and other decision-making and influential groups at the national level in order to promote the best interests of graduate students. Decrease in expenses due to COVID-19 restrictions which restricts travel and changes conferences and/or meetings to an on-line format with less expense. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$300.00 Forecast October to March: \$1,800 The 2019-2020 actual was \$16,554
University Relations \$1,000 budget	<ul style="list-style-type: none"> Expenses related to the building and maintenance of relationships between the GSA and University units. Usually in the form of hosting/meeting expenses. Decrease in expenses projected due to COVID-19 restrictions 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$250.00 Forecast October to March: \$60.00 The 2019-2020 actual was \$634.00
ab-GPAC \$31,460 budget	<ul style="list-style-type: none"> Fees for the Alberta Graduate Provincial Advocacy Council (ab-GPAC) have been set at \$4 per graduate student per year, effective September 2018. ab-GPAC was formed under the <i>Societies Act</i> in October 2014. Its mandate is to lobby the Alberta government and promote the interests and concerns of graduate students. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$31,460 The 2019-2020 actual was \$30,836
Services		
Grants and Subsidies		
Academic Workshop Subsidies \$12,000 budget	<ul style="list-style-type: none"> Subsidies to the Academic Success Centre and the Career Centre increased in 2020-2021 to ensure that their graduate student programs can be accessed by more students. Graduate students' reviews (reviewed regularly by the GSAB) of the workshops are outstanding. 	<ul style="list-style-type: none"> On target Actual April to September: \$12,000 Forecast October to March: \$0.00 The 2019-2020 actual was \$9,500
External Grants \$2,900 budget	<ul style="list-style-type: none"> Funds request for external grants such as a grant for the Student Advisors' Conference and International Week. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$2,900 The 2019-2020 actual was \$2,775
Campus Food Bank	<ul style="list-style-type: none"> Contribution made to the Campus Food Bank (CFB) (which was founded by 	<ul style="list-style-type: none"> On target

<p>\$20,000 budget</p>	<p>the GSA) in recognition of the valuable support it provides to graduate students.</p> <ul style="list-style-type: none"> CFB Executive Director and Board Chair report annually to the GSAB. 	<ul style="list-style-type: none"> Actual April to September: \$20,000 Forecast October to March: \$0.00 The 2019-2020 actual was \$15,000
<p>Graduate Student Groups</p>		
<p>GSA Council Remuneration \$16,250 budget</p>	<ul style="list-style-type: none"> GSA funding program for eligible graduate student groups based on the attendance of their councillor over the GSA Council year. Divided evenly amongst the eligible groups. 	<ul style="list-style-type: none"> On target Actual April to September: \$14,000 Forecast October to March: \$0.00 The 2019-2020 actual was \$14,000
<p>GSA Graduate Student Group Grant \$36,000 budget</p>	<ul style="list-style-type: none"> The GSA provides a grant program, ongoing through the year, for GSA Graduate Student Groups to: <ul style="list-style-type: none"> Bring in special guest lecturers or host academic-style events. Support the academic activities of graduate students. Provide modest start-up funding for new groups. Decrease in grant requests expected due to COVID-19 restrictions. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$550.00 Forecast October to March: \$7,500 The 2019-2020 actual was \$24,105
<p>Other Expenses</p>		
<p>Annual Strategic Plan Initiatives \$2,500 budget</p>	<ul style="list-style-type: none"> Any new SWP initiatives may be funded from this account. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$2,500 The 2019-2020 actual was \$800.00
<p>Engagement, Orientation, and Outreach \$29,000 budget</p>	<ul style="list-style-type: none"> Covers the expenses of the GSA-hosted fall and winter orientation events for new graduate students, other engagement events, swag purchases and SUTV ads. Depending on student demand for the yearly planner, and the ad revenue, this budget is also used to cover the cost of printing additional planners not covered by the revenue from ad sales. Decrease in expenses expected due to COVID-19 restrictions. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$1,624 Forecast October to March: \$12,000 The 2019-2020 actual was \$19,605
<p>GSA Awards and Events \$11,000 budget</p>	<ul style="list-style-type: none"> Expenses for the annual GSA Awards Night (normally in March). Decrease in expenses expected due to COVID-19 restrictions. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$0.00 Forecast October to March: \$2,750 The 2019-2020 actual was \$2,035

Governance		
Directly-Elected Officer Stipends		
Directly-Elected Officers Stipends \$174,298 budget	<ul style="list-style-type: none"> Directly-Elected Officers (DEOs) include the President, the VP Academic, the VP External, the VP Labour, and the VP Student Services. In 2020-2021, the President receives an annual stipend of \$41,498 and the four VP positions each receive \$33,200. Any changes in the stipends above the Alberta Consumer Price Index are subject to explicit approval by GSA Council (GSA Bylaw & Policy, Section D: GSA Officers, GSA Bylaw, GSA Officers, Section D.BYL.2.3.b). Note that the stipends are gross stipends and include tax, Employment Insurance (EI) and Canada Pension Plan (CPP). Remittances are made on behalf of DEOs from their stipend totals. 	<ul style="list-style-type: none"> On target Actual April to September: \$66,183 Forecast October to March: \$66,400 The 2019-2020 actual was \$170,573
Directly-Elected Officer Benefits		
GSA Health and Dental Plan \$2,627 budget	<ul style="list-style-type: none"> The 2020-2021 rate is \$500.36 per DEO per annum. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$2,502 The 2019-2020 actual was \$2,502
U-Pass \$2,370 budget	<ul style="list-style-type: none"> The U-Pass is set at \$158 each term in 2020-2021 per agreement with the transit systems and the University. This amount is normally reimbursed in May, September, and January. No reimbursements are occurring this year as the U-Pass program has been cancelled due to COVID-19. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$0.00 Forecast October to March: \$0.00 The 2019-2020 actual was \$2,270
Directly-Elected Officer Employer Contributions		
Employer CPP Contributions \$8,232 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2020. This line shows the employer's contribution only (not the employee contribution). 	<ul style="list-style-type: none"> On target Actual April to September: \$4,232 Forecast October to March: \$4,116 The 2019-2020 actual was \$8,078
Employer EI Contributions \$3,852 budget	<ul style="list-style-type: none"> EI is calculated at the Government of Canada rate for 2020. This line shows the employer's contribution only (not the employee contribution). 	<ul style="list-style-type: none"> On target Actual April to September: \$1,921 Forecast October to March: \$1,928 The 2019-2020 actual was \$3,874

Directly-Elected Officers - Other Expenses		
Insurance \$1,304 budget	<ul style="list-style-type: none"> ● Directors and Officers Liability Insurance. Paid annually in January. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$0.00 ● Forecast October to March: \$1,035 ● The 2019-2020 actual was \$1,035
Transition/Early Call for Talent \$5,054 budget	<ul style="list-style-type: none"> ● The Early Call for Talent and Training occurs in the fall. ● Transition activity typically occurs in March and April. ● Spending decrease expected due to COVID-19 restrictions. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$0.00 ● Forecast October to March: \$1000.00 ● The 2019-2020 actual was \$785.00
Training/Development \$3,050 budget	<ul style="list-style-type: none"> ● Expenses for the training and development of the DEOs to promote the effective performance of their duties. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$1,584 ● Forecast October to March: \$1,466 ● The 2019-2020 actual was: \$3,680
Directly-Elected Officers' Expenses \$2,812 budget	<ul style="list-style-type: none"> ● Expenses related to hosting/food/conferences to pursue GSA goals or initiatives. E.g. one-on-one meetings with graduate students to discuss the role of the GSA in the lives of graduate students. ● Spending decrease expected due to COVID-19 restrictions. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$74.00 ● Forecast October to March: \$600.00 ● The 2019-2020 actual was \$1,887
GSA Board and Other Committee Expenses \$1,501 budget	<ul style="list-style-type: none"> ● Provision of light refreshments at weekly GSAB meetings. ● Due to COVID-19 restrictions GSAB meetings are currently held via Zoom so there are no refreshment expenses. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$7.00 ● Forecast October to March: \$0.00 ● The 2019-2020 actual was \$497.00
GSA Council Expenses		
GSA Council Food and Other Expenses \$5,899 budget	<ul style="list-style-type: none"> ● The estimate is based on 12 meetings per year. ● Provision of food at GSA Council (alternates between pizza and sandwich offerings) and other hosting expenses. ● Includes printing of GSA Council placards and celebratory/acknowledgement events. ● Due to COVID-19 restrictions GSA Council meetings are currently held via Zoom so there are no food expenses. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$0.00 ● Forecast October to March: \$300.00 ● The 2019-2020 actual was \$3,577
Election Expenses \$3,560 budget	<ul style="list-style-type: none"> ● This is used to cover expenses associated with the GSA General Election that takes place in February/March. ● Due to COVID-19 restrictions the primary expense forecast is the video streaming of the election forum. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$0.00 ● Forecast October to March: \$1,702 ● The 2019-2020 actual was \$2,729

<p>GSA Council Speaker Honorarium</p> <p>\$2,220 budget</p>	<ul style="list-style-type: none"> • Speaker is paid an honorarium for chairing (and related duties) each GSA Council meeting (\$185 per meeting). 	<ul style="list-style-type: none"> • On target • Actual April to September: \$1,110 • Forecast October to March: \$1,110 • The 2019-2020 actual was \$1,850
<p>Chief Returning Officer Honorarium</p> <p>\$1,500 budget</p>	<ul style="list-style-type: none"> • Chief Returning Officer (CRO) is paid an honorarium for managing the GSA General Election, including any by-elections and referenda. 	<ul style="list-style-type: none"> • On target • Actual April to September: \$0.00 • Forecast October to March: \$1,500.00 • The 2019-2020 actual was \$1,500.00
<p>Other Honoraria</p> <p>\$1,500 budget</p>	<ul style="list-style-type: none"> • This pool of money may be used to pay an honorarium to an individual(s) for significant and high-level work similar to that done by the Speaker or CRO. • Example, Deputy Returning Officer needs to fill in for CRO for a significant period. • Expense not anticipated this year. 	<ul style="list-style-type: none"> • Spending decrease • Actual April to September: \$0.00 • Forecast October to March: \$0.00 • The 2019-2020 actual was \$0.00
Human Resources		
Support Staff (Represented by NASA)		
<p>Support Staff - Salaries</p> <p>\$285,752 budget</p>	<ul style="list-style-type: none"> • There are four full-time support staff positions. • Includes contractual cost of living increases and one-time payments (e.g. responsibility pay). 	<ul style="list-style-type: none"> • On target • Actual April to September: \$140,625 • Forecast October to March: \$140,625 • The 2019-2020 actual was \$230,495
<p>Support Staff – Benefits</p> <p>\$22,500 budget</p>	<ul style="list-style-type: none"> • Calculated on the basis of 8% of salary. 	<ul style="list-style-type: none"> • On target • Actual April to September: \$11,250 • Forecast October to March: \$11,250 • The 2019-2020 actual was \$18,157
<p>Support Staff – RRSP</p> <p>\$30,938 budget</p>	<ul style="list-style-type: none"> • Support staff receive RRSP payments for contribution to their own plans. • Calculated on the basis of 11% of salary beginning in 2018-2019. The GSA is working to provide a competitive benefit package for the support staff. 	<ul style="list-style-type: none"> • On target • Actual April to September: \$15,469 • Forecast October to March: \$15,469 • The 2019-2020 actual was \$24,965
<p>Support Staff – GSA Health and Dental Plan and Graduate Student Assistance Program</p> <p>\$2,185 budget</p>	<ul style="list-style-type: none"> • The 2020-2021 rate is \$500.36 per support staff member per annum. The Graduate Student Assistance Program (GSAP) is \$21 per support staff per annum. 	<ul style="list-style-type: none"> • On target • Actual April to September: \$0,00 • Forecast October to March: \$2,185 • The 2019-2020 actual was \$1,501

Support Staff – Employer CPP Contributions \$11,560 budget	<ul style="list-style-type: none"> ● CPP is calculated at the Government of Canada rate for 2020. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$7,130 ● Forecast October to March: \$4,800 ● The 2019-2020 actual was \$9,499
Support Staff – Employer EI Contributions \$4,796 budget	<ul style="list-style-type: none"> ● EI is calculated at the Government of Canada rate for 2020. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$2,919 ● Forecast October to March: \$1,851 ● The 2019-2020 actual was \$4,090
Support Staff Development \$3,200 budget	<ul style="list-style-type: none"> ● The support staff NASA contract provides for support of \$1,500 (increased from \$800 per support staff for courses related to staff development). 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$2,619 ● Forecast October to March: \$581.00 ● The 2019-2020 actual was \$1,600
Support Staff Required Professional Development \$1,500 budget	<ul style="list-style-type: none"> ● New budget line to provide support staff training and professional development opportunities as required by management. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$420.00 ● Forecast October to March: \$1,080 ● New budget line for this year
Administrative/Professional Staff		
Administrative/ Professional Staff - Salaries \$243,441 budget	<ul style="list-style-type: none"> ● The Executive Director’s (ED) salary and other employment related expenses are established in a contractual agreement. ● One position was reclassified to Support Staff (NASA) in November 2019. ● Expense savings estimated due to fewer hours billed by a staff member on hourly contract. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$113,301 ● Forecast October to March: \$112,000 ● The 2019-2020 actual was \$254,963
Administrative/ Professional Staff - Merit Pay \$23,776 budget	<ul style="list-style-type: none"> ● In accordance with the ED’s contract, the ED has the opportunity to receive an annual merit increment. ● Additionally the other administrative/professional staff are eligible to receive merit payments. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$4,276 ● Forecast October to March: \$19,500 ● The 2019-2020 actual was \$28,776
Administrative/ Professional Staff - Benefits \$17,030 budget	<ul style="list-style-type: none"> ● Calculated on the basis of 8% of salary. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$8,461 ● Forecast October to March: \$8,300 ● The 2019-2020 actual was \$20,234
Administrative/ Professional Staff - RRSP	<ul style="list-style-type: none"> ● Administrative/professional staff receive RRSP payments for contribution to their own plans calculated on the basis of 11% of salary. The GSA is working to provide a competitive benefit package for the administrative/professional 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$11,634 ● Forecast October to March: \$11,750

<p>\$23,417 budget</p>	<p>staff.</p>	<ul style="list-style-type: none"> ● The 2019-2020 actual was \$27,822
<p>Administrative/ Professional Staff - GSA Health and Dental Plan and Graduate Student Assistance Plan</p> <p>\$1,639 budget</p>	<ul style="list-style-type: none"> ● The 2020-2021 rate is \$500.36 per administrative/professional staff per annum. ● The GSAP is \$21 per administrative/professional staff per annum. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$0.00 ● Forecast October to March: \$1,639 ● The 2019-2020 actual was \$2,335
<p>Administrative/ Professional Staff - Employer CPP Contributions</p> <p>\$7,868 budget</p>	<ul style="list-style-type: none"> ● CPP is calculated at the Government of Canada rate for 2020. ● This line shows the employer's contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$4,680 ● Forecast October to March: \$3,180 ● The 2019-2020 actual was \$9,235
<p>Administrative/ Professional Staff - Employer EI Contributions</p> <p>\$3,277 budget</p>	<ul style="list-style-type: none"> ● EI is calculated at the Government of Canada rate for 2020. ● This line shows the employer's contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$1,988 ● Forecast October to March: \$1,260 ● The 2019-2020 actual was \$4,041
<p>Other HR Expenses</p>		
<p>Office Recognition</p> <p>\$1,000 budget</p>	<ul style="list-style-type: none"> ● This pool of money is used for recognition of GSA staff members (e.g. when a staff member leaves or reaches significant benchmarks). ● Decrease in spending projected due to COVID-19 restrictions. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$68.00 ● Forecast October to March: \$100.00 ● The 2019-2020 actual was \$820.00
<p>Professional Expense Allowance</p> <p>\$6,771 budget</p>	<ul style="list-style-type: none"> ● Contractual arrangement with the ED. ● Budget also used for the professional development of administrative/professional staff. ● Decrease in spending projected due to COVID-19 restrictions. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$696.00 ● Forecast October to March: \$0.00 ● The 2019-2020 actual was \$8,591
<p>Workers' Compensation</p> <p>\$2,227 budget</p>	<ul style="list-style-type: none"> ● WCB-Alberta is disability insurance for workers against the impact of workplace injuries. Our insurance providers strongly recommended that the GSA enrol in Workers' Compensation. ● WCB-Alberta requires an annual return be filed by the last day of February each year. 	<ul style="list-style-type: none"> ● On target ● Actual April to September: \$702.00 ● Forecast October to March: \$1,525 ● The 2019-2020 actual was \$1,578

<p>Parking \$150 budget</p>	<ul style="list-style-type: none"> Covers occasional parking for DEOs, support staff, and administrative/professional staff for meetings or events. Decrease in spending projected due to COVID-19 restrictions. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$0.00 Forecast October to March: \$0.00 The 2019-2020 actual was \$26.00
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Office Administration and Operational Costs		
<p>Capital Items \$7,700 budget</p>	<ul style="list-style-type: none"> This budget line refers to purchases of major assets that the GSA will need and is part of a ten-year ever-greening plan (2014-2024). 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$2,092 Forecast October to March: \$3,318 The 2019-2020 actual was \$2,124
<p>Information Technology Service Agreement \$6,000 budget</p>	<ul style="list-style-type: none"> Effective 2017 established a service agreement with Information Service Technology (IST) to support the GSA’s IT (recently upgraded to minimum University standards by an IT consultant) to provide regular reviews and troubleshooting services. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$6,000 The 2019-2020 actual was \$3,150
<p>Telephone & Cable \$3,100 budget</p>	<ul style="list-style-type: none"> Billed monthly. 	<ul style="list-style-type: none"> On target Actual April to September: \$1,313 Forecast October to March: \$1,646 The 2019-2020 actual was \$2,960
<p>Office Supplies and Maintenance \$13,000 budget</p>	<ul style="list-style-type: none"> General office expenses including office supplies, postage, printing, and miscellaneous office expenses. A physical office reorganization will occur in 2020-2021 to maximize the effective use of the office space. There will be a one-time expense of approximately \$8,000 for this. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$584.00 Forecast October to March: \$1,200 The 2019-2020 actual was \$2,550
<p>Computer Software \$5,236 budget</p>	<ul style="list-style-type: none"> Monthly fees for Adobe Creative Cloud, and for Canva, Zoom, JibJab, and Active Campaigner, as needed. Yearly upgrade costs for Sage Simply Accounting. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$1,965 Forecast October to March: \$2,000 The 2019-2020 actual was \$2,742
<p>Payroll and Banking Service Charges \$1,805 budget</p>	<ul style="list-style-type: none"> The payroll processing charges to CERIDIAN (payroll service provider). Business banking plan fees and corporate MasterCard annual fees. 	<ul style="list-style-type: none"> On target Actual April to September: \$820.00 Forecast October to March: \$900.00 The 2019-2020 actual was \$1,283

Photocopier Lease and Meter \$6,000 budget	<ul style="list-style-type: none"> The GSA leases two photocopiers from Xerox for office use. Billing for the lease and metering (variable according to usage) charges occurs monthly. Decrease in photocopier metering due to physical office closure due to COVID-19. 	<ul style="list-style-type: none"> Spending decrease Actual April to September: \$1,104 Forecast October to March: \$2,300 The 2019-2020 actual was \$4,921
General Liability Insurance (Office) \$700 budget	<ul style="list-style-type: none"> General liability insurance to cover property damage, personal injury, tenants' legal liability, etc. 	<ul style="list-style-type: none"> On target Actual April to September: \$535.00 Forecast October to March: \$0.00 The 2019-2020 actual was \$535.00
AMICCUS-C Membership \$725 budget	<ul style="list-style-type: none"> Membership to AMICCUS-C (Association of Managers in Canadian Colleges and University Student Centers). 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$725.00 The 2019-2020 actual was \$650.00
Professional		
Financial Auditing \$12,200 budget	<ul style="list-style-type: none"> GSA has an annual audit performed by RSM. Required by <i>Post-Secondary Learning Act</i> and submitted to the University Board of Governors. 	<ul style="list-style-type: none"> On target Actual April to September: \$8,400 Forecast October to March: \$3,800 The 2019-2020 actual was \$12,150
Consultants \$15,000 budget	<ul style="list-style-type: none"> Consulting services (e.g. visual identity consultant, labour relations consultant) will potentially be utilized in 2020-2021. Decrease in spending is projected. 	<ul style="list-style-type: none"> On target Actual April to September: \$8,282 Forecast October to March: \$6,718 The 2019-2020 actual was \$0.00
Investment Advisor \$15,000 budget	<ul style="list-style-type: none"> Investment advisor fees for ATB Investment Management Inc. These fees are charged at a rate commensurate with the dollar value of our portfolio. 	<ul style="list-style-type: none"> On target Actual April to September: \$8,813 Forecast October to March: \$6,187 The 2019-2020 actual was \$16,645
Legal Fees - General \$22,000 budget	<ul style="list-style-type: none"> Legal advice on significant operational issues as needed. If there are monies remaining at year-end these funds are added to the Legal Defence Fund, on advice from our auditor. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$22,000 The 2019-2020 actual was \$1,780
Operating/Contingency Fund		

<p>Operating /Contingency Fund</p> <p>\$20,000 budget</p>	<ul style="list-style-type: none"> ● A fund set aside to handle unexpected and unanticipated expenses that are outside the range of the Operating Budget. ● At this time no expenses are forecast. 	<ul style="list-style-type: none"> ● Spending decrease ● Actual April to September: \$0.00 ● Forecast October to March: \$0.00 ● The 2019-2020 actual was \$21,381
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GSA 2020-2021 Restricted and Other Funding Budget (Narrative)

6.16

Account Name and Budget	Brief Description	Narrative
Restricted and Other Funding		
Fundraised Activity		
GSA Planner \$9,500 budget	<ul style="list-style-type: none"> The GSA sells advertising space in the yearly graduate student planner to subsidize printing costs. Advertising revenue is lower than the estimated expenses so funds from the “Engagement” line will be utilized to pay for a smaller than usual number of printed planners. 	<ul style="list-style-type: none"> Revenue shortfall Actual April to September: \$1,075 Forecast October to March: \$1,810 The 2019-2020 actual was \$8,570
<p>Graduate Student Support Fund (GSSF) (Restricted Revenue) The negotiations for the 2020-2022 Memorandum of Settlement have commenced but due to the dynamics of COVID-19 and provincial government funding is not concluded. On June 3, 2020 the Deputy Provost confirmed the commitment for the GSSF at the same level as the 2019-2020 year (\$964,000).</p>		
GSA Recognition Awards \$18,000 budget	<ul style="list-style-type: none"> Funds provided for various awards presented at the annual GSA Awards Night. Revenue is received in the form of Graduate Student Support Fund (GSSF) monies. Expenses for the GSA Awards Night are processed in March. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$18,000 The 2019-2020 actual was \$16,500
GSA Child Care Grants \$331,100 budget	<ul style="list-style-type: none"> Graduate students can apply for this grant to offset the cost of child care. Revenue is received in the form of GSSF funds. Expenses are processed throughout the year. 	<ul style="list-style-type: none"> On target Actual April to September: \$250,337 Forecast October to March: \$80,763 The 2019-2020 actual was \$344,000
GSA Emergency Bursaries \$141,900 budget	<ul style="list-style-type: none"> Emergency Bursaries are a non-repayable bursary for graduate students who need assistance due to an unanticipated emergency. Revenue is received in the form of GSSF funds. Expenses are processed throughout the year. 	<ul style="list-style-type: none"> On target Actual April to September: \$106,790 Forecast October to March: \$35,109 The 2019-2020 actual was \$161,151
GSA Academic Travel Grants \$473,000 budget	<ul style="list-style-type: none"> Graduate students can apply for this grant to participate in academic activities such as conferences and research trips. Revenue is received in the form of GSSF funds. Expenses are processed throughout the year. Since the COVID-19 pandemic is limiting academic activities to online conferences this budget will be underspent and \$100,000 of the projected expenses has been transferred to Emergency Bursaries. A similar spending 	<ul style="list-style-type: none"> On target Actual April to September: \$3,179 Forecast October to March: \$469,821 The 2019-2020 actual was \$439,431

GSA 2020-2021 Restricted and Other Funding Budget (Narrative)

6.17

	transfer may occur in January 2021.	
CJSR Fees \$15,730 budget	<ul style="list-style-type: none"> The U of A campus radio station (CJSR) receives \$1 per graduate student per term. This is a dedicated fee that was implemented by a referendum in 1999. Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$15,730 The 2019-2020 actual was \$15,989
GSAP (Graduate Student Assistance Program) \$82,000 budget	<ul style="list-style-type: none"> GSAP began in September 2009, and is funded in part by a \$12 per graduate student per year dedicated fee that was implemented by a referendum in 2009. The \$12 is split up as \$4 per fall term, and \$8 per winter term. University provides a subsidy against the cost of this plan. Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$82,000 The 2019-2020 actual was \$76,419
Health Plan \$1,667,407 budget	<ul style="list-style-type: none"> This is the fee that is charged to graduate students for the health part of the Health and Dental Plan. The 2020-2021 fee is \$285.61 per graduate student per year. Revenue and the related expenses are processed in October, February, and March. There is a Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$1,667,407 The 2019-2020 actual was \$1,568,790
Dental Plan \$1,246,248 budget	<ul style="list-style-type: none"> This is the fee that is charged to graduate students for the dental part of the Health and Dental Plan. The 2020-2021 fee is \$214.75 per graduate student per year. Revenue and the related expenses are processed in October, February, and March. There is a Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> On target Actual April to September: \$0.00 Forecast October to March: \$1,246,248 The 2019-2020 actual was \$1,092,649

Outline of Issue

2021 Graduate Student Assistance Program Referendum Question

Suggested Motion for GSA Council:

That GSA Council **APPROVE** the holding of a referendum on the Graduate Student Assistance Program, to run concurrently with the 2021 GSA General Election and using the proposed question as attached.

Background:

After remaining unchanged since its creation by referendum vote in 2009, the cost of the Graduate Student Assistance Program (GSAP), provided by Homewood Health with ongoing financial support from the University, has now increased. In order to ensure continuation of the program, a referendum to increase the cost paid by graduate students for access to the GSAP (from \$12 per graduate student per year to \$21.80 per graduate student per year) is necessary.

Conversations with University administration concerning available funding for the program, and associated costs, have been ongoing since 2018 and the GSA Board regularly receives reports from Homewood Health concerning GSAP usage.

Additional information concerning the history of the GSAP, the proposed fee, and the services provided by the GSAP can be found in the attached background to the referendum question.

The GSA Board voted to recommend the attached question to GSA Council at its meeting of 28 October 2020.

Jurisdiction:

GSA Bylaw and Policy, Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.2.1

"A referendum on a clearly worded 'Yes' or 'No' question regarding any dedicated, on-going fee for a service, facility, or lobbying effort can be initiated by the GSA Board (GSAB) subject to a simple majority vote at any meeting of GSA Council. Normally a referendum will be held in conjunction with the GSA General Election, unless a question is determined to be of an urgent nature by the GSAB."

GSA Bylaw and Policy, Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.2.3

"Notwithstanding the process by which a referendum is initiated, a clearly worded referendum question will be developed in consultation with the Chief Returning Officer (CRO), the GSAB, and GSA Council. GSA Council will approve the holding of a referendum and the wording of a referendum question."

GSA Bylaw and Policy, Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.3.1

"Referenda questions will be submitted to GSA Council for approval no later than the first mailing for the November GSA Council meeting, unless a referendum is determined to be urgent by the GSAB as noted above."

GSA Bylaw and Policy, Section J: Referenda, GSA Policy, Referenda, Section J.POL.7.6.

"GSA Council will vote whether to approve the holding of a referendum and the wording of the question."

GSA Bylaw and Policy, Section J: Referenda, GSA Policy, Referenda, Section J.POL.7.7

"If GSA Council approves the holding of a referendum and the wording of the question, a referendum is then held in accordance with GSA Bylaw and Policy on referenda."

Background:

The Graduate Student Assistance Program (GSAP) was established by a referendum in 2009. Graduate students voted to establish the program at a cost of \$12 per graduate student per year, with the fee assessed as \$4 in the Fall term and \$8 in the Winter term. Since 2009, the University has also subsidized the cost of the GSAP and will continue to do so.

The GSAP, which is accessible by all graduate students and their partners and dependents, 24 hours a day, 7 days a week, 365 days a year, includes, at no additional cost:

- Confidential counselling services and other mental wellness supports (note, as an external program, these offerings are additional to counselling services provided by the University and are available at off-campus locations);
- Legal and financial consultations;
- Health promotion programs, including smoking cessation and nutritional and fitness consultations;
- Child and eldercare consultations;
- E-learning opportunities;
- Career counselling; *and*
- On-line wellness resources.

More information about the GSAP can be found [here](#).

While the cost of the program paid by graduate students has not increased since 2009 and the University continues to subsidize the program, utilization levels associated with the GSAP have increased steadily (from 4.36% to 9.4%). Since the cost of the GSAP is driven by usage, the continuation of the program now depends on an increase in the amount paid by graduate students up to a maximum of \$21.80 per graduate student per year, with collection of equal installments of up to a maximum of \$10.90 in each of the Fall and Winter terms (the actual cost to be assessed to graduate students, up to the noted maximum of \$10.90 in each of the Fall and Winter terms will be determined annually based on billing for the GSAP and sent forward to the University Board of Governors to provide for collection).

In November 2020 GSA Council, pursuant to GSA Bylaw and Policy on referenda, approved the wording for the 2021 GSAP referendum question and the holding of the referendum.

Question:

Do you support the continuation of the Graduate Student Assistance Program (GSAP), subject to the following conditions:

- The cost of the GSAP will be increased to a maximum of \$21.80 per graduate student per year, with collection in equal installments of up to a maximum of \$10.90 in each of the Fall and Winter terms, effective as of 1 September 2021;
- In accordance with GSA Bylaw and Policy concerning GSA membership (Section B.BYL.1), the GSAP fee will be collected from all graduate students while they are registered (where applicable) at the University of Alberta after being admitted to the Faculty of Graduate Studies and Research; *and*
- All GSA members, including their partners and dependents, will be eligible to access all GSAP services at no additional cost beyond that noted per graduate student per year, above.

Outline of Issue

2021 U-Pass Referendum Question

Suggested Motion for GSA Council:

That GSA Council **APPROVE** the holding of a referendum on the U-Pass, to run concurrently with the 2021 GSA General Election and using the proposed question as attached.

Background:

The GSA, along with the University of Alberta Students' Union and the MacEwan, Norquest, and NAIT student association, is in the process of concluding negotiations for continuation of the U-Pass program through 2025. As per the agreement, the U-Pass program has to be presented for a referendum vote to the members of the student associations of MacEwan, NAIT and Norquest. While some information in the attached question is pending the finalization of an agreement in principle between the parties to the agreement, this is expected to be concluded shortly and, should any changes to the attached be warranted, the attention of GSA Council will be drawn to them.

Additional information concerning the history of the U-Pass, the proposed fee, and the proposed terms of the next U-Pass agreement can be found in the attached background to the referendum question.

The GSA Board voted to recommend the attached question to GSA Council at its meeting of 28 October 2020.

Jurisdiction:

GSA Bylaw and Policy, Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.2.1

"A referendum on a clearly worded 'Yes' or 'No' question regarding any dedicated, on-going fee for a service, facility, or lobbying effort can be initiated by the GSA Board (GSAB) subject to a simple majority vote at any meeting of GSA Council. Normally a referendum will be held in conjunction with the GSA General Election, unless a question is determined to be of an urgent nature by the GSAB."

GSA Bylaw and Policy, Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.2.3

"Notwithstanding the process by which a referendum is initiated, a clearly worded referendum question will be developed in consultation with the Chief Returning Officer (CRO), the GSAB, and GSA Council. GSA Council will approve the holding of a referendum and the wording of a referendum question."

GSA Bylaw and Policy, Section J: Referenda, GSA Bylaw, Referenda, Section J.BYL.3.1

"Referenda questions will be submitted to GSA Council for approval no later than the first mailing for the November GSA Council meeting, unless a referendum is determined to be urgent by the GSAB as noted above."

GSA Bylaw and Policy, Section J: Referenda, GSA Policy, Referenda, Section J.POL.7.6.

"GSA Council will vote whether to approve the holding of a referendum and the wording of the question."

GSA Bylaw and Policy, Section J: Referenda, GSA Policy, Referenda, Section J.POL.7.7

"If GSA Council approves the holding of a referendum and the wording of the question, a referendum is then held in accordance with GSA Bylaw and Policy on referenda."

Background:

U-Pass is the student group discount program that provides students with unlimited public transit offered by Edmonton, Strathcona County, and St Albert, Fort Saskatchewan, Leduc, Spruce Grove, Beaumont, and Route 747 (airport route).

In 2006, the GSA, along with the University of Alberta Students' Union and the MacEwan, Norquest, and NAIT student associations, negotiated to implement the initial U-Pass program. The first GSA U-Pass referendum was approved in 2007 and subsequent referenda have been approved in 2010, 2013, and 2017.

More information about the U-Pass can be found [here](#).

Until recently, the University of Alberta subsidized the U-Pass fee for its students in order to promote public transit use (the only post-secondary institution to do this). This subsidy, in 2020-2021, offsets the total U-Pass cost of \$180/term by \$22/term, such that University of Alberta students pay \$158/term for the U-Pass while students at MacEwan, Norquest, and NAIT pay \$180/term for the U-Pass, as their institutions do not offer a subsidy. *Please note: The U-Pass program has been suspended in 2020-2021 due to the remote delivery of most University of Alberta programs; \$158/term would have been the fee assessed had the U-Pass program been active.*

Due to budget constraints, the University of Alberta has ended its subsidization of the program. This puts the University of Alberta in line with MacEwan, Norquest, and NAIT. Factoring out the University's subsidy, which will not be provided moving forward, the cost of the U-Pass will be \$180/term (the amount currently paid by non-University of Alberta students).

The current U-Pass agreement is due to expire on 31 August 2021. After negotiation, an agreement-in principle was reached that would see the cost of the U-Pass set at \$180/term, with no further increases for the 2021-2025 agreement.

In addition to no increase in the cost for this four-year period, a transition support program will be implemented to assist students in financial need for the first year of the agreement (2021) and additional opt-outs will be made available under the U-Pass program for:

- Seniors (any student over the age of 65 at the start of a given academic term);
- Recipients of the Assured Income for the Severely Handicapped (AISH) program (any student who can demonstrate participation in the AISH program); *and*
- Distance (any student who can demonstrate their principal residence is greater than 100 km from Edmonton).

In November 2020 GSA Council, pursuant to GSA Bylaw and Policy on referenda, approved the wording for the 2021 U-Pass referendum question and the holding of the referendum.

Question:

Do you support the continuation of the Universal Transit Pass (U-Pass) subject to the following conditions:

- The U-Pass would provide unlimited usage of regular transit systems in Edmonton, Strathcona County, and St Albert, Fort Saskatchewan, Leduc, Spruce Grove, Beaumont, and Route 747 (airport route) within the participating municipalities' service area during the Fall, Winter, and/or Spring/Summer (May-August) terms to all continuing graduate students enrolled in at least one course for credit in a term (includes thesis registrations);
- The cost of the U-Pass fee to each graduate student would be mandatory and set at \$180/term (for each of the Fall, Winter, and Spring/Summer terms), beginning 1 September 2021 and extending to 31 August 2025;

- A transition support program will be implemented to assist students in financial need for the first year of the agreement (2021); *and* (**NOTE FOR GSA COUNCIL: additional information concerning this program will be added to the question once details have been finalized**)
- Under certain circumstances, some graduate students would continue to be exempt or eligible to opt-out of the U-Pass program (below is an excerpt from the 2021-2025 U-Pass agreement-in-Principle concerning opt-out provisions).

NOTE FOR GSA COUNCIL: Until the agreement in principle is finalized, the excerpt from the 2021-2025 agreement cannot be added and so this section will be updated prior to the referendum. No major changes to the below are anticipated beyond the addition of opt-out provisions for seniors, AISH recipients, and those living 100 km away from Edmonton, as noted above. However, should any additional opt-out provisions be introduced, GSA Council will be informed.

Excerpt from the 2017-2021 U-Pass Agreement

The following graduate students would be exempt from the U-Pass program:

- “a) a Student who is not enrolled in any course for credit located on a University of Alberta campus within any of the Municipalities for that School Term;
- b) a Student who is enrolled only in the Executive MBA program;
- c) a graduate Student who is designated as an off-campus thesis student by the University; *and*
- d) a Student who is enrolled only in a program of study offered by the University's Faculty of Extension, which program of study leads to a certificate.”

The following graduate students would be eligible to opt-out of the U-Pass program:

- “a) a Student who has a valid Disabled Adult Transit Service (DATS) registration, Strathcona County Mobility Bus registration, or St. Albert Handibus registration, Spruce Grove Specialized Transit Service (STS) registration, Fort Saskatchewan Special Transportation Services Society (STSS) registration, or Leduc Assisted Transportation Services (LATS) registration; and is able to prove their registration with a valid photo ID card;
- b) a Student who has a valid CNIB (Canadian National Institute for the Blind) registration and is able to confirm such registration with a valid CNIB-issued photo ID card;
- c) a Student who is currently an employee of a transit system owned and operated by any of the Municipalities and is able to provide written confirmation on official letterhead of their employment at the beginning of each School Term; *and*
- d) a Student who, pursuant to official University regulations, policies or procedures (as may be amended from time to time) respecting registration and fees assessments, has the option of being assessed the athletics and recreation fee or the health services fee by the University, and who is in a cooperative work experience program or work internship and who is registered only in one or more courses designated as “Work Experience” for that School Term, and who is either:
 - i. For Fall and Winter Terms - fulfilling their course requirements outside the boundaries of the Municipalities for the majority of the School Term; or
 - ii. For Spring/Summer Term – fulfilling the majority of their course requirements outside of the boundaries of the Municipalities; or

- e) a Student who is enrolled at another post-secondary educational institution and is required to participate in a transportation program similar to the U-Pass Program (if any) being offered to students of this other post-secondary educational institution by said institution and the Municipalities.”

Outline of Issue

Recommended Addition to GSA Bylaw and Policy, Section F: GSA Standing Committees

Suggested Motion for GSA Council:

That GSA Council **APPROVE** recommended addition to GSA Bylaw and Policy, Section F: GSA Standing Committee, as shown in the attached track changes document and effective immediately.

Background:

Work to establish a GSA Equity, Diversity, and Inclusion Committee have been ongoing over the summer, as has been reported to GSA Council. The attached draft terms of reference were developed after researching the compositions and mandates of similar committees within a range of student associations, and then shared with various stakeholders engaged in equity, diversity, and inclusion work (including the Indigenous Graduate Students' Association and the Black Graduate Students' Association). Feedback received was incorporated into the attached.

The recommended changes were also unanimously recommended to GSA Council by the GSA Governance Committee via email vote on 19 October 2020 and by the GSA Board on 4 November 2020.

Jurisdiction:

Section A: Authority, GSA Bylaw, Authority, Section A.BYL.2.2

"GSA Policy is under the jurisdiction of GSA Council and may be amended by a simple majority vote of GSA Council at any meeting of GSA Council."

Section F: GSA Standing Committees, GSA Policy, Standing Committees, Section F.POL.3.2.a

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

Section F: Standing Committees, GSA Policy, Standing Committees, Section F.POL.4.2.a

The GSA GC will "advise GSA Council on matters of GSA Bylaw and Policy not in the purview of any other GSA Standing Committee, or other governance issues, and recommend changes to GSA Council."

GSA Bylaw: GSA Standing Committees¹**F.BYL.1 General**

- F.BYL.1.1 GSA Council may delegate its powers to GSA Standing Committees through committee mandates.
- F.BYL.1.2 GSA Standing Committees will report regularly to GSA Council on the proper exercise of their delegated powers. The GSA Labour Relations Committee (GSA LRC) will report to GSA Council for information.
- F.BYL.1.3 GSA Standing Committees advise GSA Council and the GSA Board (GSAB) on policy relevant to their mandates, and have full authority to take actions set out within those mandates.
- F.BYL.1.4 The GSA has the following the Standing Committees:
 - F.BYL.1.4.a GSAB,
 - F.BYL.1.4.b GSA Governance Committee,
 - F.BYL.1.4.c GSA Budget and Finance Committee,
 - F.BYL.1.4.d GSA Awards Selection Committee,
 - F.BYL.1.4.e GSA Equity, Diversity, and Inclusion Committee,
 - F.BYL.1.4.e GSA LRC,
 - F.BYL.1.4.f GSA Elections and Referenda Committee,
 - F.BYL.1.4.g GSA Nominating Committee, and
 - F.BYL.1.4.h GSA Appeals and Complaints Board.
- F.BYL.1.5 *Ad Hoc* Committees
 - F.BYL.1.5.a GSA Council may from time to time create *ad hoc* committees to address issues that are outside the purview of GSA Standing Committees.

Commented [CT1]: If the recommended addition to GSA Policy on the next page is approved, GSA Bylaw will be amended as noted here, and GSA Policy on Officer Portfolios (President's portfolio (Section D.POL.5.2.a) and VP Student Services' portfolio (Section D.POL.9.2.a)) will likewise be amended, as will the GSA website, all 101 PowerPoint materials, and the GSA Council Handbook

¹ Approved by the Extraordinary General Meeting on 11 January 2010. Amended by GSA Council on 25 July 2011, 21 September 2015, 15 May 2017, and 18 June 2018. Editorial revisions made by the GSA Governance Committee on 3 April 2017.

GSA Policy: GSA Standing Committees²

F.POL.1-F.POL.4 ... no changes.

F.POL.5 GSA Equity, Diversity, and Inclusion Committee**F.POL.5.1 Composition**

F.POL.5.1.a The President as Chair.

F.POL.5.1.b The Vice-President Student Services as Vice-Chair.

F.POL.5.1.c A minimum of seven (7) and up to nine (9) GSA members elected by GSA Council as voting members. The GSA Equity, Diversity, and Inclusion Committee (GSA EDIC) Chair, in consultation with the GSA EDIC Vice-Chair and the Chair of the GSA Nominating Committee, can decide to increase the number of GSA members on the GSA EDIC.

F.POL.5.1.d The ED (or delegate) as a non-voting member.

F.POL.5.1.e Elected members will be individuals who are or identify as Indigenous, as Black, as members of a racialized group, as disabled or diversely abled, as female, or as LGBTQPIANU+ (Lesbian, Gay, Bisexual, Transgender, Two-Spirit, Queer, Questioning, Pansexual, Intersex, Asexual, Non-Binary, Unlabelled, and more).

F.POL.5.2 Mandate

F.POL.5.2.a The GSA EDIC works to ensure that the GSA reflects the principles of Equity, Diversity, and Inclusion (EDI) for all its members in the interests of enhancing the graduate student experience and ensuring the existence of a welcoming environment and cohesive community for graduate students on campus.

F.POL.5.2.b The GSA EDIC will discuss all aspects of EDI relating to the GSA (including, but not limited to, topics of potential EDI-related advocacy, strategies for engagement of GSA members with a focus on EDI and, and GSA governance, services, and member benefits related to EDI) and advise and make recommendations to the GSA Board and GSA Council on these matters.

F.POL.5.2.c The GSA EDIC will work collaboratively with other groups on campus focusing on EDI matters.

F.POL.5.3 Meetings

F.POL.5.3.a Quorum is five (5) voting members including either the Chair or Vice-Chair.

F.POL.5.3.b The GSA EDIC will meet at least three (3) times a year.

F.POL.6 GSA Budget and Finance Committee

See Section K: Finances, GSA Policy, GSA Standing Committees, GSA Budget and Finance Committee.

F.POL.7 GSA Awards Selection Committee

See Section O: GSA Recognition Awards, GSA Policy, GSA Standing Committees, GSA Awards Selection Committee.

F.POL.8 GSA Labour Relations Committee

See Section Q: Collective Bargaining, GSA Policy, GSA Standing Committees, GSA Labour Relations Committee.

F.POL.9 GSA Elections and Referenda Committee

See Section I: Elections, GSA Policy, GSA Standing Committees, GSA Elections and Referenda Committee.

F.POL.10 GSA Nominating Committee

See Section E: Nominating, GSA Policy, GSA Standing Committees, GSA Nominating Committee.

F.POL.11 GSA Appeals and Complaints Board

See Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board.

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² Approved by the Extraordinary General Meeting on 11 January 2010. Amended by the Annual General Meeting on 28 March 2011. Sections moved to GSA Policy from GSA Bylaw and GSA Board Policy by GSA Council on 8 April 2013 and 19 November 2018. Amended by GSA Council on 25 July 2011, 21 September 2015, 15 May 2017, 18 June 2018, and 19 November 2018. Editorial revisions made by the GSA Governance Committee on 3 April 2017, 6 October 2017, 8 July 2019, and 16 March 2020.

GSA NOMINATING COMMITTEE (GSA NoC)

GSA APPEALS AND COMPLAINTS BOARD (GSA ACB) (ONE (1) POSITION FOR A GSA MEMBER): ONE (1) NOMINEE

Information regarding the position for one (1) GSA member was circulated via the GSA newsletters of 23 and 30 October, and 6 November 2020 with a nomination deadline of 10 November 2020. One (1) nomination was received for one (1) GSA member vacancy. The nominee was then interviewed by GSA NoC members who have been trained in procedural fairness by the GSA and have a record of demonstrating impartiality through their work on the GSA NoC. A member of GSA management 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 an electronic vote held at the 16 November 2020 GSA Council meeting.

If you and your alternate are unable to attend the 16 November 2020, 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, 16 November 2020 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. Christina Saed (Pharmacy and Pharmaceutical Science)**

Current GSA ACB membership can be found [here](#).

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.7.1.a and H.POL.7.1.b

"Eight (8) GSA members elected by GSA Council as voting members [and] four (4) Departmental Councillors (including the Indigenous Graduate Students' Association (IGSA) Councillor), alternates, or recent former Departmental Councillors, 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.9.4

"The GSA NoC will interview all nominees to the GSA ACB and forward selected nominees to GSA Council."

The biography and brief resume received for the one (1) nominee is BELOW on page 10.1. The biography and brief resume are presented as received (ie not edited).

Christina Saed

Statement of Interest:
I always have a desire to be a voice for all my peers. Therefore, I am running PGSA representative. During my undergrad I have learned how to be a good leader and work as one team. Additionally, I believe this position may acquire juggling schedules, delegating tasks and fulfilling goals. It could be a lot to handle. That's why another leadership skill that I must focus on is time management. Moreover, I'm a people-person and like to help everyone as much as I can.
Bio:
I graduated from Ahram Canadian university (ACU) (Egypt) with excellent degree in 2017. During my undergraduate studies, my favorite area of study was Pharmacology. Notably, I became fascinated with understanding the specific mechanisms by which drugs are used to treat disease pathology. Therefore, I applied for a Master's degree at U of A in 2019. Now I am in my 2nd year at Dr Ussher lab. My project focus on non-alcoholic fatty liver disease (NAFLD) in obese and diabetic patients, we are hoping to find a novel medication to treat NAFLD as there is no treatment has been approved yet.
Summary Resume:
Currently I am Pharmaceutical Science Representative at PGSA. Also, I am a VP relations for Adaptabilities U of A(2020-currently). Additionally, I am serving as VP- communications for Obesity Canada Chapter. Nowadays, I am trying to establish a new chapter for One for The World (OFTW) at U of A.

President
Report to GSA Council for the 16 November 2020 Meeting

To: GSA Council
From: Marc Waddingham
Date: 13 November 2020

To my colleagues in Council,

I am glad to present you with important updates on a number of strategic priorities:

University of Alberta for Tomorrow (UAT)

- The UAT project is nearing the end of its first stage, contingent on General Faculties Council's (GFC) vote on one of the final scenarios proposed by the Academic Restructuring Working Group. The current slate of latest scenarios will be publicly released to GFC's Academic Planning Committee on 16 November, and will be subject to its initial review by GFC on 23 November; the final vote to either adopt one of the scenarios or postpone the process will take place in early December.
- I have had the opportunity to meet with a selection of member GSAs as part of ongoing outreach efforts to receive feedback regarding UAT. Through these initial conversations, a number of key, shared concerns have been identified, including the improvement of student services, the importance of departmental academic autonomy, preservation of the Faculty of Graduate Studies and Research (FGSR), and other issues. I gladly welcome our Councillors to get in touch if they would like to plan their own departmental roundtable event, and encourage our members to continue their involvement in UAT events whenever opportunities arise.
- As per recommendation from one of our Councillors, I will be looking towards drafting short briefing notes related to UAT to update our Council on key developments, messaging, and opportunities as the project moves into its next stage.

Professional Development and Experiential Learning Opportunities

- The GSA has been contacted by a handful of external partners seeking graduate student interns, and whom we have connected with our respective Councillors to aid in the search for qualified applicants. This is a notable development in our work to increase internship opportunities for graduate students, with the GSA increasingly recognized as a resource to help navigate the University in search of graduate students able and willing to assist external partners.
- The GSA has attained a seat on the University of Alberta Innovation Network, a key venue to stay up-to-date on the latest updates and projects related to intellectual property, industry partnerships, commercialization, and other facets of applied research produced by our colleagues at the University.
- We are in early talks with FGSR's Graduate Student Internship Program Office to host an online career fair/industry mixer event, details to be determined; a tentative date has been set for early February.

GSA Equity, Diversity, and Inclusion Committee (GSA EDIC)

- As will have been discussed and voted upon earlier in the meeting, I am proud to bring to GSA Council the terms of reference (ToR) for the GSA EDIC, as part of our ongoing efforts to better incorporate the breadth of perspectives held by our graduate student population. Given that we represent the most diverse constituency on campus, this new standing committee will assist in ensuring we are upholding principles of equity, diversity and inclusion (EDI) within our organization, help guide strategic considerations of the executive, and serve as a forum to discuss matters related to EDI in order to serve as an internal knowledge base on this important topic.
- As is the case with all standing committees, the EDIC will have the power to propose motions to GSA Council, review its own ToR, and directly advise the executive on related matters. Similarly, the ToR will be subject to continual review as best practices are determined and gaps are identified.

Alberta Graduate Provincial Advocacy Council (ab-GPAC) Advocacy Week 2020

- Anas Fassih, VP External, will provide a more fulsome update on ab-GPAC's 2020 Advocacy Week. I am glad to report the week was a success, and I personally had an opportunity to attend five of the 17 meetings with both members of the government and the Official Opposition. I would like to extend my congratulations to ab-GPAC's Executive Director Brandon Simmons, who managed to increase our number of meetings, initialize our new project management system, and maintained support throughout the process.

Alberta 2030 Roundtable

- On 2 November, I attended McKinsey & Co.'s first AB2030 roundtable for student leaders. This is a very key issue and I will report further on this consultation session in person.

At any rate, these points encapsulate my major updates from the last month; I am glad to comment on any of the above topics or on the meetings I have attended.

Kind regards,

Marc Waddingham, President 2020-2021

Please find below a list of meetings I attended between 19 October 2020 and 16 November 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

20 October	Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
20 October	Dean of Students Review Committee
21 October	President's Installation Committee - Debrief
21 October	General Faculties Council Academic Planning Committee (GFC APC)
22 October	Meeting re Innovation and Diversification in Alberta
22 October	Meeting with City of Edmonton
22 October	Discover Governance Session
23 October	Academic Restructuring Working Group (ARWG)
23 October	Alberta Provincial Advocacy Council (ab-GPAC) Board
26 October	Meeting with Graduate Students from East Asian Studies
26 October	International Students' Association (ISA) Council
27 October	Tuition Budget Advisory Committee (TBAC)
27 October	Meeting re Graduate Student Internship Program (GSIP)
28 October	Meeting with Students' Union (SU) re Mandatory Non-Instructional Fees (MNIFs)
29 October	Edmonton City Councillor Forum
30 October	Meeting with C Swindlehurst, Interim Vice-President (University Relations)
30 October	GSA Budget and Finance Committee (GSA BFC)
30 October	Meeting with B Milne, Vice-Provost and Faculty of Graduate Studies and Research (FGSR) Dean
30 October	Meeting with A Costopoulos, Dean of Students
2 November	Meeting with Meetings with Legislators
2 November	Alberta 2030 Initiative Roundtable
3 November	Joint Student/University Oversight Committee on Mandatory Non-Instructional Fees (MNIFs)
3 November	Dean of Students Review Committee
4-6 November	Alberta Provincial Advocacy Council (ab-GPAC) Advocacy Week: Meetings with Legislators
4 November	General Faculties Council Academic Planning Committee (GFC APC)
5 November	Meeting with B Flanagan, President
5 November	Meeting with J Agarwal, Students' Union (SU) President
6 November	Academic Restructuring Working Group (ARWG)
6 November	Meeting re Housing with K Huising, Associate Vice-President (Ancillary Services)
9 November	Meeting with Board Human Resources and Compensation Committee (BHRCC) Members
9 November	Meeting with C Singh, International Students' Association (ISA) President
9 November	Special Board of Governors (BoG) Meeting
10 November	Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
10 November	General Meeting of the U15 Graduate Student Societies General Meeting

11.2

12 November	Academic Restructuring Roundtable – Department of Digital Humanities
12 November	Academic Restructuring Roundtable – Science Graduate Student Association Council
16 November	General Faculties Council Academic Planning Committee (GFC APC)
16 November	Academic Restructuring Roundtable – Faculty of Graduate Studies and Research (FGSR)
16 November	Free Expression on Campus Meeting

GSA Board
Report to GSA Council for the 16 November 2020 Meeting

To: GSA Council
 From: Marc Waddingham, GSA President
 Date: 13 November 2020

The GSA Board (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 21 (Executive Director's Report to GSA Council).

21 October 2020 GSA Board Meeting:

Main Agenda Items:

Public Interest Alberta Post-Secondary Education Campaign: Request for an External Grant; COVID-19 Update; Vice-President (Facilities and Operations) Review Committee; GSA Council Debrief; and Meeting Reports.

Motions and Agreements:

MOTION: That the GSA Board **APPROVE** an external grant in an amount of \$1000 for a campaign related to the importance of post-secondary education, as requested in the attached letter from Public Interest Alberta. UN **MOVED**. SP Seconded. **CARRIED**

28 October 2020 GSA Board Meeting:

Main Agenda Items:

2021 Graduate Student Assistance Program Referendum Question; 2021 U-Pass Referendum Question; COVID-19 Update; GSA Statement of Solidarity with AUPE Healthcare Workers; and Meeting Reports.

Motions and Agreements:

MOTION: That the GSA Board **RECOMMEND** to GSA Council the holding of a referendum on the Graduate Student Assistance Program, to run concurrently with the 2021 GSA General Election and using the proposed question as attached. SP **MOVED**. UN Seconded. **CARRIED**.

MOTION: That the GSA Board **RECOMMEND** to GSA Council the holding of a referendum on the U-Pass, to run concurrently with the 2021 GSA General Election and using the proposed question as attached. SP **MOVED**. SR Seconded. **CARRIED**.

Board Members **AGREED** to move into **CLOSED SESSION**.

Board Members discussed the **Academic Restructuring Working Group (ARWG)** and the **Tuition Budget Advisory Committee (TBAC)**.

Board Members **AGREED** to move out of **CLOSED SESSION**.

Board Members **AGREED** to move into **CLOSED SESSION**.

Board Members discussed the **GSA Collective Agreement Negotiations Meeting**.

Board Members **AGREED** to move out of **CLOSED SESSION**.

4 November 2020 GSA Board Meeting:

Main Agenda Items:

2019-2020 Draft GSA Audited Financial Statements; 2020-2021 GSA Fall Term Budget and Expenditure Report; Recommended Addition to GSA Bylaw and Policy, Section F: GSA Standing Committees; COVID-19 Update; Academic Restructuring Panel with Australian Student Leaders: Request from AASUA and NASA; and Meeting Reports.

Motions and Agreements:

Board Members **AGREED** to move into **CLOSED SESSION**.

Board Members discussed the **2019-2020 Draft GSA Audited Financial Statements**.

Board Members **AGREED** to move out of **CLOSED SESSION**.

MOTION: That the GSA Board **APPROVE AND FORWARD TO GSA COUNCIL (FOR INFORMATION)** the 2019-2020 draft GSA audited financial statements. AF **MOVED**. SR Seconded. **CARRIED**.

MOTION: That the GSA Board **RECEIVE FOR INFORMATION AND FORWARD TO GSA COUNCIL (FOR INFORMATION)** the GSA 2020-2021 Fall Term Budget and Expenditure Report. UN **MOVED**. AF Seconded. **CARRIED**.

MOTION: The GSA Board **RECOMMEND** to GSA Council recommended changes to GSA Bylaw and Policy, Section F: GSA Standing Committee, as shown in the attached track changes document and effective upon approval by GSA Council. SR **MOVED**. AF Seconded. **CARRIED**.

**GSA Budget and Finance Committee
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Marc Waddingham
Date: 13 November 2020

Dear Council Colleagues,

The GSA Budget and Finance Committee (GSA BFC) met on 30 October 2020 to review the GSA's revised 2019-2020 draft audited financial statements as presented by our Auditors, Tom Gee and Melissa Gee (RSM). The GSA is required by the *Post-Secondary Learning Act* (Section 97(1)) to have an annual audit, which is ultimately presented to the University Board of Governors. The audit was then presented to the GSA Board on 4 November 2020 and is now before GSA Council.

At this meeting, we also reviewed and discussed the Fall Term Budget and Expenditure Report prepared by the GSA's Financial Team (Courtney Thomas (Executive Director), Shirley Ball (Accountant), Dorte Sheikh (Financial Manager), and Erika Heiberg (Associate Director)). This item was also reviewed by the GSA Board at their 4 November meeting and is now presented to GSA Council for information. I encourage you to read the associated cover letter and the financial statements closely.

Finally, we reviewed the GSA's most recent quarterly investment statement, and members of our ATB investment management team were on hand to answer questions; our investments are performing well considering the current state of the economy.

The next GSA BFC meeting will be held on 30 November; at this meeting the committee will begin the process of developing the operating budget for next year.

I am happy to answer any questions.

Sincerely,
Marc Waddingham, President and Chair of the GSA BFC

**GSA Governance Committee
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Marc Waddingham
Date: 13 November 2020

Dear Council Colleagues,

The GSA Governance Committee (GSA GC) recommended to GSA Council, via email vote on 19 October 2020, an addition to GSA Bylaw and Policy to establish the GSA Equity, Diversity, and Inclusion Committee. That recommended addition will be before GSA Council for consideration at the meeting of 16 November 2020.

Sincerely,
Marc Waddingham, President and Chair of the GSA GC

**Vice-President Academic
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Sachiketha Reddy Paspula
Date: 13 November 2020

Dear Council Colleagues,

I hope you all are doing your great. I have attended several meetings in the past month, and I am happy to share a few updates from those:

- GSA President Marc Waddingham and I had a couple of meetings with Dr. Brooke Milne, Dean of the Faculty of Graduate Studies and Research. We discussed e-transcripts and essential travel letters for graduate students seeking to travel to Canada.
- I attended a General Faculties Council Council on Student Affairs (GFC COSA) meeting, where I presented the GSA report – noting that the GSA has been hosting online engagement events, finalizing our audit, beginning our Discover Governance programming to encourage grad students to get involved, and holding town halls on academic restructuring. At this meeting, Melissa Padfield, Vice-Provost and University Registrar, provided a snapshot of the current state of undergraduate and graduate financial supports issued by the Office of the Registrar (RO) for the 2019/20 fiscal year. The report noted that, in 2019/20, the RO provided \$17.4M in graduate financial support. Admissions for Fall 2021 opened in October and there is an increase in the numbers of applicants, compared to this time last year. We also discussed study permits for new and incoming students. The first GFC Student Conduct Policy Committee (GFC SCPC) meeting of Fall 2020 was held in October. The GFC SCPC is charged with providing oversight on the University's student discipline codes. This committee reviews and recommends changes to these codes, and changes to policies and procedures related to discipline.
 -
- In the GFC Executive Committee (GFC EXEC) meeting, Dr. Andre Costopolous, Vice-Provost and Dean of Students, presented the Annual Report of Student Conduct Portfolio. This report covered the responses to student conduct across the Dean of Students' portfolio for the 2019/20 academic year. He outlined the Residence Community Standards, Residence Agreement, Code of Student Behavior, Sexual Violence Policy and the GFC protocol for urgent cases of disruptive, threatening or violent behavior. Academic misconduct was up by 13 cases in 2018/19, while non-academic misconduct remained stable (14 this year as compared to 13 in 2018/19). I was part of a Undergraduate Research Initiative (URI) Advisory Committee meeting. This committee is undertaking an evaluation project for the URI Stipend (a funding program to support mentored, interdisciplinary undergraduate research). This committee emphasises student skill development.

If you have any concerns about this report/concerns regarding any academic related issue feel free to reach me at gsavpaca@ualberta.ca. I will be more than happy to answer your questions.

Regards,
Sachiketha Reddy Paspula, Vice-President Academic 2020-2021

Please find below a list of meetings I attended between 19 October 2020 and 16 November 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

20 October	Meeting with Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR) B Milne
21 October	General Faculties Council Nominating Committee (GFC NC)
21 October	Undergraduate Research Initiative (URI)
22 October	General Faculties Council Student Conduct Policy Committee (GFC SCPC)

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22 October	Discover Governance Session
27 October	Tuition Budget Advisory Committee (TBAC)
27 October	Meeting re Graduate Student Internship Program (GSIP)
30 October	University Research Policy Committee (URPC)
30 October	Meeting with B Milne, Vice-Provost and Faculty of Graduate Studies and Research (FGSR) Dean
2 November	General Faculties Council Executive Committee (GFC EXEC)
3 November	Joint Student/University Oversight Committee on Mandatory Non-Instructional Fees (MNIFs)
4 November	Faculty of Graduate Studies and Research Policy Review Committee (FGSR PRC)
5 November	General Faculties Council Council on Student Affairs (GFC COSA)
10 November	Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)

**Vice-President External
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Anas Fassih
Date: 13 November 2020

Colleagues,

I trust you are doing well. I attended a couple of meetings last month. Here are the main takeaways:

- The main highlight of this month was an intensive Advocacy Week (2-6 Nov) led by the Alberta Graduate Provincial Advocacy Council (ab-GPAC), for which we have been preparing since June of this year. We met with the following MLAs: Searle Turton, Joseph Schow, David Eggen, Jackie Amstron-Homeniuk, Minister Jason Copping, Minister Demetrios Nicolaidis, Lori Sigurdson, Marlin Schmidt, Joe Ceci, Roger Reid, David Hanson, Janis Irwin, Thomas Dang, Shane Getson, and Rodrigo Loyola. MLAs have been receptive of our four asks: professional development, funding for mental health, funding for student caregivers, and digital infrastructure. We asked for a provincial strategy for improving digital infrastructure in the province, especially in rural Alberta, where our members face challenges to doing work online in this pandemic. We asked for a funding extension for the mental health program that was initially introduced in 2015 for a period of three years and subsequently renewed for one year in 2019. We insisted that a one-year extension is not enough for institutions to best use the funds to support graduate students. We asked for more funding for student caregivers and for flexibility around program extensions. As well, we also asked for a statement of acknowledgment from the government about the challenges female student caregivers face in their studies. We also stressed the importance of professional development for graduate students, thereby meeting the government's plan for building skills for jobs. We added that research will play a major role in the post-pandemic economic recovery in the province and in creating a more sustainable economy sufficient to cater to the needs of Alberta in the long run. Our advocacy week coincided with the partnership that the Government of Alberta built with Mitacs to create 3800 internships for students in the province. In our meetings with the MLAs and the Minister of Advanced Education in particular, we acknowledged this as a step in the right direction and we would love to see more. I would like to thank Mr. Brandon Simmons, ab-GPAC Executive Director, for his tireless effort to make this event a success. Special thanks also go to my colleagues from other member GSAs who showed a high level of organization, cooperation, and coordination in our meetings with MLAs throughout the week.
- On 20 October and 10 November, I met with fellow members of the executive committee of ab-GPAC. Each executive gave their portfolio report, while the second half of the meeting was devoted to our plan for Winter. We agreed to continue our participation in Alberta 2030 and strive to curb performance-based funding. In addition, we also discussed the importance of putting in some time to lay the ground for our successor team next year.
- On 21-22 October, I participated in the Search Committee for the Vice-President (External Relations). The hiring process was concluded, and the successful candidate was announced on 10 Nov.
- On 23 Oct, I met with Edmonton Students Alliance (ESA) group to prepare for our City Council Forum meeting that took place on 29 October. Four councillors attended to talk to us about U-Pass, public transit, student housing, and student consultation in city matters.
- On 5 November, I met with the Public Interest Alberta Post-Secondary Education Task Force. Healthcare workers involved in the recent strike action attended the meeting and thanked all the associations and groups involved in post-secondary messages of solidarity and support they received. As I represent ab-GPAC in this meeting, I updated the group on our advocacy week and plans going forward.
- On 6 November, I had my monthly meeting with Katherine Husing, Associate Vice-President (Ancillary Services) to discuss issues facing graduate students in residences.

- On 10 November, I attended a U-15 Graduate Student Societies General Meeting. Like other GSAs in the U-15, the UAlberta advocacy priority with the federal government is facilitating an immigration stream under the FSW (Federal Skilled Worker) category, where international students should be able to count their work hours as Research/Teaching Assistants toward points for work experience under the National Occupation Code 4012. It is our belief that academic work is work experience. In addition, increasing and extending of Tri-Council funding for Canadian and eligible students is highly necessary as we navigate through the pandemic. The meeting ended with a discussion on forming a group of five members to draft a letter for the Federal Government. I volunteered to join this group.

Feel free to reach out via email (gsa.vpexternal@ualberta.ca) or ask in the GSA Council meeting should you have any questions.

Thank you!

Anas Fassih, Vice-President External 2020-2021

GSA VP External's Meetings Attended (Anas)

Please find below a list of meetings I attended between 19 October 2020 and 16 November 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

20 October	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Committee
21 October	Vice-President (External Relations) Search Committee
21-22 October	Vice-President (External Relations) Search Committee – Interviews
22 October	Discover Governance Session
23 October	Alberta Provincial Advocacy Council (ab-GPAC) Board
23 October	Edmonton Students' Alliance (ESA) Meeting
26 October	Public Interest Alberta (PIA) Post-Secondary Education Task Force
29 October	Edmonton City Councillor Forum
29 October	Residence Advisory Committee (RAC)
2 November	Meeting with Meetings with Legislators
2 November	Meeting with Meetings with Legislators
3 November	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Advocacy and Outreach Committee
3 November	Meeting with Meetings with Legislators
4 November	Meeting with K Husing, Associate Vice-President (Ancillary Services)
4-6 November	Alberta Provincial Advocacy Council (ab-GPAC) Advocacy Week: Meetings with Legislators
5 November	Public Interest Alberta (PIA) Post-Secondary Education Task Force
6 November	Meeting re Housing with K Husing, Associate Vice-President (Ancillary Services)
10 November	General Meeting of the U15 Graduate Student Societies General Meeting
10 November	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Committee
12 November	GSA Awards Selection Committee (GSA ASC)
13 November	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board Meeting
16 November	Academic Restructuring Roundtable – Faculty of Graduate Studies and Research (FGSR)

**GSA Awards Selection Committee
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Anas Fassih
Date: 13 November 2020

Dear Council Colleagues,

The GSA Awards Selection Committee (GSA ASC) met on 12 November to discuss the timeline of the 2020-2021 GSA Recognition Awards. The GSA Recognition Awards honour graduate students who have distinguished themselves in research, teaching, academic achievement, leadership, and service to the University and to the wider community. The GSA also recognizes University faculty and staff members for their outstanding contribution to graduate education, and acknowledges those who support and champion graduate students at the University.

The nominations for the GSA Recognition Awards opened on 1 December 2020 and will close at 4 PM on 15 January 2021. GSA ASC members will be virtually adjudicating the nominations into late January, after which they will meet to determine the final recipients in each category. The recipients will be reported to GSA Council in February.

At the 12 November meeting, members also discussed the development of the new GSA Recognition Awards – The GSA Spirit Award and the Indigenous Graduate Student Award.

Best,
Anas Fassih, Vice-President External and Chair of the GSA ASC

**Vice-President Labour
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Umesh Nimmathi
Date: 13 November 2020

Dear Council Colleagues,

I hope that everyone is doing well. I have attended several meetings and here are some of the highlights of the meetings:

- I attended a GSA Brunch and Learn event on 27 October with Katherine Zwicker (KZ) and Wendy Doughty (WD) from the [Dean of Students Office](#), and Sridhar, Vice-President Student Services. KZ and WD presented on various services (Academic Support, Professional Development, Access Team, First People House and Sexual Assault Centre) that the Dean of Students' Office provides. These kinds of sessions help graduate students learn about the range of services they can access throughout their journey with the University.
- Negotiations for the next Collective Agreement are still ongoing and we are hoping to wrap up the bargaining process by the end of Fall 2020. We are sharing regular updates with Academically-Employed Graduate Students (AEGSs) and GSA Labour Relations Committee (GSA LRC) members. If you are a non-AEGS and have any questions regarding this, please feel free to contact me.
- I attended a Campuses and Facilities Safety and Security Committee (CFSSC) meeting on 27 October. Various reports (Security Agent Team Report, Community Action Team Report, EPS Liaison Officer Report) were presented by the Community Action Team and University of Alberta Protective Services (UAPS), including heat maps and dashboards to show the areas of higher crime rates in the University. The incidents were reduced by half since 2019 -2020, as the University has less traffic due to COVID-19
- I attended a GSA LRC Meeting on 2 November to update on Collective Agreement Negotiations and to discuss the current concerns of AEGSs.
- I attended one-on-one meetings with a few AEGS's with Erika Heiberg, GSA Associate Director, to assist with their labour concerns and issues they are facing.

If you are interested in student advocacy and leadership, please join the Discover Governance meeting that we are hosting on 20 November. Information is available on the GSA website and in the newsletter.

Finally, we are also hosting a [Labour 101](#) session on November 20 at 11:00 AM, please feel free to join this session and kindly share this information to your fellow AEGS's. Information is available in the newsletter.

If you have any questions or concerns about the CA or any general comments or questions, please don't hesitate to reach out to me at gsa.vplabour@ualberta.ca.

Best wishes,

Umesh Nimmathi, Vice-President Labour 2020-21

Please find below a list of meetings I attended between 19 October 2020 and 16 November 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

21 October	Meeting with a Graduate Student
22 October	Discover Governance Session
27 October	GSA Brunch and Learn
27 October	Campuses and Facilities Safety and Security Committee (CFSSC)
27 October	GSA Collective Agreement Negotiations Meeting
30 October	GSA Budget and Finance Committee (GSA BFC)
30 October	Meeting with A Costopoulos, Dean of Students
2 November	GSA Labour Relations Committee (GSA LRC)
3 November	Risk Symposium Session
3 November	GSA Collective Agreement Negotiating Team Meeting
6 November	Vice-President (Facilities and Operations) Review Committee
9 November	GSA Collective Agreement Negotiating Team Meeting
10 November	GSA Collective Agreement Negotiation Meeting
12 November	Risk Symposium Session

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13 November	Meeting with a Graduate Student
13 November	Meeting with the Office of University Relations
16 November	GSA Collective Agreement Negotiation Meeting
16 November	Academic Restructuring Roundtable – Faculty of Graduate Studies and Research (FGSR)

**GSA Labour Relations Committee (GSA LRC)
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Umesh Nimmathi
Date: 13 November 2020

Dear GSA Council Colleagues,

The GSA LRC met on 2 November 2020. Members discussed the current state of collective bargaining and current concerns of Academically-Employed Graduate Students. The GSA LRC will meet again this fall.

I am happy to answer any questions.

Sincerely,
Umesh Nimmathi, Vice-President Labour and Chair of the GSA LRC

**Vice-President Student Services
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Sridhar Parasharamatham
Date: 13 November 2020

Dear Council Colleagues,

Hope all of you are staying safe and healthy. Below I provide highlights on some of the important meetings I attended this month:

Firstly, I attended an Infrastructure and Operations Planning Team meeting every week. University of Alberta Protective Services (UAPS) is reviewing the need to reinforce COVID safety measures. As per the most recent updates, the maximum limit for indoor gatherings is 15 people. Some questions have been raised in relation to aerosol transmission (Saville W.) and air circulation. There is a possibility of specifying spaces or times where mask use will be 100% required. Secondly, I attended a Dean's Advisory Committee (DAC) meeting. Academic Restructuring and SET initiatives are underway. The major noticeable change will be the creation of a student services center. The Dean of Students (DoS) and Registrar's Office (RO) have been working towards streamlining student services over the past couple of years. The student services center would be a model that has a big front door with multiple side doors. If you know what service you need, you can contact directly, i.e, go through the side door. But, if you are not sure what service will benefit you or who to go to for answers to questions, the services center/front door, will be the place to go. Phase-1 may be active in January, remotely. Thirdly, I attended many meetings for U-Pass Negotiations. We worked on the referendum question which was submitted to GSA Council this month. Also, we are working out the final details of the 2021-2025 U-Pass Agreement between ETS and the various student associations. Finally, I attended a Sexual Violence Prevention and Response Committee meeting, where I shared the GSA goals with the committee. Our main aim is to make sure that there is an effective process in place to deal with situations in a timely manner in terms of sexual violence on campus. I asked the committee to provide resources (training materials) in regard to sexual violence prevention and response so that we can spread them as resources to our community members. Feel free to reach me out for any comments/concerns regarding this report or any other specific issue you want to discuss regarding services to students at gsavpsse@ualberta.ca.

Regards,
Sridhar Parasharamatham, Vice-President Student Services 2020-2021

Please find below a list of meetings I attended between 19 October 2020 and 16 November 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

20 October	U-Pass Negotiations Session
22 October	Infrastructure and Operations Fall Planning Team
22 October	Discover Governance Session
27 October	GSA Brunch and Learn
27 October	Public Health Response Team Action Team #4
28 October	Days of Action Committee
28 October	Dean of Students Advisory Committee (DAC)
28 October	Meeting with Students' Union (SU) re Mandatory Non-Instructional Fees (MNIFs)
29 October	Infrastructure and Operations Fall Planning Team
29 October	Suicide Prevention Framework Policy Review
30 October	Meeting with A Costopoulos, Dean of Students
3 November	Joint Student/University Oversight Committee on Mandatory Non-Instructional Fees (MNIFs)
4 November	Meeting re U-Pass Agreement
5 November	Infrastructure and Operations Fall Planning Team

5 November	December 6 Memorial Planning Meeting
6 November	Sexual Violence Prevention and Response Committee
12 November	Infrastructure and Operations Fall Planning Team
12 November	GSA Awards Selection Committee (GSA ASC)
12 November	Campus Food Bank Board Meeting

**GSA Chief Returning Officer (CRO)
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Michael Huang
Date: 13 November 2020

Dear GSA Council Colleagues,

I met with the GSA Elections and Referenda Committee (GSA ERC) on 2 and 23 October 2020. As reported by Jennifer in the GSA ERC report, the committee is discussing an array of matters related to the 2021 General Election and the 2021 Referenda on the Graduate Student Assistance Program (GSAP) and the U-Pass program. As CRO, I have been an active participant in these ongoing discussions.

Additionally, I have worked with the GSA office staff and the GSA Board to develop the questions associated with the GSAP and U-Pass referenda. These two referenda will run concurrently with the 2021 GSA General Election, as specified in GSA Bylaw and Policy. The questions are now before GSA Council for approval (GSA Council approves both the questions and the holding of the referenda) and I look forward to reviewing them with you when GSA Council meets.

If you have any questions or concerns in the meantime, please feel free to contact me: gsacroff@ualberta.ca.

Sincerely,
Michael Huang, Chief Returning Officer 2020-2021

**GSA Nominating Committee
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Kenzie Gordon
Date: 13 November 2020

Dear Council Colleagues,

The report from the GSA Nominating Committee (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,
Kenzie Gordon, Chair of the GSA NoC

Memorandum to GSA Councillors

As previously reported on several occasions, there are a number of vacancies on GSA Standing Committees for GSA Council Members (Departmental Councillors (Alternates) and Councillors-at-Large). These positions play a pivotal role in the GSA's ongoing efforts to keep its processes transparent and itself accountable and long-term vacancies adversely impact these efforts. GSA Council members **(including alternates)** are strongly encouraged to consider serving on these committees.

It is important to note that the time commitment for all of these committees varies greatly. While some meet regularly throughout the year (usually every two (2) to three (3) months – with the GSA Board meeting weekly), others meet less frequently, and some do most of their work over email. Additionally, **there is an appreciation of people's schedules and other commitments and accommodations are routinely made for those who cannot attend all meetings.**

Service on these bodies is an excellent way to make sure your voice is heard and a great opportunity to add to your CV/resume and I strongly encourage you to play a role in the GSA's governance by serving on these bodies.

On behalf of the GSA NoC, GSA NoC Chair Kenzie Gordon strongly encourages GSA Councillors (Alternates) and Councillors-at-Large to consider the next round of vacancies, which will be circulated to GSA Council electronically and which are listed below. Questions can be directed to GSA NoC Chair Kenzie Gordon at mlgordon@ualberta.ca or GSA Elections Coordinator Monica Brzak at gsanomco@ualberta.ca.

GSA Standing Committees

1) GSA Appeals and Complaints Committee (GSA ACB) (One (1) GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council on 23 and 30 October, and 6 November 2020 with a nomination deadline of 10 November 2020. **No nominations were received; this vacancy will be advertised again.**

2) GSA Appeals and Complaints Committee (GSA ACB) (One (1) GSA Member Position)

Information regarding the position for one (1) GSA member was circulated via the GSA Newsletter on 23 and 30 October, and 6 November 2020 with a nomination deadline of 10 November 2020. **One nomination was received; there will be an electronic vote (see Item 10 – Nominee for the GSA Appeals and Complaints Board).**

3) GSA Elections and Referenda Committee (GSA ERC) (One (1) GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council on 23 and 30 October, and 6 November 2020 with a nomination deadline of 11 November 2020. **No nominations were received; this vacancy will be advertised again.**

4) GSA Elections and Referenda Committee (GSA ERC) (One (1) GSA Member Position)

Information regarding the position for one (1) GSA Member was circulated via the GSA Newsletter on 23 and 30 October, and 6 November 2020 with a nomination deadline of 11 November 2020. **No nominations were received; this vacancy will be advertised again.**

5) GSA Governance Committee (GSA GC) (Three (3) GSA Councillor Positions)

Information regarding the position for three (3) GSA Councillors was circulated via email to GSA Council on 23 and 30 October, and 6 November 2020 with a nomination deadline of 11 November 2020. **No nominations were received; these vacancies will be advertised again.**

6) GSA Board (GSAB) (One (1) GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council on 23 and 30 October, and 6 November 2020 with a nomination deadline of 11 November 2020. **No nominations were received; this vacancy will be advertised again.**

7) GSA Board (GSAB) and GSA Nominating Committee (GSA NoC) (One (1) Joint GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council on 30 October, and 6 November 2020 with a nomination deadline of 11 November 2020. **No nominations were received; this vacancy will be advertised again.**

External

8) Student Library Advisory Committee (One (1) GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council on 23 and 30 October 2020 with a nomination deadline of 4 November 2020. **No nominations were received; this vacancy will be advertised again.**

**GSA Elections and Referenda Committee
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Jennifer Bertrand
Date: 13 November 2020

Dear GSA Council Colleagues,

The GSA Elections and Referenda Committee (GSA ERC) met on 23 October 2020. At this meeting, members reviewed and approved the GSA General Election Timeline and 2021 GSA Referenda Timeline. The ERC also discussed advertising of the 2021 GSA General Election and 2021 GSA Referenda, including social media communications (format, content, etc) and associated timelines and timelines related to official communications of the Chief Returning Office. The GSA ERC will next meet on Friday, 27 November 2020 to continue the process of planning the 2021 GSA General Election and associated GSAP and U-Pass referenda.

Sincerely,
Jennifer Bertrand, Chair of the GSA ERC

**Executive Director
Report to GSA Council for the 16 November 2020 Meeting**

To: GSA Council
From: Courtney Thomas
Date: 13 November 2020

Dear GSA Council Members,

As reported to you last month, the office has been engaged in the preparation of the Winter Term Financial Report, as well as the finalization of the GSA's annual audit and the initial development of the 2021-2022 operating budget. With respect to the organization's finances, I am happy to report that enrollment did not decrease to the extent that we conservatively forecast over the summer. Likewise, while taking a bit longer than in previous years, our audit and associated audited financial statements continue to reflect our financial stability. All of this is great news but, as also noted my last report, it is prudent for us to continue to proceed with caution in the current fiscal year as we continue to grapple with the ripple effects associated with COVID-19 prevention measures.

In October the GSA Nominating Committee hosted a Discover Governance event. This event was an opportunity for those thinking about running for elected office, or just wanting to get more involved with the GSA and its governance, to meet casually with the President and the Vice-Presidents to learn more about the work they do and their roles within the GSA and the campus community more broadly. A handful of very engaged graduate students attended and I hope we will see them, and others, at upcoming planned events as we draw closer to the 2021 GSA General Election.

Finally, the office continues to provide support for the GSA's governance operations and provision of services, and also support for the ongoing negotiation processes related to the U-Pass agreement and the GSA Assistantship Collective Agreement. As always, the detailed weekly reports from the management team to the GSA Board are attached for your review and I am happy to answer any questions.

Best,
Courtney Thomas, Executive Director

Management Report to the GSA Board, 21 October 2020

Management has been engaged with the following issues since the last GSA Board meeting on 14 October 2020:

Strategic

- Preparing to send the GSA's annual audit forward to the GSA Budget and Finance Committee (GSAS BFC), the GSA Board and GSA Council, preparing the Winter Term Financial Report, and working to arrange for the GSA BFC to receive an update from our investment advisor (the committee will be meeting on 30 October). Also beginning to plan the 2021-2022 GSA operating budget, which the GSA BFC will begin discussing on 30 November. Enrollment looks to be much better than the 9% decrease (a 1% decrease is now projected) we had forecasted over the summer and this will inform the development of the upcoming Term Financial Report.
- Forward planning for the 2021 GSA General Election (the GSA Elections and Referenda Committee will next meet on 23 October) and associated referenda on the Graduate Student Assistance Program (GSAP) and the U-Pass that will also occur (the GSAP question has been drafted and the U-Pass question is in progress pending the outcome of ongoing negotiations).
- Facilitating the 22 October Discover Governance event to, hopefully, encourage individuals to run for election positions.
- Analyzing the recent changes to the *Labour Relations Code* and the *Post-Secondary Learning Act* enacted by Bill 32, and how they will impact the GSA's work as a labour union for academically-employed graduate students – awaiting a legal opinion.
- Supporting the current U-Pass negotiations processes as well as discussions concerning the winter 2021 U-Pass.
- Work associated with the Collective Agreement, including supporting negotiations processes and researching best practices with respect to strike fund establishment, maintenance, and utilization (an internal GSA process to run alongside that begun by ab-GPAC has been launched), assessing strategies to build engagement through a steward network (a proposal for consideration by the GSA Labour Relations Committee is in development), and planning an upcoming meeting of the GSA Labour Relations Committee.

Operations

- Planning further online engagement events for the fall as well as reformatting the Lunch and Learn sessions as Brunch and Learns (to be scheduled on Tuesday mornings), staffing the virtual front desk (considering reducing hours based on usage), and organizing a Halloween photo contest.
- Action arising from Monday's GSA Council meeting.
- Developing materials for the Discover Governance program (first event planned for 22 October).
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised via the newsletter and directly to GSA Council), the GSA Elections and Referenda Committee (advertised via the newsletter and directly to GSA Council), the GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), and replenishment of the Faculty of Science Council, the Faculty of Arts Council, and the Student Library Advisory Committee.
- Facebook = 1,559 likes (up 5 from 14 October) and 1,672 followers (up 5 from 14 October); Facebook posts reached 843 users last week and our "post engagement" count was 5. Twitter = 1,093 followers (up 4 from 14 October); our tweets earned 229 "impressions" over the past week. Instagram = 537 followers (up 2 from 14 October); Instagram posts reached 356 users last week.
- GSA Academic Travel Grants = new funding period started 1 October (not accepting applications for travel outside the province; online costs accepted); GSA Child Care Grants = new funding period started 1 October; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 October. Next funding periods opens 1 January 2021. All funding is being closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

Management Report to the GSA Board, 28 October 2020

Management has been engaged with the following issues since the last GSA Board meeting on 21 October 2020:

Strategic

- Preparing to send the GSA's annual audit forward to the GSA Budget and Finance Committee (GSA BFC), the GSA Board and GSA Council, preparing the Winter Term Financial Report, and working to arrange for the GSA BFC to receive an update from our investment advisor (the committee will be meeting on 30 October). Also beginning to plan the 2021-2022 GSA operating budget, which the GSA BFC will begin discussing on 30 November.
- Forward planning for the 2021 GSA General Election (the GSA Elections and Referenda Committee met on 23 October and will meet again in November) and associated referenda on the Graduate Student Assistance Program (GSAP) and the U-Pass that will also occur (both questions have been drafted and are before members).
- Facilitating the 22 October Discover Governance event.
- Coordinating the drafting and release of a statement of solidarity with AUPE hospital workers.
- Analyzing changes to the *Labour Relations Code* and the *Post-Secondary Learning Act* enacted by Bill 32, and how they will impact the GSA's work as a labour union for academically-employed graduate students – awaiting a legal opinion.
- Work associated with the Collective Agreement, including supporting negotiations processes and researching best practices with respect to strike fund establishment, maintenance, and utilization (an internal GSA process to run alongside that begun by ab-GPAC has been launched), assessing strategies to build engagement through a steward network (a proposal for consideration by the GSA Labour Relations Committee is in development), drafting updates to the bargaining unit, and planning an upcoming meeting of the GSA Labour Relations Committee.

Operations

- Planning further online engagement events for the fall, staffing the virtual front desk (hours have been reduced hours based on usage), and organizing a Halloween photo contest.
- Developing materials for the Discover Governance program.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised via the newsletter and directly to GSA Council), the GSA Elections and Referenda Committee (advertised via the newsletter and directly to GSA Council), the GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), and replenishment of the Faculty of Science Council, the Faculty of Arts Council, and the Student Library Advisory Committee.
- Facebook = 1,566 likes (up 7 from 21 October) and 1,679 followers (up 7 from 21 October); Facebook posts reached 220 users last week and our “post engagement” count was 7. Twitter = 1,094 followers (up 1 from 21 October); our tweets earned 894 “impressions” over the past week. Instagram = 538 followers (up 1 from 21 October); Instagram posts reached 305 users last week.
- GSA Academic Travel Grants = new funding period started 1 October (not accepting applications for travel outside the province; online costs accepted); GSA Child Care Grants = new funding period started 1 October; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 October. Next funding periods opens 1 January 2021. All funding is being closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

Management Report to the GSA Board, 4 November 2020

Management has been engaged with the following issues since the last GSA Board meeting on 28 October 2020:

Strategic

- Beginning to plan the 2021-2022 GSA operating budget, which the GSA BFC will begin discussing on 30 November.
- Forward planning for the 2021 GSA General Election (the GSA Elections and Referenda Committee met on 23 October and will meet again in November) and associated referenda on the Graduate Student Assistance Program (GSAP) and the U-Pass that will also occur.
- Preparing for a second upcoming Discover Governance event.
- Developing a liability waiver for registered GSA Graduate Student Groups at the request of Student Group Services.
- Supporting the executive team as they begin conversations with University administration on MNIFs and tuition.
- Analyzing changes to the *Labour Relations Code* and the *Post-Secondary Learning Act* enacted by Bill 32, and how they will impact the GSA's work as a labour union for academically-employed graduate students – awaiting a legal opinion.
- Work associated with the Collective Agreement, including supporting negotiations processes and researching best practices with respect to strike fund establishment, maintenance, and utilization (an internal GSA process to run alongside that begun by ab-GPAC has been launched), assessing strategies to build engagement through a steward network (a proposal for consideration by the GSA Labour Relations Committee is in development), drafting updates to the bargaining unit, and supporting a meeting of the GSA Labour Relations Committee.

Operations

- Preparing the first mailing of GSA Council meeting materials.
- Planning further online engagement events for the fall and staffing the virtual front desk (hours have been reduced hours based on usage).
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised via the newsletter and directly to GSA Council), the GSA Elections and Referenda Committee (advertised via the newsletter and directly to GSA Council), the GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), and replenishment of the Student Library Advisory Committee.
- Facebook = 1,571 likes (up 5 from 28 October) and 1,679 followers (up 7 from 28 October); Facebook posts reached 278 users last week and our “post engagement” count was 21. Twitter = 1,098 followers (up 4 from 28 October); our tweets earned 1,800 “impressions” over the past week. Instagram = 542 followers (up 4 from 28 October); Instagram posts reached 256 users last week.
- GSA Academic Travel Grants = new funding period started 1 October (not accepting applications for travel outside the province; online costs accepted); GSA Child Care Grants = new funding period started 1 October; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 October. Next funding periods opens 1 January 2021. All funding is being closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.