

UMGSA Council Meeting Documents Index Page **Wednesday, April 18th, 2018 - 5:30 PM - UMGSA Lounge**

Index Page for the April 18, 2018, UMGSA Council Meeting Documents	1
Agenda for the April 18, 2018, UMGSA Council Meeting	2
Appendix I Minutes of the March 28, 2018, UMGSA Council Meeting	Separate Attachment
Appendix II March Committee Reports	5
Appendix III March HSGSA Report	7
Appendix IV March Senate Report	8
Appendix V March Executive Reports.....	9
Appendix VI Documents Related to the Student Senate Caucus	19
Appendix VII Documents Related to Open Eligibility for Elections	21
Appendix VIII Elections Committee Final Report	22

UMGSA Council Meeting Agenda

Wednesday, April 18th, 2018 - 5:30 PM - UMGSA Lounge

1. Call to Order

2. Traditional Territories Acknowledgement

The University of Manitoba campuses are located on original lands of the Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation. We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.

3. Approval of the Agenda

Note: Agenda Items for Concurrence Without Debate

Any item that has a beside it denotes an item intended for Concurrence Without Debate. These items include reports and other routine matters, and are considered accepted or adopted by the UMGSA Council without debate or a vote. Any Council Member who wishes to remove any item so-noted from the list of items for Concurrence Without Debate may do so by contacting the Council Chairperson prior to the meeting, or by requesting that it be removed when the Chair asks if there is any opposition to accepting these items for Concurrence Without Debate, immediately prior to the motion to approve the agenda as presented or as amended.

MOTION: BIRT the UMGSA Council approves the agenda for the April 18th, 2018, UMGSA Council Meeting as presented.

4. Approval of the Minutes

The minutes of the March 28th, 2018, UMGSA Council Meeting are included as Appendix I to this council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes from the March 28th, 2018, UMGSA Council Meeting as presented.

5. Approval of a Special Project Grant for the Graduate Student Food Systems and Sustainability Symposium:

The Finance Committee recommends the approval of \$500 for a Special Project Grant for the Human Nutritional Sciences Graduate Students' Association's Graduate Student Food Systems and Sustainability Symposium, to be held on June 27th 2018. The HNSGSA will recognize the UMGSA as a sponsor of the event.

MOTION: BIRT the UMGSA Council approves \$500 for a Special Project Grant for the June 27, 2018 Graduate Student Food Systems and Sustainability Symposium.

6. Presentation from the Office of Sustainability

7. Committee Reports

7.1. March Committee Reports (Appendix II)

7.2. Elections Committee Report (Appendix VIII)

8. HSGSA Report

8.1. March HSGSA Report (Appendix III)

9. Senate Report

- 9.1. March Senate Report (Appendix IV)

10. Executive Reports

- 10.1. March Executive Reports (Appendix V)

11. Departmental Reports

12. Unfinished Business

13. New Business

13.1. Proposed Addition of the Student Senate Caucus to the Committee Policy: The Student Senate Caucus is a non-binding joint-committee with UMSU which facilitates collaboration among student members of Senate. UMSU Council recently formalized the Student Senate Caucus in their policies, and this proposed addition to our Committee Policy would formalize it for us. This version is recommended by the Bylaws and Policy Committee after review. Though the formatting has been adapted for the UMGSA, the wording mirrors UMSU's for consistency. The full wording of both our proposed UMGSA version, as well as the current UMSU version, are included as Appendix VI to this council meeting agenda.

MOTION: BIRT the UMGSA Council approves the addition of the Student Senate Caucus to the UMGSA Committee Policy and Procedure Manual as a new point 18 under Article V, as written.

13.2. Replacement of the Multi-Function Copier-Printer-Scanner: The Executive has investigated possible options for a replacement of our current multi-function copier. It has been used well past its intended lifespan, and it has been functioning increasingly poorly in recent months. After discussions with IST, we will be able to take advantage of the University's discount from their supplier, and we would have a 7-year service contract with the company. Based on our needs, the Taskalfa 5002i was determined to be the best option for us. We believe that this machine will be reliable and long-lasting, and will provide good value for the Association. With this new machine we will be discontinuing fax services, which are almost never used and would not be worth the approximately \$500 in additional cost. The per-page costs over the span of the associated 7-year service contract will be less than what we pay now. Particularly thanks to the University discount, we have not found better alternatives. Thanks to cost savings found over this year, as well as higher than budgeted student fee revenues, there is more than enough money remaining in this year's budget to cover the cost of this purchase.

MOTION: BIRT the UMGSA Council approves the addition of \$5700 to the 2017-18 UMGSA Budget for the purchase of the Taskalfa 5002i.

13.3. Addition of \$100 to the 2017-18 UMGSA Budget for Hospitality for Council Meetings: Due to slightly higher turnout to UMGSA Council meetings over the course of the past year, we are short by \$100 to cover food for this final Council meeting. There is more than enough money remaining in this year's budget to cover the cost of this increase.

MOTION: BIRT the UMGSA Council approves an additional \$100 in the 2017-18 UMGSA Budget for Hospitality for Council Meetings.

13.4. Addition of \$2500 to the 2017-18 UMGSA Budget for Special Project Grants: The Special Project Grant budget line was cut mid-year when there had been almost no applications. Since that time, there have been a large number of applications, and we have exceeded the reduced budget for these grants. We are budgeting an increase of \$2500 on top of the existing \$2000 budgeted, in order to cover grants already paid out as well as some that are pending. There is more than enough money remaining in this year's budget to cover the cost of this increase.

MOTION: BIRT the UMGSA Council approves an additional \$2500 in the 2017-18 UMGSA Budget for Special Project Grants.

13.5. Proposed Clarification of Open Eligibility for Councilors and Department GSAs:

The UMGSA has received a complaint from a grad student who wished to run for an executive position on his Departmental GSA, but was excluded from running based on restrictions within the group's policies. Their policies effectively allow current executives to determine who will or will not have the opportunity to run for election. After extensive deliberations, the Bylaws and Policy Committee recommends that an additional point be added to the Council Policy to require that all grad students within a department be eligible to run as their department's UMGSA Council representative, as well as be eligible to run for their own group's executive positions. This proposal seeks to clarify and expand on the already-existing requirements for democratic procedures within the Departmental GSAs that send representatives to the UMGSA Council. The full wording of the proposed addition to the UMGSA Council Policy and Procedure Manual is included as Appendix VII to this council meeting agenda.

MOTION: BIRT the UMGSA Council approves the addition of the new point ii to Article IV, 2, a of the UMGSA Council Policy and Procedure Manual as written.

14. Announcements

14.1. Next Council Meeting: Wednesday, May 23, 2018 - 5:30PM - UMGSA Lounge

15. Adjournment

Appendix II :

UMGSA Committee Reports March 1st – 31st, 2018

Executive Committee

Chair: Carl Neumann (UMGSA President)

Meeting Date: March 2nd, 2018

- Due to the leaves of absence taken by several executives during the UMGSA General Election, the Executive Committee agreed to meet only one time in March.
- The Executive discussed the deliberations of various committees, as well as early planning for executive transition.
- The Executive also discussed unconfirmed rumors that the provincial government might be planning to end basic health care coverage for international students. Plans were made to investigate, and to consider possible actions that could be taken.

Finance Committee

Chair: Skye Kushner (UMGSA Senator)

Meeting Date: March 8th, 2018

For the March 2018 meeting, the Finance Committee:

- Processed Conference grants
- Considered Special Projects Grants (1; over \$250.00)
 - The considered grant was approved to go before council.

Elections Committee

For a full report on the 2018 UMGSA General Election from the Elections Committee, please turn to Appendix VIII on page 22 of this document package.

Bylaws & Policy Committee

Chair: Carl Neumann (UMGSA President)

Meeting Date: None.

- Due to the chair's leave of absence during the UMGSA General Election, and due to other scheduling limitations, the Bylaws & Policy Committee did not meet in March.

Campaigns Committee

Chair: Albert Boakye (VP External)

Meeting Date: There was no campaign meeting in the month of March.

Reasons:

- a. There was a late feedback from the Dean of Faculty of Graduate Studies regarding recommendations made by the Campaigns Committee on Advisor/Student Relationships.
- b. There was also a late feedback from the U-Pass Committee to be discussed by Campaign Committee Members in March.
- c. Agenda item on campaigns in the month of March was about GPA calculations which has been discussed fairly by the Campaigns Committee in the past.

Events Committee

Chair: Obiajulu Nnaemeka (VP Marketing and Events)

Meeting Date: March 21st, 2018

The Events committee meeting was held on March 21st. The main item on the agenda was to discuss a possible collaboration with the HSGSA for a spring social. The HSGSA VPME was in attendance and expressed interest in pursuing the event. The proposed dates for the event were the 27th or 30th of April. It was agreed to search for a venue that will be easily accessible for students from Fort Garry campus and the Health sciences. The VPME also updated the committee on the progress of the planned Alumni mentorship event which was cancelled unfortunately due to issues with securing a venue and timing for the Alumni Relations office. Correspondence will continue so that the event will be held at another date hopefully in the Fall term.

Awards Committee

Chair: Emrul Hasan (VP Academic)

Meeting Date: March 22nd, 2018

UMGSA Awards committee meets on March 22nd. We have discussed on rubrics for Teaching Awards. Committee decided to keep the previous rubrics system that is 5 points on Cv and 5 points on References. We also had a discussion on application instructions. We decided to ask applicants to submit their file name as last name dash first letter of first name. Also committee talked about subject line for reference and application. In addition we decided to distribute the original package approved by senate on Feb 2013 for the next term and once our proposed changes are approved by the senate we will follow the new application form.

Appendix III :

HSGSA Report March 1st – 31st, 2018

March was a relatively quiet month for the HSGSA with the election process occurring for most of the month. I was able to meet with the International Transition Co-ordinator along with two international students to give input into designing better programming for new international students coming to Bannatyne campus.

I am also currently in talks with Jaclyn Forbes from the Faculty of Graduate Studies (FGS) to plan a co-hosted orientation between HSGSA and FGS, much like is currently done for the UMGSA orientation. We have completed our HSGSA Internal Development and Review Sub-Committee (IDRSC) review, and have also re-submitted for CCR recognition for both our HSGSA Executives and Councillors.

Going forward we are mainly focusing on the semi-international research conference known as the Canadian Student Health Research Forum a.k.a Research Days. We are excited to plan the social events for this conference happening in the Brodie Centre at Bannatyne campus, and look forward to co-hosting it with Dr. Ed Kroeger at the U of M.

Andrew Plesniarski
HSGSA President 2017-2018

Appendix IV :

Senate Report March 1st – 31st, 2018

Link to Senate agenda:

http://umanitoba.ca/admin/governance/media/2018_03_07_Senate_Agenda_v3.pdf

Please note that this report contains only relevant items discussed in Senate related to graduate studies and graduate students. All motions presented in this report were carried during the March 7th, 2018 Senate Meeting.

MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE

- The Accounting and Finance proposes the modification of ACC 7010 Accounting Fundamentals course to update the course description due to a change in course pre-requisite numbering.
- The Human Anatomy and Cell Science proposes the modification of ANAT 7060 Advanced Human Macroscopic Gross Anatomy course to update the course description due to a course no longer exists.

MATTERS FORWARDED FOR INFORMATION AND OTHER REPORTS

1. Awards amended (page 24-30):
 - Awards that are available for graduate students.

REPORT OF THE PRESIDENT

1. No significant announcements.

REPORTS OF OTHER COMMITTEES OF SENATE, FACULTY AND SCHOOL COUNCILS

- Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes RE: Department of Physics and Astronomy (Page 269).
The **Dept. of Physics & Astronomy** proposes program changes to its M.Sc. and Ph.D. Medical Physics program, primarily clarifying both course work and non-course work requirements to fully meet CAMPEP accreditation guidelines.
Senate recommended the changes.

Appendix V :

UMGSA Executive Reports March 1st - 31st, 2018

President - Carl Neumann

- **Required Leave of Absence During the UMGSA General Election:** In accordance with UMGSA policies, as a current executive running in the UMGSA General Election I was required to take a leave of absence during the two campaigning weeks, from March 12th to 23rd. I was not permitted to hold office hours nor attend UMGSA meetings during that time.
- **Collaboration Meeting with the International Centre:** On March 14th, I met with the International Centre to discuss and give input for their planned academic bridging program for international students. We also discussed various other opportunities for greater collaboration.
- **Meeting with the University Secretary:** On March 21st, I met with the University Secretary, along with the UMSU VP Advocacy. We discussed my proposal to align Student Senator terms on the Senate with the UMGSA and UMSU Executive terms. Currently, Student Senators begin their terms on the Senate on April 1st, while Executive terms start on May 1st. This currently creates unnecessary logistical problems, including too little preparation time for newly-elected Senators. The University Secretary believes that this change will not be difficult to implement.
- **Final Planning Meeting with Student Affairs and UMSU:** After the previous two meetings in February, on March 23rd Ruth and I attended the final session of the planning meetings organized by the Student Affairs office, along with representatives from UMSU. This meeting focused on more detailed plans and opportunities for changes to the use of a few spaces within the University Centre, based on discussions at the previous meetings. Possible changes are unlikely to be implemented in the short term.

Meetings Attended:

March 1 st , 2018	FGS Executive Committee Meeting	0.5 Hours
March 2 nd , 2018	UMGSA Executive Meeting	1 Hour
March 8 th , 2018	UMGSA Finance Committee Meeting	0.5 Hours
March 8 th , 2018	UMFM Finance Committee Meeting	2 Hours
March 9 th , 2018	University Budget Advisory Committee Meeting	1.5 Hours
March 12 th , 2018	Alumni Association Board Meeting	1.5 Hours
March 13 th , 2018	UMFM Board Meeting	2 Hours
March 14 th , 2018	Collaboration Meeting with the International Centre	2 Hours
March 15 th , 2018	University IT Advisory Council Meeting	2 Hours
March 15 th , 2018	RWLE & SA Policy Advisory Committee Meeting	1 Hour
March 16 th , 2018	Strategic Enrollment Management Planning Committee	2 Hours
March 19 th , 2018	Accessibility for Manitobans Act Steering Committee	0.5 Hours

March 20 th , 2018	Board of Governors Meeting	2.5 Hours
March 21 st , 2018	Senate Executive Committee Meeting	0.5 Hours
March 21 st , 2018	Meeting with the University Secretary	0.5 Hours
March 23 rd , 2018	Champions for Mental Health Group Meeting	1 Hour
March 23 rd , 2018	Planning Meeting with Student Affairs and UMSU #3	2 Hours
March 26 th , 2018	Orientation Collaboration Planning Meeting with FGS	0.5 Hours
March 28 th , 2018	UMGSA Council Meeting	1 Hour
March 28 th , 2018	UMSU Council Meeting	2 Hours

Meetings Missed:

Senate Meeting - March 7th - Regrets Sent - Scheduling Conflict
 Selection Committee for ED of SEaS - March 13th - Regrets Sent in Adv. - Scheduling Conflict
 UMSU Council Meeting - March 15th - Regrets Sent in Advance - Scheduling Conflict
 UMGSA Events Committee - March 21st - Not Permitted to Attend (Leave of Absence)
 UMGSA Awards Committee - March 22nd - Not Permitted to Attend (Leave of Absence)
 Senate Planning and Priorities Cttee - March 26th - Regrets Sent in Advance - Conflict with Class

Time Spent in Meetings in March: 26.5 Hours

Office Hours:

Thursday, March 1st, 2018 3:00PM - 5:00PM
 Thursday, March 8th, 2018 3:00PM - 5:00PM
 Monday, March 26th, 2018 12:00PM - 2:00PM
 Thursday, March 29th, 2018 3:00PM - 5:00PM

Note: An additional 2 office hours from my leave of absence will be made up in April

Time Spent in Official Office Hours in March: 8 Hours

Working Events Attended:

March 2 nd , 2018	Grad Symposium in Education (<i>Gave Opening Remarks</i>)	0.5 Hours
March 9 th , 2018	Board of Governors Annual Retreat - Day 1	3 Hours
March 10 th , 2018	Board of Governors Annual Retreat - Day 2	7.5 Hours

Time Spent at Working Events in March: 11 Hours

Approximate Time Spent on Other Activities:

Preparing Documents for Meetings	5 Hours
Other Email Correspondence	27 Hours

Total Hours Spent on the UMGSA in March, 2018: 77.5 Hours

Vice-President Health Sciences (VPHS) - Andrew Plesniarski

Executive Summary of Work:

Office Hours

- Need to make up 5 office hours next month due to research commitments that prevented me from being in the office during my scheduled time.

CCR Application

- I submitted the co-curricular record (CCR) for HSGSA councillors that will give them three more years of CCR recognition under the 'governance' CCR category.

Meeting with International Transition Co-ordinator

- I, along with our VPI Rahmat Rahman and the Pathology councillor Edechi Chidalu (Arnold), met with the International Transition Co-ordinator, Christine Robinson, to discuss the needs of international students on Bannatyne campus. She is planning to propose programming for our upcoming joint orientation with the Faculty of Graduate Studies on September 7th.

IDRSC Review

- All the documents have been submitted to the Internal Development and Review Subcommittee (IDRSC) (Exec Minutes, Council Minutes, Exec Reports, and Self/Peer Reviews). We look forward to the IDRSC's evaluation in April :).

Executive Summary of Hours:

2018-03-01	Office Hours (catch-up)	2.0
2018-03-02	UMGSA Executive Meeting	1.0
2018-03-05	Preparing CCR Application for Councillors/E-mail	1.0
2018-03-06	E-mail Communication	1.0
2018-03-09	Crafting HSGSA Report for UMGSA Council	1.0
2018-03-12	HSGSA Executive Meeting	1.0
2018-03-13	Meeting with International Transition Co-ordinator	2.0
2018-03-16	E-mail Communication	1.0
2018-03-19	Preparation for Council	2.0
2018-03-19	HSGSA Council	1.0
2018-03-21	Office Hours	2.0
2018-03-23	Preparing Documents for IDRSC Review & Self/Peer Review	5.0
2018-03-26	HSGSA Executive Meeting	1.0
2018-03-28	Executive Committee Meeting	0.5
2018-03-28	Meeting with Jaclyn from Faculty of Graduate Studies	0.5
2018-03-28	Office Hours (truncated)	1.0
2018-03-28	UMGSA Council	2.0
2018-03-28	E-mail Communication	2.0
Monthly Total		27.0

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

Mar. 2, 2018	UMGSA Executive Meeting	1.0 hour
Mar. 12, 2018	HSGSA Executive Meeting	1.0 hour
Mar. 13, 2018	Meeting with International Transitions Co-ordinator	2.0 hours
Mar. 19, 2018	HSGSA Council	1.0 hour
Mar. 26, 2018	HSGSA Executive Meeting	1.0 hour
Mar. 28, 2018	Executive Committee Meeting	0.5 hours
Mar. 28, 2018	Meeting with Jaclyn from FGS	0.5 hours
Mar. 28, 2018	UMGSA Council	2.0 hours

Time spent in meetings: 9.0 hrs

Meetings Cancelled:

Meetings Missed:

Office Hours: Wednesday: 9:00 - 11:00 a.m.

Time spent in the office: 4.0 hrs

Total Hours Spent on HSGSA/UMGSA for March: 27.0 hrs

Vice-President External (VPE) - Albert Boakye

Executive Summary of Work:

- Executive work in this period includes GSA Executive meetings, office hours and both internal and external meetings.
- Recommendations on Student and Advisor Relationship were sent to the Dean of Faculty of Graduate Studies for consideration from the Campaigns Committee.
- Reviewed survey questions from the Sexual Assault and Violence Steering Committee to be distributed to faculty, students and staff at the University of Manitoba.

Executive Summary of Hours:

2018-03-02	GSA Executive Meeting	2:00
2018-03-02	Office Hours	2:00
2018-03-09	Office Hours	2:00
2018-03-16	Office Hours	2:00
2018-03-23	Awards Committee Meeting	1:00
2018-03-24	Office Hours	2:00
Monthly Total		11:00hours

Time Spent in Meetings: 3:00 hours

Office Hours: Fridays: 2:30pm to 4:30pm

Total Hours Spent on UMGSA for March: 11:00 hours

Vice-President Academic (VPA) - Md. Emrul Hasan

- **NSERC CGSM**

I reviewed NSERC CGSM applications and submitted the final score. On it's meeting on March 7 selected the final candidates. We discussed about the different scoring procedure for the future. Total of 17 candidates were recommended for the awards.

- **Senate Committee on University research**

I attended on Senate committee on university research. The approved the final list of NSERC candidates. We also had discussion on GETS funding. In addition to that several subcommittee were formed to review research establishment. For example review committee on centre for theoretical physics.

- **Advocacy:**

I helped a student on tuition fee issue who was struggling to pay the recalculated tuitions by university administration. Contacted with appropriate department to resolve the issue.

Executive Summary of Hours:

Date	Activities	hours
01/03/2018-2/03/2018	FGS awards committee	6.00
01/03/2018-31/03/2018	Document reading, responding to emails, and report writing	2.0
14/03/2018	Helped students on tuition fee issue	2.0
March	Total time spent on the activities excluding office hours and meetings	10.00

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

March 2, 2018	UMGSA Exec Meeting	1.5 hours
March 7, 2018	NSERC Exec committee	1.5hour
March 22, 2018	Bylaw and Policy committee	2.0hrs
March 27, 2018	UMGSA council	1.5 hours

Total hours spend in meetings: 6.5hrs

Meetings Cancelled: None

Meetings Missed: FGS executive committee meeting. Technical difficulties to connect phone (Teleconference meeting).

Office Hours: Regular-Friday: 2:30 pm to 4.30pm =8.0hrs

Time spent in the office: 8.0 hours

Total Hours Spent on UMGSA for March: 10.00+6.5+8.00= 24.50hours

Vice-President Marketing & Events (VPME) - Obiajulu Nnaemeka

Executive Summary of Work:

- Served all office hours and attended the executive meetings. Sent out the March newsletter and worked with the office assistant to maintain social media pages. Worked with the UMFM and The Manitoban to cover the 2018 UMGSA general elections.
- Maintained correspondence with the Alumni Relations as regards planning another Alumni mentorship event.
- Organized the events committee meeting to discuss upcoming programs.

Executive Summary of Hours:

Day	Start	Finish	Note	Total
02/03/2018	10:30 AM	12:00 PM	Compiling and sending March newsletter	1.5
	2:00 PM	3:00 PM	Executive committee meeting	1
06/03/2018	11:00 AM	1:15 PM	Office hours	2.25
09/03/2018	8:00 AM	9:00 AM	Executive and committee report preparation	1
12/03/2018	2:00 PM	3:00 PM	New student orientation committee meeting	1
13/03/2018	11:00 AM	1:00 PM	Office hours	2
	2:00 PM	2:30 PM	Meeting with Dr. Shafai, Associate Dean of Engineering to discuss collaboration on Alumni mentorship event	0.5
14/03/2018	11:30 AM	1:30 PM	All Candidates' Forum	2
20/03/2018	11:00 AM	1:10 PM	Office hours	2.17
21/03/2018	5:00 PM	6:00 PM	Events committee meeting	1
28/03/2018	11:00 AM	1:20 PM	Office hours	2.33
Total hours				16.75

Time spent in meetings: 5.5 hours

Meetings Cancelled: None

Meetings Missed: Council meeting (Mar 28)-Regrets; Awards committee (Mar 22)- Regrets

Office Hours: Tuesdays: 11:00 am to 1pm

Time spent in the office: 8.75 hours

Total Hours Spent on UMGSA for March: 16.75 hours (16 hours 45 minutes)

Senator 1 - Silvia Araujo

Executive Summary of Work as Senator:

- Attended various meetings, including: Executive and Council;
- Held office hours (tentatively on Thursdays, from Noon to 2 PM) – they were irregular due to the elections;
- Maintained irregular e-mail and personal communications with the UMGSA executive team and with some graduate students due to the elections, so that I would have any advantage because of communications.

Executive Summary of Work from the Executive at Large:

- Attended various meetings, including: phoning-in for one UMSU Community Services Committee Meeting and one Spiritual Care advisory committee Meeting.
- Responded e-mails regarding the Spiritual Care Advisory Committee events and meetings.

Executive Summary of Hours:

Day	Start	Finish	Note	Total
3/2/2018	12:55 PM	5:15 PM	Executive meeting (1-2:10) + Office hours (2:10-4:10) + extra time in the office, submitting executive report for February, and answering e-mails (4:10-5:15)	4:20
3/5/2018	6:00 PM	8:00 PM	Reading Senate Agenda	2:00
3/7/2018	12:50 PM	2:00 PM	Time in the office + Senate meeting (1:30-2)	1:10
3/12/2018	1:30 PM	2:30 PM	Time in the office	1:00
3/13/2018	4:30 PM	5:30 PM	UMSU member services committee (reading minutes and agenda + meeting - phoned in)	1:00
3/14/2018	2:40 PM	4:30 PM	Reading agenda for the Spiritual care advisory committee meeting; Spiritual Care Advisory Committee Meeting (3-4:30)	1:50
3/28/2018	5:30 PM	7:00 PM	Council Meeting	1:30
Monthly Total				12:50

Summary of Hours:

Time spent in meetings: 5:40

Meetings Cancelled: None.

Meetings Missed: 2 (UMGSA Events Committee Meeting and UMGSA Awards Committee Meeting – because of the elections).

Time spent in the office: 4:45

Total Hours Spent on UMGSA for March: 12:50

Senator 2 - D. Skye Kushner

Executive summary of work:

- Took a leave of absence (March 9th – 23rd) for the purposes of campaigning as mandated by the UMGSA bylaws

March – office commitments

Day	Start	Finish	Note	Total
7th	10:30	12:30	Reviewed documents for Finance Committee	2
28th	10:30	12:30	Caught up on work before absence	2
Total				4

March - meetings/other

Day	Start	Finish	Note	Total
2nd	1:00	2:00	UMGSA Executive Committee	1
7th	1:30	2:30	Senate meeting	1
8th	5:30	6:00	Finance Committee meeting	0.5
21st	1:30	2:00	Senate Executive Committee	0.5
28th	5:30	6:30	UMGSA Council meeting	1
Total				4

Summary of hours:

Total time spent in meetings: 4

Meetings Absent: Sustainability Committee (March 14th),

Meetings cancelled: none

Total hours spent on UMGSA for March 2018: 8

Senator 3 (HSGSA) - Nour Eissa

Executive Summary of Work March 2018:

- Held office hours (Tuesdays 9:00-11:00)
- Maintained regular e-mail and personal communications in general with graduate students and the UMGSA executive team.

Executive Summary of Hours:

Day	Start	Finish	Note	Total
03/01/2018	01:00 PM	03:00 PM	Senate Committee on Rules and Procedures	2
03/01/2018	09:00AM	11:00 AM	HSGSA Office hours	2
03/06/2018	09:00AM	11:00 AM	HSGSA Office hours	2
03/07/2018	01:30 PM	02:30 PM	University of Manitoba Senate Meeting	1
03/12/2018	05:00 PM	06:30PM	HSGSA – Exec Meeting	1.5
03/13/2018	09:00AM	11:00 AM	HSGSA Office hours	2
03/19/2018	04:45PM	06:45 PM	HSGSA – Council Meeting	2
03/20/2018	09:00AM	11:00 AM	HSGSA Office hours	2
03/26/2018	05:00 PM	06:30PM	HSGSA – Exec Meeting	1.5
03/27/2018	09:00AM	11:00 AM	HSGSA Office hours	2
Monthly Total: 18:00:00				

Summary of Hours:

Time spent in Meetings: 8 h

Meetings Cancelled: None

Meetings Missed: None

Time spent in the Office: 10

Total Hours Spent on UMGSA in March: (18:00 hours).

Appendix VI :

Proposed Addition of the Student Senate Caucus to the Committee Policy and Procedure Manual Along With the Current UMSU Version

Proposed UMGSA Version:

Article V: External Committees

18. Student Senate Caucus

a. Membership

- i. The Student Senate Caucus shall be composed of:
 - a. The UMGSA Vice-President Academic, as Co-Chairperson;
 - b. The UMSU Vice-President Advocacy, as Co-Chairperson;
 - c. The UMGSA President;
 - d. The UMSU President;
 - e. All undergraduate and graduate student members of the University of Manitoba Senate, the University Discipline Committee, and all Senate Committees.

b. Mandate

- i. The mandate of the Student Senate Caucus shall be to provide an open forum for student senators to discuss the affairs of Senate and the Committees of Senate, facilitate the development of questions to be brought forward to Senate, and nominate members to the standing committees of Senate. The mandate of the Student Senate Caucus shall also be to provide a coordinated effort for advocacy efforts and student representation on campus through regular meetings, discussions, and leadership.
- ii. The Student Senate Caucus shall determine the priorities and coordinate the activities of undergraduate and graduate student members of the following bodies:
 - a. The University of Manitoba Senate.
 - b. The University Discipline Committee;
 - c. All University of Manitoba Senate Committees
- iii. The Student Senate Caucus shall strive to keep students informed of important policy updates through means they determine to be most fitting.

c. Meetings

- i. The meetings of the Student Senate Caucus should occur before every meeting of the University of Manitoba Senate.

d. Reporting and Authority

- i. Reports shall be given from all bodies of student representation at Student Senate Caucus meetings to update individuals on current progress of objectives, new information presented, and any other pertinent information.
- ii. When appropriate, the UMGSA Vice-President Academic and/or the UMSU Vice-President Advocacy will present motions and/or policies proposed by the Student Senate Caucus to the University of Manitoba Senate, to the UMGSA

- Council, to the UMSU Board of Directors, and/or to any relevant committees related to any of these groups.
- iii. No action of the Student Senate Caucus is binding upon the Executives or the Council of the UMGSA, nor upon the Executives or the Board of UMSU.

Current UMSU Version (Governance and Operations Manual):

Student Senate Caucus

Mandate

141. The mandate of the Student Senate Caucus shall be to provide an open forum for student senators to discuss the affairs of Senate and the Committees of Senate, facilitate the development of questions to be brought forward to Senate, and nominate members to the standing committees of Senate. The mandate of the Student Senate Caucus shall also be to provide a coordinated effort for advocacy efforts and student representation on campus through regular meetings, discussions, and leadership.

Committee Composition

142. The Student Senate Caucus shall be composed of:
- a. The UMSU Vice President Advocacy, as Co-Chairperson;
 - b. The UMGSA Vice President Academic, as Co-Chairperson;
 - c. The UMSU President;
 - d. The UMGSA President;
 - e. All undergraduate and graduate members of the University of Manitoba Senate, University Discipline Committee, and all other Senate Committees

Committee Purview

143. The Student Senate Caucus shall determine the priorities and coordinate the activities of undergraduate and graduate members of the following bodies:
- a. University of Manitoba Senate.
 - b. University Discipline Committee;
 - c. All University of Manitoba Senate Committees

144. The Student Senate Caucus shall strive to keep students informed of important policy updates through means they determine to be most fitting.

145. No action of the Student Senate Caucus is binding upon either the Executives or the Board of UMSU or UMGSA.

Meetings

146. The meetings of the Student Senate Caucus should occur before every meeting of the University of Manitoba Senate.

Reporting

147. Reports shall be given from all bodies of student representation at Student Senate Caucus meetings to update individuals on current progress of objectives, new information presented, and any other pertinent information.

148. When appropriate, the Vice President Advocacy will present motions and/or policies of Student Senate Caucus to the University of Manitoba Senate and/or the appropriate Committee(s), or to any related UMSU Committee or The UMSU Board of Directors.

Appendix VII :

Proposed Addition to the Council Policy and Procedure Manual to Clarify Open Eligibility for Councilors and Department GSAs

Existing Point 2, a of Article IV Including the Proposed Addition of Point ii:

Article IV: Membership and Voting Rights

2. Councilors of the Association

- a. Each department which offers a graduate program shall be entitled to send a representative member to Council.
 - i. The Councilor must be chosen democratically by the membership of the applicable department, on a regular term determined by the departmental membership.
 - ii. In order to have a representative on Council, all graduate student members of the department must be eligible to run for election as their UMGSA Council representative, as well as for election to their departmental graduate students' association's executive positions.

Appendix VIII :

UMGSA 2018 Elections Committee Report

Table of Contents

Election Committee Members22

Election Committee Meetings22

Nomination Period22

Campaign Preparation Period22

Campaign Period.....23

Voting Period23

Original Penalties.....23

Appeals.....24

Budget24

Recommendation for Future Election.....25

Results.....25

Election Committee Members

Andrew Treger, Felipe Mogollon, Erica Hildebrand, Ekezie Sixtus, Dipana Maharjan

Elections Committee Meetings

February 2nd, 13th, and 19th, 2018

March 12th, 19th, 20th, 21st, 22nd, 25th, and 28th, 2018

Nomination Period

The nomination period ran from February 5th to February 16th 2018. There were originally 11 nominations with one candidate (Ahmed Elwali) nominated for two different positions by the same group of graduate students. When he was contacted to choose on position in with the regulation, he asked the C.R.O. to first tell him the candidates for the two positions he was nominated for before he makes his choice. After the online meeting and voting by the election committee, he was mandated to choose one position on or before 9:00 am on Wednesday, February 21st, 2018 which he did through an email to the C.R.O.

The ‘All-Candidates Meeting’ was held on Wednesday, February 21st, 2018, at 10:00am. After the meeting, through an email to the C.R.O., one candidate decided not to run.

Candidates ran for the following positions:

- President: Carl Neumann
- Vice President Academic: Silvia Araujo
- Vice President External: Skye David Kushner, Ahmed Mamdouh Elwali
- Vice President Internal: Cody Ross
- Vice President Marketing and Events: Sakib Rahman
- Senator: Laura Forsythe, Roxanna Koohgoli, Nwaiwu Chidiebere Felix

Campaign Preparation Period:

The campaign preparation period ran from Monday, February 26th to Friday, March 9th, 2018. The candidates prepared for their campaign with one slate formed and two candidates running as independent candidates.

ACE Slate: Carl Neumann (President), Silvia Araujo (Vice President Academic), Skye Kushner (Vice President External), Cody Ross (Vice President Internal), Sakib Rahman (Vice President Marketing and Events), Laura Forsythe (Senator) and Roxanna Kooghli (Senator).

Independent candidates: Nwaiwu Felix Chidiebere (Senator) and Ahmed Mamdouh Elwali (Vice President External)

Campaign Period

Campaigning took place from 9:00 am on Monday, March 12th to 8:00 pm on Friday, March 23rd, 2018.

All candidates who currently sit on the Executive Committee were required to take a leave of absence from duties.

The 'All candidate's forum' took place on Wednesday, March 14th, 2018 from 11:30 am to 1:10 pm at the UMGSA lounge, 217 University center with the UMF and The Manitoban covering the event.

Voting Period

The voting period began at 9:00 am on Wednesday, March 21st to 8:00 pm on Friday, March 23rd, 2018. All voting was conducted online through Tomkorp Computer Solutions Inc. All students were emailed instruction on how to vote. Just like in other elections, students got their voting instruction in the junk/spam folder but through the intervention of the University of Manitoba IST, some students got their voting instruction re-sent to their inbox folders.

A total of 742 students voted on at least one position, totaling 20.5% of graduate student population while a total of 554 students voted on all positions totaling 15.3% of the graduate student population.

Original Penalties

Due to the contravention of UMGSA Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students' Association that prohibits the use of campaign material not approved or banned by the C.R.O, sending of emails or campaign materials not solicited for by graduate students and violating the University of Manitoba rules, policies, regulations and procedures on use of emails obtained through the University's email-list for mass emailing, the C.R.O in agreement with the D.R.O and election committee in a meeting held on March 19, 2018 decided to penalize defaulting candidates after a long investigation. The following penalties were given:

- 5% (1 demerit) reduction in total vote cast to Ahmed Elwali for sending campaign email that were not approved by the C.R.O, sending out unsolicited campaign emails and not following University of Manitoba rules in use of email(s) obtained from University of Manitoba emailing list.
- 5% (1 demerit) reduction in total vote cast to Ahmed Elwali for campaigning with a poster that has been banned, destroyed, printing cost refunded and warned never to use again by the C.R.O

These penalties unfortunately affected the ultimate outcome of the election of only position (Vice President External).

Appeal(s):

Before voting started, Ahmed Elwali filed two (2) appeals.

- Ahmed Elwali filed an appeal against the C.R.O on March 19, 2018 and in a meeting on March 20, 2018, the elections committee dismissed the appeal for his inability to state categorically why he was filling an appeal. Hence, the election committee could not make a prima facie from the case.
- Between March 20 and 21, 2018, Ahmed Elwali wrote a mere email to the election committee chairman which he tagged “Appeal number 2” which the elections committee unanimously voted and dismissed for not following the proper procedure in filing an appeal.
- After the voting period, Elwali Ahmed submitted two (2) appeals to the elections committee. Though of one the forms were filled with complaints against the C.R.O and the other been against the penalties assigned to him by the C.R.O.
On Sunday, March 25, 2018 the election committee scheduled a hearing with Ahmed Elwali and the C.R.O from 12:05 pm to 4:25 pm where Ahmed Elwali presented his case and the C.R.O defended the penalties issued to Ahmed Elwali with all the evidence gathered during the cause of his investigations. At the end of the hearing, the election committee voted and affirmed the penalties assigned to Ahmed Elwali in line with the Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students’ Association.
- After the votes has been published, Ahmed Elwali filed another appeal seeking the repeal of the elections committee’s decision and reduction/cancellation of the penalty given to him by the C.R.O. The committee voted and through its chairman (Andrew Treger) informed that him that his appeal won’t be going forward as they have already ruled on that subject matter and according to the regulation, no appeal exists from the ruling of the elections committee.
- Also, after the election, Ahmed Elwali filed a complaint against the ACE slate regarding unfair publication by “The Manitoban” towards them but was dismissed by the C.R.O for not following the procedure in line with the regulation. However, the complaint was still investigated and found to be untrue.

Budget:

Tomkorp (online voting provider)	\$840.00
Food for All Candidates forum	\$126.75
Campaign material reimbursement	\$324.62
C.R.O. Honorarium	\$1200.00
D.R.O. Honorarium	\$600.00
Total	\$3091.37

Recommendations for future elections:

The following recommendations have been made by the members of the Elections Committee and candidates in the election regarding future elections:

- Due to the confusion in the deadline in approving campaign materials, campaign material approval should end before campaigning starts.
- Slate formation should categorically end with the nomination period.
- No candidate should be nominated for two different positions.
- Agenda should be handed over to candidates before the all candidates forum and the time assigned to them to respond to a question should be firm.
- Even social media/digital campaign is allowed, sending of emails - solicited or not should be banned as students find it irritating and University of Manitoba prohibits use of emails obtained from University mailing list for mass emailing.

Results

President

Candidate	Original Votes	Votes After Original Penalties	Final Votes After all Penalties
Carl Neumann	497	497	497

Total votes cast for President: 603

Vice President External

Candidate	Original Votes	Votes After Original Penalties	Final Votes After all Penalties
Skye Kushner	297	297	297
Ahmed Elwali	320	288	288

Total votes cast for Vice President External: 617

Vice President Academic

Candidate	Original Votes	Votes After Original Penalties	Final Votes After all Penalties
Silvia Araujo	532	532	532

Total votes cast for Vice President Academic: 601

Vice President Internal

Candidate	Original Votes	Votes After Original Penalties	Final Votes After all Penalties
Cody Ross	501	501	501

Total votes cast for Vice President Internal: 587

Vice President Marketing and Events

Candidate	Original Votes	Votes After Original Penalties	Final Votes After all Penalties
Sakib Rahman	512	512	512

Total votes cast for Vice President Marketing and Events: 600

Senator

Candidate	Original Votes	Votes After Original Penalties	Final Votes After all Penalties
Felix Nwaiwu	405	405	405
Laura Forsythe	366	366	366
Roxanna Koohgoli	315	315	315

Total votes cast for Senator: 662

Referendum

Do you support an increase to the UMGSA operating budget fee of \$4.62 per semester for each of the fall and winter semesters?

Yes	292
No	382