

## GSA Council Meeting CONSOLIDATED AGENDA

Monday, January 22, 2018 at 6:00 pm  
2-100 University Hall, Van Vliet Complex

The GSA acknowledges that the University of Alberta is situated on Treaty Six territory and Métis homelands.

**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 Joshuha Connauton in the Chair

A pizza dinner will be served at 5:15 pm.

#### Attached Numbered Pages

#### OPEN SESSION

1. Roll Call
2. Approval of the 22 January 2018 Agenda
3. Approval of the Minutes from the 20 November 2017 GSA Council Meeting  
*Attachment:*
  - i. Minutes from the 20 November 2017 GSA Council Meeting
4. Changes in GSA Council Membership
  - i. Introduction of New Councillors (*If you are new to GSA Council, please let us know it is your first meeting*)
  - ii. Farewell to Departing Councillors (*If this is your last GSA Council meeting, or if your last Council meeting is approaching, please let us know*)

3.0 - 3.6

#### Councillor Announcements

5. Councillor Announcements

#### Presentations

6. 2018-2019 Graduate Tuition Fees  
**Babak Soltannia (GSA President) will present the item and introduce the guests.**  
  
**Guests:** Dr. Steven Dew (Provost and Vice-President Academic) and Gitta Kulczycki (Vice-President Finance and Administration)
7. Alberta Graduate Provincial Advocacy Council (ab-GPAC)  
**Babak Soltannia (GSA President) will present the item and introduce the guest.**  
  
**Guest:** Nicole Van Kuppeveld (ab-GPAC Executive Director) and Willem Klumpenhauer (ab-GPAC Chair)

#### *Attachments:*

- Ab-GPAC PowerPoint Presentation

7.1 - 7.17

- 2017-2018 Ab-GPAC Executive Director Report 7.18 - 7.23

**Action Items: None at this time**

8. GSA Council Elections  
**Kenzie Gordon (GSA Nominating Committee Vice-Chair) will present the item**
- Deputy Returning Officer (DRO)  
*Attachment:*
- i. Nominees for Deputy Returning Officer (DRO) 8.0 - 8.1
- GSA Standing Committees
- a. GSA Appeals and Complaints Board  
*Attachments:*
    - i. Nominees for the GSA Appeals and Complaints Board (4 vacancies) 8.2 - 8.6

**For Discussion:**

9. GSA Board 2017-2018 Strategic Work Plan: Update  
**Babak Soltannia (GSA President) will present the item**
- Attachment:*
- i. Letter from the GSA President to GSA Council 9.0 - 9.1

**Reports**

10. President (**Babak Soltannia, GSA President**)
- i. President's Report 10.0 - 10.1
  - ii. GSA Board 10.2
  - iii. GSA Budget and Finance Committee (**no meetings this reporting period, next meeting scheduled for January 24, 2018**)
  - iv. GSA Governance Committee 10.3
11. Vice-President Academic (**Firouz Khodayari, GSA Vice-President Academic**)
- i. Vice-President Academic's Report 11.0 - 11.1
12. Vice-President External (**Masoud Khademi, GSA Vice-President External**)
- i. Vice-President External's Report 12.0 - 12.1
  - ii. GSA Awards Selection Committee 12.2
13. Vice-President Labour (**Sasha van der Klein, GSA Vice-President Labour**)
- i. Vice-President Labour's Report 13.0 - 13.1
  - ii. GSA Negotiating Committee 13.2
  - iii. GSA Labour Relations Committee (**no meetings this reporting period**)
14. Vice-President Student Services (**Royle Feng, GSA Vice-President Student Services**)
- i. Vice-President Student Services' Report 14.0
15. Senator (**Trent Nabe, GSA Senator**)
- i. Senator's Report (**no written report at this time**)
16. Speaker (**Joshua Connauton, GSA Speaker**)
- i. Speaker's Report (**no written report at this time**)
17. Chief Returning Officer (**Darcy Bemister, GSA Chief Returning Officer**)
- i. Chief Returning Officer's Report 17.0
18. GSA Nominating Committee (**Kenzie Gordon, GSA Nominating Committee Vice-Chair**)

- i. GSA Nominating Committee Report **18.0 - 18.1**
  
- 19. GSA Elections and Referenda Committee (Leigh Spanner, GSA Elections and Referenda Committee Chair)**
  - i. GSA Elections and Referenda Committee Report **19.0**
  
- 20. GSA Management (Julie Tanguay, GSA Associate Director and Acting Executive Director)**
  - i. Executive Director's Report **20.0 - 20.3**

**Question Period**

- 21. Written Questions (none at this time)**
  
- 22. Oral Questions**

**Adjournment**

**GSA Council Meeting MINUTES**  
Monday, November 23, 2017 at 6:00 pm  
2-100 University Hall, Van Vliet Complex

**IN ATTENDANCE:**

Babak Soltannia (President)	Francesca Jean (Biological Sciences)	Adrian Christ (History & Classics)	Stephen Hunter (Phys Ed & Recreation)
Firouz Khodayari (VP Academic)	Ashmita De (Biomedical Engineering)	Kenzie Gordon (Humanities Computing)	Scott Karbashewski (Physics)
Masoud Khademi (VP External)	Rongrong Zhang (Business PhD)	Ruqayyah Almizraq (Lab Med & Pathology)	Yilun Wu (Physiology)
Sasha van der Klein (VP Labour)	Karl Roesner; Shweta Pipaliya (Cell Biology)	Kris Joseph (Library & Info Studies)	Noureddin Zaaout (Political Science)
Royle Feng (VP Student Services)	Michael Armstrong (Chemistry)	Catherine Ford (Linguistics)	Michal Juhas (Psychiatry)
Teddy Carter (Deputy Speaker)	Pedro Mateo (Civil & Environmental Engineering)	Michelle Michelle (Math & Statistical Sciences)	Joanna Scanlon; Will Service (Psychology)
Darcy Bemister (Chief Returning Officer)	Craig St. Jean (Communication Sciences & Disorders)	Milad Nazarahari (Mechanical Engineering)	Kevin Lien (Public Health)
Abdullah Alzubaidi (Councillor-at-Large)	Melissa Woghiren (Computing Science)	Fahed Elian (Medical Genetics)	Alesha Reed (Rehab Science)
Spencer Balay (Councillor-at-Large)	Julie Piche (Dentistry)	Quinten Kieser (Med Microbiology & Immunology)	Owain Bamforth (Religious Studies)
Kim Nguyen-Phoc (Councillor-at-Large)	Dorian Lang (Drama)	Derya Cinar (MLCS)	Ryan Stanfield (Renewable Resources)
Dasha Smirnow (Councillor-at-Large)	Alison Thomas (Earth & Atmospheric Sciences)	Sadie Deschenes (Nursing)	Yangzhe Cao (Resource Economics & Environmental Sociology)
Andrews Tawiah (Councillor-at-Large)	Danny Wallbank (Economics)	Jaclyn Hutchinson (Occupational Therapy)	Robert Piazza (Secondary Education)
Hongbing Fan (Agricultural, Food & Nutritional Science)	Chantal Labonté (Ed Psych)	Daniel Krys; Braden Chow (Oncology)	Miraaj Yousif (Women's and Gender Studies)
Talisha Chaput (Anthropology)	Golam Kibria Chowdhury; Salah Alheejawi (Electrical & Computer Engineering)	Brittany Matenchuk (Paediatrics)	
Vicki Kwon (Art & Design)	Nicole Jamison (Elementary Education)	Andrew Woodman (Pharmacology)	
Ghazaleh Sedighi (Biochemistry)	Richard Maran (English & Film Studies)	Hamdah Al Nebaihi (Pharmacy & Pharm Sciences)	

**Guests:** Dr. Steven Dew (U of A Provost and Vice-President (Academic)); Gitta Kulczycki (U of A Vice-President (Finance and Administration)); Marc Waddingham (Biological Sciences).

Deputy Speaker Teddy Carter in the Chair.

The meeting was called to order at 6:00 pm. Speaker acknowledged the Traditional Territory of Treaty Six and Métis Homeland.

**Roll Call**

Prepared by L Hareuther and F Robertson for the Council Meeting of 20 November 2017  
/Volumes/GoogleDrive/My Drive/Council/Meetings/2017-2018/January 2018/First Mailing/GSA Council 22 January 2018 Item 3 - Minutes of GSA Council 20 November 2017.docx

## 1. Roll Call of Council Members in Attendance

### Approval of Agenda

#### 2. Approval of the 20 November 2017 Consolidated Agenda

Members had before them the 20 November 2017 Consolidated Agenda, which had been previously distributed on 17 November 2017. K Gordon **MOVED**; F Khodayari **SECONDED**.

Motion **PASSED** unanimously.

### Approval of Minutes

#### 3. Minutes from the 23 October 2017 GSA Council meeting

Members had before them the 23 October 2017 GSA Council Minutes, which had been previously distributed on 10 November 2017. F Khodayari **MOVED**; R Maran **SECONDED**.

Motion **PASSED** unanimously.

### Changes in Council Membership

#### 4. Changes in GSA Council Membership

- i. **Introduction of New Councillors**; C St. Jean (Communication Sciences & Disorders); S Deschenes (Nursing); J Piche (Dentistry); B Matenchuk (Paediatrics); A De (Biomedical Engineering); GK Chowdhury (Electrical & Computer Engineering); G Sedighi (Biochemistry); N Zaaout (Poli Sci).
- ii. **Farewell to Departing Councillors**; None

### Councillor Announcements

#### 5. Councillor Announcements

B Soltannia noted that the Non-Academic Staff Association was looking for volunteers to participate in the December 6 event to mark the National Day of Remembrance and Action on Violence Against Women. He invited anyone interested in volunteering to contact NASA at [nasa@ualberta.ca](mailto:nasa@ualberta.ca).

R Feng invited GSA Councillors to participate in the Campus Food Bank (CFB) 25<sup>th</sup> Anniversary Celebration during the week of November 27, 2017. More information about the Celebration can be found to the CFB website and Facebook.

S van der Klein invited GSA Council members to attend the GSA Coffee Break on November 24 at 1 PM in partnership with Unitea (Community Social Work Team Initiative).

F Khodayari invited GSA Councillors to share their research with high school and elementary students by volunteering for U School.

### Presentation

#### 6. Financial Sustainability and the U of A Budget Model

B Soltannia explained that toward the end of Fall term, the GSA invited the Provost and Vice-President (Academic), Steven Dew and the Vice-President (Finance and Administration), Gitta Kulczycki, to attend GSA Council to provide an update on tuition fees and Mandatory Non-Instructional fees. He added that, given the Government of Alberta has not yet released their updated tuition guidelines, S Dew and G Kulczycki offered to attend GSA Council to discuss the University's financial sustainability and the new budget model and planning process.

S Dew explained that the University Administration was currently waiting on output from the Alberta Government around updated tuition regulation. He added that they would return to GSA Council to have a more specific discussion on fees when they received more information from the government. S Dew explained that, in the current funding model, most of the University's operating dollars come from the Campus Alberta grant or from tuition (approximately 70%-30% split). This funding model was under review, in terms of how dollars would be distributed among the 26 institutions in the province.

S Dew noted that, with respect to the Institutional Strategic Work Plan, For the Public Good, which was approved about a year and a half ago, there were 23 objectives and that 15 of them were large in progress initiatives.

G Kulczycki introduced several pieces around the University's financial future. She noted that the University has had a structural deficit for some time, the ongoing commitments being greater than the revenues received. She added that the University relied heavily on investment income and that that source of income needed to be relied on cautiously as investments were subject to

market volatility. She explained that the University wanted to address this deficit and to start having a longer horizon planning and that to reach this goal they were looking at a 4% reduction for 2018-2019 and a 2% cut the two following academic years. S Dew added that the University's financial pressures come from the internal expenses and externally from the government.

She added that the University is moving to a multi-year planning and a new internal funding model and that Administration was meeting with all faculties and units to present these changes. She indicated that a new budget model would neither create nor solve the deficit. S Dew added that the three-year planning framework would create a budget model that helped the University better understand how funds were divided, rather than how much and outlined ways to be more efficient.

GSA Council members asked a series of questions concerning, among many issues, transparency of the process for finding a new framework (G Kulczycki explained that their consultations and reporting have been and will continue to be extensive; S Dew added that the new budget model will be a place to start from), the affect of new regulation on international tuition (the current framework is for domestic, not international. S Dew noted that he suspected that MNIFs and international tuition will fall under new regulations and that the Board of Governors would not revisit the international graduate differential), how cuts would be applied (across the board), the effect of cuts on the graduate student experience, funding of staff benefits, and curtailing the administrative budget. GSA Councillors further inquired about the graduate funding review currently underway and the issue of reduction of time to completion. S Dew closed with a reminder to graduate students that the vast majority of the University's resources to support students came from research funding, not the operating budget.

### **Action Items**

#### **7. GSA 2017-2018 Budget and Expenditure Report**

Babak Soltannia (GSA President) presented the item. Courtney Thomas (Financial Team Lead), Shirley Ball (Accountant), Dorte Sheikh (Financial Manager), Heather Hogg (Director of Operations), and Julie Tanguay (Acting Executive Director, Associate Director) were present to answer questions.

**MOTION BEFORE COUNCIL:** That GSA Council **RECEIVE FOR INFORMATION** the GSA 2017-2018 Fall Term Financial Report.

B Soltannia noted that the latest update on the 2017-2018 GSA's fiscal year was presented to the GSA Budget and Finance Committee, GSA Board, and GSA Council in June and July 2017, and that this was the second update to GSA Council for the 2017-2018 fiscal year. He indicated that the GSA's fiscal year runs from April 1 to March 31 and that he was pleased to report that the GSA is on track and will likely have a surplus at the end of the year. B Soltannia noted that the cover letter also outlined major highlights. He indicated that, as previously discussed with the GSA BFC and GSA Council, the GSA was keeping a close eye on the implementation of Bill 7 and may consider spending part of the Operating/Contingency Fund as they get closer to negotiations and drafting revised bylaws. He summarized that the GSA continues to be in excellent shape financially and thanked the Financial Team and the members of the GSA BFC for their great work.

**MOTION:** That GSA Council **RECEIVE FOR INFORMATION** the GSA 2017-2018 Fall Term Financial Report. F Khodayari **MOVED**. M Khademi **SECONDED**.

Motion PASSED unanimously

#### **8. Proposed Changes to GSA Bylaw and Policy on the GSA Budget and Finance Committee, Budget Principles, Practices, and Procedures, and the Legal Defence Fund**

Babak Soltannia (GSA President and GSA Budget and Finance Committee Chair) presented the item.

**MOTION BEFORE COUNCIL:** That the GSA Council, on the recommendation of the GSA Budget and Finance Committee, **APPROVE** the proposed changes to GSA Bylaw and Policy on the GSA Budget and Finance Committee, Budget Principles, Practices, and Procedures, and the Legal Defence Fund, as shown in the attached double column documents and effective immediately.

B Soltannia noted that GSA Council had before it proposed changes to GSA Bylaw and Policy on the Budget and Finance Committee, Budget Principles, Practices, and Procedures, and the Legal Defence Fund. He indicated that this was the second reading of proposed changes to GSA Bylaw and the first reading of proposed changes to GSA Policy. He indicated that at the October 23 GSA Council meeting, a request was made for a friendly amendment by D Smirnow, GSA Councillor-at-Large and GSA BFC Member, to the Legal Defence Fund policy to specify that any income earned by the fund would be returned to the fund and that the change was highlighted in yellow in the corresponding double column. B Soltannia reminded GSA Councillors that key proposed changes included removing reference to quarterly reports, removing a specific amount for the Financial Stabilization Fund to indicate that the GSA's Auditor would make an annual recommendation on the amount that should be

included in this fund, updating GSA Bylaw and Policy on the Legal Defence Fund to align with the structure of the GSA Health and Dental Plan Reserve Fund, and clarifying the circumstances in which this fund could be utilized and accessed.

A GSA Council member asked a question about the GSA Health and Dental Plan Reserve Fund (HDPRF) (in response, it was noted that if any adjustments to the fees were made resulting in a surplus, this money would go into the (HDPRF). It was also noted that the HDPRF may be used, with the agreement of GSA BFC, GSA Board, and GSA Council, to offset significant increases to the GSA Health and Dental Plan fee).

**MOTION:** That the GSA Council, on the recommendation of the GSA Budget and Finance Committee, **APPROVE** the proposed changes to GSA Bylaw and Policy on the GSA Budget and Finance Committee, Budget Principles, Practices, and Procedures, and the Legal Defence Fund, as shown in the attached double column documents and effective immediately. B Soltannia **MOVED**. F Elian **SECONDED**.

Motion PASSED unanimously

#### 9. Proposed Changes to GSA Policy on GSA Recognition Awards

Masoud Khademi (GSA Vice-President External and GSA Awards Selection Committee Chair) presented the item.

**MOTION BEFORE COUNCIL:** That the GSA Council, on the recommendation of the GSA Awards Selection Committee, **APPROVE** the proposed changes to GSA Policy on the GSA Awards, as shown in the attached double column documents and effective upon approval by GSA Council.

M Khademi noted that following the adjudication of the GSA Recognition Awards in January and February 2017, the GSA Awards Selection Committee (GSA ASC) provided feedback and proposed changes to the criteria for the GSA Recognition Awards. He indicated that the GSA ASC developed the proposed changes and that they had been reviewed by the GSA Board as well.

GSA Council members posed a series of questions including, among others, questions concerning whether GSA ASC members were required to have adjudication experience in order to serve on the committee, and if nominees for this committee go through an evaluation process before their names were brought forward to GSA Council for election (K Gordon explained that the bios and resumes for all nominees for GSA Standing Committees were reviewed by the GSA Nominating Committee to ensure that they meet the eligibility criteria of the committee. It was also noted that there were no requirements for GSA ASC to have prior experience adjudicating awards and that all GSA ASC members receive training before adjudicating), the reason as to why the criteria for contributing to graduate student professional development had been removed from the Non-Academic Staff Award (this criteria was identified as being more challenging to adjudicate for those who work on the non-academic side of things, as opposed to the academic side), and whether the GSA keeps statistics for the number of applicants that were received and the distribution of departments that applied each year for GSA Awards (the GSA kept track of the number of applicants received and the applicants' department, the GSA did not keep the adjudication information).

**MOTION:** That the GSA Council, on the recommendation of the GSA Awards Selection Committee, **APPROVE** the proposed changes to GSA Policy on the GSA Awards, as shown in the attached double column documents and effective upon approval by GSA Council. M Khademi **MOVED**. R Feng **SECONDED**.

Motion PASSED unanimously

### Elections

#### 10. GSA Council Elections

Kenzie Gordon (Vice-Chair of the GSA Nominating Committee) presented the items.

#### GSA Standing Committees

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

K Gordon presented the item and noted that the nominee was not able to attend GSA Council.

#### Nominees for GSA Appeals and Complaints Board Vice-Chair:

Benjamin Descardi-Nelson (Chemical and Materials Engineering)

- b. GSA Elections and Referenda Committee (1 vacancy)

K Gordon presented the item and introduced the nominee, who was given the opportunity to address GSA Council by responding to a question provided in advance. K Gordon asked the following question of the candidate and the candidate was given 45 seconds to respond: “Please tell us why you’d like to serve on the GSA Elections and Referenda Committee.”

Nominees for GSA Elections and Referenda Committee:

Yilun Wu (Physiology)

c. GSA Board (1 vacancy)

K Gordon presented the item and noted that the nominee was not able to attend GSA Council.

Nominees for GSA Board:

Yilina Liubaoerjijin (Rehabilitation Science)

**For Discussion**

**11. Graduate Students’ Mental health Power Point Presentation**

S van der Klein indicated that part of her portfolio this year included mental health, and that in response to a suggestion from a former GSA Councillor, she undertook a review of the current literature on graduate student mental health and how it related to funding. She then went through the presentation she had developed in collaboration with F Khodayari, and encouraged GSA Council members to contact her if they would like to utilize this information within their own faculties and departments.

The following points, among others, were made during the presentation: the mental health continuum showed that the existence of an unsupportive environment could affect mental health and its symptoms; in the 2013 National College Health Assessment, statistics from the U of A regarding all students (not specifically graduate students) indicated that 36.6% felt so depressed it was difficult to function, and the 2016 National College Health Assessment indicated that in Canada 13% of students said they seriously considered suicide in the prior year; data from Belgium, Poland, and Canada illustrated various challenges graduate students face, including a team decision-making culture where graduate students were often part of a team but weren’t able to make decisions, supervisor leadership styles, lack of remuneration, and the use of PhD students as low paid workers at universities; the U of A funded around 83% of thesis-based students, there was a great variety across programs, departments, and terms and that funding often remained unpredictable; *and* 50% of graduate students were living with a partner/spouse and 25% of graduate students had at least one child. Finally, S van der Klein noted that this data indicated that there was a relationship between graduate student mental health and funding, and that improving funding for graduate students in an already stressful environment could assist with mental health issues.

GSA Council members asked a series of questions, including, among others, questions concerning the University’s response to student suicides on campus (S van der Klein noted that she served on a Suicide Prevention Implementation Committee which was examining the current Suicide Prevention framework which work among other things on raising awareness of resources available to graduate students including Clinical and Counselling Services, and the Graduate Student Assistant Program), minimum funding package (it was noted that the GSA was currently in conversations with the Provost and Vice-President (Academic) and the Vice-Provost and the Dean of the Faculty of Graduate Studies and Research (FGSR) on this matter), mental health assessments for graduate students before they start graduate school or during their program (the ACCESS program was discussed and it was noted that FGSR has started doing exit interviews to find out why students may be leaving their program). The Student Mental Health Report, initiated in 2012 through the Office of the Dean of Students was discussed, and S van der Klein noted that the Board, Safety, and Environment Committee had placed student mental health as a standing item on their committee agendas.

**Reports**

**12. President**

**i. President’s Report:**

Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted. In addition B Soltannia noted that he recently attended the CAGS (Canadian Association for Graduate Studies) Annual Conference and had great opportunities to speak with deans from different universities and Tri-Council representatives about diverse issues. He also invited GSA Councillor to attend the GSA Coffee Break this Friday.

**ii. GSA Board**

Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted.

**iii. Budget and Finance Committee**



Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted.

**iv. GSA Governance Committee**

No meetings this reporting period.

**13. Vice-President Academic**

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

Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted.

**14. Vice-President External**

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

Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted.

**ii. GSA Awards Selection Committee's Report**

Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted.

**15. Vice-President Labour**

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

Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted.

**ii. GSA Negotiating Committee**

Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted. S van der Klein added that the GSA had sent out their Opening Position for collective bargaining.

**iii. GSA Labour Relations Committee**

No meetings this reporting period.

**16. Vice-President Student Services**

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

Members had before them a written report, which had been previously distributed on 17 November 2017. The report stood as submitted.

**ii. GSA Student Affairs Advisory Committee**

No meetings this reporting period.

**17. Senator**

**i. Senator's Report**

No written report at this time.

**18. Speaker**

**i. Speaker's Report**

No written report at this time.

**19. Chief Returning Officer**

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

No written report at this time.

**20. GSA Nominating Committee**

**i. GSA Nominating Committee Report**

Members had before them a written report, which had been previously distributed on 17 November. The report stood as submitted.

**21. GSA Elections and Referenda Committee**

**ii. GSA Elections and Referenda Committee Report**

Members had before them a written report, which had been previously distributed on 17 November. The report stood as submitted.

**22. GSA Management****i. Executive Director's Report**

Members had before them a written report, which had been previously distributed on 17 November. The report stood as submitted. In addition J Tanguay noted that we were currently in the process of Early Call for Talent and Training; two sessions had been added for students interested in elected positions.

**Question Period****23. Written Questions**

None at this time.

**24. Oral Questions**

GSA Councillors raised the issue of security on campus, referencing specifically the recent incident in CCIS where an individual was suspected of having a firearm. It was noted that some graduate students were unhappy with how the incident was reported by the University. Several GSA Councillors also expressed concerns with security issues in their labs and offices and further reported a lack of actions and support from the University. GSA Councillors noted that certain buildings were more problematic than others. Some GSA Councillors expressed that these issues were not being properly addressed. S van der Klein explained that she served on the Board of Governors subcommittee that dealt specifically with health and safety and that she would bring these concerns forward. She also clarified that the acute messaging system was not used in the case of the CCIS incident as it was deemed a false alarm. S van der Klein asked to speak with GSA Councillors after the meeting about their experiences and concerns and encouraged others to bring their issues forward so the GSA can assist and support them. M Khademi also encouraged GSA Councillors to bring these issues to the GSA Directly-Elected officers for assistance.

**Adjournment**

The meeting was adjourned at 8:10 pm.

**ab GPAC**  
ALBERTA GRADUATE PROVINCIAL ADVOCACY COUNCIL

**What is ab-GPAC?**



**12**

**4**

**2**

**1**

**Ad hoc Advocacy**

# **2017-2018 EXECUTIVE OFFICERS**



**WHAT WE CARE ABOUT**

**Baseline funding**

**Mental Health on Campus**

**Student Input & data**





## **INTERNATIONAL STUDENTS**

**Regulated International fees**

**Streamlined immigration**

**Attract and retain**



# **2017-2018 STRATEGIC HIGHLIGHTS**



# ADVOCACY

# RELATIONSHIPS



# OPERATIONS



# REPUTATION



# 2017-2018 BUDGET

**Income: 47,784.00**

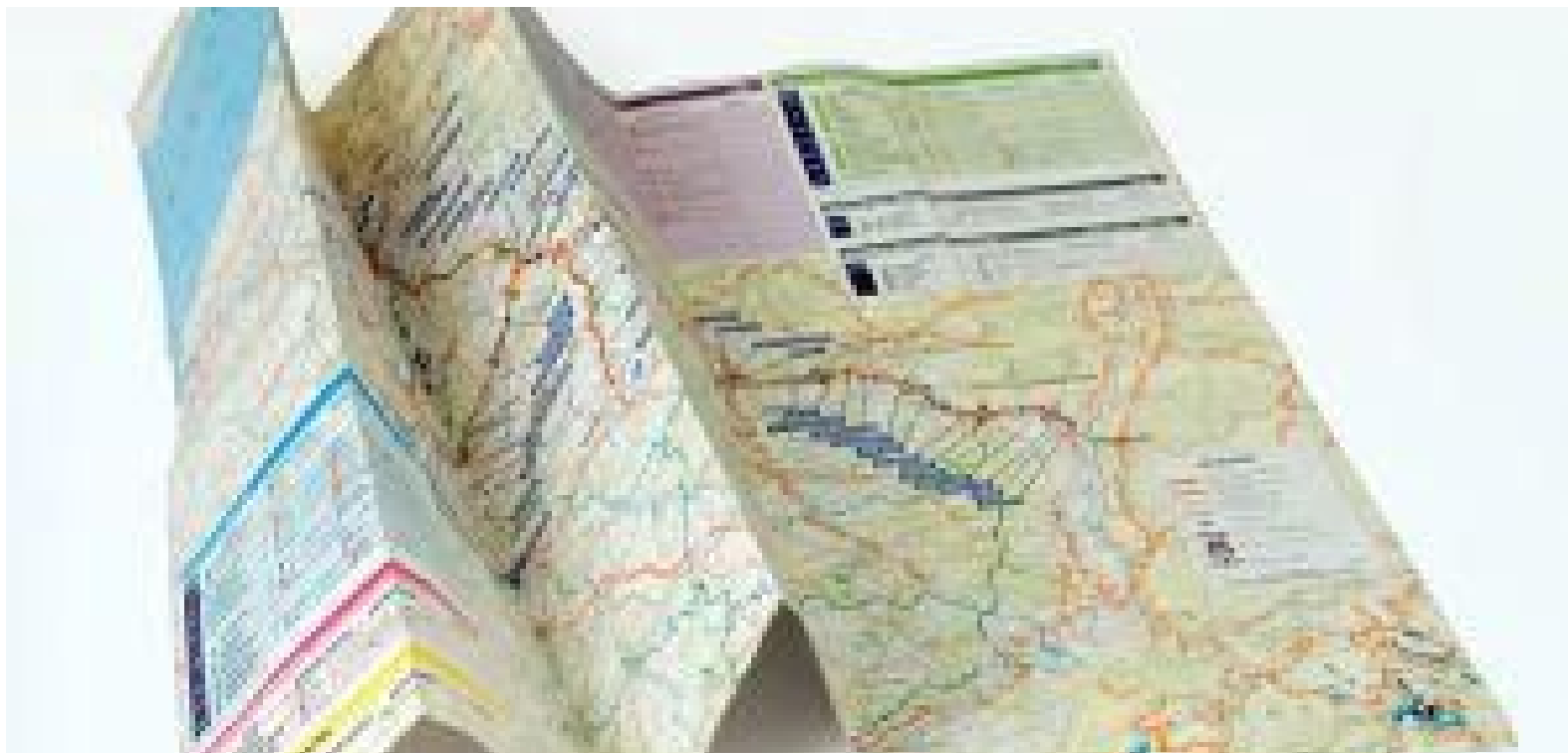
**Expenses: 48,100.00**

# **EXECUTIVE DIRECTOR REPORT**





# ADVOCACY ROAD MAP



# ONE VOICE: THE POWER OF OUR ASSOCIATION

“Alone we can do  
so little;  
together we can  
do so much.”

-Helen Keller

## FOLLOW US!



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**abGPAC**



**[www.abgpac.net](http://www.abgpac.net)**



**[Abgpac.ed@gmail.com](mailto:Abgpac.ed@gmail.com)**



## 2017/2018: Executive Director Reports

### Ongoing

- ❖ Monitor Ab-GPAC emails and voice messages
- ❖ Mail (via UofA GSA)
- ❖ Maintain google document filing system
- ❖ Track key annual dates and liaise with executive members, eg. Budget, AGM, etc
- ❖ Maintain & update Annual Calendar of Dates
- ❖ Support two Standing Committees (meeting poll & invitations, set agenda, communication and circulation of agenda/documents, attend, take minutes, follow up on action items and other supports)
- ❖ Support treasurer role, activities and key dates eg. budget, annual year end, audit, etc
- ❖ Attend and initiate meetings, communication and consultations with stakeholders including Advanced Education
- ❖ Act as a liaison between AE and member institutions regarding communication dissemination and upcoming consultations
- ❖ ED report to BoD
- ❖ Track lobby activities

### Weekly/Bi-Weekly

- ❖ Bi-weekly meetings with chair
- ❖ Track/Check/Post Social Media

### Monthly

- ❖ Prepared agenda, ED report and Support Monthly BoD Meetings (meeting poll & invitations, set agenda, communication and circulation of agenda/documents, attend and follow up on action items)
- ❖ Track outstanding action items from BoD Meetings
- ❖ Monthly teleconference with AE Minister's EA

### Quarterly

- ❖ Quarterly AE Student Leader Meetings with chair
- ❖ Quarterly meetings with CAUS & ASEC ED's
- ❖ Quarterly calls and or meeting with ED from four member GSA

### Annually

- ❖ File director changes with Societies Act (and more frequently if indicated)
- ❖ Event planning, communication, agenda planning and logistics support for Transition meeting

- ❖ Event planning, communication, agenda planning and logistics support for Board Retreat
- ❖ Annual event planning, communication, agenda planning and logistics support for MLA meetings
- ❖ Annual event planning, communication, agenda planning and logistics support for AGM
- ❖ Annual exit interviews with outgoing directors
- ❖ Annual onboarding interviews with incoming directors

#### **March 2017 (74 hours/month- avg 18.5/week)**

- ❖ Orientation to Ab-GPAC by chair including review of ED role and expectations 10-15 hours per week and learn google suite of tools
- ❖ Review of historical documents on google drive
- ◆ Attended March BoD meeting
- ◆ Attended GOA Provincial budget embargo and sent out summary documents to directors
- ❖ Prepared agenda, attended and shared notes on Economic and Trade meeting
- ❖ Attended lunch meeting with Minister Schmidt, new and incoming directors
- ❖ Attended Executive meeting
- ❖ Met U of A GSA ED & staff

#### **April 2017 (64 hours/month- avg 16 hours/week)**

- ❖ Met with Erica Bullwinkle from the Premiers Office
- ❖ Joined call on April 6<sup>th</sup> about the PSLA amendments, attend meeting with Minister Chief of Staff, Press Conference, and sent out high level summary documents to directors
- ❖ Outlined PSLA changes in a comprehensive memo to directors
- ❖ Attended April BoD meeting
- ❖ Met with interim ED from CAUS
- ❖ Met with outgoing chair (and acting ED) and new ED from ASEC
- ❖ Reached out to different design companies and provided examples of business card layout and logos
- ❖ Planning, communication, agenda planning and logistics support for Transition meeting with outgoing and incoming Directors
- ❖ Drafted Election Policy and related Memo to Directors
- ❖ Conducted Exit interviews with all 12 outgoing directors

#### **May 2017 (74 hours/month- avg 18.5/week)**

- ❖ Facilitated and attended Transition meeting with outgoing and incoming Directors
- ❖ Attended May BoD Meeting
- ❖ Liaison with Royal Roads University Masters of Leadership & Learning Student on potential organizational consulting project with Ab-GPAC
- ❖ Developed onboarding interview questionnaire
- ❖ Conducted onboarding interviews (and or meetings) with 12 incoming directors
- ❖ Orient incoming chair to Ab-GPAC, set up regular meeting times and discuss annual planning

- ❖ Agenda planning for upcoming board retreat, including strategic planning, team building, etc
- ❖ Monthly telephone conference call with AE Minister's EA

### **June 2017 (41hours/month-avg 10.5/week)**

- ❖ Liaison with Royal Roads University Masters of Leadership & Learning Student on potential organizational consulting project with Ab-GPAC
- ❖ Attended June BoD Meeting
- ❖ Filing new directors with Societies Act
- ❖ Filing new directors with Cooperators Insurance for D&O
- ❖ Communicate list of new directors to GSA and key stakeholders
- ❖ Facilitating, supporting and contributing to R&M Working Group
- ❖ Joined call for Mental Health Announcement (June 20)
- ❖ Attended AE Labour Meeting (June 24)
- ❖ Attended AB Innovates Meeting (June 26)
- ❖ ED ASEC/CAUS Social Mixer Planning for SL Orientation to GOA meeting
- ❖ Meeting with RRU Masters OCP Student Meeting (June 30)
- ❖ Meeting with ED of PIA Meeting (July 5)
- ❖ Register new domain name; setup account for new google suite; website & support migration
- ❖ Prepared Board Retreat agenda and logistics
- ❖ Monthly telephone conference call with AE Minister's EA

### **July 2017 (57.25 hours/month-avg 14.3/week)**

- ❖ Attended July BoD Meeting
- ❖ Conference call with EA for Minister of Advanced Education discussed next steps following mental health funding announcements
- ❖ Developed Terms of Reference for standing committees with Willem
- ❖ Prepared Draft Advocacy Priorities document which was sent to AE for upcoming SL Orientation to Government and was posted on the website
- ❖ Research Lobbyist Act Track lobbyist activities for 2017/2018 year to determine whether we meet the threshold to register
- ❖ Attended AE Funding Model Consultation (1 day) with chair and outgoing treasurer
- ❖ Finalized SL Quarterly meeting agenda and requested inputs on the student surveys and indigenous adult learners policy from member institutions
- ❖ Presentation to AU GSA Council on Ab-GPAC
- ❖ Prepared Board Retreat annotated agenda; logistics including invitation of guest speaker and directors BBQ
- ❖ Monthly telephone conference call with AE Minister's EA
- ❖ Research available grant funding through IVO data base
- ❖ Vacation July 3-5 and July 23-25

**August 2017 (43.5 hours/month-avg 10.9/week)**

- ❖ Attended August BoD Meeting
- ❖ Met with John Nicholls (CAFA ED)
- ❖ Reached out to Joe Sparling via email (Post Doctorate Lead)
- ◆ Communicated with registrar of Lobbyist Act
- ❖ Attended SL Orientation to GOA (1.5 days)
- ❖ Attended and supported Board Retreat (two half day)
- ❖ Planned, supported and attended BoD Budget Approval Meeting
- ❖ Planning, communication, agenda for SGM
- ❖ Planning, communication for AGM (February 5, 2018)
- ❖ Attended SL Quarterly meeting agenda with chair and circulated minutes to directors
- ❖ Planning, communication, meeting scheduling, agenda for standing Committee Chairs/First Committee Meeting
- ❖ Sent SGM notice of meeting to directors
- ❖ Monthly telephone conference call with AE Minister's EA
- ❖ Vacation August 16-27

**September 2017 (34.5 hours/month-avg 8.3/week)**

- ❖ Attended September BoD Meeting
- ❖ Prepared agenda, ED report and attended September BoD Meeting
- ❖ Prepared agenda, ED report and attended September SGM Meeting
- ❖ Provided inputs and recommendations on Open letter to Premier on Tuition Fee Freeze impacts
- ❖ Facilitating, supporting and contributing to Budget Submission task force to assemble submission by early November
- ◆ Provided inputs into draft ToR for standing committees
- ◆ Attended SL Quarterly Meeting with Chair
- ❖ Monthly telephone conference call with AE Minister's EA
- ❖ Vacation Sept 21-26

**October 2017 (28.5 hours/month-avg 7.1/week)**

- ◆ Responded to UofA interim ED request for information on student fee increases; meeting set for November 27
- ◆ Supported Governance Committee by sending meeting poll & invitations, set agenda, communication and circulation of agenda/documents, attend and take minutes for Governance Committee Meeting
- ◆ Supported Communications Committee by sending meeting poll & invitations, set agenda, communication and circulation of agenda/documents, attend and take minutes for Communication Committee Meeting
- ❖ Invited and confirmed attendance at Nov 6th consultation with Healthy Campuses/ASEC
- ❖ Prepared ED Monthly Reports from March 2017 to present for upcoming meeting with UofA GSA regarding proposal to increase student fees to support Ab-GPAC
- ❖ Prepared Draft Budget Submission

**November 2017 (38 Hours/month-avg 9.5/week)**

- ❖ Submitted Budget Submission 2018 to AE
- ❖ Quarterly calls/meetings to ED from member GSA to connect and requested date for Ab-GPAC presentation at upcoming GSA Council
- ❖ Researched/inquired about membership in CASA
- ❖ Attended AE Expert Panel consultation on Mental Health/Healthy Campuses/ASEC
- ❖ Prepared agenda, ED report and attended November BoD Meeting
- ❖ Scheduled, prepared agenda, attended and minuted Communications Committee Meeting
- ❖ Meet with UofC GSA ED
- ❖ Communicate with Auditors in Preparation for AGM
- ❖ Quarterly meeting with ED ASEC and CAUS
- ❖ Student Leader Quarterly meeting with AE
- ❖ Post Budget Submission 2018 to ab-GPAC Website
- ❖ Meeting with UofA GSA ED, GSA Staff, GSA President & ab-GPAC Chair

**December 2017 (25.5 Hours/month- avg 6.4/week)**

- ❖ Prepared agenda, ED report and attended December BoD Meeting
- ❖ Prepare Draft Key Messages for Communications Committee/BoD
- ❖ Develop Draft Communications Calendar for Communications Committee
- ❖ Update work plan for Communications Committee
- ❖ Confirm director access to website
- ❖ Scheduled, prepared agenda, attended and minuted Communications Committee Meeting
- ❖ Conducted Policy Inventory for Governance Committee
- ❖ Bylaw changes sent to Governance Committee Chair
- ❖ Ensure year end financials sent to auditors
- ❖ Attended AE/Treasury Provincial Pre-Budget Meeting with PSI representatives and Minister Ceci
- ❖ Vacation Dec 21 to Jan 3

**January 2018**

- ❖ Scheduled, prepared agenda, attended and minuted Communications Committee Meeting
- ❖ Updated Ab-GPAC Presentation for upcoming GSA presentations
- ❖ Drafted AGM agenda for Chair Approval
- ❖ Prepare and Send Meeting documents to UofA GSA ED, GSA President & ab-GPAC Chair
- ❖ Presentation to UofA GSA Board
- ❖ **AGM Planning and Logistics**
- ❖ **Prepare/Post MH Consultation Summary (Lindsay/Nicole)**
- ❖ **Provide inputs into Blog on PD (Board)**



- ❖ Scheduled, prepared agenda, attended and minuted Governance Committee Meeting
- ❖ Presentation to UofA GSA Council
- ❖ Presentation to UofC GSA Council

**February 2018**

- ❖ Quarterly meeting with ED ASEC and CAUS
- ❖ Student Leader Quarterly meeting with AE
- ❖ Quarterly calls/meetings to ED from member GSA

**GSA NOMINATING COMMITTEE (GSA NoC)  
GSA DEPUTY RETURNING OFFICER (DRO) (1 POSITION)  
NOMINEE**

As per GSA Bylaw and Policy, nominations for this positions will open “on or about May 1 of every year” and will close “by May 30 or the next following working day” (Section D: GSA Officers, GSA Bylaw, GSA Officers, Section D.BYL.3.1.b and D.BYL.3.1.c). This position has been vacant since July 1, 2017, and has been advertised numerous times since the summer. Information regarding this position was circulated on two instances via the GSA newsletters in advance of the nomination deadline of January 16, 2018. No nominations were received. Following a directed search in consultation with the GSA NoC Chair, one (1) nomination was received.

The DRO is a non-voting member of the GSA Elections and Referenda Committee (GSA ERC), and must be readily available in February and March of 2018 for the GSA General Election. The DRO assists the Chief Returning Officer (CRO) as needed: the CRO oversees all GSA elections and referenda (GSA Bylaw and Policy, Section D: GSA Officers, GSA Bylaw, GSA Officers, Section D.BYL.3.3.).

**There will be an anonymous paper ballot vote held at the January 22, 2018 GSA Council meeting to elect the GSA DRO for 2017-2018 (term of office for this position will end June 30, 2018)**

*If you and your alternate are unable to attend the January 22, 2018, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator ([gsa.nomcomm@ualberta.ca](mailto:gsa.nomcomm@ualberta.ca)) BEFORE 3:00 PM on Monday January 22, 2018, in order to cast your vote in advance of the GSA Council meeting.*

**Nominees for this position are listed in alphabetical order by last name and will be presented in *reverse alphabetical* order on the ballot. ‘None of the Candidates’ will also be considered a nominee.**

**GSA DRO**

- 1. Michele DuVal (Biological Sciences)**

**Jurisdiction:**

Section D: GSA Officers, GSA Bylaw, GSA Officers, Section D.BYL.3.1.d

*“The GSA NoC will follow its legislated process in forwarding one or more nominations to GSA Council except that the GSA NoC may not waive advertising. Note that the legislated GSA NoC process specifies that all vacancies will be advertised at least twice in advance of the nomination deadline.”*

Section E: Nominating, GSA Policy, Nominating, Section E.POL.7.4

*“The GSA NoC is responsible for facilitating the election of GSA Council-Elected Officers [...]”*

**The biography and brief resume of the nominee for GSA DRO (1) is ATTACHED on page 8.1. The biography and brief resume has been attached as received (ie not edited).**

**GSA DEPUTY RETURNING OFFICER NOMINEE (1)****1. Michele DuVal****Michele DuVal's Bio:**

The U of A has been my home for quite a while- I completed my Bachelor's of Science here and started an MD-PhD program in a zebrafish research lab in Biological Sciences. I am fascinated by the complexity of the eye and the brain, and in the future I hope to work with patients with neurodegenerative diseases. When I'm not in the lab, I enjoy reading Terry Pratchett novels, running in the river valley and vegetating in front of Netflix.

**Michele DuVal's Resume:**

My primary research foci include: understanding how colour-sensitive neurons develop, with the hope to manipulate stem cells into becoming colour-sensitive neurons to reverse blindness; and how a key protein, SOD1, becomes toxic and causes neurons to die, as happens in ALS (Lou Gehrig's disease). I've taught as a TA, mentored over a dozen students in research, managed research animal care, and served on several committees.

I've previously served on a number of GSA bodies including Council, Board, and the Nominating Committee for several years. I am currently serving on the Green and Gold Leadership & Professional Development grant and the GSA Budget and Finance Committee. With experience serving on GSA Council and previous work compiling recommendations toward improving GSA elections, I am equipped to support the CRO in this coming election! My coursework is complete and my schedule can accommodate work on short notice.

GSA NOMINATING COMMITTEE (GSA NoC)  
**GSA APPEALS AND COMPLAINTS BOARD (GSA ACB) (2 POSITIONS FOR GSA COUNCIL MEMBERS AND 2 POSITIONS FOR GRADUATE STUDENTS):**  
**2 NOMINEES**

Information regarding the positions for two (2) graduate students was circulated on two instances via the GSA newsletter in advance of the nomination deadline of January 16, 2018. Two (2) nominations were received. The nominees were then interviewed by GSA NoC Chair Radim Barta, who has been trained in procedural fairness by the GSA and has a record of demonstrating impartiality through his work on the GSA NoC. GSA Associate Director Julie Tanguay or GSA Assistant Director Lisa Hareuther were also present for each interview. During the respective interviews, the nominees were asked a series of questions aimed at assessing their awareness of the basic tenets of procedural fairness and their ability to adjudicate potential cases in accord with those tenets (note as well that all individuals elected to the GSA ACB receive training in procedural fairness).

**There will be a paper ballot vote held at the January 22, 2018 GSA Council meeting.**

*If you and your alternate are unable to attend the January 22, 2018, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator ([gsa.nomcomm@ualberta.ca](mailto:gsa.nomcomm@ualberta.ca)) BEFORE 3:00 PM on Monday January 22, 2018, in order to cast your vote in advance of the GSA Council meeting.*

**GSA ACB Election by GSA Council: GSA Nominating Committee Procedures**

Nominees for this position are listed in alphabetical order by last name and will be presented in *reverse alphabetical* order on the ballot.

1. **Yasmeen Jaafar (Joint JD/MBA)**
2. **Sparsh Patel (Pediatrics)**

**The Ballot**

- There will be one ballot with candidates listed in reverse alphabetical order.
- For each candidate, there will be a “yes” box and a “no” box.

**Voting**

- The voter ticks one box per candidate, or abstains by not voting for a particular candidate (both boxes are left empty).

**Counting**

- If a candidate has more “no” votes than “yes” votes, the candidate is eliminated.
- If after the elimination round, there are **fewer candidate(s) or an equal number of candidates as there are positions**, the candidate(s) with at least one “yes” vote is/are successful.
- If after the elimination round, there are **more candidates than positions**, the candidates with the highest number of “yes” votes, equivalent to the number of positions, are the successful candidates.
- If, after the elimination round, there is a **tie for last place** in the number of “yes” votes, the candidate with the fewest number of “no” votes is successful. If the tied vote has the same number of both “yes” and “no” votes, the Speaker will draw one (1) name from a hat.

**Jurisdiction:**

Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.8.1.a  
*“Eight (8) graduate students elected by GSA Council as voting members.”*

Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.10.4  
*“The GSA NoC will interview all nominees to the GSA ACB and forward selected nominees to GSA Council.”*

**The names and biographies received for the two (2) nominees are BELOW on pages 8.3 - 8.6. Biographies and brief resumes are presented as received (ie not edited).**

/Users/gsaassist/Google Drive/Council/Meetings/2017-2018/January 2018/Second Mailing/GSA Council 22 January 2018 Item 8a - Nominees for the GSA Appeal and Complaints Board.docx

**Nominations for GSA ACB (2 Vacancies for Graduate Students)  
Two (2) Nominees**

**1. Yasmeen Jaafar**

<b>Other governance bodies you currently serve on (whether GSA or UAlberta)</b>	MBA Association Leadership Forum Committee
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**Statement of Interest**

I have completed two years of law school at the UofA, and am currently completing my MBA portion of my joint JD/MBA. In those two years of law school, I studied constitutional law, human rights law and importantly, administrative law. I received an A- in administrative law, and this area is one of my main interests. Serving on the GSA Appeals and Complaints Board will allow me to make use of my knowledge of administrative law in a practical setting, and to also contribute to the UofA community. The Board will benefit from having a law student as a member, and one who is familiar with administrative law.

My past experiences largely include positions within the public sector. I worked as a Research Assistant at the Law School from 2016-2017 for Prof. Ubaka, where I completed research for public policy briefing notes on the amendment of the Assisted Human Reproduction Act. This position required that I approach the legal issues at hand from an impartial perspective, since the public's best interest is what informed my research.

I worked at the City of Edmonton (as employee of the UofA) this past summer as a Sustainability Scholar where I conducted a review of the public food vending regulatory framework in Edmonton. I was required to put forward recommendations for the City on how to improve its public food vending regulatory framework. Producing a quality report necessitated that I approach the legal and policy issues at hand with the public's best interests in mind. Therefore, I had to complete my research impartially. This summer, I will be serving as a Summer Law Student for Alberta Justice and Solicitor General. I have a strong interest in serving the public good, and volunteering on the GSA Board will allow me to continue to serve the Edmonton and UofA community.

The study of law itself requires that we approach our work impartially. I also have an undergraduate degree in Philosophy, from UofT, where I was trained to approach arguments from a neutral standpoint. We practiced arguing both sides on all issues we explored. This requires impartiality. Therefore, I have been trained in both my undergraduate degree and in law school to reserve judgments until all of the evidence has been heard, to consider both sides of an argument, and to view issues impartially, characteristics which are essential for a member serving the GSA Complaints and

<p>Appeals Board.</p>
<p><b>Bio</b></p>
<p>I am completing a JD/MBA combined degree, and seek to become a lawyer for the government once I graduate. My undergraduate degree is in Philosophy, where I focused on bioethics, logic (deductive and inductive), political philosophy, and ethics/morality. I have completed the bulk of my law degree, having taken almost all of my requireds, and taking electives pertaining to the practice of law within the public sector. I am now doing my MBA, specializing in Sustainability.</p> <p>I enjoy involving myself in the community and try to volunteer as much as I can. I am currently a member of the MBAA Leadership Forum Committee. Last year, I volunteered as an Upper Year Mentor at the law school, and the year prior, I volunteered providing pro bono legal services, while volunteering to organize civic events for the community.</p> <p>I commit myself to an active lifestyle, try to travel as much as I can, cook regularly, read and write, and enjoy meeting new people.</p>
<p><b>Summary Resume</b></p>
<p>Academic: I have a Philosophy Specialist degree from UofT, Trinity College. This pertains to this position because it has trained me to think analytically and to approach arguments from an impartial perspective. 80% of my Juris Doctor at the UofA Law School has been completed. This pertains to this position, as volunteering for the GSA Appeals and Complaints Board is a position that requires the member to understand the University's duty to procedural fairness. I have completed a course on administrative law and therefore have a legal background in issues respecting University administrative proceedings. I am currently doing my MBA, which has allowed me to practice teamwork skills, leadership and interpersonal skills. At the same time, I am specializing in Sustainability, indicating my passion for human-centric issues. The Board will enjoy having a law student on its team, while also representing the Business Faculty.</p> <p>Professional: Prior to law school, I interned at a law firm and gained experience working on wrongful dismissal cases. These cases involved clients who had just been fired, and I was required to regularly interview difficult clients. I practiced my people skills, empathy, and ability to represent the rights of our clients despite their personal history. In other words, I practiced representing our clients impartially. During law school, I worked as a Research Assistant at the Law School, I worked as a Sustainability Scholar for the City of Edmonton/University of Alberta, and I will be working as a Summer Law Student this coming summer for Alberta Justice and Solicitor General (Legal Services Division). My legal background and experience representing the public interest will bring</p>

a different and valuable perspective to the GSA Appeals and Complaints Board.

Volunteer work: During my undergraduate degree, I volunteered for the Canadian Peace Alliance as a Researcher, and for the YMCA (Business Section) providing guidance to unemployed individuals seeking to become entrepreneurs. During Law School, I have since volunteered as Civil Law Caseworker (September 2016-April 2017), where I assisted low-income clients by providing them with legal information. I have also volunteered for the Harbourfront Centre as an Event Organizer, an Upper-Year Mentor for the Law Students Association Mentorship Program, and currently, as a Committee Member for the MBA Association Leadership Forum Committee.

Thank you for considering my application and I look forward to hearing from you soon.

## 2. Sparsh Patel

<b>Other governance bodies you currently serve on (whether GSA or UAlberta)</b>	
<b>Statement of Interest</b>	
<p>I have always been able to step out of my personal opinion on a situation and consider all possible outlooks in a situation before making any assumptions or criticism. I have been part of Heart and Stroke Foundation Student's Association (HSFSA) as vice president of the advocacy division, where I have been involved in mediating disagreements between club members regarding execution of club activities. The nature of my position exposed me to many situations involving differences of opinion and I believe I handled these situations impartially after considering both sides of the argument. I believe my innate nature, which prompts me to find out all the information I can before forming an opinion is a perfect fit for this position.</p>	
<b>Bio</b>	
<p>I was born in the western part of India where I spent the first 10 years of my life, and moved to Canada in 2005. I am fluent Hindi, Gujarati as well as English. I finished my undergrad at the UofA in Biological Sciences. I am currently in the MSc program in the Faculty of Medicine and Dentistry department of Pediatrics. Throughout my undergrad I enjoyed holding multiple positions in HSFSA as a general member up to VP advocacy, as well as volunteering at the Canadian Blood Services. As a Master's student I am actively involved in the local temple on the weekends, and am also member of UofA squash club.</p>	
<b>Summary Resume</b>	
<p>I am a first year master's student in the department of pediatrics studying neonatal resuscitation techniques in Dr. Schmolzer's lab. I have recently been awarded the Faculty of Medicine &amp; Dentistry/Alberta Health Services Graduate Student Recruitment Studentship (GSRS). Prior to starting my MSc program, I also worked with CRISPR genome editing techniques as an undergrad research project. I do not have scheduled classes to attend therefore I am extremely flexible with my time, and able to dedicate substantial amount of time to the committee.</p>	





January 12, 2018

Dear GSA Council Colleagues,

As many of you may remember, my team and I began the development of the 2017-2018 GSA Board Strategic Work Plan (SWP) in May of 2017 and we presented the finalized plan to GSA Council in July. The complete SWP is available for your review on the GSA website at <http://www.gsa.ualberta.ca/SWP.aspx>.

Below is an update concerning the GSA's progress in pursuing the strategic goals outlined in the SWP. Updates were provided to GSA Council in October and a final update will be provided before the end of our term of office, in April. I welcome the chance to discuss these updates with you on January 22 and also encourage you to ask questions about the status of the SWP goals at any time throughout the year.

Highlights from our progress include:

- One of our main team goals was to advocate for the University to launch a review of the current state of graduate student funding on campus. After submitting a proposal to the Provost and the Dean of the Faculty of Graduate Studies and Research (FGSR) concerning this, the Dean of FGSR created and circulated a survey to University departments to gather more information about their current graduate student funding practices. In my continued conversations with the Dean of FGSR, she indicated that discussions regarding minimum funding with the Associate Deans in faculties went well, and that faculties will continue to explore this proposal and collect data. We will continue to advocate that further review be embarked on as a precursor to potential discussions about the creation of guaranteed minimum funding packages.
- The Government of Alberta announced on November 30 that the Alberta tuition freeze for domestic students will continue for its fourth year and has committed up to \$17 million in backfill funding to 20 of the province's public post-secondary institutions, this year. Additionally, all existing mandatory non-instructional fees will also continue to be frozen at all 26 post-secondary institutions and no new fees can be introduced or implemented in 2018-19. The Alberta Graduate Provincial Advocacy Council (ab-GPAC) issued a statement in response to this announcement, highlighting concerns regarding the lack of regulation of international student tuition and fees and potential impacts on institutional quality. The full statement can be found [here](#). The U of A GSA, as outlined in our SWP, will continue to advocate that any increases to international graduate student tuition should be included in the same regulatory framework that applies to domestic students (which is currently tied to CPI).
- The 2017-2018 SWP noted that the GSA would present to the Board Human Resources and Compensation Committee (BHRCC), on the need for higher assistantship rates. At the end of November, Sasha and I attended a BHRCC meeting, where Sasha illustrated the link between mental health and funding and highlighted other barriers that graduate students experience.
- In the interest of promoting enhanced opportunities for academic success (which links to mental wellness), Firouz has researched exam deferral practices at other universities and has initiated conversations with FGSR regarding the U of A's exam deferral processes for graduate students. He is also participating in a series of new committees and projects, including a new committee focused on revitalizing the Council of Student Affairs (COSA), planning the U of A Joint Board of Governors/General Faculties Council/Senate Summit at the end of January, and is engaged in conversations regarding learning outcomes on campus. Finally, Firouz and I advocated for the extension of the period of time in which the FGSR could allocate the funds from a grant provided by the government of Alberta for professional development (which funds



programs such as the Graduate Student Internship Program (GSIP)). The Government of Alberta approved the extension of the timeline for this grant.

- Key goals from Sasha's portfolio include negotiating for increased compensation for graduate student assistants via the current collective bargaining process and ensuring the GSA's compliance with *Bill 7*. As noted in the last SWP update to GSA Council, Sasha hosted a Pre-Bargaining Town Hall on September 26, 2017 and eight graduate students attended. Following this Town Hall, the GSA Negotiating Committee (GSA NC) and the GSA Labour Relations Committee discussed the feedback and suggestions received and then developed a series of collective bargaining priorities and goals. Academically-employed graduate students were then asked to vote electronically on these priorities. The GSA NC included these approved priorities in the Opening Position that was sent to the University at the beginning of November. As chair of the GSA NC, Sasha will continue to provide academically-employed graduate students with bargaining updates as they develop.
- Masoud and Royle continued to consult with Nursing students completing their practicums at Michener Park on their work to develop a survey to learn about the transit usage of graduate students living in Michener Park. The survey has been finalized and circulated to residents. The survey invites residents to track their transit usage for one month, starting in January 2018. Nursing students completing their practicums will collect and analyze the survey data.
- Sasha initiated and worked in collaboration with FGSR to provide "Managing Up" in fall 2017. This is a new professional development workshop series which works to identify and address the power imbalances that exist between graduate students and their supervisors. Four presentations covered the following topics: The Power Balance (Dr. Andre Costopolous, Dean of Students), Effective Meetings and the Art of Asking (Dr. Brent Epperson, Graduate Ombudsperson), Developing Self-Expectations and Clarify of Responsibilities in Graduate School (Megan Beggs, PhD Student in Physiology), and Getting the Most Out of Your Graduate School Learning Experience (Dr. Kevin Haggerty, Sociology Professor).
- The Residence Joint Oversight Committee convened in November. Masoud is serving as the GSA's representative on this committee, which was established following the recommendations of the Residence Life Task Force, and which will focus on strategic planning for all residence matters and projects.
- The GSA VP Student Services has continued working to support the Campus Food Bank in its mission to ensure the delivery of food for students in need, and their families. The Campus Food Bank is working to track how many students use their service. In general, they continue to see that a significant percentage of their users are graduate students. In November, I joined Royle in celebrating the Campus Food Bank's 25<sup>th</sup> Anniversary by volunteering for their November Noodles event. The GSA also collected donations for the Campus Food Bank for the holidays.
- The Student Success Centre 20-minute graduate student writing sessions that the GSA started sponsoring in the fall have been successful and these sessions will continue in the winter term. Additionally, the Student Success Centre is working on developing their second annual Winter Thesis-Writers' Retreat. The GSA's subsidy to the Student Success Centre also supports this program.

Sincerely,

Babak Soltannia, 2017-2018 GSA President

**GSA President  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Babak Soltannia  
Date: January 19, 2018

Dear Valued Councillors and Colleagues,

I hope you had a wonderful winter break, enjoyed the holidays, and have now recovered and saved some energy for a fresh start. Also, my warm welcome and best wishes to the new graduate students joining the University and the GSA.

One of the most important issues that I would like to focus on during my current report is that the University is planning to increase international student tuition fees. As Firouz also notes in his report, we both attended a Tuition Budget Advisory Committee (TBAC) on January 15, 2018. We strongly stated and emphasized the GSA's stances on tuition, as outlined in the GSA Board Strategic Work Plan, which states that we are against any increases to international graduate student tuition fee increases beyond the Consumer Price Index (CPI). We also highlighted that while we understand that the University is facing challenges related to their deficit, graduate students continue to experience numerous issues, including lack of financial support, increased mental health issues, and increases in graduate student use of the Campus Food Bank. We will continue to advocate against the proposed increases. The University Provost and Vice-President (Academic) and Vice-President (Finance and Administration) are attending January Council to discuss their proposal and answer questions.

Other highlights include:

- As Masoud and Royle also noted in their reports, the GSA Winter Orientation was held on January 5. Special thanks to FGSR Associate Dean, Bryan Hogeven and Acting Assistant Dean, Student Life, Joan Schiebelbein for joining us to welcome new graduate students to the University and the GSA. We had a good turnout of participants, and we wish all new students success in their upcoming endeavors.
- Our Winter Social Event will be held in the Wild Rose Room in Lister Center, on February 8, from 5 - 7 PM. This event will be similar to our fall social event, where graduate students have an opportunity to mingle over delicious food and a variety of games. I encourage you to attend and to invite your friends. Keep an eye on the GSA Newsletter for more details.
- Regarding the SWP updates (see Item 9), I am proud of the work of my team regarding work on collective bargaining, advocating for and exploring the possibility of establishing minimum funding packages, lobbying through ab-GPAC for the provincial regulation of international student tuition fees, and strongly advocating against proposed increases to international student tuition at the U of A.
- Regarding ab-GPAC, the one-year contract of the ab-GPAC Executive Director is coming to an end and a review committee has been established.
- Before the holidays we opened the nomination period for our GSA Recognition Awards and the deadline for applications was on January 15. Recipients will be honoured at the annual GSA Awards Night in March.

- We hosted our final GSA Coffee break of 2017 on December 15 and will continue to host coffee breaks during the winter term. Coffee breaks are great opportunities for GSA members to connect.
- The GSA continues its partnership with the Student Success Centre to provide 20-minute writing sessions. This resource is open to graduate students in any discipline and works to assist graduate students experiencing writer's block or other difficulties. The winter semester schedule is now advertised on the GSA website.
- We are pleased to announce that the GSA Office received a Gold Spaces Certification from the Office of Sustainability for a third year in a row – stay tuned for the photo on our social media as well as in my next GSA Council report.

I wish you and your loved ones happiness in 2018, and I encourage you to check in on your friends, especially those who are away from home and family, as January and the winter months can affect some people's mental health and wellness. Stay warm!

I will be more than happy to answer any concerns or questions you may have, in person or over email.

Warmest regards,

Babak  
GSA President

*Please find below a list of meetings I attended between December 11, 2017 and January 22, 2018. The meetings were accurate at the time of printing. Please note that I was away January 3-12, 2018.*

December 12	Indigenous Graduate Student Initiative
December 12	Meeting with a Graduate Student
December 13	General Faculties Council Academic Planning Committee (GFC APC)
December 14	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
December 14	Board of Governors (BoG) Holiday Dinner
December 15	Board of Governors (BoG)
December 15	GSA Coffee Break
January 15	Tuition Budget Advisory Committee (TBAC)
January 16	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Governance Committee Meeting
January 17	General Faculties Council Academic Planning Committee (GFC APC)
January 18	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
January 18	Meeting with Marina Banister, President of the Students' Union

**GSA Board (GSAB)  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
 From: Courtney Thomas, Executive Director; Julie Tanguay, Acting Executive Director and Acting Coordinator of the GSA Board; Heather Hogg, Director of Operations; and Lisa Hareuther, Assistant Director  
 Date: January 19, 2018

The GSAB reports regularly to GSA Council by listing its agenda items, Motions/agreements, and main items of discussion (meeting reports are also offered at each meeting). Motions of Agenda approval and approval of the Minutes are not included unless there were amendments made. Closed session items are not minuted. Open session Minutes are available upon request. The President, Vice-Presidents, and the administrative team will be happy to answer any questions or provide more information at the GSA Council meeting. Also see the weekly Management Reports to the GSAB in Item 20 (Executive Director's Report to GSA Council) on pages 20.1 – 20.3.

**13 December 2017 GSA Board Meeting**

Main Agenda Items:

Meeting reports.

Motions and Agreements:

Members **AGREED** to move in **CLOSED SESSION**.

Members discussed **ab-GPAC**.

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

Members **AGREED** to move in **CLOSED SESSION**.

Members discussed **the Document for Students' Rights and Responsibilities**.

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

**20 December 2017 GSA Board Meeting:** Cancelled

**3 January 2018 GSA Board Meeting:** Cancelled

**10 January 2018 GSA Board Meeting**

Main Agenda Items:

Ab-GPAC Presentation; Student Advisor's Conference: Request for an External Grant; GSA Board Strategic Work Plan: Update to GSA Council; and Meeting reports.

Motions and Agreements:

That the GSA Board **APPROVE** an external grant of \$250 for the 2018 Student Advisors' Conference, as requested in the attached letter from co-chairs, Joan Schiebelbein, Acting Assistant Dean, Student Life, and Marc Johnson, Undergraduate Ombudsperson. FK **MOVED**. SvK Seconded.

**CARRIED.**

**17 January 2018 GSA Board Meeting**

Main Agenda Items:

Graduate Student Assistance Program: Annual Statistical Report, September 1, 2016 to August 31, 2017; and Meeting reports.

Motions and Agreements:

That the GSA Board **RECEIVE FOR INFORMATION** the attached Graduate Student Assistance Program Annual Statistical Report, September 1, 2016 to August 31, 2017. BS **MOVED**. RF Seconded. **CARRIED.**

**GSA Governance Committee (GSA GC)  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Babak Soltannia  
Date: January 19, 2018

Dear Council Colleagues,

At its last meeting, GSA Council approved changes to the GSA Policy on the GSA Budget and Finance Committee and Budget Principles, Practices, and Procedures. Upon reviewing Section K, Finances, GSA Policy: Budget Principles, Practices, and Procedures, it was determined that two different sections had the same numbering. As per GSA Policy, the Chair and Vice-Chair of the GSA Governance Committee (GSA GC) have "delegated authority to approve "purely editorial" changes. "Purely editorial changes are defined as punctuation, italicization of Latin terms, capitalization, spelling, font, and re-numbering" (GSA Bylaw and Policy, Section F: GSA Standing Committees, GSA Policy, GSA Standing Committees, F.POL.4.2.c). The GSA GC Chair and Vice-Chair approved the renumbering of this section.

Sincerely,  
Babak Soltannia, GSA President and Chair, GSA GC

**GSA Vice-President Academic  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Firouz Khodayari  
Date: January 19, 2018

Dear Council Colleagues,

Happy New Year to all of you; I wish you a wonderful year full of happiness and success. As Vice-President Academic, I have attended several meetings and been involved with various discussions during the last month; I share the highlights with you in this report.

**Tuition Budget Advisory Committee**

As Babak also reports, we attended a Tuition Budget Advisory Committee on January 15. The University Provost and Vice-President (Academic) and the Vice-President (Finance and Administration) discussed the 2018-2019 tuition fees for international graduate students. We have invited the Provost and Vice-President (Academic) and the Vice-President (Finance and Administration) to attend January Council to discuss this further and answer questions.

**Online Grad Community**

With the help of the Faculty of Graduate Studies and Research (FGSR) and some innovative people from outside of the University, I have been working on different ideas to find ways to connect graduate students with employers and alumni. One of the ideas that we are currently exploring is to create an online community of graduate students and PhD graduates to share career ideas, resources, and support. I would like to ask all of you to contact me if you have ideas or thoughts about this topic and hopefully we will come up with an efficient work plan that can benefit all graduate students to find the best path to their ideal career after graduation.

**Getting to know "U" summit**

As one of the recommendations of the Ad Hoc Committee on Academic Governance Including Delegated Authority, there will be a joint summit with the Board of Governors, General Faculties Council, and Senate on January 26, 2018. This is the first time a summit like this is happening and the main goals are to not only get the three statutory bodies of the University together but also talking about some of the controversial issues that can happen at universities. The topic of this summit will be "Difficult Dialogues on our Campuses".

**University Governance**

As we are reviewing the terms of references for different committees of the General Faculties Council (GFC), I have been trying to advocate for a fair representation of graduate students on committees and subcommittees. We are also working on some strategies to increase student engagement in University governance. I will come back with more details on this in the next few months.

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 regarding any academic related issue you have encountered at the University.

Thanks,

Firouz Khodayari, GSA Vice-President Academic

Please find below a list of meetings I attended between December 11, 2017 and January 22, 2018. The meetings were accurate at the time of printing.

December 13	Faculty of Graduate Studies and Research (FGSR) Policy Review Committee (PRC)
December 14	GFC Nominating Committee (GFC NC)
December 14	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
December 15	GSA Coffee Break
December 15	Meeting with a Graduate Student
December 18	Board of Governors-GFC-Senate Summit Working Group
January 5	UAlberta International Winter Transitions Orientation Program
January 5	GSA Winter Orientation
January 8	Faculty of Graduate Studies and Research (FGSR) Council Caucus
January 10	Faculty of Graduate Studies and Research (FGSR) Professional Development Advisory Board
January 10	Faculty of Graduate Studies and Research (FGSR) Council
January 10	Shell Enhanced Learning Fund Symposium
January 12	General Faculties Council Nominating Committee (GFC NC)
January 15	General Faculties Council Nominating Committee (GFC NC)
January 15	General Faculties Council Executive Committee
January 15	Tuition Budget Advisory Committee (TBAC)
January 17	Medicine Departmental Orientation
January 18	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
January 19	Faculty of Graduate Studies and Research (FGSR) Professional Development Advisory Board



**GSA Vice-President External  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Masoud Khademi  
Date: January 19, 2018

Dear Council Colleagues,

Happy New Year! I hope you had a great Christmas break and enjoyed the holidays. Before getting into the formal report I just wanted to wish you and yours a very good year ahead. I am sure with the determination and enthusiasm you all have in your hearts you can achieve all of your goals for this year. Catch the positive vibe and rock the year!!!

During the past month, I attended several meetings. During the Residence Advisory Committee (RAC) meeting in December, we discussed the residence improvement fund. Terry Sperling (Associate Director, Residence Operations) noted that his office received many proposals for this fund and the final results will be released soon. Another important item discussed was about striking a working group on space usage for residences. Janice Johnson (Assistant Dean of Students, Residence) explained the reasons behind establishing this working group and noted that the desired outcome was a signed Memorandum of Understanding between Residence Services and residence associations.

During the Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board of Directors meetings, we have been planning the upcoming Annual General Meeting. The Executive Director and Chair of ab-GPAC are attending the January GSA council meeting to talk about the organization and its advocacy work. They also attended a GSA Board meeting in early January to discuss the same topics.

The most exciting part of January was the GSA Winter Orientation. In addition to presenting during a few departmental orientations, as Royle also reported on, we held the GSA Winter Orientation on January 5 to welcome new graduate students to the GSA and U of A. It is always energizing for me to see all those happy and hopeful faces of those who have just started their programs here at the U of A.

Another meeting that I attended during this month was the Council of Residence Associations (CORA) meeting where we discussed the meal plan for students living in residences. As I mentioned in previous reports, a small number of graduate students are affected by the meal plans, but we will continue to closely monitor any upcoming changes to the meal plan and raise student concerns as they arose.

In the Dean of Students' Advisory Committee meeting, the timing of various orientation events for fall 2018 was discussed in detail, as well as student accessibility to the exam center and potential areas of improvement.

Finally, I also attended the GSA Awards Selection Committee (GSA ASC) as chair. The committee members met for adjudication training on January 16. It is worth noting that the adjudicating process

lasts until early February, after which the committee will meet to determine the final recipients. For more details, please refer to the GSA ASC report on page 12.2.

At the end, as always, if you need more information or have any question regarding the meetings that I have attended this past month, do not hesitate to contact me.

Sincerely,

Masoud Khademi, GSA Vice-President External

*Please find below a list of meetings I attended December 11, 2017 and January 22, 2018. The meetings were accurate at the time of printing.*

December 14	Residence Advisory Board (RAC)
December 15	GSA Coffee Break
January 5	GSA Winter Orientation
January 8	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Meeting
January 8	Council of Residence Associations (CORA)
January 10	Dean of Students' Advisory Committee Meeting
January 16	GSA Awards Selection Committee (GSA ASC)
January 18	Institutional Equity, Diversity, Inclusion (EDI) Awards Adjudication Committee Meeting
January 18	Alumni Student Council

**GSA Awards Selection Committee  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Masoud Khademi  
Date: January 19, 2018

Dear Council Colleagues,

The GSA Awards Selection Committee (GSA ASC) is responsible for selecting the recipients of the twelve different GSA Recognition Awards. The GSA Recognition Awards honour graduate students who have distinguished themselves in research, teaching, academic achievement, leadership, and service to the University and to the wider community. The GSA also recognizes University faculty and staff members for their outstanding contribution to graduate education, and acknowledges those who support and champion graduate students at the University. These awards will be presented at the annual GSA Awards Night, taking place on March 23, 2018.

The deadline for the GSA to receive nominations for GSA Recognition Awards was January 15, 2018. The GSA received 94 applications, a decrease from last year mostly for the Graduate Student Research Assistant Award, Graduate Student Rising Star Award, and International Graduate Student Award.

GSA ASC members met for adjudication training on January 16, 2018. GSA ASC members will be adjudicating the nominations until early February, after which they will meet to determine the final recipients in each category. I will report the recipients to GSA Council in February.

Best,  
Masoud Khademi, GSA Vice-President External and Chair of the GSA ASC

**GSA Vice-President Labour  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Sasha van der Klein  
Date: January 19, 2018

Dear Council Colleagues,

Welcome back! I hope you all had a well-deserved break and a good start to this term. The year is young, but I have a couple of updates for you from my portfolio.

**New**

**World Social Justice Day – Food Security edition** – With the Days of Action committee we plan to have “infotainment” placemats in the SUB food area on February 15. We’ve been working with the committee and the Campus Food Bank to organize content for the placemat, including some stats on food security issues among university students.

**Negotiations – Response from the university** – Just before the winter break, the university came back with a response to our opening position. We are now in the process of setting up our first collective bargaining meeting. We will continue to keep our bargaining unit updated through our Labour newsletter.

**Ongoing**

**Suicide Prevention** – The Dean of Students’ Implementation Steering Committee is rolling out into working groups; each is assigned a task to help improve suicide prevention and responses to suicide. These working groups will address education and awareness, services and supports, and support following a student death or death by suicide on campus. Some of these working groups seek students at-large to volunteer, so you may see advertisements for these positions soon.

**Graduate Student Safety Session** – I brainstormed the content of a session on graduate student safety with several stakeholders. I am hoping to settle on a date and start planning for this session soon.

**Student Parent Project** – For this project with the Dean of Students’ office, several areas discussed will be assigned a working group, for example the development of a student parent policy, drop-in day care, and breast-feeding spaces on campus.

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

Thanks,

Sasha van der Klein, GSA Vice-President Labour

*Please find below a list of meetings I attended between December 11, 2017 and January 22, 2018. The meetings were accurate at the time of printing.*

December 12	Meeting with a Graduate Student
December 12	Meeting with Deborah Eerkes, Director of Student Conduct & Accountability
December 12	Meeting with a Graduate Student
December 12	Indigenous Graduate Student Initiative
December 14	Board of Governors (BoG) Holiday Dinner
December 20	Days of Action Committee
January 5	GSA Winter Orientation
January 8	Chemical and Materials Engineering Departmental Orientation
January 9	Graduate Student Safety Training Meeting
January 10	Days of Action Placemat Working Group
January 10	Faculty of Graduate Studies and Research (FGSR) Council
January 11	Suicide Prevention Implementation Committee
January 12	Days of Action Content Meeting
January 12	Student Parent Project Committee Meeting
January 12	Meeting with a Graduate Student
January 15	Meeting with Jennifer Yurkiw, Program Lead Peer Support Centre
January 16	GSA Awards Selection Committee (GSA ASC)
January 16	GSA Negotiating Team Meeting
January 17	Days of Action Committee
January 17	Meeting with a Graduate Department Chair
January 18	Protective Services Advisory Committee
January 19	ACCESS Steering Committee

**GSA Negotiating Committee (GSA NC)  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Sasha van der Klein  
Date: January 19, 2018

Dear Council Colleagues,

In mid-December, we received a written proposal from the University's negotiating team. The GSA negotiating team met on January 16 to discuss this response and I then requested more specific information related to their proposal. Both teams will meet in early February to begin negotiating amendments to the Graduate Student Assistantship Collective Agreement.

I will keep GSA Council and current academically-employed graduate students updated as negotiations progress.

Sincerely,  
Sasha van der Klein, Chair of the GSA Negotiating Committee and GSA Vice-President Labour

**GSA Vice-President Student Services  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Royle Feng  
Date: January 19, 2018

Dear Council Colleagues,

Happy New Year and welcome back! I hope you have enjoyed a relaxed and happy holiday season. As the new semester just started, my portfolio in January has been quiet so far:

The Campus Food Bank (CFB) 25<sup>th</sup> Year Anniversary events achieved great success. Overall, throughout the week, the CFB raised approximately \$6700 and had good participation during their different events. During the CFB Board meeting I attended this month, they reported rapid growth in their online donations from 2016 to 2017, and presented an update on their budget, which is currently in good shape.

I also met with the Graduate Student Assistance Program (GSAP) representative to review the 2016-2017 utilization report. GSAP is a service available to all graduate students which was established by a referendum by graduate students and administered by Homewood Health. GSAP provides confidential counselling services on a broad range of issues. The GSA's utilization rates are up. Graduate students primarily accessed the services to address stress, anxiety, and depression.

The GSA's Winter Orientation on January 5 was so amazing and I was excited to see so many new faces there. I hope they can be engaged actively in the GSA in the future.

Finally, I wish you can have a cheerful and successful semester!

Thank you!

Best regards,

Royle

*Please find below a list of meetings I attended December 11, 2017 and January 22, 2018. The meetings were accurate at the time of printing. Please note that I was away December 4-15, 2017.*

January 5	GSA Winter Orientation
January 11	Meeting with Sarah Flower, Graduate Student Assistance Program (GSAP) Administrator
January 11	Campus Food Bank Board Meeting
January 12	Mechanical Engineering Departmental Orientation
January 16	U-Pass Advisory Committee
January 18	U-Pass Administration Committee Meeting

**GSA Chief Returning Officer  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Darcy Bemister  
Date: January 19, 2018

Election time is almost upon us! I have been working with the GSA Elections and Referenda Committee (GSA ERC) since September 2017, as noted by Leigh Spanner, Chair of the GSA ERC, in her report, to ensure we are ready for the 2018 - 2019 GSA General Election.

The timeline for the 2018 General Election was approved by myself and developed in consultation with the GSA ERC. The full timeline is available on the GSA website [here](#). Below are some highlights:

**Tuesday, January 30, 2018:** Nominations open for the General Election

**Tuesday, February 13, 2018 at 1 PM MST:** Nominations close for the General Election

**Thursday, February 15, 2018 at 12 PM MST:** GSA General Election Forum – Lunch will be served

**Tuesday, February 27, 2018 to Thursday, March 1, 2018 at 10 AM MST:** Voting period for the General Election

I would like to ask all Councilors to invite their colleague to participate in the GSA General Election by attending the General Election Forum on February 15 at noon and voting on February 27 through March 1. If you have any questions or concerns, please don't hesitate to contact me at [gsa.elections@ualberta.ca](mailto:gsa.elections@ualberta.ca).

Thank you,

Darcy Bemister, GSA Chief Returning Officer



**GSA Nominating Committee (GSA NoC)  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Radim Barta  
Date: January 19, 2018

Dear Council Colleagues,

The report from the 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 Policy governing the GSA NoC is located in GSA Bylaw and Policy, Section E: Nominating. As provided for in its Terms of Reference, the GSA NoC has been conducting business via e-mail.

Sincerely,

Radim Barta, Chair of the GSA NoC

**GSA Standing Committees**

**1) GSA Deputy Returning Officer (DRO) (1 Graduate Student Position)**

Information regarding this position was circulated on two instances via the GSA newsletters in advance of the nomination deadline of January 16, 2018. No nominations were received. Following a directed search in consultation with the GSA NoC Chair, one (1) nomination was received. **See Item 8 – Nominees for GSA DRO.**

**2) GSA Governance Committee (GSA GC) (1 GSA Council Member)**

Information regarding this position was circulated on two instances via email to GSA Council with a deadline of January 16, 2018. No nominations were received, so this vacancy will be advertised again

**3) GSA Appeals and Complaints Board (GSA ACB) (2 Graduate Student Positions and 2 GSA Councillor Positions)**

Information regarding the positions for two (2) GSA Council members was circulated on two instances via email to GSA Council with a deadline of January 16, 2018. No nominations were received, so these vacancies will be advertised again. Information regarding the positions for two (2) graduate students was circulated on two instances via the GSA newsletter in advance of the nomination deadline of January 16, 2018. Two (2) nominations were received. The nominees were then interviewed by GSA NoC Chair Radim Barta, who has been trained in procedural fairness by the GSA and has a record of demonstrating impartiality through his work on the GSA NoC. GSA Associate Director Julie Tanguay or GSA Assistant Director Lisa Hareuther were also present for each interview. During the respective interviews, the nominees were asked a series of questions aimed at assessing their awareness of the basic tenets of procedural fairness and their ability to adjudicate potential cases in accord with those tenets (note as well that all individuals elected to the GSA ACB receive training in procedural fairness). There will be a paper ballot vote. **See Item 8a – Nominees for GSA ACB.**

**4) GSA Appeals and Complaints Board (GSA ACB) Chair (1 member of GSA ACB)**

As per GSA Bylaw and Policy, "GSA Council will elect one (1) member of the GSA ACB as Chair and one (1) member of the GSA ACB as Vice-Chair on the recommendation of the GSA Nominating Committee (GSA NoC), for a term of office, also recommended by the GSA NoC, not to exceed two (2) years. Members may stand for re-election as Chair or Vice-Chair" (Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.8.3). Members of GSA ACB were informed of this vacancy via email on January 12, 2018 and were invited to submit nominations by January 17, 2018. No nominations were received. This position will be advertised again.

**External Committees**

None to report at this time.

### Current Vacancies

**1) Community Connections Awards Committee (1 Graduate Student Position)**

This position was advertised in the GSA newsletter of January 5 and January 12, 2018 with a nomination deadline of January 17, 2018. The name of the student elected by GSA NoC will be reported in the next report to GSA Council.

**2) Images of Research Adjudication Panel (1 Graduate Student Position)**

This position was advertised in the GSA newsletter of January 19, 2018 and will be advertised again in advance of the nomination deadline of January 29, 2018.

**3) Integrative Health Institute Scientific Advisory Board (1 Graduate Student Position)**

This position was advertised in the GSA newsletter of January 12, 2018 and will be advertised again in advance of the nomination deadline of January 24, 2018.

**4) Learning Technologies Advisory Committee (LTAC) (1 Graduate Student Position)**

This position was advertised in the GSA newsletter of January 12, 2018 and will be advertised again in advance of the nomination deadline of January 24, 2018.

**GSA Elections and Referenda Committee (GSA ERC)  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Leigh Spanner  
Date: January 19, 2018

Dear Council Colleagues,

The GSA Elections and Referenda Committee (GSA ERC) met on January 9, 2018 to continue planning the 2018 GSA General Election.

At this meeting, the GSA ERC reviewed and finalized various posters advertising the GSA General Election and agreed to utilize Safewalk to distribute these posters across campus, and discussed the selection of a moderator for the 2018 GSA General Election Forum.

As mentioned in the GSA CRO's report, nominations for the five Directly-Elected Officer and the ten Councillor-at-Large positions will open on January 30, 2018.

Finally, I would like to invite you to attend the General Election Forum on February 15, 2018 at noon, in the Alumni Room (located on the main floor of SUB). Lunch will be served. Please also encourage your colleagues to attend.

Sincerely,  
Leigh Spanner, Chair of the GSA Elections and Referenda Committee

**GSA Executive Director  
Report to GSA Council for the January 22, 2018 Meeting**

To: GSA Council  
From: Courtney Thomas and Julie Tanguay  
Date: January 19, 2018

Dear GSA Council Members,

I hope you all had restful and enjoyable holiday breaks. Below are a few highlights of the GSA office team's work since the last report in December:

**GSA Events** – our winter orientation event took place on January 5, 2018 and over 60 graduate students attended (a significant increase over past years). The office team is now planning for a February grad student engagement event, GSA Awards Night in late March, and the continuation of GSA Coffee Breaks in the winter term.

**GSA Recognition Awards** – the nomination period opened on December 1, 2017 and closed on January 15, 2018. As has been the case in previous years, the office received the majority of applications close to the deadline and that resulted in considerable email and front desk traffic. You can find more information about the GSA Recognition Awards in the GSA Awards Selection Committee report to GSA Council.

**2018-2019 GSA Budget** – as noted in last month's report, the financial team, is working on the draft 2018-2019 GSA budget and associated three-year budget projections. The GSA Budget and Finance Committee will meet on January 24, 2018 to review this draft. The budget will be brought forward to GSA Council in February; the GSA remains in excellent financial shape.

**2018 GSA General Election** – we have been providing support to the Chief Returning Officer (CRO) and the GSA Elections and Referenda Committee (GSA ERC) as they prepare for the 2018 GSA General Election. The nomination period will open on January 30, 2018. More information on the 2018 GSA General Election can be found in the CRO and the GSA ERC's report to GSA Council.

As always, the detailed weekly reports from the management team to the GSA Board are attached for your review.

We will be happy to answer any questions.

Best,  
Courtney Thomas, Executive Director, and Julie Tanguay, Associate Director and Acting Executive Director

### Management Report to the GSA Board, December 13, 2017

The following issues have dominated management's attention in the past week since the last GSA Board meeting on December 6, 2017:

#### Strategic

- **Main Issues Dealt With in the Past Week:** Work associated with changes to the Collective Agreement; budget building for the 2018-2019 fiscal year and forecasting for the next three years (GSA Budget and Finance Committee will meet in January to review the budget); files clean-up; application for the Green Spaces Certification; preparations for and follow-up from meetings; tracking updates on the GSA Board's Strategic Work Plan; planning for the final GSA Coffee Break of the term and scheduling the winter term coffee breaks; drafting of external reports and external presentations; planning for the GSA committee members engagement event; and forward planning for the 2018 GSA General Election.
- **Bylaw and Policy Review:** Changes to the GSA Board Policy on Communications; changes to GSA Bylaw and Policy with respect to bargaining processes; and purely editorial change to the Section K: Finances (renumbering).
- **Graduate Student Groups:** Ongoing strategizing related to residence associations; relationship building and maintenance with Student Group Services (revisiting an outdated MoU, etc); review with the Dean of Students of the Student Groups Policy and Procedures and review of various group constitutions.

#### Grants and Office Operations

- Receipt of applications for the GSA Recognition Awards and preparation for adjudication.
- Supporting the work of the GSA Elections and Referenda Committee.
- Supporting the work of the GSA Nominating Committee (Integrative Health Institute Scientific Advisory Board and Arts Faculty Council and associated committees).
- Planning for the Winter Orientation and the Winter Social Event.
- Transfer of content to Sitecore 3.
- Facebook = 1086 likes (up 3 from December 6); Facebook posts reached 995 users this week and our "post engagement" count was 147. Twitter = 815 followers (up 1 from December 6); our tweets earned 1,300 "impressions" over the last week.

	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	\$90,782.97	\$3,846.11	6	182 (7 pending processing)
CCGs	\$83,105.48	\$0 <b>CLOSED</b>	0	46 (0 pending processing)
ASGAs	\$7,744.57	\$3,849.57	0	5 (0 pending processing)
EBs	\$133,952.00 (no periods)	\$34,631.00	1	27 (0 pending processing)

### Management Report to the GSA Board, January 10, 2018

The following issues have dominated management's attention in the past week since the last GSA Board meeting on December 13, 2017:

#### Strategic

- **Main Issues Dealt With in the Past Week:** Work associated with changes to the Collective Agreement; GSA Winter Orientation (around 60 students attended) and one departmental orientation; budget building for the 2018-2019 fiscal year and forecasting for the next three years (GSA Budget and Finance Committee will meet in January to review the budget); preparations for and follow-up from meetings; GSA Council mailing; tracking updates on the GSA Board's Strategic Work Plan; scheduling the winter term coffee breaks; drafting of external reports and external presentations; planning for the GSA committee members engagement event; and planning for the 2018 GSA General Election.
- **Bylaw and Policy Review:** Changes to the GSA Board Policy on Communications; changes to GSA Bylaw and Policy with respect to bargaining processes.
- **Graduate Student Groups:** Ongoing strategizing related to residence associations; relationship building and maintenance with Student Group Services (revisiting an outdated MoU, etc); review with the Dean of Students of the Student Groups Policy and Procedures and review of various group constitutions.

#### Grants and Office Operations

- Receipt of applications for the GSA Recognition Awards and preparation for adjudication.
- Supporting the work of the GSA Elections and Referenda Committee.
- Supporting the work of the GSA Nominating Committee (Community Connections Awards Committee, GSA Governance Committee, GSA Appeals and Complaints Board, and Deputy Returning Officer).
- Planning for the Winter Social Event.
- Transfer of content to Sitecore 3.
- Facebook = 1090 likes (up 4 from December 13); Facebook posts reached 469 users this week and our "post engagement" count was 242. Twitter = 816 followers (up 1 from December 13); our tweets earned 2,100 "impressions" over the last week.

	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	\$93,654.56	\$89,749.56	2	8 (8 pending processing)
CCGs	\$57,417.48	\$0 <b>CLOSED</b>	0	24 (24 pending processing)
ASGAs	\$9,787.07	\$5,862.07	1	3 (3 pending processing)
EBs	\$133,952.00 (no periods)	\$34,631.00	0	28 (0 pending processing)

### Management Report to the GSA Board, January 17, 2018

The following issues have dominated management's attention in the past week since the last GSA Board meeting on January 10, 2018:

#### Strategic

- **Main Issues Dealt With in the Past Week:** Work associated with changes to the Collective Agreement; departmental orientations; budget building for the 2018-2019 fiscal year, forecasting for the next three years, and preparation of the winter term financial statements (GSA Budget and Finance Committee will meet in January to review the budget); preparations for and follow-up from meetings; GSA Council mailing; review of an MOU for the renovations of the PAW change rooms; planning for the GSA committee members engagement event; and planning and work associated with the 2018 GSA General Election.
- **Bylaw and Policy Review:** Changes to the GSA Board Policy on Communications; changes to GSA Bylaw and Policy with respect to bargaining processes (being reviewed by the lawyers).
- **Graduate Student Groups:** Ongoing strategizing related to residence associations; relationship building and maintenance with Student Group Services (revisiting an outdated MoU, etc); review with the Dean of Students of the Student Groups Policy and Procedures and review of various group constitutions.

#### Grants and Office Operations

- Receipt of applications for the GSA Recognition Awards (94 applications received, applications the Graduate Student Research Assistant Award, Graduate Student Rising Star Award, and International Graduate Student Award down from last year) and preparation for adjudication.
- Supporting the work of the GSA Elections and Referenda Committee.
- Supporting the work of the GSA Nominating Committee (Community Connections Awards Committee, Images of Research Adjudication Panel, GSA Governance Committee, GSA Appeals and Complaints Board, and Deputy Returning Officer).
- Planning for the Winter Social Event.
- Transfer of content to Sitecore 3.
- Facebook = 1092 likes (up 2 from January 10); Facebook posts reached 553 users this week and our "post engagement" count was 60. Twitter = 822 followers (up 6 from January 10); our tweets earned 3,100 "impressions" over the last week.

	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	\$93,654.56	\$88,507.21	3	11 (3 pending processing)
CCGs	\$57,417.48	\$23,417.48 <b>CLOSED</b>	0	23 (3 pending processing)
ASGAs	\$9,787.07	\$5,612.07	1	4 (1 pending processing)
EBs	\$133,952.00 (no periods)	\$34,631.00	0	28 (0 pending processing)