

GSA Council Meeting - List of Reports Circulated
Monday, August 22, 2016
Cancelled

	Attached Numbered Pages
1. Minutes from the 18 July 2016 GSA Council Meeting <i>Attachments:</i>	
• Minutes from the 18 July 2016 GSA Council Meeting	1.0 - 1.7
2. President (Sarah Ficko, GSA President)	
i. President's Report	2.0 – 2.2
ii. GSA Board	2.3
iii. GSA Budget and Finance Committee (no meetings this reporting period)	
iv. GSA Governance Committee	2.4
3. GSA Nominating Committee	
i. GSA Nominating Committee Report (Michele DuVal, GSA Nominating Committee Administrative Chair)	3.0 - 3.1
4. Vice-President Academic (Firouz Khodayari, GSA Vice-President Academic)	
i. Vice-President Academic's Report	4.0
5. Vice-President External (Masoud Khademi, GSA Vice-President External)	
i. Vice-President External's Report	5.0 - 5.1
ii. GSA Awards Selection Committee (no meetings this reporting period)	
6. Vice-President Labour (Sasha van der Klein, GSA Vice-President Labour)	
i. Vice-President Labour's Report	6.0 - 6.1
ii. GSA Negotiating Committee (no meetings this reporting period)	
iii. GSA Labour Relations Committee (no meetings this reporting period)	
7. Vice-President Student Services (Alireza Talaei, GSA Vice-President Student Services)	
i. Vice-President Student Services' Report	7.0 - 7.1
ii. GSA Student Affairs Advisory Committee (Joint Chair: Vice-President External) (no meetings this reporting period)	
8. Senator (Jane Traynor, GSA Senator)	
i. Senator's Report (no written report at this time)	
9. Speaker (Sulya Fenichel, GSA Speaker)	
i. Speaker's Report (no written report at this time)	
10. Chief Returning Officer (Carolina Martinez, GSA Chief Returning Officer)	
i. Chief Returning Officer's Report (no written report at this time)	
11. GSA Elections and Referenda Committee (Leigh Spanner, GSA Elections and Referenda Committee Chair)	
i. GSA Elections and Referenda Committee Report (no written report at this time)	
12. GSA Management (Ellen Schoeck, GSA Executive Director)	
i. Executive Director's Report	12.0 - 12.4

Prepared by J Tanguay, C Thomas, and E Schoeck for the Council Meeting of August 17, 2015

Macintosh HD:Users:gсад:Google Drive:320 - Council:Meetings:2016-2017:August 2016:GSA Council 22 August 2016 - List of Reports.docx

GSA Council Meeting MINUTES
Monday, July 18, 2016 at 6:00 pm
2-100 University Hall, Van Vliet Complex

IN ATTENDANCE:

Sarah Ficko (President)	Ned Onwugbufor (Councillor-at-Large)	Roshan Shariff (Computing Science)	Jay Friesen (MLCS)
Firouz Khodayari (VP Academic)	Robert Reklow (Councillor-at-Large)	Nicole Meyer (Earth & Atmo Sciences)	Mischa Bandet (Neuroscience)
Sasha van der Klein (VP Labour)	Dasha Smirnow (Councillor-at-Large)	Atase Adjarho (Ed Policy Studies)	Radim Barta (Oncology)
Masoud Khademi (VP External)	Ahmed Najar (Councillor-at-Large)	Amanda Radil (Ed Psych)	Brabhjot Bedi (Paediatrics)
Ali Talaei (VP Student Services)	Sabrina Lopresti (AFNS)	Quinn Barber (Electrical & Computer Engineering)	Andrew Woodman (Pharmacology)
Sulya Fenichel (Speaker)	Christina Poletto (Anthropology)	Linda-Rae Carson (Elementary Education)	Hanin Aburasayn (Pharmacy & Pharmaceutical Sciences)
Preshit Verma (Deputy Speaker)	Michael Woolley (Art & Design)	Neil Prather (History & Classics)	Vladimir Dikic (Philosophy)
Carolyn Martinez Sanchez (CRO)	Swai Mon Khaing (Biochemistry)	Jocelyn Beyer (Humanities Computing)	Will Giang (Physics)
Darcy Bemister (DRO)	Michele DuVal (Biological Sciences)	Faisal Hirji; Ruqayyah Almirzaq (Lab Medicine & Pathology)	Karen Du (Psychology)
Michelle Campbell (Councillor-at-Large)	Hillary Sweet (Biomedical Engineering)	Graham Feeny (Linguistics)	Maryse Ndilu Kiese (Religious Studies)
Alicia Cappello (Councillor-at-Large)	Trent Nabe (Business MBA)	Michelle Michelle (Math & Statistical Sciences)	Ryan Stanfield (Renewable Resources)
Colin More (Councillor-at-Large)	Katie Lafreniere; Yi Fang (Business PhD)	Hirad Soltani (Mech Eng)	Tasha Jayatunge; Kelsi Barkway (Sociology)
Nicole Noel (Councillor-at-Large)	Beth Richardson (Cell Bio)	Ben Kostiuk (Medical Microbiology & Immunology)	Antonio Bruni (Surgery)
Phil Oel (Councillor-at-Large)	Darian Brennekamp (Communication Science & Disorders)	Melissa Silva (Medicine)	

GUESTS: Tom Gee (GSA Auditor, Collins Barrow LLP)

Speaker S Fenichel in the Chair.

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

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

Approval of Agenda**2. Approval of the 18 July 2016 Consolidated Agenda**

Members had before them the 18 July 2016 Consolidated Agenda, which had been previously distributed on 15 July 2016. N Prather **MOVED**; S van der Klein **SECONDED**.

Motion **PASSED** unanimously.

Approval of Minutes**3. Minutes from the 20 June 2016 GSA Council Meeting**

Members had before them the 20 June 2016 GSA Council Minutes, which had been previously distributed on 8 July 2016. A Talaei **MOVED**; F Khodayari **SECONDED**.

M Campbell requested an amendment to the Minutes to reflect that she was present at GSA Council on 20 June 2016 but this was not reflected in the attendance table in the 20 June 2016 GSA Council Minutes.

Motion **PASSED**. One Opposed.

Changes in GSA Council Membership**4. Changes in GSA Council Membership****i. Introduction of New Councillors**

This was the first meeting for a number of Councillors: C Poletto (Anthropology); H Sweet (Biomedical Engineering); K Lafreniere (Business PhD); Q Barber (Electrical & Computer Engineering); A Woodman (Pharmacology); H Aburasayn (Pharmacy & Pharmaceutical Sciences); V Dikic (Philosophy)

ii. Farewell to Departing Councillors**Councillor Announcements****5. Councillor Announcements**

P Oel, Councillor-at-Large, noted that as part of Faculty Club's outreach efforts to graduate students, they were trying to organize a "Pint of Science" night, similar to the structure of Nerd Nite events. He noted that the idea was to have some graduate students present their thesis for the interested lay public around a beer. He noted that for those interested in "Pint of Science" but intimidated by larger audiences, perhaps the smaller format of "Pint of Science" would be a good first step and added that interested parties could liaise with him at aoel@ualberta.ca.

Action Items, Elections, Appointments, Special Business, Updates**6. 2015-2016 GSA Audited Financial Statements**

E Schoeck (GSA Executive Director and Financial Team Lead) and S Ficko (GSA President) presented the item and introduced the guest, T Gee (GSA Auditor, Collins Barrow LLP).

MOTION BEFORE COUNCIL: That the GSA Council **RECEIVE FOR INFORMATION** the 2015-2016 GSA Audited Financial Statements.

E Schoeck noted that the GSA, as per the requirements of the *Post-Secondary Learning Act*, required a yearly audit. She indicated that last year the GSA changed audit firms but kept the same auditor, one who understood the history and operations of the GSA. She also noted that, this year, the GSA had had two field auditors in the office for three days, that they had access to everything, and asked a series of questions (although fewer than in previous years). She reported that, when the field auditors had concluded their work, she and the GSA President met with the auditors to discuss the results so that all parties could sign off on the audit before it was taken to the GSA Budget and Finance Committee, the GSA Board, and GSA Council before onward transmission to the Board of Governors. E Schoeck next noted that the recommendations to management from the auditor were minimal. She

emphasized that while the GSA has made significant progress, especially related to its budget and financial controls, it was important to keep improving and stay on track.

S Ficko further explained that after the auditor came to the office, the audit was presented to the GSA Budget Finance Committee and then was sent to GSA Board. She noted that T Gee, the GSA's auditor, attended both these meetings to explain the audit in-depth and answer any questions. S Ficko then introduced T Gee.

T Gee expressed that he was always delighted to present at these meetings and that he was an alumnus of the U of A MBA program. He then reviewed the audited financial statements and highlighted some main points. T Gee noted firstly that the first few pages were standard for an independent auditor's report and that they stated that the information presented was compliant with standards for not-for-profit organizations. He indicated that over the past three years the overall financial management of the GSA had really improved and that around the time when E Schoeck started as the ED, new processes were put in place. He added that the GSA needed to maintain these improvements. T Gee next noted that the overall position of the GSA had remained strong and that it had improved a bit over the past year. He noted that the Assets to Liability ratio had improved and indicated that, ideally, not-for-profits have a 2:1 ratio and the GSA was not there yet but it was moving closer to this ratio every year. He also noted that in both 2015 and 2016 there was enough cash set aside to cover restricted funds.

T Gee next commented that the Statement of Operations for 2015 and 2016 saw a modest operating surplus and that the current year was a little bit better than the previous one. He noted that this was a good improvement from five years ago, when the GSA had operating deficits. He added that over the last few years there had been consistency and not a lot of volatility or surprises, which was positive. T Gee then commented on the Statement of Change, noting that over the past few years some reserves had been established/further grown, such as the Legal Defense Fund, the Stabilization Fund, and the Human Resources Fund. He noted that the Legal Defense Fund needed to be increased as a lawsuit could be very expensive.

T Gee then noted that the Statement of Cash Flow showed a decrease due to investments the GSA made and that this represented moving money from one cash pocket to another cash pocket. T Gee also noted that the Operating Activities saw a pause in cash inflow. He added that the GSA was able to generate a positive cash inflow. T Gee concluded by stating that the GSA's financial position was good and, operationally, it was a good year.

T Gee opened the floor for questions. There were none.

On the topic of investments, E Schoeck added that the GSA used to have money held by the University in its Unitized Endowment Pool and that last year the University turned this money over to the GSA and that the GSA had invested it with the assistance of an investment manager with returns expected to be at least as good if not better than when the funds were with the University.

MOTION: That the GSA Council **RECEIVE FOR INFORMATION** the 2015-2016 GSA Audited Financial Statements. S Ficko **MOVED**. R Barta **SECONDED**.

Motion **PASSED** unanimously

7. GSA 2016-2017 Budget and Expenditure (Quarterly) Report

MOTION BEFORE COUNCIL: That the GSA Council **RECEIVE FOR INFORMATION** the GSA 2016-2017 Budget and Expenditure (Quarterly) Report.

E Schoeck presented the quarterly report and noted that the report only represented two months of expenditure. She added that this report was unavailable six years ago when the GSA did not have good financial reporting mechanisms in place. She also noted that for the past two or three years the GSA has been running a positive balance. She indicated that some lines of the budget were overspent while others were underspent but that the total evened out. She mentioned that one line that was underspent on was insurance as the GSA recently changed brokers and now had the same broker, who was based in Edmonton, for all policies (General Liability and Directors

and Officers Liability). She noted that some of the lines that were overspent were the Awards Night line as, due to a last minute change in dates, two Awards Nights were occurring in the same fiscal year (so Awards Night was underspent in 2015-2016 but overspent in 2016-2017) and the IT line, as the GSA office had had a on-site review and associated tasks in order to raise this aspect of the GSA's operations to University minimal standards. She noted that there was a narrative attached to the report with further details for every line and introduced the other members of the Financial Team: Shirley Ball, GSA Accountant; Dorte Sheik, GSA Financial Manager; Heather Hogg, GSA Director of Operations; and Courtney Thomas, GSA Director of Services and Governance. She noted in closing that the financial team was always focused on the GSA's financial and organizational health. S Ficko added that the GSA 2016-2017 Budget and Expenditure (Quarterly) Report was reviewed by the GSA Budget and Finance Committee and the GSA Board.

S Ficko opened the floor for questions. There were none.

MOTION: That the GSA Council **RECEIVE FOR INFORMATION** the GSA 2016-2017 Budget and Expenditure (Quarterly) Report. S Ficko **MOVED**. A Talei **SECONDED**.

Motion **PASSED** unanimously

8. Second Reading: GSA Rolling Budget and Business Plan: Proposed Changes to GSA Bylaw and GSA Policy

MOTION BEFORE COUNCIL: That the GSA Council, on the recommendation of the GSA Budget and Finance Committee and the GSA Board, **APPROVE** proposed changes to GSA Bylaw and GSA Policy to move from a five-year rolling budget and business plan to a three-year one, as noted in the attached double column document and effective upon the second reading by GSA Council in the case of GSA Bylaw and immediately in the case of GSA Policy.

S Fenichel noted that this was the second reading of the proposed changes to GSA Bylaw. There were no questions.

MOTION: That the GSA Council, on the recommendation of the GSA Budget and Finance Committee and the GSA Board, **APPROVE** proposed changes to GSA Bylaw and GSA Policy to move from a five-year rolling budget and business plan to a three-year one, as noted in the attached double column document and effective upon the second reading by GSA Council in the case of GSA Bylaw and immediately in the case of GSA Policy. S Ficko **MOVED**. A Capello **SECONDED**.

Motion **PASSED** unanimously

9. GSA Council Elections

M DuVal (Administrative Chair of the GSA Nominating Committee) presented the item.

M DuVal explained that GSA Council was voting for a graduate student to sit on a Dean Selection Committee for two faculties, Education and Medicine & Dentistry. She noted that these vacancies were filled according to the General Faculties Council procedures for Dean Selection Committees so they were a little bit different than what GSA Council might be used to. She noted that the procedures stated that every department from each faculty was to select a nominee and submit that nominee for the election. She added that all nominees were invited to speak at GSA Council but, according to GSA practice, if one person could not attend to speak, no candidates would speak and that, as not all the nominees could attend, the nominees would not be invited to address GSA Council. T Nabe asked why that was GSA practice and M DuVal explained that, in the interest of fairness, if someone was not available to speak that nominee was at a clear disadvantage.

i. Dean Selection Committees

- a) Nominees for Dean of Education Selection Committee
 - Amanda Radil (Educational Psychology)
 - Katie Bartee (Library and Information Studies)

- b) Nominees for Dean of Medicine and Dentistry Selection Committee
 Luciana Da Silveira Cavalcante (Laboratory Medicine and Pathology)
 Lionel Jensen (Medical Microbiology and Immunology)
 Mackenzie Coatham (Obstetrics)
 Prabhjot Bedi (Pediatrics)
 Antonio Bruni (Surgery)

ii. GSA Standing Committees

M DuVal explained that N Mehta was stepping down after serving as a long-time member of the GSA Nominating Committee and thanked him for his service. She noted that the item before GSA Council was to approve the new member of the GSA Nominating Committee. She added that all the nominations received had been forwarded to GSA Council, without pre-approval by the GSA NoC, so the GSA Nominating Committee had no part in the decision-making process. Speaker clarified that communications concerning nominations were sent out in the Speaker's name and the GSA Executive Director's name.

MOTION BEFORE COUNCIL: That GSA Council **DECLARED ELECTED** on the GSA Nominating Committee the GSA Council member below:

Nominees for GSA Nominating Committee:
 Antonio Bruni (Surgery)

MOTION: That GSA Council **DECLARED ELECTED** on the GSA Nominating Committee the GSA Council member below. M DuVal **MOVED**. M Khademi **SECONDED**.

Motion **PASSED**. 1 Abstention.

For Discussion

No items at this time.

For Information

No items at this time

Reports

10. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 15 July 2016. In addition, S Ficko stated that the first GSA roundtable discussion happened on July 11 and two graduate students attended. She noted that an exercise similar to the one GSA Council participated in at the last meeting had been held at the roundtable and expressed hope that more graduate students would attend the next roundtable on August 4.

S Ficko next noted that there would be a forthcoming change in the assessment of Mandatory Non-Instructional Fees (MNIF) as the MNIF structure has been simplified and consolidated into new categories (Athletic and Recreation Fee, Student Health and Wellness Fee, and Student Academic Support Fee). She added that the new assessment system came with an increase in accountability and transparency (overseen by a newly created MNIF oversight committee) and that this restructuring would not change the amount of MNIFs paid.

Finally S Ficko reported that E Schoeck would be stepping down as the GSA Executive Director at the end of the summer. She noted that E Schoeck had a lot of knowledge and that it would be a big transition. She also noted that in the process of hiring a new Executive Director she had had lot of support and had reached out to past GSA Presidents. She noted that, after an interview with the GSA Board, it was determined that C Thomas, current GSA Director of Services and Governance would be hired as the new GSA Executive Director. She added that C Thomas would start in this position on September 1, 2016.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted.

iii. GSA Budget and Finance Committee

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted.

iv. GSA Governance Committee

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted.

11. GSA Nominating Committee

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted and, in addition, M DuVal stated that the nominations for the Faculty of Medicine and Dentistry Council were currently open. She also noted that the GSA had been approached to find a representative to serve on the Bookstore Advisory Committee and asked GSA Council members if they used the Bookstore and in what ways. She added that if they had any feedback about the Bookstore they could contact the GSA VP Student Services, A Talaei, at gsavpsse@ualberta.ca.

12. Vice-President Academic

i. Vice-President Academic's Report:

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted and, in addition, F Khodayari highlighted the Graduate Student Internship Program, which created internship opportunities for graduate students. He added that his suggestion had been to allow graduate students to organize their own internship. The advisor to the program, Andrea Spevak, liked the idea but, nonetheless, internships found by graduate students would be vetoed by the Faculty of Graduate Studies and Research.

13. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted.

ii. GSA Awards Selection Committee

No meetings this reporting period.

14. Vice-President Labour

i. Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted and, in addition, S van der Klein noted that she attended the Implementation Steering Committee of the Review of the University of Alberta's Response to Sexual Assault. She added that this review began in February and that, following this review, one committee was created to review the current policy regarding sexual assault and one was created to implement the other recommendations found in the report; the latter was the one she had attended. The mandate of this committee was to guide and oversee four working groups, each one aiming at one cluster of recommendations. She added that the working groups will need graduate students to serve on them and asked that if there were any graduate students interested in serving, they could contact her or M DuVal, Administrative Chair of the GSA Nominating Committee. N Prather asked how the University was positioned relative to other Universities when it came to responding to sexual assault and S van der Klein replied that the University was doing pretty well but there was always room for improvement.

ii. GSA Negotiating Committee

No meetings this reporting period.

iii. GSA Labour Relations Committee

No meetings this reporting period.

15. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted with one addition. A Talaei noted that the current U-Pass agreement between the various municipalities and the University expired in August 2017 and that the municipalities have started negotiating a new agreement with the post-secondary institutions participating in the program and their respective students' associations. He noted that the municipalities' opening position for the new four-year agreement was presented as a cap on the fee for the first two years and then a slight increase in the fee in the next two years. A Talaei further noted that the University of Alberta subsidized the cost of the U-Pass for students and that this subsidy would have to be negotiated as the agreement governing it (between the GSA, the SU, and the University) also ended in August 2017 meaning that the subsidy might be lower. A Talaei added that he would keep GSA Council informed on the progress of both negotiations.

ii. GSA Student Affairs Advisory Committee

No meetings this reporting period.

16. Senator

i. Senator's Report

No written report at this time.

17. Speaker

i. Speaker's Report

No written report at this time.

18. Chief Returning Officer

i. Chief Returning Officer's Report

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted as V Pimmett (former CRO and author of the report) could not attend the meeting. S Fenichel noted that, if there were any questions on the report, they could be sent to GSA Associate Director at gsaad@ualberta.ca and that they would then be shared with the former CRO. She expressed hope that V Pimmett would be able to attend a future GSA Council meeting to answer any questions in person and introduced Carolina Martinez, the newly elected CRO for 2016-2017.

19. GSA Elections and Referenda Committee

i. GSA Elections and Referenda Committee

Members had before them a written report, which had been previously distributed on 15 July 2016. The report stood as submitted.

20. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 15 July 2016. It was noted that this was E Schoeck's last report to GSA Council as Executive Director. The report stood as submitted and, in addition, E Schoeck reported on the state of the GSA six years ago, noting that, as a historian, she believed in the importance of understanding the past as a way to understand the future. She noted that when she came to the GSA the organization was extremely disorganized and she had many discussions with then GSA President Roy Coulthard about budget, staffing and many other matters on the road to repairing the organization and its reputation. She noted that she was happy to report that the GSA was in much better shape now, with an excellent staff, a balanced budget, a good IT infrastructure, etc. She noted that even with all this progress, GSA Councillors needed to remain vigilant and to go out and vote for Directly-Elected Officers and participate in other ways. E

Schoeck then introduced the current GSA office support members. She noted that she had known the incoming Executive Director, C Thomas, for a very long time and that C Thomas had a BA and MA from the U of A and a PhD from Yale and that she has been with the GSA since 2012 and had also worked in University governance. She added that the GSA would be in very good hands.

E Schoeck then thanked all the graduate students who worked to rebuild the GSA, especially R Coulthard, and all the graduate students that volunteered their time to make the GSA a great organization. She added that it had been a pleasure to work for the GSA and GSA Council warmly thanked E Schoeck with a standing ovation.

Question Period

21. Written Questions

None at this time.

22. Oral Questions

Adjournment

The meeting was adjourned at 7:23 pm.

GSA President
Report to GSA Council for the Cancelled August 22, 2016 Meeting

To: GSA Council
From: Sarah Ficko
Date: August 19, 2016

Dear Councillor Friends and Colleagues,

The past month has flown by again, and I hope everyone has been able to get away from their studies for some time outside this summer! I'm wrote this letter from a plane on my way to my field site in the NWT, where I'm doing assessments of a field experiment investigating various treatments to disperse and contain lichen on land disturbed by mining. I'm excited to hang out on the tundra again!

As you'll see, summer months tend to be a bit quieter in terms of number of meetings my team and I need to attend, but we've still all kept busy working on our priorities for this year. Some of the items the GSA and I have been tackling include continuing to assess options for the Health and Dental Plan, preparing for fall orientations which started on July 29, sitting on the Residence Life Task Force, collaborating on development of the Sexual Assault Prevent Policy, meeting one-on-one with University VPs and Deans to discuss priorities, offering a second roundtable discussion session, and attending GU-15! I'll talk about some of these in more detail below.

First, the GSA Board and I have spent a fair amount of time discussing how to shape the Health and Dental Plan moving forward. We've collected and analyzed information and feedback from Studentcare on multiple years of plan usage, Council, the two round table discussions, the Studentcare surveys conducted last winter and this past spring, and emails from individuals to help us understand the needs and wishes of a very diverse group of grad students. Based on this feedback, I've requested that Kristin Foster (our Studentcare representative – as a reminder, Studentcare is the GSA's Health and Dental Plan broker) to ask Desjardins for quotes on four potential plan options. These options include: a basic plan (this would have a reduced cost as well as reduced coverage compared to our current plan); an enhanced coverage and cost plan (compared to our current plan); a two-tiered plan (the basic and enhanced plans referred to earlier), and a three-tiered plan (the basic plan noted above, an average plan that would be similar to our current Plan's cost and coverage, and the enhanced plan noted above). Studentcare has made some recommendations on the actual items that would go into each of these options, and will get back to us with cost estimates over the next month. This information will help guide the discussions at the Health and Dental Town Halls on September 13 and 30 (keep your eyes posted for details about these sessions!), and I will give another update at the next Council. In the meantime, feel free to email me with questions, concerns, comments, and suggestions – as we're grad students at an education institution, I think it is important that everyone has access to factual and accurate information coming from us rather than be left wondering or hear information second hand from sources who have not been involved and may not completely understand the big picture of our plan. As an example, we recently prepared a four page summary helping explain how insurance works, how fees are set, and all the work that has been done on the plan over the past five years and can share that information with those who want to learn more.

Second, we've continued to collect and compile the information from various sessions that are helping to shape the GSA's Strategic Work Plan (SWP). The GSA Board will be reviewing it in early September, and then I'll send around the draft SWP to all Councillors to discuss and provide affirmative or

constructive feedback to me, prior to final approval by the GSA Board. Once approved, it will come forward to Council for information in either in September or October.

Third, Masoud, Courtney, and I attended the GU15 conference last week, which is a forum for student leaders from graduate student associations, societies, and unions from the top 15 research intensive universities to meet twice a year to discuss common issues and best practices related to graduate student education and experience across the country. I found the meeting at UBC in April to be very helpful as we discussed topics such as sexual violence prevention, intellectual property/copyright rules for grad students, and hurdles faced by international graduate students applying for PR. I found this meeting to be an effective form of professional development for me as a leader, as I got to interact with other student leaders from across the country, who are in similar positions and facing similar issues.

At the end of the April GU15 conference, it was decided the August conference would focus on deciding if GU15 would remain an informal information sharing group, or if it should formalize and become a federal advocacy group. At the August conference, information sharing and discussion of best practices were deemed important, and I'll report further on the outcome of this conference at the September Council.

During the conference, the Calgary GSA President and I led a discussion on the impacts of having the right to strike, and sought input on how we can help shape the labour legislation over the coming months to best meet the needs of grad students. We found the discussion valuable and we got a lot of good information. Much of the discussion indicated that having the right to strike can sometimes be beneficial, but it can have negative effects that aren't always apparent initially. I also led a session discussing the composition and communication of health and dental plans, which was informative too. All the groups present had Studentcare as their broker, have issues similar to ours with respect to helping their members understand how the fees are set and what is in their plans, and they also all received mixed feedback on their plans from their grad students. I'll be happy to discuss this further by email or in Council in September.

Finally, I wish everyone a happy last few weeks of summer, and look forward to seeing you in September!

Warmest regards,
Sarah

GSA President's Meetings Attended (Sarah)

Please find below a list of meetings I attended between July 18, 2016 to August 22, 2016. The meetings were accurate at the time of printing. I am on Research Leave from August 16, 2016 to August 25, 2016.

July 21	Meeting with the Dean of FGSR, H Zwicker
July 25	Student Outreach Program in Human Rights
July 26	Vice-President (University Relations) Debra Pozega Osburn
July 26	Dean of Students, A Costopoulos
July 26	Chief of Staff, President's Office, C Swindlehurst
July 26	Alberta Graduate Provincial Advocacy Council (ab-GPAC)
July 27	Health and Dental Discussion with C Yamagishi and K Foster
July 29	Departmental Orientation

2.2

August 2	Sexual Violence Committee
August 2	TDIMM Renewal
August 2	Residence Task Force Meeting
August 3	Graduate Student Supervision
August 3	Interim Dean of FGSR, H Zwicker
August 4	GSA Roundtable Discussion
August 4	Sexual Assault Policy Discussion
August 5	Graduate Student Discussion – L Babiuk
August 10-12	GU15

GSA Board (GSAB)
Report to GSA Council for the Cancelled August 22, 2016 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: August 19, 2016

The GSA Board (GSAB) reports regularly to GSA 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, and I will be happy to answer any questions or provide more information at the GSA Council meeting. Also see the weekly Management Reports to the GSAB in Item 20 (Executive Director's Report to GSA Council) on pages 20.1-20.5.

20 July 2016 GSA Board Meeting

Main Agenda Items:

GSA Health and Dental Plan; PD Event

Motions and Agreements:

Members **AGREED** to approve the Agenda of July 20, 2016, which had been previously distributed, after adding "PD Event" to "Discussion Items". SF **MOVED**. MK Seconded. **CARRIED**.

Members **AGREED** to approve the Minutes of July 13, 2016, which had been previously distributed, after changing "...access to four Elders to "...access to Cree, Dene, Inuit, and Metis Elders" in the President's Report. SF **MOVED**. MK Seconded. **CARRIED**. SvK Abstained

27 July 2016 GSA Board Meeting

Main Agenda Items:

GSA Health and Dental Plan; GSA Fall Professional Development Event

Motions and Agreements:

None at this time

3 August 2016 GSA Board Meeting

Main Agenda Items:

GSA Council Quorum; GSA Health and Dental Plan

Motions and Agreements:

Members **AGREED** to approve the Minutes of July 27, 2016, which had been previously distributed, after changing the initials "SF" to "SvK" in the "Wellness Day of Friendship" section of the VP Labour's Report. SF **MOVED**. FK Seconded. **CARRIED**.

Members **AGREED** upon a number of 30 for quorum of GSA Council.

Members **AGREED** to remove Interdisciplinary Studies and Medical Sciences from the membership of GSA Council.

MOTION: That the GSA Board **RECOMMEND** to GSA Council proposed changes to GSA Bylaw and the Standing Orders of GSA Council related to quorum for GSA Council meetings, as reflected in the attached double column document, effective upon the second reading of GSA Council in the case of GSA Bylaw and upon a simple majority vote in the case of the Standing Orders of GSA Council. SF **MOVED**. SvK Seconded. **CARRIED**.

Members **AGREED**, considering the timing of the forthcoming invitation to the town halls (which referenced the increase) and the fact that the increase was already visible on fee assessments, that the GSA H&D newsletter notice was unnecessary.

17 August 2016 GSA Board Meeting

Main Agenda Items:

Insurance Meloche Monnex Semi-Annual Report for the Period Ending June 30, 2016: To Receive for Information; GSA Health and Dental Plan

Motions and Agreements:

Members **AGREED** to approve the Agenda of August 17, 2016, which had been previously distributed, following the addition of the U-Pass meeting with P Clark and D Hickey to the VPSS's list of meetings. AT **MOVED**. SvK Seconded. **CARRIED**.

MOTION: That the GSA Board **RECEIVE FOR INFORMATION** the attached semi-annual participation report, as provided by TD Meloche Monnex Insurance. AT **MOVED**. SvK Seconded. **CARRIED**

Macintosh HD:Users:gsaad:Google Drive:320 - Council:Meetings:2016-2017:August 2016:GSA Council 22 August 2016 Item 2a - GSA Board Report to Council.docx

**GSA Governance Committee (GSA GC)
Report to GSA Council for the Cancelled August 22, 2016 Meeting**

To: GSA Council
From: Sarah Ficko
Date: August 19, 2016

Dear Council Colleagues,

The GSA GC met jointly with the GSA Board on August 3, 2016. The purpose of this meeting was to continue the ongoing discussion of increasing the quorum for GSA Council; I am happy to report that a proposal will be coming forward for your consideration at the September meeting.

Sincerely,
Sarah Ficko, GSA President and Chair, GSA Governance Committee

**GSA Nominating Committee (GSA NoC)
Report to GSA Council for the Cancelled August 22, 2016 Meeting**

To: GSA Council
From: Michele DuVal
Date: August 19, 2016

Dear Council Colleagues,

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

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

Sincerely,

Michele DuVal, Administrative Chair, GSA Nominating Committee

GSA Standing Committees

There are no items to report.

Bodies External to the GSA

GSA Council has delegated to the GSA 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 GSA NoC's view, it is urgent to fill a vacancy" (GSA Policy, Nominating, 5.2).

1) Medicine and Dentistry Faculty Council (1 Basic Science Graduate Student Position, 1 Clinical Graduate Student Position, and 1 Dentistry and Dental Hygiene Graduate Student Position)

In an email to the graduate students in the Faculty of Medicine and Dentistry on Thursday, July 14, 2016, the GSA NoC advertised for three (3) vacancies on the Faculty of Medicine and Dentistry Faculty Council. One (1) vacancy is for a graduate student from a Basic Science department, one (1) vacancy is for a graduate student from a Clinical department, and one (1) vacancy is for a student from the Department of Dentistry and Dental Hygiene. The deadline for the first call for nominations was Thursday, July 28, 2016 and the deadline for the second call for nominations was Thursday, August 4, 2016. The GSA received six (6) nominations, and the GSA NoC selected **Lionel Jensen** from a Basic Science Department, **John Wesley Paylor** from a Clinical Department, and **Samantha Heron** from Dentistry and Dental Hygiene to serve on the Medicine and Dentistry Faculty Council.

Current Vacancies

1) FGSR Council (20 Councillors and 5 Alternates)

There are currently twenty (20) vacancies for Councillors positions and five (5) alternate positions on FGSR Council. The GSA NoC advertised for these positions in the GSA Newsletter on August 12, 2016 and again on August 19, 2016. The deadline for nominations is August 26, 2016, at 12:00 PM (noon).

2) Provost's Academic Advisory Council for Sustainability (PAACS) (1 Graduate Student Position)

There is currently one (1) vacancy for a graduate student on the Provost's Academic Advisory Council for Sustainability. This vacancy was advertised in the GSA Newsletter on August 19, 2016. The deadline for nominations is on August 26, 2016, at 12:00 PM (noon).

3) GSA Governance Committee (1 GSA Councillor Position)

Shelby Sanders has stepped down from his position on the GSA Governance Committee, leaving on voting position vacant for a member of GSA Council. This position will be advertised to GSA Council soon.

Addendum – Administration of the GSA NoC

On July 27, 2016, members of the GSA Nominating Committee met to discuss issues pertaining to the administration of the GSA NoC.

- GSA NoC agreed that it would be best to waive the advertisement period for the two (2) vacancies on the MNIF Oversight Committee in favour of assigning this responsibility to the GSA Vice President Student Services Alireza Talaei and GSA Vice President Academic Firouz Khodayari.
- GSA NoC agreed to recommend changes to the GSA NoC composition to the GSA Governance Committee, mainly removing the GSA Executive Director and the GSA President as voting members. This change will then be brought forward to GSA Council for final approval.

**GSA Vice-President Academic
Report to GSA Council for the Cancelled August 22, 2016 Meeting**

To: GSA Council
From: Firouz Khodayari
Date: August 19, 2016

Dear Council Colleagues,

The academic part of the University is a bit quiet right now which gave me the opportunity to focus on my research and also work on some planning regarding my GSA portfolio to work on during the fall. As Vice-President Academic, I have attended several meetings and been involved with some discussions during the last month and I share the highlights with you in this report.

U of A Mentoring Program Network

This meeting was organized by Dinuka Gunarante who works with FGSR and the Career Centre to improve mentorship programs on campus. Different groups which provide mentorship programs across campus were invited to share their experiences and talk about their plans at this meeting. There are some well-organized groups which work in individual departments and parts of campus and it was decided to initiate a kind of information pool in which the experiences and ideas of all groups are shared.

Meeting with the Dean of Students

As Masoud reports, some concerns of graduate students at our university which could be related to the portfolio of the Dean of Students were discussed at this meeting and we also got to know the new Dean. I mainly focused on internship program for graduate students and Andre Costopoulos had some suggestions on how to sustain funding for such program in the future. It was my first meeting with the new Dean and I found him eager to working closely with students, which is good news.

I am happy to answer any questions or comments that you might have regarding this report. Also I would be more than happy if you would like to share your suggestions or concerns about any academic related issue at the University.

Thanks,

Firouz Khodayari, GSA Vice-President Academic

Please find below a list of meetings I attended between July 18, 2016 to August 22, 2016. The meetings were accurate at the time of printing. I am away on Personal Leave from August 17, 2016 to August 31, 2016.

July 19	U of A Mentoring Program Network
July 19	GFC CLE Subcommittee on Teaching Tenure
August 2	Sexual Violence Committee
August 2	Dean of Students, A Costopoulos
August 3	Graduate Student Supervision
August 4	Improving Student Assessment

**GSA Vice-President External
Report to GSA Council for the Cancelled August 22, 2016 Meeting**

To: GSA Council
From: Masoud Khademi
Date: August 18, 2016

Dear Council Colleagues,

We are heading to the end of the summer, and I hope the past few months have been productive for you and that you have also had some time to enjoy our beautiful summer. One of the meetings that I have attended during the past month was for the Alberta Graduate Provincial Advocacy Council (ab-GPAC), it was at that meeting that the graduate student directors of all four universities who are members (the U of A, the U of C, Lethbridge, and Athabasca) decided to form several committees based on the group's structure and advocacy priorities in order to tackle projects. These committees are i) International Students ii) Labour Legislation iii) Tuition and Funding iv) Governance v) Communication and Branding, and vi) Budget Submission. I am chairing the international students committee, and I am a member of some others. The rest of the abGPAC meeting was about the future activities of each committee based in its mandate.

At the end of July, I and other GSA DEOs had a chance to meet with Andre Costopoulos, the new Dean of Students. This meeting was pretty good in terms of getting to know the new Dean and discussing graduate students issues. He was pretty open to graduate student problems and I am optimistic that he is going to be a very good addition to the University's administrative body.

During August, I attended the Residence Task Force meeting two times. For those of you who might not know this task force, it was established because of a series of issues in residences, which were brought up to Administration (mostly by the Students' Union (SU)). The task force is still in its early stages; therefore, for the past month we have just tried to clarify its mandate and choose the most appropriate approach of tackling the issues. The main goal of this task force is to optimize the residence experience for all students. In order to illuminate the extent and depth of the issues that students are struggling with, it was decided to hire a research company to collect data related to student residence experiences. Afterwards, the task force will come up with a proposed solutions to identified problems.

As Sarah reports, in mid-August I, Sarah Ficko, and Courtney Thomas (new ED of the GSA) went to the GU 15 conference at McMaster University. Most of the discussion at this conference was about the future of this group, and what are the expectations of each member from this group. In this regards University of Alberta & Calgary, University of Manitoba, and University of Montreal presented their proposals. Sarah will report further on this to Council. One of the other things that was discussed in this conference was two presentations from the University of Alberta regarding health and dental plans and labour legislation (a joint presentation with U of C). Sarah also reports more on this.

One of the other meetings that I attended this month was the Residence Budget Advisory Committee (RBAC). In this meeting we tried to identify the mandate of this committee for the upcoming year and schedule the meetings for rest of the year. Also the committee tried to clarify its place aside other similar residence committees.

Sincerely,
Masoud Khademi, GSA Vice-President External

5.1

Please find below a list of meetings I attended between July 18, 2016 to August 22, 2016. The meetings were accurate at the time of printing.

July 26	Alberta Graduate Provincial Advocacy Council (ab-GPAC)
July 26	Dean of Students, A Costopoulos
August 2	Residence Life Task Force Meeting
August 4	GSA Roundtable Discussion
August 10-12	GU15
August 16	Residence Budget Advisory Committee (RBAC)
August 17	Residence Life Task Force

GSA Vice-President Labour
Report to GSA Council for the Cancelled August 22, 2016 Meeting

To: GSA Council
From: Sasha van der Klein
Date: August 19, 2016

Dear Council Colleagues,

While some of you may be under the impression that Fall is approaching, for me Spring is really close! My chickens at south campus are now almost mature and ready to pop some eggs; finally, after over 20 weeks of growing their reproductive phase has arrived.

And some of you might also be under the impression that August is slow. It isn't, not in research and neither in the GSA. I still have been meeting with students, dealing with a couple of student cases (many are moving forward dreadfully slow). For one of the cases though, a student-supervisor conflict, we finally got a defense date set! A little small victory after lots of stress.

Since my last report, I attended the **tree walk** around North Campus, organized by the Friends of the University and led by Wayne McCutcheon, retired Project Coordinator for Landscape Services and known in the role of both saving and sacrificing trees (tree hugger or chain saw massacre). It was a fun afternoon; I learned a lot more about the different green species on campus, some stories about certain plants and trees, and some stories about campus in general. I also attended the GSA's August 4 **roundtable discussion**, and, although not many people attended, the discussion was great and good ideas were put forward. And last but not least, my fellow DEOs and I prepared for **Departmental Orientations**. This year FGSR is accompanying us to these and giving their own presentation, so we practiced alongside each other – both our presentations run smoothly together. Maybe I will see you in one of these soon too, and you can judge for yourself! Many thanks to the office for their help preparing and scheduling all of that.

Regarding the **Mental Health portfolio**, I had a meeting with the Days of Action Committee, a committee designed to create awareness about mental health and suicide and to organize awareness around particular days, such as World Suicide Prevention Day. That day is coming up on September 10, and on September 12 there will be additional advertising at the University, and also at the GSA, to create awareness around suicide and suicide prevention. For more info, see the Days of Action [website](#). It is still under development, but all the information you need should be there!

That was August, hope you enjoyed either some holidays, or at least some good weather weekends.

Let me know if you have questions, and feel free to contact me any time!

Thanks,

Sasha van der Klein, GSA Vice-President Labour

6.1

Please find below a list of meetings I attended between July 18, 2016 to August 22, 2016. The meetings were accurate at the time of printing.

July 22	Meeting with a Graduate Student
July 26	Wellness Day of Friendship
August 2	Meeting with a Graduate Student
August 4	GSA Roundtable Discussion
August 16	Multiculturalism and Leadership
August 16	Understanding the Multi-Cultural Environment
August 17	Days of Action
August 17	Meeting with a Graduate Student
August 17	Meeting with a Graduate Student
August 18	Health University Strategic Plan Meeting
August 18	Sexual Assault Policy Discussion
August 19	Meeting with a Graduate Student
August 23	Health and Wellness Speaker Series Conversation

**GSA Vice-President Student Services
Report to GSA Council for the Cancelled August 22, 2016 Meeting**

To: GSA Council
From: Ali Talaei
Date: August 19, 2016

Dear Council Colleagues,

Hope all is good and this letter finds you fine. As the August GSA Council meeting is cancelled, it is sad that I have to wait one more month to meet you in person and say hello. However, I hope that you enjoy the rest of the summer with friends and family and get well-rested for the beginning of the academic year.

In the past month, my activities were occupied by different issues and I'll highlight here progress made in U-Pass negotiations and in reviewing the Health and Dental Plan.

We have had several meetings both internally and externally regarding U-Pass negotiations for the next agreement. I also met with some of you who had some feedback on the U-Pass service (thanks for the feedback and the great ideas ;)) and I conveyed your concerns and suggestions to the appropriate stakeholders. As I mentioned at the previous GSA Council meeting, the ETS proposal regarding the U-Pass fee was well-received by student organizations. We are still working on the details of the agreement in terms of some aspects of the quality of services and the expansion of the U-Pass program to greater Edmonton areas.

The other good news is that, in a meeting with University Administration, it was agreed that the University will continue its kind subsidy of the U-Pass fees over the next four-year agreement starting in Fall 2017. Participants have orally agreed but a formal letter is yet to be sent to the GSA by Administration to formalize this oral agreement. I'll update you on this as soon as I have the letter in hand.

As a part of our effort to improve and revise the GSA services (specifically the GSA Health and Dental Plan), the GSA hosted a second roundtable discussion where graduate students were invited to provide feedback on the existing services and suggestions for new services. We also, as Sarah noted, have had some discussion with Studentcare representatives during which we discussed possible alterations to the current GSA Health and Dental Plan and the possibility of having a tiered plan which would allowed graduate students to have a health and dental plan based on their needs and cost thresholds. We continue to discuss this extensively in Board and have provided further feedback and questions to Studentcare. In a nutshell, we are working hard on this issue and you will hear more in the next few months.

As there will not be a GSA Council meeting this month, please do not hesitate to contact me by email if you have any questions or concerns.

BTW, do not forget to pick up your U-Pass!!!

Sincerely,

Ali Talaei, GSA Vice-President Student Services

Please find below a list of meetings I attended between June 20, 2016 and July 18, 2016:

July 20	eHUB and EGRAD
July 21	U-Pass Admin
July 21	Green and Gold
July 26	U-Pass Advisory
July 26	Dean of Students, A Costopoulos
July 27	Health and Dental Discussion with C Yamagishi and K Foster
August 2	TDIMM Renewal
August 4	GSA Roundtable Discussion
August 12	CFB Chair Selection Committee
August 16	U-Pass Meeting with D Hickey and P Clark
August 18	U-Pass Admin

**GSA Executive Director
Report to GSA Council for the Cancelled August 22, 2016 Meeting**

To: GSA Council
From: Ellen Schoeck and Courtney Thomas
Date: August 19, 2016

Dear Council Colleagues,

The Office and Management Teams have been working hard over the past month to get ready for the fall. Alongside several other matters (summarized in the attached Management Reports to the GSA Board under the heading “main issues dealt with in the past week”), we are busy organizing the GSA Departmental Orientations that we offer each year (this year in collaboration with the Faculty of Graduate Studies and Research) and hope to visit between 30 and 40 departments.

We are also engaged with planning for our Fall Orientation, which will be held on August 31 at 1:00 PM in the Telus Centre; all are welcome to attend and there will be a draw for an iPad (generously provided by the Alumni Association), several other door prizes, and light refreshments. In addition to organizing these orientation events, we are also offering support to the Directly-Elected Officers as they prepare for two fall Health and Dental Town Halls (on September 13 and 30), and the fall PD event (set for October 27).

Finally, we recently received the 2016-2017 GSA Agenda/Handbook. This year we embarked on a redesign and are very pleased with how it turned out – if you haven’t done so already come by the GSA Office to pick one up.

Best,
Ellen Schoeck, Outgoing Executive Director, and Courtney Thomas, Incoming Executive Director

Management Report to the GSA Board, July 20, 2016

Dear All,

The following issues have dominated management’s attention in the week since the last GSA Board meeting on July 13, 2016:

Strategic

- **Main Issues Dealt With in the Past Week:** preparing for GSA Council; group insurance program; GSA Elections and Referenda Committee meeting; Campus Food Bank; budget building; planning for Fall Orientation and Departmental Orientations (the last week of August and first week of September will be very busy!!!!); individual student problems; Early Call schedule; U-Pass discussions; elections for decanal search and selection committees in Education and Medicine and Dentistry.
- **Bylaw and Policy Review:** a review of all Bylaws and Policies for inconsistencies and errors and integration of the two (a draft has been prepared and a GSA Governance Committee reviewed it for the third time at its last meeting – some additional changes are pending, to be followed by another review).
- **Graduate Student Groups:** creation of an alcohol liability waiver (further thinking on this matter after a meeting with the manager, Office of Insurance and Risk Assessment) and ongoing relationship building with Student Group Services.

Grants and Operations

- Sending the 2016-2017 **GSA Agenda/Handbook** to the printer and reviewing the proof.
- **Social Media:** Facebook = 795 likes (down 3 from July 13). Our Facebook posts reached 600 users this week and our “post engagement” count was 14. Twitter = 612 followers (up 2 from July 13). Our tweets earned 718 “impressions” over the last week.
- **Grants processing:**

	Total Amount Available This Period	Total Amount Remaining This Period (Post-Processing)	Number of New Applications Since Last GSAB	Total Number of Applications This Period
ATAs	\$91,636.14	\$62,927.48	6	60 (7 pending processing)
CCGs	\$70,852.35	\$5,852.35 CLOSED	0	43 (4 pending processing)
ASGAs	\$3,562.50	\$3,562.50	0	0 (0 pending processing)
EBs	\$130,625 (no periods)	\$127,872	0	3 (0 Pending processing)

Week in Review – Office Operations:

- **Grants processing period.**
- Preparing for the **second mailing of GSA Council material.**
- Supporting the **work of the GSA Nominating Committee** (vacancy on the GSA NoC, vacancies on decanal search and selection committees in Education and Medicine and Dentistry, vacancies on the Faculty of Medicine and Dentistry Council, and election for the Civil and Environmental Engineering).
- Assistance with planning for **GSA Roundtables, Coffee Breaks, Fall Orientation, Departmental Orientations, and the fall PD event.**

Management Report to the GSA Board, July 27, 2016

Dear All,

The following issues have dominated management's attention in the week since the last GSA Board meeting on July 20, 2016:

Strategic

- **Main Issues Dealt With in the Past Week:** contact for the incoming Executive Director, action arising from GSA Council; GSA Council quorum and preparing for a joint GSA Board and GSA Governance Committee meeting; individual graduate student issues; exploring a service agreement with IST; group insurance program; planning for the upcoming August 4 Roundtable Discussion; budget building; planning for the fall PD event, Fall Orientation; and Departmental Orientations (the last week of August and first week of September will be very busy!!!!) Council remuneration; election for the Civil and Environmental Engineering departmental GSA executive).
- **Bylaw and Policy Review:** a review of all Bylaws and Policies for inconsistencies and errors and integration of the two (a draft has been prepared and a GSA Governance Committee reviewed it for the third time at its last meeting – some additional changes are pending, to be followed by another review).
- **Graduate Student Groups:** creation of an alcohol liability waiver (further thinking on this matter after a meeting with the manager, Office of Insurance and Risk Assessment) and ongoing relationship building with Student Group Services, Council remuneration.

Grants and Operations

- Sending the 2016-2017 **GSA Agenda/Handbook** to the printer.
- Transfer of content to **Sitecore 3**.
- **Social Media:** Facebook = 801 likes (up 6 from July 20). Our Facebook posts reached 134 users this week and our "post engagement" count was 20. Twitter = 615 followers (up 3 from July 20). Our tweets earned 989 "impressions" over the last week.
- **Grants processing:**

	Total Amount Available This Period	Total Amount Remaining This Period (Post-Processing)	Number of New Applications Since Last GSAB	Total Number of Applications This Period
ATAs	\$91,636.14	\$58,547.12	10	69 (10 pending processing)
CCGs	\$70,852.35	\$5,852.35 CLOSED	0	43 (0 pending processing)
ASGAs	\$3,562.50	\$3,562.50	0	0 (0 pending processing)
EBs	\$130,625 (no periods)	\$127,872	0	3 (0 Pending processing)

Week in Review – Office Operations:

- **Grants processing.**
- Supporting the **work of the GSA Nominating Committee** (vacancies the Faculty of Medicine and Dentistry Council and the FACRA Board, and election for the Civil and Environmental Engineering departmental GSA executive).
- Assistance with planning for **GSA Roundtables, Coffee Breaks, Fall Orientation, Departmental Orientations, and the fall PD event.**

Management Report to the GSA Board, August 3, 2016

Dear All,

The following issues have dominated management’s attention in the week since the last GSA Board meeting on July 27, 2016:

Strategic

- **Main Issues Dealt With in the Past Week:** human resource matters and staff training; preparation of materials relating to the Board’s review of the GSA Health and Dental Plan; first departmental orientation (and first time presenting with FGSR); GSA Council quorum and preparing for a joint GSA Board and GSA Governance Committee meeting; exploring a service agreement with IST; group insurance program (review of proposals); planning for the upcoming August 4 Roundtable Discussion; planning for town halls on the GSA Health and Dental Plan; budget building; planning for the fall PD event, Fall Orientation; and Departmental Orientations (the last week of August and first week of September will be very busy!!!!); Council remuneration; election for the Civil and Environmental Engineering departmental GSA executive; preparing for GU15.
- **Bylaw and Policy Review:** a review of all Bylaws and Policies for inconsistencies and errors and integration of the two (a draft has been prepared and a GSA Governance Committee reviewed it for the third time at its last meeting – some additional changes are pending, to be followed by another review).
- **Graduate Student Groups:** creation of an alcohol liability waiver (further thinking on this matter after a meeting with the manager, Office of Insurance and Risk Assessment) and ongoing relationship building with Student Group Services, Council remuneration (making a list of eligible groups, etc).

Grants and Operations

- Preparing for the arrival of the 2016-2017 **GSA Agenda/Handbook** from the printer.
- Transfer of content to **Sitecore 3**.
- **Social Media:** Facebook = 802 likes (up 1 from July 27). Our Facebook posts reached 612 users this week and our “post engagement” count was 11. Twitter = 617 followers (up 2 from July 27). Our tweets earned 1032 “impressions” over the last week.
- **Grants processing:**

	Total Amount Available This Period	Total Amount Remaining This Period (Post-Processing)	Number of New Applications Since Last GSAB	Total Number of Applications This Period
ATAs	\$91,636.14	\$55,285.88	7	76 (8 pending processing)
CCGs	\$70,852.35	\$5,852.35 CLOSED	0	43 (0 pending processing)
ASGAs	\$3,562.50	\$2,062.50	1	1 (1 pending processing)
EBs	\$130,625 (no periods)	\$127,872	0	3 (0 Pending processing)

Week in Review – Office Operations:

- **Grants processing.**
- Supporting the **work of the GSA Nominating Committee** (vacancies on the Faculty of Medicine and Dentistry Council and the FACRA Board, and election for the Civil and Environmental Engineering departmental GSA executive) and preparing for a staff transition.
- Assistance with planning for **GSA Roundtables, Coffee Breaks, Fall Orientation, Departmental Orientations, and the fall PD event.**

Management Report to the GSA Board, August 17, 2016

Dear All,

The following issues have dominated management’s attention in the two weeks since the last GSA Board meeting on August 3, 2016:

Strategic

- **Main Issues Dealt With in the Past Week:** assisting a graduate student with a complex issue; human resource matters and staff training; follow up from GU15; departmental orientation planning and scheduling; GSA Council mailing (reports); exploring a service agreement with IST; planning for town halls on the GSA Health and Dental Plan; budget building; planning for the fall PD event, Fall Orientation, and Departmental Orientations (the last week of August and first week of September will be very busy!!!!), election for the AFNS departmental GSA executive, review of GSA Bylaw and Policy on referenda.
- **Bylaw and Policy Review:** a review of all Bylaws and Policies for inconsistencies and errors and integration of the two (a draft has been prepared and a GSA Governance Committee reviewed it for the third time at its last meeting – some additional changes are being made and another GSA Governance Committee meeting will be scheduled).
- **Graduate Student Groups:** creation of an alcohol liability waiver (further thinking on this matter after a meeting with the manager, Office of Insurance and Risk Assessment) and ongoing relationship building with Student Group Services, Council remuneration (cheques will be issued in early September).

Grants and Operations

- Sending 1,400 2016-2017 **GSA Agenda/Handbooks** to departments.
- Transfer of content to **Sitecore 3** and preparing documents related to the creation of a **potential service agreement with IST**.
- **Social Media:** Facebook = 810 likes (up 8 from August 3). Our Facebook posts reached 309 users this week and our “post engagement” count was 38. Twitter = 624 followers (up 8 from August 3). Our tweets earned 2407 “impressions” over the last two weeks.
- **Grants processing:**

	Total Amount Available This Period	Total Amount Remaining This Period (Post-Processing)	Number of New Applications Since Last GSAB	Total Number of Applications This Period
ATAs	\$91,636.14	\$44,985.58	14	97 (18 pending processing)
CCGs	\$70,852.35	\$5,852.35 CLOSED	0	43 (0 pending processing)
ASGAs	\$3,562.50	\$562.50	1	2 (0 pending processing)
EBs	\$130,625 (no periods)	\$123,872.00	1	5 (0 Pending processing)

Week in Review – Office Operations:

- **Grants processing.**
- Supporting the **work of the GSA Nominating Committee** (vacancies on the FGSR Council and the FACRA Board, and election for the AFNS departmental GSA executive).
- Assistance with planning for **GSA Roundtables, Coffee Breaks, Fall Orientation, Departmental Orientations, and the fall PD event.**
- Circulating **Agenda/Handbooks to departments.**