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**Wednesday, May 22<sup>nd</sup>, 2019 - 5:30 PM - UMGSA Lounge**

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# **UMGSA Council Meeting Agenda**

## **Wednesday, May 22<sup>nd</sup>, 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 May 22<sup>nd</sup>, 2019, UMGSA Council Meeting as presented.**

### **4. Approval of the Minutes**

The minutes of the May 8<sup>th</sup>, 2019, UMGSA Special Council Meeting are included as Appendix I to this Council meeting agenda.

**MOTION: BIRT the UMGSA Council approves the minutes from the May 8<sup>th</sup>, 2019 UMGSA Special Council Meeting as presented.**

### **5. Committee Reports**

**5.1.**  April Committee Reports (Appendix II)

### **6. HSGSA Report**

**6.1.**  April HSGSA Report (Appendix III)

### **7. Senate Report**

**7.1.**  April Senate Report (Appendix IV)

### **8. Executive Reports**

**8.1.**  April Executive Reports (Appendix V)

**8.2.**  March Senator 2 Executive Report (Appendix VI)

### **9. Departmental Reports**

### **10. Unfinished Business**

None.

**11. New Business**

**11.1. Ratification of the Selection Committee for the UMGSA Council Chair:** As mandated at the May 8<sup>th</sup>, 2019 UMGSA Special Council Meeting, the UMGSA will create a Selection Committee to choose a new Council Chair. The membership of the Selection Committee for the position of 2019-2020 UMGSA Council Chair will be as follows:

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**MOTION: BIRT the UMGSA Council ratifies the above membership of the Selection Committee for the 2019-2020 UMGSA Council Chair.**

**11.2. Ratification of the 2019 UMGSA Run-Off Election Results:** The final results of the Run-Off Election for the position of Vice-President Services & Support must be ratified by the UMGSA Council. The final Run-Off Election results are included as Appendix VII.

**MOTION: BIRT the UMGSA Council ratifies the final results of the 2019 UMGSA Run-Off Election as presented.**

**12. Announcements**

**12.1. Next Council Meeting:** Wednesday, June 26, 2019 - 5:30PM - UMGSA Lounge

**13. Adjournment**

## **Appendix II :**

### **UMGSA Committee Reports April 1<sup>st</sup> - 30<sup>th</sup>, 2019**

#### **Executive Committee**

Chair: Carl Neumann (UMGSA President)

Meeting Dates: April 8<sup>th</sup> and 22<sup>nd</sup>, 2019

- Possible reductions in the number of computers and phone lines used by the UMGSA and HSGSA were further discussed, with cost savings in mind.
- The continuing work on the UMGSA Handbook for 2019-2020 was repeatedly discussed, as well as updates on the associated advertising sales.
- The conference grant budgeting mechanism, already discussed by both the Bylaws & Policy Committee and the Finance Committee, was discussed by the executives.
- Updates and discussions about the UMGSA General Election took place.
- Formation of the Selection Committee was discussed as well.
- An update on planning for international student healthcare for 2019-2020 was also presented and discussed.

#### **Finance Committee**

Chair: Cody A. Ross (UMGSA VPI)

Meeting Date: April 18<sup>th</sup>, 2019

- The committee processed 14 conference grant applications. All submissions were completed using the online submission form.
- Review of the finalized policy for the distribution of the annual conference grant budget line.

#### **Bylaws and Policy Committee**

Chair: Cody A. Ross (UMGSA VPI)

Meeting Date: April 11<sup>th</sup>, 2019

- Discussed and finalized wording of new conference grant budget line distribution.
- Committee approved the new article to be added to the Governance and Operations Manual following a final review of the policy at the April Finance Committee meeting.

## **Events Committee**

Chair: Sakib Rahman (UMGSA VPME)

Meeting Date: April 26<sup>th</sup>, 2019

- Discussed accounting of the Alumni Mentorship Dinner
- Briefly reviewed the student club report from ISPE (International Society of Pharmacoepidemiology)
- Discussed providing further incentive for clubs and departments to organize collaborative events with UMGSA by giving monetary and logistical support.

## **Services and Support Committee**

Chair: Skye Kushner (UMGSA VPE)

Meeting Date: April 30<sup>th</sup>, 2019

- During the period of April 2019, the Services and Support Committee met and voted through a finalized version of the UMGSA position statements to be approved by the Bylaws and Policy Committee.

## **Awards Committee**

Chair: Silvia Araujo (UMGSA VPA)

Meeting Date: No meeting held.

- No committee meetings held in April.
- No business to report.

## **Appendix III :**

### **HSGSA Report April 1<sup>st</sup> - 30<sup>th</sup>, 2019**

In April the HSGSA executive were busy training the new incoming executives in their role and having them shadow for meetings and planning of events. We also had a meeting with the CSHRF Research Days planning committee to go over final planning details for the conference in June and to discuss possibly merging the industry fair event with this conference in future years to improve the networking component of the conference for students. The HSGSA Bylaws committee met to make changes to our policy manuals to reflect changes already made to our bylaws at the HSGSA AGM Jan 2019.

The HSGSA held a games night event for student on Bannatyne campus the evening of April 18th that was well attended. The Debate club run by Colin Graydon also met on April 25th and we look forward to continuing that initiative on Bannatyne campus. We have had a great year with our executive team and look forward to passing along continuing improvements and projects for the new HSGSA executive to take over and look forward to all of the great things this new team will accomplish in the 2019/20 term!

Carmine Slipski  
President HSGSA 2018-19

## **Appendix IV :**

### **April Senate Report**

Link to Senate agenda:

[http://umanitoba.ca/admin/governance/media/2019\\_04\\_03\\_Senate\\_Agenda.pdf](http://umanitoba.ca/admin/governance/media/2019_04_03_Senate_Agenda.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 April 3<sup>rd</sup>, 2019 Senate Meeting.

#### **MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE**

**1. Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes RE: BFAR Statements, Departments of Animal Science, Civil Engineering, Entomology, Mechanical Engineering, and Pathology, and College of Rehabilitation Sciences (Page 16)**

- a. The Faculty Council of Graduate Studies recommends THAT: the BFAR statements from the Implementation Working Group for the Cooper Commission Report listed below be approved by Senate: Dept. of Animal Science Dept. of Civil Engineering Dept. of Entomology Dept. of Mechanical Engineering Dept. of Pathology College of Rehabilitation Sciences

#### **MATTERS FORWARDED FOR INFORMATION**

**1. Report of the Senate Committee on Awards (Page 27)**

- a. On behalf of Senate, the Senate Committee on Awards recommended that the Board of Governors approve 6 new offers, 17 revised offers and the withdrawal of 8 awards, as set out in Appendix A (February 19, 2019). These award decisions comply with the published guidelines of November 3, 1999, and were reported to Senate for information.

**2. Student Advocacy Annual Report, 2016-2017 and 2017-2018 (Page 43)**

**3. Items Approved by the Board of Governors [February 21, 2019] (Page 68)**

- a. The Executive committee on behalf of the Board of Governors approved eleven new offers, nine amended offers, and the withdrawal of four offers, as set out in Appendix A of the Report of the Senate Committee on Awards - Part A [dated December 18, 2018].
- b. The Executive Committee, on behalf of the Board of Governors, approve one new offer, as set out in Appendix A of the Report of the Senate Committee on Awards - Part B [dated December 18, 2018].

#### **REPORTS OF OTHER COMMITTEES OF SENATE, FACULTY AND SCHOOL COUNCILS**

**1. Reports of the Senate Committee on Instruction and Evaluation**

- a. RE: Proposed Academic Regulations for Programs in the Max Rady College of Medicine

- i. Learners with Bloodborne Pathogens Policy (Page 95)
      - Senate approved the proposed Learners with Bloodborne Pathogens Policy, Max Rady College of Medicine, Rady Faculty of Health Sciences, effective immediately.
    - ii. Student Immune Status Requirements Policy (Page 102)
      - Senate approve the proposed Student Immune Status Requirements Policy, Max Rady College of Medicine, Rady Faculty of Health Sciences, effective immediately.
- 2. **Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes RE: Closure of Ph.D. in Cancer Control (Page 110)**
  - a. Senate approved the closure of the PHD program in Cancer control.
- 3. **Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes RE: Revised Academic Guide, Faculty of Graduate Studies (Page 122)**
  - a. Senate approved the regulation changes from the Faculty of Graduate Studies
    - i. Substantive changes to the guide include:
      - Section 2.4 Performance in Coursework: remediation of a failed course with a substitute course must be at the same level or higher (e.g., at the graduate level (7000, 8000) for a failed graduate level course);
      - Sections 4.5.2 (Master's) & 5.5.2 (Ph.D.) Student's Co-advisor: the co-advisor no longer needs to be a member of unit offering the program;
      - Sections 4.6.1 (Master's) & 5.2.3 (Ph.D.) Advisory Committee: no longer a requirement for an 'internal-external' advisory committee member;
      - Sections 4.8.1.2 (Master's) & 5.11.1 (Ph.D.) Examining committee: same revised composition requirements as advisory committee; and
      - Section 8 Leave of Absence: explicit statement for international graduate students to consult with the International Centre about the effect of a leave of absence on immigration status.
- 4. **Reports of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes**
  - a. RE: Department of Computer Science (Page 194)
  - b. RE: Department of Electrical and Computer Engineering (Page 202)
  - c. RE: Department of Physical Therapy (Page 213)
  - d. RE: Asper School of Business, Master of Business Administration, Correction to Report of December 13, 2018 (Page 223)

Above recommendations were approved by Senate.



## Appendix V :

### UMGSA Executive Reports April 1<sup>st</sup> - 30<sup>th</sup>, 2019

#### President - Carl Neumann

##### Executive Summary of Work:

- **April ThinkGRAD Meeting:** On April 13<sup>th</sup> and 14<sup>th</sup>, the April ThinkGRAD Meeting was hosted by REMDUS at the University of Sherbrooke. I attended the meeting by myself, due to uncertainty in our executive transition. The incoming VPSS would have attended with me in accordance with past practice, to gain valuable experience and meet collaborators from many other grad student groups. During the meeting, we discussed various topics relating to graduate students. These topics included the Ontario Student Choice Initiative, how to effectively engage with governments, and changes to funding for research announced in the federal budget, among many other topics. ThinkGRAD also decided to change the timing of future winter/spring meetings to January/February, rather than April, to avoid conflicts with executive transitions in particular. My year as the national Chairperson for ThinkGRAD comes to an end at the end of April, but I will be continuing as a Director-at-Large. As the only returning Director, I will guide the rest of the new Directors as they start the new executive year in May.
- **Interviews for the Temporary Office Assistant:** Interviews for the temporary Office Assistant were held on April 18<sup>th</sup> and 22<sup>nd</sup>. The selection committee interviewed 5 finalist candidates after having reviewed all 30 applications. We had multiple strong candidates. After deliberation, the committee selected Colin Ijebor to serve as the temporary Office Assistant during Jayne's maternity and parental leave.
- **Negotiations with COPE Local 342:** On April 18<sup>th</sup>, negotiations including our VP Internal were held with a negotiator sent by COPE 342, the Union representing our permanent office staff. Further tweaks and discussions took place by email thereafter. We were renegotiating the collective agreement covering our staff at the end of the regular 3 year schedule. Changes that are now approved on all sides add clarity to numerous points in the agreement, and also make the agreement consistent for all of our staff.

##### Meetings Attended:

April 1 <sup>st</sup> , 2019	Student Senate Caucus Meeting	1 Hour
April 3 <sup>rd</sup> , 2019	Senate Meeting	1 Hour
April 8 <sup>th</sup> , 2019	UMGSA Executive Meeting	2 Hours
April 9 <sup>th</sup> , 2019	RWLE & SA Policy Advisory Committee Meeting	2 Hours
April 9 <sup>th</sup> , 2019	Presidential Search Committee Meeting	2 Hours
April 11 <sup>th</sup> , 2019	FGS Council Meeting	1 Hour
April 11 <sup>th</sup> , 2019	UofM Budget Advisory Committee Meeting	1 Hour
April 11 <sup>th</sup> , 2019	UMGSA Bylaws & Policy Committee Meeting	1 Hour

April 15 <sup>th</sup> , 2019	Alumni Association Board of Directors Meeting	2.5 Hours
April 18 <sup>th</sup> , 2019	Interviews for Temporary Office Assistant - Day 1	1 Hour
April 18 <sup>th</sup> , 2019	Negotiation Session with COPE Local 342	1.5 Hours
April 18 <sup>th</sup> , 2019	UMGSA Finance Committee Meeting	1 Hour
April 22 <sup>nd</sup> , 2019	UMGSA Executive Meeting	2 Hours
April 22 <sup>nd</sup> , 2019	Committee Distribution Planning Session	1 Hour
April 22 <sup>nd</sup> , 2019	Interviews for Temporary Office Assistant - Day 2	2 Hours
April 22 <sup>nd</sup> , 2019	Summer Term Academic Schedule Review Committee	1.5 Hours
April 23 <sup>rd</sup> , 2019	Senate Committee on Libraries Meeting	1.5 Hours
April 23 <sup>rd</sup> , 2019	Board of Governors Meeting	2.5 Hours
April 24 <sup>th</sup> , 2019	UMGSA Council Meeting	2.5 Hours
April 26 <sup>th</sup> , 2019	UMGSA Events Committee Meeting	0.5 Hours
April 29 <sup>th</sup> , 2019	Next Gen Web Experience Project Supplemental Meeting	1 Hour
April 30 <sup>th</sup> , 2019	UMGSA Services and Support Committee Meeting	1 Hour

### Meetings Missed:

Alumni Relations Working Group - April 8<sup>th</sup> - Regrets Sent in Advance - Scheduling Conflict  
 Next Gen. Web Exp. Project Board - April 17<sup>th</sup> - Regrets Sent in Advance - Scheduling Conflict

**Time Spent in Meetings in April: 32.5 Hours**

### Office Hours:

Monday, April 1 <sup>st</sup> , 2019	1:30PM - 3:30PM
Tuesday, April 9 <sup>th</sup> , 2019	10:30AM - 12:30PM & 1:00PM - 3:00PM ( <i>incl. Extra Hrs</i> )
Wednesday, April 17 <sup>th</sup> , 2019	2:00PM - 4:00PM
Tuesday, April 23 <sup>rd</sup> , 2019	11:30AM - 3:30PM ( <i>incl. Extra Hrs</i> )
Monday, April 29 <sup>th</sup> , 2019	12:30PM - 2:30PM

*4 Extra Hours This Month to Compensate For the March Election Campaign Leave of Absence*

**Time Spent in Official Office Hours in April: 14 Hours**

### Working Events Attended:

April 4 <sup>th</sup> , 2019	UMGSA Alumni Mentorship Event	1.5 Hours
April 10 <sup>th</sup> , 2019	CUPE 3909 Annual General Meeting	2 Hours
April 13 <sup>th</sup> , 2019	April ThinkGRAD Meeting - Day 1	6 Hours
April 14 <sup>th</sup> , 2019	April ThinkGRAD Meeting - Day 2	5 Hours
April 15 <sup>th</sup> , 2019	Post-Secondary Board Governance Event	1 Hour
April 28 <sup>th</sup> , 2019	Chancellor Appreciation Brunch	3 Hours

**Time Spent at Working Events in April: 18.5 Hours**

### Approximate Time Spent on Other Activities:

Preparing Documents for Meetings	14 Hours
Other Email Correspondence	31 Hours

**Total Hours Spent on the UMGSA in April, 2019: 110 Hours**

## Vice President Internal (VPI) - Cody A. Ross

### Executive Summary of Work:

In April, most of my time was spent forming the selections committee and tasks related to the hiring of a temporary office assistant. Also, I spent time preparing for negotiations with COPE regarding office staff contracts. A smaller amount of time was spent on committee preparations, as this is a much quieter time for the committees that I chair and fewer conference grant applications have been submitted.

### Meetings Attended:

April 8 <sup>th</sup> , 2019	UMGSA Executive Committee	2 hours
April 11 <sup>th</sup> , 2019	UMGSA Bylaws and Policy Committee	1 hour
April 18 <sup>th</sup> , 2019	COPE Local 342 Negotiation	1.5 hours
April 18 <sup>th</sup> , 2019	UMGSA Finance Committee	1 hour
April 19 <sup>th</sup> , 2019	UMGSA Selections Committee	2 hours
April 22 <sup>nd</sup> , 2019	UMGSA Executive Committee	2 hours
April 22 <sup>nd</sup> , 2019	UMGSA Selections Committee	2 hours
April 24 <sup>th</sup> , 2019	UMGSA Council Meeting	2 hours
April 25 <sup>th</sup> , 2019	Senate Nominations Committee	1.5 hours

### Meetings Missed:

April 25<sup>th</sup>, 2019 Senate Nominations Committee  
\*academic meeting with advisory committee was delayed and prevented me from attending this meeting.

### Time Spent in Meetings in April: 13.5 Hours

### Office Hours:

Wednesday, April 3 <sup>rd</sup> , 2019	9:00AM – 11:00AM
Thursday, April 4 <sup>th</sup> , 2019	9:00AM – 11:00AM
Thursday, April 11 <sup>th</sup> , 2019	9:00AM – 11:00AM
Thursday, April 18 <sup>th</sup> , 2019	9:00AM – 11:00AM
Thursday, April 25 <sup>th</sup> , 2019	8:00AM – 10:00AM

### Time Spent in Official Office Hours in April: 10 hrs total

### Approximate Time Spent on Other Activities:

Email communications on pending conference grant applications	1 hour
Preparation of conference grant applications for Finance Committee	1 hour
Preparation for Bylaws and Policy Committee meeting	2 hours
Preparation for Selection Committee meetings and hiring	8 hours
Preparation for Senate Nominations Committee	1 hour

### Total Hours Spent on the UMGSA in April, 2019: 36.5 Hours

## Vice-President External (VPE) - Skye Kushner

Executive summary of work:

- Started to transition incoming executive.
- Stopped transitioning incoming executive.
- Moved a finalized version of the UMGSA position statements through Services and Support Committee.

### April – office commitments

Day	Start	Finish	Note	Total
3 <sup>rd</sup>	2:30	4:30	Emails, office tasks	2
11 <sup>th</sup>	9:00	11:00	Emails, other business	2
17 <sup>th</sup>	3:30	4:30	Transitioning VPSS, working on international student healthcare related matters.	1
24 <sup>th</sup>	2:30	4:30	Preparing for what would inevitably be an incredibly long council meeting.	2
<b>Total</b>				<b>7</b>

### April - meetings/other

Day	Start	Finish	Note	Total
4 <sup>th</sup>	5:30	8:30	Alumni networking event	3
8 <sup>th</sup>	9:00	11:00	UMGSA executive meeting	2
11 <sup>th</sup>	6:00	7:00	UMSU BOD meeting	1
12 <sup>th</sup>	9:00	10:00	Champions of mental health group meeting	1
15 <sup>th</sup>	2:30	3:30	SVSC Student subcommittee meeting	1
15 <sup>th</sup>	1:00	2:00	Meeting w/ int ctr. RE: int. std health care	1
17 <sup>th</sup>	2:00	3:30	RCR investigation	1.5
22 <sup>nd</sup>	9:00	11:00	UMGSA executive meeting	2
24 <sup>th</sup>	5:30	8:00	UMGSA council meeting	2.5
26 <sup>th</sup>	1:00	3:00	Sustainability committee meeting	2
29 <sup>th</sup>	6:00	7:30	UMSU BOD meeting	1.5
30 <sup>th</sup>	12:00	1:00	Services and support Committee meeting	1
<b>Total</b>				<b>18.5</b>

### Summary of hours:

Total time spent in meetings: 15.5

Meetings Absent: none

Meetings cancelled: none

**Total Hours Spent on the UMGSA in April, 2019: 25.5 Hours**

## Vice-President Health Sciences (VPHS) - Carmine Slipski

### Executive Summary of Work:

Met with CSHRF Research Days planning committee to go over final planning details and to discuss future possibility of merging Industry fair with conference event. Had meeting with Incoming HSGSA president to go over details of role and training. Had HSGSA bylaws meeting to go over changes to policy manuals to reflect changes already made to bylaws at AGM.

#### Housekeeping

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

### Executive Summary of Hours:

2019-04-03	Office Hours	2.0
2019-04-08	UMGSA Executive	2.0
2019-04-08	HSGSA Executive Meeting	1.5
2019-04-15	HSGSA Council Meeting	2.0
2019-04-17	Office Hours	2.0
2019-04-17	CSHRF Research Days Meeting	1.5
2019-04-17	President role Transition meeting	1.0
2019-04-22	HSGSA Executive Meeting	1.5
2019-04-24	Office Hours	2.0
2019-04-24	UMGSA Council Meeting	3.0
2019-04-29	HSGSA Bylaws Meeting	1.0
Monthly Total	19.5 hours	

## COMMITTEES, MEETINGS, AND BUSINESS MATTERS

### Meetings Attended:

April 08, 2019	UMGSA Executive Meeting	2.0 hours
April 08, 2019	HSGSA Executive Meeting	1.5 hours
April 15, 2019	HSGSA Council Meeting	2.0 hours
April 17, 2019	CSHRF Research Days Meeting	1.5 hours
April 17, 2019	President role transition meeting	1.0 hours
April 22, 2019	HSGSA Executive Meeting	1.5 hours
April 24, 2019	UMGSA Council Meeting	3.0 hours
April 29, 2019	HSGSA Bylaws Meeting	1.0 Hours

**Time spent in meetings: 13.5 hours**

**Meetings Cancelled:0**

**Meetings Missed:1** Had to send regrets to FGS Council and a UMGSA Executive meeting due to the birth of my child

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

**Time spent in the office:** 6 Hours

**Total Hours Spent on the UMGSA in April, 2019: 19.5 Hours**

## Vice-President Academic (VPA) - Silvia Araujo

### Executive Summary of Work:

- Attended a few meetings related to the graduate student life and UMGSA, including: Senate Committee on Instruction and Evaluation, UMGSA Executive, UMGSA Council.
- Maintained office hours in various times and dates.
- Maintained e-mail and personal communications in general with graduate students and the UMGSA executive team.
- I was away from April 5-April 15.

### Executive Summary of Hours:

Day	Start	Finish	Note	Total
4/17/2019	9:00 AM	11:00 AM	Reading SCIE agenda	2:00
4/18/2019	1:30 PM	3:00 PM	SCIE meeting	1:30
4/22/2019	9:30 AM	12:00 PM	UMGSA Exec Meeting (9:30-11); office hours (11-12)	2:30
4/24/2019	5:00 PM	8:00 PM	UMGSA Council meeting	3:00
4/26/2019	2:30 PM	5:10 PM	Office hours	2:40
4/29/2019	9:00 PM	11:30 PM	Emails and reports	2:30
4/30/2019	12:00 PM	1:00 PM	UMGSA Campaigns meeting	1:00
Monthly Total				15:10:00

### Summary of Hours:

Time spent in meetings: 7:00.

Meetings Cancelled: SEEQ Review on April 17.

Meetings Missed: UMGSA Bylaws, UMGSA Executive (on April 8), FGS Council (on April 11).

**Total Hours Spent on the UMGSA in April, 2019: 15:10 Hours**

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

### Executive Summary of Work:

- Completed all office hours.
- Organized the Alumni Mentorship Event in coordination with external relations and career services.
- Attended the Senate Committee on Library meeting.
- Attended Executive and Council Meetings.

### Executive Summary of Hours:

Day	Start	Finish	Note	Total
30/04/2019	1:00 PM	1:30 PM	Office Hours	0.5
30/04/2019	3:00 PM	3:30 PM	Office Hours	0.5
29/04/2019	3:00 PM	4:00 PM	Office Hours	1
26/04/2019	3:00 PM	4:00 PM	Office Hours	1
25/04/2019	3:00 PM	5:00 PM	Office Hours	2
23/04/2019	4:00 PM	5:00 PM	Office Hours	1
12/04/2019	3:00 PM	4:00 PM	Office Hours	1
09/04/2019	4:00 PM	5:00 PM	Office Hours	1
05/04/2019	3:00 PM	4:00 PM	Office Hours	1
01/04/2019	4:00 PM	5:00 PM	Office Hours	1
			<b>Total Time Spent in Office</b>	<b>10</b>
26/04/2019	5:00 PM	5:45 PM	Events Committee Meeting	0.75
24/04/2019	5:30 PM	7:30 PM	Council Meeting	2
22/04/2019	9:05 AM	10:55 AM	Executive Meeting	1.83
08/04/2019	9:05 AM	11:05 AM	Executive Meeting	2
23/04/2019	9:30 AM	11:00 AM	Senate Committee on Libraries	1.5
30/04/2019	12:48 PM	1:00 PM	Campaigns Committee Meeting	0.17
			<b>Total Time Spent in Meetings</b>	<b>8.25</b>
03/04/2019	6:00 PM	10:00 PM	Preparation for Alumni Dinner	4
04/04/2019	4:00 PM	8:30 PM	Alumni Mentorship Dinner	4.5
07/04/2019	8:00 PM	9:00 PM	Alumni Mentorship Dinner Accounting	1
10/04/2019	7:30 PM	8:00 PM	Email Correspondence	0.5
16/04/2019	2:00 PM	2:30 PM	Email Correspondence	0.5
17/04/2019	1:45 PM	2:15 PM	Email Correspondence	0.5
26/04/2019	12:00 PM	1:00 PM	Reviewed Student Club Documents	1
			<b>Total Time Spent in Other Activities</b>	<b>12</b>
<b>Total Hours</b>				<b>30.25</b>

**Time spent in meetings:** 8.25

**Time spent in the office:** 10 hours (**Office Hours:** Tuesdays and Fridays, 4:00pm to 5:00pm)

**Time spent in other activities:** 12 hours

**Total Hours Spent on the UMGSA in April, 2019: 30.25 Hours**

## 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
1/04/19	6: 00 pm	7:00 pm	Student Senate Caucus	1:00
3/04/19	1:30 pm	2:30 pm	Senate Meeting at Bannatyne Campus	1:00
4/04/19	5:30 pm	8:30 pm	UMGSA Alumni Networking Event	3:00
5/04/19	12 noon	2:00 pm	Office Hours	2:00
8/04/19	9:00 am	11:00 am	UMGSA Executive Committee Meeting	2:00
10/04/19	1:00 pm	2:15 pm	SCADM Meeting	1:15
10/04/19	2:30 pm	4:11 pm	Prepared March Executive Report	1:41
11/04/19	1:00 pm	2:00 pm	FGS Faculty Council Meeting	1:00
11/04/19	5:30 pm	6:30 pm	Bylaws and Policy Committee Meeting	1:00
12/04/19	10:00 am	2:00 pm	Office Hours (Provided Training for Incoming Senator 1)	4:00
18/04/19	12 noon	1:00 pm	Interview for Temporary Office Assistant	1:00
22/04/19	9:00 am	11:00 am	UMGSA Executive Committee Meeting	2:00
22/04/19	12 noon	2:00 pm	Continued Interview for Temporary Assistant Position	2:00
24/04/19	5:30 pm	8:00 pm	UMGSA Council Meeting	2:30
26/04/19	10:00 am	5:00 pm	Office Hours (April Exec. Report, April Senate Report)	7:00
26/04/19	5:00 pm	5:45 pm	Events Committee Meeting	0:45
<b>Total</b>				<b>33:11</b>

**Time spent in meetings:** 16.11 hours

**Meetings cancelled:** None

**Meetings missed:** None

**Office hours:**

Fridays; 12 Noon – 2 Pm

Time spent in the office: 13 hours

**Total Hours Spent on the UMGSA in April, 2019: 33 Hours, 11 Minutes**



## Senator 2 - Laura Forsythe

### Meeting attended

April 4 <sup>th</sup>	10:00-12:00	Vice Provost Indigenous Engagement	2 hours
April 5 <sup>th</sup>	9:00-12:00	SCCCC	3 hours
April 6 <sup>th</sup>	10:00-12:00	Vice Provost Indigenous Engagement	2 hours
April 6 <sup>th</sup>	1:30-3:30	Vice Provost Indigenous Engagement	2 hours
April 17 <sup>th</sup>	10:00-2:00	Vice Provost Indigenous Engagement	4 hours
April 24 <sup>th</sup>	5:30-6:30	UMGSA Council meeting	1 hours
April 29 <sup>th</sup>	10:00-11:30	Vice Provost Indigenous Engagement	1.5 hours

### Missed Meetings

April 3 <sup>rd</sup>	Senate Meeting Sent regrets due to Flu		
April 6 <sup>th</sup>	FGS Faculty sent regrets due to VPIE conflict		
All UMGSA executive meetings – due to conflict of opinion with elections			

Total Hours spent in Meetings 15.5 hours

### Office Hours

Total Hours 0 hours

### Other spaces representing UMGSA as an Indigenous Graduate Student and Senator

April 2 <sup>nd</sup>	5:00-9:00	Indigenous writing and study night	4 hours
April 24 <sup>th</sup>	12:00-3:00	Indigenous Wellness event	3 hours
Total hours spent as representative of UMGSA			<u>7 hours</u>

**Total Hours Spent on the UMGSA in April, 2019: 22.5 Hours**

## **Appendix VI :**

### **March Senator 2 Report - Laura Forsythe March 1<sup>st</sup> - 31<sup>st</sup>, 2019**

#### **Meeting attended**

March 1 <sup>st</sup>	9:00-10:00 am	UMGSA rep Pow wow committee	1 hour
March 1 <sup>st</sup>	10:00-12:00 am	Indigenous Ad Hoc meeting	2 hours
March 1 <sup>st</sup>	6:00-9:00 pm	UMFM Meeting	3 hours
March 4 <sup>th</sup>	9:00-11:00 am	UMGSA meeting	2 hours
March 6 <sup>th</sup>	2:30-4:00 pm	Senate Meeting	1.5 hours
March 6 <sup>th</sup>	10:00-12:00 pm	Vice-Provost Indigenous engagement	2.0 hours
March 14 <sup>th</sup>	10:00-11:15 pm	Vice-Provost Indigenous engagement	1.25 hours
March 18 <sup>th</sup>	9:00-12:00 pm	SCCCC meeting	3.0 hours
March 20 <sup>th</sup>	9:30-10:30 pm	Vice-Provost Indigenous engagement	1.0 hours
March 20 <sup>th</sup>	1:00-2:00 pm	Vice-Provost Indigenous engagement	1.0 hours
March 22 <sup>th</sup>	9:00-11:00 pm	SCCCC meeting	2.0 hours
March 22 <sup>th</sup>	11:00-12:00 pm	Indigenous Ad Hoc meeting	1.0 hours
March 25 <sup>th</sup>	9:00-12:00 pm	SCCCC meeting	3.0 hours
March 25 <sup>th</sup>	2:30-3:30 pm	Diversity and Inclusion	1.0 hour
March 29 <sup>th</sup>	1:00-4:00 pm	SCCCC meeting	3.0 hours

#### **Missed Meetings**

March 8 <sup>th</sup>	Indigenous Ad-Hoc Committee	Regrets; out of country
March 14 <sup>th</sup>	FGS Council	Regrets; conflict with Indigenous event
March 25 <sup>th</sup>	UMGSA	Regrets; conflict with SCCC
March 25 <sup>th</sup>	SCPP	Regrets; conflict with Diversity & Inclusion
March 27 <sup>th</sup>	UMFM	Regrets; not feeling well

Total Hours spent in Meetings 28.75 Hours

**Total Office Hours - 0 Hours**

#### **Other spaces representing UMGSA as an Indigenous Graduate Student and Senator**

March 1 <sup>st</sup>	2:00-3:30pm	Metis Trauma event	1.5 hours
March 1 <sup>st</sup>	3:30-4:00pm	Meet Graduate students	1.5 hours
March 4 <sup>th</sup>	11:30-1:00pm	Lets talk about Treaty Acknowledge	1.5 hours
March 6 <sup>th</sup>	12:00-2:30pm	SAGE writing Retreat	2.5 hours
March 7 <sup>th</sup>	10:00-11:15pm	Darryl Leroux Lecture	1.25 hours
March 7 <sup>th</sup>	1:00-3:30pm	SAGE café	2.5 hours
March 14 <sup>th</sup>	1:30-3:30pm	Indigenous Beadwork and women	2.0 hours
March 15 <sup>th</sup>	1:00-2:00pm	Maria Campbell Keynote grad	1.0 hours
March 20 <sup>th</sup>	5:00-8:00pm	UofM Louis Riel field trip	3.0 hours

Total hours spent as representative of UMGSA 14.75 hours

**Total Hours Spent on the UMGSA in March, 2019: 43.50 Hours**

**Appendix VII :**

**Final 2019 UMGSA Run-Off Election Results**