

GSA Council Meeting CONSOLIDATED AGENDA
Monday, December 8, 2014 at 6:00 pm
MEC 2-01

A light, vegetarian dinner will be served at 5:15 pm at MEC 2-01.

Substantive material is sent to all GSA Council members at least one week prior to the date of the meeting to give members abundant time to review (in accordance with the Standing Orders of Council). Any additional substantive material received after this mailing will be emailed as soon as possible.

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

Speaker Sarah Prescott in the Chair

<u>OPEN SESSION</u>	Attached Numbered Pages
1. Roll Call	
2. Approval of the 08 December 2014 Agenda	
3. Approval of the Minutes from the 17 November 2014 GSA Council meeting <i>Attachments:</i> <ul style="list-style-type: none">• Minutes from the 17 November 2014 GSA Council meeting	3.0 - 3.10
4. Changes in GSA Council Membership <ul style="list-style-type: none">i. Introduction of New Councillors (<i>If you are new to GSA Council, please let us know it is your first meeting</i>)ii. Farewell to Departing Councillors (<i>If this is your last GSA Council meeting, or if your last Council meeting is approaching, please let us know</i>)	
<u>Presentations and Councillor Announcements</u>	
5. Student Success Centre Programming for Graduate Students Presented by Colin More (GSA Vice-President Academic) and Megha Bajaj (GSA Vice-President Student Services) Guest: Dr. Wendy Doughty (Director, Student Success Centre)	
6. Councillor Announcements	
<u>Action Items, Elections, Appointments, Special Business, Updates</u>	
7. Letter to GSA Council from the GSA Speaker, GSA CRO, and GSA President Presented by Sarah Prescott (GSA Speaker), Hamman Samuel (GSA CRO), and Nathan Andrews (GSA President) <i>Attachments:</i> <ul style="list-style-type: none">• Letter to GSA Council	7.0 - 7.1

Prepared by M Caldwell, C Thomas and E Schoeck for the Council Meeting of December 8, 2014

<p>8. Nominating Committee: Proposed Changes to GSA Policy</p> <p>Presented by Lacey Fleming (Vice-Chair of the GSA Nominating Committee)</p> <p><i>Attachments:</i></p> <ul style="list-style-type: none"> • Outline of Issue • Cover Letter from the Vice-Chair of the GSA NoC • Nominating Committee: Proposed Changes Triple Column 	<p>8.0</p> <p>8.1</p> <p>8.2-8.4</p>
<p>9. Elections and Referenda Committee: Proposed Changes to GSA Policy</p> <p>Presented by Hamman Samuel (GSA CRO and Chair of the ERC)</p> <p><i>Attachments:</i></p> <ul style="list-style-type: none"> • Outline of Issue • Cover Letter from the GSA CRO and Chair of the ERC • Elections and Referenda Committee: Proposed Changes Triple Column 	<p>9.0</p> <p>9.1</p> <p>9.2-9.5</p>
<p>10. Chief Returning Officer: Proposed Changes to GSA Policy</p> <p>Presented by Hamman Samuel (GSA CRO and Chair of the ERC)</p> <p><i>Attachments:</i></p> <ul style="list-style-type: none"> • Outline of Issue • Cover Letter from the GSA CRO and Chair of the ERC • Chief Returning Officer: Proposed Changes Triple Column 	<p>10.0*</p> <p>10.1</p> <p>10.2-10.8*</p> <p><i>*updated since first mailing</i></p>
<p>11. Campaigning During Voting: Proposed Changes to GSA Policy</p> <p>Presented by Hamman Samuel (GSA CRO and Chair of the ERC)</p> <p><i>Attachments:</i></p> <ul style="list-style-type: none"> • Outline of Issue • Cover Letter from GSA CRO and Chair of the ERC • Campaigning During Voting: Proposed Changes Triple Column 	<p>11.0*</p> <p>11.1</p> <p>11.2-11.3*</p> <p><i>*updated since first mailing</i></p>
<p>12. Provisional Election Results and Deadline to Lodge an Alleged Breach with the CRO: Proposed Changes to GSA Policy</p> <p>Presented by Hamman Samuel (GSA CRO and Chair of the ERC)</p> <p><i>Attachments:</i></p> <ul style="list-style-type: none"> • Outline of Issue • Cover Letter from GSA CRO and Chair of the ERC • Provisional Election Results and Deadline to Lodge an Alleged Breach with the CRO: Proposed Changes Triple Column 	<p>12.0*</p> <p>12.1</p> <p>12.2*</p> <p><i>*updated since first mailing</i></p>

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13. Elections	
i. Ratification of Graduate Student Representative on the Faculty of Physical Education and Recreation Dean Review Committee	
Michele DuVal (Member of the GSA Nominating Committee) will present the item.	
<i>Attachments:</i>	
• Graduate Student Representative for the Faculty of Physical Education and Recreation Dean Review Committee	13.0 - 13.1
14. Special Business (none at this time)	
<u>Reports</u>	
15. President (Nathan Andrews, GSA President)	
i. President's Report	15.0 - 15.1
ii. GSA Board	15.2
iii. GSA Budget and Finance Committee (no meetings this reporting period, will be meeting December 9, 2014)	
iv. GSA Governance Committee	
a) GSA Nominating Committee	
i. GSA Nominating Committee Report (presented by Michele DuVal, Member of the GSA Nominating Committee)	15.3 - 15.4
16. Vice-President Academic (Colin More, GSA Vice-President Academic)	
i. Vice-President Academic's Report	16.0 - 16.1
17. Vice-President Student Services (Megha Bajaj, GSA Vice-President Student Services)	
i. Vice-President Student Services' Report	17.0 - 17.1
ii. GSA Student Affairs Advisory Committee (joint chair: Vice-President External) (no meetings this reporting period)	
18. Vice-President External (Susan Cake, GSA Vice-President External)	
i. Vice-President External's Report	18.0
ii. GSA Awards Selection Committee	18.1
19. Vice-President Labour (Monty Bal, GSA Vice-President Labour)	
i. Vice-President Labour's Report	19.0 - 19.1
ii. GSA Negotiating Committee (no meetings this reporting period, will resume meeting Fall 2015)	
iii. GSA Labour Relations Committee (no meetings this reporting period)	
20. Senator (Gary Barron, GSA Senator)	
i. Senator's Report	20.0
21. Speaker (Sarah Prescott, GSA Speaker)	
i. Speaker's Report (no written report at this time)	

22. Chief Returning Officer (**Hamman Samuel, GSA Chief Returning Officer**)

- i. Chief Returning Officer's Report (**will report orally**)
- ii. GSA Elections and Referenda Committee

22.0

23. GSA Management (**Ellen Schoeck, GSA Executive Director**)

- i. Executive Director's Report

23.0 - 23.2

Question Period

24. Written Questions

25. Oral Questions

Adjournment

**Meeting Minutes
17 November, 2014
GSA Council Meeting**

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

IN ATTENDANCE:

Nathan Andrews (President)	Alykhan Sumar (Business MBA)	Sumit Mandal (Human Ecology)	Stephanie Lunn (Pharmacology)
Colin More (VP Academic)	Syed Daniyal Israr (Business MBA)	Sandra Sawchuk (Humanities Computing)	Manoj Parmar (Pharmacy & Pharm Sciences)
Monty Bal (VP Labour)	Dasha Smirnow (Business PhD)	Madhurima Kumar (Internetworking)	Luke McNulty (Philosophy)
Susan Cake (VP External)	Virginia Pimmett (Cell Biology)	Qingqing Liu (Laboratory Med & Pathology)	Mohammad Maghfourian (Physical Therapy)
Megha Bajaj (VP Student Services)	Elaheh Davari (Chem & Mat Eng)	Gooneshwaree Beesoon (Library & Information Sci)	Ruijia Wang (Physics)
Sarah Prescott (Speaker)	Chad Iverson (Chemistry)	Brian Rusk (Linguistics)	Brayden Whitlock (Physiology)
Roy Coulthard (Deputy Speaker)	Jeremy Wohland (Civ and Enviro Eng)	Sourayon Chanda (Mech Eng)	Anya Kuteleva (Political Science)
Hamman Samuel (CRO)	Kristy Wilson (Comm Sci & Disorders)	Vanessa Carias (Med Genetics)	Ruojng Zhou (Psychology)
Richard Kanyo (DRO)	Candy Pang (Computing Sci)	Colleen Reid (Med Microbio & Immunology)	Karna Dhirvani (Public Health)
Gary Barron (Senator)	Rohan Kulkarni (Drama)	Axel Perez Trujillo (MLCS)	Greg Cugnet (Rehab Med)
Owuraku Kusi-Ampofo (Councillor-at-Large)	Laura Brin (Earth & Atmospheric Sci)	Grant Norman (Neuroscience)	Rick VanManen (Religious Studies)
Kangyi Lou (Councillor-at-Large)	Shelby Sanders (Earth & Atmospheric Sci)	Jennifer Bell (Nursing)	Kyle Kipps (Renewable Resources)
Harsh Thaker (Councillor-at-Large)	Amanda Radil (Ed Psych)	Rebecca Ellis (Nursing)	Angela Bentley (Res Econ & Enviro Sociology)
Aaron Veldstra (Art & Design)	Sulya Fenichel (Elementary Ed)	Lisa Pashniak (Occupational Therapy)	Kerry Rose (Secondary Education)
Michele DuVal (Bio Sci)	Willow White (English & Film Studies)	Jenilee Way (Oncology)	Tasha Jayatunge (Sociology)

GUESTS: Isaac Odoom, Political Science

Speaker Sarah Prescott in the Chair.

The meeting was called to order at 6:03 pm.

Roll Call

1. Roll Call of Council Members in Attendance

Approval of Agenda

2. Approval of the 17 November 2014 Consolidated Agenda

Members had before them the 17 November 2014 Consolidated Agenda, which had been previously distributed on 14 November 2014.

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

Agenda approved by UNANIMOUS CONSENT.

Approval of Minutes

3. Minutes

i. Minutes from the 20 October 2014 GSA Council meeting

Members had before them the 20 October 2014 GSA Council Minutes, which had been previously distributed on 07 November 2014.

Under Agenda, it stated 'Minutes approved' – and it was agreed this would be corrected.

Minutes approved by UNANIMOUS CONSENT.

Changes in Council Membership

4. Changes in Council Membership

i. Introduction of New Councillors

This was the first meeting for a number of Councillors: K Wilson, Communication Sciences and Disorders; A Sumar, MBA; B Rusk, Linguistics; J Way, Oncology; S Sanders, EAS; S Chanda, Mechanical Engineering

ii. Farewell to Departing Councillors

There were no Departing Councillors at this meeting.

Action Items, Elections, Appointments, Special Business

5. Councillor Announcements

A Sumar brought to the attention of Council the 5% international differential fee proposed late last year for the MBA program. He informed Council of the students' intention to fight this increase and that they are having ongoing discussions with senior administration. S Cake inquired about a market modifier proposal for the MBA program, and if they had tried to mitigate the 5% increase somehow. A Sumar said since the 5% went through last year they were unable to bargain for it and that the market modifier went through for international students.

6. **“GSA Elections and Judicial Package”: Proposed Revisions and Additions to GSA Bylaw (Council, Officers, Conduct, Performance of Duties, and Conflict of Interest/Commitment of Officers, GSA Standing Committees, GSA Appeals and Complaints Board, and Elections) and GSA Policy (Performance of GSA Committee Members and Representatives on University Governing Bodies and Committees, Standing Committees (Elections and Referenda Committee, Nominating Committee, Appeals and Complaints Board, Judicial Committee), Elections, Referenda, Officer Portfolios (CRO), and Discipline) First Reading for Bylaw and Only Reading for Policy**

Councillors had before them an outline of issue, a cover letter from the GSA CRO and GSA President, two triple column documents outlining proposed changes, and an "If Approved" version of the changes which had been previously distributed on 07 November 2014. H Samuel, N Andrews, and R Kanyo presented the item.

MOTION BEFORE COUNCIL: That the GSA Council **APPROVE, on the recommendation of the GSA Elections and Referenda Committee and the GSA Governance Committee, the proposed revisions and additions to GSA Bylaw and Policy**, as shown in the attached triple column and “if approved” documents, **effective upon the second reading (in the case of GSA Bylaw) and immediately (in the case of GSA Policy).**

MOTION BEFORE COUNCIL: That the GSA Council **DELEGATE** to the GSA Elections and Referenda Committee (GSA ERC) and GSA Governance Committee (GSA GC) **authority to reconcile any discrepancies or inconsistencies related to any aspect of GSA Elections and Referenda Bylaw and Policy to reflect the most recent intention of GSA Council and report such instances to GSA Council.**

H Samuel stated there were two Motions before Council to consider and that the amendment would be effective on the second reading for both the GSA Bylaw and GSA Policy. Council will vote on GSA Policy on the first reading, but it will not take effect until the changes to GSA Bylaw and are also approved at a second reading.

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

3.2

H Samuel stated that the second proposed Motion will allow for the GSA Elections and Referenda Committee (GSA ERC) or the GSA Governance Committee (GSA GC) to reconcile changes to the most recent intent of Council. H Samuel presented on why there are proposed changes before Council, who is involved in making these changes, and what the changes are. The recent 2013-2014 GSA Elections led to the GSA President's Task Force on GSA Elections Bylaw and Policy that produced a comprehensive list of suggestions for improvements. The GSA ERC is supposed to do an annual review of Elections Bylaw and Policy, and the Judicial Policy was flagged as outdated in 2010.

The CRO and DRO decided to abstain in ERC from all the votes on different decisions made related to these changes. There were a lot of different groups involved in these changes and in bringing them forth: former CROs of SU and GSA, GSA ERC, GSA GC, the GSA Board, and the GSA lawyers.

H Samuel presented the changes as different cross cuts of things affected – duties of DRO and CRO, how GSA ERC operates and its relation to CRO and DRO, candidates' expectations, campaigning and voting processes, appeals to CRO decisions, complaints related to elections, and attendance Policies. H Samuel outlined some major aspects of the proposed changes: electing rather than hiring the CRO, approach to slates (silence but no shared budgets), allowing campaigning during voting period; DEOs shall not endorse candidates; simpler voting methods (choose one (1) rather than ranking), creation of a GSA Appeals and Complaints Board (ACB) to replace the GSA Judicial Committee, and attendance Policies for Councillors and DEOs. The CRO/DRO will be non-voting members of the GSA ERC; they are currently practicing this by abstaining from votes. Proposing that the CRO/DRO would consult with GSA ERC in matters of breaches; CRO/DRO should consult with the Executive Director (ED) on matters of Fair Process. The changes propose that at least two All Candidates Meetings should be held whereas there is currently only one. An election forum should coincide with Council where they can ask candidates questions.

S Prescott stated that usually there is just one period of questioning/making changes but for this item, there will be a general question period, then read the Motions will be read and GSA Council will have a debate. Councillors were asked to reference page numbers in the material so that everyone can follow along.

C Iverson had a specific question about campaigning in labs. Concern is with wording in regards to people in positions of authority over labs and how they should be referred to in documents. H Samuel stated this was a friendly amendment, change of wording but not substance. After discussion, E Schoeck clarified that amendment will be made to state "departmental and/or lab administrator".

Discussion ensued on preferential voting versus vote for one. D Smirnow and G Barron expressed concerns with moving away from preferential voting and asked questions regarding the rationale for the change, the research that went into proposing the change, and if vote for one will degrade true representation in voting. H Samuel, V Pimmett, and R Kanyo all responded that the GSA could find no historical reasoning for choosing preferential in the first place and that a vote for one system would be simpler. Vote for one would be no less representational given the small number of candidates in GSA elections and therefore the difficulty in applying the mathematics of preferential voting in this case. The traditional use for preferential voting was to cut down a large field of candidates, an issue that is historically irrelevant in the case of GSA elections. Many organizations already employ a vote for one system. L Brin inquired about Councillors-at-Lare elections; H Samuel stated in proposed changes it would switch to vote for up to ten.

S Cake asked about running in slates and if CRO plans to approve slate campaign material and allow people to run in slates as long as their budgets are not combined. H Samuel explained that slates are allowed; it is difficult to regulate this aspect of campaigning and there are good arguments for and against slates. Silence in Policy is a balance, but shared budgets are not allowed.

L Brin asked how the attendance Policy for Departmental Councillors will be enforced. H Samuel deferred to GSA management. E Schoeck stated the proposed changes will include an immediate email to inquire as to the reason

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

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for absence that the reason for the absence is understood before taking action on it. This will allow absences to be dealt with on an individual basis.

Discussion ensued on disrespectful behavior toward the CRO and the resulting penalties. H Thaker, S Fenichel, K Rose, O Kusi-Ampofo, and M Duval voiced concerns about the power of the CRO to impose penalties in a situation where the CRO is the injured party. A need for a more arms-length process was expressed. The DRO was suggested as an alternate to CRO in decision-making. GSA ERC was put forth as a governing body to advise CRO but recognized that the according to Policy, the CRO isn't bound to GSA ERC's decisions. The injured party should not be the person designated to meet out reprimands. Current language gives CRO more power than is appropriate. There needs to be some means for resolution before elevating issues to the proposed GSA ACB. E Schoeck, N Andrews, H Samuel, R Kanyo, V Pimmett, and J Bell all responded. Intention was always for an informal resolution to avoid vaulting issues into the proposed GSA ACB. GSA ERC is involved to resolve issues informally before they become official complaints. GSA ERC will consult with CRO but does not have the authority to reprimand candidates. CRO should only act on GSA ERC's recommendations. Amendments were suggested that would include CRO acting on advice from GSA ERC on punishments and rewording to make process less draconian. DRO cannot have separate responsibilities from CRO - that creates a whole new position, rather than a deputy. N Andrews wonders if there is any historical basis for this point to be included in Policy. S Prescott proposed a friendly amendment to address this section and refer back to GSA ERC for next GSA Council.

S Cake asked as a point of information how GSA Council would vote on the current motion, if parts would be excluded for the purposes of amending. E Schoeck and S Prescott stated that yes, the motion would be passed with exclusions for sections that required changes or recesses in GSA Council to make on the spot changes to isolated issues.

C More asked as a point of information if this will count as the first reading. S Prescott stated that Council would vote on the amended changes but major changes would require more motions. N Andrews stated there might need to be more changes done on the floor. H Samuel reminded Council that Policy requires one reading, and Bylaw requires two readings. S Prescott stated the previous issue would not likely be resolved and asked if it was the wish of Council to refer the entire article to the next meeting where a proper vote could take place.

A Sumar asked about the rationale behind campaigning during the voting period. H Samuel explained the difficulty in enforcing regulations and that policing during a certain time period is not realistic. These changes attempt to make the system more flexible. The SU practices a similar model and it does not make campaigning inherently unfair to candidates.

G Barron and J Way inquired about the proposed change to the Policy on campaigning behind locked doors and expressed concern about fairness if only one candidate has access to a space. Should a Policy be implemented wherein candidates have to declare their intention to use such spaces and request access for all candidates? Restricted spaces should be off limits unless everyone has access. Campaigning activities should be reported back to the GSA. The term "closed doors" may not be specific enough, could refer to entire buildings that only some candidates can access. H Samuel responded that the difficulty lies in the practical application of the Policies. Departments need to comply with Policies, as well as candidates – how can this be enforced? How can it be ensured that candidates are not campaigning in hazardous spaces?

S Cake and W White asked about allowing campaigning during voting; will common sense be enough to restrain people from unethical campaigning? What sort of behavior is allowed? Is there a plan to regulate behavior? H Samuel, R Kanyo, and V Pimmett responded that the GSA has to be systematic and practical. Candidates are not allowed to impugn the reputation of the GSA and if doing so are subject to reprimand. It is difficult to make rules for every hypothetical situation. Two All Candidates Meetings and Elections 101 could help with this by providing candidates with clear guidelines and expectations from the GSA.

O Kusi-Ampofo expressed confusion about where the meeting was in terms of the Agenda. S Prescott stated that Council was in question period and would soon move to the debate period; the CRO discussion was not going to be resolved so it will be brought up at a later time in an attempt to keep the debate moving forward.

S Prescott and H Samuel presented questions submitted by I Odoom two hours before the commencement of Council. GSA ERC did not have adequate preparation time to consider the questions and may require more time. H Samuel responded directly to questions. The first question concerned complaints on conduct of DEOs; the proposed GSA ACB would receive such complaints. Second, third, and fourth questions were all referred to GSA ERC to report back at next Council. After some clarification on oversights from E Schoeck, H Samuel forwarded the questions to GSA ERC to form a written response. I Odoom and H Thaker requested the responses be shared with GSA Council.

Discussion ensued on the timeline of the CRO and the proposed GSA ACB responding to appeals and complaints. H Thaker, S Fenichel, W White, and S Cake had concerns that the timeline should be specific and unambiguous so the complainant has all the information required upfront. Clarification required for how a "day" is defined and if time should be marked in days or hours. Need expressed to reconcile timelines for everyone involved in process: if timeline for appeals includes weekends, CRO and the proposed GSA ACB should be available during that time. The current wording could allow for the process to take more time than campaigning or voting. E Schoeck, H Samuel, V Pimmett responded that the system will be designed for quick turnarounds, transparency, and fairness. Agree that clarification is required for timelines.

In view of the various discussion taking place, Speaker called for a 5 minute recess.

Speaker called Meeting back to order.

Since there had been extensive discussion and requests for more information, H Samuel, in consultation with ERC members, proposed that the motions not proceed at this time. H Samuel asked for additional feedback from Councillors and to submit it to the GSA ERC in written form.

L Brin asked how the *Post-Secondary Learning Act* relates to Election Bylaws, particularly in regards to the ability to suspend or expel students. H Samuel and E Schoeck responded that these are student behavior issues that refer back to Code of Student Behaviour and larger University standards with which the GSA complies. The Policy is quoted to reflect this referral; no dual disciplinary system is required.

D Smirnow asked if every Policy/Bylaw begins with definitions and E Schoeck responded yes.

C More asked if people could run in slates as long as they do not go over individual budgets and raised the issue that candidates can make joint materials – does that fall under budgets? H Samuel responded that materials are not going to be restricted; the GSA lawyers advised that materials cannot be regulated unless they involve slander or legal issues. The discrepancy in the documents will be rectified.

L Brin asked if members of Council cannot endorse candidates, how does that apply to people running again? H Samuel and V Pimmett replied that the intention is to prevent DEOs from endorsing personally; DEOs should not be lending the weight of their positions to personal endorsements and it is difficult to separate the person from the office they hold.

H Thaker suggested that the CRO roles and responsibilities should point out that CRO should be available during Elections and this should be stated explicitly in Policy - this could remedy some of the previous questions about timelines, availability.

G Barron asked if this counts as the first reading? S Prescott responded that it did not.

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

7. GSA Health and Dental Plan Bylaw Changes, Second Reading for Bylaw

Councillors had before them an outline of issue, the proposed changes to Health and Dental Bylaw in triple column format, and the proposed changes to Health and Dental Bylaw if approved which had been previously distributed on 07 November 2014. This was the second reading of the proposed changes, following a first unanimous motion on 20 October 2014. M Bajaj presented the item.

MOTION BEFORE COUNCIL: That the GSA Council **APPROVE**, on the unanimous recommendation of the GSA Board, the proposed revisions to GSA Bylaw, Part X, Finances, Section 3, Health and Dental Plan Reserve Fund AND Part XII, Health and Dental Plan, as presented in the attached triple column document, **effective immediately**.

M Bajaj presented the changes to the GSA Health and Dental (H&D) Plan and Health and Dental Plan Reserve Fund (HDPRF) Bylaw – the first reading was approved in October; this is the second reading. Several editorial changes were made for clarification; Bylaws are now high level and details were moved to Policy; student 'fee' vs. 'premium' language clarified; clarified opt-outs; and moved the HDPRF to the GSA H&D Bylaw from Financial Policy

D Smirnow noted the section detailing where money is held was taken out of Bylaw and wondered if it will be in the Policy. E Schoeck responded that it is, and it appears in the quarterlies and restricted budget as well.

MOTION: That the GSA Council **APPROVE**, on the unanimous recommendation of the GSA Board, the proposed revisions to GSA Bylaw, Part X, Finances, Section 3, Health and Dental Plan Reserve Fund AND Part XII, Health and Dental Plan, as presented in the attached triple column document, **effective immediately**. M Bajaj **MOVED**. H Thaker **SECOND**.

Motion **PASSED UNANIMOUSLY**

8. GSA Council Members and GSA Council Quorum: Proposed Revisions to GSA Bylaw, First Reading for Bylaw

Councillors had before them an outline of issue, the proposed changes to Council Bylaw in triple column format, and the proposed changes to Council Bylaw if approved which had been previously distributed on 07 November 2014. This was the first reading of the proposed changes, the second reading will occur on 08 December 2014. N Andrews presented the item.

MOTION BEFORE COUNCIL: That the GSA Council **APPROVE**, on the unanimous recommendation of the GSA Board, the proposed revisions to GSA Bylaw, Part III, Council, as presented in the attached triple column and “if approved” documents, **effective upon the second reading**.

N Andrews stated that the revisions will have a second reading at the next meeting on December 8; if approved, the changes will be combined with the changes in Item 6 related to the same Bylaw. The changes were suggested by GSA Consultant Roy Coulthard and discussed at the GSA Board.

S Cake asked that since one Councillor is elected from each department, are the Alternates called Councillors also. N Andrews responded that every department has one Councillor, if the Alternate comes, they become Councillor at that point. It is the same title, and represents a single vote.

H Thaker asked for “special and urgent meetings” to be defined in Standing Orders and if this will happen in future. N Andrews responded yes. E Schoeck explained that the discrepancies were only just discovered.

There were no further questions.

MOTION: That the GSA Council **APPROVE**, on the unanimous recommendation of the GSA Board, the proposed revisions to GSA Bylaw, Part III, Council, as presented in the attached triple column and “if approved” documents, **effective upon the second reading**. N Andrews **MOVED**. J Bell **SECOND**.

Motion **PASSED. One abstention.**

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

9. GSA Policy, Officer Portfolios: Proposed Revisions to GSA Policy, Only Reading for Policy

Councillors had before them an outline of issue, the proposed changes to Officer Portfolios Policy in triple column format, and the proposed changes to Officer Portfolios Policy if approved, which were previously distributed on 07 November 2014. N Andrews presented the item.

MOTION BEFORE COUNCIL: That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee, the proposed revisions to GSA Policy, Officer Portfolios, as contained in the attached triple column and “if approved” documents, **effective immediately**.

N Andrews presented the DEO portfolio revisions as chair of the GSA Governance Committee (GC), not as President. N Andrews and M Bal (Vice-Chair of the GSA GC) abstained from the GSA GC vote that brought this forward; other GSA GC members present may also answer questions (S Sawchuk and S Fenichel). Purpose for revisions was to clarify time commitments and to accurately align the duties of each portfolio with current practice; changes also address how and why GSA representatives are chosen for University administrator search and review committees. The GSA GC voted on this via email on November 5, and the GSA Board had a chance to look at it on the same day.

There were no questions.

MOTION: That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee, the proposed revisions to GSA Policy, Officer Portfolios, as contained in the attached triple column and “if approved” documents, **effective immediately**. N Andrews **MOVED**. S Fenichel **SECONDED**.

Motion PASSED. Five abstentions.

10. GSA Awards and Adjudication Criteria: Proposed Revision to GSA Policy, Only Reading for Policy

Councillors had before them an outline of issue, the proposed changes to GSA Awards Policy in triple column format, and the proposed changes to GSA Awards Policy if approved which had been previously distributed on 07 November 2014. S Cake presented the item.

MOTION BEFORE COUNCIL: That the GSA Council **APPROVE**, on the unanimous recommendation of the GSA Board, the proposed revision to GSA Policy, Awards and Adjudication Criteria, as presented in the attached triple column and “if approved” documents, **effective immediately**.

S Cake presented that there are currently seven (7) GSA Teaching Assistant Awards and six (6) GSA Research Assistant Awards valued at \$500 each; the intent is to have the same number of awards for both.

C More asked where the money comes from and S Cake responded that it comes from the Graduate Student Support Fund (GSSF) that is negotiated for during collective bargaining.

B Rusk asked about the ratio of RAs to TAs and S Cake responded that the number of awards is based on number of applicants, which tends to be even.

D Smirnow asked what else the money could be used for and M Caldwell stated that it is equivalent to one Professional Development Award, which are given out for conference travel.

R Coulthard explained that when the GSSF was first negotiated in 2007-2008, the University agreed that the GSA Awards should be paid out of it.

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

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MOTION: That the GSA Council **APPROVE**, on the unanimous recommendation of the GSA Board, the proposed revision to GSA Policy, Awards and Adjudication Criteria, as presented in the attached triple column and “if approved” documents, **effective immediately**. S Cake **MOVED**. G Norman **SECONDED**.

Motion **PASSED UNANIMOUSLY**

11. Special Business (none at this time)

Reports

12. President

i. President’s Report:

Members had before them a written report from the GSA President, which had been previously distributed on 14 November 2014. The report stood as submitted. In addition, N Andrews stated that Provost Carl Amhrein had been seconded to the Ministry of Health. The Provost’s Office has promised the GSA continuity the GSA is cautiously optimistic. The GSA will embrace change and be positive. N Andrews also reported that the DEOs had met with the new president and had a favourable first impression. There will be a town hall soon; this will be a great opportunity to ask questions and get more information.

N Andrews attended the Conference Board of Canada PSE Skills Summit with GSA Vice-President Student Services M Bajaj. Funding for flights and registration were generously provided by the Provost’s Office. The conference was great and M Bajaj will outline details further. Focus of conference was how universities can provide job opportunities outside academia and provide professional development

R VanManen asked N Andrews to speak about the proposed interfaith space. N Andrews stated this was a priority for this GSA and that previous attempts to create interfaith space had stalled. It is being referred to as the Prayer and Meditation Space PAMS, and the current concept is for a space that accommodates the needs of Muslim students but doesn’t marginalize other groups either. The GSA has met with SU and has upcoming meetings with the VP Facilities & Operations (F&O) to address budget and plans. The goal is to get the project advanced to a place to where future executives will be able to carry it on. R VanManen, who is a member of the U of A Chaplains’ Association, expressed that this seems like a good opportunity to speak to the GSA proposal for interfaith spaces with designated Muslim space. The university doesn’t provide any faith space. The GSA should be aware that there is a university proposal to create Muslim space on campus. S Cake responded that there is no plan for exclusively Muslim space. The current plan will free up the interfaith space offered by SU. This is a first step in providing proper mental health spaces for everyone. N Andrews added that the design may appear like it is an exclusive Muslim space but those designs are not final. The VP F&O calls it “interdenominational”. G Norman asked if these spaces are only for those who ascribe to a faith or if they are for non-practitioners as well? N Andrews responded that the space is intended to be used by all students. A need has been identified for Muslim prayer space, and this is how the GSA is approaching it.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 14 November 2014. The report stood as submitted.

iii. Budget and Finance Committee

No meetings this reporting period.

iv. Governance Committee

Members had before them a written report, which had been previously distributed on 14 November 2014. The report stood as submitted.

a) Nominating Committee

i. Nominating Committee Report

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

Members had before them a written report, which had been previously distributed on 07 November 2014. The report stood as submitted.

14. Vice-President Academic

i. Vice-President Academic's Report

Members had before them a written report, which had been previously distributed on 14 November 2014. The report stood as submitted. In addition, C More stated in reference to professional development (PD) that there are three working groups to make master action plans for PD, with meetings in December. S Cake asked if the plan is for PD to be a program add-on (like a certificate) or integrated to avoid prolonging studies? C More stated that there will be a two pronged approach – advertising to employers and helping students improve and develop skills they already have.

C Iverson asked for more information on the presentation at the CAGS conference. C More explained that he contributed to a joint presentation based on the idea that if universities are increasing international enrollment, how can they ensure they are not disempowering the countries they come from? Some attendees disagreed with the premise but there was a lively debate.

H Thaker asked if C More could speak to tweaking the ethics requirements. C More explained that the genesis is the three offices were all seeing plagiarism problems so they are exploring how this might be mitigated.

W White asked if career advice or resume building for graduate students is currently offered. C More stated there is nothing centralized or well thought out to offer to everyone and it needs to be more official. C Iverson stated that Chemistry has people from CAPS coming in to put on seminars for resume building.

15. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 14 November 2014. The report stood as submitted. In addition, M Bajaj informed Council of the International Activity Fund (IAF) for registered student groups planning events. The deadline is January 23, 2015; there will be an information session on putting together proposals for application. Visit their website (<http://iss.ualberta.ca/IAF>) for more info and look for it in the GSA Newsletter.

M Bajaj attended the Conference Board of Canada PSE Skills Summit and learned about Magnet, a Ryerson initiative to look at job searching and unemployment. They are creating a database/interface with profiles of students and organizations. Profiles are private except for skills or relevant information. The GSA is looking into signing up. M Bajaj also presented on Mitacs, a service that connects students for internship opportunities in Canada and abroad. They are interested in presenting to Council to speak more about their programs.

A Radil asked for an update on the Physical Activity and Wellness Centre (PAW). M Bajaj reported the grand opening is 20 March 2015. The graduate student lounge and other spaces are already open for student use. The PAW Strategic Operating Committee (SOC) is meeting next week. C Iverson reported upcoming PAW openings from social media.

C Iverson asked if there is any feedback on the Faculty Club grad night. M Bajaj stated that her department attends often but has nothing else to report. C Iverson asked if they will do this beyond November? M Bajaj will find more information but it might be just a pilot program.

SD Israr asked if Magnet requires a license. M Bajaj responded that it is free for all; employers pay a fee to Magnet to run the technology but individuals do not. The basic profile is free for organizations. It differs from Linked-In in that everything is private and employers search for potential employees based on skills.

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

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SD Israr stated that it would benefit MBA students to have the IAF deadline closer to the end of January. M Bajaj did not think she can influence the deadline.

H Samuel asked for an update about Permanent Residence applications. M Bajaj had no updates; the proposal was great and M Bajaj and M Bal follow up with UIA. M Bal added that the GSA will proactively look into this.

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

No meetings this reporting period.

16. Vice-President External

i. Vice-President External's Report

Members had before them a written report from the Vice-President External, which had been previously distributed on 14 November 2014. The report stood as submitted. In addition S Cake stated that she recently attended an awards dinner where the need to invest in post-secondary education was discussed. S Cake recently met with the new Minister of Innovation and Advanced Education and talked about PD. The market modifier proposals have been delayed until the new minister can review them. The Alberta Graduate Citizenship Award has been adjudicated and province will notify recipients; great team of volunteers who did a fantastic job. Alumni council has great volunteer opportunities.

ii. Awards Selection Committee

Members had before them a written report from the Vice-President External, which had been previously distributed on 14 November 2014. The report stood as submitted.

17. Vice-President Labour

i. Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 14 November 2014. The report stood as submitted. In addition, M Bal introduced the Unwind Your Mind campaign – healthy food, yoga classes, wisdom stations, etc. Organizers are trying to make this broader and include graduate student concerns; would like a station at Triffo Hall for graduate students, especially in terms of wellness, fitness, and family activities. Graduate students have their own schedules so they would like to do this throughout the year, rather than just finals.

H Thaker suggested bubble wrap therapy. M Bal liked that and added that the committee is open to ideas (colouring stations, the president reading to graduate students in pyjamas). M Bal will collect graduate student suggestions for possible activities.

ii. Negotiating Committee

No meetings this reporting period. The Agenda noted that the GSA NC will resume meeting in Fall 2015.

iii. Labour Relations Committee

No meetings this reporting period.

18. Senator

i. Senator's Report

No written report was required at this time. In addition G Barron stated that he will not be able to attend the December Council meeting so will have a major report for Council in January.

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19. Speaker

i. Speaker's Report

Prepared by M Caldwell and F Robertson for the Council Meeting of 17 November 2014

No report was required at this time. In addition, S Prescott stated that she is happy to receive questions or comments at any time and to send any feedback to gsa.speaker@ualberta.ca.

20. Chief Returning Officer

i. Chief Returning Officer's Report

The "GSA Elections and Judicial Package" (Agenda Item 6) stood as the CRO's report. In addition H Samuel asked Councillors to provide feedback in writing on Item 6 as soon as possible so that the GSA ERC and GSA GC can start to incorporate that feedback into changes to the documents.

ii. Elections and Referenda Committee

The "GSA Elections and Judicial Package" (Agenda Item 6) stood as the GSA ERC report.

21. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 14 November 2014. The report stood as submitted and, in addition, ED Ellen Schoeck stated that there is a report twice a year about staff: lots of work, especially supporting GSA ERC. After 47 recommendations for Policy changes there is now another round, making this the best researched and discussed Elections Policy. Other organizations in Canada are also going over elections but the GSA is ahead of the pack. The team will be working on this tomorrow morning.

Question Period

22. Written Questions

No written questions were received prior to the meeting.

23. Oral Questions

There were no questions.

Adjournment

The meeting was adjourned at 9:02 pm.

Dear Council Colleagues,

For those of you who attended the November 17 GSA Council meeting, you will know that we received a number of written questions that day from our most recent former CRO, Isaac Odoom, about what I call the “Elections Package” which was before Council on November 17. On Friday, November 28, answers to Isaac’s questions from the GSA Elections and Referenda Committee were circulated to you all. Isaac agreed that his questions and the answers be distributed to all Council.

On a related matter, in judging the mood and tone of the November 17 meeting, Councillors had too large a package of changes before them for a vote. We also feel that more background context is needed and have had several hours of discussion with CRO Hamman Samuel, the GSA ERC, and the Executive Director on this point.

The overall intent of the large package of materials you had before you on November 17 arose from a desire to rationalize decades of an accretion of GSA Bylaw and Policy changes involving some dozen intersecting Bylaws and Policies – where one change upon another was made with little overall rationalization.

While the intent was admirable in proposing this dense package, Council clearly felt it was not ready to vote.

Therefore, in hours of consultation with the GSA ERC, we have decided that despite flaws in the current election Bylaw and Policy, we will defer decision on most of what was before you on November 17 until after the 2015 General Election. In other words, we will live with our current Bylaw or Policy, however flawed, for the 2015 elections except for limited matters that will come before Council on December 8.

The GSA and Council will move forward from there to improve our election process.

Best,

Sarah Prescott, GSA Speaker

Hamman Samuel, GSA Chief Returning Officer

Nathan Andrews, GSA President

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Outline of Issue (GSA Council)

Nominating Committee: Proposed Changes to GSA Policy

Suggested Motion for GSA Council:

GSA Council is asked to consider the following Motion:

That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and the GSA Elections and Referenda Committee, the proposed revisions to GSA Policy, Standing Committees, Nominating Committee, as contained in the attached triple-column document, effective immediately.

Background:

Details on the proposed revisions can be found in the attached cover letter (page 10.1) and the 'Rationale/Background' column of the attached triple-column document (pages 10.2-10.3).

The GSA Governance Committee (GSA GC) voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Elections and Referenda Committee (GSA ERC) also voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Board reviewed the proposed revisions for information and onward transmission to GSA Council at its meeting of November 5, 2014.

GSA Council originally received this proposal, as part of the "Elections and Judicial" package at the meeting of November 17, 2014. Subsequently, **the GSA ERC met on November 20 and 28, 2014 to discuss the feedback received from GSA Council and amend parts of the "Elections and Judicial" package. The GSA GC and GSA Board were shown the proposed amendments via email on November 28, 2014.**

Jurisdiction:

GSA Bylaw, Part I, Section 2.2

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

GSA Policy, Standing Committees, Section 3.2.i

The GSA Governance Committee shall *"advise Council on the GSA Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues."*

To: GSA Council
Re: Nominating Committee, Proposed Changes to GSA Policy

Dear Council Colleagues,

I write to introduce three changes to NoC policy.

In sum:

- (1) There is failsafe proposal in this proposal in case both the CRO and DRO are absent – if, for instance, CRO is called home for a family emergency and the DRO has a sudden, required field trip with supervisor. The point is that the CRO/DRO positions must always be filled.
- (2) The NoC's program of Early Call for Talent and Training is referenced in GSA Policy; however, it is not described. This proposal sets out a broad description of the program. This program has been offered since 2011.
- (3) Early Call, and also the evolution of the NoC, has changed the position I hold as Vice-Chair. Whoever holds this position has daily contact with the GSA management and staff. Most of the NoC's work is conducted by email and not in face-to-face meetings where you need the usual chairing and vice-chairing. Thus, in this proposal, the NoC Administrative Chair has responsibility for overseeing the day-to-day work of the GSA NoC, which requires daily contact with the GSA Office, which receives all requests for graduate students to serve on committees.

Lacey Fleming, Vice-Chair of the GSA Nominating Committee

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Nominating Committee (NoC): Proposed Changes to Policy

Current Policy <i>(deletions noted by a strikethrough)</i>	Proposed Changes <i>(additions underlined)</i>	Rationale/Background
<u>GSA Policy, Standing Committees</u>		
1. Composition	<i>No change</i>	
a. The President, or designate, shall chair the GSA Nominating Committee (GSA NoC).	<i>No change</i>	
b. Council may appoint up to three (3) members of Council to the GSA NoC, normally the three (3) members appointed by Council to the GSA Board. i. The President shall appoint a Vice-Chair from amongst the three (3) members appointed by GSA Council. This position shall normally rotate amongst the three (3) members on a regular basis.	1.b Council may <u>elect</u> up to three (3) members of GSA Council to the GSA NoC, normally the three (3) members appointed by GSA Council to the GSA Board. 1.b.i. The President shall appoint an <u>Administrative Chair</u> from amongst the three (3) members <u>elected</u> by GSA Council, <u>or may put forward an additional graduate student to GSA Council for election as Administrative Chair.</u>	<i>Policy currently says NoC members are appointed by Council when, in fact, they are elected.</i> <i>The Chair and Vice-Chair of the NoC have been discussing that since the Vice-Chair of the NoC has such a time-intensive role it would be ideal to clarify that they are the administrative chair overseeing the day-to-day work of the GSA NoC, which requires daily contact with the GSA Office. Providing for an additional graduate student could potentially occur when a) members of NoC are pressed for time due to academic commitments or b) there is a high turnover of members on NoC.</i>
c. The Executive Director or designate shall be a member of the GSA NoC.	<i>No change</i>	
	<u>2. Eligibility</u>	
	<u>2.a All members of the GSA Council are eligible to serve on the GSA NoC unless they intend to run in the General Election or By-Election. If standing for election to the GSA NoC, GSA NoC candidates agree not to campaign for or endorse any individual running in the GSA General Election or By-Election.</u>	<i>ERC has discussed that Nominating Committee members must remain neutral and impartial during the General Election in case they have to appoint a Chair or Vice-Chair of ERC if there is an absence, or if there is an unexpected vacancy in the CRO or DRO positions, since the NoC would be involved in filling any unexpected vacancies.</i>
	<u>2.b If a GSA NoC member intends to run in a GSA General Election or By-Election, or campaign for or endorse any individual running in the GSA General Election or By-Election they must resign from the GSA NoC.</u>	<i>Editorial to be consistent with the above.</i>

Current Policy <i>(deletions noted by a strikethrough)</i>	Proposed Changes <i>(additions underlined)</i>	Rationale/Background
3. Mandate	<i>No change except to renumber</i>	
a. The GSA (NoC) is responsible for the election and replenishment of graduate student representatives to Councils, committees, and bodies requiring such representation other than <i>ex officio</i> representation by the President, Vice-Presidents, or Directly-Elected Officers.	<i>No change</i>	
	<u>3.b The GSA NoC leads an annual initiative each October called the Early Call for Talent and Training. During this “Early Call” any graduate student interested in running for elected office is invited to a get-to-know dinner and is encouraged to participate in a series of training sessions on such topics as University governance, GSA 101, budget and audit basics, collective bargaining, major GSA services, and more. Information is provided about the President’s and Vice-Presidents’ portfolios and the time commitments involved. These sessions provide a basic set of information that the GSA sees as essential for the effective leadership of its corporation and for the carrying out of its fiduciary duties.</u>	<i>The GSA has had successful Early Calls for Talent since 2011 and this proposed change is recommended by both the GSA GC and ERC.</i>
	<u>3.c In the case of a resignation or other vacancy (as determined by the GSA ERC) in the CRO or DRO positions during any GSA Election, By-Election, Referendum, or any other associated election or referenda matter, the GSA NoC may take necessary action to fill the vacancy, including direct appointments, or appointments of former CROs, to ensure an Acting or Interim CRO and/or DRO is appointed.</u>	<i>ERC believes that in the event that the CRO or DRO positions become vacated during an Election or referendum, there needs to be provision to fill these positions.</i> <i>Note that GSA Bylaw, Part IV, Officers, Section 3.1.6 address a vacancy in the CRO position in instances where there is no urgency to fill (ie not during an election, by-election, or referendum)</i>
b. The business of the GSA NoC shall be conducted according to the GSA Nominating Policy.	<i>No change except renumbering</i>	
4. Meetings	<i>No change</i>	

Current Policy <i>(deletions noted by a strikethrough)</i>	Proposed Changes <i>(additions underlined)</i>	Rationale/Background
<p>3.a Notwithstanding GSA Policy, Standing Committees, Section 1.1, “Unless otherwise specified, quorum of Standing Committees will be four (4) members of that committee”, quorum for an in-person meeting of the GSA NoC is the Chair (or Vice Chair) and two (2) additional members.</p>	<p>4.a Notwithstanding GSA Policy, Standing Committees, Section 1.1, “Unless otherwise specified, quorum of Standing Committees will be four (4) members of that committee”, quorum for an in-person meeting of the GSA NoC is the Chair (or <u>Administrative Chair</u>) and two (2) additional members.</p>	<p><i>Editorial to be consistent with proposed changes above.</i></p>
<p>3.a.i In the absence of two (2) members (eg by means of illness, field trips, etc), quorum shall be the Chair (or Vice Chair) and one other member.</p>	<p>4.a.i In the absence of two (2) members (eg by means of illness, field trips, etc), quorum shall be the Chair (or <u>Administrative Chair</u>) and one (<u>1</u>) other member.</p>	<p><i>Editorial to be consistent with proposed changes above.</i></p>
<p>3.b Notwithstanding 3.a., any two (2) members of the NoC may agree on a candidate to fill a vacant position for which the GSA’s rules and regulations are otherwise silent.</p>	<p><i>No change except renumbering</i></p>	
<p>3.c Notwithstanding any requirement to the contrary, the GSA NoC has no requirement to meet on a regular basis. Instead, most business shall normally be conducted by phone or e-mail.</p>	<p><i>No change except renumbering</i></p>	

Outline of Issue (GSA Council)

Elections and Referenda Committee: Proposed Changes to GSA Policy

Suggested Motion for GSA Council:

GSA Council is asked to consider the following Motion:

That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and the GSA Elections and Referenda Committee, the proposed revisions to GSA Policy, Standing Committees, Elections and Referenda Committee, as contained in the attached triple-column document, effective immediately.

Background:

Details on the proposed revisions can be found in the attached cover letter (page 8.1) and the 'Rationale/Background' column of the attached triple-column document (pages 8.2-8.4).

The GSA Governance Committee (GSA GC) voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Elections and Referenda Committee (GSA ERC) also voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Board reviewed the proposed revisions for information and onward transmission to GSA Council at its meeting of November 5, 2014.

GSA Council originally received this proposal, as part of the "Elections and Judicial" package at the meeting of November 17, 2014. Subsequently, **the GSA ERC met on November 20 and 28, 2014 to discuss the feedback received from GSA Council and amend parts of the "Elections and Judicial" package. The GSA GC and GSA Board were shown the proposed amendments via email on November 28, 2014.**

Jurisdiction:

GSA Bylaw, Part I, Section 2.2

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

GSA Policy, Standing Committees, Section 3.2.i

The GSA Governance Committee shall *"advise Council on the GSA Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues."*

To: GSA Council
Re: Elections and Referenda Committee, Proposed Changes to GSA Policy

Dear Council Colleagues,

ERC has been hard at work, as have GSA management and staff, since our last meeting.

ERC appreciates the many suggestions Council had on November 17 regarding the complex package we put to Council along with the Governance Committee (GC). While the ERC and GC had many months to talk about changes to our elections and judicial suite of policies, for Council, the whole package was dense and new.

So we have decided to live with most of our current policy for the 2015 General Election and are putting forward just five components of the large package you had before you on November 17. One of those parts concerns the ERC itself.

In the proposal before you, we suggest the following main changes to ERC:

The CRO and DRO would no longer be Chair/Vice-Chair of the ERC but would be non-voting members; to date the DRO and I have abstained from voting at ERC. This change respects the distinction between the making of rules and their enforcement/application.

It is proposed that the membership of ERC be increased to eight voting members to recognize the increased responsibilities of ERC and the move to non-voting of CRO/DRO.

ERC would, in this proposal, now serve as a sounding board for the CRO, and I welcome this. It is wise to have a group of graduate student committee colleagues for the CRO to confer with when making decisions on alleged breaches of election policy.

As was noted in the cover letter for Item 8, "there is failsafe proposal in this proposal in case both the CRO and DRO are absent – if, for instance, CRO is called home for a family emergency and the DRO has a sudden, required field trip with supervisor. The point is that the CRO/DRO positions must always be filled."

ERC is strongly recommending that potential candidates participate in the Nominating Committee's Early Call for Talent and Training. Graduate students carry full academic loads when they are in office and we do not feel, as a committee, that graduate students elected to office can learn their jobs in the one month of transition between the vote and the assumption of office. Learning takes time. We applaud the graduate students who have come forward in this year's Early Call.

Members of ERC and I would be happy to answer questions from Council when this proposal comes forward on December 8.

Hamman Samuel, GSA Chief Returning Officer and Chair of the ERC

cc ERC members

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Elections and Referenda Committee (ERC): Proposed Changes to Policy

Current Policy (<i>deletions noted by a strikethrough</i>)	Proposed Changes (<i>additions underlined</i>)	Rationale/Background
1. Composition	<i>No change</i>	
	<u>1.a The Chief Returning Officer (CRO) and Deputy Returning Officer (DRO) are non-voting members of the GSA Elections and Referenda Committee (GSA ERC).</u>	<i>ERC is proposing that the CRO and DRO be made non-voting members of the Elections and Referenda Committee and to have other members of the Elections and Referenda Committee serve as Chair and Vice-Chair. This proposed change would separate the making of the rules and their application.</i>
1.a The voting membership of the GSA Elections and Referenda Committee (GSA ERC) is:	<i>No change except for renumbering</i>	
1.a.i The Chief Returning Officer (CRO), as Chair.	<u>1.b.i The Chair of the GSA ERC: The GSA ERC will elect a Chair from amongst the eight (8) voting members of the GSA ERC. The Election of the Chair of the GSA ERC will normally occur at the beginning of the fall term and the person elected as Chair of the GSA ERC will be reported to GSA Council.</u>	
1.a. ii. The Deputy Returning Officer (DRO), as Vice-Chair.	<u>1.b.ii. The Vice-Chair of the GSA ERC: The GSA ERC will elect a Vice-Chair from amongst the eight (8) voting members of the GSA ERC. The Election of the Vice-Chair of the GSA ERC will normally occur at the beginning of the fall term and the person elected as Vice-Chair of the GSA ERC will be reported to GSA Council.</u>	<i>ERC members are proposing to have ERC elect the Chair and Vice-Chair of the GSA ERC and report the election result to GSA Council.</i>
1.a. iii. At least one (1) Councillor, elected by Council. 1.a. iv. Up to four (4) graduate students, elected by Council.	<u>1.b. iii. A total of eight (8) graduate student members, including at least one (1) Councillor, elected by GSA Council.</u>	<i>Changed to 8 members. It is seen as wise and prudent to increase the membership because of the increased duties of ERC.</i>
1.b The Executive Director or delegate is in regular attendance at GSA ERC meetings.	<i>No change</i>	
1.b.i The DRO shall assume the duties of the Chair in the absence of the CRO .	<u>1.b.i The Vice-Chair of the GSA ERC shall assume the duties of the Chair in the absence of the Chair of the GSA ERC.</u>	<i>See above discussion of having a Chair and Vice-Chair elected from amongst the members of ERC.</i>

Current Policy (<i>deletions noted by a strikethrough</i>)	Proposed Changes (<i>additions underlined</i>)	Rationale/Background
1.c In the absence of both the CRO and DRO , the GSA Nominating Committee (GSA NoC) will select an Interim Chair and Vice-Chair for the GSA ERC.	1.c In the absence of both the <u>Chair and Vice-Chair of the GSA ERC</u> , the remaining members of the GSA ERC will select an Interim Chair and Vice-Chair of the GSA ERC <u>from amongst the members of the GSA ERC</u> .	
1.d The Executive Director and GSA Accountant have a standing invitation to attend any committee discussing financial matters.	<i>No change</i>	
2 Eligibility	<i>No change</i>	
2.a All members of the GSA are eligible to serve on ERC unless they intend to run in the General Election. If standing for election to the GSA ERC, GSA ERC candidates agree not to campaign for or endorse any individual running in the GSA General Election.	2.a All members of the GSA are eligible to serve on the GSA ERC unless they intend to run in the GSA General Election <u>or By-Election, or they have run in the previous General Election or By-Election</u> . If standing for election to the GSA ERC, ERC candidates agree not to campaign for or endorse any individual running in the GSA General Election <u>or By-Election</u> . <u>GSA ERC members must also be neutral and impartial (eg having no immediate or vested interest in the outcome of GSA Elections and Referenda)</u> .	<i>ERC members are proposing to make explicit that ERC members must be neutral.</i> <i>Add By-Election for consistency.</i>
2.b If a GSA ERC member intends to run in a GSA General Election or campaign for or endorse any individual running in the GSA General Election they shall resign from GSA ERC.	2.b If a GSA ERC member intends to run in a GSA General Election <u>or By-Election</u> , or campaign for or endorse any individual running in the GSA General Election or a <u>By-Election</u> they shall resign from GSA ERC.	<i>Add By-Election for consistency.</i>
3 Mandate	<i>No change</i>	
3.a The GSA ERC shall advise the CRO on all matters pertaining to GSA Elections, Referenda, and By-Elections.	3.a The GSA ERC shall advise the CRO on all matters pertaining to GSA Elections, Referenda, and By-Elections, <u>including but not limited to:</u> <u>3.a.i The approval of timelines for GSA Elections, By-Elections, and Referenda in accordance with GSA Elections and Referenda Bylaws and Policies;</u> <u>3.a.ii Advertising the nomination period for any GSA Elections or By-Elections, the registration period for any GSA Referenda, and voting periods for all GSA Elections and Referenda;</u> <u>3.a.iii Working with the CRO to prepare nomination and registration forms in accordance with GSA Election and Referenda Bylaws and Policies;</u> <u>3.a.iv Approve in consultation with the CRO, ED or delegate, and Financial Manager, the electronic</u>	<i>ERC has had extensive discussion on having the CRO consult with ERC members on as many matters as possible, and are proposing to make more explicit when the CRO should consult with ERC members.</i>

Current Policy <i>(deletions noted by a strikethrough)</i>	Proposed Changes <i>(additions underlined)</i>	Rationale/Background
	<p><u>software or applications used to run GSA Elections, By-Elections, and Referenda;</u></p> <p><u>3.a.v Plan any GSA Election or By-Election forums for graduate students in consultation with the CRO; and</u></p> <p><u>3.a.vi Acting as a sounding board for the CRO and/or decisions regarding penalties, remedial action, and/or referrals for alleged campaign violations during any GSA Election or Referendum.</u></p> <p><u>3.a.vii The ERC Chair is responsible for reporting to GSA Council on all work related to GSA ERC meetings.</u></p>	<p><i>This used to be the CRO's responsibilities. In this proposal, the CRO is no longer Chair of the ERC.</i></p>
<p>3.b At least one (1) month prior to the opening of nominations for the GSA General Election, the GSA ERC shall meet to assist the CRO in the planning of election events.</p>	<p><i>No change</i></p>	
<p>3.c The GSA ERC will review GSA Elections and Referenda Bylaws and Policies annually and make any recommendations to GSA Council through the GSA Board.</p>	<p><i>No change</i></p>	
<p>3.d ERC members are free to approach the Board with any concerns about how elections are being managed.</p>	<p>3.d <u>GSA</u> ERC members are free to approach the <u>GSA</u> Board with any concerns about how elections <u>or referenda</u> are being managed.</p>	<p><i>Editorial</i></p>
	<p>3.e <u>The GSA ERC strongly recommends to graduate students who are considering running for office that they participate in the GSA NoC's Early Call for Talent and Training. It is the firm belief of the GSA ERC that training is needed in order for DEOs to carry out their duties effectively.</u></p>	<p><i>The one month transition (April) is seen as insufficient time to learn the basics of carrying out DEOs' responsibilities.</i></p>
	<p>3.f <u>The GSA ERC will oversee the on-line posting of the video interview of candidates running in the General Election and will design questions to be asked of candidates.</u></p>	
	<p>3.g <u>"In the case of a resignation or other vacancy (as determined by the GSA ERC) in the CRO or DRO positions during any GSA Election, By-Election, Referendum, or any other associated election or referenda matter, the GSA NoC may take necessary action to fill the vacancy, including direct appointments, or appointments of former CROs, to ensure an Acting or Interim CRO and/or DRO is appointed" (GSA Policy, Nominating Committee, Section 3.c).</u></p>	<p><i>Council will have seen this in the earlier proposal concerning the GSA NoC.</i></p>
<p>4 Quorum</p>	<p><i>No Change</i></p>	
<p>4.a Quorum for the GSA ERC is:</p>	<p><i>No Change</i></p>	

Current Policy <i>(deletions noted by a strikethrough)</i>	Proposed Changes <i>(additions underlined)</i>	Rationale/Background
<p>4.a.i The Chair. 4.a.ii Two (2) other members of the Committee.</p>	<p>4.a.i. The Chair <u>or Vice-Chair</u> and <u>three (3) voting</u> members of the Committee. The Vice-Chair may count as one of the three (3) voting members as long as the Chair is also present.</p>	<p><i>The quorum is increased by one.</i></p>

Chief Returning Officer (CRO): Proposed Changes to Policy

Current Policy <i>(deletions noted by a strikethrough)</i>	Proposed Changes <i>(additions underlined)</i>	Rationale/Background
Chief Returning Officer	Chief Returning Officer (CRO) <u>and Deputy Returning Officer (DRO)</u>	<i>New title to better show that this section defines the CRO and DRO positions. When previously circulated to Council, on December 1, 2014, the sections pertaining to the DRO were at the bottom. They have now been integrated with the relevant CRO sections for greater clarity.</i>
1 Duties	1. Duties <u>of the CRO</u>	
1.a The CRO is responsible for administration of GSA Elections, By-Elections, and Referenda pursuant to the GSA Elections and Referenda Bylaws and Policies.	1.a The Chief Returning Officer, <u>with advice from the GSA Elections and Referenda Committee (GSA ERC), oversees GSA Elections, By-Elections and Referenda processes, observing the guiding principle “that they are to be fair, respect the wishes of voters, and conducted in a manner that reflects the excellent, positive reputation of the GSA” (GSA Bylaw, Part VIII, Elections, Section 1.1, and GSA Bylaw, Part IX, Referenda, Section 1.1).</u>	<i>ERC is proposing that the role of the CRO be clarified; currently Bylaw and Policy say two different things (“administers” and “runs”).</i>
1.b The CRO is responsible for monitoring candidate activities and is authorized to discipline candidates for violations of GSA Elections and Referenda Bylaws and Policies as provided for in the GSA Elections and Referenda Bylaws and Policies.	<i>No change</i>	
1.c The CRO chairs the Elections and Referenda Committee.	1.c The CRO <u>serves as a non-voting member on</u> the GSA ERC.	<i>This change will help separate the making of the rules and their application. The CRO should not have the power to make the bylaw and policy changes (through a voting role in ERC) that they will in turn be responsible for implementing during an Election or Referendum.</i>
	<u>2. Duties of the DRO</u> 2.a The DRO reports directly to the CRO. <u>2.b Duties of the DRO are to assist the CRO as needed and to assume all of the roles and responsibilities of CRO if the CRO is absent, or unable to complete their duties for any reason, including conflict of interest.</u>	<i>ERC members noted that it is currently not made explicit in Bylaw and Policy that the DRO takes over the roles and responsibilities of the CRO in the event the CRO is absent or unable to perform their duties. CRO and DRO sections combined.</i>

	<u>2.c The DRO serves as a non-voting member of the GSA ERC.</u>	
2 Restrictions	3. Restrictions for CRO and DRO	
2.a The CRO may not hold any other elected position in the GSA.	<u>Add and the DRO, and renumber</u>	
2.b The CRO is prohibited from participating in Election or Referenda campaigning.	<u>3.b “The CRO, DRO, Speaker, and members of the ERC shall not campaign for or endorse any candidate whatsoever.” (GSA Bylaw, Elections, Section 5.3)</u>	<i>Covered in current Bylaw which is quoted.</i>
	<u>3.c Council-Elected Officers shall be GSA members. As set out in GSA Bylaw, Members, Section 1, “Council (Part III) may elect to associate membership of the GSA to any member(s) or class of members of the University community it considers appropriate (GSA Bylaw, Part I, Members, Sections 1.2).</u>	<i>This section allows for a CRO or DRO to be an associate member of the GSA, as has happened twice in the past. ERC doesn’t envision an honorary member serving as CRO or DRO. <u>CRO and DRO sections combined.</u></i>
	<u>3.d The CRO and DRO must be fully willing and able to carry out the position and must be physically present in Edmonton or surrounding areas for the duration of all phases of any GSA Election, By-Election, and/or Referendum.</u>	<i>ERC believes that the CRO or DRO must be physically present to carry out their position (ie it is not sufficient to just have email access).</i>
3 Qualifications	4. Qualifications of the CRO and DRO	
3.a The CRO should ideally have previous experience with administration of student Elections.	<u>Add and the DRO, and renumber</u>	
	<u>4.b Other ideal competencies and qualities for both the CRO and DRO positions include:</u> <ul style="list-style-type: none"> i. <u>Experience acting in a neutral or impartial position</u> ii. <u>Thorough understanding of GSA Bylaw and Policy, especially with items pertaining to elections.</u> iii. <u>Thorough knowledge of the organization and its role in the graduate student community.</u> iv. <u>Demonstrated ability to bring disputing parties together to reach decisions based on mutual interests</u> v. <u>Patience, tact, and discretion</u> vi. <u>Previous experience effectively dealing with contentious issues (elections or otherwise)</u> vii. <u>Experience working in a highly politicized environment requiring quick and fair decisions</u> viii. <u>A schedule that allows for the bulk of election work to take place in a compressed time-frame (a few weeks)</u> ix. <u>Experience with mediation and/or conflict resolution</u> x. <u>Collaborative approach with others (eg members of a committee) in reaching fair minded decisions</u> xi. <u>Capable of handling a wide range of tasks effectively and impartially</u> xii. <u>Sound judgment and good decision-making skills</u> xiii. <u>Good team player and good communicator</u> 	<i>ERC members are proposing that the role, responsibilities, and ideal competencies and qualities for the CRO and DRO positions be better defined in policy.</i>

	<ul style="list-style-type: none"> xiv. <u>Can manage stressful situations</u> xv. <u>Experience with not-for-profit organizations</u> 	
	5. Roles and Responsibilities of the CRO	<i>Renumbered entire section.</i>
	5.a. <u>The CRO, with advice from the GSA ERC, oversees GSA Election, By-Election, and Referenda processes within the guiding principles of GSA Elections and Referenda “that they are to be fair, respect the wishes of voters, and conducted in a manner that reflects the excellent, positive reputation of the GSA” (GSA Bylaw, Part VIII, Elections, Section 1.1, and GSA Bylaw, Part IX, Referenda, Section 1.1).</u>	
	5.b <u>Preparing for Elections</u>	
	5.b.i. <u>Participating in all GSA ERC meetings and serving as a non-voting member of the GSA ERC.</u>	
	5.b.ii. <u>Working with the GSA ERC to approve timelines for Elections, By-Elections, and Referenda in accordance with GSA Elections and Referenda Bylaws and Policies and communicating these timelines to graduate students.</u>	
	5.b.iii. <u>Working with the GSA ERC to advertise the nomination period for any GSA Election or By-Election, the registration period for any GSA Referendum, and voting periods for all Elections and Referenda.</u>	
	5.b.iv. <u>Preparing nomination forms for a General Election or By-Election and registration forms for a Referendum with the GSA ERC in accordance with GSA Elections and Referenda Bylaws and Policies.</u>	
	5.b.v. <u>Ensuring nomination forms are valid.</u>	
	5.b.vi. <u>Approving in consultation with the GSA ERC, GSA Executive Director or delegate, and GSA Financial Manager, the electronic software or applications used to run GSA Elections, By-Elections, or Referenda.</u>	
	5.c <u>All-Candidates Meeting</u>	
	5.c.i. <u>Holding at least one (1) All-Candidates Meeting during a GSA Election, By-Election, or Referendum to communicate bylaws and policies to all candidates and/or referendum campaign members in order to answer questions about campaigning rules and regulations in a GSA Election, By-Election, or Referendum.</u>	<i>The proposal that has been put on hold calls for a minimum of 2 All-Candidates Meetings.</i>
	5.d <u>Planning and Hosting a GSA Election Forum</u>	
	5.d.i. <u>In consultation with the GSA ERC, planning a GSA Election Forum for graduate students to ask candidates questions.</u>	
	5.e <u>Managing and Deciding on Complaints</u>	

	<p><u>5.e.i. Reviewing and approving the use of all campaign materials to “ensure they do not conflict with GSA Elections Bylaw and Policy and do not contain any factually incorrect information (eg regarding the election procedures or timeline)” (GSA Policy, Elections, Section 5.5.a).</u></p>	<p><i>Incorrect reference fixed</i></p>
	<p><u>5.e.ii. Receiving complaints regarding alleged breaches of bylaw or policy with the GSA ERC, while also actively monitoring any campaign activities during GSA Elections, By-Elections, and Referenda campaign periods.</u></p>	
	<p><u>5.e.iii. Managing and ruling on complaints and alleged violations of GSA Bylaw and Policy with the GSA ERC. The CRO has discretion over upholding the Bylaws and Policies pertaining to GSA Elections, By-Elections, and Referenda, but consults with the DRO and as many members of the GSA ERC as possible on decisions regarding penalties, remedial action, and/or referrals.</u></p>	
	<p><u>5.e.iv. Ensuring candidates or referendum campaigns respect the election spending limits and present their election expenses reports and receipts by the set deadlines.</u></p>	
	<p><u>5.e.v. Observing fair process when dealing with complaints. The CRO observes procedural fairness, and consults with the ED or delegate on fair process.</u></p>	
	<p><u>5.e.vi. The CRO keeps a written record. The written record is defined as all actions, communications with candidate(s) and any other(s) also involved and includes but is not restricted to cellphone messages, cellphone text messages, and emails. The written record also includes any written complaints received and the CRO’s written reasons for all decisions.</u></p>	<p><i>More complete definition of written record. The section 5.e.vi (previously 4.e.v) has been broken into two sections – one dealing with fairness and the other dealing with the written record.</i></p>
	<p><u>5.f Election Results</u></p>	
	<p><u>5.f.i. Reviewing and approving the format of the electronic ballots for GSA Elections, By-Elections, and Referenda with the GSA ERC.</u></p>	
	<p><u>5.f.ii. Communicating the results of all GSA Elections, By-Elections, and Referenda to graduate students.</u></p>	
	<p><u>5.g Reporting</u></p>	
	<p><u>5.g.i. The CRO is responsible for reporting to GSA Council on all work related to GSA Elections, By-Elections, and/or Referenda.</u></p>	
	<p><u>5.g.ii. Submitting a written report to GSA Council following any GSA Election, By-Election, or Referendum.</u></p>	
	<p>6. Training of the CRO and DRO</p>	<p><i>Section renumbered. CRO and DRO sections combined.</i></p>
	<p><u>6.a. The CRO and DRO will receive a broad range of training, including but not limited to:</u></p>	
	<p><u>6.a.i Writing and communicating decisions for alleged campaign violations.</u></p>	

NOTE: Editorial revisions made since this material was previously circulated to GSA Council are shown highlighted yellow

10.6

	<u>6.a.ii Conflict resolution and mediation training as the CRO is encouraged to bring two (2) parties together to resolve disputes.</u>	
	<u>6.a. iii Meetings with former GSA or SU CROs.</u>	
	<u>7. Honorarium</u> <u>7.a The CRO is awarded a modest honorarium for overseeing all GSA General Elections, By-Elections, and/or Referenda.</u>	

To: GSA Council
Re: CRO, Proposed Changes to GSA Policy

Dear Council Colleagues,

The proposal before you sets out a job description for the CRO and the qualities and competencies the GSA ERC would like to see in this Council-elected Officer. We also commit to some training for the CRO, including what I have experienced, which is being connected to CROs outside the GSA so that I can share knowledge and experiences and ways of working through difficult situations.

As CRO, I will be maintaining a written record of any complaint I receive, together with any evidence. When I make decisions I will be giving written reasons. I will thus be creating a full record as our lawyers have urged so that if there is appeal, everything I have considered is already documented. This written record would form the basis for consideration of my position before any appeal – this should make any appeals move as rapidly as possible – ie without my personal involvement or that of any witnesses, whom I would already have talked with.

ERC sees this proposal as representing essential change for running the General Election in 2015.

Hamman Samuel, GSA Chief Returning Officer and Chair of the ERC

cc ERC members

Google Drive:320 - Council:Meetings:December 2014:First Mailing:GSA Council 08 Dec 2014 Item 10 - CRO Cover Letter to GSA Council.docx

Outline of Issue (GSA Council)

Chief Returning Officer: Proposed Changes to GSA Policy

Suggested Motion for GSA Council:

GSA Council is asked to consider the following Motion:

That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and the GSA Elections and Referenda Committee, the proposed revisions to GSA Policy, Officer Portfolios, Chief Returning Officer, as contained in the attached triple-column document, effective immediately.

Background:

Details on the proposed revisions can be found in the attached cover letter (page 9.1) and the 'Rationale/Background' column of the attached triple-column document (pages 9.2-9.6).

NOTE: Since this material was first circulated to GSA Council on December 1, the GSA Board discussed the proposed changes at its meeting of December 3, 2014, and suggested some changes which the CRO viewed as editorial. The GSA ERC reviewed these suggestions via email on December 7. The revisions made to the proposed changes since they were previously circulated to GSA Council are shown highlighted in yellow.

The GSA Governance Committee (GSA GC) voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Elections and Referenda Committee (GSA ERC) also voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Board reviewed the proposed revisions for information and onward transmission to GSA Council at its meeting of November 5, 2014.

GSA Council originally received this proposal, as part of the "Elections and Judicial" package at the meeting of November 17, 2014. Subsequently, **the GSA ERC met on November 20 and 28, 2014 to discuss the feedback received from GSA Council and amend parts of the "Elections and Judicial" package. The GSA GC and GSA Board were shown the proposed amendments via email on November 28, 2014.**

Jurisdiction:

GSA Bylaw, Part I, Section 2.2

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

GSA Policy, Standing Committees, Section 3.2.i

The GSA Governance Committee shall *"advise Council on the GSA Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues."*

Prepared by M Caldwell, C Thomas and E Schoeck for GSA Council December 8, 2014

Campaigning During Voting: Proposed Changes to Policy

NOTE: Editorial revisions made since this material was previously circulated to GSA Council are shown highlighted yellow

Current Policy (<i>deletions noted by a strikethrough</i>)	Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy, Elections	<i>No change</i>	
<p>The only changes to Elections Policy are to the following sections. For current policy: http://www.gsa.ualberta.ca/en/~media/gsa/GoverningDocuments/GSAPolicyManual.pdf</p>		<p><i>ERC has decided to put on hold the proposed changes to Election Policy that were before Council November 17 except for the issue of campaigning during voting period and provisional election results.</i></p>
Definition	"Working Day" means a day the GSA office is open.	"Working Day" is used in many sections of Policy but not defined.
<p>3. Timeline</p> <ol style="list-style-type: none"> 1. Except as specified below, the timeline for elections is at the discretion of the CRO. 2. "Elections consist of a nomination period, a campaign period, and a voting period" (GSA Bylaw, Part VIII, Elections, Section 2.1). 3. Nominations for the General Election shall open on or about January 30. 4. The nomination period shall last at least fourteen (14) calendar days. The nomination period shall end on a working day. 5. Within twenty-four (24) hours after the close of the nomination and/or registration period, the CRO shall hold the All-Candidates' Meeting as described in Section 4 of this policy. 6. The campaign period shall last at least seven (7) calendar days and shall begin no later than the day following the All-Candidates' Meeting. 	<p><i>No change to 1-5</i></p> <ol style="list-style-type: none"> 6. The campaign period shall last at least seven (7) calendar days and shall begin no earlier than the day following the All-Candidates' Meeting. 	<p><i>Editorial.</i></p>
<p>3.7 Voting shall begin on the working day following the last day of the campaign period and shall last at least forty-eight (48) hours.</p>	<p><u>3.7 Voting:</u> <u>3.7.a .Campaigning is permitted during the voting period.</u> <u>3.7.b The CRO shall ensure that the voting period starts on a working day and lasts at least forty-eight</u></p>	<p><i>In the last General Election, NOT allowing campaigning during the voting period proved to be unenforceable.</i></p>

Current Policy <i>(deletions noted by a strikethrough)</i>	Proposed Changes <i>(additions underlined)</i>	Rationale/Background
	<u>(48) hours.</u>	
3.8 Voting shall be completed no later than April 15, or the next working day.	<i>No change</i>	
		<p><i>ERC has discussed the possibility of polling stations and a section on polling stations was included in the materials previously distributed to Council. However, following discussion by the GSA Board and reviewed by the CRO this section was removed and will be reconsidered in the future. Additional time is needed for discussion and thought with respect to developing regulations concerning campaigning at or near polling stations, concerning the display of campaign materials, and concerning the number and location of polling stations.</i></p>
5. Campaigning		
<p>5.1 Election campaigning shall begin no earlier than the day following the All-Candidates' Meeting and shall conclude the day before voting opens, with the CRO deciding on the time of day that campaigning will conclude.</p>	<p>5.1 <u>"The campaign period shall last at least seven (7) calendar days and shall begin no earlier than the day following the All-Candidates' Meeting" (GSA Policy, Elections, Section 3.6).</u></p> <p>5.2 <u>Candidates are responsible for removing all campaign materials after voting has closed.</u></p>	

To: GSA Council
Re: Campaigning During Voting

Dear Council Colleagues,

The GSA is going through an evolutionary period where its elections policies are changing as we gain more experience in this time of rebuilding the GSA.

The key question in this proposal is: should campaigning be allowed during the voting period, or not?

In the attached proposal, ERC suggests that campaigning be allowed during voting. In last year's election, GSA Policy did NOT allow campaigning during voting and we found that the policy was basically unenforceable.

And so, ERC suggests that we allow candidates to campaign during voting.

Please note that we may set up a polling station (perhaps in the PAW Centre Graduate Lounge) where graduate students can sign on to a computer to a vote.

As a minor matter, we have used the definition of "Working Day" from the proposal Council saw on November 17 because the term "Working day" is used in current policy without being defined.

After the 2015 General Election, we will review this part of GSA Policy once again.

Hamman Samuel, GSA Chief Returning Officer and Chair of the ERC

cc ERC members

Outline of Issue (GSA Council)

Campaigning During Voting: Proposed Changes to GSA Policy

Suggested Motion for GSA Council:

GSA Council is asked to consider the following Motion:

That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and the GSA Elections and Referenda Committee, the proposed revisions to GSA Policy, Elections, as contained in the attached triple-column document, effective immediately.

Background:

Details on the proposed revisions can be found in the attached cover letter (page 11.1) and the 'Rationale/Background' column of the attached triple-column document (pages 11.2-11.3).

NOTE: Since this material was first circulated to GSA Council on December 1, the GSA Board discussed the proposed changes at its meeting of December 3, 2014, and suggested some changes which the CRO viewed as editorial. The GSA ERC reviewed these suggestions via email on December 7. The revisions made to the proposed changes since they were previously circulated to GSA Council are shown highlighted in yellow.

The GSA Governance Committee (GSA GC) voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Elections and Referenda Committee (GSA ERC) also voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Board reviewed the proposed revisions for information and onward transmission to GSA Council at its meeting of November 5, 2014.

GSA Council originally received this proposal, as part of the "Elections and Judicial" package at the meeting of November 17, 2014. Subsequently, **the GSA ERC met on November 20 and 28, 2014 to discuss the feedback received from GSA Council and amend parts of the "Elections and Judicial" package. The GSA GC and GSA Board were shown the proposed amendments via email on November 28, 2014.**

Jurisdiction:

GSA Bylaw, Part I, Section 2.2

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

GSA Policy, Standing Committees, Section 3.2.i

The GSA Governance Committee shall *"advise Council on the GSA Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues."*

Outline of Issue (GSA Council)

Provisional Election Results and Deadline to Lodge an Alleged Breach with the CRO: Proposed Changes to GSA Policy

Suggested Motion for GSA Council:

GSA Council is asked to consider the following Motion:

That the GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and the GSA Elections and Referenda Committee, the proposed revisions to GSA Policy, Elections, as contained in the attached triple-column document, effective immediately.

Background:

Details on the proposed revisions can be found in the attached cover letter (page 12.1) and the 'Rationale/Background' column of the attached triple-column document (page 12.2).

NOTE: Since this material was first circulated to GSA Council on December 1, the GSA Board discussed the proposed changes at its meeting of December 3, 2014, and suggested some changes which the CRO viewed as editorial. The GSA ERC reviewed these suggestions via email on December 7. The revisions made to the proposed changes since they were previously circulated to GSA Council are shown highlighted in yellow.

The GSA Governance Committee (GSA GC) voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Elections and Referenda Committee (GSA ERC) also voted, via email, on November 7, 2014, to recommend the attached proposed revisions to GSA Council. The GSA Board reviewed the proposed revisions for information and onward transmission to GSA Council at its meeting of November 5, 2014.

GSA Council originally received this proposal, as part of the "Elections and Judicial" package at the meeting of November 17, 2014. Subsequently, **the GSA ERC met on November 20 and 28, 2014 to discuss the feedback received from GSA Council and amend parts of the "Elections and Judicial" package. The GSA GC and GSA Board were shown the proposed amendments via email on November 28, 2014.**

Jurisdiction:

GSA Bylaw, Part I, Section 2.2

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

GSA Policy, Standing Committees, Section 3.2.i

The GSA Governance Committee shall *"advise Council on the GSA Bylaws, matters of policy not in the purview of any other Standing Committee, or other governing issues."*

Prepared by M Caldwell, C Thomas and E Schoeck for GSA Council December 8, 2014

To: GSA Council

RE: Provisional Election Results and Deadline to Lodge an Alleged Breach with the CRO, Proposed Changes to GSA Policy

Dear Council Colleagues,

The attached proposal centers on the re-introduction of “unofficial results” of elections, or what our lawyer has suggested be called “provisional results.”

The background is that the GSA policy for many years allowed for both unofficial and official results. Our assumption is that unofficial results were part and parcel of the old paper balloting system, where human error could occur and candidates could ask for a recount if a vote was close. So, in the last round of changes to elections policy, we eliminated release of unofficial results and thus, for the 2014 General Election, announced the results from the electronic vote as *official*. This made it appear that the results were final, which they weren't – an appeal of a CRO decision was in process. This was our first experience with such an appeal.

Tied in to this matter is the fact that there is currently no deadline for individuals to lodge a complaint with the CRO about an alleged breach of GSA election Bylaw or Policy. ERC believes there should be a deadline, and in the proposal before you suggests 24 hours after the closing of voting.

ERC debated whether or not to hold back election results until after CRO decisions on alleged breaches were decided, and any GSA appeal finalized. We decided that results should *not* be held back, but rather that they should be announced as provisional until any appeal under GSA Policy was finalized.

There is a trade off here. We feel that announcing results right after the vote is the democratic thing to do. It does mean, however, that a candidate who has the most votes could possibly be disqualified after their name was publicly announced. This has occurred twice in student elections in Canada last year. That said, we feel results should be released after voting closes, but should be called provisional until any internal appeal is decided.

Hamman Samuel, GSA Chief Returning Officer and Chair of the ERC

cc ERC members

Google Drive:320 - Council:Meetings:December 2014:First Mailing:GSA Council 08 Dec 2014 Item 12 - Cover Letter to GSA Council.docx

NOTE: Editorial revisions made since this material was previously circulated to GSA Council are shown highlighted yellow

12.2

Provisional Election Results and Deadline to Lodge an Alleged Breach with the CRO: Proposed Changes to Policy

Current Policy <i>(deletions noted by a strikethrough)</i>	Proposed Changes <i>(additions underlined)</i>	Rationale/Background
GSA Policy, Elections		
<p>10. Voting</p> <p>10-1-10.6....</p>	<p>No change</p> <p>10.7 Individuals have twenty-four (24) hours after <u>the release of provisional results</u> to lodge a complaint with the CRO about an alleged breach of GSA Bylaw or Policy.</p>	<p>There is currently no deadline for individuals to lodge a complaint with the CRO about an alleged breach of GSA election Bylaw or Policy. ERC believes there should be a deadline, and in the proposal before you suggests 24 hours after the closing of voting.</p> <p>There has sometimes been a gap in past elections between the end of voting and the release of results. The suggestion is to have the deadline start from release of the provisional results.</p>
<p>11. Results</p> <p>11.1 Upon completion of the ballot count, the CRO shall announce the official results as soon as possible. As denoted in GSA Elections Policy, Timeline, Section 3.8, voting shall be completed no later than April 15, or the next working day.</p>	<p>11.1 Upon completion of the ballot count, <u>the CRO shall announce provisional results, ie results that are subject to appeal for twenty-four (24) hours from the time the provisional results are released</u> and which may, in addition, be affected because of earlier complaints not yet resolved. Results will be made official only when <u>the GSA's process of dealing with alleged breaches of Elections Bylaw and Policy and any appeals within that process are exhausted.</u></p>	<p>Prior to 2013, GSA Election Policy provided for unofficial and official results. Apparently, unofficial results were a holdover from the days of paper ballots where human beings physically counted ballots and a re-count could be called for. Because the GSA had moved to electronic counting of ballots, unofficial results were removed from Policy last year.</p> <p>ERC now sees the need to re-introduce the distinction between unofficial and official results in order to allow for any complaints to the CRO and any appeals to be concluded. Our lawyers have suggested calling unofficial results provisional results.</p>

Outline of Issue (GSA Council)

**Ratification of the Graduate Student Representative on the Faculty of Physical Education and Recreation
Dean Review Committee**

Suggested Motion for GSA Council:

That GSA Council **RATIFY** Jennifer Crawford (PhD Program, Physical Education and Recreation) as the graduate student representative on the Faculty of Physical Education and Recreation Dean Review Committee.

Note: GSA Council is being asked, as the parent body to the Physical Education and Recreation Graduate Student Society (PERGSS), to **ratify** the selection of Jennifer Crawford by PERGSS to serve on the Faculty of Physical Education and Recreation Dean Review Committee as a ***confirmation of the selection process completed by PERGSS.***

Jurisdiction:

University of Alberta Policies and Procedures Online (UAPPOL) Policy on the Composition of Dean Selection Committees for Individual Faculties (Faculty of Physical Education and Recreation) states that: “The graduate student representative(s) shall be selected by the organized Faculty Graduate Student Association (PERGSS), by whatever means the organization deems suitable. This name shall be forwarded to the Graduate Students’ Association and the representative will be ratified by the Graduate Students’ Association Council. If no Faculty Graduate Student Association exists, the Graduate Students’ Association shall be responsible for forwarding a name to the Graduate Students’ Association Council for ratification.”

Background:

The GSA was contacted by Susan Buchsdruecker in the Provost’s Office to assist in ensuring that there is a graduate student representative on the Dean of Physical Education and Recreation (FPER) Review Committee. On November 21, 2014, the GSA Nominating Committee contacted the Physical Education and Recreation Graduate Student Society (PERGSS) to inform them that a graduate student representative would be needed for the committee, and to offer assistance in the process to PERGSS.

On December 3, 2014, PERGSS forwarded the name of its selected graduate student representative to GSA Council for ratification. The representative has agreed that their bio and resume be circulated to GSA Council as submitted, and it is attached on the following page.

Biography and Resume of the Graduate Student Representative for the Faculty of Physical Education and Recreation Dean Review Committee

Jennifer Crawford (PhD Program, Physical Education and Recreation)

Jennifer Crawford Bio:

I was born in Ontario and moved to Alberta to complete my PhD studies. I am fluent in both French and English. I obtained my BA (Honors) and MSc. in Kinesiology at Wilfrid Laurier University. While completing my MSc., I volunteered with SOS and built a school in Guatemala and taught the local community about sustainable agriculture. I am currently completing my PhD studies in the field of oncology and exercise research. I am currently the President of the Physical Education and Recreation Graduate Student Society (PERGSS) and sit on a number of departmental committees. I also coach downhill ski racing at Snow Valley in Edmonton and am a long distance runner.

Jennifer Crawford Resume:

I am currently a third-year PhD student in the Faculty of Physical Education and Recreation and studying the effects of exercise on posttraumatic growth (positive psychological growth) in gynecologic cancer survivors. I currently work as a physical activity coordinator on Dr. Courneya's Colon Health and Life-Long Exercise Change (CHALLENGE) Trial. The CHALLENGE Trial is a multinational, randomized controlled trial supported by the NCIC Clinical Trials Group (CO.21). I am responsible for conducting fitness testing, delivering the supervised exercise sessions and behavioral support counselling sessions to participants randomized in Edmonton and providing support to other physical activity consultants around the world. I am interested in Deans Review Community because it relates to my position as President of PERGSS and I have a flexible schedule that can accommodate sitting on this busy committee.

Jennifer Crawford currently serves on the following committees:

Faculty Council, Faculty Executive Council, Academic Council, and the Physical Activity and Cancer Hiring Committee.

**GSA President
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Nathan Andrews
Date: December 5, 2014

Dear Council Colleagues,

It feels like we had a Council meeting a few days ago. It seems almost unreal that we are ending another term – and it's December already! But the weather reminds us of that wonderful time of the year. I hope you are all wrapping up for the year. Good luck as you write your final papers, get ready for candidacy, defense, or any of your academic endeavours!!

As usual, I attended a number of meetings/events since the last Council meeting but I will highlight a couple things. With the recent changes, things seem to have slowed down a bit at the University level but it's always bustling at the GSA. The first thing I will highlight is the ongoing **Early Call for Talent**. This has kept the office busy, as several of the sessions have to be held at least twice. Your Vice-Presidents and I have been part of the sessions that best match our portfolios. I must say that I am excited there is interest in the work we do here for graduate students, and by the way, it's not too late to throw your name into the hat if you are thinking about running for office next year!

In light of our Strategic Work Plan goal to explore different **professional development opportunities for graduate students**, your Vice-Presidents and I have been working on a **Winter Career Mixer**. The intent is to bring different professionals from a variety of fields to interact with interested graduate students, with the hope of fostering relationships with working professionals. Planning is at the preliminary stage right now, but the event is **slated to occur on Thursday February 12, 2015** and are already receiving confirmations from invited professionals. I will keep you posted as plans solidify.

Besides these two points, I am happy to answer any questions about any of the meetings I attended since my last report to Council. Please find the list of meetings included below.

Cheers,
Nathan Andrews, GSA President

Please find below a list of meetings I attended between November 17, 2014 to December 5, 2014. I was away on academic leave from November 19, 2014 to November 23, 2014.

Nov 18	Corporate Alumni Relations
Nov 24	Graduate Tuition Funding and Data
Nov 24	5% International Differential Fees
Nov 24	General Faculties Council (GFC)
Nov 25	Inter-faith and Meditation Space
Nov 25	Board Finance and Property Committee (BFPC)
Nov 25	International Student Initiative Announcement
Nov 26	General Faculties Council Academic Planning Committee (GFC APC)
Dec 1	Dean of Students
Dec 1	Festival of Lessons and Carols
Dec 2	Early Call (SWP and Hot Topics)

Dec 2	Reception for Dr. Doug Miller
Dec 3	Early Call (SWP and Hot Topics)
Dec 4	Dean of Faculty of Graduate Studies and Research
Dec 4	Early Call (External Advocacy)

**GSA Board
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
 From: Ellen Schoeck, Executive Director and Coordinator of the GSA Board; Heather Hogg, Director of Operations; and Courtney Thomas, Director of Services and Governance
 Date: December 5, 2014

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. Open session Minutes are available upon request. The President, Vice-Presidents, Director of Operations, Director of Services and Governance, Financial Manager, and I will be happy to answer any questions or provide more information at the Council meeting.

19 November 2014 GSA Board Meeting

Meeting cancelled due to no pressing action items on the Agenda.

26 November 2014 GSA Board Meeting

Main Agenda Item:

GSA Poster; Draft Edmonton Student Alliance Charter: Request for Feedback; Early Call Update; GU15 Advocacy Issues: Support Requested from the GSA on Three Documents

Motions and Agreements:

Members **AGREED** that once the suggested changes are made, the posters will be distributed via GPAC and Councillors.

MOTION: That the GSA Board **SUPPORT** the document entitled “Indirect Costs of Research: Better Funding for Better Research and Innovation”, as provided by N Bérubé, FAÉCUM. NA **MOVED**. CM Seconded. **CARRIED**.

MOTION: That the GSA Board **SUPPORT** the document entitled “Undergraduate Student Research Awards”, as provided by N Bérubé, FAÉCUM. NA **MOVED**. CM Seconded. MeB abstained, 2 votes for and 2 votes against. **MOTION FAILED**.

MOTION: That the GSA Board **SUPPORT** the document entitled “Student Representation on the Tri-Council Agencies”, as provided by N Bérubé, FAÉCUM. NA **MOVED**. MeB Seconded. **CARRIED**.

03 December 2014 GSA Board Meeting

Main Agenda Items:

Actual Expenses for Attendance at the Conference Board of Canada Post-Secondary Education Skills Summit, from November 4-6, 2014, in Toronto, ON: External Relations Travel Expenses; Nominating Committee, Elections and Referenda Committee, CRO, Campaigning during Voting, and Provision Election Results and Deadline to Lodge an Alleged Breach with the CRO: Proposed Changes to GSA Policy on the GSA Council Agenda of December 8, 2014

Motions and Agreements:

Board Members **AGREED** to post the summary of actual expenses incurred through attendance at the Conference Board of Canada Post-Secondary Education Skills Summit, from November 4-6, 2014, in Toronto, ON.

Board Members **AGREED** to forward suggested revisions to the GSA Elections and Referenda Committee.

**GSA Nominating Committee (NoC)
Report to Council for December 8, 2014 Council Meeting**

To: GSA Council
From: Lacey Fleming, Vice-Chair of the GSA Nominating Committee
Date: December 5, 2014

Dear Council Colleagues,

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

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

Sincerely,

Lacey Fleming, Vice-Chair of the GSA Nominating Committee

Early Call for Talent and Training

GSA Policy states "The NoC will actively seek out potential candidates for all GSA Directly-Elected Officers and Council-Elected Officer positions" (GSA Policy, Nominating, 6.4). The fourth year of the GSA NoC Early Call for Talent and Training is in progress. After the Get-to-Know Dinner last month, the training program has begun. A total of ten (10) students attended various training sessions: Governance and GSA 101, GSA Services 101, GSA Elections 101, GSA Board Strategic Work Plan and Hot Topics, and GSA External Advocacy 101.

Bodies External to the GSA

Council has delegated to the NoC the responsibility of filling positions on all committees external to the GSA. Normally, all vacancies are advertised. According to Policy, "advertising may be waived in instances where, in the NoC's view, it is urgent to fill a vacancy" (GSA Policy, Nominating, 5.2).

1) Agricultural, Life and Environmental Sciences (ALES) Faculty Council

We were contacted by the ALES Faculty on November 19, 2014, to help find graduate students to serve on the ALES Faculty Council on November 28, 2014. There are no departmental GSAs in ALES. Due to the time constraint, the NoC decided to waive advertisement as per the above cited GSA Policy, Nominating, Section 5.2. Each department has one seat on the ALES Faculty Council for a graduate student. The department of Resource Economics and Environmental Sociology had already identified a representative to serve. For the three remaining departments, we contacted the GSA councillors of each department and their alternate, and students that had come forward in our Early Call for Talent and Training program. Councillors from two departments agreed to serve, and for the last department a student who had come forward in Early Call agreed to serve. We ran an election for those three departments from Thursday November 20, 2014 to Monday, November 24, 2014.

This is the third Faculty Council where the GSA has been asked to run elections: the other two are Arts and Science.

The ALES Faculty Office has asked us to run these elections again next year. We will begin the process in March and will have time to do our normal two calls for nominations. It is our hope that the ALES departments will form local GSAs, or that a Faculty-wide GSA will be formed.

The graduate students in the Department of Agricultural, Food, and Nutritional Science elected Pooran Appadu to serve on the ALES Faculty Council.

The graduate students in the Department of Human Ecology elected Sumit Mandal to serve on the ALES Faculty Council.

The graduate students in the Department of Renewable Resources elected Sarah Ficko to serve on the ALES Faculty Council.

2) Senate Committees

Senator Gary Barron asked the NoC to help him find delegates to increase the presence of graduate students on Senate Committees. Karen Pheasant will serve on U-School and Jean-Philippe Crête will serve on Campus Engagement Committee.

3) Health Centre Advisory Group (one position)

This position was advertised in the GSA newsletter on Friday October 24, and two (2) nominations were received. The NoC elected Jessica Cheung to serve on this committee.

4) Teaching and Learning Enhancement Fund (TLEF) Selection Committee (one position)

This position was advertised through the GSA Newsletter on Friday November 24, and five (5) nominations were received. The NoC elected Luis Fernando Marin to serve.

**GSA Vice-President (Academic)
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Colin More
Date: December 5, 2014

Hello everyone!

Huh, it's December. That happened quickly! I hope you all have exciting plans for the holidays!

There are a couple of things to mention this month. **First, I have brought the proposed changes to the graduate ethics requirement (discussed in last month's report) to the Dean of the FGSR's attention.** He seems amenable to the concept, and I have asked that it be put as a discussion item on the agenda for the next FGSR Policy Review Committee meeting [1]. Furthermore, growing out of last year's report on graduate supervision (by Dr. Naomi Krogman), **I raised the question of producing a document listing items which require discussion between students and supervisors at the start of each student's program.** Things like frequency of meetings, work relationship, number of papers expected, and conferences to be attended could all be on this list. The Dean again seems supportive of the idea, and I have requested it also be discussed at the FGSR Policy Review Committee.

Next, I led a GFC Executive [2] subgroup in **presenting a GFC Executive proposal for a new discussion period to the full GFC.** The proposal was reasonably well-received by GFC members, and we gained some valuable ideas from the conversation. The subgroup will meet again on Monday, December 8, to further discuss the proposal, and a revised version of it will be taken to GFC's February meeting.

Finally, I have recently scheduled biweekly (in the once-every-two-weeks-or-so sense) meetings with Bob Luth. Bob is one of the Associate Vice-Provosts, responsible for a number of strategic initiatives in the Provost's Office. **These meetings will lead to much better communication between the Provost's Office and the GSA, and will reinforce our already excellent relationship.**

With that, I hope you have a fantastic holiday season, and look forward to seeing you all again in the new year!

Cheers,

Colin

[1] Any changes to the FGSR Graduate Program Manual are first filtered through the Policy Review Committee before being sent to the broader FGSR Council.

[2] GFC = General Faculties Council. GFC Executive sets the agenda for full GFC meetings, and has delegated authority to approve certain items on behalf of GFC.

Please find below a list of meetings I attended between November 17, 2014 to December 5, 2014.

Nov 19	General Faculties Council (GFC) Caucus
Nov 20	Dean of Faculty of Graduate Studies and Research (FGSR)
Nov 24	SU VP Academic
Nov 24	General Faculties Council (GFC)
Nov 26	FGSR Council
Nov 26	Venturing Mentor Services Celebration Launch
Nov 24	Students' Union Vice-President Academic

Dec 1	Dean of Students
Dec 2	Early Call (SWP and Hot Topics)
Dec 3	General Faculties Council Committee on the Learning Environment (GFC CLE)
Dec 3	Early Call (SWP and Hot Topics)
Dec 4	Dean of FGSR
Dec 4	Senator's Lunch
Dec 8	Students' Union Vice-President Academic

**GSA Vice-President Student Services
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Megha Bajaj
Date: December 5, 2014

Dear Council Colleagues,

Hope you are well and not working too hard since the end of the semester is approaching fast. On the bright side, the festive season is just around the corner! I hope you all get to take a break from your busy schedules and enjoy the holidays. As for me, I am pretty excited to visit my family and friends in India during the holidays!

Below are highlights of some of the meetings that I have attended since last Council.

Physical Activity and Wellness Centre Strategic Operating Committee (PAW-SOC):

The PAW-SOC met for the first time last week. This committee is involved in looking at the **operational and programming aspect of the PAW project**. As some of you may have already noticed, the **new fitness centre** in PAW is now open for use, however **new equipment is still being moved in and installed** so expect disruption in some areas of the new gym.

Also, the **climbing wall is scheduled to open on January 5, 2015**. Construction for the food service area in PAW is expected to start in January 2015. At the meeting, we also discussed the need for **proper interior and exterior signage for wayfinding for students** and how **booking student spaces** within the PAW facility will work. These two points will be discussed in detail at the next PAW-SOC meeting early next year, and I will bring more information to Council as things take shape.

Meeting with MITACS Representative:

The GSA Director of Services and Governance, Courtney Thomas, and I met with the Edmonton Business Development Specialist for Mitacs. He shared information about **various funding projects available to graduate students through Mitacs**. **He will be presenting at Council in early 2015** to provide more information and create awareness about the various programs offered by Mitacs. In the meantime you can also find out more information about the funding programs here: <https://www.mitacs.ca/en>.

Venture Mentoring Services (VMS) Launch:

I attended the VMS Launch event along with GSA Vice-President Academic, Colin More. The U of A Venture Mentoring Services supports students and alumni who aspire to be entrepreneurs. VMS pairs students with experienced mentors who help them in developing their idea/product/service. Thus, with guidance from the alumni mentors students are able to launch their innovative idea. I was able to talk to some of the student entrepreneurs at the event about their products. Some of the ideas and products were absolutely fantastic! So if you have a creative idea but are not so sure about how to develop it into a business or a product consider contacting VMS. You can find more information here: <http://alumni.ualberta.ca/volunteer/venture-mentoring-service/about>.

In addition, as GSA President Nathan Andrews reports, as part of our **Early Call for Talent and Training program** I presented at the **GSA Services 101 session along with the GSA management** to the graduate students who have expressed interest in running for an elected office position in the upcoming 2015 GSA Elections.

I would also like to remind you about the **International Activity Fund (IAF) administered by U of A International Student Services**. This fund is available for student groups hosting cultural events. If you have any questions regarding the fund or application process please **contact Anica Dang, Programs Co-ordinator (ISS) at anica.dang@ualberta.ca or visit <http://iss.ualberta.ca/IAF>**.

This is all for now. As always, please feel free to get in touch with me if you have any questions, concerns or suggestions. Have a great winter break!

Sincerely,

Megha Bajaj, GSA Vice-President Student Services

Please find below a list of meetings I attended between November 17, 2014 to December 5, 2014.

Nov 19	Early Call (GSA Services 101)
Nov 21	ONEcard Student Advisory Group Meeting
Nov 24	5% International Differential Fees
Nov 25	International Student Initiative Announcement
Nov 26	Venturing Mentor Services Celebration Launch
Nov 28	University Research Administration Committee (URPC)
Nov 28	Physical Activity and Wellness Centre Strategic Operating Committee (PAW SOC)
Dec 2	Early Call (SWP and Hot Topics)
Dec 3	PAW Furnishings
Dec 3	Early Call (SWP and Hot Topics)
Dec 5	University of Alberta International Holiday Party

**GSA Vice-President External
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Susan Cake
Date: December 5, 2014

Dear Council Colleagues,

I hope that everyone is doing well especially considering the extremely low temperatures we have been having lately.

Once again for the past month I've been quite busy even though it feels as though no time has passed since the last Council meeting. Over the past month I've had meetings in regards to the **prayer and meditation space efforts of SU and the GSA**. We are happy to see this initiative moving forward after years of work. Hopefully we can have all plans finished in the coming months.

I've also been working on an upcoming initiative with some other community partners (Council of Alberta University Students, Alberta Students' Executive Council) to **promote the importance of post-secondary education in Alberta**. With the recent low prices of oil it seems the University will not see the promised renewal of funding in the coming years. This backpedalling from the political leadership in Alberta is disturbing given the low rates of post-secondary education completion in Alberta compared with other provinces and our rising tuition costs. Hopefully there will be more to report concerning this initiative in the coming weeks.

In addition to these important tasks, I've also been attending Alumni Council Events. Once again I would like to remind everyone, **if you are interested in volunteer opportunities, I would encourage you to check out the Alumni website for the University of Alberta: <http://alumni.ualberta.ca/volunteer>**. There are many different volunteer opportunities available with varying time commitments. As well, the University is saying goodbye to another great leader, Sean Price, the Alumni Association Executive Director and AVP Alumni Relations, who is leaving the University for opportunities and challenges in other places.

If you have any questions, concerns or comments please feel free to contact me. As well, if you have any residences issues or concerns also contact me. I'm happy to help out in any way I can.

Susan Cake, GSA Vice-President External

Please find below a list of meetings I attended between November 17, 2014 and December 5, 2014.

Nov 24	5% International Differential Fees
Nov 25	Inter-faith Prayer and Meditation Space
Nov 25	International Student Initiative Announcement
Nov 26	Public Interest Alberta (PIA)
Nov 27	Council on Student Affairs (COSA)
Nov 27	Alumni Council Christmas Social
Dec 2	Early Call (SWP and Hot Topics)
Dec 4	Residence Advisory Committee (RAC)
Dec 4	Early Call (External Advocacy)

**GSA Awards Selection Committee (ASC)
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Susan Cake
Date: December 5, 2014

Dear Council Colleagues,

The GSA Awards Selection Committee (ASC) is responsible for selecting the recipients of the Government of Alberta Graduate Citizenship Award (AGCA). As was reported last month, GSA ASC members met for adjudication training on October 21, 2014. The deadline for the GSA to receive AGCA applications was October 15, 2014. The GSA received 78 applications, down from the 118 received in 2014. Over thirty hours were spent adjudicating the applications by Committee members from October 23 to November 7, 2014.

The members of ASC then met via email to select the twenty nominees. The following list was approved by the GSA ASC on 14 November 2014:

Ali Assi	Sumit Mandal
Wendy Aujla	Rebecca McCourt
Mustafa Babadagli	Jenelle Pederson
Harneet Chahal	Md Omar Reza
Ashley Dalrymple	Elizabeth Rydz
Jasmine Farahbakhsh	Jennifer Schell
Jay Friesen	Travis Schoepp
Shaimaa Hussein	Priatharsini Sivananthajothy
Michal Juhas	Leigh Spanner
Aurelie Lesueur	Harsh Thaker

The list of nominees was provided to the Government of Alberta on November 14, 2014.

Congratulations to the recipients and thank you to GSA ASC members for their hard work.

I will also take this opportunity to remind Council that the nomination period for the GSA Awards, which are conferred at our annual Awards Night celebration in March, is currently open. Applications are due January 14, 2015. For more information, visit <http://www.gsa.ualberta.ca/10AwardsNight.aspx>.

Best,

Susan Cake, Chair of the GSA Awards Selection Committee and GSA Vice-President External

**GSA Vice-President (Labour)
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Monty Bal
Date: December 5, 2014

Dear Council Colleagues,

Below are a couple of the highlights of what I've been up to since we last met.

Health Centre Advisory Group

I, along with Director of Services and Governance Courtney Thomas, met with representatives from the Dean of Students' Office and the University Wellness Centre. **There will be an effort undertaken in January to deal with the general concern over suicide and mental health on campus.** The SU representative also expressed a desire to add another psychologist in the Faculty of Engineering. **There was consensus that with the incoming President and changes in administration, mental health support could be framed as a central issue moving forward.** We asked for specific stats regarding mental health, which could be employed by GSA representatives when serving on University administration search committees. Other news arising from the meeting includes that the Pharmacy will be moving to the old microstore space and partnering with Guardian drugstores, which may result in decreased costs as a result of drug discounts and advertising. There has been a cut in the provincial grant which supported the psychologist at the Sexual Assault Centre, they are working to deal with this shortfall.

Transformational Research in Adolescent Mental Health Adolescent/young adult Connections to Community-driven, Early, Strengths-based and stigma-free, Services (TRAM ACCESS)

I was able to attend an information session on the TRAM ACCESS project. **Although details are not yet available with respect to the specific role of the U of A in this project, the overall project is a 5 year study worth \$25m involving 17 community sites across Canada.** The U of A and McGill are the two PSE sites. **The U of A seeks to gain access to this funding targeting mental health for incoming first year students (undergrad and grads).** This may include developing a portal to provide comprehensive information to incoming students and linking various services on campus. Additionally, there is the goal of providing coordinated communications before students arrive, timely info, a mentorship program, forums for sensitive topics (suicide prevention), and connecting international students with local alumni family. **I have also asked that the University use its recruitment efforts to address the issue of mental health on campus by including aspects of it in their presentations to high school and international students.** This may involve working with other actors. Grad students as both a target group and as a resource on campus (TAs) can play an important role in all this.

Finally, as always, if there are any issues you have related to your RA/TAs, please contact us directly so we can work to help you out.

Thanks,

Simarjit S. Bal (Monty), GSA Vice-President Labour

Please find below a list of meetings I attended between November 17, 2014 and December 5, 2014.

Nov 18	Board Safety, Health and Environment Committee (BSHEC)
Nov 18	Convocation Platform Party
July 25	Protective Services Commission GSA Rep
Nov 20	Meeting with a graduate student
Nov 24	Graduate Tuition Funding and Data
Nov 24	5% International Differential Fees
Nov 25	International Student Initiative Announcement
Nov 26	Faculty of Graduate Studies and Research (FGSR) Council
Nov 27	General Faculties Council Campus Law Review (GFC CLR)
Nov 27	Health Centre Advisory Group (HCAG)
Nov 27	Student Meeting
Nov 28	Transformational Research in Adolescent Mental Health Adolescent/young adult Connections to Community-driven, Early, Strengths-based and stigma-free, Services (TRAM ACCESS) Campus Mental Health Project
Dec 2	Early Call (SWP and Hot Topics)
Dec 3	Early Call (SWP and Hot Topics)
Dec 5	A Healthy Campus

**GSA Senator
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Gary Barron
Date: December 5, 2014

Dear Council Colleagues,

Unfortunately, I will not be able to attend GSA Council on December 8, as I will be away at a conference. I will be attending the next Council meeting in January, and will speak to these items and additional activities at that time.

I recently took part in a confidential meeting regarding the **conferral of honorary degrees**. The committee deliberated on a number of deserving and very interesting candidates. Unfortunately, I cannot share details of our deliberations, or suggest the names of candidates we accepted. I'm sure you will hear the results in due course.

I also held **two focus groups for the Senate Task Force on Community Engagement**. I held one at my home in Calgary on November 13, and another in Edmonton at Enterprise Square on November 24. Again, I cannot share details as to what was said at these meetings, but I can say that **the report will have some very interesting things to say about the University of Alberta and how it is perceived by people across the province**. Another Senator from Calgary has volunteered to hold an additional focus group, and I am currently trying to rally a few individuals to participate in that discussion.

This past week I met with Joan Welch, the Senate Liaison for the Faculty of Graduate Studies and Research. I informed her about the **GSA Board Strategic Work Plan (SWP)**, particularly emphasizing professional development, graduate supervision, and concern of international students. I also emphasized the many contributions that graduate students make to the University of Alberta. Joan was impressed with the SWP as well as the variety of activities we undertake individually. I also provided her with a copy of the SWP, so that she can refer to it in the future.

On December 4 and 5, I will be attending the Senate Plenary meetings, and will report on those proceedings in the new year.

Finally, I hope you all have a relaxing and rejuvenating winter break, and would like to wish you all a happy new year.

Best regards,

Gary Barron, GSA Senator

**GSA Elections and Referenda Committee
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Hamman Samuel
Date: December 5, 2014

Dear Council Colleagues,

The GSA Elections and Referenda Committee (ERC) met on November 20, 2014, to discuss the feedback received from GSA Council, and to amend portions of the "Elections and Judicial" package that Council considered at its November 17 meeting. As you will know from the Letter to GSA Council (which appears as Item 7 on this Agenda), it has been decided that despite flaws in the current elections Bylaw and Policy, most of what came before Council on November 17 has been deferred until after the 2015 General Election. **Five 'must fix' sections have been identified as needing reconsideration by GSA Council before the next GSA Election cycle begins. These five are before you on December 8 as Items 8 through 12 on the Agenda.**

The GSA ERC met a second time, on November 28, to finalize the materials associated with those five items, which were distributed to Council on Monday, December 1. Subsequently, the GSA Board discussed the proposed changes at its meeting of December 3, 2014, and suggested some revisions which I deemed to be editorial. The GSA ERC reviewed these suggestions via email on December 7.

Feel free to contact me with any questions before the December meeting of GSA Council:
gsa.elections@ualberta.ca.

Best regards,

Hamman Samuel, GSA Chief Returning Officer and Chair of the GSA Elections and Referenda Committee

**GSA Executive Director
Report to Council for December 8, 2014 GSA Council Meeting**

To: GSA Council
From: Ellen Schoeck, GSA Executive Director
Date: December 5, 2014

Dear Council,

For my report this month, I would like to speak for three minutes at Council about connecting with departments.

As always, the weekly Management Reports circulated to GSA Board are attached below.

I would be happy to answer any questions you have.

Sincerely,

Ellen Schoeck, GSA Executive Director

Management Report to the GSA Board, November 26, 2014

Dear All,

The following issues have dominated management's attention in the week since the last GSA Board meeting on November 12, 2014:

Strategic

- **Main Issues Dealt With in the Past Week:** Early Call has kept us very busy and budget building has also been a top priority. Other issues include: ongoing work on the proposed changes and additions to GSA bylaw and policy with respect to elections and judicial (dividing proposals, drafting cover letters, a meeting of the GSA ERC to discuss feedback generated at GSA Council, etc); Health and Dental, PAW signage issue and preparing for the first meeting of the PAW SOC, human resources, Winter Orientation planning.
- **Bylaw and Policy Review** – Ongoing work, see above; **Editorial:** integrating Bylaw and Policy into one document (a draft has been prepared and will be reviewed), a review of all Bylaws and Policies for inconsistencies and errors, and creating a "definitions" section; and **Substantive:** thinking regarding a review of the Board Policy Manual, and a targeted focus on some specific policies, is planned.
- **Graduate Student Groups:** Ongoing plan to ramp up work with respect to renewing the MOU with the Dean of Student and Student Group Services, template constitution, alcohol liability waiver, ability for the GSA to assist groups experiencing governance issues, **the next stage of the Department Liaison Initiative (getting into departments) and connecting effectively with constituents.** Will begin picking up on this as Fiona is trained into the position with Laura back on a part-time basis.

Grants and Operations

- **Social Media:** Facebook = 521 likes (up 9 from November 12). **Our Facebook posts reached 472 users this week**, up from 392 last week. Twitter = 303 followers (down 12 from November 12). **Our Twitter posts were viewed 334 times this week**, up from 138 last week.
- **Grants review and processing:**
October 1 - December 31 Funding Period: Professional Development Awards (\$106,401 is available for each period (but \$112,990 was available for this period due to under-expenditure in period two), of which **\$81,102 remains**) and 65 applications submitted this period (3 pending processing), **Childcare Grants** (\$44,210 is available for each period (but \$48,422 was available for this period due to under-expenditure in period two), of which **\$4,422 remains; period closed October 1, 2014**) and 30 applications submitted this period (0 pending processing), **Academically-Related Student Group Awards** (\$3,562.50 is available for each period (period opened with \$4,870.25 due to under-expenditure in period two), of which **\$4,870.25 remains**) and 0 applications submitted this period, **Emergency Bursaries** (no periods; \$153,068 is available for the fiscal year, of which **\$95,411.27 remains**) and 29 applications submitted since April 1, 2014 (0 pending processing). **Note: the totals provided above do not include the contingency fund of 5% associated with each grant, award, and subsidy.**

Week in Review – Office Operations:

- Support for the **GSA ERC and Early Call.**
- **Supporting GSA NoC work filling vacancies on several committees** (TLEF Selection Committee, Faculty of Medicine Chair Selection Committee, ALES Faculty Council, and Dean of Faculty of Physical Education and Recreation Review Committee).
- **Assistance with GSA Council action and planning for the December 8 Council meeting.**
- Assistance with **Winter Orientation** planning.

Management Report to the GSA Board, December 3, 2014

Dear All,

The following issues have dominated management's attention in the week since the last GSA Board meeting on November 26, 2014:

Strategic

- **Main Issues Dealt With in the Past Week:** Budget building and preparing for an upcoming meeting of the GSA BFC; Early Call; ongoing work on the proposed changes and additions to GSA bylaw and policy with respect to elections and judicial (dividing proposals, drafting cover letters, discussions with the Speaker and CRO, meetings of the GSA ERC, and a big push to get things ready for GSA Council); Health and Dental, PAW signage issue and the first meeting of the PAW SOC, Winter Orientation planning, training new Front Desk Support staff, U-Pass subsidy, preparing for CA bargaining with staff
- **Bylaw and Policy Review** – Ongoing work, see above; **Editorial:** integrating Bylaw and Policy into one document (a draft has been prepared and will be reviewed), a review of all Bylaws and Policies for inconsistencies and errors, and creating a "definitions" section; and **Substantive:** thinking regarding a review of the Board Policy Manual, and a targeted focus on some specific policies, is planned.
- **Graduate Student Groups:** Ongoing plan to ramp up work with respect to renewing the MOU with the Dean of Student and Student Group Services, template constitution, alcohol liability waiver, ability for the GSA to assist groups experiencing governance issues, **the next stage of the Department Liaison Initiative (getting into departments) and connecting effectively with constituents.** Will begin picking up on this as Fiona is trained into the position with Laura back on a part-time basis.

Grants and Operations

- **Social Media:** Facebook = 521 likes (up 0 from November 26). **Our Facebook posts reached 278 users this week**, down from 472 last week. Twitter = 304 followers (up 1 from November 26). **Our Twitter posts were viewed 207 times this week**, down from 334 last week.
- **GSA holiday card.**
- **Grants review and processing:**
October 1 - December 31 Funding Period: **Professional Development Awards** (\$106,401 is available for each period (but \$112,990 was available for this period due to under-expenditure in period two), of which **\$79,102 remains**) and 69 applications submitted this period (2 pending processing), **Childcare Grants** (\$44,210 is available for each period (but \$48,422 was available for this period due to under-expenditure in period two), of which **\$4,422 remains; period closed October 1, 2014**) and 30 applications submitted this period (0 pending processing), **Academically-Related Student Group Awards** (\$3,562.50 is available for each period (period opened with \$4,870.25 due to under-expenditure in period two), of which **\$4,870.25 remains**) and 0 applications submitted this period, **Emergency Bursaries** (no periods; \$153,068 is available for the fiscal year, of which **\$95,411.27 remains**) and 29 applications submitted since April 1, 2014 (0 pending processing). **Note: the totals provided above do not include the contingency fund of 5% associated with each grant, award, and bursary.**

Week in Review – Office Operations:

- Support for the **GSA ERC, Early Call, and work associated with the proposed changes to GSA Bylaw and Policy.**
- **Supporting GSA NoC work filling vacancies on several committees** (TLEF Selection Committee, Faculty of Medicine Chair Selection Committee, and Dean of Faculty of Physical Education and Recreation Review Committee).
- **Assistance with planning for the December 8 Council meeting** and with **Winter Orientation** planning.