
UMGSA Council Meeting Documents Index Page

Wednesday, May 27th, 2020 - 5:30 PM - Zoom

Index Page for the May 27th, 2020 UMGSA Council Meeting Documents.....	1
Agenda for the May 27th, 2020 UMGSA Council Meeting.....	2
Appendix I Minutes of the April 29th, 2020 UMGSA Council Meeting.....	Separate Attachment
Appendix II April & May Committee Reports.....	4
Appendix III April & May HSGSA Reports	7
Appendix IV April & May Senate Reports	9
Appendix V April Executive Reports	15
Appendix VI April Transition & May Executive Reports	22
Appendix VII UMGSA Executive End of Term Annual Reports.....	34
Appendix VIII UMGSA Budget for 2020-2021	47

UMGSA Council Meeting Agenda

Wednesday, May 27th, 2020 - 5:30 PM - Zoom

1. Call to Order

2. Ratification of the UMGSA Council Chairperson for 2020-2021

The 2019-2020 UMGSA Council Chairperson Kavisha Mehta has indicated that she is available to continue in the position for the 2020-2021 term. The Executive Committee has decided to forgo forming a selections committee and recommend that Kavisha continue in her position.

MOTION: BIRT the UMGSA Council ratifies Kavisha Mehta as the UMGSA Council Chairperson for the remainder of the 2020-2021 Executive term.

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

MOTION: BIRT the UMGSA Council approves the agenda for the May 27th, 2020 UMGSA Council Meeting as presented.

5. Approval of the Minutes

The minutes of the April 29th, 2020 UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes of the April 29th, 2020 UMGSA Council Meeting as presented.

6. Committee Reports

6.1. April & May Committee Reports (Appendix II)

7. HSGSA Report

7.1. April & May HSGSA Reports (Appendix III)

8. Senate Report

8.1. April & May Senate Reports (Appendix IV)

9. Executive Reports

9.1. April Executive Reports (Appendix V)

10. Executive Reports

10.1. April Transition & May Executive Reports (Appendix VI)

11. UMGSA Executive End of Term Annual Reports

11.1. 2019-2020 UMGSA Executive End of Term Annual Reports (Appendix VII)

12. Departmental Reports

13. Unfinished Business

14. New Business

14.1. Ratification of Carl Neumann as the UMGSA Executive Advisor: Carl Neumann was the President of the UMGSA for three terms. Given that there is a new UMGSA Executive, we would like to appoint Carl Neumann as the UMGSA Executive Advisor.

MOTION: BIRT the UMGSA Council ratifies Carl Neumann as the UMGSA Executive Advisor for a two-month term beginning May 1st, 2020 and ending July 1st, 2020.

UMGSA Executive Committee

14.2. UMGSA Budget for 2020-2021: Each year the UMGSA's budget is approved by Council at the start of each new Executive term. The proposed budget for 2020-2021 is included as Appendix VIII to this council agenda.

MOTION: BIRT the UMGSA Council approves the UMGSA Budget for 2020-2021 as presented

UMGSA Executive Committee

15. Announcements

15.1. Next Council Meeting: Wednesday, August 26th, 2020 - 5:30PM – Zoom

15.2. Representatives wanted for the Smoke Free Campus Initiative: If you're interested e-mail pres@umgsa.org

16. Adjournment

Appendix II :

UMGSA Committee Reports April 1st – May 20th, 2020

Executive Committee (April 1st - April 30th)

Chair: Carl Neumann (UMGSA President)

Meeting Dates: April 7th, 21st, and 28th, 2020

- All UMGSA meetings from the 17th of March onward have been held by video-conference, and not in person.
- Incoming Executives attended the meetings on April 21st and 28th as part of their transition training.
- Executives provided regular updates on meetings attended and other activities.
- The Executive discussed the U-PASS Referendum and the Save the U-PASS Campaign.
- COVID-19 updates and our responses to the crisis were discussed and decided-upon.
- Executives also reported on their transition training with the incoming Executives.
- The completion of Consent Culture / Bringing in the Bystander training by all Council and standing committee members was discussed.
- University fees during the Summer term, and the Sport & Rec fees in particular, were discussed. The University subsequently cancelled those particular fees for the Summer.
- Problems with UMGSA payments that can only be made by credit card were discussed. The UMGSA is, within its own policies, prohibited from acquiring an Association credit card due to the risks of misuse, theft, and fraud. Though an Association debit card was established in the past year, we have found that it cannot in practice be used for the Association's needs in most cases. The new Executive will consider options to deal with these issues in the coming Executive term.

Executive Committee (May 1st - May 20th)

Chair: Silvia Sekander (UMGSA President)

Meeting Dates: May 4th and 19th, 2020

- All UMGSA meetings in May have been held by video-conference, and not in person.
- Executives provided regular updates on meetings attended and other activities.
- The Executives discussed on the Budget 2020-21.
- Executives also reported on their transition training from previous Executives.
- Executive feedback on Tuition hike was asked.
- Reporting to the Council along with the month of May (During this crisis period) was decided.

Finance Committee (April 1st - April 30th)

Chair: Cody Ross (UMGSA VPFA)

Meeting Dates: April 23rd, 2020

- The committee discussed the status of the current conference grant budget and distributions/rollovers.
- The committee evaluated, and approved conference grant applications submitted during the March 18th- April 17th time period.

Finance Committee (May 1st - May 20th)

Chair: Nora Ampomah (UMGSA VPFA)

No meetings yet

Events Committee (April 1st - April 30th)

Chair: Okechukwu Efobi (UMGSA VPSS)

No meeting was held in April, as all UMGSA events were cancelled due to COVID-19

Events Committee (May 1st - May 20th)

Chair: Etinosa Osemwota (UMGSA VPSS)

Meeting date: May 26th, 2020

- The committee will meet on the 26th of May to discuss and plan prospective virtual events that will take place this summer.

Bylaws and Policy Committee (April 1st - April 30th)

Chair: Cody A. Ross (UMGSA VPFA)

Meeting Date: April 9th, 2020

- The committee met via Zoom because of meeting restrictions related to COVID-19.
- During the April Committee meeting, we completed the addition of the Multi-Campus Committee to the Governance and Operations Manual and completed our Motion to be presented to Council.

Bylaws & Policy Committee (May 1st - May 20th)

Chair: Nora Ampomah (UMGSA VPFA)

No meetings yet

Services and Support Committee (April 1st - April 30th)

Chair: Okechukwu Efobi (UMGSA VPSS)

Meeting Date: April 14th, 2020

- The committee discussed the impacts of COVID-19 on grad students and suggestions to alleviate the situation were relayed to applicable units of the university afterwards. Some of the major points raised during the meeting included online mental health workshop and request for financial assistance to students who may run out of funding because of COVID-19.
- The committee also reviewed promotion of online campaign for the U-Pass referendum, coordinated by William Dowie.

Services and Support Committee

Chair: Etinosa Osemwota (UMGSA VPSS)

No meetings yet

- Confirmation of members for this committee is still ongoing. An additional non-Councillor member of the UMGSA is required to satisfy the minimum membership requirement to reconstitute the committee per Article VIII section 3 V of the Governance and Operations Manual.

Appendix III :

HSGSA Report April 1st - 30th, 2020

HSGSA Executive Committee and Council

Chair: Mahder Teffera

Executive Committee Meeting Dates: April 6th, 20th, 2020

Council Meeting Date: April 20th, 2020

At the executive meetings we discussed planning virtual events for students and discussed council items. We invited our incoming executives to all of our April executive meetings so they could get a better idea of their roles.

At the council meeting we ratified the elected executives and approved changes to our elections and finance policy manuals

Events

- HSGSA Virtual Games Night: On April 8th, 13th, and 21st, we had first virtual games nights over zoom. We played Jackbox games and which went well.
- Workouts: We had Yoga (on April 16th, 22nd, and 28th), a workout session (April 14th) and Zumba (on April 24th) that were very well received by attendees.
- The new executive plans to continue these events which have been a great opportunity for socializing for students who are self-isolating alone and those who would like a change.

Committees

- Our Bylaws and policy met on April 6th to approve changes to our elections policy which were then approved by council
- Our Finance committee met on April 17th. Our VPI presented a financial report detailing all spending by the HSGSA in the current executive term.
- Our elections and Internal development review committees presented their reports to council

HSGSA Report

May 1st – 22nd, 2020

HSGSA Executive Committee and Council

Chair: Akshi Malik

Executive Committee Meeting Dates: May 1st, 8th, 22nd, 2020

Council Meeting Date: May 20th, 2020

In May the HSGSA's new executive team took office. We held three executive meetings and a council meeting, which went very well! We have proposed HSGSA budget to council and has been approved by council members. The HSGSA has been providing support to students through our private COVID-19 support Facebook group. We have had several yoga and workout events over zoom and game nights to engage students. Also, we have sent out student opportunities survey to students to better support and address their needs and inquire about opportunities and events they would be interested in attending virtually.

Akshi Malik

President HSGSA 2020-2021

Appendix IV :

April Senate Report

Link to the Senate agenda:

N/A – The Senate Meeting scheduled for April 1st, 2020 was cancelled due to CoVid-19. All power was given to the Senate Executive.

Link to the Senate Executive agendas:

Agenda April 1st, 2020:

https://umanitoba.ca/admin/governance/media/2020_04_01_Senate_Exec_Special_Meeting_Agenda.pdf

Agenda April 8th, 2020:

https://umanitoba.ca/admin/governance/media/2020_04_08_Senate_Exec_Special_Meeting_Agenda.pdf

Agenda April 29th, 2020:

https://umanitoba.ca/admin/governance/media/2020_04_29_Senate_Exec_Agenda_Addenda.pdf

For academic changes regarding CoVid-19 that were passed at the Senate please see the University of Manitoba's CoVid-19 response page: <http://umanitoba.ca/coronavirus>

Please note that this report contains only relevant items discussed in Senate related to graduate studies and graduate students.

The report includes:

April 1st

- 1. Revised Academic Schedule for the 2020 Summer Term*
- 2. Proposal to Allow Students a Pass/Fail Grading Option*
- 3. Proposal to limit alternative Grading Approaches for Winter Term 2020*
- 4. Proposal to Automatically Exclude Failing Grades from Grade Point Average Calculation*
- 5. Faculty of Kinesiology and Recreation Management RE: Waiver of Degree Exit Requirements*
- 6. College of Pharmacy RE: Revised Admissions Process for Fall 2020 Intake, Pharm.D.*

April 8th

- 7. Proposal for Further Extension of the Voluntary Withdrawal Date*

April 29th

- 8. Revised Admission Requirements for the Pharm.D. Program, for the Fall 2020 Intakes*

1. Revised Academic Schedule for the 2020 Summer Term

See the link above for the April 1st meeting for the full timetable.

Motion was Carried

2. Proposal to Allow Students a Pass/Fail Grading Option

After a decently lengthy discussion on the merits of adding a pass/fail option, particularly surrounding concerns that students would take a pass when they needed the letter grade for degree requirements, the Senate decided to pass the option as proposed:

Students, except those studying in the Faculty of Law, will be able to choose to apply either of two alternative grading approaches to the letter grade received for each individual course completed in Winter term 2020. These options are outlined below.

Standard Approach. Accept the Letter Grade received-This is the standard approach at UM and represents the default grading approach -Grade will be used in GPA calculations

Option 1. Accept the Letter Grade received but exclude it from UM GPA Calculations- Letter grade will appear on transcript with a notation indicating that the student chose to exclude it from UM GPA calculations

Option 2. Choose to have performance categorized as ‘pass’ or ‘fail’-No letter grade will be recorded-A notation will be used to indicate that the student chose this approach- ‘Pass’ grade will not be included in UM GPA calculations (note: this is the way ‘pass’ grades are normally treated at UM)

Regardless of any choice made with respect to course grading, students will remain obliged to meet all existing admission, prerequisite, progression, degree, and graduation policies and requirements that may apply to them. It is particularly important for students to understand the implications of their choices both for meeting prerequisite, progression, degree, and graduation requirements within their existing program of study and current Faculty, as well as for eligibility for admission to, progression within, and graduation from, any other programs in the same or a different Faculty which they may wish to pursue in the future.

It is important to note that in the absence of any formal declaration to use an alternative grading approach (i.e., either Option #1 or 2 above), the assigned letter grade will be used as the course grade.

For more information please see the Senate Executive agenda for April 1st above.

Motion was Carried

3. Proposal to Limit Alternative Grading Approaches for the Winter 2020 Term.

Alternative approaches to grading for Winter term 2020 courses will be restricted to those approved by Senate Executive as of April 1, 2020

Motion was Carried

4. Proposal to Automatically Exclude Failing Grades from UM GPA Calculations

Any failing grade received by a student in Winter term 2020 will be automatically excluded from all UM GPA calculations. Such grades will be denoted on the transcript as having been excluded from UM GPA calculations. Unless otherwise specified, this restriction will not apply to GPA calculations that are used for admission purposes.

Motion was Carried

5. Faculty of Kinesiology and Recreation Management RE: Waiver of Degree Exit Requirements

That the Current CRP Level C and Emergency or Standard First Aid Certification requirements be waived as degree exit requirements for the B.Kin, BPE, BRMCD, and B.Kin-AT degrees for students graduating following the Winter 2020 term.

Current Context: No CPR Level C and Emergency/Standard First Aid Certification courses are being offered in Manitoba due to COVID-19 social distancing requirements.

Motion was carried

6. College of Pharmacy RE: Revised Admissions Process for the Fall 2020 Intake, Pharm. D

As the College is unable to administer the Critical Skills Essay this year, we propose the admission criteria for the fall 2020 intake change to the following:

- a) Adjusted Grade Point Average (AGPA) 66%
- b) PCAT 34%

Motion was Carried

7. Proposal to Further Extend the Voluntary Withdrawal Date

Voluntary Withdrawal date for courses taught in the Winter term 2020 (not including spanned courses which began in September 2019) be extended to May 10, 2020. This new date is the same as the deadline given for students to declare grading choices in accordance with the options approved by Senate Executive on March 25 and April 1, 2020).

Motion was Carried

8. College of Pharmacy RE: Revised Admission Requirements for the Pharm.D. Program for the Fall 2020 and Fall 2021 Intakes

There were various changes in course requirements please see the April 29th Senate Executive agenda linked above for more details.

As it is anticipated that the impact of COVID-19 will continue into Fall 2020, with many universities making a decision to continue with on-line instruction and examinations, we propose that the above modifications remain in place for the Fall 2021 admission intake, with the following additions:

- That Pharmacy reinstates the critical skills essay for 2021
- That the full time (24 credit hour) academic year requirement be suspended for 2021

We will continue with the PCAT requirement for 2021, pending that the assessment will be offered. The ability of students to take this assessment may be impacted if social distancing continues to be a concern in Fall 2020, at which point this will need to be revisited

Senator 1
Julia Minarik

May Senate Report

Meeting Period: May 13th, 2020 - 1:15 PM to 4:45 PM

Link to the Senate Agenda:

https://umanitoba.ca/admin/governance/media/2020_05_13_Senate_Agenda.pdf

Please note that this report contains only relevant items discussed in Senate related to graduate studies and graduate students.

The report includes:

1. *Coursework of Fall, 2020*
2. *Terms of Senator positions*
3. *Diplome en administration des affaires (DAA)*
4. *Casual Student in Arts (new category)*
5. *Discussion about new SRI (replacing SEEQ)*
6. *Approval of Committee reports*

1. Coursework:

- Mostly online for the Fall
- Fall term will end mid-January 2021 for individual key instruction session opportunity for students
- There will be online / virtual convocations at the end of June (also on-demand, if one cannot attend)

2. Terms of Senator positions:

- Many Faculty Senator term positions ended. No mention of thanks for any past student positions that ended with election turnover.
- senate membership and committee membership document available (as of June 1st, 2020)

3. Diplome en administration des affaires (DAA)

baccalaureat en administration des affaires (BAA) might have ramifications on exceptional (nature) applicants wanting to go into graduate level business courses / programs (especially out of Asper School of Business).

4. Casual Student in Arts (a new category)

Can act as a stepping-stone from professional endeavours or continuing education coursework (certificates) into the BA-IS (integrated studies). Although this is not specifically a graduate student matter, it could encourage mature students to shore up their formal academic training, and want to apply to a graduate program.

5. New SRI instrument (replacing SEEQ)

Is still undergraduate-centric, and the Instructor/Course feedback at the graduate level may still be problematic (given lack of explicit language dealing with graduate student-instructor interactions).
We should be sure that the appropriate committee of Senate knows this.

6. The Senate approved the reports of the following Committees:

Committee on Appeal

Received six new appeals and only one was granted while others were denied due to several reasons.

Committee on Curriculum and Course Changes

Introduced seven new programs and only one was a graduate program:

- Master in Supply Chain Management and Logistics
- There will be a new Age-Focus faculty level concentration (it's first of its kind) that will recognize research on 'age related issues'. Senator William Dowie believes that it was a great move that can allow Graduate Students to legitimately market this concentration for better job searching while still in school and after convocation.

Closed five existing programs, two of which were graduate programs

- Ph.D., Cancer Control, Faculty of Graduate Studies (Effective: Fall 2019)
- Concentrations in Master of Social Work, Faculty of Graduate Studies: Direct Practice with Groups, Networks and Communities Cluster, Direct Practice with Individuals and Families Cluster, Leadership, Management, and Policy Cluster, Indigenous Practice Cluster, and Research Cluster. (Effective: Fall 2020)

The extension of Suspension of Admission to the following programs:

- M.A., Icelandic, Faculty of Arts
- M.Sc., Family Social Sciences, Max Rady College of Medicine, Rady Faculty of Health Sciences
- M.Sc., Textile Sciences, Faculty of Agricultural and Food Sciences

Prepared by The UMGSA Senators

Appendix V :

UMGSA Executive Reports April 1st - 30th, 2020

President - Carl Neumann

Executive Summary of Work:

- **FGS Graduate Student Experience Committee:** The FGS Graduate Student Experience Committee (GSEC) ceased to meet during the term of the former Dean of FGS, though it always existed on the books and students were appointed to it each year. I am happy to report that at my request, the new Dean has agreed to resume holding these very important meetings multiple times per year, with the meeting on April 6th being the first in over three years. The GSEC is one of the most important venues for big-picture graduate student concerns to be raised and resolved. I know that the UMGSA will use this renewed venue to actively work with FGS to make tangible improvements to the graduate student experience at the UofM.
- **ThinkGRAD April E-Meeting:** Due to the realities of COVID-19, ThinkGRAD held its April meeting digitally. The meeting agenda was somewhat shortened, with most of the time spent discussing how each grad student association and each university were adapting to COVID-19. For the most part, most universities and grad student groups have been doing very similar things. Specific topics included socially distanced operations, emergency funding, suspension or not of fees, residences, alternative grading options, and access to labs. In addition, some new ThinkGRAD Directors were confirmed, with a few other spots to be confirmed in the near future.
- **Transition and Committee Selection With Incoming UMGSA Executives:** Transitioning incoming executives into their roles is always a complex and time-consuming endeavor, and the outgoing executive has collectively made an effort to bolster our transition processes this year. The disruptions of COVID-19 have made this work both more difficult and more important than ever. With us unable to have incoming executives job-shadow us at all, transition has involved transition meetings, inclusion of incoming executives in executive committee and Council meetings, as well as written transition documents. I have written a very extensive transition document for the incoming President, since the scope of the role is very broad and it deals with several particularly complex matters. Due to the resignation of the previous VP Academic in the Fall, the new VPA was unfamiliar with some aspects of the role, particularly the UMGSA Awards selection process. Consequently, as an experienced member of the Awards Committee I provided training and insight for the incoming VPA as well. In addition, the process of external committee selection and confirmation is very extensive and complex, above all for new executives. Accordingly, I took the time to meet with the incoming executives to go over external committee duties and begin the process of dividing up responsibilities between them.

Meetings Attended:

April 1 st , 2020	UofM Academic Sub-Committee on COVID-19 E-Meeting	1.5 Hours
April 3 rd , 2020	UofM Academic Sub-Committee on COVID-19 E-Meeting	1.5 Hours
April 6 th , 2020	FGS Graduate Student Experience Committee E-Meeting	1 Hour
April 7 th , 2020	UMGSA Executive Committee E-Meeting	1 Hour
April 7 th , 2020	Phone Interview with the Manitoban	0.5 Hours
April 9 th , 2020	E-Meeting with UofM International Centre Staff	0.5 Hours
April 9 th , 2020	UMGSA Bylaws & Policy Committee E-Meeting	0.5 Hours
April 14 th , 2020	UofM Budget Advisory Committee E-Meeting	1.5 Hours
April 14 th , 2020	UMGSA Services & Support Committee E-Meeting	0.5 Hour
April 21 st , 2020	UMGSA Executive Committee E-Meeting	1.5 Hours
April 21 st , 2020	Committee Selection E-Meeting with Incoming Executives	3 Hours
April 21 st , 2020	UofM Board of Governors E-Meeting	3 Hours
April 23 rd , 2020	E-Meeting with Vice-Provost Students	0.5 Hours
April 23 rd , 2020	FGS Executive Committee E-Meeting	1.5 Hours
April 23 rd , 2020	UMGSA Finance Committee E-Meeting	1 Hour
April 24 th , 2020	E-Meeting with Concerned Grad Student and VPA	0.5 Hours
April 24 th , 2020	Transition E-Meeting with Incoming UMGSA President	1 Hour
April 25 th , 2020	Transition E-Meeting with Incoming and Outgoing VPAs	1.5 Hours
April 28 th , 2020	UMGSA Executive Committee E-Meeting	1.5 Hours
April 29 th , 2020	UMGSA Council E-Meeting	1 Hour

Meetings Missed: None.

Time Spent in Meetings in April: 24.5 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Working Events Attended:

April 1 st , 2020	Front & Centre Campaign Wrap Pre-Celebration Online	0.5 Hours
April 15 th , 2020	BDO Webinar for Non-Profit Organizations and Charities	1 Hour
April 18 th , 2020	ThinkGRAD April E-Meeting	5 Hours

Time Spent at Working Events in April: 6.5 Hours

Approximate Time Spent on Other Activities:

Writing and Editing Documents	14.5 Hours
Other Email Correspondence	50 Hours

Total Hours Spent on the UMGSA in April, 2020: 95.5 Hours

Vice-President Finance & Administration - Cody Ross

Executive Summary of Work:

- **Assessment of conference grant applications:** Processing conference grant applications and communicating with students the status of their applications.
- **Executive transition:** completed the transition package and met via Zoom several times with the incoming VPFA to introduce them to their position.

Meetings Attended:

April 6 th , 2020	Graduate Student Experience Committee Meeting	1 Hour
April 7 th , 2020	UMGSA Executive Meeting	1.5 Hours
April 9 th , 2020	UMGSA Bylaws and Policy Committee Meeting	1 Hour
April 16 th , 2020	Meeting with incoming VPFA	1 Hour
April 16 th , 2020	SCN Meeting	1.5 Hours
April 21 st , 2020	UMGSA Executive Meeting	1.5 Hours
April 23 rd , 2020	UMGSA Finance Committee Meeting	1 Hour
April 29 th , 2020	UMGSA Council Meeting	1.5 Hours
April 30 th , 2020	Meeting with incoming VPFA	1 Hour

Meetings Missed: None

Time Spent in Meetings in April: 11 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Working Events Attended:

Time Spent at Working Events in April: 0 Hours

Approximate Time Spent on Other Activities:

Preparing for Council	2 Hours
Preparing for Bylaws and Policy Committee meeting	2 Hours
Preparing for Finance Committee meeting	8 Hours
Email correspondence for UMGSA conference grant applications	3 Hours
Incoming VPFA transition document preparation	10 Hours

Total Hours Spent on the UMGSA in April, 2020: 35 Hours

Vice-President Services & Support - Okechukwu Efobi

Executive Summary of Work:

- **VPSS Transition:** Prepared a transition package for the incoming VPSS and have been holding several discussions and consultations on pertinent requirements and expectations for the role.
- **COVID-19:** Responded to enquiries from students regarding the COVID-19 situation. For example, students have expressed concerns that the situation will inevitably prolong their program timeline. Consequently, they are worried they may run out of funding, either through scholarship awards or from their academic advisors. These concerns have been brought to the attention of the FGS and other relevant university units. Just before the end of my term a mental health workshop by the Student Counselling Centre for grad students was arranged as a service to help students with their mental health. I was able to convince the Student Counselling Centre Director on the importance of such a workshop during this pandemic.

Meetings Attended:

April 6 th , 2020	FGS Student Experience Committee Meeting	1.0 Hours
April 6 th , 2020	UM Childcare Working Group Meeting	1.0 Hours
April 7 th , 2020	UMGSA Executive Meeting	1.0 Hours
April 9 th , 2020	UMSU Board of Directors meeting	3.0 Hours
April 14 th , 2020	UMGSA Services and Support Committee Meeting	1.5 Hours
April 23 rd , 2020	UMGSA Finance Committee meeting	0.5 Hours
April 23 rd , 2020	UMSU Board of Directors meeting	3.0 Hours
April 28 th , 2020	UMGSA Executive Meeting	1.0 Hours
April 29 th , 2020	UMGSA Council	1.5 Hours

Meetings Missed:

April 21st, 2020 UMGSA Executive Committee Meeting – Regrets sent

Time Spent in Meetings in April: 13.5 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Working Events Attended:

Time Spent at Working Events in April: 0 Hours

Approximate Time Spent on Other Activities:

Preparing Documents for Meetings	16.5 Hours
Other Email/Online Correspondence	25.25 Hours

Total Hours Spent on the UMGSA in April, 2020: 55.25 Hours.

Vice-President Academic - Tanjit Nagra

Executive Summary of Work:

- **COVID-19:** I have been responding to student questions and raising questions and concerns to the Vice Provost Students and Dean of FGS (where relevant). I have also been in consistent communication with the UMSU VPA and Co-Chair of Student Senate Caucus. We have been meeting almost weekly at Senate Executive Committee making timely decisions related to academic programs and adapting them due to the social distancing measures. The updates to academic policies are shared timely with students via email and on the UM website. If anyone has any concerns or questions, feel free to email the new VPA, Rubel at vpa@umgsa.org.
- **Transition of new VPA:** I finished up transitioning in my successor and worked on my annual report.
- **Senate Committees:** I am attending senate committees in May after my UMGSa term ended, as the new student representatives have not been appointed. I am still technically a member and attended and will attend accordingly.

Meetings Attended:

April 1 st , 2020	Senate Executive Meeting	1.5 Hours
April 7 th , 2020	UMGSa Executive Meeting	0.5 Hours
April 7 th , 2020	Senate Committee on Awards	1 Hour
April 8 th , 2020	Senate Executive Meeting	1 Hour
April 14 th , 2020	Townhall with MP Terry Duguid	1.5 Hours
April 16 th , 2020	UMSU Member Services Committee	3 Hours
April 18 th , 2020	Transition Meeting with Incoming VPA	2 Hours
April 21 st , 2020	UMGSa Executive Meeting	1.5 Hours
April 23 rd , 2020	FGS Executive Meeting	1.5 Hours
April 24 th , 2020	Confidential Advocacy Case	1 Hour
April 24 th , 2020	Transition Meeting with VPA and UMSU VPA	1 Hour
April 25 th , 2020	Transition Meeting with VPA President & Office Manager	2 Hours
April 28 th , 2020	UMGSa Executive Meeting	1 Hour
April 29 th , 2020	Senate Executive Meeting	2 Hours
April 30 th , 2020	Advocacy Discussion with Incoming Pres and VPA	1 Hour

Time Spent in Meetings in April: 21.5 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Working Events Attended:

Time Spent at Working Events in April: 0 Hours

Approximate Time Spent on Other Activities:

Administration (Emails, Communication, Etc.) 10 Hours

Total Hours Spent on the UMGSa in April, 2020: 31.5 Hours

HSGSA President - Mahder Teffera

Executive Summary of Work:

- **HSGSA Events:** We planned a number of virtual activities on Zoom in April with varying levels of attendance. Our most popular event was Yoga although there was great feedback from all activities (Zumba, workout, games nights).
- **Transition:** I met twice with the incoming president to discuss her new role and go over the transition document I prepared.
- **FGS Executive meeting:** At this meeting I raised issues noted at the council meeting regarding assistance to international students regarding extension of permits and the application of different criteria for students in labs. FGS did not have set plans to address either question and it will ultimately be up to the province.

Meetings Attended:

April 3 rd , 2020	HSGSA Bylaws and Policy Committee Meeting	1 Hour
April 6 th , 2020	HSGSA Executive Meeting	1 Hour
April 10 th , 2020	Transition Meeting (incoming Pres)	2 Hours
April 13 th , 2020	Transition Meeting (incoming Pres)	1 Hour
April 17 th , 2020	HSGSA Finance committee meeting	1 Hour
April 20 th , 2020	HSGSA Executive Meeting	1 Hour
April 20 th , 2020	HSGSA Council meeting	1 Hour
April 23 rd , 2020	FGS Executive Meeting	1.5 Hour
April 28 th , 2020	HSGSA Executive Meeting	0.5 Hour
April 28 th , 2020	UMGSA Executive Meeting	1 Hour
April 29 th , 2020	UMGSA Council Meeting	1 Hour

Meetings Missed: 2

April 7 th , 2020	UMGSA Executive Meeting (Conflict schedule with Mandatory Course)
April 21 st , 2020	UMGSA Executive Meeting (Conflict schedule with Mandatory Course)

Time Spent in Meetings in April: 12 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Working Events Attended

April 8 th , 2020	HSGSA virtual games night	3 Hours
April 13 th , 2020	HSGSA virtual games night	3 Hours
April 14 th , 2020	HSGSA workout	1 Hour
April 16 th , 2020	HSGSA Yoga	1 Hour
April 21 st , 2020	HSGSA virtual games night	3 Hours
April 22 nd , 2020	HSGSA Yoga	1 Hour
April 24 th , 2020	HSGSA Zumba	1 Hour

Time spent at Working Events in April: 13 Hours

Approximate Time Spent on Other Activities:

Organizing events/zoom meetings/FB page	2 Hours
Preparing Transition Document	2 Hours
Preparing docs for meetings	4 Hours
Other email correspondence + Housekeeping	7 Hours

Total Hours Spent on HSGSA/UMGSA in April, 2020: 40 Hours

Senator 1 – Julia Minarik

Executive Summary of Work:

- **Transition:** I've been transitioning the new Senators and will be available for the next few months by e-mail for questions.
- **Continuing Meetings:** I attended various meetings in April and will stay on my Senate committees through May until the new Senators can be appointed to theirs.

Meetings Attended:

April 1 st , 2020	Senate Executive Meeting	1.5 Hours
April 2 nd , 2020	Programs and Guidelines	2 Hours
April 6 th , 2020	Student Experience Committee	1 Hour
April 7 th , 2020	UMGSA Executive Meeting	1 Hour
April 13 th , 2020	Senate Committee on Academic Review	1 Hour
April 15 th , 2020	Sustainability Meeting	2 Hours
April 20 th , 2020	HSGSA Meeting	1 Hour
April 21 st , 2020	UMGSA Executive Meeting	1 Hour
April 28 th , 2020	UMGSA Executive Meeting	1 Hour
April 29 th , 2020	Senate Executive	2 Hours
April 29 th , 2020	UMGSA Council	1 Hour

Meetings Missed: None

Time Spent in Meetings in April: 14 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Working Events Attended:

Time Spent at Working Events in April: 0 Hours

Approximate Time Spent on Other Activities:

Preparing Documents for Meetings	8 Hours
Other Email Correspondence	8 Hours
Transition Meetings	2 Hours

Total Hours Spent on the UMGSA in April, 2020: 32.5 Hours

Senator 2 - Ehsan Tahmasebian

Executive Summary of Work:

- **UMGSA Office:** Kept email communication and meetings via zoom and webex remotely. Wrote the transition and annual reports.
- **FGS Council Meeting:** Communication with FGS council meetings via email.

Meetings Attended:

April 2 nd , 2020	Student Senate Caucus	1 Hour
April 5 th , 2020	Special Student Senate Caucus via zoom	1 Hours
April 6 th , 2020	FGS experience committee	1 Hours
April 7 th , 2020	UMGSA executive meeting	2 Hours
April 21 ^h , 2020	UMGSA executive meeting	2 Hours
April 28 th , 2020	UMGSA executive meeting	1.5 Hours
April 28 th , 2020	Senators transition meeting via zoom	1 Hours
April 29 th , 2020	UMGSA Council Meeting	1.5 Hours

Meetings Cancelled:

SCACOM meeting.

Time Spent in Meetings in April: 11 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Working Events Attended:

Time Spent at Working Events in April: 0 Hours

Approximate Time Spent on Other Activities:

Reports	10 Hours
Email Correspondence	10 Hours

Total Hours Spent on the UMGSA in April, 2020: 31 Hours

Appendix V :

UMGSA Executive Reports April Transition & May 1st – 20th, 2020

President – Silvia Sekander

Executive Summary of Work:

- **Transition Work:** Met and discussed with Ex-president Carl for finalizing external committee members, email transfer, advocacy updates.
- **Academic Advocacy:** Met with Ex-VPA Tanjit for general advocacy suggestions. Communicated with Vice Provost regarding new advocacy ideas.
- **Advocacy for Tuition Hikes:** Advocated for tuition fees freeze during the stressful time of Covid19.
- **Budget 2020-21:** Worked with VPFA and Ruth to finalize the budget.

Summary of Work during Transition in April 2020:

April 21 th , 2020	UMGSA Exec Meeting	1.75 Hours
April 21 th , 2020	Finalized External Committee with Carl and Execs	3 Hours
April 24 th , 2020	Transition Meeting with Carl	1 Hour
April 27 th , 2020	Meeting Re: Exec advisor and Ext. Committee	1 Hour
April 28 th , 2020	Meeting with Tanjit on suggestion on advocacy	1 Hour
April 29 th , 2020	UMGSA Council Meeting	0.75 Hours

Total Hours Spent on the UMGSA in April, 2020: 7.5 Hours

Meetings Attended in May:

May 1 st , 2020	Meeting with Assiniboine Credit Union	0.5 Hours
May 4 th , 2020	Meeting with Carl on different agendas	0.75 Hours
May 4 th , 2020	UMGSA Executive Committee Meeting	1 Hour
May 4 th , 2020	Meeting with Vice Provost	0.5 Hours
May 5 th , 2020	Meeting with Vice Provost and Todd	0.25 Hours
May 6 th , 2020	Meeting with VPFA for budget	1 Hour
May 7 th , 2020	Orientation Meeting with Board of Governors	1 Hour
May 7 th , 2020	Urgent BOG Meeting	0.5 Hours
May 8 th , 2020	Finance Meeting with Ruth, VPFA	1.75 Hours
May 14 th , 2020	Budget Meeting with VPFA	1 Hours
May 14 th , 2020	Meeting with Vice Provost	0.5 Hours
May 15 th , 2020	Meeting with Carl	0.25 Hours
May 19 th , 2020	FGS Faculty Council Meeting	2 Hours
May 19 th , 2020	UMGSA Executive Meeting	1 Hour
May 19 th , 2020	BOG Meeting	3 Hours

Meetings Missed: None.

Time Spent in Meetings in May: 15 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April: 0 Hours

Approximate Time Spent on Other Activities:

Other Email Correspondence 35 Hours

Total Hours Spent on the UMGSA in May, 2020: 50 Hours

HSGSA President - Akshi Malik

Executive Summary of Work:

- **Chaired HSGSA:** Chaired exec meetings; chaired the last HSGSA council meeting of the year
- **Budget:** Completed and approved the 2020-2021 HSGSA budget
- **Events:** Attended UMGSA meetings and organized yoga event

Meetings Attended:

May 1 st , 2020	Transition Meetings	4 Hours
May 1 st , 2020	HSGSA Executive Meeting	2 Hours
May 4 th , 2020	UMGSA Executive Meeting	1 Hour
May 8 th , 2020	HSGSA Executive Meeting	1.5 Hours
May 15 th , 2020	RFHS International Student Support	2 Hours
May 19 th , 2020	UMGSA Executive Meeting	1 Hour
May 20 th , 2020	HSGSA Council Meeting	1 Hour
May 22 nd , 2020	HSGSA Executive Meeting	1 Hour

Meetings missed: none

Time Spent in Meetings in May: 16.5 hours

Office hours: 0 hours

All Executive hours were suspended due to COVID-19 effective March 17th, 2020

Working events attended

May 12, 2020	HSGSA does Yoga	1 Hour
May 20, 2020	Workout with Jamie	1 Hour
May 24, 2020	Yoga for chakras	1 Hour
May 27, 2020	Workout with Jamie	1 Hour

Time Spent at Working Events in May: 4 Hours

Approximate time spent on other activities:

Meetings prep	2.5 Hours
Email correspondence	2 Hours

Total hours spent on HSGSA/UMGSA for May, 2020: 25 hours

Vice-President Finance and Administration – Nora Ampomah

Executive Summary of Work:

- **Preparation of 2020-2021 Budget:** preparing the 2020-2021 Budget for Council's approval.
- **Executive transition:** completed the transition package in April.

Summary of Work during Transition in April 2020:

April 15 th , 2020	BDO Webinar	1 Hour
April 16 th , 2020	Meeting with outgoing VPFA	1 Hour
April 21 st , 2020	UMGSA Executive Meeting	1.5 Hours
April 23 rd , 2020	UMGSA Finance Committee Meeting	1 Hour
April 27 th , 2020	Meeting with incoming Execs	1 Hour
April 28 th , 2020	UMGSA Executive Meeting	1.5 Hours
April 28 th , 2020	UMGSA Bio preparation for website and Handbook	1 Hour
April 29 th , 2020	UMGSA Council Meeting	1.5 Hours
April 30 th , 2020	Meeting with outgoing VPFA	1 Hour

Total Hours Spent on the UMGSA in April, 2020: 10.5 Hours

Meetings Attended in May:

May 1 st , 2020	Change of signing Authority at ACU	1.5 Hours
May 4 th , 2020	UMGSA Executive Meeting	1 Hour
May 5 th , 2020	Budget meeting with Office Manager	3 Hours
May 6 th , 2020	Budget meeting with UMGSA President	1 Hour
May 8 th , 2020	Budget meeting with President and Office Manager	1.5 Hours
May 14 th , 2020	Budget meeting with UMGSA President	1 Hour
May 19 th , 2020	UMGSA Executive Meeting	1 Hour

Meetings Missed: FGS Council Meeting

May 19, 2020 FGS Council Meeting Missed – Member turnover is July 1

Time Spent in Meetings in May: 10 Hours

Office Hours:

**All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020. **

Time Spent in Official Office Hours in April: 0 Hours

Working Events Attended: None

Time Spent at Working Events in May: 0 Hours

Approximate Time Spent on Other Activities:

Signing cheques for executive and staff payments	1 Hour
Preparing for Internal Committee Meetings	5 Hours
Email and Phone correspondence	17 Hours
GSA Email activation, adding to laptop, phone and email sorting	3 Hours

Total Hours Spent on the UMGSA in May, 2020: 36 Hours

Vice-President Services and Support – Etinosa Osemwota

Executive Summary of Work:

- **Executive transition:** Complete transition including a successful handover of a key, email address, signing authority, and unfinished business from the outgoing VPSS.
- **Internal Committee Membership:** Confirmation of members for the Services and support committee is still ongoing. The Events committee members have been successfully confirmed.

Summary of Work during Transition in April 2020:

April 14 th , 2020	UMGSA Services and Support Meeting	1 Hour
April 21 st , 2020	UMGSA Executive Meeting	1.5 Hours
April 21 st , 2020	Meeting with the outgoing President	2 Hours
April 28 st , 2020	UMGSA Executive Meeting	1 Hour
April 29 th , 2020	UMGSA Council Meeting	1.5 Hours

Total Hours Spent on the UMGSA in April, 2020: 7 Hours

Meetings Attended in May:

May 4 th , 2020	UMGSA Executive Meeting	1 Hour
May 19 th , 2020	FGS Faculty Council Meeting	2 Hours
May 19 th , 2020	UMGSA Executive Meeting	1 Hour
May 20 th , 2020	Sexual Violence Steering Committee	1 Hour

Meetings Missed: None

Time Spent in Meetings in May: 5 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in April and May: 0 Hours

Working Events Attended: None

Time Spent at Working Events in May: 0 Hours

Approximate Time Spent on Other Activities:

Preparing for Council	2 Hours
Email correspondence	6.5 Hours

Total Hours Spent on the UMGSA in May, 2020: 13.5 Hours

Vice-President Academic - Rubel Chandra Talukder

Executive Summary of Work:

- **GSA Student and Teaching Award application:** Open GSA Student and Teaching award today for 2020-2021 academic year. Before that I had to form the Awards Committee by reaching out to all grad students via email.
- **Executive transition:** completed the transition package in April.

Meetings Attended				
Date	Start	Finish	Activity	Time (hr)
May 4	3 PM	4 PM	Executive meeting	1.0
May 6	1:30 PM	2:30 PM	Senate Executive Meeting	1.5
May 11	6:30 PM	7:30 PM	Student Senate Caucus meeting	1.0
May 13	1:15 PM	4:45 PM	Senate meeting	3.5
May 15	2 PM	4 PM	Meeting with Roxie	2.0
May 19	1 PM	3 PM	FGS Council meeting	2.5
May 19	3 PM	4 PM	Executive Meeting	1.0
May 20	1:00	1:30 PM	Academic Integrity Advisory Committee	0.5
May 20	1:30 PM	2:00 PM	Senate Executive committee meeting	0.5

Approximate Time Spent on Other Activities	
Activity	Time (Hr)
Meetings Missed	None
Time Spent in Meetings in May	13.5 Hours
Time Spent in Official Office Hours in May (All Executive Office Hours were suspended due to COVID-19 effective March 17 th , 2020)	0 Hours
Working Events Attended	None
Preparing for Committee meetings	5 Hours
Email & Phone correspondence	15 Hours
Awards Com. Member recruitment and answering questions of students	6 Hours
Updating Instructions of UMGSA Awards	2 Hours
Signing the Cheques for executive and staff payment	1 Hour
GSA Email activation, adding to phone and email sorting	4 Hours
Total Hours Spent on the UMGSA up to May 20, 2020	46.5 Hours

Summary of work during transition (April 2020):

Date	Start	Finish	Activity	Time (hr)
April 18	11 AM	1 PM	Meeting with outgoing VPA Tanjit	2
April 21	9:30 AM	11:10 AM	Executive meeting	1.75
April 23	8:30 PM	9:30 PM	UMGSA Bio preparation for Website and Handbook	1
April 24	12 PM	1 PM	Meeting with a Grad student	1
April 24	4:30 PM	5:30 PM	Meeting with Tanjit and UMSU incoming and outgoing VPA	1
April 25	1 PM	2:45 PM	Awards Committee meeting with Carl and Tanjit	1.75
April 27	2 PM	3 PM	Meeting with incoming executives	1
April 28	9:30 AM	10:50 AM	Executive meeting	1.4
April 29	2 PM	3:30 PM	Change of signing authority	1.5
April 30	3 PM	4 PM	Meeting with Tanjit and Silvia about advocacy	1

Total Hours Spent on UMGSA in April 2020: 13.4 Hours

Note on formatting: the executive requested that his report be presented as above.

Senator 1 - Azeez Akeem Abiodun

Executive Summary of Work:

- **Meetings:** I participated in the meetings below, I contributed and disseminated the necessary information gotten to the right quarters.

Meetings Attended:

May 4 th , 2020	UMGSA Executive Meeting	1 Hour
May 11 th , 2020	Student Senate Caucus Meeting	1 Hour
May 13 th , 2020	University Senate Meeting	3.5 Hours
May 19 th , 2020	UMGSA Executive Meeting	1 Hour
May 20 th , 2020	HSGSA Council Meeting	1 Hour

Meetings Missed: None

Time Spent in Meetings in May: 7.5 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in May: 0 Hours

Working Events Attended: None

Time Spent at Working Events in May: 0 Hours

Approximate Time Spent on Other Activities:

Preparing for Meetings and Council	2 Hours
Email correspondence	3 Hours

Total Hours Spent on the UMGSA in May, 2020: 12.5 Hours

Senator 2 - William Dowie

Executive Summary of Work:

- **Transitioning after Election:** gathering and coordination of previous senators' duties, tasks, and committee experiences; included advice from previous executive.
- **Senator Meetings:** attended Student Senate Caucus, Senate, and Senate Executive
- **Mental Health Workshop:** attended zoom session on mental health during Covid-Crisis for graduate students (PPTx available)

Summary of Work during Transition in March & April 2020:

March 17 th , 2020	UMGSA Election results on zoom (plus analysis)	1 Hour
March 18 th , 2020	U-Pass, Yes-Side Referendum (City Hall Delegate)	7 Hours
March 25 th , 2020	UMGSA Council Meeting (as Senator-elect)	1.5 Hours
April 21 st , 2020	UMGSA Executive Meeting (for transition)	1 Hour
April 26 th , 2020	UMGSA Committee coordination meeting	1 Hour
April 27 ^h , 2020	In-coming UMGSA Executive Meeting	1 Hour
April 28 th , 2020	UMGSA Merged-Executive Meeting	1.5 Hours
April 29 th , 2020	UMGSA Council Meeting (+U-Pass Advocate)	1.5 Hours

Total Hours Spent on the UMGSA in March & April, 2020: 15.5 Hours

Meetings Attended in May:

May 4 th , 2020	UMGSA Executive Meeting	1 Hour
May 11 th , 2020	Student Senate Caucus	1 Hour
May 13 th , 2020	Senate	3.5 Hours
May 19 th , 2020	UMGSA Executive Meeting	1 Hour
May 20 th , 2020	Special Meeting of Senate Executive	1 Hour
May 27 th , 2020	UMGSA Council Meeting	1.5 Hours

Meetings Missed: None

Time Spent in Meetings in May: 9 Hours

Office Hours:

All Executive Office Hours were suspended due to COVID-19 effective March 17th, 2020.

Time Spent in Official Office Hours in May: 0 Hours

Working Events Attended:

May 8 th , 2020	Grad Steps Mental Health Workshop	1.5 Hours
----------------------------	-----------------------------------	-----------

Time Spent at Working Events in May: 1.5 Hours

Approximate Time Spent on Supporting Duties as Senator:

Preparing for Council	2 Hours
Preparing for Senate meetings (all types)	3 Hours
Email / WhatsApp correspondence (one hour per week allotted)	4 Hours

Total Hours Spent on UMGSA in May, 2020: 19.5 Hours

Appendix VII:

UMGSA Executive End of Term Annual Reports May 1st 2019 - April 30th, 2020

President - Carl Neumann

The past twelve months have been a time both of struggle and of remembrance.

As I end my third consecutive executive term as UMGSA President, COVID-19 has turned our world upside down. Social distancing, mass shutdowns, deadly risks, and above all uncertainty are now the new norm for the time being. Many graduate students, like so many others, are struggling through this crisis right now. But the UMGSA as an organization has been doing well in adapting to this pandemic, and I believe that our staff and the new executive team are well-prepared to continue the important work of the Association. They are continuing our work of advocating for students to the University and beyond.

In early January this year, Ukrainian International Airlines Flight PS752 was shot down near Tehran, Iran, killing all those onboard. Among the victims were members of the University of Manitoba community, including one graduate student, one other student, and several alumni. This tragedy was a very hard hit to so many of our communities, both here and across the world. The deaths of close friends and colleagues have been very hard for so many among us.

The 30th Commemoration of the École Polytechnique Massacre on December 6th was another somber event. Thirty years after that shooting, violence against women continues to be a serious problem here and around the world. A new permanent memorial was unveiled in the Engineering Atrium this year. Throughout my time as President, I have served on the University's committee reviewing Harassment and Sexual Assault policies for the whole institution. After the external reviewer's report was presented this year, meaningful improvements are being made to those policies at this moment. In addition, the new Sexual Violence Resource Centre opened on campus this year, which is a huge benefit to the University community no matter your gender. I served on the selection committees for the Centre's two staff, and I believe that both will be great in their new roles. As an Association, we also made the very strong move to require that all Council members, all Executive members, and all standing committee members attend Consent Culture or Bringing in the Bystander Training. What they learn and reflect upon during this training will be brought back to their departmental events and elsewhere, and will undoubtedly make a positive difference in people's lives.

Other very tangible struggles this year include the risk of a transit strike back in late August and early September 2019, which fortunately did not happen in the end. We attended the Health Has No Borders Rally back in early September to protest the elimination of provincially-funded basic healthcare for International students. Plus we were at the Climate Strike at the Legislative Building late in September, as part of a truly massive crowd that came out for that. And then we nearly lost the U-PASS bus pass program in the spring without warning. But after extensive and successful lobbying at City Hall, and an overwhelmingly positive referendum result, the program was saved, though at a higher than expected ongoing cost to students.

Throughout this year we as an Executive have tried to make a positive difference, both in the lives of graduate students and beyond. Part of that has been our efforts to support environmental initiatives. We eagerly joined the University's composting pilot program, which has been a huge success. We've also worked in conjunction with other groups to formally request that the University invest in a tangible plan to reduce the University's carbon emissions over time, which they have committed to do, though the timing and details remain very vague.

We've also begun the process of shifting the Association's investments to a more ethical portfolio. This process is still in the early stages, but it is certainly far further along than ever before. The effect of the COVID-19 crisis on investment markets makes caution appropriate for the time being.

We've revived the Faculty of Graduate Studies (FGS) Graduate Student Experience Committee, plus increased the frequency of our meetings with the Dean as well as the Vice-Provost Students. Plus at the end of this year we created the new Multi-Campus Committee to better include student perspectives from our multiple campuses and research sites. I am confident that this new committee, as well as increased meetings with University administrators, will improve advocacy and outcomes for graduate students.

On top of all of that, I was very busy with selection committees this year. I was already appointed as a member of the University's Presidential Search Committee. Then we had the selection process to choose a new UMGSA VP Academic in the Fall. Plus the usual hiring of the CRO and DRO for the UMGSA General Election. Plus then the hiring of the new UMGSA Governance and Communications Coordinator. It was a very busy year.

The 100th Anniversary of the 1919 Winnipeg General Strike was commemorated on campus in May last year, and the 150th Anniversary of Manitoba's creation is this May. The University's 140th Anniversary was back in 2017 during my first term as President. With a personal interest in history, and during these historic times, at the end of my final term as President I asked our staff to start the process of compiling and sharing more of the UMGSA's history, on our website in particular. I look forward to the expansion of what we share of our history as an Association, and I'm sure there are lots of interesting pictures from long ago if we can find them.

During my three years as President, the UMGSA has evolved and developed quickly. Executive roles, committees, and our policies have all changed to better-meet the needs of the Association, and above all to better-serve graduate students. We have now achieved a great level of professionalism as an organization, and we have two great staff members that Executives and grad students-at-large can rely on.

My time as a student is now complete.

I wish all grad students and the UMGSA itself all the best, now and in the future.

HSGSA President – Mahder Teffera

HSGSA had an eventful executive year and our executives were busy planning all sorts of events for our students, events are briefly mentioned below.

1. **(June) 31st annual CSHRF** - This was planned in co-ordination with the previous executive. HSGSA organized all of the social outings including various tours around the city. We gave out 7 poster prizes valued at \$200 for participants. The event was received really well with participants and the social outings were met with positive feedback from attendees. This event has been going on for many years and I don't think it can be improved.
2. **(July) HSGSA BBQ** – We held an all ages BBQ for the students complete with music, food, and games. This event was very fun and a new type of event for HSGSA, I highly recommend organizing BBQs in the summer! It was relatively easy to organize and very fun!
3. **(September) Bannatyne orientation** – This was organized with FGS and it was a really great orientation. HSGSA provided swag for new students and we also organized a tour of the Bannatyne campus which was very appreciated by new students who didn't know their way around.
4. **(October) Halloween Social** – We held a scary night complete with food and refreshments which went really well. We also gave out a prize for best costume and played some party games. Students who attended really enjoyed the movie night!
5. **(November) Distinguished Lectureship** – HSGSA invited Dr. Tak Mak from the UofT to give a lecture which went really well! The lecture hall was over flowing with students and professors and there was really great feedback. There was also a social night planned at the Fort Gary to meet with the lecturer in a smaller group which was a great time! A recommendation for the social event for the future would be to have it earlier in the night.
6. **(December) Christmas Social** – We organized an outing to play mini golf/laser tag/bumper cars for students followed by a Christmas movie night with food and refreshments. This event went really well and the attendees really enjoyed the event to let loose then relax with a movie. I would recommend a similar event in the future especially for students who may feel homesick or don't celebrate Christmas because it allows for celebration of the holiday season without any religious aspect.
7. **(January) HSGSA Town Hall** – we hosted a town hall which was organized like a speed dating event so students can get to know the various resources available on campus. This event was great and students learned a lot about their options! I would recommend having this event in the fall semester to have a better turnout.
8. **(January) HSGSA Winter Formal** – This was another new event we organized that went well beyond expectations. The formal was a really fun event and we were able to organize everything from decorations to music. Although it was a lot of work, it was worth it because of the feed back we received and because we raised money for the Winnipeg Humane Society. This event allowed us to foster a relationship with the WHS that I hope future execs will continue.
9. **(February) HSGSA AGM** – The AGM went well and we approved some changes to our bylaws. I would recommend having the AGM earlier in the year or in December for the future (we had two events in January so we could not do it then)

10. **(March) Elections** – We had the HSGSA election at the same time as the UMGSA elections. We extended our nomination period by a week to give more time for students to get nominated. Our CRO did a wonderful job so it made my job much easier. I served on the elections committee and ‘trained’ the CRO by going over the manuals and his responsibilities. I asked the CRO to write a report with recommendations so that the future CROs will have an easier time than he did maneuvering the elections.
11. **(March/April) Virtual Events** – Due to COVID-19 we had to halt all physical interactions therefore we moved to virtual events during the time of self-isolation. We organized workouts (yoga, Zumba, organized workout) and games nights pretty frequently that got great feedbacks from attendees. HSGSA was able to adapt quickly to make sure our students still benefited from events we organized for them during this difficult time.

We also made a number of changes in our bylaws and policy manuals. During our executive year, we updated all of the policy manuals to be up to date and reflect what actually occurs in the HSGSA. The main change we made is to our financial policy manual to reflect the change in our yearly audits. As we are no longer going to be audited with the UMGSA, we added that our VPI will make a report to our finance committee, HSGSA council, and UMGSA.

Our council met regularly and our councillors were vocal in their involvement. We were able to organize sexual harassment awareness workshops for our councillors which were very well attended and all of our councillors were able to receive their department grants. A recommendation I have for the future is to remind councillors repeatedly to make sure they apply for department grants (I generally emailed a month before, two weeks before, a week before, and a day before the due date for council members who didn’t apply yet).

Our executives met bi-weekly for most of our term and weekly in months where we had events, we also communicated regularly unofficially so that we were able to plan events without a hitch. We organized an executive bonding event early on in our tenure which allowed us to get to know each other better so that we were able to work better as a team. I would recommend having communication outside of emails for future executives as well as organizing events to bond and build rapport.

Overall, we had a great executive year and all of our executives worked hard to ensure we served the HSGSA students well!

Sincerely,
Mahder Teffera

Vice-President Finance and Administration – Cody Ross

Committees

- UMGSA Council
- UMGSA Executive Committee
- UMGSA Bylaws and Policy Committee (Chairperson)
- UMGSA Finance Committee (Chairperson)
- University of Manitoba Senate Committee on Nominations
- UMF Board
- Graduate Student Experience Committee

Recommendations

- Prioritize maintaining UMGSA spaces (i.e., lounge).
- Update contracts with University on lounge space use to ensure that the UMGSA is compensated.

2019-2020 Highlights

- Implementation of the new Conference Grant program.
- Significant changes to the Election and Referendum Policy and Procedure Manual.
- Creation of the Multi-Campus Committee.
- Council Commitment to an Ethical Investment Portfolio.
- Mandatory Consent Culture Training for Executive, Councillors and Committee Members.

Senator 1 – Julia Minarik

As a Senator of the UMGSA I have spent the last year attending meetings and advocating for students regarding academic policy changes, and sustainability at the University of Manitoba. Notable things that the UMGSA did this year via my position are:

- Implemented the compost program in the UMGSA office.
- Hosted two sustainability events, including an information session about how graduate students fit into the new U of M 2019-2023 Sustainability Strategy.
- Prepared a letter to the province about the importance of higher education on behalf of the UMGSA following the provincial mandate to tie university funding to employment outcomes.
- Assisted the VPA with advocating for the reinstatement of the U-Pass program at city hall.
- Assisted the VPFA via the sustainability committee on preparing a letter to the Board of Governors urging them to consider Ethical Investments.
- Advocated for students in meetings on academic policy changes during the still ongoing CoVid-19 crisis.

I additionally attended meetings and advocated for students on the following committees:

- Senate
- Senate Committee on Instruction and Evaluation
- Senate Committee on Academic Review
- Senate Committee on Appeals
- Senate Committee on Curriculum and Course Changes
- Senate Executive (non-voting)
- University Discipline Committee
- U of M Sustainability Committee
- FGS Awards
- FGS Programs and Guidelines

The only things I wish to recommend are that we focus more on sustainability in general at the UMGSA and that we follow up on the projects that were interrupted by CoVid-19 like the letter about the provincial mandate. Hosting more academic events would also be nice, like a speaker or monthly writing workshops (CoVid-19 permitting) or something.

Overall, we had a great executive year. I wish everyone the best for 2020-2021.

Julia Minarik

Senator 2 – Ehsan Tahmasebian

As the senator of UMGSA I have attended all Senate and Student Senate Caucus meetings and serves on Senate Committees and FGS committee listed below. I took a turn with the other two senators in writing of the monthly senate reports and reported them in UMGSA council meeting. Also, I have participated at all of the UMGSA executive meetings and UMGSA council meetings. I have taken a turn in attending the HSGSA Council meeting and represented the senate reports. I also wrote my monthly reports to be included in UMGSA council. I had meetings with both incoming senators and also provided a transition report to help the new incoming senator transitioning to the new role. I have also volunteered to be a part of the council chair selection committee to interview the new council chair of UMGSA.

A detail of the Senate and FGS committees I was part of is listed below with a bit of explanation on what each of them were doing.

1. University Senate:

a. Senate

b. Student Senate Caucus

c. Senate Committee on Academic Computing (SCAC)

Advise and inform Senate, the President's Advisory Council on IT and Innovation (PACITi), and the Chief Information Officer (CIO) on all matters pertaining to Information Technology (IT) for teaching and learning, including the formation of policy and emerging technologies.

d. Senate Committee on Academic Dress

To recommend to Senate on the academic dress of the Chancellor, Vice-Chancellor, Marshalls and other officers of Convocation. To recommend to Senate on the colours of the linings of hoods for new degrees. To approve each type of dress supplied to graduands with respect to quality of materials and colours.

e. Senate Committee on Rules and Procedures (SCRP)

At the request of Senate or any committee thereof, or on its own motion, to consider and recommend on any matter concerning rules and procedures.

f. Next Gen Web Experience Project Board (NGWE)

The Next Generation Website Experience (NGWE) is an initiative to create a modern, user-focused umanitoba.ca for the entire university community.

g. University IT Advisory Council (UITAC)

The University IT Advisory Committee (UITAC) is the Executive-level committee engaging senior-level leaders from across the University; replacing the former PACITi. The UITAC is supported by five committees structured into "portfolios" that represent the University's faculty, student, research and administrative business needs and supported by a cross-campus information technology body.

**** Suggestion: UITAC, NGWE, SCAC share a lot of common members and information. I would highly suggest the same executive member each year take the responsibility for these senate committees.**

2. Faculty of Graduate Studies:

a. FGS Faculty Council

b. FGS Appeals Committee

Subject to the powers and duties of Faculty Council, the Appeals Committee shall: constitute a hearing panel for each academic or disciplinary appeal; and call meetings of the Appeals Committee at any time to discuss procedural and policy matters.

c. FGS experience Committee

Subject to the powers and duties of Faculty Council, the Graduate Student Experience Committee shall:

- i. discuss issues affecting, and of concern to, graduate students;
- ii. review and comment on any proposals brought forward; and
- iii. review information, comments, proposals, and recommendations to the Executive Committee of the Faculty of Graduate Studies or the Student Experience Committee of Senate as appropriate.

Vice-President Academic – Tanjit Nagra

See attached PDF below.

UMGSA Annual Report
Vice President Academic, Tanjit Nagra
2019-2020

Opening Letter

Dear Graduate Students,

It has been a pleasure serving as your Vice President Academic, although our time together was short (November 1, 2019 – April 31, 2020) I'm proud of the work I was able to accomplish within my time at the UMGSA. The following is a brief annual report of my tasks and duties as your VPA, this includes a list of the committees I served on and recommendations for next year. For an in-depth detail of the work I did throughout my term, I would encourage you to read my monthly reports submitted for the UMGSA Council Meeting Agendas.

I did want to highlight some of my work in this letter to you. I stepped into many committee responsibilities when assuming the role after the outgoing VPA stepped down mid-way through the term. I was able to pick up on the work and advocacy efforts that were already started.

Some noteworthy mentions include the advocacy surrounding the U-Pass, although not in the VPA's portfolio, I am glad I was able to step in and represent graduate students in efforts to save the Universal Bus Pass Program when it was unexpectedly cut from the City of Winnipeg's proposed budget in March. I was able to work closely with my colleagues at UMSU, RRCSA and UWSA to get the U-Pass back into the budget successfully. Unfortunately, it will come as an additional cost to students, but for those who utilize the bus on a regular basis it will still be a significant saving. After the U-Pass was added back into the City of Winnipeg's Budget by City Council, we had it go to a vote and you all showed your overwhelming support for the continuation of the U-Pass. Thank you to those who voted, it was re-assuring to receive this mandate from you.

On a more confidential note, I was able to assist various students with one-on-one advocacy cases as an informal advisor. Due to the VPA this past year being assigned to sit on appeals committees, I was not able to formally act as a student advocate – it would have been deemed a conflict of interest. I will discuss this further in my recommendation section of this report.

Finally, yet most timely given the current situation we face, I was involved in the Senate Executive Committee where all final decisions were made pertaining to academic changes made in response to COVID-19. These changes are updated regularly to the UManitoba Website and have been communicated to students through email. I would urge you to check communications from the University of Manitoba and the UMGSA found in your email as we move forward in these unprecedented times.

That's all from me for now. I wish you and your families well during these uncertain times. I hope to see you around campus sometime soon.

In Friendship,



Tanjit Nagra

VPA Committees 2019-2020

Vice-President Academic (VPA) – Tanjit Nagra

- UMGSA Council
- UMGSA Executive Committee
- UMGSA Awards Committee (Chairperson)
- UMGSA Services and Support Meeting
- UMSU Member Services Committee
- FGS Faculty Council
- FGS Executive Committee
- FGS Awards Committee
- FGS Local Disciplinary Committee
- FGS Strategic Enrollment Planning Management (SEMP)
- FGS Graduate Student Experience Committee
- U of M Student Experience Committee
- U of M Academic Integrity Advisory Committee
- U of M Academic Schedule Review Committee
- U of M Sexual Violence Steering Committee
- U of M Champions for Mental Health
- U of M Responsible Conduct of Research Committee
- U of M President's Task Force on Equity, Diversity and Inclusion
- U of M Senate
- Student Senate Caucus (Co-Chair)
- Senate Executive Committee
- Senate Committee on Admission Appeals
- Senate Committee on Awards
- Senate Committee on Appeals
- University Disciplinary Committee

Recommendations

- VPA Advocacy Duties
 - I would recommend that the VPA is given training from the Student Advocacy Office during the transition phase of the role. UMSU might also be a good resource to reach out to as
 - I would recommend that the VPA not sit on any appeals committees at the local faculty or Senate level, this way there is not conflict in appearing as a student advocate should a student choose to have the VPA as their representative.
- UMGSA Council Meetings
 - I would recommend having the UMGSA Council Meetings twice a month, this would ideally avoid the use of voting online and then having to ratify the online result at the subsequent meeting.
 - I would recommend outlining the online voting protocol and quorum needed to have proper participation in these votes.
- Student Rights/Resources
 - I would recommend creating and distributing a resource guide for students – potentially an exert into the agenda book, which lists ways to go about reporting incidents which occur. I.e. Unfair treatment from a professor/supervisor, injury in a lab, etc. I found that many cases go unreported because the average student does not know where to report an incident.
- External Advocacy/Communications
 - I would recommend for the UMGSA to be more vocal on student issues, especially when it involves any level of government.
 - Further to the previous point, I would recommend developing a media list and issuing press releases regarding current issues facing students including quotes from the UMGSA President and other executives where applicable.
- Elections/Referenda
 - I would recommend decreasing the timeline of the election/referendum timeline.
 - I would also recommend initiating election information sessions prior to the general election for interestd students to attend to hear about roles and responsibilities of the positions and get their questions answered. I would hope that this increases the interest in the executive positions in time for the

Appendix VIII:

UMGSA Budget for 2020-2021

11:11 AM

2020-05-20

Accrual Basis

UMGSA
Profit & Loss Budget vs. Actual
 May 2020 through April 2021

	May '20 - Apr 21	Budget
Income		
4000 · Revenue		
4010 · Membership Fees	0.00	400,000.00
4031 · GSA Cash Box Revenue	0.00	500.00
4033 · Events Revenue	0.00	2,000.00
4050 · Ad Sales - Student Handbook	0.00	4,500.00
4070 · Endowment Fund	0.00	109,000.00
4085 · To External Relations Fund	0.00	55,500.00
4110 · The Manitoban Student News	0.00	22,000.00
4111 · UFMF Radio Fund	0.00	18,000.00
4112 · UMREG Fee	0.00	9,200.00
4113 · WUSC Fee	0.00	9,200.00
4114 · World Wise Fee	0.00	1,800.00
4115 · Engineers Without Borders	0.00	900.00
4120 · Interest on Bank Accts	0.00	700.00
4130 · Interest - Endowment Fund	0.00	54,000.00
Total 4000 · Revenue	0.00	687,300.00
Total Income	0.00	687,300.00
Expense		
5000 · Honorarium/salary/benefits		
5005 · Executive	5,291.67	63,500.00
5006 · Executive Advisor	0.00	1,000.00
5010 · HSGSA	3,000.00	33,000.00
5015 · Election Returning Officers		
5015.1 · Chief Returning Officer	0.00	1,500.00
5015.2 · Deputy Returning Officer	0.00	600.00
Total 5015 · Election Returning Officers	0.00	2,100.00
5016 · Exec Review Committee-Chair	0.00	1,500.00
5020 · Council Chairperson	50.00	500.00
5030 · Employee Pay	6,770.66	90,000.00
5040 · Employer Paid CPP	590.42	7,300.00
5045 · Employer Paid EI	344.73	4,500.00
5050 · Employer Paid RRSP		
5050.1 · - Ruth	376.32	5,050.00
5050.2 · - Julia	0.00	0.00
Total 5050 · Employer Paid RRSP	376.32	5,050.00
5055 · Employee Health/Dental Premiums		
5055.1 · Healthy Living Allowance - Ruth	0.00	500.00
5055.2 · Healthy Living Allowance-Julia	0.00	500.00
5055 · Employee Health/Dental Premiums - Other	198.05	3,720.00
Total 5055 · Employee Health/Dental Premiums	198.05	4,720.00
5060 · Employee Parking or Bus Pass	96.04	1,650.00
Total 5000 · Honorarium/salary/benefits	16,717.89	214,820.00

11:11 AM

2020-05-20

Accrual Basis

UMGSA
Profit & Loss Budget vs. Actual
 May 2020 through April 2021

	May '20 - Apr 21	Budget
6005 · HSGSA - Bannatyne Disbursements	113.31	22,000.00
6020 · Capital Expense		
6035 · Office Space	0.00	500.00
6040 · GSA Lounge Space	0.00	3,000.00
Total 6020 · Capital Expense	0.00	3,500.00
6150 · External Relations Fund	0.00	55,500.00
6200 · Council & Committees		
6210 · Hospitality for Committee Mtgs	0.00	0.00
6215 · Hospitality for Council Mtgs	0.00	1,500.00
6220 · Pking/Bus/Mileage - Exec- Mtgs	0.00	120.00
Total 6200 · Council & Committees	0.00	1,620.00
6325 · Elections		
6321 · Elections	0.00	700.00
6322 · Elections - Online Voting	0.00	1,000.00
Total 6325 · Elections	0.00	1,700.00
6375 · External meeting Expenses		
6376 · ThinkGrad/CASA Membership & Mtgs	0.00	5,000.00
6385 · Other External Mtgs(UM Tickets)	0.00	600.00
Total 6375 · External meeting Expenses	0.00	5,600.00
6400 · Fees		
6405 · Bank Service Charges	0.00	25.00
6410 · Annual Incorporation Fee	0.00	40.00
6415 · Subscriptions, Etc	0.00	300.00
6440 · UPass Admin Fees to UMSU	0.00	5,000.00
Total 6400 · Fees	0.00	5,365.00
6450 · Fees Paid to UMSU		
6451 · UFMF	0.00	18,000.00
6452 · UMREG	0.00	9,200.00
6453 · WUSC	0.00	9,200.00
6454 · World Wise	0.00	1,800.00
Total 6450 · Fees Paid to UMSU	0.00	38,200.00
6460 · Fees Paid to Other Organization		
6461 · Engineers Without Borders	0.00	900.00
6475 · The Manitoban	0.00	22,000.00
Total 6460 · Fees Paid to Other Organization	0.00	22,900.00

11:11 AM

2020-05-20

Accrual Basis

UMGSA
Profit & Loss Budget vs. Actual
 May 2020 through April 2021

	May '20 - Apr 21	Budget
6500 · Grants		
6503 · Departmental Grants	0.00	48,000.00
6505 · Graduate Teaching Award	0.00	250.00
6510 · Special Projects	0.00	4,000.00
6520 · Conference Grants	0.00	165,000.00
6540 · Emergency Grants	0.00	3,000.00
6550 · Holiday Hampers	0.00	3,200.00
6555 · Food Bank	0.00	2,000.00
Total 6500 · Grants	0.00	225,450.00
6600 · Promotions		
6604 · GSA Marketing & Promotion	0.00	500.00
6605 · GSA Designed Items	0.00	300.00
6610 · Handbook/Student Planner	0.00	5,000.00
Total 6600 · Promotions	0.00	5,800.00
6750 · Office Expenses & Supplies		
6754 · Office Coffee & Snack Supplies	0.00	150.00
6755 · Stationery and office supplies	96.60	600.00
6765 · Quarterly Copies	0.00	110.00
6770 · Insurance	0.00	5,000.00
6780 · U of M - Monthly Ledger	0.00	975.00
6785 · Office Expenses/Supplies-Other	0.00	100.00
Total 6750 · Office Expenses & Supplies	96.60	6,935.00
6795 · Professional Development	0.00	1,000.00
6800 · Programming		
6805 · Orientation	0.00	1,500.00
6810 · Social Events	0.00	3,000.00
6812 · Sports Events	0.00	500.00
6822 · Alumni Collaboration Event	0.00	500.00
6823 · Student Development Events	0.00	2,000.00
6825 · GSA Awards Luncheon	0.00	2,000.00
6830 · Council Orientation Day	0.00	200.00
Total 6800 · Programming	0.00	9,700.00
6850 · Endowment		
6851 · Endowment Fund	0.00	9,435.00
6853 · Front & Centre Campaign-Daycare	0.00	30,000.00
Total 6850 · Endowment	0.00	39,435.00

11:11 AM
2020-05-20
Accrual Basis

UMGSA
Profit & Loss Budget vs. Actual
May 2020 through April 2021

	<u>May '20 - Apr 21</u>	<u>Budget</u>
6925 · Professional Consulting		
6930 · Audit	0.00	15,500.00
6935 · Legal	0.00	5,000.00
6940 · Computer & Website Maintenance	0.00	7,275.00
	<hr/>	<hr/>
Total 6925 · Professional Consulting	0.00	27,775.00
	<hr/>	<hr/>
Total Expense	16,927.80	687,300.00
	<hr/>	<hr/>
Net Income	-16,927.80	0.00
	<hr/> <hr/>	<hr/> <hr/>