
UMGSA Council Meeting Documents Index Page **Wednesday, September 25th, 2019 - 5:30 PM - UMGSA Lounge**

Index Page for the September 25, 2019 UMGSA Council Meeting Documents	1
Agenda for the September 25, 2019 UMGSA Council Meeting	2
Appendix I Minutes of the August 28, 2019 UMGSA Council Meeting	Separate Attachment
Appendix II August Committee Reports.....	4
Appendix III August HSGSA Report.....	6
Appendix IV August Executive Reports.....	7

UMGSA Council Meeting Agenda

Wednesday, September 25th, 2019 - 5:30 PM - UMGSA Lounge

1. Call to Order

2. Approval of the Interim UMGSA Council Chairperson

Due to the unavailability of the regular UMGSA Council Chairperson for the months of September and October 2019, the Council needs to ratify an interim Chairperson for the period where the regular Council Chairperson will be absent.

MOTION: BIRT Julia Minarik be ratified as the interim Council Chairperson for the September 25th, 2019 UMGSA Council Meeting.

3. 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.

4. 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 September 25th, 2019 UMGSA Council Meeting as presented.

5. Approval of the Minutes

The minutes of the August 28th, 2019 UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes of the August 28th, 2019 UMGSA Council Meeting as presented.

6. Committee Reports

6.1. August Committee Reports (Appendix II)

7. HSGSA Report

7.1. August HSGSA Report (Appendix III)

8. Executive Reports

8.1. August Executive Reports (Appendix IV)

9. Departmental Reports

10. Unfinished Business

None.

11. New Business

None.

12. Announcements

12.1. Next Council Meeting: Wednesday, October 23rd, 2019 - 5:30PM - UMGSA Lounge

12.2. UMGSA AGM: Monday, December 2nd, 2019 - 5:30PM - UMGSA Lounge

13. Adjournment

Appendix II :

UMGSA Committee Reports August 1st - 31st, 2019

Executive Committee

Chair: Carl Neumann (UMGSA President)

Meeting Dates: August 13th and 27th, 2019

- Executives provided regular updates on meetings attended and other activities.
- Contingency planning for a possible Winnipeg Transit strike was discussed.
- The President reported on the topics discussed at the ThinkGRAD meeting, including the insights gained.
- Executives received an overview of the planning for Orientation events from the VPSS.
- Opportunities to collaborate more with UMSU, as well as with the Muslim Students' Association, were considered.
- Executives also discussed support for the upcoming Climate Strike.

Finance Committee

Chair: Cody Ross (UMGSA VPFA)

Meeting Date: August 1st, 2019

- The committee discussed the status of the current conference grant budget and distributions/rollovers pertaining to May, June and July awards.
- The committee evaluated and approved conference grant applications submitted during the June 18th-July 17th time period.

Bylaws and Policy Committee

Chair: Cody Ross (UMGSA VPFA)

Meeting Date: August 8th, 2019

- The committee finalized revisions to the mandate and responsibilities of the Executive Review Committee.
- The committee finalized revisions to mandates and responsibilities related to consent culture training.

Events Committee

Chair: Okechukwu Efobi (UMGSA VPSS)

Meeting Date: August 22nd, 2019

- The committee approved and implemented subsidized tickets for the 50th Winnipeg Folklorama.
- Planned for and organized a guided tour of the Canadian Museum for Human Rights.
- In conjunction with the FGS, planned for, organized, recruited volunteers, and participated at the 2019 Fall Term Graduate Students Orientation at the Fort-Garry Campus.
- Planned for and made preparations for the UMGSA Fall Welcome BBQ, held on 13 September 2019.
- Discussed potential programs and events to be organized by the UMGSA.

Services and Support Committee

Chair: Okechukwu Efobi (UMGSA VPSS)

Meeting Date: August 13th, 2019

- The committee, in conjunction with the FGS, planned for, organized, recruited volunteers, and participated at the 2019 Fall Term Graduate Students Orientation at the Fort-Garry Campus.
- Discussed format and style for career and networking programs to be organized by the UMGSA.
- Discussed the potential Winnipeg Transit strike, the UMGSA involvement and impact on its members, and contingency plans being put in place by the university community.
- Held preliminary discussions on the recently introduced Consent Culture training.
- Discussed the relief fund being set up by the university to help international students cope with the sudden increase in the health insurance premium.
- Discussed the UMGSA partaking in the 100 debates for the environment being organized by UMSU for local federal election candidates.

Awards Committee

Chair: Roxie Koohgoli (UMGSA VPA)

Meeting Date: No Physical Meeting

- The awards committee met once during the month of August and communicated via email throughout. All awards applications were received and reviewed with the awards committee and award recipients were selected. Awards committee will meet once more in September to send the names of the recipients to FGS and attend the awards luncheon on September 27, 2019.

Appendix III :

HSGSA Report August 1st - 31st, 2019

In August, we mostly worked on planning the Bannatyne orientation in co-ordination with FGS. I went through the HSGSA finances and organized them for the UMGSA audit and caught up on invoices that needed to be paid. We are getting ready for September as it will be a busy month.

We will be assembling the committees that our executives will chair at our first council meeting of the school year. There has been quite a turnover of council members for which I have been corresponding with representatives to get the information of new members. Our VPstB (Dana) will be on Maternity Leave from October to February and our executive committee has decided we will be taking over her duties while she is away.

Mahder Teffera
President HSGSA 2019-2020

Appendix IV :

UMGSA Executive Reports August 1st - 31st, 2019

President - Carl Neumann

Executive Summary of Work:

- **August ThinkGRAD Meeting:** On August 3rd and 4th, I attended the bi-annual ThinkGRAD meeting, this time hosted at the University of Montreal. The focus of these meetings is the sharing of best-practices, and each group has the opportunity to submit topics for discussion. We sought insight from other groups on three topics: strategic planning, ethical investments, and administrative burdens in the distribution of conference grants. Discussions were very helpful regarding strategic planning. They provided a great deal of good suggestions from other groups for our planned outreach events this year, for developing strategic direction, and for evaluation of the Association's strengths and weaknesses more broadly, now and on an ongoing basis. Insights regarding our other two topics were somewhat limited. Most other groups have few if any investments, and none have currently adopted any ethical practices specifically related to their investments. For the distribution of grants, in the case of the UMGSA this takes up a huge amount of time and effort for the VP Finance & Administration, and for the Finance Committee. Unfortunately, little insight could be gained from other groups on reducing this burden. No other grad student group gives more than a third of what we will pay out this year, and most provide significantly less than that. Their systems for deciding recipients were mostly similar to ours, though many evaluate applications more rarely, and one group uses a lottery system to dispense limited payouts to a small fraction of eligible applicants. Other topics discussed at the ThinkGRAD meeting included research funding issues related to the upcoming federal election, promoting grad student engagement, the student-supervisor relationship, student rights, student election procedures, and mental health.
- **Transit Strike Contingency Planning:** On both August 12th and 22nd, I attended meetings organized by the UofM administration to address planning for a possible Winnipeg Transit strike. Various problems and possible mitigations there-of were discussed. These included special drop-off locations, additional parking in the Southwood Lands, and bike valet locations on campus. Very fortunately, no strike has occurred as of the time of writing this report.
- **Fall Orientations:** In the month of August, I participated in two Orientation events for new students. During the 'Meet the IC' orientation event for new international students, I ran an info table in the campo area, alongside many other student groups and campus services, advertising the UMGSA to new international graduate students, and handing out our free UMGSA Handbooks. At the main New Graduate Student Orientation at the Fort Garry Campus, run in collaboration with the Faculty of

Graduate Studies, I was the MC for the main Welcome event, and moderated a panel of graduate students who answered questions to give insight to new grad students. I also helped out at the lunch that day. At both of those events, we encouraged those in attendance to lend their support to the campaign to restore basic healthcare for international students in Manitoba. We received significant support for the letter-writing campaign through those efforts.

Meetings Attended:

August 1 st , 2019	UMGSA Council Chairperson Interviews	2.5 Hours
August 1 st , 2019	UMGSA Finance Committee Meeting	1.5 Hours
August 12 th , 2019	UofM Transit Strike Contingency Planning Meeting	1 Hour
August 13 th , 2019	UMGSA Executive Committee Meeting	1.5 Hours
August 13 th , 2019	Training Meeting for New UMGSA Council Chairperson	1 Hour
August 13 th , 2019	UMGSA Services & Support Committee Meeting	1 Hour
August 22 nd , 2019	UofM Transit Strike Contingency Planning Meeting	1 Hour
August 22 nd , 2019	UMGSA Events Committee Meeting	1 Hour
August 23 rd , 2019	Meeting with the Muslim Students' Association	1 Hour
August 27 th , 2019	Meeting with Vice-Provost Students	1 Hour
August 27 th , 2019	UMGSA Executive Committee Meeting	1.5 Hours
August 27 th , 2019	UofM Board of Governors Executive Committee Meeting	0.5 Hours
August 28 th , 2019	UMGSA Council Meeting	1.5 Hours

Meetings Missed:

UMGSA Bylaws & Policy Committee - August 8th - Regrets Sent in Advance - On Vacation

Time Spent in Meetings in August: 16 Hours

Office Hours:

Tuesday, August 13 th , 2019	12:30PM - 2:30PM	<i>Extra Hours for the Previous Week</i>
Wednesday, August 14 th , 2019	12:30PM - 2:30PM	
Wednesday, August 21 st , 2019	1:00PM - 3:00PM	
Wednesday, August 28 th , 2019	1:00PM - 3:00PM	

Time Spent in Official Office Hours in August: 8 Hours

Working Events Attended:

August 3 rd , 2019	August ThinkGRAD Meeting - Day 1	8 Hours
August 4 th , 2019	August ThinkGRAD Meeting - Day 2	5 Hours
August 29 th , 2019	Meet the IC - New International Student Orientation	3 Hours
August 30 th , 2019	New Graduate Student Orientation - Fort Garry Campus	2.5 Hours

Time Spent at Working Events in August: 18.5 Hours

Approximate Time Spent on Other Activities:

Writing and Editing Documents	9.5 Hours
Other Email Correspondence	31.5 Hours

Official Vacation Days (Leave of Absence): August 6th to 9th

Total Hours Spent on the UMGSA in August, 2019: 83.5 Hours

Vice-President Finance & Administration - Cody A. Ross

Executive Summary of Work:

- **Assessment of conference grant applications:** Processing conference grant applications and communicating with students the status of their applications.
- **Meeting with the MSA:** Initial discussions were pursued with the MSA to collaborate on event and initiatives that will benefit all graduate students at the University of Manitoba.

Meetings Attended:

August 1 st , 2019	Council Chairperson Interviews	3.5 Hours
August 1 st , 2019	UMGSA Finance Committee Meeting	1.5 Hours
August 8 th , 2019	UMGSA Bylaws and Policy Committee Meeting	1.5 Hours
August 13 th , 2019	UMGSA Executive Meeting	1.5 Hours
August 23 rd , 2019	Meeting with the UMGSA and MSA Executive	1 Hour
August 28 th , 2019	UMGSA Council Meeting	1.5 Hours

Meetings Missed:

August 27 th , 2019	UMGSA Executive Meeting – Regrets Sent
--------------------------------	--

Time Spent in Meetings in August: 10.5 Hours

Office Hours:

Thursday, August 1 st , 2019	9:00AM – 11:00AM
Thursday, August 15 th , 2019	9:00AM – 11:00AM
Thursday, August 22 nd , 2019	9:00AM – 11:00AM
Wednesday, August 28 th , 2019	3:00PM – 5:00PM

Time Spent in Official Office Hours in August: 8 Hours

Approximate Time Spent on Other Activities:

Preparing Documents for B&P Committee Meeting	2 Hour
Preparing for Finance Committee Meeting	10 Hours
Email Correspondence for UMGSA Conference Grant Applications	10 Hours
Other Email Correspondence	2 Hours

Total Hours Spent on the UMGSA in August, 2019: 42.5 Hours

Vice-President Services & Support - Okechukwu Efobi

Executive Summary of Work:

- **2019 Fall Term Fort-Garry Campus Graduate Students' Orientation:** Worked with the FGS, the UMGSA Services and Support Committee and the Events Committee to plan for, organize, recruit volunteers, and put up a successful orientation for new graduate students at the Fort-Garry Campus for the Fall Term 2019. The orientation took place on 30th August, 2019 with over 250 new graduate students participating in it.
- **Potential Winnipeg Transit Strike:** Followed up with developments on the looming Winnipeg Transit strike. The University held meetings with UMSU and UMGSA and discussed contingency plans being put in place to help ameliorate the impact on students. Extensive discussions were also held on this issue at the August 2019 UMSU Board of Directors meeting. A program to help manage absences by students, as a result of the strike, was proposed and the UMSU executive agreed to work on it.
- **Health Has no Borders:** This was a campaign to show support and request that the provincial government reinstate healthcare coverage for international students. The UMGSA worked with UMSU to promote and garner support for it. There was a letter writing program for it and the UMGSA mobilized graduate students to sign onto the request. This campaign would culminate in a rally to be held at the Steps of the Manitoba Legislative Building on the 4th of September 2019.
- **Subsidized Folkorama Tickets and Guided Tour to the Canadian Museum for Human Rights (CMHR):** Planned for and implemented subsidized tickets program for UMGSA members, which also benefitted their family and friends. The subsidy of over 20 % of the regular cost was achieved by buying bulk tickets for this annual Winnipeg tradition. A visit to the CMHR was also organized and executive. These programs received very positive responses from participants.

Meetings Attended:

August 1 st , 2019	UMSU Member Services Committee meeting	1.0 Hours
August 1 st , 2019	UMGSA Finance Committee meeting	1.5 Hours
August 13 th , 2019	UMGSA Executive Committee meeting	0.5 Hours
August 13 th , 2019	UMGSA Services & Support Committee meeting	1.25 Hours
August 15 th , 2019	Meeting with Financial Aids & Awards Director	0.25 Hours
August 15 th , 2019	Meeting with Conference & Catering Services	0.5 Hours
August 20 th , 2019	Meeting with the FGS and Orientation Volunteers	1 Hours
August 22 nd , 2019	UMSU Member Services Committee meeting	0.75 Hours
August 22 nd , 2019	UMGSA Events Committee meeting	1.0 Hours
August 23 rd , 2019	Muslim Students Association meeting	1.0 Hours
August 27 th , 2019	UMGSA Executive Committee meeting	1.5 Hours
August 28 th , 2019	UMGSA Council meeting	1.5 Hours
August 29 th , 2019	UMSU BOD meeting	2.0 Hours

Meetings Missed: None.

Time Spent in Meetings in August: 13.75 Hours

Office Hours:

Tuesday, August 6 th , 2019	2:00PM – 4:00PM
Tuesday, August 13 th , 2019	2:00PM – 4:00PM
Tuesday, August 20 th , 2019	2:00PM – 4:00PM
Tuesday, August 27 th , 2019	2:00PM – 4:00PM

Time Spent in Official Office Hours in August: 8 Hours

Working Events Attended:

August 21 st , 2019	Tour of the Canadian Museum for Human Rights	4.0 Hours
August 29 th , 2019	Health Has No Borders Signs Making Event	1.5 Hours
August 30 th , 2019	Fort-Garry Campus Graduate Students' Orientation	6.5 Hours

Time Spent in Working Events in August: 12 Hours

Approximate Time Spent on Other Activities:

Preparing Documents for Meetings	25 Hours
Other Email Correspondence	16.25 Hours

Total Hours Spent on the UMGSA in August, 2019: 75 Hours

Vice-President Academic - Roxie Koohgoli

Executive Summary of Work:

- **Awards Selection for UMGSA:** The deadline for awards application was on August 9, 2019. There were over 60 applications and all applications were read through thoroughly and vetted for validity before being sent to the awards committee to assist in selecting the award recipients. Awards will be given to the recipients at the luncheon, which is being planned, on Friday, September 27, 2019 at 11:30am.

Meetings Attended:

August 13 th , 2019	UMGSA Exec Meeting	1.5 Hours
August 27 th , 2019	UMGSA Exec Meeting	1.5 Hours
August 28 th , 2019	UMGSA Council Meeting	1.5 Hours

Meetings Missed:

Time Spent in Meetings in August: 4.5 Hours

Office Hours:

Tuesday, August 6 th , 2019	10:00 – 2:00pm
Tuesday, August 13 th , 2019	11:00 – 1:00pm
Tuesday, August 27 th , 2019	11:00 – 1:00pm

Time Spent in Official Office Hours in August: 8 Hours

Approximate Time Spent on Other Activities:

Awards Applications	40 Hours
Other Email Correspondence	10 Hours

Total Hours Spent on the UMGSA in August, 2019: 62.5 Hours

HSGSA President - Mahder Teffera

Executive Summary of Work:

Kept regular office hours and attended UMGSA and HSGSA meetings. I went through the finances from the previous executive team for the UMGSA audit; we plan to improve how we deal with our finances so it is easier to organize for the future. I also planned the final details of the Bannatyne orientation in correspondence with Judy Piasta from FGS and I picked up the necessary items.

Executive Summary of Hours:

08-01-19	Office Hours	2hr
08-06-19	HSGSA Exec Meeting	1hr
08-08-19	Office Hours	2hr
08-10-12-19	Going through HSGSA finances for UMGSA Audit	4hr
08-13-19	UMGSA Exec Meeting	1.5hr
08-15-19	Office Hours	2hr
08-22-19	Office Hours	2hr
08-26-19	HSGSA Exec Meeting	1.5hr
08-27-19	UMGSA Executive Meeting	1.5hr
08-28-19	UMGSA Council Meeting	1.5hr
08-29-19	Office Hours	2hr
	Regular email correspondence, preparing documents	5hr
	Orientation planning	2hr
		28hr

UMGSA Executive Committee Meetings	3.0 hours
HSGSA Executive Committee Meetings	2.5 hours

Time spent in meetings: 5.5 hours

Office Hours: Thursdays (9:30-11:30) : 8 hours

Total office hours: 10 hours

Total Hours Spent on the UMGSA/HSGSA in August, 2019: 28 Hours

Senator 1 - Julia Minarik

Executive Summary of Work:

- **No Senate Meetings in August**
- **Sustainability Meetings**

Meetings Attended:

August 13 th , 2019	UMGSA Executive Meeting	1.5 Hours
August 8 th , 2019	Senate Appeals	0.5 Hours
August 16 th , 2019	Climate Emergency Meeting	1 Hour
August 27 th , 2019	UMGSA Executive Meeting	1.5 Hours
August 28 th , 2019	UMGSA Council	1.5 Hours

Meetings Missed:

None

Time Spent in Meetings in August: 6 Hours

Office Hours:

Thursday, August 1 st , 2019	09:00 - 11:00
Thursday, August 8 th , 2019	09:00 - 11:00
Thursday, August 15 th , 2019	10:00 - 11:00 & 13:00-14:00
Thursday, August 22 nd , 2019	09:00 - 11:00

Time Spent in Official Office Hours in August: 8 Hours

Working Events Attended:

August 29 th , 2019	Graduate Orientation	1 Hour
--------------------------------	----------------------	--------

Time Spent at Working Events in August: 1 Hour(s)

Approximate Time Spent on Other Activities:

Preparing Documents for Meetings	2 Hours
Other Email Correspondence	2 Hours
Re-potting Plants	2 Hours

Time Spent on Other Activities in August: 6 Hours

Total Hours Spent on the UMGSA in August, 2019: 21 Hours

Senator 2 - Ehsan Tahmasebian

Executive Summary of Work:

- **UMGSA office:** Attended the UMGSA Executive Meetings and kept my office hours up to date.
- **Next generation web experience project board (NGWE):** Attended the NGWE meetings.
- **Faculty of Graduate Studies appeal committee:** Kept the email communication for setting date and time for two hearings.
- **Selection Committee for UMGSA Council Chairperson:** reviewed the candidate applications, attended the interview sessions.

Meetings Attended:

August 1 st , 2019	UMGSA Committee for UMGSA council chairperson	3 Hours
August 13 th , 2019	UMGSA Executive Meeting	1.5 Hours
August 22 th , 2019	Next Gen Web Experience Project Meeting	1.5 Hour
August 27 rd , 2019	UMGSA Executive Meeting	1.5 Hours
August 28 th , 2019	UMGSA Council Meeting	1.5 Hours

Meetings Missed:

None

Time Spent in Meetings in August: 9 Hours

Office Hours:

Friday, August 2 nd , 2019	12:30 - 2:30PM
Friday, August 9 th , 2019	12:30 - 2:30PM
Friday, August 16 th , 2019	12:30 - 2:30PM
Friday, August 23 th , 2019	12:30 - 2:30PM
Thursday, August 29 th , 2019	12:30 - 2:30PM

Time Spent in Official Office Hours in August: 10 Hours

Approximate Time Spent on Other Activities:

Reports and Email Correspondence 4 Hours

Total Hours Spent on the UMGSA in August, 2019: 23 Hours