
UMGSA Council Meeting Documents Index Page

Wednesday, April 24th, 2019 - 5:30 PM - UMGSA Lounge

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UMGSA Council Meeting Agenda

Wednesday, April 24th 2019 - 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 24th, 2019, UMGSA Council Meeting as presented.

4. Approval of the Minutes

The minutes of the March 27th, 2019, UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes from the March 27th, 2019 UMGSA Council Meeting as presented.

5. Committee Reports

5.1. March Committee Reports (Appendix II)

6. HSGSA Report

6.1. March HSGSA Report (Appendix III)

7. Senate Report

7.1. March Senate Report (Appendix IV)

8. Executive Reports

8.1. March Executive Reports (Appendix V)

9. Departmental Reports

10. Unfinished Business

None.

11. New Business

11.1. UMGSA Office Assistant Position: A job posting was circulated to the graduate student body on Monday, April 8th. The membership of a Selection Committee was confirmed via email vote by Council on Monday, April 15th. The Selection Committee received over 25 applications and interviewed shortlisted candidates for the part-time, temporary position of Office Assistant to cover the current Office Assistant's maternity leave. The selected candidate will train in May, begin regular hours the first week of June, and the position will last until early March 2020.

MOTION: BIRT the UMGSA Council approves the hiring of Colin Ijebor for the position of UMGSA Office Assistant (Temporary).

11.2. Ratification of the 2019 UMGSA General Election Results: The final results of the UMGSA General Election must be ratified by the UMGSA Council. The final election results are included as Appendix VI to this Council document package, and the Election Committee Review of Appeals and Complaints in the 2019 UMGSA General Election is included as Appendix VII.

MOTION: BIRT the UMGSA Council ratifies the final results of the 2019 UMGSA General Election as presented.

12. Announcements

12.1. Next Council Meeting: Wednesday, May 15, 2019 - 5:30PM - UMGSA Lounge

13. Adjournment

Appendix II :

UMGSA Committee Reports March 1st – 31st, 2019

Executive Committee

Chair: Carl Neumann (UMGSA President)

Meeting Dates: March 4th and 25th, 2019

- The Executive continued to work on the details relating to the implementation of a UMGSA debit card.
- Possible reductions in the number of computers and phone lines used by the UMGSA and HSGSA were discussed, with cost savings in mind.
- The continuing work on the UMGSA Handbook for 2019-2020 was discussed, as well as updates on the associated advertising sales.
- Communications in the lead-up to the UMGSA General Election were also discussed.
- Issues with academic integrity surrounding the publishing of papers were discussed as well.

Finance Committee

Chair: Cody A. Ross (UMGSA VP Internal)

Meeting Date: March 28th, 2019

- The committee processed 3 special project grants. Two were awarded, one was recommended to the Event committee since it related to a collaborative event for UMGSA/HSGSA students at the St. Boniface campus.
- Processing of conference grant applications, half of those applications were submitted using the new online form.

Bylaws and Policy Committee

Chair: Cody A. Ross (UMGSA VP Internal)

Meeting Date: March 7th, 2019

- Discussed postponing recommendations to Election and Referendum policy manual until after the election.
- Discussed new mechanism for distributing conference grants.

Events Committee

Chair: Sakib Rahman (UMGSA VP Marketing and Events)

Meeting Date: March 29th, 2019

The events committee met on 29 March, 2019 from 5:00 to 6:00 pm. We discussed the details of the upcoming Alumni Mentorship Event on April 4, 2019 including accounting and logistics. We also discussed partially funding a possible mentorship event at Applied Health Sciences campus which was later cancelled. The final discussion topic was regarding increasing the social media outreach of UMGSA. We are considering social media (Facebook/Instagram) giveaways to incentivize people promoting our posts.

Services and Support Committee

Chair: Skye Kushner (UMGSA VP External)

Meeting Date: March 26th, 2019

During the period of March 2019, the campaigns committee did not meet quorum. A finalized version of the UMGSA mission statements was sent to committee members for a final suggestion period and review before the next meeting.

Awards Committee

Chair: Silvia Araujo (UMGSA VP Academic)

Meeting Date: No Meeting Held

Dates and times of the meeting and summary of the discussions

- No committee meetings held in March.

Extra aspects related to the Academic Affairs

- Alumni Networking Event
 - Meeting with the External Relations on March 1 to define some details.
- Contacting Financial Aid and Awards
 - They have not been able to get a hold of the other donor and the changes to the awards will most likely not be ready for the 2019-2020 term.

Appendix III :

HSGSA Report March 1st – 31st, 2019

In March the HSGSA held an open forum on Bannatyne campus for candidates in the election to convey their background and platform for their campaign to Health Science students. We also had a re-cap meeting with FGS to go over numbers and comments from our Industry Fair event and discussed ways to improve and expand the event for next year. Our Executive Colin Graydon has continued to run his debate club meetings, which have been growing in attendance. We also had our Distinguished lecturer event where our invited speaker was Dr. Bret Finlay from UBC. Students had an opportunity to meet and network with each other as well as our distinguished lecturer at Chez Café the evening before the event, and then the day of Dr. Finlay gave a talk, which was very well attended, as well as met with students in small groups to have discussions. The Executive team is also beginning the transition training and shadowing for new elected executives and plan to improve the training process.

Carmine Slipski
President HSGSA 2018-19

Appendix IV :

March Senate Report

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part A

At its meeting of January 15, 2019, the Senate Committee on Awards approved 9 new offers and 5 revised offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A (January 15, 2019).

ANNUAL REPORT OF THE UNIVERSITY DISCIPLINE COMMITTEE

1) The overall number of incidents increased this year in relation to last year, with the percentage increasing to 2.5% of the student body. There were a total of 741 incidents reported this year, an increase from 681 in 2016-2017.

2) There were 626 incidents of Academic Misconduct reported, involving a total of 580 students.

3) There were 115 incidents of Non-Academic Misconduct reported, involving a total of 98 students.

Disciplinary Authorities were contacted for more information where a significant change was observed, as noted below.

- A Disciplinary Authority saw a notable increase in the overall number of incidents, which was due to improved internal procedures and an increase in enrolment.
- A Disciplinary Authority saw an overall decrease in the number of incidents reported. The Disciplinary Authority suggested that this was due to heightened awareness of academic integrity resulting from efforts to educate students.
- A Disciplinary Authority saw an overall increase in the number of incidents reported. The Disciplinary Authority suggested that this may be due to increased vigilance, but could also be due to a random increase in incidents.
- Two Disciplinary Authorities saw increases to the number of incidents of plagiarism reported, but could provide no reason for the increase.

	Academic Fraud	Cheating	Duplicate Submission	Inappropriate Collaboration	Personation	Plagiarism	Other - Contract Cheating	Other - Fraudulent Credit Card	TOTAL
2016-2017	60	67	10	220	2	148	40	32	579
2017-2018	9	92	3	239	3	214	19	47	626

	Threats of Harm or Actual Harm	Property Related Misconduct	Inappropriate or Disruptive Behaviour	Abuse of University Policies, Procedures or Regulations	TOTAL
2016-2017	8	2	8	84	102
2017-2018	11	1	11	92	115

REPORT ON RESEARCH CONTRACT FUNDS RECEIVED

College of Medicine Faculty total 5,065,187

Faculty of Agricultural and Food Sciences Faculty total 5,276,291

Faculty of Arts Faculty total 25,000

Faculty of Engineering Faculty total 224,160

Faculty of Environment, Earth and Resources Faculty total 6,628,285

Faculty of Science Faculty total 1,491,414

I. H. Asper School of Business Faculty total 60,000

Vice-President's Office {Research & international) Faculty total 412, 580
Total New Contracts over \$20,000 awarded: 19,221,999

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part B

At its meeting of January 15, 2019, the Senate Committee on Awards reviewed 1 new offer that appears to be discriminatory according to the policy on the Non-Acceptance of Discriminatory Awards, as set out in Appendix A of the Report of the Senate Committee on Awards - Part B (dated January 15, 2019).

REPORT ON THE SENATE COMMITTEE ON INSTRUCTION AND EVALUATION

The Senate Committee on Instruction and Evaluation recommends: THAT Senate approve the Report of the Faculty of Graduate Studies on Course, Curriculum and Regulation Changes RE: Modification of Professional Unsuitability By-law, Department of Psychology, effective September 1, 2019.

The Department of Psychology proposes changes to its professional unsuitability by-law, which follows this report. Psychology's professional unsuitability by-law includes wording changes to include its School Psychology and ABA professional programs.

THE SENATE COMMITTEE ON UNIVERSITY RESEARCH REPORT ON THE REVIEW OF THE HEALTH, LEISURE AND HUMAN PERFORMANCE RESEARCH INSTITUTE

1. On November 26th, 2018, a memo was received by Dr. Digvir Jayas from Dr. Douglas Brown, Dean of the Faculty of Kinesiology and Recreation Management. The memo requested the dissolution of the Health, Leisure and Human Performance Research Institute (HLHPRI).
2. A faculty Task Force Committee was established in November 2017 to assess the impact and sustainability of the HLHPRI. a) The Task Force Committee consulted broadly, including at a Faculty Retreat, interviews with former Directors of the HLHPRI, and a survey of HLHPRI Affiliates. b) The Task Force Committee produced a formal report in May 2018. The report recommended to dissolve the HLHPRI. c) Some of its current activities and funding will be transferred to the portfolio of the Associate Dean of Research in the Faculty of Kinesiology and Recreation Management.
3. On October 18, 2018, the Faculty Council of Kinesiology and Recreation Management approved the motion that “the Dean’s Office initiate the process to dissolve the HLHPRI.”

REPORT OF THE SENATE COMMITTEE ON NOMINATIONS

The Committee recommends Prof. Sarah Ciurysek School of Art and Dean Jonathan Black-Branch Law to the Senate Committee on Libraries

Appendix V :

UMGSA Executive Reports March 1st – 31st, 2019

President - Carl Neumann

Executive Summary of Work:

- **2 Week Election Campaign Leave of Absence:** All currently-serving UMGSA executives who are seeking another term in office are required to take a two-week leave of absence for the duration of the campaigning period. From Monday, March 11th, to Friday, March 22nd, I did not attend any internal UMGSA meetings, and did not hold any official office hours. Executives are explicitly required to be in email contact throughout any leaves of absence, so much of my work continued by email. In addition, I continued with external meetings, in accordance with past practice.
- **Presidential Search Committee:** During the month of March, a large number of consultation sessions, forums, and meetings took place for the UofM Presidential Search Committee. I and the other members of the Search Committee heard from a wide array of groups about what they are looking for in a new University President, as well as their views about the current state of the University itself. These sessions have been immensely insightful on both fronts.

Meetings Attended:

March 1 st , 2019	UMGSA Indigenous Ad-Hoc Committee Meeting	1.5 Hours
March 1 st , 2019	Meeting with UofM External Relations Staff	1 Hour
March 4 th , 2019	UMGSA Executive Meeting	1.5 Hours
March 5 th , 2019	Meeting with UofM VP Administration	0.5 Hours
March 5 th , 2019	Presidential Search Committee Consultation Session	1.5 Hours
March 6 th , 2019	Senate Meeting	1 Hour
March 6 th , 2019	Presidential Search Committee Consultation Sessions	6 Hours
March 7 th , 2019	RWLE & SA Policy Advisory Committee Meeting	1 Hour
March 7 th , 2019	UMGSA Bylaws & Policy Committee Meeting	1.5 Hours
March 8 th , 2019	UMGSA Indigenous Ad-Hoc Committee Meeting	0.5 Hours
March 13 th , 2019	Presidential Search Committee Consultation Sessions	6 Hours
March 13 th , 2019	Next Gen Web Experience Project Board Meeting	1.5 Hours
March 14 th , 2019	Presidential Search Committee Consultation Session	1.5 Hours
March 15 th , 2019	Meeting with External Reviewers - UofM Practices	1 Hour
March 15 th , 2019	Meeting with IST	0.5 Hours
March 15 th , 2019	Consultation with UofM Spiritual Care Coordinator	0.5 Hours
March 19 th , 2019	Board of Governors Meeting	3.5 Hours
March 20 th , 2019	Senate Executive Meeting	1 Hour
March 22 nd , 2019	Presidential Search Committee Meeting	2.5 Hours
March 25 th , 2019	UMGSA Executive Meeting	1 Hour
March 27 th , 2019	UMGSA Council Meeting	1 Hour

March 28 th , 2019	FGS Executive Committee Meeting	0.5 Hours
March 28 th , 2019	UMGSA Finance Committee Meeting	1 Hour
March 29 th , 2019	UMGSA Indigenous Ad-Hoc Committee Meeting	1 Hour
March 29 th , 2019	Alumni Association Award Selection Committee Meeting	1 Hour
March 29 th , 2019	UMGSA Events Committee Meeting	1 Hour

Meetings Missed:

Alumni Association Board of Directors Meeting - March 11th - Regrets Sent in Advance - Illness
 UofM Budget Advisory Committee Meeting - March 12th - Regrets Sent in Advance - Illness
 UMGSA Indigenous Ad-Hoc Cttee - March 22nd - Regrets Sent in Advance - Leave of Absence
 UMGSA Services and Support Committee - March 26th - Regrets Sent in Advance - Illness

Time Spent in Meetings in March: 40.5 Hours

Office Hours:

Tuesday, March 5th, 2019 12:30PM - 2:30PM
2 Week Election Campaign Leave of Absence (March 11 - 22) - 4 Hours Made Up in April
 Thursday, March 28th, 2019 12:00PM - 2:00PM

Time Spent in Official Office Hours in March: 4 Hours

Working Events Attended:

March 1 st , 2019	Education Graduate Student Symposium	1 Hour
March 7 th , 2019	Presidential Search Committee Open Forum - Fort Garry	1.5 Hours
March 14 th , 2019	Presidential Search Committee Open Forum - Bannatyne	1.5 Hours

Time Spent at Working Events in March: 4 Hours

Approximate Time Spent on Other Activities:

Preparing Documents for Meetings	4 Hours
Other Email Correspondence	36 Hours

Total Hours Spent on the UMGSA in March, 2019: 88.5 Hours

Vice-President Internal (VPI) - Cody Ross

Executive Summary of Work:

In March I was away from the UMGSA office for the duration of the election period as stipulated by the Governance and Operations Manual. Prior to and following that period I was able to hold all office hours, attend all scheduled meetings and chair the Finance and B&P Committee meetings. I was also able to catch up on all of my office hours that were missed during the election period.

Meetings Attended:

March 4 th , 2019	UMGSA Executive Meeting	1.5 hours
March 7 th , 2019	UMGSA Bylaws and Policy Committee	1.5 hours
March 25 th , 2019	UMGSA Executive Meeting	1.5 hours
March 27 th , 2019	UMGSA Council Meeting	1.5 hours
March 28 th , 2019	UMGSA Finance Meeting	1.5 hours
March 15 th , 2019	IST Contract Meeting	0.75 hours
March 11 th , 2019	UITAC Meeting	2.0 hours
March 4 th , 2019	RCAC Meeting	1.5 hours

Meetings Missed:

None

Time Spent in Meetings in March: 11.25 Hours

Office Hours:

Thursday, March 7 th , 2019	9:00AM – 11:00PM
Thursday, March 28 th , 2019	9:30AM – 11:30AM

Time Spent in Official Office Hours in March: 4 hrs total – 4 hrs from election period made up in April.

Approximate Time Spent on Other Activities:

Email communications on pending conference grant applications	1 hours
Preparation of conference grant and special project grant applications for Finance	2 hours
Preparation for B&P and Finance Committee meetings	2 hours
Preparation for UITAC and RCAC meetings	2 hours
Preparation for IST Contract meetings	.5 hour

Total Hours Spent on the UMGSA in March, 2019: 22.75 Hours

Vice-President External (VPE) - Skye Kushner

Executive summary of work:

- Absent for one day of office hours, will be made up in April.
- Attended scheduled committee meetings and UMGSA election events.
- Held the required services and support committee meeting.

March – office commitments

Day	Start	Finish	Note	Total
5 th	1:30	4:30	Emails, office tasks, preparation for upcoming appeals hearing, report preparation	3
13 th	10:30	12:30	Emails, preparation for services and support committee	2
20 th	2:30	4:30	Preparation for next weeks meetings.	2
Total				7

March - meetings/other

Day	Start	Finish	Note	Total
1 st	1:00	3:00	Sustainability Committee meeting	2
4 th	9:00	11:00	UMGSA executive meeting	2
4 th	11:00	12:00	Sustainability awards meeting	1
7 th	9:00	11:00	UDC appeals hearing	2
15 th	2:30	3:30	Members services committee meeting	1
19 th	11:30	1:30	UMGSA election forum	2
25 th	9:00	10:00	UMGSA executive meeting	1
26 th	12:00	1:00	Services and support committee meeting	1
27 th	5:30	6:30	UMGSA council meeting	1
28 th	6:30	8:30	UMSU BOD meeting	2
29 th	1:00	3:00	Sustainability committee meeting	2
Total				18

Summary of hours:

Total time spent in meetings: 18

Meetings Absent: none

Meetings cancelled: none

Total Hours Spent on the UMGSA in March, 2019: 25

Vice-President Health Sciences (VPHS) - Carmine Slipski

Executive Summary of Work:

- Ran elections candidate open forum at Bannatyne
- Had Industry Fair Re-cap meeting with FGS to go over numbers and feedback, as well as look for ways to improve for next year
- Had Chez Café networking event for students to meet distinguished lecturer Dr. Brett Finlay
- Helped co-ordinate and run the Distinguished Lecturer event at Bannatyne

Housekeeping

- Handed out executive payments, and attended all meetings and office hours

Executive Summary of Hours:

2019-03-04	UMGSA Executive Meeting	2.0
2019-03-06	Office Hours	2.0
2019-03-11	HSGSA Executive Meeting	1.5
2019-03-13	Office Hours	2.0
2019-03-13	Elections Candidate Open Forum	2.0
2019-03-13	HSGSA Council Meeting	2.0
2019-03-20	Office Hours	2.0
2019-03-20	Industry Fair Re-cap Meeting with FGS	1.5
2019-03-21	Chez Café Student Event with Distinguished Lecturer	3.0
2019-03-22	Distinguished Lecturer Event	4.0
2019-03-25	UMGSA Executive Meeting	2.0
2019-03-25	HSGSA Finance Meeting	1.5
2019-03-25	HSGSA Executive Meeting	1.5
2019-03-27	Office Hours	2.0
2019-03-27	UMGSA Council	1.5
Monthly Total		30.5 hours

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

March 04, 2019	UMGSA Executive Meeting	2.0 hours
March 11, 2019	HSGSA Executive Meeting	1.5 hours
March 13, 2019	HSGSA Council Meeting	2.0 hours
March 20, 2019	Industry Fair FGS Re-cap Meeting	1.5 hours
March 25, 2019	UMGSA Executive Meeting	2.0 hours
March 25, 2019	HSGSA Finance Meeting	1.5 hours
March 25, 2019	HSGSA Executive Meeting	1.5 hours
March 27, 2019	UMGSA Council Meetin	1.5 Hours

Time spent in meetings: 13.5 hours

Meetings Cancelled: 0

Meetings Missed: 1 Had to send regrets to FGS Executive March 28th

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

Time spent in the office: 8 hrs

Total Hours Spent on the HSGSA/UMGSA in March, 2019: 31.5 hours

Vice-President Academic (VPA) - Silvia Araujo

Executive Summary of Work:

- Attended a few meetings related to the graduate student life and UMGSA, including: External Relations, UMGSA Executive, FGS Executive, and UMGSA Council.
- Worked with other Execs to promote academic-related events, such as the Alumni Mentorship.
- Maintained consistent office hours.
- Maintained e-mail and personal communications in general with graduate students and the UMGSA executive team.

Executive Summary of Hours:

Day	Start	Finish	Note	Total
3/1/2019	10:30 AM	2:30 PM	Office hours (10:30-12:30) + Meeting with a grad student (12:30-1:30) + Meeting with External Relations (1:30-2:30)	4:00
3/3/2019	10:00 AM	12:30 PM	Reading Senate Agenda and writing Student Senate Caucus agenda	2:30
3/4/2019	9:00 AM	11:00 AM	UMGSA Executive meeting + (Student Senate Caucus Cancelled)	2:00
3/7/2019			UMGSA bylaws (missed - TAing)	0:00
3/8/2019	10:30 AM	2:00 PM	Office hours + meeting with a grad student (1:30-2)	3:30
3/12/2019			UMGSA Services and Support meeting cancelled	0:00
3/14/2019			SCIE cancelled	0:00
3/19/2019	10:00 AM	11:00 AM	Family Friendly policies meeting - touchbased with Brandy Usick; SEEQ Review meeting cancelled	1:00
3/22/2019	10:30 AM	12:45 PM	office hours	2:15
3/25/2019			Missed UMGSA Executive meeting - sent regrets	0:00
3/26/2019	2:00 PM	3:00 PM	reading FGS Executive Agenda; missed UMGSA Services and Support meeting - sent regrets	1:00
3/27/2019	5:30 PM	6:40 PM	UMGSA Council Meeting	1:10
3/28/2019	9:15 AM	10:00 AM	FGS Executive Committee Meeting	0:45
3/29/2019	10:30 AM	12:30 PM	office hours	2:00
3/30/2019	10:00 AM	12:30 PM	reading Senate agenda for Student Senate caucus	2:30
Monthly Total				22:40:00

Summary of Hours:

Time spent in meetings: 7:25.

Meetings Cancelled: Student Senate Caucus, UMGSA Services and Support (on March 12), Senate Committee on Instruction and Evaluation, SEEQ Review.

Meetings Missed: UMGSA Bylaws, UMGSA Services and Support, UMGSA Executive (on March 25).

Total Hours Spent on the UMGSA in March, 2019: 22:40

Vice-President Marketing & Events (VPME) - Sakib Rahman

Executive Summary of Work:

- Was away on research duty from February 14 to March 7, 2019. On return, completed March office hours and made up one of the missed hours in February.
- Organized the March Academic Writing Retreat.
- Collaborated with External Relations to prepare for the Alumni Mentorship Event in April.
- Attended Executive and Council Meetings. .

Executive Summary of Hours:

Day	Start	Finish	Note	Total
08/03/2019	3:15 PM	4:15 PM	Office Hours	1
12/03/2019	4:00 PM	5:00 PM	Office Hours	1
13/03/2019	4:00 PM	5:00 PM	Office Hours	1
15/03/2019	4:00 PM	5:00 PM	Office Hours	1
19/03/2019	4:00 PM	5:00 PM	Office Hours	1
22/03/2019	3:00 PM	4:00 PM	Office Hours	1
25/03/2019	4:00 PM	5:00 PM	Office Hours	1
26/03/2019	4:00 PM	5:00 PM	Office hours	1
29/03/2019	1:45 PM	2:45 PM	Office hours	1
			Total Time Spent in Office	9
29/03/2019	5:00 PM	6:00 PM	Events Committee Meeting	1
27/03/2019	5:30 PM	6:00 PM	Council Meeting	0.5
25/03/2019	9:05 AM	9:45 AM	Executive Meeting	0.7
04/03/2019	10:05 AM	10:17 AM	Executive Meeting (Called in late)	0.2
			Total Time Spent in Meetings	2.4
28/03/2019	12:00 PM	1:00 PM	Alumni Mentorship Event Preparation	1
27/03/2019	1:00 PM	5:00 PM	Academic Writing Retreat	4
29/03/2019	7:30 PM	10:30 PM	Alumni Mentorship Event Preparation	3
25/03/2019	5:00 PM	6:00 PM	Email Correspondence	1
14/03/2019	4:00 PM	5:00 PM	Email Correspondence	1
05/03/2019	2:00 PM	3:00 PM	Academic Writing Retreat Preparations	1
04/03/2019	2:00 PM	2:40 PM	Completing Survey from Pharmacy Group	0.7
23/03/2019	3:00 PM	5:00 PM	Reviewed Student Club Documents	2
			Total Time Spent in Other Activities	13.7
Total Hours				25.1

Time spent in meetings: 2.4 hours (**Missed:** Campaigns committee meeting)

Time spent in the office: 9 hours (**Office Hours:** Tuesdays and Fridays, 4:00pm to 5:00pm)

Time spent in other activities: 13.7 hours

Total Hours Spent on the UMGSA in March, 2019: 25.1 hrs

Senator 1 - Chidiebere Felix Nwaiwu

- UMGSA Executive meetings, UMGSA Committee meetings, UMGSA Council meeting, Senate meeting and Senate Committee meetings
- Held regular office hours
- Maintained regular e-mail communications

Summary of hours

Date	Start	End	Note	Hours
1/3/19	12 noon	1:30 pm	Office Hours	1:30
1/3/19	1:30 pm	2:30 pm	Pres., VPA & Senator 1 meeting with Wilfred Sam King	1:00
1/3/19	2:30 pm	3:00 pm	Office Hour Completion	0:30
4/3/19	9:00 am	11:00 am	UMGSA Executive Meeting	2:00
6/3/19	1:30 pm	1:24 pm	Senate Meeting	0:15
6/3/19	2:30 pm	4:00 pm	Presidential Search Committee Consultation Session - Senate	1:30
6/3/19	4:00 pm	5:00 pm	Presidential Search Committee Consultation Session – UMSU & GSA	1:00
7/3/19	5:30 pm	6:30 pm	Bylaws & Policy Committee Meeting	1:00
8/3/19	12 noon	2:00 pm	Office Hours	2:00
13/3/19	1:00 pm	3:00 pm	SCADM meeting	2:00
17/3/19	9:00 pm	10:30 pm	February Executive Report Preparation	1:30
19/3/19	11:30 am	1:00 pm	UMGSA Election Forum	1:30
20/3/19	1:30 pm	2:30 pm	Senate Executive Committee Meeting	1:00
22/3/19	10:00 am	2:00 pm	Office Hours & Make up for Missed Hours	4:00
27/3/19	5:30 pm	6:30 pm	UMGSA Council Meeting	1:00
29/3/19	12 noon	2:00 pm	Office Hours	2:00
29/3/19	5:00 pm	6:00 pm	Events Committee Meeting	1:00
Total				24:45

Time spent in meetings: 13 hours

Meetings cancelled: None

Meetings missed: March 25th UMGSA Executive Committee Meeting (Sent in regrets. Missed because of time conflict)

Office hours:

Fridays; 12 Noon – 2 Pm

Time spent in the office: 10 hours

Total Hours Spent on the UMGSA in March, 2019: 24 hours, 45 minutes

Appendix VI :

Final 2019 UMGSA General Election Results

The 2019-2020 UMGSA Executive Team is:

President: Carl Neumann

VP Academic: Roxie Koohgoli

VP Finance & Administration: Cody Ross

VP Services & Support: Eric Gagnon

Senator: Julia Minarik

Senator: Ehsan Tahmasebian

Appendix VII :

Election Committee Review of Appeals and Complaints Filed in the 2019 UMGSA General Election

A review of the Appeals and Complaints Filed in the 2019 UMGSA General Election

The UMGSA Elections committee constitutes the following 5 individuals as per the Governance and Operations Manual of the University of Manitoba Graduate Student's Association **Article VIII: Standing Committees, number 5.a.i:**

“[The election and referendum committee] membership [shall constitute] five members of the UMGSA”

1. Pradeep Thapa (DRO)
2. Ademola Adesola (CRO)
3. Razia Sultana (Chairperson)
4. Chantal Asselin (member)
5. Francis Dzikpe (member)

On **March 26th, 2019** at Carl Neumann filed an appeal with the elections committee that the elections CRO Ademola Adesola did not apply any demerits or penalties to Okechukwu Efobi for exceeding his expense limit for campaign materials.

In accordance with The Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students' Association **Article XIX: Appeal Procedures number 3c:**

“The Chair of the Elections Committee shall schedule a hearing of the Elections Committee to take place within 24 hours of receiving the Appeal form for all alleged violations of the Election Rules.”

As such, on **Tuesday, March 26th, 2019 at 11:09pm** Razia Sultana (Chairperson) called for a meeting of the elections committee to be held on Thursday March 28th at 4pm. We note this is after the 24 hour window.

On **Wednesday March 27th, 2019** Pradeep Thapa (DRO) and Ademola Adesola (CRO) replied to Razia (Chairperson) that they could not attend the meeting. Chantal Asselin (committee member) replied that she could attend the meeting by phone.

Two complaints were filed on **Wednesday March 27th, 2019** by Okechukwu Efobi stating that Carl Neumann (complaint #1) and the Experience UMGSA slate (complaint #2) breached **Article XIII: Prohibitions & Violations** of the Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students' Association.

As per the Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students' Association **Article XVII: Complaints and Appeals number 1:**

“Complaints shall be allegations of a breach of the Election Rules against Members of the Association other than the CRO which are submitted to the CRO for a ruling.”

The CRO Ademola Adesola failed to provide a ruling on the two complaints and instead had Okechukwu Efobi forwarded the complaints to the elections committee Chairperson (Razia Sultana).

As the CRO failed to rule on the two complaints the elections committee was tasked with his responsibility. The elections committee processed the complaints and chose to dismiss them as there was no rulings with which to appeal.

After an email containing information regarding an appeal that was filed by Carl Neuman at **12:47pm on Thursday March 28th, 2019** was sent to the elections committee, Chantal Asselin (committee member) requested the member of the elections committee to state their availability for a meeting. No members replied.

On **Thursday March 28th, 2019**, Carl Neuman filed a complaint against the CRO Ademola Adesola for breaching the UMGSA Code of Conduct and verbally assaulting him (Carl Neumann) at the UMGSA Council Meeting held on **March 27th, 2019**.

On Friday, **March 29th, 2019 at 11:57am** Razia Sultana (Chairperson) called for a meeting of the elections committee to be held on **Monday, April 1st at 9am** to review the complaint and meet with Carl Neumann as:

“The Elections Committee may request any person to appear at an Elections Committee Meeting whose evidence would assist the Elections Committee in making a decision.” The Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students’ Association **Article XIX: Appeal Procedures point 8.**

Additionally, as it was made apparent by the Governance and Operations Manual of the University of Manitoba Graduate Student’s Association **Article VIII: Standing Committees, number 5.b.vi:**

“The CRO and DRO do not participate as members of the Election and Referendum Committee during any appeal proceedings”

The remaining 3 members of the elections committee (Razia Sultana (Chairperson), Chantal Asselin (member, and Francis Dzikpe (member)) were to meet on **Monday, April 1st at 9am** to review any complaints or appeals filed during the 2019 UMGSA General Election.

At **10:43am on Saturday March 30th** Skye Kushner filed a second complaint against the actions of the CRO Ademola Adesola for sending a thread of emails containing slandering messages about Carl Neumann to all the UMGSA Executives.

At **3:14am on Sunday March 31st**, a second appeal was filed by Carl Neumann that both Okechukwu Efobi (VPSS Candidate) and Ademola Adesola (CRO) are campaigning for Okechukwu Efobi (VPSS Candidate) against the Experience UMGSA slate before the beginning of the run-off vote campaign period.

On **Sunday March 31st at 1:03pm** Chantal Asselin (committee member) replied to Razia Sultana's (Chairperson) email stating that she could no longer attend the meeting scheduled for Monday, April 1st at 9am in person but could via the phone. At this time the only other eligible elections committee member who could attend the meeting Francis Dzikpe (member) had not made his availability known to the chairperson.

Therefore, at **1:19pm on Sunday March 31st** Razia Sultana (Chairperson) called Chantal Asselin (committee member). In her phone call Razia Sultana (Chairperson) stated that no other members had replied to her email about whether or not they could attend the meeting scheduled for Monday, April 1st at 9am. Therefore, both Razia Sultana (Chairperson) and Chantal Asselin (committee member) made the decision to review the appeals and complaints that were filed regarding the 2019 UMGSA General Election as all other members of the UMGSA Elections Committee were either a conflict of interest or not actively participating. (**attendance sheet attached**)

The following decisions were agreed upon by the majority vote (2-1) of the Elections Committee, which was held on **Tuesday April 2nd, 2019** via email:

- 1) UMGSA Vice President Services & Support candidate Okechukwu Efobi exceeded the maximum amount of expenses permitted to candidates for campaign material, in accordance with The Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students' Association **Article XXVI: Campaign Expenses, number 5:**

“Each Candidate or Side is permitted expenses up to a maximum of \$50. Slates of candidates may combine their allowed maximum expenses and may submit a combined account of campaign expenses to the CRO.”

Therefore, in accordance with the Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students' Association **Article XV: Demerit System**, a total of 1 demerit which is equivalent to the number of votes reduced by 5% of the total number of ballots cast for that candidate. As such a total of 14.95 (5%) votes that were casted for Okechukwu Efobi for the position of UMGSA Vice President Services & Support in the 2019 General Election will be removed.

- 2) UMGSA Vice President Services & Support candidate Okechukwu Efobi actively campaigned against the Experience UMGSA slate and former UMGSA Executives through and email thread that was initiated by both himself and CRO Ademola Adesola prior to the run-off vote campaign period. In accordance with the penalties stated in The Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students' Association **Article XIV: Penalties, number 1.c.iv:**

“Where a breach has occurred, regardless of cause or the intent of the parties involved, and that breach has provided an unfair advantage to a campaign, the CRO shall assign a penalty that [results in] **disqualification.**”

As a results, Okechukwu Efobi has been disqualified from the 2019 UMGSA General Election.

- 3) Determined that current CRO of the Elections Committee Ademola Adesola violated the UMGSA Code of Conduct, specifically:

During his/her term of office, each Member:

- shall respect fellow Council Members; the authority of the Council and Council decisions once made;
- shall treat all Members equal, no matter their gender, ethnicity, creed, disability or sexual orientation;
- shall not assist any person or any organization in its dealings with the GSA when such intervention may result in real or apparent preferential treatment to that person or organization by the GSA;
- shall not make use of any confidential information obtained as a Member, in order derive therefrom a benefit or advantage for himself/herself or that of any family member;.

As a result, Ademola Adesola was removed from the UMGSA Elections Committee and position as Chief Returning Officer.

Due to the lack of participation from some of the UMGSA elections committee members, and the conflict of interest of the CRO, and in accordance with The Election and Referendum Policy and Procedure Manual of the University of Manitoba Graduate Students' Association Article **XXVI: Campaign Expenses, number 9:**

“The Elections Committee may uphold, modify, or overturn any ruling made or penalty assigned by the CRO, and additionally may overturn all or part of the election results and apply penalties outlined in these documents within the spirit of good governance for elections.”

Razia Sultana (Chairperson) and Chantal Asselin (committee member), provide a majority vote of all eligible elections committee members for the approval of the aforementioned rulings and attached reports regarding the appeals and complaints set forth during the 2019 UMGSA General Election, and present their decision to the Council.

Appendix VIII :

Preliminary Vote Count from the 2019 UMGSA General Election

