



GRADUATE STUDENTS' ASSOCIATION
Council and Board of Directors



Notice of Meeting
Tuesday, 29 November, 2016: 4:30 – 7:30 PM
GSA Commons

Agenda

| | | Pages | Action |
|------|---|---------|------------------------------------|
| 4:30 | <u>Tuition Town Hall Event</u> An open forum to be held before the Council meeting. [RSVP] Guests: <i>Dean, CGSR; Associate Provost, IPA</i> | | |
| 5:30 | BREAK | | |
| | <u>Meeting</u> OPEN SESSION | | |
| 5:35 | 1. Call to Order | Oral, 2 | Information / Decision Decision |
| 5:40 | 2. Remarks from the Chair | | |
| 5:45 | 3. Approval of the Agenda | | |
| | <u>Consent Agenda</u> | | |
| 5:50 | Motion: To approve and/or receive for information by consent items 4-5 below. | | |
| | 4. Minutes from the 18 October, 2016 Council Meeting | 3-10 | Decision |
| | 5. Reports from the Executive and Executive Committee | 11-29 | Information |
| | <u>Regular Agenda</u> | | |
| 5:55 | 6. Committee Appointments [President Ghaith] | 30 | Decision |
| 6:00 | 7. Report of the VP Operations & Communications | | |
| | a) New <i>ad hoc</i> GSA Sustainability Committee | 31 | Decision |
| | b) New <i>ad hoc</i> GSA Health & Wellness Committee | 32 | Decision |
| | 8. Report of the President | | |
| 6:10 | a) President's Update | Oral | Information |
| 6:15 | b) Q & A Period with the Executive | Oral | Information / Input |
| 6:40 | c) Renewal of Social Clubs' Status | 33-36 | Decision |
| 7:00 | 9. Other Business / Announcements Next Meeting: Tuesday, 13 December, 2016 (5:00pm) | | |
| | IN CAMERA SESSION | | |
| 7:05 | 10. Report of the President | Oral | Information / Input |
| 7:25 | 11. Other Business | | |
| 7:30 | 12. Adjournment | | Decision |

Note: All meetings are open to the general membership, except for confidential sessions and those *in camera*, where only councillors, directors, senior staff, or individuals invited by the chair may attend. Agendas and minutes from "open" sessions will be made available electronically to the general membership. It is understood that content and discussions from confidential or *in camera* sessions may not be distributed to or discussed with anyone but current councillors, directors and/or the office manager. No record will be kept of discussions in camera.

To allow Council to complete a number of matters quickly and to devote more of its attention to major items of business, the agenda has been divided between items that are to be approved and/or received for information by consent and those that are to be presented individually for discussion and decision and/or information. A consent agenda does not aim to prevent discussion of any matter, but is intended for items that are likely uncontroversial, or relatively minor in nature, and will not be discussed at the meeting unless a member so requests. Members are supplied with the appropriate documentation for each item and all items will be approved by means of one omnibus motion. Council will then move immediately to consideration of the items on the regular agenda.

22 November, 2016

Robert D. E. Henderson, Chair

Please convey regrets in advance to Mylyne Tham: m.tham@usask.ca

GRADUATE STUDENTS' ASSOCIATION
Council and Board of Directors
29 November, 2016

Special Rule of Order

FOR APPROVAL

Motion: *Resolved*, that the GSA Council adopt a Special Rule of Order to allow for a consent agenda in Council meetings pursuant to Section 41 of *Robert's Rules of Order Newly Revised* (11th ed.), p. 361, ll. 11-31.

Rationale:

A consent agenda is intended to allow Council to quickly address routine items of business (such as approval of minutes and the reading of some reports). The intention is that Council will be able to devote more time to other matters. It is important to note that the intention is *not* to limit debate. If any member wishes to discuss a particular item, this is perfectly allowed (see below); the expectation is that if many items of business are so routine that discussion and/or debate is not requested or required, that these items should be disposed of as quickly as reasonably possible at the meeting.

It is essential that all members of Council read the agenda packages ahead of the meeting. It is strongly encouraged that if questions arise upon studying the agenda, members should seek out the appropriate party to seek clarification ahead of the meeting so that any discussion and debate is optimally.

Further information excerpted and adapted from Robert's Rules of Order:

The consent agenda allows members to vote on a group of items as a group, without discussion. This is a good way to dispose of business that is noncontroversial. Approving the minutes and the receipt of routine executive and committee reports are examples of noncontroversial business. For an organization to use a consent agenda, it needs to adopt a special rule of order.

The presentation of the consent agenda is established by a special rule of order and should be taken up before other committee reports. If the consent agenda includes the approval of the minutes, then it should be taken up before any business is transacted. Every member should have reviewed the consent agenda ahead of the meeting.

When presenting it, the chair asks if any member wants to extract an item from the consent agenda.

To extract an item, a member need only raise their hand and request, for example, "that item X be removed from the consent agenda". This means that the member wants to discuss and vote on this issue separately. The request does not need a second and is not discussed, and no vote is taken to remove it from the consent agenda.

After the members finish extracting items from the consent agenda, the presiding officer presents the modified consent agenda to the assembly once again and takes the vote by general consent.

The extracted items are added to the regular agenda under the proper categories for bringing up such items.

Robert Henderson, Chair

The University of Saskatchewan Graduate Students' Association Inc.



Council Meeting Minutes

Tuesday, October 18, 2016. 5:00 P.M. onwards

GSA Commons

Executives: Ziad Ghaith (President), Kusum Sharma (VP Finance), Carolyn Gasper (VP External), Shailza Sapal (VP Student Affairs), Ali Kiani (VP Academic), Nafisa Absher (VP Operations and Communications), Mylan Tootoosis (Aboriginal Liaison).

1 Call to Order: GSA President call the meeting to order at 5.07 PM.

2 Announcements

2.1 Quorum

- Quorum is present. 25 out of 43 registered GSA Councillors are present.

3 Approval of Chair

- Robert Henderson is nominated as Chair by GSA executives.
- Robert introduces himself to the GSA Council.
- Council approves Robert Henderson as permanent chair for Academic year 2016-2017.

4 Approval of Agenda

- Addition to the agenda
 - a) Addition of Item 6.2, GSA Councillors' Orientation.
 - b) Addition of Item 8.3, approval of ISA.
 - c) Item 9 to be dealt in camera.
- Moved by Ziad and seconded by Councillor Daniel Karran.
- **No further discussion on the agenda.**

5 Approval of Council Minutes

5.1 September 27th, 2016 Council Meeting (Attached [here](#)).

- Moved by Ziad and Seconded by Shailza.
- 1 abstention.

6 Invited presentation

6.1 StudentCare

Colten informed:

- He introduced himself as a Program manager at StudentCare. He has background in student governance and served as President for an undergraduate student association at U of Alberta.
- StudentCare is the broker of the health & dental plan for the GSA.
- Did general orientation about health & dental plan and talked about plan fee.
- Introduced StudentCare. It is a company operated from Montreal and founded by student executives in 1996.
- Over 700000 students belonging to 75 Student associations are being served by StudentCare

- all over Canada.
- The Health & Plan is here since the year 2001 and was installed through student referendum.
- Last year, over 600000 dollars worth claims were made by students. Also, last year 2700 students were enrolled in the plan.
- He explained the benefits of group health & dental plan as compared to individual plans. More number of students means more affordable plans and benefits.
- It does not discriminate between students having chronic illness and students have regular health issues. Both pay same plan fee.
- He informed that prescription drugs, dental fillings and surgeries, root canals and gum treatments, chiropractors, eyes exams, contact lenses and glasses, laser eye surgery are covered and travel coverages are provided.
- People think that StudentCare is an insurance provider but it is more of a broker. It does two roles. First is consultant and second is administrator.
- As a consultant, we work with SunLife who is insurance provider for U of S students and negotiate the plan with SunLife on behalf of students.
- As an administrator, we have member services office in Montreal, that provides over the phone services to the students, operates website and mobile phone application. We have team of 100 people there.
- A new exciting feature provided by StudentCare is student email addresses. U of S does not allow StudentCare to have students' email addresses. Now, we can email students directly through these new email addresses for sharing information.
- On campus office is at Place Riel.
- We do advertisements through campus newspapers and did an interview for Sheaf recently.
- Online integration related to GSA and U of S websites has been done and www.studentcare.ca is the official website.
- List of medical practitioners with whom we work in Saskatoon and across Canada is available on our website and they provide students additional discounts who make claims there in return of StudentCare doing advertisements for them.

What happened in the last year and what are we doing moving forward?

- 63% of the claims in last year were for the pay direct drugs.
- Medical practitioners, services and equipment took significant space in claims.
- Dental claims break downs into 1/3rd for diagnosis, periodontics & endodontics and surgeries like fillings each
- Annual claims show that health and dental claims are consistently increasing over time as students are using it more and more and also due to inflation.
- Cost of dental services is increasing and number of students using those services is also increasing and hence, cost of the plan is increasing.
- Plan premium is the cost that SunLife charges to students for plan. Plan fee is the charged by StudentCare health & dental plan and GSA.
- We have kept plan fee steady for first 4 years of the plan. Last year, we did freeze on the plan fees but plan premium got increased.
- We took some money from GSA reserve fund and we subsidized the plan. Our plan fee is less than the plan premium.
- We have taken some decisions for this year. We subsidized the plan by \$12.11. We don't want to subsidize more than this. We have three levers which will give us the ability to match the plan premium with plan fee. First lever is plan fee increase. GSA council has the ability to increase plan fee by up to 5% each year without going into referendum. Second option is reserve fund subsidies. This could cover for may be 1 or 2 years. Third lever is available ad benefits cuts. Usually not popular but is can be used for decrease the cost of the plan.
- Any combination of these three can be used to help.

- GSA Council can debate and decide which option is best for students.
-

Q: Councillor asked about 5% increase in plan fee, do we know how already how much that will be in total?
A: 21 dollars increase.
Q: Councillor asked for clarity: Fee was frozen last year and are you subsidizing the fee?
A: We built up the reserve fund from health & dental plan money. There is enough for few years of subsidy. If we keep on subsidizing 12.11*2700 (2700 students joined plan last year) dollars every year, we will exhaust the reserve funds soon. So, we will increase the fee.
Q: Kusum asked that what does eye care coverage covers?
A: 125 dollars every 2 years for contact glasses and up to 75 dollars for 2 years in eye checkups.

6.2 GSA Councillors' Orientation

- Chair explained to GSA Councillors about student governance, Robert's rules, GSA constitution, By-laws and other important procedures.
- General advice given to read constitution, By-laws and policy manual.

Role of council:

- Chair informed that this Council is unique as it is both a council and a board.
- The goal of council is to debate and decide issues which are relevant to graduate students. In the eyes of university, councillors speak for all graduate students on the campus.
- Councillors are caretakers of the corporation which is the role of the board.
- Councillors performs the role of director of board. Councillors are the members of the boards. Role of director is taking responsibility for the business of GSA. Student money of quarter million dollars flows thorough GSA. Councillors must take care of it.
- Making decision as a director you are representing the interests of corporate stuff and not the department. Suppose you have student members on the board and board wants to increase the tuition. They must think of the best of the university and think of corporation's interest.
- Reading the agenda packages, asking questions and making informed decisions. Hold the GSA executives accountable for their decisions. It is their job to oversee the decisions.
- As a director, a councillor is personally responsible to carry out their duties.
- Bring issues from your departments and be aware of what is going in the university. You must attend the meetings and if you miss two meetings you can't vote anymore.
- Chair explained the general structure of the GSA council.

Q: What is the liability insurance?

A: Chair asked Ziad to answer the question. Ziad told the council that he cannot answer this question. Liability insurance for GSA executives happened last year.

Q: How are the committees formed?

A: There is membership for each committee listed in the GSA By-laws. We are going to talk about committees, take nominations and fill the committees. New ad-hoc committees can be formed to solve new issues. Chair can make ad-hoc committees and can be dissolved after the issue is solved.

Chair explained Robert's rules of order. It avoids chaos.

Important points of Robert's rules of order:

a). Agenda: List of items to be taken in the meeting and in what order. New business can come on the floor at the end of the meeting. Agenda is adopted by motion. Meetings are run by the chair and he/she has the authority to run. If things get out of hands and then chair can divert decisions to avoid disorder. If you have to speak you have to be recognized so that it can be recorded. Questions are asked through the chair. Chair does not vote and does not debate until unless somebody else takes up the Chair position.

b). Motion: Main: Introduce new items for discussion.

Subsidiary Affect main motion

Privileged: Raise and urgent unrelated matter

Incidental: Question procedure

c). Minutes: For official records, what ever happened at the meeting is recorded. It is customary to have to approve this record.

d). Reports: Submitted to council from officers and committees.

e). Special Orders: Items of business that take precedence.

f). Unfinished business and general orders:

g). New or Other business: Typically, at the end of the meeting. Bring items of concern to council.

Questions can be asked about how meetings are run and agenda is set. Send emails at gsa.chair@usask.ca.

7 Executives Reports

7.1.1 VP Finance Report (Attached [here](#)).

- Tech venture challenge: We have loan agreement done with the help of Robert Thomas from International Liaison office. Agreement is signed and we have released \$8000 to Tedrich Soh. Rest \$2000 will be released upon satisfactory examination of all the expenses during this tenure. This will be a loan amount for the time of 3 years.
- GSA Visa card: We faced quite a lot of problems with amount which GSA Visa card holds and we have increased it.
- GSA Credit card policy: We have also implemented GSA Credit card policy and is posted on GSA website. It explains who can use the card, what amount and the circumstances in which it can be used.
- Health and Dental plan- GSA paid \$77182.25 to health and dental service providers from Health and Dental Reserve funds. GSA is left with 79000 dollars for next year.
- All the GSA financial transactions are available on GSA website.

7.1.2 VP External Report (Oral report).

- Involved in survey committee run by Student Affairs VP. In final stage of compiling the survey and hoping to launch in the end of November.
- Working with CFS for day of action.
- Explained about day of action. Day of action starts at 1 PM tomorrow till 4 PM. We will have DJ and food in the bowl.
- Eat your debt tomorrow event will happen tomorrow in the Arts tunnel. We will give cupcakes to students.
- We are advocating to the Saskatchewan government is a 50/50 model of cost sharing including a federal transfer of about 140 million dollars to eliminate tuition fee for post secondary education in the province.
- Going to Regina tonight to lobby with govt to reduce fees for graduate students.
- Working with sexual health clinic to promote STI testing world record day. Encouraged students to participate.
- Started working on planning the Gala.
- Will have executive meeting for Gala next week.

7.1.3 VP Operations Report (Oral report).

- In September, took part in an initiative called Sexual orientation week and in react campaign we held a consent culture workshop here at GSA
- Took part in panel discussion with Vice Provost of Teaching and Learning.
- Represented graduate students in several committee meetings and maintained the communication of GSA to our members.
- Helped in the process of finding the chair for GSA.
- We have a new service at the GSA which is Notary public commissioner of oaths. Our office manager got trained and is currently providing notary services free of charge to our members.

- Also, working with FMD to see if there is a possibility of creating a sort of like a comfort room here at GSA for graduate students' parents.
- Currently, coordinating the GSA fall bursaries. Thanks to CGSR, we have \$25000 dollars allocated for the fall bursary applications.

7.1.4 VP Academic Report (Oral report).

- Meeting with students regarding their academic problems.
- Attended meetings for library master plan, academic scholarship committee and GSA executive meetings.
- Represented GSA at the university council meeting.
- Working with student application registration with two another council members.
- Planning to have a workshop next month.
- Will have meeting with Campus legal service about students and their problems.
- Next week blanket exercise happening at GSA on Oct 27th, at 4.30 PM. Snacks will be provided. It is about aboriginal people, their history and issues. Invited students to attend it.

7.1.5 VP Student Affairs Report (Oral report)

- Wine and Cheese was great hit. Thanked students for coming to the social event.
- Currently working on the graduate student survey. We are in process of doing an ethics approval form. Going back and forth to SSRL lab, to talk regarding ethical and political questions which we have to work on. Hoping to be done by first week of November and launching the survey by second week of November. Survey will be open for students for 3 weeks to complete.
- Halloween party will be held at GSA on Oct 29th and it will be +19 event and we will be showing a horror movie.
- Planning a next workshop related to internationals students' issues.

7.1.6 Aboriginal Liaison Report (Oral report).

- Currently working on behalf of the GSA, building the capacity and our relationship with indigenous students.
- Gathering inputs from indigenous students.
- Supporting GSA surveys. Gathering data specifically about indigenous graduate students and how better to incorporate them in GSA.
- Looking at the current active councils and committees on campus trying to better situate ourselves as GSA Indigenous students in those committees and taking the concerns of graduate students.

7.1.7 President Report (Attached [here](#)).

- Congratulated Robert for being selected as Chair.
- Working for Graduate student's representation on the board of governors and university council.
- Met with Saskatchewan Human Services Caucus Policy committee to address the importance of improving the representation of the graduate students.
- U'15 website. We are the only one having no representation on board of governance. They set up the tuition and strategic planning for the institution. It is the biggest academic council on the campus. We have only 1 seat as compared to 8 seats of undergrads.
- Day of action- thanked VP EXTERNAL, goal of this is to make post secondary education accessible to everyone.
- Invite all to come to Day of action event. Share the email with academic council members.

7.1.8 Q&A

Q: Councillor asked for more details about \$10000 loan given as part of tech venture challenge award?

A: 10000 loan is given to winner of tech venture challenge award. A student Tedrich Soh from U of

S won this award and is given this award. Loan amount is valid for 3 years and the student has to pay back to GSA. We have taken care of it, if student is not able to pay money back.

8 Approval of Social Clubs

8.1 Focus Club

- Last council meeting, a councillor had asked to Focus club representative to come and speak to council.
- Ziad informed that the president could not come due to other commitments and the Focus Club secretary being in China.
- Councillor Lindsay said that they have fb page and not have a website. She read out the description from their fb page. This fb page has a ministries website.
- Ziad mentioned that in our by-laws we don't have any rule about which group to ratify or which not.
- Discussion regarding moving to next meeting, Vita said that President will not show up and make decision today.
- Councillor Lindsay ask to table it next time and motion made by Councillor Naheda and seconded by Councillor Ilora Danon.
- 5 opposed to push and 1 abstained to push to next meeting.
- Councillor Vita said previous GSA meeting we had tabled this and the fact they have not sent any representative from their group says a lot. We should refuse them instead of tabling them.
- Chair added that GSA bylaws are vague about ratification.
- Ziad said one we approve any social club, we will be responsible for their activities.

8.2 Tox on Tap

- It is a toxicology graduate students group.
- We bring in experts in the area of toxicology and environment science to give short presentations. This year we have 6 hours' spot on Shaw cable to get out to public in terms of education.
- Moved by Ziad and seconded by David.
- One abstention and the re-ratification of the Tox on Tap is approved by the council.

8.3 India Students' Association (ISA)

- Ashish Kopargaonkar, president of ISA introduced himself to the council.
- ISA is one of the largest ethnic body on the campus which strives to promote and share the values and traditions of Indian culture among the community members.
- ISA has been very active in engaging the different student groups.
- We help new students to settle in the campus.
- We constantly strive to organize academic, cultural and sports events to promote overall well-being of the student members.
- ISA is not a religion based organization and encourages students from all various faiths and beliefs to come under one umbrella to promote friendship and understanding.
- There is no fee to join ISA and is open to both undergraduate and graduate students.
- We believe in sharing food, music and friendship will bring people together.
- Best thing about ISA is that we embrace diversity. No matter our cultural, linguistic, ethnic and religious backgrounds, students are motivated to work together to build a strong, cohesive and prosperous student community.
- We hope to get ratified by GSA and continue our association with GSA to build a cohesive student community.
- Our ISA website is regularly updated with minutes of meetings and has a membership form. Fill the membership form to be ISA member. We also post about events and post their photographs.
- We have information for new students which we can help new students to settle down and navigate their way in the university smoothly.

- Election updates are put on website too.
- We welcome all to join the club.

Q: Councillor asked is it open to all grad students?

A: Ashish said that it is open for all the students registered at U of S and membership is free of cost.

- Moved by councillor Jamie and seconded by councillor Lindsay.
- Two abstentions by Kusum and Shailza.
- ISA re-ratification approved by the council.

9 Old Business

9.1 Motion: GSA Budget (Carolyn Gasper/Ziad Ghaith) (In-Camera)

Preamble

The University of Saskatchewan Graduate Student Association (GSA) attends GU15 conferences as an informal sharing body of best practices. In August 2016, 7 out of 9 school attendees at the GU15 conference voted for incorporation.

The new name of the incorporation is “ThinkGRAD” (Graduate Research and Development), the first graduate think tank in Canada. This think tank will expand its memberships to other universities with strong research vigour and try to understand the Canadian graduate student experience through research.

The incorporation of “ThinkGRAD” is to hold schools accountable for their duties and to help graduate student lobby internally within the UofS administrative for students’ matters on campus and nationally with supporting data.

The GSA will play a historical part of “ThinkGRAD” by hosting the first “ThinkGRAD” conference in April 2017.

This motion is a reaffirmation of the GSA’s commitment to the GU15 conference.

WHEREAS incorporating “ThinkGRAD” will help our association to work and cooperate with other Graduates associations in Canada

WHEREAS The incorporation of “ThinkGRAD” is to hold schools accountable for their duties and to help graduate student lobby internally within the UofS administrative for students’ matters on campus and nationally with supporting data.

BE IT RESOLVED the GSA Council allocate \$1100 dollars from the unallocated fund revenue budget line toward this incorporation

BE IT FURTHER RESOLVED the GSA agrees, in principle, to levy a student fee of up to \$.50 per member, per term (Term 1 and Term 2 of the UofS academic year), to be paid to the “ThinkGRAD” membership fees as an on-going financial contribution to participate in future conferences.

BE IT FURTHER RESOLVED THAT the final decision to approve or disapprove a levied fee shall be made through a referendum, pursuant to Section 4.18.8 of the GSA By-laws, held during Term 2 of the 2016-2017 U of S academic year;

- Went in camera

- Moved by Nafisa and seconded by Ziad.
- Motion above was deferred indefinitely at the request of the VP External.

10 New Business

10.05 Presentation by President (In Camera)

- After this presentation by President, out of Camera

10.1 GSA Standing Committees

10.1.1 Finance and Audit Committee

10.1.2 Bursary Selection Committee

- Ziad informed that to form the Bursary Selection Committee, we need GSA VP Academics executive, GSA VP Finance executive and 3 GSA Councillors.
- There are 3 meetings in total a year. First was in Summer 2016, second is in November, 2016 and the last meeting is in February, 2017.
- 25 bursaries will be given in each of the Fall and Winter terms.
- Ziad informed that committee has access to names of the students participating in bursaries.
- Volunteers are Lindsay, Ilora and Naheda.
- Ziad asked volunteers communicate with GSA VP operations executive.
- Moved by Vita and seconded by Daniel.
- Carried unanimously.

10.1.3 Governors Committee

10.1.4 Health and Dental Committee

10.1.5 Gala Committee

10.1.6 Code of Ethics and Discipline Committee (require non council/executive members)

10.1.7 Election Referenda Committee (require non Council members)

- Chair asked the councillors to send email to the chair to send nominations to fill rest of the above-mentioned committees.

11 Student Forum

- Ziad informed it is an university forum for under graduate and graduate students.
- Two GSA executives and 2 GSA councillors are required to form this forum.
- Councillor Isaac Pratt informed that he has served earlier on this forum.
- He further added that this forum talks about sexual assault policy, student care, indigenous student issues, etc.
- Ziad informed that Student Forum meets 4 times a year. He requested 5th meeting for discussing issues of Graduate students.
- Robert and Vita volunteered.
- Moved by Isaac Pratt and seconded by Nafisa.
- Motion passed. Carried unanimously.

12 Q&A.

No Questions asked.

13 Next GSA Council Meeting 29 of November 2016

14 Adjournment

- Meeting adjourned at 7.40 PM



University of Saskatchewan - Graduate Students' Association

GSA President Ziad Ghaith report (November Council Meeting)

Dear GSA Council:

It is my pleasure to provide to you the fifth report on my activities and initiatives as the GSA President.

November was a busy period for the GSA. The GSA took the lead to mobilize the graduate students to increase the awareness of a more accessible post-secondary education system in Saskatchewan. Adding to this, we have recently started our indigenous awareness project for the graduate students, and we expanded our internal efforts to improve the graduate students' representation on different important bodies within the University. Below is a short brief of the aforementioned initiatives:

- Students' mobilization and awareness

The GSA took initiative to increase the students' awareness of the importance of having a more accessible post-secondary education system in the province. Mobilizing the students to demand change becoming more vocal to align with other Canadian provinces. The GSA is proud to be the leading student body at the University of Saskatchewan to take this initiative a step forward. This will be reflected positively on our University and the future of the post-secondary education in our province.

Our mobilization efforts were concluded by our Day of Action on November 2nd. Where the students alongside the workers, the University of Saskatchewan Faculty Association and Saskatchewan Federation of Labour stand together to request for more accessible post-secondary education in Saskatchewan. Our event was well covered by the local media and we feel we sent a clear message to all post-secondary education stakeholders in Saskatchewan, requiring a more accessible and just system.

- Graduate Students' Representation

The GSA continue its efforts to address the graduate students' representation. Over the last period of time we focussed our efforts internally, where we met with the council governance committee to explain the need of improving graduate students' representation and how our University and province would benefit from that.

Recently I have sent a letter to the University President and Interim Provost asking them to support our proposal of improving the graduate students' representation on the Board of Governors, University Council and the Senate. The University administration replied positively to our request. (The letters are available in our main office for councillors review if requested)

- Indigenization mandate

The GSA is undertaking an initiative to increase the graduate students' awareness of indigenous history on treaty six. So far we have organized, in cooperation with Building Bridges, two events for this purpose. The turnout was excellent and many students from many different backgrounds interacted with the trainers. Such events are very important for many of the GSA members, as we have very high

percentage of international students who come to Saskatchewan with little or no background about the history of the province of Saskatchewan.

- **Graduate Student Survey**

The GSA has finalized drafting the graduate survey. The GSA will distribute it to all graduate students once it passes the ethics approval. This will be the first graduate wide survey conducted by the Graduate Students' Association. The goal of this survey is to assess the graduate students academic and non-academic experience at the University of Saskatchewan. I would like to invite all Council members to encourage the graduate students in their academic units to fill out this survey, as the GSA can use it as a strong advocacy tool for the benefit of graduate students.

- **Student Supervisor Agreement**

The Students Supervisor Agreement committee has recently finished drafting an agreement with a hope to use it as a template to formulate the relationship between supervisors and their students. I am in discussion with the College of Graduate Studies and Research on the content of this agreement and how to move forward on how to approve this document to be mandatory in the University of Saskatchewan.

Finally, I would like to provide the council with a list of meetings from October 18th to November 17th 2016 where I represented the GSA:

| Date | Meeting details |
|--------------------------|--|
| October 20, 2016 | Dean of Library search committee |
| October 21, 2016 | Meeting with the College of Graduate Studies and Research Associate Dean |
| October 24, 2016 | Student Forum |
| October 26, 2016 | Meeting with the College of Arts and Science Associate Dean |
| October 27, 2016 | Meeting with the University Council Governors Committee |
| October 31, 2016 | Meeting with one of the University Governors committee members |
| November 2, 2016 | GSA Day of Action |
| November 3, 2016 | Building Bridges Blanket exercise |
| November 4, 2016 | Meeting with the University Provost |
| November 7, 2016 | Meeting with the College of Arts and Science Dean |
| November 8, 2016 | GSA Executive Meeting |
| November 15, 2016 | Student Forum Executive Meeting |
| November 17, 2016 | University Council Meeting |
| November 17, 2016 | CGSR Executive Committee meeting |

Ziad Ghaith

President, Graduate Students' Association

VP External Council Report

Canadian Federation of Students

The Day of Action occurred on November 2nd, 2016. We had between 75 to 100 students participate. There were 59 actions across Canada with over 90 coalition partners. The Faculty Association, CUPE, and the Saskatchewan Labour Union specifically endorsed our movement. We had a lot of media coverage of the event, 5-stations.

I have also lobbied the Provincial government for making post-secondary education strong. We requested the provincial government engage with the federal government for a 50/50 cost-sharing model, including a transfer of 132.5 million from the federal government, to eliminate tuition fees for post-secondary education in Saskatchewan. We also advocated for an increase in non-repayable, up-front grants for Indigenous learners. As Saskatchewan has the youngest and fastest growing Indigenous population, according to statistics Canada. Further, we also stood in solidarity with NORTEP/NORTAP institute in La Ronge, as the provincial government is not upholding their 5-year agreement and is talking about redirecting funding with the possibility of closing the institute. It is important for the GSA to stand in solidarity with other institutes within the province when faced with such issues. Lastly, we lobbied for more sustainable and stable mental health funding for on-campus mental health services.

ThinkGRAD

A proposal has been formulated on what ThinkGRAD is. The proposal was presented at CAGS (Canadian Association Graduate Schools). It was well received by graduate students and the membership fee is annually, meaning the GSA will not have to raise student fees to participate. This money can come out of the existing GU15 conference travel or from the operational budget of the GSA. A fee of ten cents to twenty cents (will be decided at the first informational session of ThinkGRAD in January of 2017). The fee must be remitted by April 1st for the following year, and is calculated per graduate student represented by the GSA, according to the latest enrolment data available by Universities Canada.

ThinkGRAD is a think tank for graduate student issues- a group comprised of graduate student representatives who are focused on spearheading research to strategically address presenting problems affecting higher education in Canada. It will strengthen advocacy efforts on behalf of graduate students by collaborating with federal advocacy bodies. Further, ThinkGRAD aims to strengthen federal advocacy by providing a strong focus on graduate student issues, often graduate students are minorities within these national advocacy bodies. ThinkGRAD is solely open to graduate student representatives from graduate associations to share the challenges and best practices of their respective university campuses across Canada. ThinkGRAD is unique, there is no other existing group in the country that focuses on gathering data on graduate student experiences. From the prevalence of sexual assault to the lack of support services to address mental health. Each of these issues is complex and requires a deliberate and careful consideration.

Survey Committee

I have continued to work with the Survey Committee on finalizing the survey and having it ready to be administered to students. Please look out for the email and fill out the survey. This is crucial in helping the GSA advocate for our members.

Student Supervisor Agreement

I have been working with the Student Supervisor Agreement Committee on a draft of the document to be shared with the College of Graduate Students and Post-Doctoral Fellows for feedback. From there we will bring it to University Council in hopes that it will be endorsed and passed.

Event Planning

I have planned with other executives the Halloween GSA party that occurred on October 28th, 2016. The event was well attended and many of our members showed up in costumes. We have an upcoming event on November 25th, hope to see you there.

Gala has been booked for April 1st, 2017 at the Delta Bessborough. I look forward to working with the Gala Committee on planning the upcoming event. Please watch out for award nominations and for further details regarding Gala.

Committee Work

Currently working with VP Operations and Communication on adding two ad hoc committees. One for Sustainability Initiatives on Campus and the other for the Health Chats.

Attended meetings

| Date | Meetings |
|----------------------------------|--|
| October 19 th | Provincial Lobby Meeting |
| October 19 th | CFS Meetings |
| October 20 th | Provincial Lobby Meeting |
| October 25 th | Executive Meeting |
| October 25 th , 2016 | CFS Day of Action Meeting |
| October 26 th , 2016 | CFS Day of Action Meeting |
| October 26 th , 2016 | Meeting with Vice-Dean Research, Scholarly and Artistic Work |
| October 27 th , 2016 | TLARC Meeting |
| October 27 th , 2016 | CFS Day of Action Meeting |
| October 28 th , 2016 | GSA Social |
| October 30 th , 2016 | CFS Day of Action Meeting |
| October 31 st , 2016 | Interdisciplinary Meeting |
| October 31 st , 2016 | CFS Day of Action Meeting |
| November 1 st , 2016 | CFS Day of Action Meeting |
| November 2 nd , 2016 | CFS Day of Action |
| November 8 th , 2016 | Executive Meeting |
| November 8 th , 2016 | Sustainability Meeting |
| November 9 th , 2016 | CFS Meeting |
| November 9 th , 2016 | Health Chat Meeting |
| November 11 th , 2016 | Student Supervisor Agreement Committee |
| November 16 th , 2016 | Computer Science Meeting |
| November 16 th , 2016 | Positive Space Training |
| November 16 th , 2016 | Campus Rec |
| November 17 th , 2016 | TLARC meeting |
| November 25 th , 2016 | GSA Social Event |
| November 28 th , 2016 | Interdisciplinary Meeting |
| November 28 th , 2016 | Interdisciplinary Seminar |
| November 29 th , 2016 | President Breakfast |
| November 29 th , 2016 | GSA Council Meeting |

Carolyn Gaspar
VP External Affairs

VP Operations and Communications:

I am pleased to inform you that these past couple of months have been quite productive. There are also other initiatives that I have been involved in that I am excited to share with you.

Day of Action:

The National Day of Action took place on November 2nd in the U of S Bowl. I have been heavily involved in promoting the event, as well as planning and supporting the rally on the Day of the Action. Around 57 to 100 students participated in the Day of Action, and there were also members of the Saskatchewan Federation of Labour, as well as U of S faculty that joined our Action.

Positive Spaces:

I ran to make the GSA a Positive Space during elections. I recently coordinated for the GSA staff and executive to attend the Positive Space workshops to receive training. In total, 4 coordinators and 4 executives attended the training sessions hosted this term. The remaining staff and executive will attend the sessions hosted next term.

GSA Sustainability Committee:

I'm been quite interested in forming a GSA Ad-Hoc Sustainability Committee to promote environmental, economic or social sustainability issues related to graduate students at the U of S. There are a number of initiatives that this committee plans to work on this year, including the GSA Sustainability Forum during the Graduate Achievement Week. Therefore, formalizing this committee will be beneficial to maintain momentum of these efforts and the continuation of our work beyond this academic year.

GSA Communication:

This month I have been working to implement a GSA monthly bulletin. The goal of the GSA bulletin is to improve the communication by reducing the number of outgoing emails to members through compiling items into one coherent bulletin. The first November bulletin has gone out to CGSR to distribute to members on November 15th. Graduate students can expect these bulletins to include announcements, upcoming events, and descriptions of services offered.

The GSA has an Instagram account (@usaskgsa), and a twitter account (GSA_USask). These accounts have been active since the beginning of my term to engage our members. Our facebook page is also active. I have been consistently sharing announcements and communicating with our members through these platforms. This helps us stay connected to our members and create a community online that our graduate students can be a part of.

Many graduate students email me about various topics, and I have been responding in a timely manner (within a few hours). I have also posted the council meeting minutes and the executive meeting minutes on our website. These are usually up within the five days timespan highlighted in the bylaws.

GSA Fall Bursary:

The GSA Summer Bursary committee meeting took place on November 21st. VP Operations, VP Finance, VP Academic, as well as three other councillors attended the meeting. All the complete applications were thoroughly evaluated and reviewed by the committee members, and 25 successful applicants were chosen to receive the GSA Summer Bursary, worth \$1000 each. I will contact these winners by email to pick up their cheques at the GSA Commons.

Executive Committee Meetings:

To prepare for these meetings, I have engaged in a number of tasks. I call for agenda items, prepare the agenda, distribute the agenda, write the minutes, and publish the minutes on our website to make it available for our members.

Health Chats:

The VP External and I have begun planning for November's Health Chat on Maternal Mental Health on December 1st. This session will be an informal forum on ways to address the unique experiences of graduate student parents on campus from the perspective of mental health and wellbeing. This is a family friendly event; so graduate students will be welcome to bring their children. Refreshments will be provided. There will also be special child-friendly activities.

I'm also planning a Therapy Dog session for graduate students as a way to distress from studies and research. This session will take place on December 1st between 1 – 2 PM in the GSA Commons. I will also be working with Moksha Studios to arrange a yoga session in the Commons sometime in December or January.

GSA Mobile App:

I am currently working with the company Oohlala to reach more graduate students at the U of S. This app is a great outlet to build a community and culture for graduate students. It includes a map, tour of the campus, services provided at the U of S, class schedules, events, student clubs pages, and much more.

Meetings:

| Date | Discussion |
|--------------------------------------|--|
| October 17th, 2016 | Met with Eleonore and Meghan Sired to discuss the GSA communications and ways to improve it. |
| October 24th, 2016 | Wellness Strategy Team Meeting |
| October 25th, 2016 | Executive Meeting. Minutes can be found on the GSA website. |
| October 26th, 2016 | Skype meeting with Oohlala to discuss the App. |

| | |
|---------------------------------------|--|
| October 26th, 2016 | APC Meeting. |
| October 27th, 2016 | Governance Review Committee Meeting |
| October 31st, 2016 | Closed the GSA Fall Bursary submissions. |
| November 8th, 2016 | Executive Meeting. Minutes can be found on the GSA webstie. |
| November 8th, 2016 | Met with SENS Academic Council |
| November 9th, 2016 | Met with Jason Maillut to discuss a carbonless concert at the GSA next term. |
| November 9th, 2016 | Health Chat meeting. |
| November 10th, 2016 | CGSR APC. |
| November 15th, 2016 | Positive Space Training Session. |
| November 16th, 2016 | Met with Support Services Director & Vice Provost of Teaching & Learning to discuss mental health issues and graduate students experience at the U of S. |
| November 16th, 2016 | Copyright Focus Group. |
| November 16th, 2016 | APC meeting. |
| November 18th, 2016 | GSA internal staff & executive potluck. |
| November 20th, 2016 | GSA Bursary Selection Committee meeting. |
| November 22nd, 2016 | Academic Misconduct Session |
| November 22nd, 2016 | Meet with USSU VP Academic to discuss collaboration opportunities. |

Regards,

Nafisa Absher

GSA VP Finance Kusum's GSA council meeting report for November 2016

Dear GSA members,

I am very happy to present you all with my Fifth council report since I started as VP finance for the year 2016-17.

1. **Academic council cheque:** cheques have been written for 2015-16 academic council representation. These cheques have been written in the name of the graduate council and are now ready to be picked up.
2. **GSA annual return:** I have successfully filed the annual return for 2015-16 fiscal year. This included preparing the balance sheet for the entire year. GSA is now registered as a non-profit organization.
3. **Directors and others insurance:** I have successfully filed the insurance that covers the GSA commons and directors for the next one year.

Here are the meetings I have attended:

| Date | Discussion |
|----------------------------------|---|
| October 20 th , 2016 | Scholarship committee meeting with CGSR |
| October 25 th , 2016 | Executive Meeting. details can be found in the minutes. |
| October 27 th , 2016 | Meeting with consumer services of U of S |
| November 8 th 2016 | Executive Meeting. details can be found in the minutes. |
| November 15 th , 2016 | Positive space training |
| November 21 st , 2016 | Bursary committee meeting |

Graduate Students' Association

Ali Kiani

VP Academic's Report

Nov 29 2016

It is my pleasure to present a report to the council members. As a VP Academic I had four types of activity within the last month: lobbying, workshops, advocating, and committees.

Lobbying

I am communicating and creating connections with other Universities about ombudsperson. I have an opportunity to gain experience from them. In addition, I will have a meeting again with petti and Brook (VP Academic at the USSU) regarding improvements towards policies around student advocacy at the University.

Workshops

In October I organized a Blanket Exercise activity at the GSA common with Ian. Many students attended this exercise and gained knowledge about indigenous and Canadian history. I have contributed with Student Employment and Career Center about three workshops at the GSA about Industry talks(Oct.28), Networking talks(Nov.3) and Industry talks(Nov.4). I will organize a workshop on November 30th about Digital Business Strategies.

Advocacy

I was dealing with many academic issues in the past month. I noticed that many issues were involving around supervisors and misconducting at the University. I am trying to build a strong connection with Campus Legal Services (CLS) to provide better advocacy for the students.

Committees and meetings

I have been participating in different meetings with the following committees:

- Grad Academic Affairs
- Research, Scholarly, and Artistic Work Committee
- Convocation Oct 22
- Day of Action Nov 2
- GSA Bursary
- Executive Meeting
- University Council Meeting
- Peace Space Workshop
- Breakfast with President

Graduate Students' Association



GSA Executive Meeting Minutes Tuesday, October 25th, 2016 - GSA Commons 05:10 P.M. – 07:27 P.M.

Present: Z. Ghaith (president), S. Sapal (VP Academic), K. Sharma (VP Finance), C. Gaspar (VP External) & N. Absher (VP Operations).
Regrets: M. Tootoosis (Aboriginal Liaison).

- 1. Call to Order** at 5:10 PM.
- 2. Approval of Chair**
 - 2.1.** Absher nominates Ghaith. Seconded by Kiani. All in favor. Motion carries.
- 3. Approval of Minute Taker**
 - 3.1.** Ghaith nominates Absher. Seconded by Gaspar. All in favor. Motion carries.
- 4. Approval of the Agenda**
 - 4.1.** Sharma amended the agenda to add Commons Insurance, Yearly Finances Auditing, Council Cheques and Event Finances Communications. Kiani amended to add Blanket Exercise and Digital Business Strategy. Ghaith moved a motion to approve the agenda as amended. Seconded by Sapal. Motion carries.
- 5. Approval of the Minutes of GSA Executive Meetings:**
 - 5.1. Minutes of GSA Emergency Executive Meeting on August 30th, 2016**
 - 5.2. Minutes of GSA Executive Meetings on October 11th, 2016**
 - 5.2.1.** Ghaith moved a motion to approve the Emergency meeting minutes. Seconded by Kiani. All in favor. Motion carries.
 - 5.2.2.** Ghaith moved a motion to approve the October 11th minutes. Seconded by Sapal. 5 in favor and 1 abstained. Motion carries.
- 6. Items for Actions/Information**
 - 6.1. Three Minutes Reports**

Sharma:

- TVC was awarded \$8000. \$2000 will be awarded upon satisfaction.
- Currently working on Commons Insurance.
- Will be receiving auditing.
- Filing annual returns for GSA for fiscal year 2015-16. Preparing annual balance sheet.

Kiani:

- Attended University Council Meeting.

- Hosting two workshops. Attended meetings and planning these events. Aiding students.

Sapal:

- Attended meetings for committees.
- Received money for sponsorship from Alumni.
- Capital Planning meeting.

Absher:

- Hosting and planning for this month's social event.
- Met with Eleonore and Meghan.
- Helped out with Eat your Debt.
- Coordinating Bursary Committee.

Gaspar:

- Working on ThinkGrad to formulate a document.
- Attended NDP caucus in Regina. Happy to hear about the GSA efforts and collaboration with U of R and NORTEP on the Day of Action and advocating for mental health supports on campuses.
- Attended rally outside of the Legislature Building to stand in solidarity with NORTEP.
- Planned "Eat your Debt" event and "The Wall of Debt" located in commons.
- Actively working on planning the Day of Action. As an executive we need to mobilize and exert our efforts this last week.
- Attended over a dozen meetings since the last executive meeting.
- Attending CFS Semi-Annual meeting in November.

Ghaith:

- Represented on senate.
- Met with University Admin.
- Working on Student-Supervisor agreement.
- Met with Associate Dean.
- Attended 21 meetings.

6.2. Blanket Exercise

[A. Kiani]

6.2.1. Kiani stated that executive committee should invite their peers. Ghaith suggested to order donuts and coffee instead of pizza, but mentioned that Kiani thinks we should order pizza for this event. Kiani explained that it's important to order real food for events like this. Sharma explained that \$2000 is left in the budget line. Kiani is aiming for 40-50 people. Kiani suggested that we should spend around \$150. Kiani suggested to order the food after counting heads. Ghaith moves a motion to approve \$100 for this event. Sapal seconded this. All in favor. Motion carries.

6.3. Digital Business Strategy

[A. Kiani]

- 6.3.1.** Kiani explained that this event will discuss creating an online business for graduate students and could benefit from this in the future. Kiani recommends that the next workshop will discuss TA/RA rights. Ghaith appreciates Kiani to organize workshops every month.

6.4. October Social Event

[Z. Ghaith]

- 6.4.1.** Sapal asked how much money can be allocated towards this event. Sharma explained that there will be around \$1900 left. Sapal stated that we aim for 100 people. If there will be liquor, students will have to pay for it. Ghaith explained that we'd need money to buy the alcohol, decorations, food, etc. Sapal would like to have liquor. Ghaith recommended allocating \$300 towards this event. Sapal explained that we should buy pumpkins to carve. Ghaith moved a motion to allocate \$300 for this event. Seconded by Sharma. 5 in favor. 1 abstained. Motion carries.

6.5. Volunteer Appreciation Event

[Z. Ghaith]

- 6.5.1.** Ghaith mentioned that we promised to host this for our volunteers. Sapal stated that this event should be hosted because volunteers helped out a lot. Ghaith asked when this will take place. Sapal recommended hosting it along with the next month's social event for them.

6.6. UC Subcommittees & CGPS Committees

[Z. Ghaith]

- 6.6.1.** Ghaith stated that executives must ensure their attendance in all of these committees as they are the right place to address graduate student needs.

6.7. Gala

[C. Gaspar]

- 6.7.1.** Gaspar has begun planning for the Gala and executive must decide dates and venue. March 25th vs. April 1st are the choices, both Saturdays. Ghaith recommended merging all events in one week for graduate achievement week. March 27th – April 1st is the chosen dates. Delta and TCU are the choices. Delta is cheaper. Sharma mentioned that TCU is spacious. Gaspar explained that we'd get a smaller room in TCU. Gaspar explained that Delta fits 300 people. Sapal recommended looking into Radisson, which has a bigger space. Gaspar will forward the menus to everyone. Everyone was in favor for Delta.

6.8. Campaign Material

[C. Gaspar]

- 6.8.1.** Gaspar mentioned that campaign materials are here and for executives to use them.

6.9. Day of Action

[C. Gaspar]

- 6.9.1.** Gaspar explained that we will be mobilizing this event next Wednesday. Sapal has invited her Engineering peers. Gaspar asked executive to help bag lunch. Ghaith recommended contacting Food Safety prior to the event. Gaspar also request that executive help with the Day of Action through increase of social media promotion and recruiting volunteers.

6.10. Event related Communications (In Camera)

[K. Sharma]

6.11. Council cheques (In Camera)

[K. Sharma]

6.12. Yearly auditing financing

[K. Sharma]

6.12.1. Kusum mentioned that the GSA received auditing. Amount budgeted this year is \$7000. We're over \$6000 in that budget line. Sharma asked if we can put this amount in last year's budget year as last year's auditing related expenses were less than budgeted money for the year. Ziad will try to get money from the university for reimbursement. Sharma explained that we're finished with the auditing, but will confirm with Office Manager.

6.13. GSA Commons Insurance

[K. Sharma]

6.13.1. Sharma explained that this insurance is expiring on November 4th, and will need liquor sales figure from wine and cheese liquor sales. Sapal explained that we buy an insurance every time we purchase liquor. Ghaith stated that we may not need to buy this extra insurance and Commons Insurance may be used for the Commons. Sapal explained that there may be a difference for selling and buying liquor. Ghaith explained that a councilor asked about liability insurance, so Sharma should double check for its expiry and whether it covers councilors, and whether it falls under the Commons insurance or not. If it expires, then we must buy it or not.

6.14. Winter Break

[N. Absher]

6.14.1. Absher explained that we should decide when to close. Ghaith asked if this will be parallel with the Office Manager's week off. Absher decided to table this item to double check with Office Manager's week off for holidays.

7. Adjournment at 7:27 PM.

Graduate Students' Association



GSA Executive Meeting Minutes Tuesday, November 8th, 2016 - GSA Commons 05:00 P.M. – 06:28 P.M.

Present: Z. Ghaith (President), N. Absher (VP Operations), C. Gaspar (VP External), M. Tootosis (VP Aboriginal Liaison) & A. Kiani (VP Academic)

Regrets: S. Sapal (VP Student Affairs)

8. Call to Order at 5:03 PM

9. Approval of Chair

9.1. Gaspar nominated Ghaith. Seconded by Kiani. All in favor. Motion carried.

10. Approval of Minute Taker

10.1. Ghaith nominated Absher. Seconded by Kiani. All in favor. Motion carried.

11. Approval of the Agenda

11.1. Absher asked to add 'Positive Space' as 6.12, Gaspar asked to add "guppies" as 6.13, Kiani asked to add 'Digital Workshop' as 6.14, and Ghaith asked to add 'GSA Audits' as 6.15, and Tootosis asked to add 'INDG Student leaders panel' as 6.16. Ghaith moved a motion to approve agenda as amended. Seconded by Sharma. All in favor. Motion carried.

12. Approval of the Minutes of GSA Executive Meetings:

12.1. Minutes of GSA Executive Meetings on October 25th, 2016

12.1.1. Ghaith moves a motion to approve the Executive Committee meeting minutes from October 25th, 2016. Seconded by Sharma. All in favor. Motion carries.

13. Items for Actions/Information

13.1. Presentation by SENSE Academic Council

13.1.1. Absher briefed about the executive committee that she was able to meet with SENSE Academic Council earlier that day to discuss the potential of creating and formalizing a GSA Sustainability Forum. Given Absher and the SENSE Academic Council's interest to make the GSA more sustainable and undertake initiatives relating to sustainability, it would be best to create a committee that would assume these responsibilities. Absher and the SENSE Academic Council will take a GSA Sustainability Committee terms of reference to the GSA Council meeting on November 29th to approve.

13.2. Three Minutes Reports

Sharma

- GSA is now insured, and this insurance covers directors, coordinators, but not council members. There will be another insurance in February insurance that the GSA will apply to and it will cover councilors.
- Filed annual return for GSA.

- Academic council cheques now written and ready to be distributed.
- Met with Consumer Services regarding stoves in residents.

Gaspar

- Attended ten meetings.
- Day of Action was a success.
- Begun gala planning.
- ThinkGrad will not need a referendum, it can come out of the Operation Budget.
- Will not be attending CFS meeting next weekend
 - o Gaspar explained that the GSA will have to pay for her flight return ticket because she cannot be there for the whole meeting duration as she has academic commitment. She explained the tickets will cost around \$600, and if she were to miss the meeting, she can still have her votes included. Ghaith recommended being absent.
- On Nov 22nd, Anna stopped by the GSA to make a complaint about the absence of the GSA for the ISAAC orientation planning meetings. Ghaith recommended passing this message to Sapal.

Kiani

- Attended meetings for committees, including Graduate Academic Affairs.
- Met with Associate dean regarding student issues.
- Met with graduate students.
- Planning a workshop regarding TA/RA next month.
- Participated in the Day of Action.
- Attended fall convocation.

Absher

- Attended monthly meeting with the office manager.
- Helping plan the GSA staff potluck.
- Planning a newsletter for the GSA.
- Attended University committee meetings, including APC and Governance Review.
- Met with SENSE Academic Council members to form a sustainability committee.
- Closed the submission for the Bursary applications and planning a meeting with the committee soon.
- Helped out at the October Social.
- Participated and help out at the Day of Action.
- Met with Meghan and Eleonore to discuss creating a newsletter.

Tootoosis

- Attended convocation dinner.
 - o Chancellor would like to set up a meet & greet with GSA and graduate students
- Awaiting reports from IGSC graduate members.
- Sitting on ASC committees.

Ghaith

- Attended 15 meetings.
- Positive feedback on increasing graduate students representation.
- Sent two important letters to provost and presidents regarding representation.
- Student/advisor committee meeting soon.

13.3. Gala

[C. Gaspar]

13.3.1. Gaspar stated that the Delta has been booked for April 1st. Gaspar will distribute the contract to the VP finance and Office Manager. She has met with Ken Fisher who has experience with an online payment system for the selling of tickets. There's a cost associated with this, but she said it would be put into the ticket price. Ghaith suggested that this decision be made through the gala committee. Sharma said that tickets don't cover the cost of venue. Ghaith explained that fundraising takes place to cover the remaining costs. Sharma mentioned that it should be as low as possible to ensure graduate students can attend. Ghaith and Gaspar explained that the cost would probably remain the same as last year. Gaspar will take this to the Gala Committee for further discussion and decision.

13.4. Day of Action

[C. Gaspar]

13.4.1. Gaspar mentioned that it was extremely successful, and media coverage of the event really well. Ghaith stated that the executive should attend and volunteer at these events to show their full support, as the GSA endorses it. He mentioned that the executives should make time to be present.

13.5. PSGSS Sponsorship

[K. Sharma]

13.5.1. Sharma stated that PGSS will be hosting a symposium, and it will cost \$25,000 and are asking for sponsorship from GSA. There are four levels of sponsorships. Ghaith asked if this event would serve graduate students. Sharma explained that this event would serve graduate students. Ghaith stated that they were an active academic council last year. Absher asked which budget lines this sponsorship will come from. Ghaith explained that they're not yet ratified, and should email them to apply for ratification and will table this to the next meeting once they're ratified.

13.6. GSA Survey

[Z. Ghaith]

13.6.1. Ghaith explained that he'd skip this item since that VP Student Affairs is not present.

13.7. Event Planning

[Z. Ghaith]

13.7.1. Ghaith mentioned that events are planned last minute and this is stressful for everyone. He recommended planning early. He explained that planning early would be beneficial to everyone, especially in terms of planning for funding of the event.

13.8. Conference & Gala Coordinators

[Z. Ghaith]

13.8.1. Ghaith stated that CGSR agreed to sponsor gala and conference coordinators. The task of creating a terms of reference for both of these positions would be the responsibility of Gaspar and Kiani. Ghaith mentioned that we should promote this in November and hire them in January. The payment of these coordinators will begin January until April. Kiani

asked how much they would be paid. Ghaith explained that they would make around \$1000/month.

13.9. Tax Filing

[Z. Ghaith]

13.9.1. Ghaith stated that it is time to start planning the tax filing, as tax season will be around the corner. He mentioned that Sharma ran on this during the elections. He recommended to get in touch with various experts on campus from Edwards school of business to help out with this event.

13.10. Holiday Hours

[N. Absher]

13.10.1. Absher stated that she spoke with the Office Manager, and her holiday week will be the week over the holiday break. However, she believes that it would be great to give the Office Manager sometime before Christmas, as closing on December 23rd would be too narrow of a window before Christmas. Ghaith enquired how will this benefit the members since they're paying for the service of having the Commons open. Tootosis agreed and mentioned that there are International students that may not be going away and may want to come to the Commons. Absher explained that she agrees, but the GSA Commons has normally not been utilized during the last week before the break, so it might be a unnecessary to keep it open. Gaspar explained she agreed with Absher and should close early. She stated that it would be great to give the Office Manager the week off before the break, but instead of closing the Commons, the Executive should volunteer to cover for the Office Manager's shifts. The Executive Committee were supportive of this idea and agreed that the Office Manager's last day should be the 20th of December at 5 PM. There will be no coordinators starting December 19th and the GSA will official close on December 23rd for the holiday break. Gaspar said she could volunteer on the 21st of December. Sharma and Absher explained that they would be away, but Gaspar, Tootosis and Ghaith said they'd be open to volunteering depending on their schedule.

13.11. GSA Staff & Executive Potluck

[N. Absher]

13.11.1. Absher reminded the executive committee to answer the doodle poll to see which date works for everyone to host a GSA potluck. Gaspar mentioned that the 18th would work best for her, and Ghaith agreed. Kiani stated that he will only be able to attend for awhile before his work. Sharma explained that she has other commitments that night. The executive committee agreed that it would be best to host it on Friday, November 18th, 2016. Absher stated that she will inform the Office Manager.

13.12. Positive Spaces

[N. Absher]

13.12.1. Absher explained that she was in touch with the Pride Centre, and they have informed her that the Positive Space workshop will take place on November 15th and 16th this term. Time was not chosen yet, but Absher will keep everyone informed once she finds out the details. Absher explained that she would like to sign the Executive and staff ahead of time to ensure they have spots in this terms' training sessions, otherwise the GSA can hold an organizational training next term. Ghaith, Gaspar, Kiani (before 2 PM) explained

that they're available for the Wednesday, and Sharma would be available for either dates. Tootoosis is out of town during those two days and cannot make it.

13.13. Guppies

[C. Gaspar]

13.13.1. Gaspar moved a motion to approve \$150 from her delegate fund for the GSA Guppies social. Sharma stated that there might not be enough funds if the GSA plans to register the same number of teams next term. Gaspar explained that there will be less teams next term. Gaspar proposed that next term's social to come out of her delegate fund. Gaspar moved a motion to approve \$150 for the GSA guppies social. Seconded by mylan. All in favor. Motion carried.

13.14. Digital Workshop

[A. Kiani]

13.14.1. Kiani explained that this workshop will take place on Nov 30th. kiani mentioned that the amount for refreshments will be based on the number of people attending. Kiani moved a motion to allocate a \$100 for this event. Seconded by Ghaith. All in favor. Motion carried.

13.15. GSA Audits

[Z. Ghaith]

13.15.1. Ghaith explained that the university gave \$9000 towards audits. He also mentioned that the university is interested in the final audit report. Ghaith explained that the audits would cost \$3000 now that the university funded us. This will come as a direct deposit.

13.16. Indigenous Student leaders panel

[M. Tootoosis]

13.16.1. Tootoosis would like to host an Indigenous voices panel in the GSA Commons. He plans to do it around January. This will be an opportunity for GSA and Tootoosis to see where the challenges are in engaging with Indigenous students.

13.16.2. Ghaith also mentioned that Vice-Provost of Teaching & Learning contacted him and wants to consult with GSA members about a blueprint. Ghaith stated to let him know as soon as possible. Executive showed interest in this opportunity and will await Ghaith to confirm a meeting time.

14. Adjournment at 6:28 PM.

GRADUATE STUDENTS' ASSOCIATION
Council and Board of Directors

Committee Appointments for 2016-17 Academic Year

FOR APPROVAL

Motion: *Resolved*, that the GSA Council appoint the following individuals to Council committees as indicated, with terms ending on 30 April, 2017.

Background: Each year, Council must approve the list of members to Council committees. Nominations were sought, by the Chair, from Council, the executive, and from the general membership. Taking into account preferences of those who have responded, the following list of nominees is recommended for approval. At the Council meeting, further nominations will be accepted from the floor. This preliminary process was undertaken to facilitate an efficient nominations process without the need for an election. If, however, more candidates are nominated than there are seats available, an election will take place. Please consult GSA by-laws 1.11 and 4.3 for further details.

At-large members of committees (those who are not Councillors) are recommended by the GSA Chair from nominations received by e-mail. The allocation was such that no interested nominees were turned away. Please feel free to contact the GSA Chair for further information on these candidates.

Please note that members *ex officio* are included by by-law; they are here for information, and not subject to approval.

Committees and Membership

Governance

Robert Henderson, GSA Chair (*ex officio*)
Carolyn Gaspar, VP External (*ex officio*)
Kusum Sharma, VP Finance (*ex officio*)
Ziad Ghaith, President
Brenda Byers (councillor, IGSC)
Jaylene Murray (councillor, SENS)
Isaac Pratt (councillor, Medicine)
Naheda Sahtout (councillor, Chemistry)

Health and Dental

Carolyn Gaspar, VP External (*ex officio*)
Ziad Ghaith, GSA President
Chris Maierhoffer (councillor, MBA)
Morgan Kirzinger (councillor, Computer Science)

Gala

Shailza Sapal, VP Student Affairs (*ex officio*)
Carolyn Gaspar, VP External (*ex officio*)
Tonny Kar (councillor, Computer Science)
Iloradanon Efimoff (councillor, IGSC)

Bursary Selection*

Kusum Sharma, VP Finance (*ex officio*)
Ali Kiani, VP Academic (*ex officio*)
Lindsay Goodwin (councillor, Physics)
Iloradanon Efimoff (councillor, IGIC)
Naheda Sahtout (councillor, Chemistry)
*approved at a prior meeting of Council

Elections and Referenda

Robert Henderson, Chief Electoral Officer, Chair (*ex officio*)
Jaylene Murray (councillor, Env. & Sustainability)
Afolabi Ayeni (councillor, EGCC)
Josh Cronmiller (councillor, Geography & Planning)
Naheda Sahtout (councillor, Chemistry)
Achint Rastogi (member at large, Public Policy)
Kereer Morrison-Spence (member at large, Education)
Olufemi Ajiboye (member at large, Sociology)
Bethany Penn (member at large, MPA)

Code of Ethics and Discipline

Robert Henderson, GSA Chair (*ex officio*)
Morgan Kirzinger (councillor, Computer Science)
Steve Fraser, (councillor, IGSC)
Mackenzie Fulton (GSA member at large, MechEng)
Adil Afzal (GSA member at large, Sociology)
Michelle Wauchope-Thompson (member at large, SENS)
Diane Adams (member at large, Public Health)
Katherine Ford (member at large, Nutrition)
Asad Shah (member at large, Sociology)

Finance and Audit

Kusum Sharma, VP Finance (*ex officio*)
Carolyn Gaspar, VP External (*ex officio*)
Ziad Ghaith, GSA President
Robert Henderson, GSA Chair
Logan Pizzey (councillor, Agri. & Resource Econ.)
Tonny Kar (councillor, Computer Science)
Josh Thomas (councillor, IGSC)

Robert Henderson, Chair of Council

GRADUATE STUDENTS' ASSOCIATION – U of S
Council and Board of Directors

GSA Ad-Hoc Sustainability Committee

FOR APPROVAL

Motion: *Resolved*, that the GSA Council approve a new ad hoc Sustainability Committee as described in the terms of reference below.

Terms of Reference

Rationale:

I. Purpose

- a. Promote environmental, economic and/or social sustainability issues related to graduate students.
- b. Assume responsibility for sustainability initiatives and the application of sustainable practices at the GSA.
- c. Collaborate and build partnerships with other units that deal with sustainability.
- d. Advise Council on matters related to sustainability.

II. Composition

- a. The membership of this committee shall be at least the VP Operations & Communications (Chair), three councilors, and up to two at-large voting member of the GSA.

III. Meetings

- a. Meetings will be held once a month, or more frequently depending on projects.

Appointment of Members

Motion: *Resolved*, that the GSA Council delegate its authority to appoint members of the ad hoc GSA Sustainability Committee to the VP Operations for the 2016-17 administrative year. Appointments or changes to said committee's membership shall be reported to Council for information through the VP Operations' regular written reports at the earliest opportunity. Further, Councillors interested in serving on this committee are encouraged to contact the VP Operations.

Jaylene Murray, GSA Councillor

November 10th, 2016

GRADUATE STUDENTS' ASSOCIATION – U of S
Council and Board of Directors

GSA Ad-Hoc Health and Wellness Committee

FOR APPROVAL

Motion: *Resolved*, that the GSA Council approve a new *ad hoc* Health and Wellness Committee as described in the terms of reference below.

Terms of Reference

I. Purpose

- a. Promote the physical, psychological, social health and wellbeing of graduate students and address relating issues
- b. Assume responsibility for implementation of health and wellbeing related initiatives to improve the graduate students' experience
- c. Collaborate with other groups that deal with health and wellbeing

II. Composition

- a. The membership of this committee shall be at least the VP External (co-chair), VP Operations (co-chair), and up to five at-large voting members of the GSA.

III. Meetings

- a. Meetings will be held once a month, or more frequently depending on projects.

Appointment of Members

Motion: *Resolved*, that the GSA Council delegate its authority to appoint members of the ad hoc GSA Health and Wellness Committee to the VP External and VP Operations for the 2016-17 administrative year. Appointments or changes to said committee's membership shall be reported to Council for information through the VP External and VP Operations' regular written reports at the earliest opportunity. Further, Councillors interested in serving on this committee are encouraged to contact either the VP External or VP Operations.

Carolyn Gaspar, VP External

Nafisa Absher, VP Operations & Communications

November 20th, 2016

GRADUATE STUDENTS' ASSOCIATION
Council and Board of Directors

Renewal of Social Clubs

FOR APPROVAL

Focus Club

Motion: *Resolved*, that the GSA Council approve a renewal of social club status to the Focus Club.

Their constitution is reproduced on the next page.

Bangladeshi Students' Association

Motion: *Resolved*, that the GSA Council approve a renewal of social club status to the Bangladeshi Students' Association at the University of Saskatchewan.

An excerpt from their constitution is reproduced below, following the Focus Club. Their full constitution can be [found here](#).

Constitution for *FOCUS Club*

Article 1 – Name

The official name of the club shall be “FOCUS”. No other name shall be used in the advertisement or representation of the club.

Article 2 – Purpose of the Club

2.1 FOCUS Club's purpose is to foster international friendship and community.

2.2 FOCUS Club's purpose is to explore the Christian faith with those interested and who choose to participate. All the while, giving options of community to all international students whether or not they are interested in exploring the Christian faith.

2.3 FOCUS Club's purpose is to give all international students an opportunity to improve their English and cross-cultural communication skills.

Article 3 - Membership

3.1 Membership is open to everyone.

3.2 Only current students are eligible to hold voting privileges and executive positions in the organization.

3.3 Associate non-voting members shall be allowed.

Article 4 – Executive

4.1 The Executive Committee shall consist of:

- a) President
- b) Secretary
- c) Member(s) at Large

Article 5 – Duties of the Executive

5.1 President

- a) oversees the other members of the Executive Committee in their duties;
- b) chairs all meetings; and,
- c) has co-signing authority for the club.

5.2 Secretary

- a) responsible for the recording of the minutes of all meetings.

5.3 Member(s) at Large

- a) assist in the planning and execution of events

Article 6 – Finances

6.1 The executive may set a membership fee annually.

6.2 The finances of the organization must be handled exclusively by the organization and kept separate from any other group.

6.3 Any surplus resulting from the yearly operation of the group should be transferred to reserve for future use and no part of the surplus shall be payable to any member.

6.4 In the event of the dissolution of the group, all surplus and assets should be transferred to a similar group with the same membership and purpose.

Article 7 – Meetings

7.1 At least three (3) general meetings shall be held during the academic year, including the Annual General Meeting.

7.2 Members must be informed of each meeting at least seven (7) days in advance.

7.3 Quorum shall consist of fifty percent (50%) plus one of the voting members.

7.4 Executive decisions shall not be autocratic. If there is any opposition to an executive decision, the decision must be taken to a vote of the membership.

Article 8 – Elections

8.1 The Executive Committee of the club must be elected from and by the membership by a majority vote.

8.2 The election shall be held by secret ballot.

Article 9 – Amendments

9.1 Amendments to the constitution shall be made at the Annual General Meeting.

9.2 Amendments to the constitution must pass by a two-thirds (2/3) majority vote of the members present.

Article 10 – Impeachment

10.1 A motion to remove a member of the club must be signed by at least five percent (5%) of the regular members of the club.

10.2 The motion shall be presented in writing at a regular meeting of the club where it shall be inscribed on the agenda of the next regular meeting of the club, whereupon the impeached individual will be given the right to defend his/her actions.

10.3 A quorum of one half (1/2) of the voting members of the club is required to consider a motion to remove a member of the club.

10.4 A two-thirds (2/3) majority vote of the members present shall be required to remove a member of the club and any responsibilities or privileges associated with such.

Article 11 – Agency

11.1 The club is not an agent of the GSA and the club's views and actions do not represent those of the GSA.

Bangladeshi Students' Association

Excerpt from Constitution

BSA Constitution

ARTICLE I: Name, Objectives and Non- discrimination Policy

Section 1: Name

The name of the association will be Bangladeshi Students' Association at the University of Saskatchewan (BSAUS)

Section 2: Purposes/ objectives of the association:

1. To provide a common platform for all Bangladeshi students at the University of Saskatchewan.
2. To represent Bangladesh, Bangladeshi culture and heritage at the U of S and Saskatchewan.
3. To assist Bangladeshi students to achieve financial aid, and other services offered by the U of S.
4. To facilitate the new students with necessary help upon their arrival at the University and assist them to settle in the new place.
5. To organize different social events throughout the year for improving the bonding among the Bangladeshi students and community.

Section 3: Non-Discrimination Policy:

This association and its members shall not promote any discrimination between individuals and groups based on race, colour, creed, religion, sexual orientation, sex, age or handicap status.