

## Agenda

### Approval of Agenda

1. Approval of the 16 April 2012 Agenda

### Approval of Minutes

2. Minutes
  - i. Minutes from the 27 February 2012 GSA Council meeting (**previously distributed on 10 April**)
  - ii. Minutes from the 26 March 2012 GSA Council meeting (**previously distributed on 10 April**)

### Changes in Council Membership

3. Changes in Council Membership
  - i. Introduction of new Councillors (*If you are new to Council, please let us know it is your first meeting*)
  - ii. Farewell to Departing Councillors (*If this is your last Council meeting, or if your last Council meeting is approaching, please let us know*)

### Presentations and Councillor Announcements

4. Presentations - **none**
5. Councillor Announcements

### Reports

6. President
  - i. President's Report (**previously distributed on 10 April**)
  - ii. GSA Board (**previously distributed on 10 April**)
  - iii. Budget and Finance Committee (**previously distributed on 10 April**)
  - iv. Governance Committee (**previously distributed on 10 April**)
  - v. Nominating Committee - **NoC is working on nominations for Councillors-at-large and will be dealing with vacancies on GSA committees in May.**
7. Vice-President Academic
  - i. Vice-President Academic's Report (**previously distributed on 10 April**)
8. Vice-President Student Services
  - i. Vice-President Student Services' Report (**attached**)
  - ii. Student Affairs Advisory Committee (joint chair: Vice President Student Life) - **first meeting just recently held**
9. Vice-President Student Life
  - i. Vice-President Student Life's report - **list of meetings attached; will report orally**

- ii. Awards Selection Committee - **no need for meetings at this time**
- 10. Vice-President Labour
  - i. Vice-President Labour's Report (**previously distributed on 10 April**)
  - ii. Negotiation Committee - **no need for meetings at this time**
  - iii. Labour Relations Committee (**previously distributed on 10 April**)
- 11. Senator
  - i. Senator's Report - **no updates**
- 12. Speaker
  - i. Speaker's Report
  - ii. Special Speaker Announcement (**no materials**)
- 13. Chief Returning Officer
  - i. Chief Returning Officer's Report (**attached**)
  - ii. Elections and Referenda Committee - **ERC will meet on April 16**
- 14. GSA Management
  - i. Executive Director's Report (**previously distributed on 10 April**)

**Action Items, Elections, Appointments, Special Business**

- 15. Action Items
  - i. Semi-Monthly Pay Cycle (**attached**) - Guest: Wayne Patterson, Director of HR Operations
  - ii. Council Dates Bylaw Change (**previously distributed on 10 April**)
  - iii. Health and Dental Plan Fees (**previously distributed on 10 April**) - Guest: Amanda Smytaniuk, Prairie Program Manager at Studentcare
  - iv. Council-Elected Officers (Senator, CRO and Speaker): Proposal for Bylaw change - first reading (**previously distributed on 10 April**)
  - v. 2012-13 AEGS Budget Allocation Revision (**attached**)
- 16. Elections - **none**
- 17. Discussion Items - **none**

**Question Period**

- 18. Written Questions - **none**
- 19. Oral Questions

## 27 February 2012 GSA Council Minutes

The meeting was called to order at 6:01 pm.

### Roll Call/Attendees:

- Council Members: refer to the attendance record
- Guests:
  - GSA Election Candidates: Dr. Ashlyn Bernier; Nathan Andrews; Andy Rathbone; Naseeb Adnan; Zhen Li; Isaac Odoom
  - Callan Davey, Program Coordinator, studentcare.net/works
  - Dr. Chris Cheeseman, Vice-Provost and Associate V-P (Human Resource Services); Wayne Patterson, Director, HR Operations; Susan Buchsdruecker, Academic HR Officer

### **I. Approval of the Agenda: UNANIMOUS.**

### **II. Approval of the Minutes**

1. The 23 January 2012 minutes were before Council: **UNANIMOUS.**

### **III. Presentations and Councillor Announcements**

1. Introduction of the GSA Election Candidates

The GSA Election candidates introduced themselves briefly. No questions were taken. Candidates spoke in the following order:

- Candidate for President: Ashlyn Bernier
- Candidate for V-P Academic: Nathan Andrews
- Candidate for V-P Academic: Andy Rathbone
- Candidate for V-P Student Services: Naseeb Adnan
- Candidate for V-P Student Services: Zhen Li
- Candidate for Councillor-at-large: Isaac Odoom

It was noted that Candidate for V-P Student Life, Huimin Zhong, sent her regrets since she was writing a midterm exam and that Candidate for V-P Labour, Brent Epperson, sent his regrets since he was at an academic conference out of town. It was also noted that the planned viewing of these candidates' campaign videos from the GSA website could not go ahead due to technical difficulties.

2. GSA Health and Dental Plan

Callan Davey (for Amanda Symtaniuk), studentcare.net/works presented this item. Members had before them an Annual Claims report and a renewal analysis. Members were provided with a PowerPoint presentation and copies of the report were distributed (both available upon request).

*The following question/comments were made:*

- D Foster (Physics) asked whether Sunlife was looking for a profit margin of over 10%. C Davey replied that loss ratio is 88%, but that her colleague, Amanda Smytaniuk, Prairie

Program Manager, would be in a better position to respond to this question since she works on Sunlife related issues.

- R Coulthard (President) stated that it appeared the GSA would have to bridge the difference from the reserve fund, since the bylaws allow only a 5% increase in fees; he also noted that the GSA usually sees a drop-off in claims in March, so it might even itself out; in his opinion, it was too early to tell, but he recommended that the GSA watch this number.
- E Schoeck (ED) noted that the Board of Governors had to approve all fees at its April meeting.

### 3. Semi-Monthly Payment Cycle

After a brief introduction by Dr. Chris Cheeseman, Wayne Patterson provided a PowerPoint presentation. His presentation included the following:

- The University has plans to move everyone onto the same payment cycle eventually.
- Current plans exist to switch NASA employees and graduate students, but the AAS:UA has seven separate collective agreements which must be adjusted, so it will take longer to implement for academic staff.
- One reason to move now is that NASA's two schedules (bi-weekly and monthly) fall into step this year on July 1.
- Overall, this move will save \$.75 million in operating costs.
- One reason for this saving will be a reduction in off-cycle cheque production; each off-cycle cheque costs the University about \$90 to produce whereas a correct direct deposit costs 5 cents.
- The current pay cycle processing time is 10 days, meaning that HR needs information from the departments about graduate student pay and hours about two weeks before the pay date.
- Currently the University pays monthly wages on the last business day of that month which basically means that departments have to estimate how many hours have been worked by any employee/graduate student; any errors then have to be fixed with off-cycle cheques and that costs the University money.
- The new system moves to payment in arrears; graduate students are not losing any money, but will be paid later than before; however, this means the University can pay accurately from the start and graduate students will not have to run around getting mistakes fixed at Human Resources.
- Scholarships are not impacted and scholarship holders will receive the full amount of their scholarship as always.
- Since the move to a semi-monthly pay cycle in July may create a cash flow problem for some graduate students and support staff, the University will offer a one-time cash advance to ease the transition. For staff, the University will be offering 70% of the expected pay cheque – this works out to be the same as a regular pay cheque net (tax rates average about 30% for staff). We think this figure is about 70% for students, because students do not usually pay taxes – we may have to adjust this number accordingly. The goal is to offer a cash advance that leaves take-home salary unchanged.
- This cash advance would be repaid over the course of the pay period. For many graduate

students, this would mean four months (a graduate assistantship term).

- Staff usually has access to longer repayment terms, because their employment periods are longer. HR is still looking into this issue.
- To implement this, changes need to be made to some of the language of the AEGS Collective Agreement – specifically, language about monthly pay and the deadlines.
- HR is pleased to address graduate student concerns directly at a town hall meeting and is coordinating times and dates with the GSA.

*The following questions/comments were made:*

- S Nicol (MMI) asked if a student whose pay comes 100% from a scholarship would see a difference on their July pay cheque. In response, W Patterson stated that the pay cheque would remain unchanged in that case.
- V Northrup (C-a-L) stated that the last information she had indicated scholarships were also split and not eligible for an advance and that she had even confirmed this information with HR recently. She asked when those students would be told officially that they would receive 100% of their monthly scholarship payment in July. In response, W Patterson stated that the information would be included in an email to students announcing the town hall meeting on this topic. VP Labour T Korassa added that the elected officials decided to have this Council meeting before the town hall to gather input from Council members.
- VP Academic N Yousefi asked about the 70% optional advance and whether that percentage made sense for students who do not pay taxes. W Patterson stated that percentage might have to be revisited for graduate students since it had been calculated with tax-paying NASA staff in mind.
- VP Academic N Yousefi asked whether the University did not in fact owe that money to students. W Patterson confirmed this and pointed out the reason to move from a current pay cycle to paying in arrears is to be able to provide more accurate payments.

H Samuel (Comp Sci) and VP Student Life H Sparkes **MOVED to extend** the allotted time for the presentation until all questions currently on the Speaker's list are answered. **CARRIED.**

- H Samuel (Comp Sci) asked how the September 30 tuition deadline would interact with the new pay schedule, stating that he was concerned students would not be able to meet the tuition deadline since they would only get paid for half a month. W Patterson responded that HR is trying to see if graduate students could get paid more in September to cover tuition fees. He added that more conversations with departments were necessary to make that happen. He also stated that students with one-time scholarships will now get their money five days earlier than before.
- In response to I Odoom's (Guest) question about whether students could choose to stay with the old pay schedule, W Patterson stated that this move has to be for everyone to have the desired effect of improving efficiency.
- T McIntyre (ECE) asked whether there were any safeguards if there were difficulties with implementation. W Patterson responded that the University was examining every process and setting up checks and balances. He also added that the plan is to try to get everyone signed up

for direct deposit, but that currently the technology the University uses cannot accommodate that.

- In response to a question from D Foster (Physics) about whether the cash advance comes out of the last pay cheque, W Patterson explained that the cash advance had to be paid back in equal installments beginning with the August pay cheque.
- VP Student Services S Lunawat asked whether departmental coordinators would be trained on the new pay system. In response, W Patterson stated that there would be a town hall meeting next Thursday to discuss this change. He added that deadlines would change, some forms would change, and the way departments enter information into the system would change. He stated that HR is working with all impacted groups and making sure communications are clear and address everyone's concerns.
- In response to VP Student Services S Lunawat's question on how much consultation had been done with GPAC, W Patterson stated that he was not aware of this committee, but that he would get in touch with them in the future.
- VP Labour T Korassa wondered what would happen with graduate students with renewable appointments, where it might not be known whether their appointments will be renewed. She asked what could be done to make sure that the July advance does not have to be fully repaid in less than 4 months. W Patterson stated that currently departments were being consulted on this topic and that the University is willing to look at special circumstances. He added that the University wanted to avoid situations where students needed to change their repayment plans all the time.
- President R Coulthard asked W Patterson to explain for Council how tuition deductions would be handled. In his response, W Patterson stated that up to 80% of semi-monthly pay would be deducted for tuition. He added that he was in discussions with FGSR about increasing the number of tuition deductions in each term.

I Rahimi (C-a-L) and N Adnan (C-a-L) **MOVED to extend** the allotted time for two more questions.

**CARRIED.**

- I Rahimi (C-a-L) asked whether it was possible to get an advance in September. W Patterson stated that the advances were only available for the transitional period in July. After that, every month has two pay periods anyway, so long as there is an existing work relationship.
- H Samuel (Comp Sci) asked how turning one pay period into two pay periods can be efficient. In his response, W Patterson stated that the efficiency lies in paying in arrears, so that the University knows exactly what to pay and when and does not have to make costly adjustments.

4. Councillor Announcements - none

#### **IV: Reports from Officials, GSA Committees and Management, and Questions**

1. President (**written report was before Council**) – as submitted
  - i. GSA Board (**written report was before Council**) – as submitted
  - ii. Budget and Finance Committee (**written report was before Council**) – as submitted
  - iii. Governance Committee- **GoC was considering the interpretation of the word "elected" as it**

**applies to departmental representatives on GSA Council.**

- iv. Nominating Committee **(written report was before Council)** – as submitted
2. Vice-President Academic **(written report was before Council)** – as submitted
3. Vice-President Student Services **(written report was before Council)** – as submitted
  - i. Student Affairs Advisory Committee (co-chair: VPSL) - **first meeting to be held shortly.**
4. Vice-President Student Life **(written report was before Council)** – as submitted
  - i. Awards Selection Committee **(written report was before Council)** – as submitted
5. Vice-President Labour **(written report was before Council)** – as submitted
  - T Korassa, VPL, further reported that the pilot program for Labour Liaisons has been getting very positive feedback. She stated that she was aware that there were still questions about the semi-monthly pay period changes and asked for questions to be sent to her and that the GSA will inform graduate students about the planned town hall, pointing out that Council needed to consider ratifying these changes in the Collective Agreement.
  - i. Negotiation Committee – **no need for meetings at this time.**
  - ii. Labour Relations Committee **(written report was before Council)** – as submitted
6. Senator **(written report was before Council)** – as submitted
7. Speaker
8. Chief Returning Officer
  - i. Elections and Referenda Committee **(written report was before Council)** – as submitted
9. GSA Management **(written report was before Council)** – as submitted
  - E Schoeck, ED, further reported on the following:
    - Budget: just a little over two years ago, the GSA was not doing well, but now there is evidence of a phenomenally functioning GSA.
    - Fees: the U of Calgary GSA fees have been set at \$7, \$8, \$19 and \$22 higher than us respectively in the last four years and its health and dental fee is \$49 higher.
    - Elections: Councillors were requested to ask the graduate students in their departments to look at the candidate videos and vote.

**V: Action Items, Elections, Appointments, Special Business**

1. Discussion Item: Quarterly Financial Statements **(material was before Council)**

E Schoeck, ED, included the following points in her discussion of the Quarterly Financial Statements:

- Councillors can follow the narrative if the numbers are not understandable at first; in the future, Council will get these statements quarterly.

- The GSA now has 100+ strong voices representing students on campus committees.
- The GSA has improved its information management systems immensely (new hardcopy filing system and wiki).
- If the Labour Liaison program takes off there will be upwards of 60 department liaisons.

R Coulthard, President, made the following points:

- The GSA is now ensuring that its restricted funds are kept separate from other funds including maintenance of separate bank accounts. The GSA is starting to think about cash flow, ie, the GSA receives its fees from the University at three times during the year, in two large chunks and a small one, and we must plan ahead.
- We are now looking at year two of a multi-year cycle of planned deficit budgets with some fee increases.

2. Election: Nominating Committee (**written report was before Council**)

- V Kandalam (C-a-L) and T McIntyre (ECE) moved that Council approve the appointment of M Duval and L Fleming to the Nominating Committee. **CARRIED.**  
M Duval and L Fleming **ABSTAINED.**

**VI: Question Period**

1. Written Questions (none)
2. Oral Questions
  - In response to V Kandalam's (C-a-L) request to confirm the deadline for GFC and TLAT applications, R Coulthard, President, stated that the deadline was March 1, 2012.

**VII: Adjournment**

The meeting was adjourned at 8:44



**Meeting Minutes**  
**26 March 2012**  
**GSA Council Meeting**

*[Note: All materials referred to in these Minutes are stored in hard copy in the Official File, as well as electronically]*

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

**Approval of Agenda**

**1. Approval of the 26 March 2012 Agenda**

Members had before them the 26 March 2012 Consolidated Agenda, which had been distributed on 23 March 2012.

**It was AGREED that action item 15 v to approve the AEGS budget be added to the Agenda.  
The Agenda as amended was approved.**

**Approval of Minutes**

**2. Minutes**

**i. Minutes from the 27 February 2012 GSA Council meeting**

Members had before them the 27 February 2012 GSA Council Minutes, which had been distributed on 23 March 2012.

**Approval of the Minutes were deferred to the next meeting  
to deal with questions raised by H Samuel (Comp Sci).**

**ii. Minutes from the 12 March 2012 GSA Special Council meeting**

Members had before them the 12 March 2012 GSA Council Minutes, which had been distributed on 23 March 2012.

**The Minutes were approved.**

**3. Introduction of New Councillors**

There were no introductions.

**Presentations and Councillor Announcements**

**4. Presentations**

**i. GSA Strategic Plan Report Card (R Coulthard, President)**

Members had before them the GSA Strategic Work Plan Report Card 2011-12, which had been distributed on 23 March 2012. During the presentation, President R Coulthard noted that:

- The Parking Lot meetings mentioned on the report card consist of some issues that were left unresolved during the last round of negotiations, as well as some new issues that came up during those meetings.

- The Provost has a plan referred to as “the graduate project” to promote better spending of graduate student funding in departments.
- The Graduate Supervision Task Force is finally established.
- The Labour Liaison pilot program has now been set up; this project has been worked on for about five years by various sets of elected officials.
- A proposed draft policy has been forwarded to FGSR to allow individuals who run for elected office to take a leave from their program without negative effect, in order to make it easier to run for office.
- We have been able to obtain sustainable funding for GSA Awards Night and other recurring events.
- We have greatly expanded the GSA reach by doing more departmental orientations.
- We are continuing to help fund the Student Success Centre to provide support for those graduate students in particular who need assistance with writing skills.
- The PAW agreement was recently approved and signed off at the Special Council meeting on 12 March 2012.
- We are also finalizing our Triffo agreement, which is much more advantageous to the GSA than the one we were initially presented with.
- We are in negotiations with the SU and the Provost to renew the lease on Dewey’s in an attempt to make Dewey’s viable for many more years.
- There has been a focus on external relations during my last few months here, with my work with the AGC.
- In terms of AEGS negotiations, we managed to increase graduate funding by 2%, even with the tight University budget.
- We are running the AGC conference at the UofA in May.
- There has been internal restructuring to ensure the GSA committee and governance systems are functional.
- The GSA has improved the management of its external and restricted funds, eg, AEGS grants.

## 5. Councillor Announcements

There was no material before Members. The following announcements were made:

- J Thibault (MMI) announced that the Department of Medical Microbiology and Immunology’s yearly Distinguished Immunologist Seminar was coming up. He invited Members to approach him after the meeting for more information.
- A Sabzevari (Law) announced that there would be a poster conference organized by the Graduate House Council in May and invited Members to approach him after the meeting for more information.

## Reports

### 6. President

#### i. President's Report

Members had before them a written report, which had been distributed on March 21. In addition, President R Coulthard noted the following:

- Nathan Andrews, Vice-President-Elect Academic and Naseeb Adnan, Vice-President-Elect Student Services were in attendance at the Council meeting; that Ashlyn Bernier, President-Elect, and Huimin Zhong, Vice-President-Elect Student Life were unable to attend since they were in class, and that Brent Epperson, Vice-President-Elect Labour was unable to attend due to illness.
- The AGC conference will be held May 3-5; the conference is a networking event and not aimed at any specific field; there will be corporate sponsors, a job fair, panel discussions, and a social event at RATT– information is available at [albertagradsconference.ca](http://albertagradsconference.ca); the cost is only \$40 and includes food and the opportunity to present your work and build your resume; any topic is welcome.

**ii. GSA Board**

Members had before them a written report, which had been distributed on March 21. The report stands as submitted.

**iii. Budget and Finance Committee**

The Budget and Finance Committee Report was included under the GSA Board Report under item 6 ii. The report stands as submitted.

**iv. Governance Committee**

A Governance sub-committee is currently reviewing bylaws and policy for editorial changes. The report stands as submitted.

**v. Nominating Committee**

Members had before them a written report, which had been distributed on March 21. The report stands as submitted.

**7. Vice-President Academic**

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

Members had before them a written report, which had been distributed on March 21. In addition, Vice-President Academic N Yousefi noted the following:

- The Teaching, Learning and Technology Council (TLAT) will present a report to Council at a future date.

**8. Vice-President Student Services**

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

Members had before them a written report, which had been distributed on March 21. The report stands as submitted.

**9. Vice-President Student Life**

**i. Vice-President Student Life's Report**

Members had before them a written report, which had been distributed on March 21. In addition, Vice-President Student Life H Sparkes congratulated Councillor Lucy Nolan who had just completed her PhD.

**ii. Awards Selection Committee**

Members had before them a written report, which had been distributed on March 23. The report stands as submitted.

**iii. Student Affairs Advisory Committee**

Members had before them a written report, which had been distributed on March 21. The report stands as submitted.

**10. Vice-President Labour**

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

Members had before them a written report, which had been distributed on March 21. In addition, Vice-President T Korassa noted the following:

- There will be a town hall meeting scheduled by Human Resources regarding the changes to a semi-monthly pay cycle on March 29 from 1:00 pm to 2:30 pm at L1-190 in Edmonton Clinic Health Academy; there is also new information applicable to graduate students on the HR website.

**ii. Negotiation Committee**

There was no need for meetings at this time.

**iii. Labour Relations Committee**

LRC was waiting for reports from Labour Liaisons. The report stands as submitted.

**11. Senator**

**i. Senator's Report**

Members had before them a written report, which had been distributed on March 21. The report stands as submitted.

**12. Speaker**

**i. Speaker's Report**

**13. Chief Returning Officer**

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

Members had before them a written report, which had been distributed on March 23. In addition, CRO R Agrawal noted the following:

- There will be a by-election to fill vacant seats for Councillors-at-Large in the near future.

**ii. Elections and Referenda Committee**

Council was referred to Action Item 15 i and the CRO report under 13 i.

**14. GSA Management**

**i. Executive Director's Report**

Members had before them a written report, which had been distributed on March 20. In addition, Executive Director E Schoeck's comments included the following:

- With staff that has stayed with the GSA for more than a year, this speaks to a very healthy HR structure; the GSA's collective agreement with staff will be finalized very soon.
- The GSA now has a robust financial team; chartered accountant Shirley Ball is in attendance at the meeting; this was the first time the GSA has had someone with a financial designation dealing with finances; Dorte Sheikh (also in attendance) is part of the financial team and based on her prior

University experience she has a long-standing relationship with Financial Services.

## Action Items, Elections & Discussion Items

### 15. Action Items

- i. **GSA General Election Results:** moved by R Agrawal (CRO), seconded by T McIntyre (ECE)

Members had before them an Outline of Issues, which had been distributed on March 21. Members were asked to consider the following **MOTION:**

*That Council endorse the results of the 2012 General Election where the following graduate students were duly elected as President, Vice-President Academic, Vice-President Labour, Vice-President Student Services and Vice-President Student Life: President Ashlyn Bernier; Vice-President Academic Nathan Andrews; Vice-President Labour Brent Epperson; Vice-President Student Services Naseeb Adnan; and Vice-President Student Life Huimin Zhong.*

President R Coulthard introduced the Motion, noting the following:

- GSA policy (Elections and Referenda Policy #6) gives the authority to approve official election results to the CRO, who has approved the results, but the GSA's bank requires a Motion from Council.

**The MOTION was APPROVED.**

- ii. **GSA Council Meeting Dates:** moved by President R Coulthard, seconded by J Arsenault (Music)

Members had before them an Outline of Issues which had been distributed on March 21. Members were asked to consider the following **MOTION:**

*That the following dates be approved for the 2012/13 GSA Council meetings: May 14, 2012; June 11, 2012; July 9, 2012; August 13, 2012; September 10, 2012; October 15, 2012; November 12, 2012; December 10, 2012; January 14, 2013; February 11, 2013; March 11, 2013; and April 8, 2013.*

Members were advised that at its January 23, 2012 meeting, GSA Council approved new Standing Orders containing the following clause which allowed the Speaker to set Council meeting dates annually, and that as part of this change, a contradictory Bylaw should have been replaced with a section referring the reader to Standing Orders. The Speaker noted that this Motion would be considered first reading to replace the contradictory Bylaw with a reference to the GSA Policy Manual. It was also noted for Members that all suggested dates had been checked against public holidays, overlap with important University Governance meetings, and elected official availabilities. The summary debate on the Motion included the following comments:

- In response to a question from A Courchesne (Sp Path) about whether the next Council meeting was on April 9, Easter Monday, (as listed in the

schedule of 2011-12 meetings), President R Coulthard responded that the meeting date had been moved by the GSA Board to April 16. He also pointed out that GSA Council would be addressing Health and Dental fees at that meeting.

**Moved to amend** by N Sinkov (Chem), seconded by T McIntyre (ECE) the list of meetings by replacing November 12 (scheduled University closure in lieu of Remembrance Day) with November 19.

**The AMENDMENT was friendly.**

**The AMENDED MOTION was APPROVED.**

- iii. **Child Care Subsidy:** moved by Vice-President Labour T Korassa, seconded by President R Coulthard

Members had before them an Outline of Issues and a double-column document showing the changes to GSA policy that would result from passing this Motion. Both documents had been distributed on March 21. Members were asked to consider the following **MOTION**:

*That the GSA Council approve, on the recommendation of the GSA Board, changes to the Child Care Subsidy (CCS) policy and information as outlined in the attached double-column document.*

Members were advised that according to GSA Bylaws Part V3.1 the GSAB is the senior administrative authority of the GSA as delegated to it by Council, and that GSAB had passed a motion at its May 11, 2011 meeting to review the grants policies in one year's time. Members were also advised that section 10 of the current GSA Child Care Subsidy policy in the GSA Policy Manual, page 25 states that GSA Council approval was needed for all changes to the Child Care Subsidy policy, except editorial changes. In addition, it was noted for members that an *ad hoc* Child Care Subsidy committee had been struck to bring forward recommendations to the GSA Board, which then approved the Motion as it appeared before Council.

VP Labour T Korassa presented the Motion.

The following is a summary of the debate on the Motion:

- L Nolan (C-a-L) asked whether the part of the Strategic Plan, which included a demographic study of graduate students was still in the making, and whether the elected officials currently had an idea how many graduate students have children. She also wondered whether that information, when available, would be incorporated into the granting policies. In response, T Korassa stated that the grant programs are reviewed every year, that there were no concrete statistics on graduate students with children, but that the demand was definitely higher than available funding and that a demographic survey was still a goal for the GSA.

**The MOTION was APPROVED.**

**Abstention: T Hawkins (Art and Design).**

- iv. **2012-13 Annual Operating and Capital Budget:** moved by President R Coulthard, seconded by Vice-President Labour T Korassa

Members had before them a Budget Package which contained an Outline of Issues, a letter from President R Coulthard, a letter from Executive Director E Schoeck, the budget itself with narrative support, and the *Budget Principles, Practices and Procedures* from the Policy Manual, all of which had been distributed on March 20.

Members were asked to consider the following **MOTION:**

*To approve the unanimous recommendation of the GSA Budget and Finance Committee (BFC) for the 2012-13 annual operating and capital budgets.*

Members were advised that GSA Bylaw Part VII, 3.1.5 states that “BFC shall make recommendations to Council on the annual operating and capital budgets”, and that Bylaw Part V, 3.1 states that the GSA Board is the GSA’s “senior administrative authority”.

It was noted for members that the GSA Board had voted unanimously on March 12 to support BFC’s recommendation to Council, and that budget matters were considered on December 14 (Board); January 4 (BFC and Board); January 27 (BFC), February 8 (BFC and Board); February 15 (BFC and Board); March 7 (BFC and Board) and March 14 (Board, to discuss the AEGS fund budget).

Members were also advised that Council had unanimously approved the 2011-12 budget last year in the context of a multi-year budget projection. The budget projection was for a multi-deficit budget, funded in part by an increase in fees over the next few years together with use of the GSA’s savings (as separate from the 250K sustainability fund).

President R Coulthard introduced the Motion by providing a presentation (available upon request).

The following is a summary of the debate on the Motion:

- J Arsenault (Music) asked why the \$30 fee scenario was chosen rather than the larger increase that would have wiped out the deficit all at once. In response, R Coulthard reported that in discussions, BFC and the GSA Board felt that using a mixture of reserves and fee increases to modernize the GSA was the best option. He added that Council could decide on a bigger increase.
- L Fleming (Anth) stated that the GSA needs this increase to keep the GSA operating and that she was in favour of it.
- T McIntyre (ECE) asked R Coulthard to describe what would happen if the fee increase was \$35 or \$42 instead of \$30. R Coulthard responded that if Council was to increase it, then next year’s GSA Council would have an easier budget decision to make; there were initially alternative plans to add a

couple of new staff positions; that BFC and the Board considered these options with the \$30 option as the option that appeared most reasonable.

- H Samuel (Comp Sci) asked R Coulthard for more information on the meaning of the term “net increase” as indicated in the presentation. R Coulthard responded that the number was arrived by taking the pay of a 12-month master’s level first appointment, which is about \$21,000. If all the tuition and fees are deducted from it (including all the increases such as the proposed GSA fee increase), graduate students still take home more money next year; this is independent of the 5% salary performance increase students receive upon reappointment in subsequent years.
- E Klomps (LIS) asked why the funding projection showed a \$30 increase for this year, and for the following year, a \$25 increase. She wondered whether the second-year increase would be cancelled if there was a GSA fee for spring and summer. R Coulthard clarified that the only budget being considered for approval before Council was that for 2012-13, and that the remaining years were projections; that next year’s budget would require approval next year; that the financial team was asked to include the projections for next year to illustrate a scenario in which the GSA would close the budget gap next year with a sustainable cash reserve. He added that a spring and summer GSA fee would certainly decrease the deficit; however, if spring and summer fees are to be introduced in 2013, Council needed to vote on them at its next meeting on April 16 in consideration of the way the financial year works.

**Moved to amend** by T McIntyre (ECE) and seconded by N Sinkov (Chem) the current motion to replace the proposed \$30 increase with a \$40 increase.

Discussion on the motion to amend included the following:

- L Nolan (C-a-L) stated that she was against this amendment; that GSA staff and elected officials had demonstrated that they could commit to a long-term plan and proposal; that a \$40 fee increase would be quite high for just one year.
- V Kandalam (C-a-L) stated that he was also against the amendment; he was assured that BFC and GSA Board had taken into consideration that the proposed \$30 increase would create a sustainable cash flow; that the gradual increase is a more feasible option.
- T Hawkins (Art and Design) stated that she was also against the amendment, noting that the GSA did not need to decrease the budget gap that quickly; there appeared to be a long-term plan in place.

**The MOTION TO AMEND was DEFEATED.**

**Abstentions: H Samuel (Comp Sci); R Kanyo (Physiology).**

**The MOTION was APPROVED, unanimous.**



- v. **2012-13 AEGS Budget Allocation:** moved by Vice-President Labour T Korassa and seconded by Vice-President Academic N Yousefi
- Members had before them an AEGS Budget Overview, which was distributed on March 23. Members were advised that the recommendation was to allocate the \$514,000 budget into \$270,000 for Professional Development Grants, \$105,000 for the Child Care Subsidy, \$125,000 for Emergency Bursaries, and \$14,000 for GSA Awards Night.

VP Labour T Korassa introduced the motion by stating the following:

- Every year, the GSA has to allocate the funds negotiated as part of the Collective Agreement between the University and Academically-Employed Graduate Students.
- These negotiated funds are disbursed through Professional Development Grants, Child Care Subsidies, Emergency Bursaries, and awards provided at GSA Awards Night.
- The Board is recommending to allocate the \$30,000 in extra monies negotiated for 2012-13 into the Child Care Subsidy budget, and to allocate any remaining balance from the Emergency Bursary budget and the Professional Development Grant budget into the 2012-13 Professional Development Grant budget. It is proposed that the Emergency Bursary budget and the GSA Awards Night budget stay the same.

The following is a summary of the debate on the Motion:

- In response to a query from L Nolan (C-a-L) about remaining balances in the EB and PDG budgets, VP Labour T Korassa stated that currently there was less than \$5,000 in the PDG budget and about \$25,000 in the EB budget.
- VP Academic N Yousefi stated that he was in favour of this motion, adding that the AEGS funds were a well-maintained and well-monitored budget.
- President R Coulthard stated that one of the excellent initiatives in the last year was to dramatically decrease the amount of time spent going through grants, while at the same time enhancing their fairness and predictability. He added that he was very happy about this budget, and that he hoped next year's negotiations would result in more money being added to this AEGS fund.
- VP Student Life H Sparkes stated that she was in favour of this motion. She added that this motion had been discussed in depth at the GSA Board and that it was very important to manage the funds well.

**The MOTION was APPROVED, unanimous.**

## 16. Elections

There were no election items.

## 17. Discussion Items

There were no discussion items.

### **Question Period**

#### **18. Written Questions**

No written questions were received.

#### **19. Oral Questions**

- A Courchesne (Sp Path) asked for an update on the fall reading week proposal. In his response President R Coulthard stated that this proposal had come forward in the form of an initiative by the SU; that there had been various consultations for two years with various deans. The GSA supported the proposal broadly as it made its way through the University governance system. He added that the deans were not in favour of it, but the SU had brought it to GFC Exec which controls the GFC agenda. He added that he was sorry to say that GFC Exec nearly unanimously voted against allowing the proposal to go to GFC. He also stated that it was his impression that the SU is very disappointed and will re-introduce this next year.

### **Adjournment**

The meeting was adjourned at 7:27 pm.

**GSA President  
Report to Council**

To: Council Colleagues  
From: Roy Coulthard  
Date: April 10, 2012

Dear Colleagues,

I hope that the end of term is treating you well and that you enjoyed a good long weekend. This will be my last report to you as GSA President. Here are a few highlights of the past month of work:

**Board of Governors**

The Board of Governors met on March 27<sup>th</sup>, 2012 to confirm the appointment of the new Dean for the Faculty of Medicine and Dentistry. Dr. Douglas Miller's appointment was announced on the Faculty of Medicine and Dentistry website on March 30, 2012, and his term will begin July 1. An internationally recognized cardiologist and clinical scientist, the new Dean looks to be excellent and has great plans for his work with the Faculty. I encourage graduate students in the Faculty of Medicine and Dentistry to take the time to welcome Dr. Miller to the University of Alberta.

**Budget and Finance Committee/Board: Spring/Summer Fees**

The GSA Budget and Finance Committee and Board met separately to discuss the issue of spring/summer fees. While both recognized that spring/summer fees may be desirable in order to more equitably collect GSA fees, and improve the GSA's cash management position throughout the year, both committees agreed that now is not the appropriate time to implement these fees. The GSA Council or Board, if they deem it appropriate to do so, may wish to reconsider these fees further over the next year.

**North Power Plant**

I met with outgoing SU President Rory Tighe about the extension of the Dewey's lease and future development of the North Power Plant. The SU and GSA are in agreement that it is important to maintain Dewey's as our joint business venture in the future. We had extensive conversations with the Dean of Students, the Provost, and Facilities and Operations about the need for an appropriate and safe on-campus venue for student groups to hold events involving alcohol. With such a venue in place, we hope this would in turn decrease or eliminate instances where student groups hold their alcoholic events at off-campus venues. This is important from a risk-management perspective. Rory and I sent a joint letter to the Vice-President Facilities

and Operations, Don Hickey, expressing our concerns. We still hope to have a lease extension in principle in place by the end of April.

### **Exit Interview with University Officials**

I have been meeting with various University officials for exit interviews to communicate the state of the GSA and discuss some of the changes that have taken place over the last two and a half years. In particular, I met with Vice-President Facilities and Operations, Don Hickey, and had a very comprehensive discussion about many of the issues that graduate students face with regard to facilities. Over the next few weeks I will continue meeting with other key University officials.

### **Transition**

The GSA has begun transitioning its newly elected officials. In particular, President-elect Ashlyn Bernier has been shadowing me at key meetings, and will be fully prepared to take on the position as of May 1, 2012.

### **AGC Conference**

The AGC Conference will be held from May 3-5 at the University of Alberta. Funding and facilities are in place and we have created an excellent multi-disciplinary program which aims to bridge the gap between academia and industry. All University of Alberta graduate students should sign up. **I am asking GSA Councillors to inform their constituents about this exciting conference. The GSA will be funding the \$40 registration fee for 25 randomly-selected registrants from the University of Alberta. Additionally, there is over \$6000 in cash and awards to be won. Please spread the message! It will be a great conference and you won't want to miss it.**

It has been a pleasure serving as your President for these past two and a half years. Thank you for your hard work and support. I wish you and all graduate students the very best in the future.

Sincerely,  
Roy Coulthard

April 10, 2012

Please find below a list of the meetings I attended between March 21, 2012 and April 10, 2012:

21- Mar	GSA Board Meeting
	FGSR Council Meeting
	Alberta Graduate Council Conference (AGC) Meeting
22- Mar	Alberta Graduate Council Conference (AGC) Meeting
23- Mar	Meetings with GSA Councillors
	The Umbrella Group Meeting
26- Mar	Meetings with GSA Councillors
	Meeting with SU President re: North Power Plant
	GSA Council
27- Mar	Board of Governors- Special Teleconference Call Meeting
28- Mar	GSA Board
	Meeting with Studentcare Network representatives
29- Mar	AGC Conference Meeting
30- Mar	GSA Budget and Finance Committee meeting
	Meeting with TD Bank re: Graduate Students' Association of Canada
2- Apr	Graduate Funding Task Force Meeting with Elected Officials Elects
	Meeting with VP Operations and Finance Don Hickey
4- Apr	AGC Conference Venue Meeting
	GSA Board
	AGC Conference Meeting

**GSA Board  
Report to Council**

To: Council Colleagues

From: Ellen Schoeck, Executive Director and Coordinator of the GSA Board

Date: 10 April 2012

The Board reports regularly to Council by listing its agenda items, motions/agreements and main items of discussion. Motions of Agenda approval and approval of the Minutes are not included unless there were amendments made. Closed session items are not minuted. The President, Vice-Presidents, Director of Operations, Financial Manager and I will be happy to answer any questions or provide more information at the Council meeting.

**March 28, 2012 GSA BOARD MEETING**

Main Agenda Items:

Board members discussed the following items: Health and Dental plan fees; Spring/Summer fee proposal; student group registration; website launch; transition; SAAC feedback procedure.

Motions and/or Agreements:

It was **MOVED** by TK and **SECONDED** by HS that GSAB recommend to Council a 5% increase in GSA Health and Dental Plan Fees (with further related items to be taken to Council in June). Motion **PASSED UNANIMOUSLY**.

Board members **AGREED** that studentcare.net/works should survey graduate students regarding Health and Dental Plan priorities.

Board members **AGREED** that studentcare.net/works should engage in the RFQ process for the GSA Health and Dental Plan.

Board members **AGREED** to establish a subcommittee of Board to review and recommend policies associated with the Health and Dental Reserve Fund. Members to include NY, RC, LF, AB, and NSA. Subcommittee will forward recommendations once provided with detailed data.

Members **AGREED** that the new GSA website should be launched.

Board members and Officials-Elect **AGREED** to hold an informal summit session at the end of April, date and time to be decided.

Board members **AGREED** to place requests for feedback from SAAC as a Board standing agenda item to facilitate all portfolios.

**April 4, 2012 GSA BOARD MEETING**

Main Agenda Items:

Board members discussed the following items: Speaker's absence; student group registration;

Motions and/or Agreements:

The Speaker will be absent at May Council. Board members **AGREED** that ES would seek an experienced Speaker to substitute.

The Board **AGREED** with the three additions proposed in the Registration of Student Groups document, with the addition of the GSA general email address as discussed. ES asked for leeway with respect to changes to the forms as the SGS director was off campus and not available to meet this past week. Members were in agreement.

It was **MOVED** by TK and seconded by NY that GSAB recommend to Council that the Pay Cycle MOA be ratified and signed. **PASSED UNANIMOUSLY.**

It was **MOVED** by SL and seconded by NY that subject to availability of carried-over AEGS funding, the GSA would contribute \$1000 towards U of A graduate student registrations at the AGC conference and that graduate students would be randomly selected. The GSA would also contribute \$1000 towards academic poster prizes from U of A students; \$750 for best academic poster and \$250 for runner up. **PASSED UNANIMOUSLY.**

**GSA Budget and Finance Committee  
Report to Council**

To: Council Colleagues  
From: Roy Coulthard, President and Chair of BFC  
Date: 10 April 2012

Dear Colleagues,

BFC met on March 30, 2012 to discuss a proposal for Spring/Summer fees and decided the time was not right for a proposal to come forward but that further discussion should take place in the next years.

I would be happy to report further orally.

Respectfully,  
Roy Coulthard, GSA President



**Governance Committee  
Report to Council**

To: Council Colleagues  
From: Roy Coulthard, President and Chair  
Date: 10 April 2012

Dear Colleagues,

The work of the Governance Committee this past month has been by email.

We considered the three matters:

**Election of Councilors**

Given that we know many councilors are not elected but are rather acclaimed or appointed to Council, we considered this proposed re-wording of bylaw (addition underlined): “Departmental Councilors and their alternates shall be elected or appointed in a democratic manner acceptable to the Speaker, annually for a one-year term, by graduate students from their department (‘constituents’) according to their own procedures.”

Before proposing this, we checked the constitutions of the registered departmental groups to see what their written procedure was for electing a Councilor. We discovered that about half of the registered departmental GSAs did not have an election policy. We will be working on this matter over the summer by contacting, directly, the departmental GSAs in question. We will also be developing a standard wording for elections for departmental GSAs to use.

**Numbering of the Policy Manual**

It was discovered that the last time the PM was changed, a formatting error occurred in numbering, likely due to computer codes (used by a former Speaker) which conflicted with Word’s numbering system. The PM has been reformatted and the current Speaker has signed off on the renumbering.

**Election of Speaker, CRO and Senator**

A proposal to change this process is in the works, and will appear on the April or May Council agenda.

Respectfully submitted,

Roy Coulthard, GSA President

**GSA Vice-President Academic  
Report to Council**

To: Council Colleagues  
From: Nima Yousefi  
Date: April 9, 2012

Dear Colleagues,

A learning experience, with passion, joy and sometimes pain: this adequately describes my past two years with the association. Looking at more than five years of my involvement with the GSA, the executive role was frightening and equally exciting. While my responsibilities were not fully aligned with my studies, I have little to no doubt that it was aligned with my life plans. I could not achieve it without the support I received from my colleagues, friends and family.

In this final season of reporting, I would like to thank our hard-working staff, committee reps and councillors who made it a memorable experience for me. My sincere appreciation is extended to Dr. Skidmore for her continuous support, to Ellen Schoeck and Heather Hogg for their invaluable insight and advice, to Jo Chan for her incredible skills in managing my time, my colleagues in GFC and FGSR caucuses for their commitment, and Andy Rathbone and Vikki Northrop for their dedication to this portfolio.

I wish the best of luck for the 2012-13 team, and invite everyone to support our incoming Vice-President Academic, Nathan Andrews.

**Portfolio goals**

Certain goals were targeted on top of my list prior to taking office. Above all was the pursuit of the GSA strategic plan, where the overall goals of the executive team are outlined. Moreover, I aimed to focus more on some specific initiatives, i.e. the quality of the graduate supervision task force and academic professional development for graduate students. Within the VPA position, I worked to establish a balanced working relationship with the newly restructured provost team and the University Administration. This includes my service on a couple of GFC committees and subcommittees, FGSR committees and unit reviews, as well as my role to represent the GSA on the University's grants adjudication and awards selection committees. Because of the interdependent nature of the executive work and my past involvement, from time to time, I participated in some of the other GSA projects, such as the reallocation of the AEGS funds, the PAW project and the GSA Health and Dental Plan.

The following list highlights the most important projects I was involved in during my term (2011-12):

- Quality of Graduate Supervision Task Force (Office of the Provost and VP Academic)
- Attributes and Competencies (GFC CLE)
- University Writing Center (GFC TLAT)
- Graduate Teaching and Learning (FGSR)
- Center for Teaching and Learning (CTL - Office of the Provost and VP Academic)
- Graduate Teaching Award (Office of the Provost and VP Academic)
- Grading and Assessment (Office of the Provost and VP Academic)
- PAW Center Agreement (VP F&O)
- University Cup Selection (President's Advisory)
- Distinguished University Professor (DUP) selection (President's Advisory)
- GFC Replenishment (GFC)
- Undergraduate Research Initiative (Office of the VP Research - Dean of Students)
- Vice-President Facilities and Operation Review (President's Advisory)
- Teaching and Learning Enhancement Fund (TLEF) Adjudication (Office of the Provost and VP Academic)

Please find below a list of the meetings I attended between March 21, 2012 and April 10, 2012:

21- Mar	GSA Board
	FGSR Council Meeting
26- Mar	GSA Council
28- Mar	GSA Board
29- Mar	Mentoring TLAT Subcommittee
2- Apr	Meeting with the President
	GFC Nominating Committee Screening Meeting
	GFC Executive
4- Apr	GSA Board
	TLAT Council Joint Meeting with GFC Committee on the Learning Environment
10- Apr	Meeting with Dr. Skidmore

Best,

Nima

**Vice-President Student Services  
Report to Council**

To: Council Colleagues  
From: Sagar Lunawat  
Date: April 10, 2012

Dear Colleagues,

The time flies so quickly and it's already April. I hope you all are doing well, and are busy with research deadlines and final exams. This is my last report to Council as I am finishing with my portfolio at the end of this month. This is going to be a fairly short and brief report. For the last few days I was in the United States attending conferences and enjoying the weather with my high school friends. I have enjoyed my portfolio over the last year and learned many things from my co-fellows and the GSA office staff. I hope the newly-elected VPSS will keep the same momentum in this portfolio. I wish him the best of luck!

Over the last one year I have been working on many things, from the UPass and the PAW Centre to the professional development component, which I think is the best part of this portfolio. As this is my last report I want to update you on a few points.

As you all are aware, recently the PAW Centre contract was signed by both student associations. Recently the architect's office arranged an open house PAW Centre information session and it was well attended by students and community members. The Student Affairs and Advisory Committee (SAAC) members are already elected and we had a meeting; in the future you will see this committee advising the elected officials on various different issues.

This is all about my portfolio over the last month or rather I will say a summary of my portfolio. If you have any questions you can send them to me at [gsavpsse@ualberta.ca](mailto:gsavpsse@ualberta.ca).

Best Regards,

Sagar N. Lunawat  
Vice-President Student Services

Please find below a list of the meetings I attended between March 21, 2012 and April 10, 2012:

4- Apr	GSA Board
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**GSA Vice-President Student Life  
Report to Council**

To: Council Colleagues  
 From: Hillary Sparkes  
 Date: April 10, 2012

Dear Colleagues,

Please find below a list of the meetings I attended between March 21, 2012 and April 10, 2012; my oral report will follow at the Council meeting.

21- Mar	Welcome Centre Advisory Meeting
	GSA Board Meeting
23- Mar	Student Group Granting
26- Mar	GSA Council
27- Mar	New Student Experience Working Group
28- Mar	Graduate Program Administrators' Committee
	GSA Board
29- Mar	SACIE Subcommittee on Student Engagement in International Education
	Residence Meeting
30- Mar	GSA Budget and Finance Committee
	Meeting with Doug Dawson
1-Apr	Student Engagement Grant
	Meeting with Kristen Flath (Office of theDean of Students')
3- Apr	SACIE
	GFC ASC SOS
4-Apr	GSA Board

**Vice-President Labour  
Report to Council**

To: Council Colleagues  
From: Tamara Korassa, VP Labour  
Date: 10 April 2012

Hello Councillors!

It is hard to believe that the year has drawn to a close. Looking back over the year we can be proud of the many things that we have accomplished.

**Parking Lot Committee:** This committee was formed after the completion of the GSA Negotiations in Winter 2011. The purpose of the committee was to look at issues that were put in the “parking lot” during the negotiation round. Some of the issues include looking at the wording and ease of use of some of the benefits in the Collective Agreement (ie. Maternity and Parental), sustainable funding for graduate students during their programs, the Graduate Student funding Task Force, education about the Collective Agreement, graduate students employed under the CAST (Contract Academic Staff – Teaching) Agreement, TA/RA selection procedures, and dispute resolution procedures.

As of the end of April there should be a finalization to new wording for the Maternity and Parental Sections and a full review of the differences between the AEGS and CAST agreements. The committee will also have before it data on each department’s TA/RA selection procedures and policies, if any, and data by department on completion times and guaranteed funding policies. This committee will be reviewing this data and determining what the next steps should be on issues such as sustainable funding for graduate students. One of these likely next steps will be to hand the data over to the Graduate Funding Task Force with some areas to review. As for the review of the dispute resolution procedures and Collective Agreement education, the committee has decided to wait for the new GSA elected officials before digging too far into these. Ashlyn and Brent will be joining Roy and me at an April 30<sup>th</sup> meeting of the parking lot committee in which a transition will take place.

**Graduate Funding Task Force:** The GFTF has been a non-meeting committee this year that has actually involved a fair bit of work. Roy and I have met with Mazi on many occasions to review the data that he has been able to put together that looks at the operating (TA/RA) money given from the University to departments for the purpose of employing graduate students. This money is based on historical data and the GFTF will be looking at recommendations as to whether these allocations should be changed to reflect the current structure of graduate

students on campus. A look at these funds may also take place in the Provost's Graduate Student Projects. We have also looked at the range of different funding sources for graduate students and collected data on those sources that we are able to track. This data will also be placed before the GFTF to look at how graduate funding is awarded. A final set of data was requested from the departments in March and should be available to the committee by the end of April. This gives the committee a good base of material to work with when looking at designing objectives and recommendations. It is likely that Brent and Ashlyn will be taking over this committee from Roy and me.

**Chancellor Search:** This year the University Senate engaged in a process to search for and elect a new Chancellor of the University. I served as the GSA representative on this committee. Much of my time this year was spent in work for this committee as we designed search and election procedures. Interviews have been conducted and Senate will elect the new Chancellor on April 27.

**Graduate Student Pay Cycle Change:** Since February, I have been working closely with Human Resources to ensure that the rollout of the Graduate Student Pay Cycle Change goes as smoothly and has as little of an effect on graduate students as possible. There have been some speed bumps along the way but Human Resources has listened to us about the payment of student scholarships and the need to have graduate-student-specific communication. A town hall for graduate students was held on March 29<sup>th</sup> with a few graduate students in attendance. Many of the initial issues have been ironed out and we are still working with Human Resources to iron out the remaining details. Graduate students who still have questions about the change can go to the initiative's website [se2.ualberta.ca](http://se2.ualberta.ca) or contact Human Resources. GSA Council will be voting on a change to the Collective Agreement at April's council meeting. Wayne Patterson from Human Resources will be in attendance at the Council meeting if there are any lingering questions that GSA councillors may have.

**AEGS Fund and Programs:** The GSA has been committed to reviewing the distribution of their AEGS funds through the Professional Development Grant, Child Care Subsidy, and Emergency Bursary. As of the 2012-2013 budget year the money in these funds totals over half a million dollars and the GSA wants to be able to demonstrate that these funds are distributed fairly to graduate students. The primary criterion for distribution of these funds as set by the University was that the distribution be based on need.

*PDG:* in Winter of 2011 the GSA looked at the PDG program and made it a simpler, more objective process. The PDG is now distributed on a first-come first-served basis during 3 adjudication periods. This system has been in place for a year now and it has been much more

effective than the previous system. We have also been able to use the more efficient system to make more frequent reports on the use of the fund and use this information to make planning and budgeting decisions. There are a couple administrative issues with the PDG and the GSA Grants Specialists and the new Board will review these issues.

*Child Care Subsidy:* The Child Care Subsidy was reviewed at the same time as the PDG in 2011. The program followed the same first-come first-served method as the PDGs. It became apparent during the initial two adjudication periods that the Child Care Subsidy was in high demand. This demand often meant that the money for a 4 month adjudication period was distributed within the first week of the period. The Board set up an *ad hoc* committee to look at the Child Care Subsidy again in early 2012. The committee recommended to the Board that the Child Care Subsidy be given on a per child basis (\$500 per child) and that students could only apply for the Subsidy once per year. Council approved these recommendations at the March 2012 Council meeting. As of April 1, 2012 the new criteria are in place and the incoming Board will monitor the success of the changes.

*Emergency Bursary:* the GSA Emergency Bursary is administered on the GSA's behalf by University Bursaries and Emergency Funding (UBEF). The Emergency Bursary is the only AEGS program that has not been reviewed in its entirety. Before the end of my term I will be meeting with the Dean of Students to discuss ways in which the GSA can cooperate with UBEF to review the Emergency Bursary.

**Academic Appeals Regulations and Code of Student Behaviour:** I have spent a fair bit of time working with the Appeals Stakeholders Working Group. This group of stakeholders were brought together when it was realized that many individuals across campus were working on bringing forward changes to the Academic Appeals Policy and the Code of Student Behaviour. Some of these changes have gone through CLRC and are now going through GFC. However, many of these projects are ongoing. Brent has already attended a CLRC meeting with me and we have discussed some of these changes. Before the end of my term we will be discussing some of the other changes that he will be expected to work on.

**Academic Integrity Report:** In the fall of 2011, the Academic Integrity Task Force released their report. This report includes looking at the procedures on campus for enforcing academic integrity and the community's impressions about academic integrity on campus. There are some new initiatives coming from this report such as a committee that will be looking at test matching software and making recommendations as to what policy the University should have in place with regards to this software. Much of this report focused on the awareness of academic integrity issues among students and the Office of Student Judicial Affairs has asked



for the GSA and the SU to be involved in awareness campaigns over the coming year. This connection will be taken over by Nathan as it fits nicely in the VP Academic portfolio.

**Negotiations:** this year has not been a negotiating year for the GSA. However, I have spent my time maintaining the relationship with the University in this regard and keeping abreast of issues that graduate students want addressed. Brent and I have briefly discussed negotiations and Brent has been provided with a copy of our opening arguments from Fall 2010. I have indicated that I can be available as a resource for Brent over the summer months as he begins to prepare the GSA opening argument for next year's bargaining round (opening arguments are due October 1, 2012).

**Market Modifier Implementation:** This year was the first year of the Market Modifier Implementation. The Market Modifier affects all students who are admitted for Fall 2011 or later. The issues that have been of focus this year have been looking at how to accommodate the Market Modifier Program Fee into a system that is designed around the undergraduate course model. I believe that most of the issues around this implementation have been addressed but it will be important to keep an eye on especially during the spring and summer terms as these students will be the first thesis-based graduate students who will be paying spring and summer term fees. The primary issue with the implementation has been making sure that FGSR is adequately communicating any changes to the departments.

I have had a fantastic year working with you and I am excited to be an external observer during the next year. There are many exciting things happening on campus that the GSA will be a part of. The NEW GSA is in a very strong position to handle these changes.

Please find below a list of the meetings I attended between March 21, 2012 and April 10, 2012:

21- Mar	Meeting with the Office re: Awards Night
	GSA Board
22- Mar	GFC Campus Law Review Committee
	Appeals Regulations Committee Meeting
	President's State of the University Address
26- Mar	GSA Council
27- Mar	FGSR Presentation on Professional Development
28- Mar	GSA Board
29- Mar	Town Hall on Payment Cycle
30- Mar	VP Advancement Interviews
2- Apr	Graduate Funding Task Force meeting with VP Labour Elect
4- Apr	GSA Board Meeting

Tamara Korassa, VP Labour

**Labour Relations Committee  
Report to GSA Council**

To: Council Colleagues  
From: Tamara Korassa, VP (Labour) and Chair of LRC  
Date: 10 April 2012

Dear Colleagues,

LRC's main focus this year has been the Labour Liaison Pilot project. The committee has successfully started the pilot program and will be monitoring throughout the coming months.

**Labour Liaisons Pilot:** In February 2012 we had our first labour liaison training session for two LRL's – one in Political Science and one in Neuroscience. The LRC committee has spent countless hours of their time preparing a manual for the Labour Liaisons and in designing a pilot program. These LRL's have been in place now for a little over a month and the feedback has been positive. We will be compiling any reports from the LRL's in the coming weeks. The LRC committee will be looking over the summer for any individuals who think that they would like to be a Labour Liaison in their department. Adding a few more departments will make the pilot program more robust and hopefully, lead to a strategy for implementing a more large scale program.

Brent and I will be meeting with LRC before the end of the month to discuss next steps for the LRC Committee which will include a ramping up of the Labour Liaison Pilot Program, a review of LRC's terms of reference and composition and identification of other ways to support academically employed graduate students.

Best,

Tamara

**GSA Chief Returning Officer  
Report to Council**

To: Council Colleagues  
From: Rahul Agrawal  
Date: 10 Apr 2012

Dear Council Colleagues,

After the GSA General Elections, we are striving to elect Councillors-at-large (CALs). We plan to organize this before the end of this month. The Elections and Referenda Committee (ERC) is meeting on April 16 to decide the deadline for nominations and election dates. We have come across a few interested candidates; however, we have only 2 positions filled so far. We expect to have more updates on this at the time of the Council meeting.

If you are interested to run for Councillor-at-large or if you have any feedback that you would like to provide, please contact ERC at [gsa.elections@ualberta.ca](mailto:gsa.elections@ualberta.ca).

Best,

Rahul Agrawal  
Chief Returning Officer

GSA Executive Director  
Report to Council

To: Council Colleagues  
From: Ellen Schoeck, Executive Director  
Date: 10 April 2012

Dear Council,

As I write, it has been just two weeks since the last Council meeting and yet as you can see from my attached reports to the Board, it has been busy and productive.

**This will be the last Council meeting for your current team of elected officials, led by President Roy Coulthard. My one message to you in this report concerns that team.**

In my 27 years in University Hall I worked with six university Presidents, from Harry Gunning to Indira Samarasekera. I reported directly to four of them. I have never experienced such a sustained, high level of excellence and commitment than I have seen daily in Roy, Nima, Tamara, Hillary and Sagar. To that list I would add former Vice-Presidents Andrea Rawluk and Cecilia Lee.

Together, they have **rebuilt the GSA, resurrected its reputation** with central administration and governance, **advocated for graduate students** on GFC, the Board of Governors and Senate, and on dozens of committees, boards, task forces and working groups, and on Senate. They negotiated an excellent **Collective Agreement** and **secured increased AEGS funds** for distribution to graduate students. Two extremely important task forces have been established under their leadership concerning **supervision and funding**. The **Physical Activity and Wellness Centre** will become a reality because of their efforts. The GSA has developed or negotiated/maintained a suite of services, including a **health and dental plan, group insurance, and GSAP**. The **GSA committee system** is up and running. The **AEGS Granting System** has been completely revamped. The first two **Labour Liaisons** are active. There is now a **full-time ombudsperson** for graduate students. We now have an **accountant** on board to oversee the budget process. All **our staff** have now been with us for over a year and a **solid management team** is in place. We have a **filing system, a shared drive, a Wiki and soon a new website**.

I would like to add a personal note about **Roy Coulthard**, who has been my boss for 17 months. Roy is one of the finest leaders I have ever worked with. He is smart, responsible, humane and dedicated to the GSA. We have worked through many problems together and I have learned a lot from him.

Soon you will have an **excellent new team** to lead you. Your management and staff are poised and ready to support them.

Best,  
Ellen

ED REPORT TO GSA BOARD, March 28, 2012

Dear All,

A brief update:

- Heather and I are deep into planning now that the budget has passed. We spent all day yesterday “in retreat” away from the office.
- Heather and I have finalized the Collective Agreement that covers our staff and are reaching the finish line. We plan to have the Agreement will be signed this month.
- The Triffo lease is one step away from signing.
- On Friday Roy and I will sign the appropriate papers at TD to dissolve the GSAC account and transfer some \$6K to the GSA operating account. GSAC stands for the short-lived Graduate Student Association of Canada.
- You have the student group proposal before you today. I have also drafted a proposal for the Governance Committee concerning election of Speaker, Senator and CRO.
- The website is ready to launch.
- The last of the hybrid investments is now dissolved.

Ellen and Heather

ED REPORT TO GSA BOARD, April 4, 2012

Dear All,

- The Collective Agreement that covers our staff, the Triffo lease and the website are still being worked on, but we get closer every day. It has been an intense week preparing for the Board and for a Council meeting only two weeks after the previous Council.
- Roy, Heather and I met after the lat Board with Amanda and Lev from Studentcare.
- Heather attended the pay cycle town hall and I did a two-hour Governance 101 for Ashlyn and Brent.
- BFC was on the 30<sup>th</sup> and Roy and I then attended at TD to dissolve the GSAC account: some \$5800 will be added to our operating account. This has taken over a year to accomplish as GSAC was registered with Industry Canada and only one signing authority was active.
- Nima and drafted GSA responses to the CLE subcommittee report on mentoring over the weekend.

- On April 1, I read the AEGS Collective Agreement cover to cover and will train on this.
- On April 2, Heather and I had lunch with Geoff Rode, Associate Director of Ancillary Services, about moving our photocopiers and about One Card staff issues.
- Dorte drafted the fees letter Roy sent, on the deadline date, to BFPC.
- On April 2, Roy and Tamara held a two-hour briefing session on the Grad Student Funding Task Force for the incoming VPL; I attended and took notes.
- Numerous meetings with staff (job descriptions), CRO re councillors-at-large, Speaker re bylaws; grants work, EBs.
- Putting in order all files with signed contracts and agreements.
- Transition: working on getting incoming officials to the key meetings with the current incumbent; talked with RC about having remaining GSABs be issues-driven; newly-elected officials have meeting reports to read, acronyms list and other key documents; met with Roy and Ashlyn about transition in May.
- Drafting workplans for Council and Board showing when all recurring matters are due, eg health and dental, budget, elections.

Ellen and Heather

**OUTLINE OF ISSUES**  
**GSA Council Dates Bylaw Change – Second Reading**

**Suggested Motion:**

That GSA Council approve in second reading of the change to Bylaw Part I Council as outlined in the double-column below:

Current Bylaw Part I Council	Proposed Bylaw Part I Council
<p><b>PART I COUNCIL</b> [...] <b>1 Meetings</b> 1.1. Regular meetings of Council shall be held on a monthly basis, with a schedule for the following year from May 1 to the following April 30 to be set by Council no later than the April regular meeting of Council of any given year.</p>	<p><b>PART I COUNCIL</b> [...] <b>1 Meetings</b> 1.1. Regular meetings of Council shall be held on a monthly basis. <del>with a schedule for the following year from May 1 to the following April 30 to be set by Council no later than the April regular meeting of Council of any given year.</del></p>

**Purpose:**

To allow the Speaker to set Council dates as set out in the new Standing Orders.

**Jurisdiction:**

Bylaw Part I General, Section 1.1 states:

*“These Bylaws constitute bylaws for the purpose of Section 95(2) of the Post-secondary Learning Act, and may be amended by two two-thirds majority votes of Council held on seven calendar days’ notice of motion and no less than one week apart.”*

**Background:**

At the 26 March 2012 GSA Council Meeting, Council approved this bylaw change in first reading under item 15 ii. The attached Outline of Issues stated:

*“Jurisdiction:*

*1. At its 23 January 2012 meeting, GSA Council approved new Standing Orders containing the following clause:*

*“Meetings of Council: The Speaker of Council sets the meeting dates annually.”*

*2. As part of this change, the contradictory Bylaw quoted below should have been replaced with a section referring the reader to Standing Orders.*

*Section 3.2 from Part III Council: “Regular meetings of Council shall be held on a monthly basis, with a schedule for the following year from May 1 to the following April 30 to be set by Council no later than the April regular meeting of Council of any given year.”*

*[...]*

**We ask that Council approve these dates and in doing so authorizes the Governance Committee to make the necessary changes to the GSA Bylaw, to make it comply with the more recently passed Standing Orders.** *Note that as part of its terms of reference, the Governance Committee makes editorial changes to Bylaws and the GSA Policy Manual.[...]*”

When the Motion was introduced, the Speaker directed Council to consider this Motion first reading of the necessary Bylaw change, with second reading to return to Council at its next meeting. The change is outlined in the double-column above in second reading.

**MEMORANDUM OF AGREEMENT**

Between

**THE GOVERNORS OF THE UNIVERSITY OF ALBERTA**

(The "Board")

And

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

(The "Association")

**Re: Semi-Monthly Pay Cycle**

WHEREAS the University of Alberta is implementing a change to its payroll process to move from a monthly pay period to a semi-monthly pay cycle,

THEREFORE the parties agree to recommend for ratification to GSA Council the following amendments to the "Agreement-Regulations Governing Academic Employment of Graduate Students (AEGS), September 1, 2011":

<b>Current</b>	<b>Amended</b>
<b>Article 12 (c):</b> Departments shall submit the Student Appointment/Pay Action form to the staff and student payments office by the monthly appointment deadlines in time to permit payroll deduction of fees and processing and production of the first payment on the second-last banking day of the first month of the appointment.	<b>Article 12 (c):</b> Departments shall submit the Student Appointment/Pay Action form to <u>Payroll Operations</u> by the <u>first semi-monthly appointment deadline following the effective date of the appointment</u> to permit payroll deduction of fees and processing of payments in the next available pay period.
<b>Article 16 (a):</b> Payment for AEGS shall be made in equal instalments, the number of instalments being equal to the number of months of the appointment. Payments will be made on the second last banking day of each month.	<b>Article 16 (a):</b> Payment for AEGS shall be made in equal <u>semi-monthly instalments over the duration of the appointment</u> . Payments will be made <u>semi-monthly</u> .



<p><b>Article 18 (g):</b> The department shall submit a Student Appointment/Pay Action form to Staff and Student Payments office by the monthly appointment deadlines. The department shall indicate the pay period and calculate the amount of the Salary and Award at seventy-five percent (75%) of the AEGS's most recent Salary and Award.</p>	<p><b>Article 18 (g):</b> The department shall submit a Student Appointment/Pay Action form to <u>Payroll Operations</u> office by the semi-monthly appointment deadlines. The department shall indicate the pay period and calculate the amount of the Salary and Award at seventy-five percent (75%) of the AEGS's most recent Salary and Award.</p>
<p><b>Article 34. (a):</b> A department may appoint graduate students, whether full-time or part-time, to perform academically-related duties. Such appointments will conform with the rates of pay set out in these regulations, and will be made using the <i>Student Appointment/Pay Action</i> form from the Staff and Student Payments Office.</p>	<p><b>Article 34. (a):</b> A department may appoint graduate students, whether full-time or part-time, to perform academically-related duties. Such appointments will conform with the rates of pay set out in these regulations, and will be made using the <i>Student Appointment/Pay Action</i> form from <u>Payroll Operations</u>.</p>

The amendments shall take effect on July 1, 2012.

Agreed on Behalf of the Association

Agreed on Behalf of the Board

\_\_\_\_\_  
Roy Coulthard  
President

\_\_\_\_\_  
Carl G. Amrhein  
Provost and Vice-President (Academic)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## OUTLINE OF ISSUE

### Proposed Changes to the AEGS Collective Agreement concerning the Semi-Monthly Pay Cycle

#### **Suggested Motion:**

Council is asked to consider the following proposed Motion:

*GSA Council approves, on the recommendation of the GSA Board, changes to the AEGS Collective Agreement as outlined in the attached double-column document.*

#### **Jurisdiction:**

Section 95(1) of the *Post-secondary Learning Act* provides that the business and affairs of the GSA are governed by the Council.

GSA Bylaws Part V 3.1: The GSAB is the senior administrative authority of the GSA as delegated to it by Council.

#### **Background:**

At the February 27, 2012 GSA Council meeting, Dr Chris Cheeseman, Vice-Provost and Associate Vice-President (Human Resource Services) and Wayne Patterson, Director of HR Operations, were invited to provide a presentation on the University's change to a semi-monthly pay cycle beginning July 1, 2012 and how the change would specifically affect graduate students who receive stipends and scholarship payments through Payroll.

On March 26, 2012 a GSA email bulletin was sent to all graduate students from Wayne Patterson explaining the change. On March 29 a town hall information session was held for graduate students impacted by the change. This was followed by another GSA email bulletin on April 3 to graduate students from Wayne Patterson providing information on the Cash Advance Program. HR has also set up a website [www.se2.ualberta.ca/](http://www.se2.ualberta.ca/) to provide information on semi-monthly pay.

The GSA President and Vice-President Labour met several times with Dr Chris Cheeseman and Wayne Patterson to review the proposed changes and address concerns and questions raised in the GSA and by graduate students.

As a result of GSA and graduate student feedback, several improvements were made to the semi-monthly process and the way these changes were communicated to graduate students.

The GSA Board reviewed the proposed changes to the AEGS Collective Agreement as attached and is now recommending, in the best interests of graduate students, that Council ratify these changes.

**OUTLINE OF ISSUE**  
**Proposed Increase in GSA Health and Dental Plan Fees for 2012-2013**

**Suggested Motion:**

Council is asked to consider the following proposed Motion:

*GSA Council approves, on the recommendation of the GSA Board, a 5% increase in GSA Health and Dental Plan Fees for 2012-2013.*

**Jurisdiction:**

GSA Bylaws Part V 3.1: The GSAB is the senior administrative authority of the GSA as delegated to it by Council.

GSA Bylaws Part V 3.3: The GSAB will oversee all aspects related to the implementation, administration, and performance of the Health and Dental Plan.

GSA Bylaws Part XIV 8.1: Any annual increase in premium or modification of coverage must be approved by Council as per the recommendation of the GSA Board.

GSA Bylaws Part XIV 8.2: Any annual increase in the total premium exceeding 5% of the previous year's premium must be put to a referendum prior to implementation of the premium increase.

**Background:**

GSA Councillors will recall that at the February 27, 2012 meeting of Council there was a presentation on the GSA Health and Dental Plan by Callan Davey of studentcare.net/works and that Councillors were provided with the annual claims report and renewal analysis.

At its March 28, 2012 meeting, the GSA Board met with Amanda Smytaniuk of studentcare.net/works to review the 2012-2013 renewal analysis. It was noted that the GSA would have to bridge any difference between maximum allowable fees increases and the projected 2012-2013 plan premiums, since GSA Bylaws allow only a 5% increase in fees (without going to a referendum). President R Coulthard noted that the GSA usually sees a drop-off in claims in March and that claims might even out. The Board also agreed that studentcare.net/works should engage in a RFQ (Request for Quotes) process for the GSA Health and Dental Plan.

A final recommendation on use of the Health and Dental Reserve Fund to bridge any difference, or on a change in benefits to reduce the increase to less than 5%, will need to be taken to Council in June 2012. A Projected Plan Cost Impact of Coverage Changes is attached.

## UNIVERSITY OF ALBERTA GSA Projected Plan Cost Impact of Coverage Changes

Based on year-to-date claims (September 2011 through February 2012), studentcare.net/works has projected the following cost for the GSA Health & Dental Plan for 2012-2013.

Premium	Health	Dental	Total Cost
Current	\$220.32	\$163.80	\$384.12
Projected	\$226.76	\$173.62	\$400.38
Total Change	3%	6%	4%

Fees	Health	Dental	Total Cost
Current	\$215.25	\$162.75	\$378.00
Allowable Increase	\$226.01	\$170.89	\$396.90
Difference	\$0.74	\$2.73	\$3.84

As requested by the GSA the following benefit changes has been provided for consideration by the Board.

Benefit Change Options	Cost Savings
Reduce coverage for Prescription Drugs from 80% to 70%	- \$18.55
Introduce \$5 Dispensing Fee Limit for Prescription Drugs	- \$17.00
Reduce Dental – Preventative Services from 80% to 70%	- \$12.72
Reduce Dental – Annual Health Practitioner Max from \$500 to \$400	- \$5.50
Reduce Dental – Annual Health Practitioner Max from \$500 to \$300	- \$14.00

\*these numbers are estimates and are subject to final verification and RFQ process

## OUTLINE OF ISSUE

### **Council-elected Officers (Senator, CRO and Speaker): Proposal for Bylaw Change**

#### **Suggested Motion:**

Council is asked to consider the following proposed Motion:

*GSA Council approves, in first reading, changes to Bylaw, Part IV Officers, item 3 Council-elected officers, as recommended by the GSA Governance Committee and as set out in the middle column of the attached triple-column document.*

#### **Jurisdiction:**

GSA Bylaw, Part VII, item 2, provides that the Governance Committee will “advise Council on the Bylaws....”

#### **Background:**

Complete background information, including a rationale for proposed changes, is set out in the attached comparative document.

In short, the current timing of the election of Senator has resulted in up to four months where the GSA does not have a representative on Senate.

The proposal also provides for earlier election of the Speaker and CRO in order to allow for more time for training.

The proposal also provides for a deputy Speaker and deputy Returning Officer.

**Council-elected Officers (Senator, CRO and Speaker): Proposal for Bylaw Change**

Note: Deletions from current policy are shown in italics in the left-hand column. Additions are underlined in the right-hand column.

<b>CURRENT</b>	<b>PROPOSED</b>	<b>RATIONALE/COMMENT</b>
<b>3 Council-Elected Officers</b>		
3.1 Election	Election of <u>Speaker, Deputy Speaker, Chief Returning Officer (CRO) and Deputy Returning Officer (DRO)</u>	<p>The position of Senator has, in the past, not been filled for up to four months because of an incumbent’s program completion date in conjunction with both the current Bylaw requirement for an election in August and the Senate end-of-term date (where we have a choice of May 30 or June 30, with May 30 as optimal).</p> <p>In this proposal, the position of Senator is dealt with separately in Bylaw order to ensure that the position of Senator is continuously filled.</p> <p>Currently there is no Deputy Speaker or Deputy Returning Officer. It is seen as prudent and wise to provide for these positions.</p> <p>Currently, there is very little transition time between the current Speaker/CRO and their successors. The timing of their election is pushed forward to allow for a three-month training/transition.</p> <p>Finally, current Bylaw was written before the GSA had a Nominating Committee. A role for the Nominating Committee is provided for in this proposal.</p>
3.1.1 Unless otherwise specified, Council-elected Officers shall be GSA members.	No change	
		<b>NOTE THAT THE FOLLOWING</b>

		SECTIONS DEAL WITH SPEAKER/CRO AND NOT SENATOR
3.1.2 <i>Nominations for Council-elected Officer positions will open starting from the date of the June regular meeting of Council in any given year.</i>	3.1.2 <u>The GSA Nominating Committee will open nominations for Speaker, Deputy Speaker, CRO and DRO on or about May 1 of every year by email to every graduate student.</u>	
3.1.3 <i>Nominations for Council-elected Officer positions shall be submitted in writing to the GSA office by the close of the office eleven working days before the August regular meeting of Council in any given year.</i>	3.1.3 <i>Nominations for Speaker, Deputy Speaker, CRO and DRO shall be submitted in writing to the GSA Nominating Committee by May 30 or the next following working day.</i>	In this proposal, the timing for election of Speaker and CRO (and their Deputies) is proposed as:  Nominations open c. May 1 Nominations end c. May 30 Election in June Take office the same time as in current Bylaw – end of August. This timing allows for transition/training.
NEW	3.1.4 The Nominating Committee will follow its legislated process in forwarding one or more nominations to Council except that the Nominating Committee may not waive advertising. Note that the legislated Nominating Committee process allows for Councilors to make additional nominations.  [Note: Renumbered from here on].	
3.1.4 <i>Council-elected Officers shall be elected by a simple majority vote of Council at the August regular meeting of Council in any given year for a one-year term beginning at the end of the August regular meeting of Council.</i>	3.1.5 <u>The Speaker, Deputy Speaker, CRO and DRO shall be elected by a simple majority vote of Council at the June regular meeting of Council normally for a one-year term beginning at the end of the August regular meeting of Council. If there is no August meeting, or if</u>	

	<u>there is urgency involved, a mail or email ballot will be held.</u>	
3.1.5 In the case of a <i>permanent vacancy in an Officer position, a by-election for the position will be held in accordance with the Policy Manual.</i>	3.1.6 In the case of a <u>resignation or other vacancy in the Speaker or CRO position as determined by the GSA Nominating Committee, the Nominating Committee will advertize the position and arrange for election by Council in the most expedient way possible.</u>	The Policy Manual actually says nothing about by-election in the case of a permanent vacancy; nor is the term “permanent vacancy” defined. This proposal deals with the matter through the GSA Nominating Committee.
		<b>NOTE THAT THE FOLLOWING SECTIONS DEAL WITH ELECTION OF SENATOR</b>
NEW	3.1.7 Election of Senator	
NEW	3.1.8 <u>Nominations for Senator will open on April 1 of every year or on another date set by the GSA Nominating Committee in order to ensure that the position of Senator is continuously filled. The nomination period will normally be one month.</u>	The timing for election of Senator is:  Nominations open c. April 1 Nominations close c. April 30 Election in May
NEW		
NEW	3.1.9 The Nominating Committee will follow its legislated process in forwarding one or more nominations to Council except that the Nominating Committee may not waive advertising. Note that the legislated Nominating Committee process allows for Councilors to make additional nominations.	
NEW	3.1.10 The Senator shall be	



	<p>elected by a simple majority vote of Council, normally for a one-year term, at the May meeting of Council. If the matter is urgent, a mail or email ballot may be held before the May meeting.</p>	
<p>NEW</p>	<p>3.1.11 In the case of a resignation or other vacancy in the Senator position as determined by the GSA Nominating Committee, the Nominating Committee will advertize the position and arrange for election by Council in the most expedient way possible.</p>	
<p>3.2 Duties  3.2.1 The Speaker is responsible for presiding over all meetings of GSA Council and General Meetings.   3.2.2 The Chief Returning Officer is responsible for running all GSA elections and referenda.   3.2.3 The Senator is the GSA’s representative to the University of Alberta Senate.   3.2.4 Further duties of Council-elected Officers may be found in the Policy Manual.</p>		<p>One addition to 3.2.4:  <u>Duties of the Deputy Speaker and DRO are to assist the Speaker and CRO as needed.</u></p>

**Outline of Issue  
AEGS Budget Allocation Revisions**

**Suggested Motion:**

Council is asked to consider the following proposed Motion:

*GSA Council approves, on the recommendation of the GSA Board, revisions to the AEGS budget as highlighted in the **underlined information** below.*

**Jurisdiction:**

Section 95(1) of the *Post-secondary Learning Act* provides that the business and affairs of the GSA are governed by the Council.

GSA Bylaws Part V 3.1: The GSAB is the senior administrative authority of the GSA as delegated to it by Council.

**Background:**

Councillors will recall that at the March 26, 2012 meeting the 2012-13 AEGS Budget Allocation was approved. Following that meeting, the GSA Board at its April 4 meeting agreed that the remaining \$1,000 balance from the 2011-12 AEGS Awards fund be used to promote and support the AGC conference and U of A graduate students who participate in the conference.

**AEGS Budget (REVISED)\***

1. In accordance with the negotiated settlement between the GSA and the Board of Governors, the University will provide to the GSA an additional \$30,000 in base funding for the AEGS program to bring the total allocation for 2012-13 to \$514,000. The GSA Board proposes that this additional \$30,000 be allocated to the Child Care Subsidy (CCS) 2012-13 budget.
2. The GSA Board proposes that the remaining balance in the Emergency Bursary (EB) and Professional Development Grant (PDG) programs *as of March 31, 2012* be rolled into the 2012-13 PDG budget.
3. The Board further recommends that Council reserve 5% of each program allocation as an equalizing AEGS contingency fund and 5% in program-specific contingency funds.

**\*4. The Board also recommends that the remaining \$1000 in the 2011-12 Awards budget be allocated to the 2012-13 PDG budget.**

Fund	2011-12 Budget	2012-13 PROPOSED	3 Funding Periods
<b>Professional Development Grant</b>	\$270,000	\$270,000 + remaining 2011-12 PDG & EB balance as of 31 Mar 2012	\$90,000+/period
<b>Child Care Subsidy</b>	\$75,000	\$105,000	\$35,000/period
<b>Emergency Bursary</b>	\$125,000	\$125,000	n/a
<b>Awards</b>	\$14,000	\$14,000	n/a
<b>TOTAL</b>	<b>\$484,000</b>	<b>\$514,000 (+remaining balance as of 31 Mar 2012)</b>	n/a