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August 27, 2015**

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Council Meeting Agenda

August 26, 2015, 17:00

GSA Lounge

1. Call to Order

2. Council Chair Ratification

MOTION: BIRT the Council ratifies Richard From, being a proxy for the president, as the alternate Chair for the 2014-2015 UMGSA Council meetings.

3. Approval of the Agenda

MOTION: BIRT the agenda for the May 27, 2015 UMGSA Council meeting be approved.

3.1. Unanimous consent agenda

3.1.1. Any item that has a beside it denotes unanimous consent agenda

Any member who wishes to debate an item that is listed below may have it removed from the consent agenda by contacting the Chair prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the following motions.

MOTION: BIRT all Executive Reports and Senate Report are accepted omnibus.

4. Approval of Minutes

MOTION: BIRT the minutes from the May 27th, 2015 UMGSA Council Meeting be approved.

5. Special Project Presentations

5.1. **International Centre for Students** request \$500 for their annual Intercultural Retreat-, ICS Program Assistant

Motion from the Executive Committee:

MOTION: BIRT the UMGSA approve \$500 to the International Centre for Students for their Intercultural Retreat for new students as a Special Project Grant.

6. Business Arising from the Minutes

6.1. **FGS, Senate, and U of M Committee Spots** These committees give graduate students the chance to have their voices heard on matters that directly affect our academic lives. By serving as a graduate student member you provide important input and a student perspective on matters ranging from appeals to academic freedom, and including such other matters as curriculum and course changes,

awards, and even academic dress. **Please email Pres@UMGSA.org with the subject line "Committee Representation" by noon, September 2nd, 2015. Committee Members are needed ASAP. See attached document titled "Grad Student Rep Committee List 1-2 .docx".**

- 6.2. **UMGSA Internal Committee Spots** Now that summer is over internal UMGSA committees will be ratified for the upcoming year, doing this after summer gives new councilors a better chance to participate. Please sign up for an internal UMGSA committee (Awards, Events, Campaigns, Etc...) which has vacancies due members leaving after the summer, please email Ruth at gsa@umgsa.org for information on which committees currently hav
- 6.3. The UMGSA remains concerned about the repercussions of the recent budget cuts approved at the May meeting of the UM Board of Governors, such as the dramatic increase in international student tuition, and we want to be prepared for the upcoming cuts proposed for next year.
- 6.3.1. **REMINDER** Please report budget cut related issues arising in your department to the UMGSA at pres@umgsa.org

7. New Business

- 7.1. **Health and Dental Update** The current Health and Dental provider, Manitoba Blue Cross, reported losses on the plan last year and subsequently requested an increase in fees which was approved at UMSU council last May. The UMGSA position remains that the spirit of the health and dental plan is to provide coverage for all U of M students through solidarity and collective bargaining, and we are not in favor of a segregated plan in any form. We feel all students should be treated equally and have equal access to services regardless of factors such as what they choose to study and at what level they do so; and we believe that our colleagues at UMSU feel the same way. That being said, in response to concerns regarding an amendment to this approved increase excluding grad students from the maximum figure proposed (meaning that grad fees could be differentially increased) the UMGSA executive is taking action to ensure that grad students do not experience a lapse in coverage in the event that UMSU decides to segregate the Health and Dental Plan with UMGSA members paying a higher rate
- 7.2. **International Student Tuition** The Board of Governors recently approved a differential fee increase for international students, and while fee increases for grad students are not as high as in some undergraduate programs, the multiplier will increase from a 2X multiplier to 2.2X, a 10% increase. This motion came as a surprise to many students who may have budgeted for their education and the UMGSA is prepared to oppose future increases of this nature alongside budget cuts should they be proposed as next year's budget is presented in May 2016.
- 7.2.1. In response the president suggests creating a policy endorsed by council which would make free tuition a permanent campaign objective of the UMGSA until it is

achieved in Manitoba, or nationally. Free tuition not only makes education more accessible, but also removes and reduces barriers to academic freedom, and is a benefit to the economy not only in individual spending power of graduates who do not have excessive loans, but also in the long term losses experienced generally experienced by governments over the large amount of student loans they write off.

- 7.3. **UMGSA Finances** In part to deal with the increasing demand for conference grants administered by the UMGSA measures have been taken to invest currently uninvested UMGSA reserves into portfolio managed accounts. In conjunction with the UMGSA these accounts would be invested with the top portfolio manager in Canada last year, overall his clients saw greater returns than any other portfolio managers in the country. The additional revenue generated from these investments would be used to increase services like conference grants, bursaries and awards, as well as shore up the legal defense fund. All proposals to date have been filtered though and approved by the UMGSA lawyer, we have also scheduled a meeting between our lawyer, who has a history in finance, and the portfolio manager so he can perform an in depth analysis of the final proposal.

8. Verbal Committee Reports

- 8.1. Executive Committee Report
- 8.2. Finance Committee Report
- 8.3. Bylaws and Policy Committee Report
- 8.4. Events Committee Report
- 8.5. Campaigns Committee Report
- 8.6. Awards Committee
- 8.7. Senate Report

9. Senate Report

- Senate Report.

10. Executive Committee Reports

- President
- Vice President Internal
- Vice President External
- Vice President Academic
- Vice President Marketing and Events
- Vice President Health Sciences
- Senator 1
- Senator 2

Senator 3

11. Department Reports

12. Other Business/Announcements

12.1. **GU15 Conference in late July/early August** This year the UMGSA had the privilege of hosting the fall meeting of the GU15, this is the first time since the UMGSA was invited in to the organization that we have been asked to host one of the conferences, and I heard nothing but great things about the city, university, and UMGSA executive from the attending delegates. I would like to thank all of the UMGSA executive for contributing their time and efforts to this event as well as the faculty of graduate studies for helping to sponsor one of the dinners during the conference.

12.2. **UMGSA Orientation September 9,10,11th, 2015**

12.2.1. We will continue the tradition of a three day orientation this year with free lunches for grad student attendees every day, we would like to thank student life and the faculty of graduate studies for sponsoring two of these lunches during orientation this year. There will be valuable information seminars and workshops for new and returning students, great door prizes and giveaways, and of course I'm sure I don't need to mention the free lunches again... A schedule of events will be sent out with the next UMGSA newsletter so please look for it, or come stop by the office ask!

13. Adjournment

MOTION: BIRT the UMGSA Council meeting be adjourned.

Next Meeting: September 23rd 2015 @ 17:00 in the UMGSA Lounge

Minutes from the May 27, 2015 Council Meeting

UMGSA Council Meeting Minutes May 27th, 2015, 17:00 GSA Lounge

1. Call to Order (5:04pm)

2. Council Chair Ratification: BIRT the Council ratifies E. RoTimi Ojo as the Chair for the May 27, 2015 UMGSA Council meeting.

Olivier Gagne (Geological Sciences) / Kyle Ritchie (Biological Sciences)

Carried

3. Approval of the Agenda

MOTION: BIRT the agenda for the May 27, 2015 UMGSA Council meeting be approved.

Megan Colwell (Entomology) / Olivier Gagne (Geological Sciences)

Carried

Friendly amendment: 6.5 to be exec at large appointment; between 8 and 9, GU15 report to be added.

3.1. Unanimous consent agenda

3.1.1. Any item that has abbeside it denotes unanimous consent agenda

Any member who wishes to debate an item that is listed below may have it removed from the consent agenda by contacting the Chair prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the following motions.

MOTION: BIRT all Executive Reports and Senate Report are accepted omnibus.

Ifeanyi Nwachukwu (Human Nutritional Sciences) / Brett Mallon (Peace and Conflict Studies)

Carried

4. Approval of Minutes

MOTION: BIRT the minutes from the April 22, 2015 UMGSA Council Meeting be approved.

Hamid Reza Nasrinpour (Electrical and Computer Engineering) / Mario Solis Nepote (Biomedical Engineering)

Carried

5. Business Arising from the Minutes

5.1. GU15 Report (Attached)

Kristjan Mann (President) gave an overview of the GU15 report and updated everyone that the University of Manitoba will be hosting the next GU15 meeting in late July or early August, 2015.

*Friendly amendment to agenda by Ruth: to introduce the head table (new executives first council meeting).

The executive council introduced themselves.

5.2. UMGSA Internal Committee Summer Spots If you will be around for the summer please consider signing up for an internal UMGSA committee (Awards, Events, Campaigns, Etc...) which has vacancies due to summer absences, please email Ruth at gsa@umgsa.org for information on which committees currently have vacancies. Committees will be re-struck and ratified in September so this is a great opportunity to get some experience on an alternate committee as well as learn about a committee you may want to join in September. ***Please note, if you are applying for a UMGSA award you cannot sit on the Awards committee**

Kristjan asked the councilors to consider volunteering for these committees, as there are spots to fill over the summer and also starting September.

6. New Business

6.1. Update to Committee Policy and Procedure Manual

Policy manuals are interlinked therefore changes made to ensure all modifications are reflected properly in all relevant documents.

MOTION: BIRT the updates/changes to the policy manual be approved.

Seconded by Gustavo Mejicanos (Animal Science)

Carried

Abstention: Hamid Reza Nasrinpour (Electrical & Computer Engineering)

6.2. University Budget Cuts Update (BOG Budget Vote results 21 FOR 2 AGAINST)

6.2.1. Report budget cut related issues arising in your department to the UMGSA at pres@umgsa.org

The Board of Governors meeting was summarized by Kristjan; Kristjan requested the councilors to obtain feedback from their units on how the effect of the budget cuts is being felt at the unit level.

6.2.2. The full budget document voted on by the Board of governors can be found

online [here](#).

6.3. UMGSA 2015-2016 Budget **6.4. Senate and FGS Committee Positions** There are several vacancies on senate and FGS committees which currently need to be filled by graduate students. These committees are one of the primary ways that students can have direct input on varied matters of university administration such as admissions, curriculum, discipline, and dress; and to do so while they represent their fellow graduate students. Please email pres@umgca.org for more information on how you can become a senate committee representative.

IDRSC chair compensation was voted on two months ago (\$500 per report).

Animal Science asked why is there 3 reports? I have no recollection of voting on three reports.

A: These were based on the suggestions of the IDRSC committee; therefore budgeted for.

Val Agbor (VPI) stated that the increase in conference grants is based on the fact that we have an increase in conference grant applications because they are now more publicized. We planned for the increase and therefore increased the budget in 2014-2015 but still went over budget, therefore we have decided to increase the budget (line 6520 of the budget document).

Kristjan added that we are working to find a way to fund conference grants without dedicating our entire budget to them.

Human Nutritional Sciences asked why there is money going to Engineers without Borders and child/day care?

A: Val clarified that we donate to the underfunded children's day care (play care centre) that is part of the university. They also provide jobs to graduate students. Part of the GSA's broader efforts as a part of the University.

RoTimi Ojo (Council Chairperson) added that Engineers without borders is one of the sinks that fees from GSA have gone to for a long time.

Animal Science suggested placing a link to the FGS to be placed onto UMGSA page so that students are aware of alternate resources

MOTION: BIRT the UMGSA council approve 2015-2016 budget.

Darcy McDougall (Environment & Geography) / Nicholson Jeke (Soil Sciences)

Carried

6.4(added to agenda): Exec-at-large appointment – Richard From decided by committee, seconded by Biomedical engineering.

Animal Science: Clarified that a chair can be appointed instead of exec-at-large; Timi responded that yes that is correct.

Human nutritional sciences asked how many candidates were considered. Kristjan clarified that around 6 candidates were considered.

BIRT: That council ratify the appointment of Rich From as the 2015-2016 Exec-at-large.
Carried

7. Verbal Committee Reports

7.1. Executive Committee Report

The executive has been working on planning the upcoming GU15 conference amongst other ongoing initiatives and attending meetings.

Health and Dental plan:

Biomedical Engineering asked if the UMGSA has ever had a plan without UMSU?

A: 2 years ago GSA tried looking into another plan but the referendum was defeated due to lack of bargaining power.

Animal Science added to this answer by stating from experience that in the past, we did not have bargaining power which is why we were defeated so there may not be any point in trying to find an alternative.

A: Yes, staying with UMSU will be a primary avenue, but we must do our due diligence and therefore make sure we look at other options.

7.2. Finance Committee Report

This committee met yesterday and they have seen a 10% increase in conference grants after taking into consideration the \$6000 that went over budget last year.

7.3. Bylaws and Policy Committee Report

Changes have been made to executive policy and will be presented in August meeting.

7.4. Events Committee Report

There have been no recent meetings, however we will have several meetings upcoming to get working on upcoming social events and orientation in September.

7.5. Campaigns Committee Report

Trying to establish membership in the committee to get working on the GU15 conference planning.

7.6. Awards Committee

Contacting those who have volunteered to sit on this committee.

7.7. Internal Development and Review Sub-Committee Report *Amended (attached)

7.7.1. A portion of the IDRSC report has been amended to better reflect the excellent

job done by outgoing UMGSA Senator Chido Uchime.

8. Senate Report

þSenate Report April *Reprinted unamended from the March report to bring monthly reports in line with one another.

9. Executive Committee Reports

þVice President Internal þVice President Academic þVice President Marketing and Events April

10. Department Reports

Biomedical engineering is recruiting volunteers for experiments with the oculus rift.

11. Other Business/Announcements

11.1. **GU15 Conference in late July/early August** This year the UMGSA has the privilege of hosting the fall meeting of the GU15, this is the first time since the UMGSA was invited in to the organization that we have been asked to host one of the conferences, and we plan to do our best to showcase all of the great people and places the U of M has to offer. If you would like to volunteer to help out during the conference please email Enoch A'iyeh, VP External, at VPE@umgsa.org.

12. Adjournment MOTION: BIRT the UMGSA Council meeting be adjourned.

Darcy McDougall (Environment & Geography) / Ifeanyi Nwachukwu (Human Nutritional Sciences)

Carried at 6:01pm

Next Meeting is on Wednesday, June 24, 2015 at 5pm in the UMGSA Lounge.

<i>Position/Department</i>	<i>Name</i>	<i>Signature</i>
President	Kristjan Mann	Present
VP Internal	Valery Agbor	Present
VP Academic	David Terrazas	Present
VP External	Enoch A-iyeh	Present
VP Marketing & Events	Beibei Lu	Present
VP Health Science	Colin Graydon	Present
Exec at Large (Non-voting)	Currently Vacant	

Senator	Kathryn Marcynuk	Present
Senator	Gagan Sidhu	Present
Senator	Hadeesha Piyadasa	Present
Council Chairperson (Non-voting)	E. RoTimi Ojo	Present
Office Manager (Non-voting)	Ruth Prokesch	Present
<i>Agric & Food Science</i>		
Agribusiness & Agric. Economics	Clement Adomah	Absent
Animal Science	Elnaz Azad (Co-Councilors) Gustavo Mejicanos	Gustavo Present
Biosystems Engineering	Kannan Karuppiah	Present
Entomology	Megan Colwell	Present
Food Science	Carly Isaak	Present
Human Nutritional Sciences	Ifeanyi Nwachukwu	Present
Plant Science	Cassandra Tkachuk	Absent
Soil Science	Nicholson Jeke	Present
<i>Architecture</i>		
Architecture	David Anderson(Co-Council) Julia Evancio	Absent
City Planning	Evan Allan (Co-Councilors) Andrew Macauley	Absent
Interior Design	Stephanie Prouse	Absent
Landscape Architecture	Meaghan Pauls	Present
<i>Arts</i>		
Anthropology	Anureet Lotay	Absent
Economics	Missed three meetings	No Rep
English, Film & Theatre	Katelyn Dykstra Dykerman	Present
History	Nicole Courier	Absent
Linguistics	Hai Tran	Absent
Native Studies	Joseph Dipple	Absent

Political Studies & Public Admin	Missed three meetings	No Rep
Psychology	Yunqiao Wang (Co-Council) Hayley Chartrand	Regrets
Sociology	Joseph Asomah (Co-Council) Matthew Sanscartier	Absent
<i>Management</i>		
Management – PhD and MSc	Ji Zhou	Present
Management – MBA	Missed three meetings	No Rep
<i>Education</i>		
Education – PhD – Ad hoc	Mehdi Rahimian	Regrets
<i>Engineering</i>		
Civil Engineering	Sam Esfandianpour Proxy: Ramin Naseri Oskouie	Proxy
Electrical & Computer Engineering	Ahmad Byagowi (co-councilors) Hamid Reza Nasrinpour	Hamid Present
Mechanical & Manufacturing Eng.	Masoud Nasiri Sarvi Proxy: Ali Reza Armiyoon	Proxy
<i>Environment, Earth & Resources</i>		
Environment & Geography	Darcy McDougall	Present
Geological Sciences	Olivier Gagne	Present
Natural Resources Institute	Jody Daniel	Absent
<i>Graduate Studies</i>		
Applied Health Sciences	Navjot Pachu (Co-Councilors) Scott Kehler	Navjot Present
Biomedical Engineering	Mario Solis Nepote	Present
Peace and Conflict Studies	Brett Mallon (Co-Councilors) Shorsh Palani	Brett Present
<i>Human Ecology</i>		
Family Social Sciences	Missed four meeting	No Rep

UMGSA Council Meeting Documents August 27, 2015

Executive Reports May 1- May 31, 2015

Kristjan W. K. Mann, President

Report

Date August 26th, 2015 Council Meeting
Re: May 1st, 2015 – May 31st, 2015

Executive Summary of Work:

- The first (mon)day in office was largely devoted to organizational duties and making sure the incoming and retuning exec has access to computer accounts, keys to the office and email access. As the VPA was unavoidably absent due and had to take a leave of absence, and I had been unable to complete the task before may 1st due to transition responsibilities and the G15 trip, it fell back to me to organize and distribute the awards which were sent out May 8th, 2015, with a deadline of June 8th, 2015, a little over 4 weeks away at the time. Awards application instructions on which pages to print were simplified to reduce paper waster and unnecessary cost to graduate students.
- A balanced budget was presented to council and approved. For the second straight year there has been a need to increase conference grants to a point where the current system may be becoming unsustainable. A more needs based approach to distribution, or alternative funding sources, may need to be considered going forward.
- The Board of Governors annual budget vote occurred May 19th, several individuals raised concerns of the schools continuing ability to provide a quality education and student experience in light of the cuts. Further cuts have been proposed and will be stressed by the administration as necessary next year as well. Despite vocal opposition from several in attendance to both the nature of, and lack of transparency around, the proposed cuts, only I and an independent student rep voted against the budget, there were also some abstentions. The open session vote on the budget was broadcast live and I distributed this information to the student body prior to the board meeting.
- Our current health and dental plan provider (as negotiated through UMSU 3 years ago) has presented a fee increase for the second year in a row. As this service is bargained and administered by UMSU we have little control over this, though they have agreed that fees should be equal for all students and that despite the fact that statistically grads use the service more they are against increasing fees just for grads. Currently we are expecting rates to rise by 19.5% next year for all students' grads and undergrads, as already approved in UMSU council last month. Moving forward we will be looking at

researching new providers (this is the second time in as many years they have increase the rates) with UMSU and alone as a GSA, though our bargaining power is obviously much stronger in solidarity with UMSU as their student population is so much larger.

- The UMGSA VPE and I met with MLA John Gerard along with representatives from UWSA, U Brandon, UMSU, and CFS to discuss the budget cuts along with other issues pertinent to students in Manitoba. Some of the topics brought up included provincial funding for grads and post- secondary institutions, graduate student housing and childcare, international student issues, and provincial representation on the advisory council on post-secondary education. In particular I stressed the need for additional representation at the provincial advisory council as currently the only seat is designated to the provincial CFS representative, who does not represent the UMGSA; all others around the table were in agreement and this is something that should and will be followed up on.

Executive Summary of Hours:

01/05/2015	1:00:00 PM	4:00:00 PM	UMGSA Office (3)	4
02/05/2015	10:00:00 PM	11:00:00 PM	Email	1
03/05/2015	3:00:00 PM	7:00:00 PM	Email, Meeting prep, Email Accounts Setup	4
04/05/2015	12:00:00 PM	3:00:00 PM	UMGSA Office (2), Meeting with Bill from IST and UMGSA Executive (1)	3
	5:00:00 PM	11:00:00 PM	Email, Austerity Power Point, Email Accounts Setup	6
05/05/2015	11:30:00 AM	3:30:00 PM	Phone Call/Meeting with Enoch (.5), UMGSA Office (3)	3.75
	7:00:00 PM	1:00:00 AM	Austerity Powerpoint citations, Email	6
06/05/2015	1:00:00 PM	4:00:00 PM	UMGSA Office (2), Meeting with Bill from IST (1)	3
07/05/2015	11:00:00 AM	2:00:00 PM	UMGSA Office (1.5), Shopping for food and drinks for meetings and council (1.5)	3
	4:00:00 PM	9:00:00 PM	UMGSA Awards Application Revision and Release, Email	5
08/05/2015	6:00:00 PM	7:30:00 PM	UMGSA Teaching Nomination Update, Email	1.5
11/05/2015	11:00:00 AM	3:30:00 PM	Meeting With National Bank Re: Inverstment Portfolio (1.5), Meeting with University Secretary Re: BOG (1.25), UMGSA Office/transit (1.75)	4.5
	5:00:00 PM	2:00:00 AM	Executive Committee Agenda, Senate Committee Appointments, Email	9
12/05/2015	3:00:00	5:00:00	DAA Prep, Email,	2

	PM	PM		
13/05/2015	7:00:00 PM	10:30:00 PM	DAA Awards	3.5
14/05/2015	12:00:00 PM	1:00:00 PM	Email	1
	4:45:00 PM	7:30:00 PM	UMGSA Executive	2.75
15/05/2015	1:00:00 PM	4:30:00 PM	Office Hours (2), Meeting with Gagan (1), Meeting with Rebecca (.5)	3.5
17/05/2015	2:00:00 PM	8:30:00 PM	BOG Agenda + Budget review, Email,	6.5
	10:30:00 AM	1:00:00 AM	Council Docs, Email	2.5
18/05/2015	5:00:00 PM	8:30:00 PM	BOG Agenda + Budget Review	3.5
	11:30:00 PM	4:00:00 AM	BOG Budget Review, BOG Paperwork	4.5
19/05/2015	3:00:00 PM	8:00:00 PM	UMGSA Office (1.5), BOG (2.5), Meetin with UMSU Pres + VPA (1)	4.5
	10:30:00 AM	1:30:00 AM	Email	3
20/05/2015	1:30:00 PM	4:00:00 PM	Meeting with timi re agenda (.5), Meeting with Val re budget (.5), Meeting with Beibei (1), Council Agenda	2.5
	7:00:00 PM	11:00:00 PM	Council Docs, Agenda, Email	4
21/05/2015	11:30:00 AM	1:00:00 PM	Phone Meeting with Ruth (.5), Email	1.5
	11:00:00 PM	1:00:00 AM	MLA Jonh Gerard Meeting Prep	2
22/05/2015	10:00:00 AM	2:30:00 PM	Meeting with MLA John Gerard, Pick u VPE (25 km), Drop off VPE (25 km)	4.5
24/05/2015	11:00:00 PM	12:00:00 AM	Email	1
25/05/2015	3:00:00 PM	11:00:00 PM	Email, Gradzette Responses, Executive Agenda,	8
26/05/2015	12:00:00 PM	2:00:00 PM	Convocation Luncheon	
	8:00:00 PM	10:00:00 PM	Executive Committee Agenda, Email	
27/05/2015	1:00:00 PM	7:00:00 PM	Office Hours (2), Exec Committee (2), UMGSA Council (1.5), UMGSA Office (.5)	6
	9:00:00 PM	11:00:00 PM	Committee Lists, Meeting Prep	2

28/05/2015	7:00:00 PM	9:00:00 PM	Email, Exec Report	2
29/05/2015	12:00:00 PM	1:00:00 PM	Email	1

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May 4th, 2015	Exec Computer Setup	1 hour
May 5th, 2015	Phone meeting wi VPE	1/2 hours
May 6th, 2015	Bill from IST	1 hour
May 11th, 2015	National Bank - Wi VPI	1 1/2 hours
May 11th, 2015	UM Secretary Re: BOG	1 1/2 hours
May 13th, 2015	Distinguished Alumni	3 1/2 hours
May 14th, 2015	UMGSA Executive	2 3/4 hours
May 15th, 2015	Senator 2 Re: Senate	1 hour
May 15th, 2015	UMSU VPA	1/2 hour
May 19th, 2015	Board of Governors	2 1/2 hours
May 19th, 2015	UMSU Pres and VPA	1 hour
May 20th, 2015	Council Chair Re: Agenda	1/2 hour
May 20th, 2015	UMGSA VPI	1/2 hour
May 20th, 2015	UMGSA VPME	1 hour
May 21st, 2015	Phone meeting wi GSA OM	1/2 hour
May 22nd, 2015	MLA John Gerard Wi VPE	2 hours
May 22nd, 2015	MLA John Gerard Wi VPE	2 hours
May 26th, 2015	Convocation luncheon	2 hours
May 27th, 2015	UMGSA Exec	2 hours
May 27th, 2015	UMGSA Council	1 1/2 hours

Time spent in meetings: 29.25 hours

Meetings Cancelled: None

Meetings Missed:

May 5th, 2015 BAC Was unaware of meeting until after the fact

May 7th, 2015 SEMP Was unaware of meeting until after the fact

Office Hours:

Wednesdays: 1pm - 3 pm

Time spent in the office: 27 hours (Not Including Meetings)

Total Hours Spent on UMGSA for May: 129.5

Valery Agbor, VPI

Report

Date August 26th, 2015 Council Meeting

Re: May 1st, 2015 – May 31st, 2015

Executive Summary of Work:

- Held extended office hours on the first day of the new Executive team. These hours were dedicated to identifying expenses and that need to be within the 2014/2015 budget and representing the UMGSA executive team while office hours are being divided amongst the new executive.
- Reviewed all conference grants treated in the last Finance committee of the last fiscal year. These applications were on processed by finance committee as the last pile of conference grant from the 2014 / 2015 budget year.
- Responded to all students requesting for feedback on their application.
- Reviewed rejected applications and requested for the applicants to bring missing pieces of evidence or book an appointment to review their application.
- Review the budget for 2014 / 2015 fiscal year as working bases for 2015 / 2016 budget breakdown with the office manager. I also presented the budget to the president for his input and for further deliberation.
- Reviewed three applications for hardship fund that were sent to the president and made arrangements to meet with the applicants.
- Attended the executive committee meeting May 13th 2015
- Attended the distinguished Alumni awards with the President, VPE, VPME, VPHSC, outgoing President Laura Rempel, outgoing Senator Chido Uchime and HSCGSA Senator.
- Prepared Final budget with the office manager and requested for a copy to be sent to the council via the president.
- Scheduled and plan Finance and Bylaws and Policy committee meeting for the month of May.
- Signed checks for staff, executive and expenses of the association.
- Meet with Student applying for emergency student via Financial and award.
- Meet with VPA upon his return to update him of the application for emergency funding and discusse the applicants' case before a second meeting.
- Meet with emergency fund applicant to receive his supporting documents.
- Meet with The President and members of the National Bank of Canada for discussions on improvements on our investment portfolio.
- Held the Bylaws and Policy Committee meeting on Tuesday the 26th of May to meet continuing members and assemble new committee members while deliberating on areas

in policy manuals that require immediate attention.

- Attend the convocation Luncheon and Ceremony on the 27 of May 2015 in the afternoon.
- Attended the Council meeting after the convocation
- Held finance committee meeting for the month of May on the 26 at 5:00 - 6:30 pm.
- Responded to rejected and pending applications for a conference grant.
- Meet with the president to discuss renovation UMGSA Lounge.
- Requested for quotes for the UMGSA student planner production.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

Finance Committee meeting	1.5 h
Executive meeting May 13th	2 h
Meeting hardship fund applicant	2 h
Budget meetings with Ruth	2.0 h
Meeting VPA for hardship fund	1 h
Time spent replying emails	5 h
Time on spent the Phone	1 h
Time spent processing conference grants	4 h
Meeting National Bank Group (absent)	2 h
Meeting with president to discuss renovations	1 h

Time spent in meetings: 21 hours

Meetings Cancelled:

Non

Meetings Missed:

May 27 executive meeting, 2015 (I was the convocation ceremony, academic procession was at 2:45)

Office Hours:

Wednesday: 12 - 2:00 pm

Time spent in the office: 20 hours

Total Hours Spent on UMGSA for May 1st - May 31st: 41 h

David Terrazas, Vice-President Academic

Report

Date August 26th, 2015 Council Meeting

Re: May 1st, 2015 – May 31st, 2015

Executive Summary of Work:

- GSA Awards arrangements were passed on to me by the previous VPA. The awards applications window was set open from May 8th, 2015 to June 8th, 2015.
- Similarly, while absent in Mexico I was checking emails and replying accordingly when I was required for a particular business.
- Hardship funds cases were considered and analyzed with the VPI and decisions were carried accordingly to the particular students' situations.
- I had a meeting with the Director of Services for Students at Bannatyne Campus, Heather Paterson. During this meeting we covered these points regarding services available for graduate students at Bannatyne Campus.
 - I left a bulletin, in all the exec mail inboxes, listing the different services offices that graduate students at Bannatyne can potentially have access to.
 - Heather Paterson is going to prepare an informative paragraph for graduate students at Bannatyne. This paragraph is intended to be included with the news that are sent out through GSA email. A tentative date would be September 2015. This would be followed up independently by Heather Paterson, the UMGSA VPME (Beibei), and UMGSA VPA (myself).
 - Developing the teamwork that would be necessary to avoid that Bannatyne graduate students find out way late that there are available resources (e.g., financial aid, advocacy, among others) at their campus.
 - Our meeting aimed for easing the graduate students' academic life at Bannatyne and giving our exec a picture of where to direct a Bannatyne students that show up at GSA Fort Garry Campus.
- Concerns related to awards applications were addressed in a timely manner.
- Membership meeting set by CUPE 3909 on May 21st was attended. This meeting related to Students and Academic Sessional Workers concerns which were voiced and discussed by attendees. As a GSA representative I greeted CUPE exec and networked with them for further interactions and collaborations.
- Concerns related to counseling were conducted through email for a case in which the student is not physically available in Winnipeg.
- Performed a review of the Internal and External Committee in which my participation is required

- I met with an Aboriginal Student that is a PhD program for developing plans to assist high school students in the Verna J. Kirkness science and engineering program held at the beginning of June at UofM.

Executive Summary of Hours:

12/05/2015	1:00:00 PM	3:00:00 PM	Email checking while returning back to Winnipeg	2
15/05/2015	2:00:00 PM	6:00:00 PM	Email	4
16/05/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
19/05/2015	10:30:00 AM	11:30:00 AM	Email	1
	11:30:00 AM	12:30:00 PM	Meeting GSA VPI - Hardship Funds	1
	3:00:00 PM	3:30:00 PM	Meeting GSA VPI - Hardship Funds	0.5
20/05/2015	1:00:00 PM	1:30:00 PM	Email	0.5
	2:30:00 PM	3:30:00 PM	Meeting with the Director of Services for Students at Bannatyne Campus, Heather Paterson	1
	9:00:00 PM	9:30:00 PM	Email Awards	0.5
21/05/2015	12:15:00 AM	12:30:00 AM	Email	0.5
	12:00:00 PM	2:00:00 PM	Meeting CUPE 3909	2
	3:00:00 PM	3:30:00 PM	Email counselling	0.5
	3:30:00 PM	4:30:00 PM	Meeting with GSA Aboriginal Student	1
	4:30:00 PM	5:30:00 PM	Email preparation for potential volunteers for The Verna Kirkness Discovery Camp for Indigenous Students	1
22/05/2015	1:00:00 PM	2:00:00 PM	Email Counselling	1
	2:00:00 PM	4:30:00 PM	Office Hours	2.5
23/05/2015	1:00:00 PM	1:30:00 PM	Assiniboine Credit Union Signing Authority	0.5
25/05/2015	1:00:00 PM	2:00:00 PM	Email Counselling	1
	2:00:00 PM	3:00:00 PM	Preparation for Council Meeting	1
	3:00:00 PM	4:00:00 PM	Review of the Internal and External Committee participation roles	1

26/05/2015	12:00:00 PM	12:45:00 PM	Meeting GSA Bylaws Committee	1
	1:00:00 PM	3:00:00 PM	Email Counselling	2
27/05/2015	3:00:00 PM	4:45:00 PM	Meeting Executive Committee	2
	5:00:00 PM	6:30:00 PM	Meeting Council	1.5
28/05/2015	8:45:00 AM	1:30:00 PM	Representing GSA at Convocation Ceremony and Lunch	5
29/05/2015	2:00:00 PM	4:00:00 PM	Office Hours	2

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May 21th, 2015	CUPE 3909	2 hours
May 21th, 2015	GSA Aboriginal Student	1 hour
May 23rd, 2015	Assiniboine Credit Union	.5 hours
May 26th, 2015	Bylaws Committee	1 hours
May 27th, 2015	Executive Committee	2 hours
May 27th, 2015	Council	2 hours

Time spent in meetings: 8.5 hours

Meetings Cancelled: None

Meetings Missed: None

Office Hours:

Fridays: 14:00 - 16:00

Time spent in the office: 30 hours

Total Hours Spent on UMGSA for May: 42.5 hours

Beibei Lu, VP Marketing and Events

Report

Date August 26th, 2015 Council Meeting

Re: May 1st, 2015 – May 31st, 2015

Executive Summary of Work:

1. Fulfill the job responsibilities of VPME

- Update with the new UMGSA executive team poster and promotion, including setting schedule to take photography, collecting info from HSGSA, etc. Update the new 2015 UMGSA executive team on UMGSA website, etc.
- **UMGSA 2015 social plan:** Renew the 2015 UMGSA social events dates and prepare a social events plan for 2015-2016, searching for possible collaborations.
- **UMGSA 2015 Marketing plan:** Work on the current cooperation of GSA Reestablishing relationship with offices & organizations on campus for the new term.
- **Newsletter update** including current issues about graduate students, general GSA news, upcoming scholarships and funding application, etc.
- Suggest professional development (e.g. professional training workshops) as a possible choice for executives/councilors orientation content for UMGSA.
- Order food for meetings/Purchase drinks and snacks for UMGSA office, etc.
- Attended the executive committee meeting May 13th 2015
- Attended the distinguished Alumni awards with the President, VPE, VPME, VPHSC, outgoing President Laura Rempel, outgoing Senator Chido Uchime and HSCGSA Senator.
- Attend discussion on the UMGSA student planner production based on my contribution last term on the handbook production.

2. Gradzette chief editor hiring

- Meeting with the president and the Manitoban to discuss on Gradzette chief editor position candidates and some expectation.

3. TED UMANITOBA sponsor opportunity

- Meeting with the president and TED UMANITOBA separately to talk about the details and requirements for being a TED TALK sponsor for 2015-2016.
- Provide information and feedbacks to the executives and collect questions to communicate with TED TALK.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May13, 2015	Executive Meeting	2 hours
May27, 2015	Executive Meeting	2 hours
May	Meetings with TED UMANITOBA	2.5 hours

May Meetings on Gradzette issues
Time spent in meetings: 8.5 hours

2 hours

Office Hours:

Tuesdays: 12:00 am – 14:00 pm

May 5, May 12, May 19, May 26

Time spent replying emails 5 h

Time spent connecting information for possible collaboration 7 h

Time spent in office: 21 hours

Total Hours Spent on UMGSA for May1-May31: 29.5 hours

Enoch A-iyeh, Vice President-External

Report

Date: June, 7, 2015 Council Meeting

Re: May, 01, 2015 – May, 31, 2015

Executive Summary of Work:

In this period of reporting the following transpired:

- A PhD student in education Orest Kinasevych contacted me about concerns he has with the University of Manitoba webmail system. Upon communications with him, he agreed to put his concerns in the form an email to be sent to me so we can contact the authorities directly concerned for addressing them. To my understanding, the issues he has with the webmail system border primarily on privacy and academic freedom. Privacy issues border on the fact that communications via webmail are passed through a third party company in the US, so emails may be subject to mass surveillance. He also complained that when asked to choose if he consents to the terms and conditions, he declines to consent but the system always defaults to consent.
- I have also studied and examined participation of the various units in UMGSA council. I identified over 30 units that currently have no representation on council from compiled lists of all participating and nonparticipating units. Subsequently, emails were sent to units not represented on council urging and encouraging them to consider representation on council.
- At the last GU15 conference in April at the University of Calgary, the University of Manitoba got the nod to host the next conference. Hosting the conference involves several preplanning activities, including accommodation for delegates. Upon conducting research on suitable accommodation in Winnipeg for delegates, communication has been initiated with the University of Manitoba residence services to secure accommodation for delegates.
- The University of Manitoba Alumni Awards Night was held on May 12, 2015. Several executives including myself were in attendance.

- The first executive meeting of the new term took place on May 13, 2015 from 5-7PM. The agenda was followed through.. I also briefed the executives on the state of communications with University residence services on accommodation for delegates.
- The University of Manitoba Sustainability Committee met on Tuesday, May 19. I was in attendance. In attendance was the St. Amant Sustainability Committee as the two institutions sought partnerships, collaboration and sharing of ideas for best practices. The main aim was pointed out to be the promotion of sustainability through education and programming. John Sinclair briefly discussed the history of sustainability and waste management on campus, laying a roadmap from where we were and where we are today. UMSU was interested to know more about how they can compost waste from their businesses such as Degrees. In the end, timely topics such as action on waste reduction, rapid transit letter and committee renewal were discussed. There was not any or much disagreement on waste reduction and committee renewal. However some members had concerns about rapid transit infrastructure and therefore had reservations on sending forth the rapid transit letter. I abstained from taking part in determining whether the rapid transit letter should be sent because I have not been part of the process that led to the letter and therefore does not know anything about it but also because some members expressed legitimate concerns about it.
- The UMGSA president and I were in attendance at the Provincial Budget Discussion called for and held by Dr. Jon Gerrard, MLA for River Heights. Several concerns were reiterated by the student leaders present including future of students and student debt, child care, student spaces, budget cuts, transparency and student representation for provincial advocacy.
- The University of Brandon seemed to be an outlier in a number of issues that currently affect other institutions such as University of Manitoba and University of Winnipeg. The University of Brandon student leader indicated that there are no major funding issues right now, plus they have a really good relationship with university administrators. He however mentioned that they are in need of spaces for students and building maintenance is also a concern. He noted that they do not have any problems with child care spaces as their capacity is currently under-utilized.
- The University of Manitoba presented the uncertain situation and future students face there due to the controversial budget cuts recently approved by the university's board of governors. Academic units are seeing their budgets cut, resulting in elimination of sessions in some cases or numbers of sessions cut while at the same time budgets for some administrative portfolios have seen significant raises. Transparency was also

pointed out to be on the decline in terms of information being made available to the community at large.

- I honored invitation to the 136th convocation of the University of Manitoba with a fellow executive on Tuesday, May 26, 2015 from 2:15PM-4:45PM. I was also present for the Thursday convocation from 9:30AM-11:30 AM.
- I was also in attendance of the finance committee meeting held on Tuesday, May 26, from 5PM-7:30PM. We examined and processed conference grant applications.
- Executive and council meetings took place on May 27. I gave a brief report to council on the campaigns committee.
- In the VPE portfolio, I have spent time reading correspondences, planning and responding communications and taking initiatives.

Executive Summary of Hours

05/05/2015	VPE Office hours	2
05/05/2015	Communications with student about web security concerns	1
05/07/2015	Meeting with student to discuss web security issues	0.33
5/05/2015	Compilation of lists of departments not represented on council	1
5/12/2015	Outreach emails to departments not represented on council	1.5
5/12/2015	VPE Office hours	2.5
5/12/2015	Alumni Awards Night Event	2.5
5/13/2015	Executive committee meeting	2.5
5/13/2015	Accommodation planning for August 2015 GU15 conference	2
5/14/2015	April 2015 GU15 document preparation	1
5/19/2015	VPE office hours	2
05/19/2015	Sustainability Committee meeting	2
05/19/2015	Preparation for provincial budget discussion with Jon Gerrard	1.5
05/22/2015	Provincial budget discussion with Jon Gerrard	1.5
05/26/2015	VPE Office hours	2
05/26/2015	University Convocation	2.5
05/26/2015	Finance committee meeting	2.5
05/28/2015	University Convocation	2.5
Monthly Total		30.33

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May, 07, 2015	Web Security	0.33
May, 13, 2015	Executive committee	2
May, 19, 2015	Sustainability committee	2
May, 26, 2015	Finance committee	2.5
May, 27, 2015	Council meeting	1
May, 22, 2015	Provincial budget meeting	1.5

Time spent in meetings: 9.33 hours

Meetings Cancelled:

No meetings were canceled in this period.

Meetings Missed:

No meetings were missed in this period.

Office Hours:

Tuesdays : 10:00AM - 12:00PM

Time spent in the office: 7.33 hours (Not Including Meetings or office hours)

Total Hours Spent on UMGSA for May: 30.33 hours

Colin Graydon, VP Health Sciences

Report

Date August 26th, 2015 Council Meeting

Re: May 1st, 2015 – May 31st, 2015

Executive Summary of Work:

- CCGS: Updated committee on career round table, spring social, distinguished lecturer and med micro collaboration panel events. Discussed possibility of nominating winner of Ed Kroeger mentorship award for grad student mentorship award in 2016. Met with Dean Doering (discussed time to completion among other topics).
- Heather Pattersen: Discussed future collaborations, other people I should know from student services. Orientation discussion.
- Bannatyne cleanup org: discussed logistics with Heather Pattersen, Chris Thiesen.
- Other work consisted of planning research days, organizing HSGSA exec and planning other events this year, promotional items, orientation etc.

Executive Summary of Hours:

5/1/2015	Transfer signing authority @ BMO	1
5/4/2015	Photo for promotion and meet with UMGSA Pres (@ FG)	1.5
5/4/2015	email	1.5
5/5/2015	Research Days Committee Meeting	0.75
5/5/2015	Office Hours (Makeup)	2
5/6/2015	CCGS meeting	2
5/8/2015	email	1.5
5/11/2015	Office Hours	2
5/12/2015	UM Alumni Awards	2.5
5/12/2015	Meeting with Heather Paterson	1.5
5/21/2015	email	4
5/22/2015	Office Hours (Makeup)	2
5/24/2015	Meeting prep and email	4
5/25/2015	Office Hours	2
5/25/2015	HSGSA Exec Mtng	0.5
5/26/2015	HSGSA Council Mtng	0.5
5/27/2015	UMGSA Council Mtng (@ FG)	1.5
5/28/2015	Research Days Committee Meeting	1
5/28/2015	email	2

5/29/2015	Bannatyne Cleanup organizing mtng	1
Monthly Total		34.75

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May, 1, 2015	Signing Authority	1 hour
May, 5, 2015	Research Days	0.75 hours
May, 6, 2015	College Committee for Grad Studies	2 hours
May, 12, 2015	Distinguished Alumni	2.5 hours
May, 12, 2015	Heather Paterson	1.5 hours
May, 25, 2015	HSGSA Executive	0.5 hours
May, 26, 2015	HSGSA Council	0.5 hours
May, 27, 2015	UMGSA Council	1.5 hours
May, 28, 2015	Research Days	1 hour
May, 29, 2015	Bannatyne Cleanup	1 hour

Time spent in meetings: 12.25

Meetings Cancelled:

Meetings Missed:

May 13th, 2015	UMGSA Exec	Away on Vacation
May 27th, 2015	UMGSA Exec	Had class
May 21th, 2015	FoHS Exec	Was unaware AND had class

Office Hours:

Monday: 11:00 - 13:00

Time spent in the office:

Total Hours Spent on UMGSA for May: 34.75

Kathryn Marcynuk, Senator 1

Report

Date August 26th, 2015 Council Meeting

Re: May 1st, 2015 – May 31st, 2015

Executive Summary of Work:

I was available to address any graduate student concerns during my office hours as well as by email. Due to Victoria Day on May 18th, I rescheduled my usual office hours that week for May 21st from 11:00am to 1:00pm. I attended the May Senate meeting and worked with Gagan to prepare the GSA May Senate report the next week. I also attended and participated in all UMGSA Executive and Council meetings. I have also been helping with the GU15 conference organization for this summer, by looking into conference room booking options on campus.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May 13 th , 2015	Senate Meeting	2 hours
May 13 th , 2015	Executive Meeting	2 hours
March 27 th , 2015	Executive Meeting	1 hour
March 27 th , 2015	UMGSA Council Meeting	2 hours

Time spent in meetings: 7 hours

Meetings Cancelled: N/A

Meetings Missed: N/A

Office Hours:

Mondays: 9:00 am - 11:00 am

Time spent in office hours: 6 hours

Total Hours Spent on UMGSA: 14.5 hours

Gagan Sidhu – Senator 2

Report

Date August 26th, 2015 Council Meeting

Re: May 1st, 2015 – May 31st, 2015

Executive Summary of Work:

- Attended May 13th Senate meeting, the last before the budget cuts. All issues relevant to graduate students, including course and curriculum changes, were noted for inclusion in the senate report. Any mention of business related to budget cuts and all relevant discussion was explained in appropriate detail in the senate report.
- At the first executive meeting, we were updated on matters concerning budget cuts and discussed what would have to be done in future planning for the GU15, this involved coming up with a tentative list of things to do in preparation for GU15.
- At the bylaw and policy committee meeting, the discussion was mainly focused on the executive policy manual that was revised in the past year, this matter was not entirely cleared up, discussion may continue at next meeting.
- As the second executive meeting of the month, further budget related information was discussed and GU15 tasks were divided up amongst executive.
- At council meeting, motion to appoint exec-at-large was approved by council. Budget cuts update were given and new executive members were introduced to council.

Executive Summary of Hours

Date	Start	Finish	Task	Hours
May 3 rd , 2015	12:00 pm	12:30 pm	Email Set up	.5
May 13 th , 2015	1:00 pm	3:00 pm	Senate Meeting	2
May 13 th , 2015	5:00 pm	7:30 pm	Executive Meeting	2.5
May 15 th , 2015	11:00 am	2:00 pm	UMGSA Office Hours	3
May 20 th , 2015	12:30 pm	1:30 pm	UMGSA Office Hours	1
May 21 st , 2015	11:00 am	1:00 pm	UMGSA Office Hours	2
May 21 st , 2015	11:00 am	1:30 pm	Working on Senate report/Meeting with Kathryn/UMGSA office hours	2.5
May 24 th , 2015	12:00 pm	1:30 pm	Senate report revision, email	1.5
May 26 th , 2015	12:00 pm	12:15 pm	Bylaws & Policy Committee Meeting	.15
May 27 th , 2015	4:00 pm	5:00 pm	Executive Meeting	1
May 27 th , 2015	3:30 pm	4:00 pm	Work on transition report	.5

May 27 th , 2015	5:00 pm	6:15 pm	Council Meeting	1.15
May 28 th , 2015	11:00 am	12:00 pm	UMGSA office Hours	1
May 29 th , 2015	11:00 am	12:00 pm	UMGSA office Hours	1

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May 13 th , 2015 hours	Senate Meeting	2.0
May 13 th , 2015	Executive Meeting	2.5 hours
May 26 th , 2015 hours	Bylaws & Policy Committee Meeting	.15
May 27 th , 2015	Executive Meeting	1.00 hour
May 27 th , 2015	Council Meeting	1.15 hours

Time spent in meetings: 6.50 hours

Meetings Cancelled: None

Meetings Missed: None

Office Hours:

Thursdays: 11 am – 12 pm

Fridays: 11 am – 12 pm

Time spent in the office: 2.7 hours (not including meetings)

Total hours spent on UMGSA for May:

19.50 hours

Hadeesha Piyadasa – HSGA Senator

Report

Date August 26th, 2015 Council Meeting

Re: May 1st, 2015 – May 31st, 2015

Executive Summary of Work:

Was not able to attend May 13th Senate meeting and executive meeting, the last before the budget cuts. I was attending a Gordon research conference for antimicrobial peptides in Italy (Lucca) and Gordon research seminar for antimicrobial peptides in Italy (Lucca).
Trip duration – April 30th - May 16th 2015.

During the second executive meeting (May 27th 2015) sub committees was decided. I will be attending the

All events and meetings attended are outlined in the list below. Finance committee, Campaign committee.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May 27 th , 2015	Executive Meeting	1 hour
May 27 th , 2015	Council Meeting	1 hour

Time spent in meetings: 2 hours

Meetings Cancelled:

NIL

Meetings Missed:

May 13 th , 2015	Senate Meeting
May 13 th , 2015	Executive Meeting

Office Hours:

Wednesdays: 11am -1pm

Time spent in the office: 4 hours

Total hours spent on UMGSA for May: **4 hours**

Executive Reports June 1- June 30, 2015

Kristjan W. K. Mann, President

Report

From: Kristjan W. K. Mann, President
To: Graduate Students of the University of Manitoba
Date August 26th 2015 Council Meeting
Re: June 1st 2015 – June 30th, 2015

Executive Summary of Work:

- The UJMGSA Executive are working on several events over the summer months including preparing for the Awards Luncheon and GU15 conference we will host in August; as well as the annual UMGSA Soccer game scheduled to take place mid-July.
- In response to the concerns about the budgetary issues; particularly surrounding the increasing need amongst Graduate students for conference grants, and in conjunction with the VPI and in consultation with the UMGSA lawyer, we have begun the process of investing funds set aside for capital projects that have been unused for years with a portfolio manager. He was recognized as the top portfolio manager in Canada last year with the highest yielding investments for his clients, and the UMGSA lawyer has assured us that this would be in the best interests of the organization financially.
- The Board of Governors voted to allow an increase in international student tuition at the graduate level from the previous multiplier of 2.0 up to 2.2. A 10% increase which will be effective in the 2015-2016 school year. While this is lower than the increase approved for certain undergraduate international students it is still of great concern to the graduate student community, particularly in relation to the financial stress it may place on international students who had budgeted for their education and now find that the price is changing part way through their degree.
- Research has begun into alternative brokers and providers of health and dental plans in light of recent actions taken by the UMSU Executive and council. The UMGSA position remains that the spirit of the health and dental plan is to provide coverage for all U of M students through solidarity and collective bargaining, and we are not in favor of a segregated plan in any form. We feel all students should be treated equally and have equal access to services regardless of factors such as what they choose to study and at what level they do so; and we believe that our colleagues at UMSU feel the same way. That being said, we are taking action to ensure that grad students do not experience a lapse in coverage in the event that UMSU decides to segregate the Health and Dental Plan with UMGSA members paying a higher rate.
- UPASS Meetings began this month to iron out the details of the forthcoming UPASS, but with little information from Winnipeg transit on how the pass itself would be implemented the planning on could not go very far. Meetings with transit representatives

present will take place later this fall and will hopefully provide information on how they plan to administer the pass and what relation, if any, it will have to the forthcoming smartcard system.

- With the recent (2014) addition of the VPME position there are now 4 UMGSA VP's and 2 UMGSA senators who work out of the office (along with occasional HSGSA Exec) and only 3 workstations. Several exec can now be found working at the big meeting table in the main room on their laptops on any given day. In light of the need for increased workspace in the UMGSA office I have begun the process of searching for personal workstations for each of the VPs. In order to present the best impression for the GU15 delegates coming in august the plan is to have the office cleaned, have the loose files organized, and the additional desks brought in before mid-August.

Executive Summary of Hours:

01/06/2015	Email, CPDC Prep	4
02/06/2015	Campus Planning and Design Committee (2), UMGSA Office (.5)	2.5
	Email	1
03/06/2015	Office Hours (2), Meeting with Laurie RE: Bfar and SAWG (.5), SEC Agenda Meeting (1), UMF Board (3), UMGSA Office (2.5)	9
04/06/2015	Email, Exec Agenda, GSA services research	4
05/06/2015	Email	1
06/06/2015	exec report template, exec report	2
08/06/2015	Email,	4
09/06/2015	UMGSA Office [file organization, cleanup] (2.5), meeting with exec at large (.5), Meeting with VPA (1), Meeting with VPA and EAL (1),	5
10/06/2015	SEC [wrong date in calendar], UMGSA Office (2), Executive Committee (1.5), Senate Executive (1.5)	5
12/06/2015	Email	1
	UMGSA Office	2
15/06/2015	Email	3
16/06/2015	UMGSA Office	3
17/06/2015	Big Bold Beautiful Breakfast (2), UMGSA Office (.5)	2.5
	UPASS Meeting (1), Office Hours	2
18/06/2015	UMGSA Bylaws (1.5) (Teleconference), Phone Meeting with VPI, Phone meeting with UMSU VPI	3.5
19/06/2015	Meeting with UMSU VPA (1), UMGSA Office (1), Phone	3

	Meeting with UMSU VPI (1)	
22/06/2015	Email, Meeting Schedules, phone meeting with laura (1)	5
	Exec Meeting Agenda	2
23/06/2015	BOG Prep, BOG (3), BOG BBQ (2.5)	9.5
24/06/2015	FGS Executive (.5), UMGSA Executive (2), UMGSA Office (3.5)	6
25/06/2015	Finance committee [teleconference] (1)	1
26/06/2015	UMGSA Office (3)	3
28/06/2015	Email (1)	1
29/06/2015	Email (2), Campaigns Committee (1),	3
30/06/2015	UMGSA Office (1), UITAC (2)	3

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June 2nd, 2015	Campus Planning + Des	2 hour
June 3rd, 2015	SEC Agenda	1 hour
June 3rd, 2015	BFAR Meeting	1/2 hour
June 3rd, 2015	UMFM Board	3 hours
June 9th, 2015	EAL Meeting	1/2 hour
June 9th, 2015	VPA Meeting	1 hour
June 9th, 2015	EAL + VPA Meeting	1 hour
June 10th, 2015	UMGSA Executive	1 1/2 hours
June 10th, 2015	Senate Executive	1 1/2 hours
June 17th, 2015	BBB (Student Life)	2 hours
June 18th, 2015	VPI Meeting	1 hour
June 18th, 2015	UMGSA B&P (TC)	1 1/2 hours
June 18th, 2015	UMSU VPI	1 hour
June 19th, 2015	UMSU VPA	1 hour
June 19th, 2015	UMSU VPI	1 hour
June 22nd, 2015	Former UMGSA Pres	1 hour
June 23rd, 2015	BOG	3 hours
June 23rd, 2015	BOG BBQ	2 1/2 hours
June 24th, 2015	FGS Exec	1/2 hour
June 24th, 2015	UMGSA Executive	2 hours
June 25th, 2015	Finance Comm (TC)	1 hour
June 29th, 2015	Campaigns Comm	1 hour
June 30th, 2015	UITAC	2 hours

Time spent in meetings: 32.5 hours

Meetings Cancelled: None

Meetings Missed:

June 10th, 2015 SEC Wrong date in Calendar

Office Hours:

Wednesdays: 1pm - 3 pm

Time spent in the office: 21 1/2 hours (Not Including Meetings)

Total Hours Spent on UMGSA for June: 9

Valery Agbor, VPI

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

- Sent out doodle pools for the scheduling the Bylaws and Policy Committee meeting and Finance Committee meetings for the month of June.
- Began requesting for internal sponsors (campus services e.g. CUPE, Student life, Aboriginal Student Centre, International Students Centre, Career Services, Student advocacy) willing to advertise at a rate of \$ 25 dollars per age in exchange for sponsorship.
- Signed payday checks for UMGSA staff and UMGSA operational expenses.
- Meet with students whose conference grants needed review and replied emails on rejected applications.
- Open the office and sat in for Ruth on the 06/16/ 2015.
- Attended the Big Bold and Beautiful Breakfast held the 17/06/2015 with other UMGSA executives.
- Prepared the agenda and documents for bylaws and committee and closed the pool for the finance committee.
- Attended the Symposium Beyond Volunteerism and Voluntourism organized by Student Life

- Held the Bylaws and Policy Committee meeting on the 19/06/2015
- Contacted former publisher and compare the quotes for publishing the UMGSA student handbook submitted by School house Publishing and UPS Store. President requested that we look into the UPS discount before continuing negotiations.
- Held my office hours, attended UMGSA executive meeting, sign checks for other UMGSA executive and staff.
- Made arrangement for the UMGSA recreational soccer games with Bison recreational services.
- Review all special project grants / donation applications and invited them to the finance committee meeting scheduled for Thursday June 25th
- Processed conference grants for finance committee, prepared the agenda and got ready for the meeting.
- Emailing external sponsors and approving processed conference grants.
- Phoning, emailing and rejected conference grant applications.
- Fax contracts forms for recreational soccer games to Bison recreational services.
- Meet with the president to discuss soccer arrangements and the search external sponsors.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

Executive committee meeting June 10th	2h
Bylaws committee meeting	1.5h
Finance Committee meeting	1.5 h
Executive meeting June 24th	2 h
Big, Bold and Beautiful breakfast	2.0 h
Symposium on Volunteerism	1 h
Time spent replying emails	5 h
Time on spent the Phone	1 h
Time spent on special projects and donation applications	1 h
Time spent processing conference grants	5 h
Meeting with president to discuss contract and sponsors	1 h
Time spent writing report	1h

Time spent in meetings: 24. hours

Meetings Cancelled:

Non

Meetings Missed:

Non

Office Hours:

Wednesday: 12 - 2:00 pm

Time spent in the office: 18 hours

Total Hours Spent on UMGSA for June 1st - June 30th: 42 hours

David Terrazas | Vice-President Academic

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

- Participation in the Verna J. Kirkness Science and Engineering program held at the beginning of June at UofM.
 - Linking aboriginal high school students with graduate student Samson Berdy.
- Meeting with UMSU VPA to organize the dynamics for co-chairing the Student Senate Caucus (SSC).
- The first meeting of the SSC was held.
- Taking care of the GSA awards concerns through email or in person.
- Organizing the applications received for the GSA Awards.
- Assessing an extension of the GSA Awards application window with the GSA President and Exec At Large.
- Attending different meetings:
 - Executive Committee: mainly discussing GU15 issues
 - President's Advisory Committee on Respect (PACR): providing awareness about respect and gender equality on campus. Assessing surveys of students about how they felt disrespected on campus.
 - Student Counseling Centre Director: Providing views about how to communicate better with international graduate students.
 - Big Bold Beautiful Breakfast: Networking with volunteers
 - Service-Learning Symposium: Networking with director of ICS
 - GSA Bylaws Committee: Reviewing projects that are stagnated/abled
 - Co-Chairing SSC: Get the new senators up to speed about expectations and ways to carry-out better the students' interests when being at the Senate.
 - FGS Executive: Reviewing courses that were added to MBA programs
 - GSA Executive Committee: Mainly determining a date for the GU15
 - Senate Session: hearing discussions about English requirements for international students and the new development vision for the University campus.
 - Campaigns Committee: Determining which politic trends to pursue by GSA

Executive Summary of Hours:

01/06/2015	1:00:00 PM	2:00:00 PM	Kirkness Program GSA Aboriginal Graduate Student (Samson Berdy)	1
02/06/2015	1:00:00 PM	2:00:00 PM	Email Awards	1
03/06/2015	1:00:00 PM	2:00:00 PM	Email Awards	1
04/06/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
08/06/2015	1:00:00 PM	2:00:00 PM	Meeting UMSU VPA	1
	2:00:00 PM	3:30:00 PM	GSA Awards Organizing Applications	1.5
09/06/2015	12:00:00 PM	1:00:00 PM	Meeting Academic Integrity Working Group	1
	1:00:00 PM	2:00:00 PM	Meeting GSA President and GSA Exec at Large GSA Awards (Discussion about deadline application extension)	1
	2:00:00 PM	3:00:00 PM	GSA Awards Organizing Applications	1
	3:00:00 PM	4:30:00 PM	Meeting GSA President and GSA Exec at Large GSA Awards (Discussion about deadline application extension)	1.5
	7:00:00 PM	9:30:00 PM	Email	2.5
10/06/2015	12:00:00 PM	1:30:00 PM	Meeting Executive Committee	1.5
	1:30:00 PM	3:00:00 PM	Email Awards	1.5
	3:00:00 PM	4:30:00 PM	President's Advisory Committee on Respect (PACR)	1.5
11/06/2015	1:30:00 PM	2:00:00 PM	Email - Awards	0.5
	2:00:00 PM	3:00:00 PM	Meeting Student Counselling Centre Director	1
12/06/2015	2:00:00 PM	5:00:00 PM	Office Hours (GSA Awards Scanning)	3
15/06/2015	3:30:00 PM	4:00:00 PM	Collecting Applications for GSA Awards	0.5
17/06/2015	8:30:00 AM	10:00:00 AM	Meeting Big Bold Beautiful Breakfast (Arrived after it began due to medical appointment)	1.5
	11:30:00 AM	1:00:00 PM	Meeting Service-Learning Symposium	1.5
	1:30:00 PM	2:30:00 PM	Preparation of May Executive Report	1
	2:30:00	3:00:00	Email	0.5

	PM	PM		
18/06/2015	12:00:00 PM	1:30:00 PM	Meeting GSA Bylaws Committee	1.5
19/06/2015	12:00:00 PM	1:00:00 PM	Meeting UMSU VPA	1
	2:00:00 PM	6:00:00 PM	Office Hours	4
22/06/2015	2:00:00 PM	5:00:00 PM	GSA Awards Organizing Applications	3
	6:00:00 PM	7:00:00 PM	Meeting Co-Chairing SSC	1
	9:00:00 AM	11:00:00 AM	Email	2
24/06/2015	9:00:00 AM	10:00:00 AM	Meeting FGS Executive	1
	10:00:00 AM	11:30:00 AM	Office Hours	1.5
	11:30:00 AM	1:30:00 PM	Meeting GSA Executive Committee Mtg	2
	1:30:00 PM	3:00:00 PM	Meeting Senate Session	1.5
25/06/2015				
26/06/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
29/06/2015	5:00:00 PM	6:30:00 PM	Meeting Campaigns Committee	1.5
	9:00:00 AM	11:00:00 AM	Email	2
30/06/2015	3:00:00 PM	4:00:00 PM	GSA Awards Securing USBs for GSA Awards Committee Meeting	1

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June 1 st , 2015	Kirkness Program GSA Aboriginal Graduate Student (Samson Berdy)	1 hour
June 8 th , 2015	UMSU VPA	1 hour
June 9 th , 2015	Academic Integrity Working Group	1 hour
June 9 th , 2015	GSA President and GSA Exec at Large GSA Awards (Discussion about deadline application extension)	2.5 hours
June 10 th , 2015	Executive Committee	1.5 hours

June 10 th , 2015	President's Advisory Committee on Respect (PACR)	1.5 hours
June 11 th , 2015	Student Counseling Centre Director	1 hour
June 17 th , 2015	Big Bold Beautiful Breakfast (Arrived after it began due to medical appointment)	1 hour
June 17 th , 2015	Service-Learning Symposium	1.5 hours
June 18 th , 2015	GSA Bylaws Committee	1.5 hours
June 19 th , 2015	UMSU VPA	1 hour
June 22 nd , 2015	Co-Chairing SSC	1 hour
June 24 th , 2015	FGS Executive	1 hour
June 24 th , 2015	GSA Executive Committee Meeting	2 hours
June 24 th , 2015	Senate Session	1.5 hours
June 29 th , 2015	Campaigns Committee	1.5 hours

Time spent in meetings: 21.5 hours

Meetings Cancelled: None

Meetings Missed: None

Office Hours: 23.5

Fridays: 14:00 - 16:00

Time spent in the office: 30 hours

Total Hours Spent on UMGSA for May: 53.5 hours

Beibei Lu, VP Marketing & Events

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

1. Plan UMGSA orientation 2015

- **Confirm UMGSA orientation date:** Plan and organize UMGSA orientation with cooperation and support from Student Life. The idea of cooperation came from last year's orientation operation. The UMGSA orientation 2015 has been confirmed as Sept 9, Sept 10 and Sept 11.
- **2015 UMGSA orientation has one day overlapped with Student Life** as a special setting for 2014, so that it provides opportunities for general student body to get to know UMGSA on their orientation, as well as open up a chance for undergraduate students get to know about graduate study experiences on campus.
- **Budget for orientation lunch will be covered by Student Life for Sept 9.** Student Life will cover UMGSA orientation lunch on Sept 9 as hotdogs and hamburgers. The attendance can get served first for lunch right after UMGSA orientation morning session.
- **More details of the orientation will be further confirmed with a detailed plan, and cooperation from other VPs will be expected for further arrangement.**

2. Fulfill the job responsibilities of VPME

- **Newsletter update** including current issues about graduate students, general GSA news, upcoming scholarships and funding application, etc. (Suggestion: add Gradzette chief editor's contact info into newsletter receiver).
- **Website update:** UMGSA website experienced down in July, once it get fixed then the website will get update with new UMGSA executive team info, update with UMGSA coming up events.
- **Marketing:** Continue the work on cooperation of GSA Reestablishing relationship with offices & organizations on campus for the new term, which include UM Today, the HUB, UMF, etc.
- Order food for executive meetings for UMGSA office, etc.
- Attending awards committee and work on UMGSA awards review, was signed to review applicants for UMGSA awards.
- Attending campaign committee and look over the overall campaign plan and main issues that will be covered in the near future.
- Attending Student Life U of M Community Action Poverty Simulation to represent UMGSA on the community services.

- Event committee meeting will be planned once the orientation plan is made and rough plan is confirmed by the executives, to follow up with feedbacks and follow up works related.

3. Outreaching - More involvement of UMGSA in school opening event 2015

- Extend the opportunities for UMGSA to get more involved on campus to increase the branding awareness of UMGSA
- For Bison home coming events, contact Bison Sports for special session for GSA on Sept 11, Bison homecoming opening game & pep rally possibly with UMGSA banner and special session setting.

4. UMGSA Branding merchandise

- Work on the design and order of UMGSA Branding merchandise for 2015 including UMGSA nametag pin, UMGSA group posters, office promotion poster, business card, still need executives on further update and feedbacks.
- Further plan on UMGSA branding merchandise: more plan and design work for branding merchandise will include pull up posters for UMGSA, UMGSA pamphlet, etc. Suggestion on further work is to have special professional designers for UMGSA related branding design products.
- More work will be done on the UMGSA branding promotion merchandise for GU 15 guests gift as well as for UMGSA new term promotion.

5. UMGSA soccer game event-combined BBQ event/ UMGSA BBQ event

- As UMGSA soccer game date confirmed, work on organizing UMGSA BBQ event for graduate students at the same time or on a separate dates. Aramark services are considered. BBQ will provide an opportunity to get graduate students
- Contact Aramark for soccer game for e BBQ setting
- Follow up with the food arrangement for soccer game and BBQ event

5. Gradzette hiring

- Work with president & the Manitoban chief editor on Gradzette hiring chief editor.
- Communications within mainly focused on future cooperation, more coverage on UMGSA/graduate students related issues.

6. Health & Dental Plan price quote

- Began to work on collecting price quote available for graduate students as well as graduate students with families, together with other VPs to provide possible solutions for UMGSA graduate students health and dental plan.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June 6, 2015	Executive Meeting	2 hours
June 24, 2015	Executive Meeting	2 hours
June25, 2015	New Student Orientation Meeting	2 hour
June29, 2015	Campaign's committee meeting	1 hour

June 29, 2015 Meeting with Student life on orientation 1 hour
Time spent in meetings: 8 hours

Events attended:

June 23, 2015 United Way: Action Poverty Simulation 5 hour
June 17, 2015 UMGSA Student Life Big Breakfast 2 hour

Time spent in events: 7 hours

Office Hours:

Tuesdays: 12:00 am – 14:00 pm

June 29, June 23, June 24, June 17, June 10 (more office hours on June 15, June 23, June 29)
10 hours + 5 hours

Additional Time:

June 2 June 22 June 18 June 26
Photography & Design for UMGSA Branding merchandize 8 hours

Editing and follow up 3 hours

Time spent in addition: 11 hours

Detailed Schedule:

Date	Task	Time
June 2	Designing UMGSA Branding merchandize	2.5 hours
June 6	Executive Meeting	2 hours
June 10	Office hours	4 hours
June 17	Office hours UMGSA Student Life Big Breakfast	5 hours
June 18	Designing UMGSA Branding merchandize	2.5 hours
June 22	Designing UMGSA Branding merchandize	3.5 hours
June 23	Office hours United Way: Action Poverty Simulation	6 hours
June 24	Office hours Executive Meeting	5 hours
June 25	New Student Orientation Meeting	2 hours
June 26	Designing UMGSA Branding merchandize	2.5 hours
June 29	Office hours Campaign's committee meeting Meeting with Student life on orientation	6 hours

Total Hours Spent on UMGSA for June: 41 hours

Enoch A-iyeh, Vice President-External

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

- GU15 preplanning email and doodle poll administration
- Accommodation planning for delegates of conference
- Council of Student Affairs meeting (COSA): I shared the challenges GSA and graduate students are currently facing especially the effects of the budget cuts, tuition fee increases, child care and concerns of Orest with the university's webmail system
- Big Bold Breakfast event
- UPASS meeting to discuss implementation details, collection of fees, eligibility for pass

Executive Summary of Hours

06/01/2015-06/30/2015	UMGSA Office Hours (2*4)	8
06/01/2015	Emails on GU15 (1)	3
06/02/2015	Working on accommodation for conference delegates	1
06/09/2015	Email communications on web security concerns of Orest (0.5), GU15 emails(1), accommodation communications (0.5), start of compilation of delegates' list (0.5)	4
06/01-06/30/2015	GU15 doodle polls and monitoring	2
06/29/2015	Campaigns committee meeting scheduling and preparation	2
Monthly Total		20

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June, 10, 2015	UMGSA Executive committee	1.5
June, 12, 2015	COSA Meeting	2
June, 15, 2015	Sustainability committee meeting	2
June, 16, 2015	Big, Bold, Beautiful Breakfast	1.5
June, 17, 2015	UPASS meeting	1
June, 17, 2015	Big, Bold and Beautiful breakfast symposium	2

June, 23, 2015	Web Modernization Project meeting	2.5
June 24, 2015	UMGSA Executive committee meeting	1
June 29, 2015	Campaigns committee meeting	1.7
Time spent in meetings: 15.2 hours		

Meetings Cancelled:

No meetings cancelled.

Meetings Missed:

June, 30, 2015	SITEC committee meeting	Venue for meeting was not given to me
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Office Hours:

Tuesdays: 10:00AM--12:00PM

Time spent in the office: 3 hours (Not Including Meetings or office hours)

Total Hours Spent on UMGSA for May: 38.2hours (Monthly total from spreadsheet)

Executive Summary of Hours:

01/06/2015	1:00:00 PM	2:00:00 PM	Kirkness Program GSA Aboriginal Graduate Student (Samson Berdy)	1
02/06/2015	1:00:00 PM	2:00:00 PM	Email Awards	1
03/06/2015	1:00:00 PM	2:00:00 PM	Email Awards	1
04/06/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
08/06/2015	1:00:00 PM	2:00:00 PM	Meeting UMSU VPA	1
	2:00:00 PM	3:30:00 PM	GSA Awards Organizing Applications	1.5
09/06/2015	12:00:00 PM	1:00:00 PM	Meeting Academic Integrity Working Group	1
	1:00:00 PM	2:00:00 PM	Meeting GSA President and GSA Exec at Large GSA Awards (Discussion about deadline application extension)	1
	2:00:00	3:00:00	GSA Awards Organizing Applications	1

	PM	PM		
	3:00:00 PM	4:30:00 PM	Meeting GSA President and GSA Exec at Large GSA Awards (Discussion about deadline application extension)	1.5
	7:00:00 PM	9:30:00 PM	Email	2.5
10/06/2015	12:00:00 PM	1:30:00 PM	Meeting Executive Committee	1.5
	1:30:00 PM	3:00:00 PM	Email Awards	1.5
	3:00:00 PM	4:30:00 PM	President's Advisory Committee on Respect (PACR)	1.5
11/06/2015	1:30:00 PM	2:00:00 PM	Email - Awards	0.5
	2:00:00 PM	3:00:00 PM	Meeting Student Counselling Centre Director	1
12/06/2015	2:00:00 PM	5:00:00 PM	Office Hours (GSA Awards Scanning)	3
15/06/2015	3:30:00 PM	4:00:00 PM	Collecting Applications for GSA Awards	0.5
17/06/2015	8:30:00 AM	10:00:00 AM	Meeting Big Bold Beautiful Breakfast (Arrived after it began due to medical appointment)	1.5
	11:30:00 AM	1:00:00 PM	Meeting Service-Learning Symposium	1.5
	1:30:00 PM	2:30:00 PM	Preparation of May Executive Report	1
	2:30:00 PM	3:00:00 PM	Email	0.5
18/06/2015	12:00:00 PM	1:30:00 PM	Meeting GSA Bylaws Committee	1.5
19/06/2015	12:00:00 PM	1:00:00 PM	Meeting UMSU VPA	1
	2:00:00 PM	6:00:00 PM	Office Hours	4
22/06/2015	2:00:00 PM	5:00:00 PM	GSA Awards Organizing Applications	3
	6:00:00 PM	7:00:00 PM	Meeting Co-Chairing SSC	1
	9:00:00 AM	11:00:00 AM	Email	2
24/06/2015	9:00:00 AM	10:00:00 AM	Meeting FGS Executive	1
	10:00:00 AM	11:30:00 AM	Office Hours	1.5
	11:30:00	1:30:00	Meeting GSA Executive Committee Mtg	2

	AM	PM		
	1:30:00 PM	3:00:00 PM	Meeting Senate Session	1.5
25/06/2015				
26/06/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
29/06/2015	5:00:00 PM	6:30:00 PM	Meeting Campaigns Committee	1.5
	9:00:00 AM	11:00:00 AM	Email	2
30/06/2015	3:00:00 PM	4:00:00 PM	GSA Awards Securing USBs for GSA Awards Committee Meeting	1

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June 1 st , 2015	Kirkness Program GSA Aboriginal Graduate Student (Samson Berdy)	1 hour
June 8 th , 2015	UMSU VPA	1 hour
June 9 th , 2015	Academic Integrity Working Group	1 hour
June 9 th , 2015	GSA President and GSA Exec at Large GSA Awards (Discussion about deadline application extension)	2.5 hours
June 10 th , 2015	Executive Committee	1.5 hours
June 10 th , 2015	President's Advisory Committee on Respect (PACR)	1.5 hours
June 11 th , 2015	Student Counseling Centre Director	1 hour
June 17 th , 2015	Big Bold Beautiful Breakfast (Arrived after it began due to medical appointment)	1 hour
June 17 th , 2015	Service-Learning Symposium	1.5 hours
June 18 th , 2015	GSA Bylaws Committee	1.5 hours
June 19 th , 2015	UMSU VPA	1 hour
June 22 nd , 2015	Co-Chairing SSC	1 hour
June 24 th , 2015	FGS Executive	1 hour
June 24 th , 2015	GSA Executive Committee Meeting	2 hours
June 24 th , 2015	Senate Session	1.5 hours
June 29 th , 2015	Campaigns Committee	1.5 hours

Time spent in meetings: 21.5 hours

Meetings Cancelled: None

Meetings Missed: None

Office Hours: 23.5

Fridays: 14:00 - 16:00

Time spent in the office: 30 hours

Total Hours Spent on UMGSA for May: 53.5 hours

Richard From – Executive at large

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

- Executive Meetings: As a non-voting member of the executive, I took the minutes at the executive meetings held on June 10 and 24. I ensured that appropriate protocols were followed and provided opinions when requested.
- Transcribed minutes for executive meeting minutes from the month of May when there was no Executive at Large position filled
- Assembled executive reports into compilation document, providing feedback on the reports when necessary

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June 10 th , 2015	UMGSA Executive meeting	1.5 hours
June 24 th , 2015	UMGSA Executive meeting	1.75 hours

Time spent in meetings: 3.25 hours

Meetings missed (due to analytical work in Edmonton, AB):

June 18 th , 2015	UMGSA Bylaws committee meeting
June 15 th , 2015	UMGSA Finance committee meeting

Other Activities:

June 2-5, 2015	Paperwork for new position, reviewing May's meetings	6.0 hours
June 09, 2015	Organizing office space and renovation brainstorming	3.0 hours
June 10, 2015	Getting email and computer account setup with IT	2.0 hours
June 11-30, 2015	Email correspondence and assembling executive reports	4.0 hour
Feb 20, 2015	Formatting documents for approval at executive meeting	1.5 hours
June 26, 2015	Transcribing past executive meeting minutes from May	2.0 hour
June 20, 2015	Writing executive report	2.0 hours

Office Hours:

Tuesday @ 11 am - 1 pm hours	4.0
Held office hours on June 18 and 19 th to make up for absence June 21 st – June 30	4.0

hours

Additional time spent in the office collaborating: 2 hours

Total Hours Spent on UMGSA for January: 33.25 hours
Colin Graydon, VP Health Sciences

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

- Research Days was successful. All HSGSA sponsored events including pub night, gala and tours were well attended. Would have been good to have more U of M students attend these events.
- Council for Student affairs: Had introductions to all members of council and the projects currently underway for each section.
- Bannatyne cleanup had less attendance than hoped for. Most attendees were executive or friends of executive. This was a student proposed and began event for which HSGSA took over the organization of upon request. The student who proposed the event did not attend. We will have a follow-up meeting with Director of Bannatyne Operations from UMSU and Student services for Bannatyne to determine whether this event is worth repeating.
- Other work consisted of planning future events, organizing HSGSA exec, Orientation planning, answering students queries via email etc.

Executive Summary of Hours:

2015-06-01	Office Hours	2
2015-06-02	Research Days: Answers booth	2.5
2015-06-02	Research Days: Pub night	3
2015-06-03	Research Days: Answers booth	3
2015-06-03	Research Days: Hermetic code tour	2
2015-06-03	Research Days: Gala prep/answers booth (2), Gala (6)	8
2015-06-04	Research Days: Answers booth	5.5
2015-06-07	Meeting prep and email	2.5
2015-06-08	office hours	2
2015-06-09	HSGSA exec mtng	1.75
2015-06-10	UMGSA exec mtng (@ FG)	1.5
2015-06-10	Email	1.5

2015-06-12	Council for student affairs intro meeting	2.25
2015-06-14	Misc prep. (bios for exec, organize docs etc)	2
2015-06-15	Office Hours	2
2015-06-16	Bannatyne Cleanup prep	1.5
2015-06-17	2014 Financial report prep	1
2015-06-18	Bannatyne Cleanup	2.5
2015-06-19	Bike to work day station	2
2015-06-22	office hours	2
2015-06-24	FGS Exec Mtng	0.25
2015-06-24	updating email contacts	1.5
2015-06-24	GSA Exec Mtng	2.25
2015-06-25	email	1.5
2015-06-29	office hours	2
Monthly Total		58

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

May, 1, 2015	Research Days Combined Events	24 hours
May, 5, 2015	HSGSA Exec	1.75 hours
May, 6, 2015	UMGSA Exec	1.5 hours
May, 12, 2015	Council for Student Affairs	2.25 hours
May, 12, 2015	Bannatyne Cleanup	2.5 hours
May, 25, 2015	Bike to work day	2 hours
May, 26, 2015	FGS Exec	0.25 hours
May, 27, 2015	UMGSA Exec	2.25 hours

Time spent in meetings: 36.5 hrs

Meetings Cancelled:

Meetings Missed:

Office Hours:

Monday: 11:00 - 13:00

Time spent in the office: 20 hrs

Total Hours Spent on UMGSA for May: 58 hrs

Kathryn Marcynuk - Senator 1

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

I was available to address any graduate student concerns during my office hours as well as by email. Due to a conference trip in early June, I decided to reschedule my office hours from June 1st and June 8th to later in the summer when more students are on campus and may have questions about Senate activities. I attended the June Senate meeting and prepared the GSA June Senate Report, sending it to the other two GSA Senators for comments and approval. At the June Senate meeting I was elected to the Senate Executive as the voting student representative. I also attended and participated in all UMGSA Executive and Council meetings, missing only the June 10th Executive Meeting while I was away at the conference.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June 22 nd , 2015	Student Senate Caucus	1.5 hours
June 24 th , 2015	Executive Meeting	2 hours
June 24 th , 2015	Senate Meeting	2 hours

Time spent in meetings: 5.5 hours

Meetings Cancelled: N/A

Meetings Missed:

June 10th, 2015 Executive Meeting (regrets due to being out of the country)

Office Hours:

Mondays: 9:00 am - 11:00 am

Time spent in office hours: 6 hours

Total Hours Spent on UMGSA: 13 hours

Gagan Sidhu – Senator 2

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

In the month of June, I attended the last Senate meeting of the term, paying close attention to matters concerning graduate students. Additionally, I attended executive and committee meetings in order to address specific issues relevant to graduate students and upcoming tasks/projects for the GSA.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June 10 th , 2015	Executive meeting	.75 hours
June 18 th , 2015	Bylaws and Policy Committee Meeting	1.5 hours
June 22 nd , 2015	Student Senate Caucus Meeting	1.5 hours
June 24 th , 2015	Executive Meeting	1.5 hours
June 24 th , 2015	Senate Meeting	2 hours

Time Spent in meetings: 7.25 hours

Meetings missed: None

Office Hours:

Thursdays: 11 am – 12 pm

Fridays: 11 am – 12 pm

Time spent in office: 8 hours

Time spent writing and reviewing documents:

June 6 th , 2015	Writing Transition and Executive reports	1.5 hours
June 17 th , 2015	Revision of Executive Report	0.5 hours

Time spent on reports and documents: 2 hours

Total Hours spent on UMGSA for June: 17.25 hours

Hadeesha Piyadasa – HSGA Senator

Report

Date: August 26th, 2015 Council Meeting

Re: June 1st – June 30th, 2015

Executive Summary of Work:

Was not able to attend June 10th executive meeting. I was not able to leave Bannatyne campus by noon. I did contact Gagan for information regarding the meeting.

I attended the senate meeting on June 24th 2015. Attended the student senate caucus on June 22nd 2015 and Finance committee meeting on June 25th 2015. We had the record number of conference grant applications this month.

Campaigns committee met last month, however I was not added to the mailing list and did not receive an email regarding the meeting. This was corrected at the July 8th 2015 executive meeting.

I was finally able to obtain a key to the HSGSA office from Ruth. I have been keeping my regular office hours.

All events and meetings attended are outlined in the list below. Finance committee, Campaign committee.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

June 24 th , 2015	Executive Meeting	2 hour
June 24 th , 2015	Senate Meeting	1.5 hours
June 22 th , 2015	Student senate Caucus meeting	2 hours
June 25 th , 2015	Finance committee meeting	2 hours

Time spent in meetings: 7.5 hours

Meetings Cancelled:

NIL

Meetings Missed:

June 10 th , 2015	Executive Meeting	0
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Office Hours:

Wednesdays: 11am -1pm

Time spent in the office: 4 hours

Total hours spent on UMGSA for May:

11.5 hours

Executive Reports July 1- July 31, 2015

Kristjan W. K. Mann, President

Report

From: Kristjan W. K. Mann, President
To: Graduate Students of the University of Manitoba
Date August 26th 2015 Council Meeting
Re: July 1st 2015 – July 31st, 2015

Executive Summary of Work:

- I was out of the office from July 21st through 29th but remained in contact by email and telephone and held and attended certain meetings by teleconference. Unfortunately 3 of the UMGSA committees were scheduled during this period, and at times of the day when I was unable to teleconference to the meeting.
- A special executive committee was held to outline some of our goals and objectives for the year as well as to fill in some of the new executive on the yearly timeline of regular events such as the Awards Luncheon, Orientation, Committee participation, councilor orientation etc... Afterwards we held a teambuilding event which all in all made from a pretty long day, but also helped the group bond as a team.
- As a preface to this next point the UMGSA has never been a member of CFS and has no intention of joining CFS, especially when considering recent events in Nova Scotia surround the Cape Breton Students Union (CBSU). Along with the uninvested capital fund, and once again in conjunction with the UMGSA Lawyer and VPI, we are also looking into investing the external relations fund (our general legal defense fund) with the same portfolio manager we have been considering investing the capital fund with (he was the top ranked PM in Canada last year). This fund was also sitting uninvested and generating little to no return. Not only could the dividends from the invested funds go to further improve UMGSA services in this way, but it also serves to provide a better defense against a lawsuit similar to that experienced by the CBSU. While an amount has been set aside to ameliorate certain damages there has been no consideration up to this point about court costs or other forms of damages which could be associated with any potential lawsuit. The investment of these funds will go at least partway to ensuring that is a consideration in the future as well as to potentially subsidize currently existing services like conference grants and bursaries.
- I had an informal meeting with the former UMGSA president about various aspects she thought could be improved upon at the GSA offices in relation to the clean-up, organization and filing of loose documents, and the reorganization of desk space and introduction of dedicated workspaces for each VP.

- A meeting was held between the UMGSA, Susan Gottheil, and the Childcare Working Group chairs regarding the introduction of a new childcare facility along with new dedicated spaces for students. This project was originally initiated by the UMGSA at the Student Experience Committee (SEC) and after many years of hard work our efforts are finally coming to fruition. The centre would see the addition of 60+ new spaces (in addition to existing spaces) for student child care, along with a new building to house the facilities. The child care working group is looking for the support of the UMGSA and we have agreed to provide a letter of support for the initiative as well as to examine the feasibility of contributing financially. Given that UMSU is contributing roughly 1/3 of the project funds @ 1 million dollars the UMGSA amount would have to be a token donation of support (pending future council approval) as we could not match such a large donation under the current budget. Though we are examining external sources of funding which would allow for a greater contribution to a worthwhile project, as well as being a project which was originally initiated by graduate student members of the UMGSA and the executive.
- I am working on several initiatives to raise graduate student awareness of the UMGSA and its services, and in the process improve existing services like the Gradzette and newsletter. This includes internal initiatives alongside the VPME as well as increasing integration with UMFm and the Gradzette. As part of this process a search for a new editor has begun via an adhoc committee formed with members of the UMGSA executive and the Manitoban. Two candidates have applied for the position. In past years the chief editor and staff have not been composed of U of M graduate students, Alumni, or undergrads and it has been made a priority in this process to make sure the new chief editor is not only capable of handling the job but also is connected to the campus and moves the focus of the content to more graduate student related issues.

Executive Summary of Hours:

02/07/2015	UMGSA Office,	2
	Email, Health and Dental Research	4
03/07/2015	UMGSA Office	3.5
05/07/2015	Email	1
06/07/2015	UMGSA Awards Committee (1), UMGSA Office (1), business cards meeting with VPME (.5)	2.5
	Email, Meeting (TC) with VPA (.5)	2.5
07/07/2015	UMGSA Office	1
	Email, Exec Comm and Spec Exec Comm Agandas,	4
08/07/2015	Picking up VPME and UMGSA Items from Print Shop (15km) (.5), Executive Committee (1.5), Special Executive Committee (1.5), Teambuilding (2.5)	6
09/07/2015	Email, Exec Committee Agenda, Exec Reports	7
10/07/2015	UMGSA Office (Ruth Away)	3
	Email	2.5
13/07/2015	UMGSA Office (Ruth Away)	4
14/07/2015	Email, Conversation with Laura RE: office improvements	6

	(1.5)	
15/07/2015	Meeting with Porfolio Manager (1), UMGSA Office (6), UMF Board (2)	9
17/07/2015	UMGSA Office (2.5), Childcare Meeting (1)	3.5
20/07/2015	Email, UMGSA Awards (telephone) (2)	6
22/07/2015	Email	2
24/07/2015	Phone Meeting with Exec at Large (.5), VPE, and Senator 2 re: GU15 plans, Email (2), Phone convo with VPE (.5)	3
25/07/2015	Email	1
26/07/2015	Email	2
29/07/2015	Exec Comm Agenda	1
30/07/2015	Exec Comm (2), UMGSA Office	4
31/07/2015	UMGSA Office (Ruth Away)	4

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

July 6th, 2015	UMGSA Awards	1 hour
July 6th, 2015	VPME BC Meeting	1/2 hour
July 6th, 2015	VPA (TC)	1/2 hour
July 8th, 2015	Executive Comm	1 1/2 hours
July 8th, 2015	Sp. Exec Comm	1 1/2 hours
July 8th, 2015	UMGSA Teambuilding	2 1/2 hour
July 14th, 2015	Former UMGSA Pres	1 1/2 hours
July 15th, 2015	Portfolio Manager	1 hour
July 16th, 2015	UMFM Board	2 hours
July 17th, 2015	Childcare Meeting	1 hour
July 20th, 2015	UMGSA Awards (TC)	2 hours
July 24th, 2015	GU15 organizing (TC)	1/2 hour
July 24th, 2015	VPE (TC)	1/2 hour
July 30th, 2015	UMGSA Exec Comm	2 hours

Time spent in meetings: 18 hours

Meetings Cancelled: None

Meetings Missed:

July 22nd, 2015	UMGSA B&P	Out of Town
July 24th, 2015	UMGSA Campaigns	Out of Town
July 6th, 2015	UMGSA Finance	Out of Town

Office Hours:

Wednesdays: 1pm - 3 pm

Time spent in the office: 29 hours (Not Including Meetings)

Total Hours Spent on UMGSA for May: 84.5

VALERY AGBOR, UMGSA VPI

Report

Date August 26th, 2015 Council Meeting

Re: July 1st, 2015 – July 31st, 2015

Executive Summary of Work:

- I began the month by finalizing booking arrangements for UMGSA Recreational Soccer Games with Bison recreational services by paying for all rented items. The games were rescheduled for July 25th 2015 because of the upcoming GU 15 conference instead of middle August as it was the year before.
- Emailed and informed the general student body about the UMGSA recreational games.
- Reminded internal sponsors (campus services e.g. CUPE, Student life, Aboriginal Student Centre, International Students Centre, Career Services, Student advocacy) to provide their adds going into UMGSA student planner.
- Kept the office on July the sixth while office manager was away and the UMGSA website was down, answered the door, responding to requests and providing physical copies of forms when requested by students.
- Scheduled the Bylaws and Policy as well as the Finance committee meeting.
- Attended the UMGSA executive meeting on the 8th of July.
- Signed cheques for UMGSA staff and expense claims.
- Replied to emails for conference grants application forms and emails on rejected applications.
- Search for more sponsors like Dominos, Barley Brothers, and members of government.
- Open the office and sat in for Ruth on the 07/13/ 2015.
- Met with President and National Bank Financial Wealth Management Team.
- Prepared the agenda and documents for bylaws and committee and closed the pool for the finance committee.
- Made a Costco Run with the president for Office supplies
- Attended the University of Manitoba Child care initiative meeting with president and members of University Administration.
- Signed cheques for UMGSA Staff and executives.
- Held the Bylaws and Policy Committee meeting on the 22/07/2015
- Shopped for supplies, help in set-up and coordinated the UMGSA recreational games.
- Contacted a local publisher and compare the quotes for publishing the UMGSA student handbook submitted by Premier printing, School house Publishing and UPS Store.

- Compiled Bios for UMGSA handbook, held my office hours, attended UMGSA executive meeting.
- Approved our financial statements and sign on financial reports from for other UMGSA executive and staff.
- Returned the rented supplies (soccer ball and Pinnies) for UMGSA recreational soccer games to Bison recreational services.
- Processed conference grants for finance committee, prepared the agenda and set up for the meeting held on Thursday July 28th
- Approving conference grants that have been review and phoning / emailing rejected conference grant applications.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

Executive committee meeting July 8th	2h
Bylaws committee meeting	1.5h
Finance Committee meeting	1.5 h
Executive meeting July 30th	2 h
Meeting with National Bank Financial	1.0 h
Costco Run with the president for Office supplies	1 h
Recreational Games	8 h
Time spent replying emails	5 h
Time on spent on the Phone	1 h
Time spent on special projects and donation applications	0 h
Time spent processing conference grants	3 h
Meeting with president to discuss contract and sponsors	1 h
Time spent writing report	2h

Time spent in meetings: 30 hours

Meetings Cancelled:

Non

Meetings Missed:

Non

Office Hours:

Wednesday: 12 - 2:00 pm

Time spent in the office: 31 hours

Total Hours Spent on UMGSA for July 1st - July 31st: 61 hours

David Terrazas | Vice-President Academic

Report

Date August 26th, 2015 Council Meeting

Re: July 1st, 2015 – July 31st, 2015

Executive Summary of Work:

- Coordinating and the UMGSA Awards 2015 process
 - Events planning
- Chairing the UMGSA Awards Committee meetings
- Coordinating and the UMGSA Awards Luncheon events

NOTE: This list is extremely compact. The details of all the work here would be overwhelming.

Executive Summary of Hours:

06/07/2015	2:00:00 PM	3:00:00 PM	Preparation of June Executive Report	1
	4:00:00 PM	6:00:00 PM	Meeting UMGSA Awards Committee	2
10/07/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
13/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Awards Committee Events planning and emailing	2
14/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Awards Committee Follow up with committee members	2
15/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Awards Committee Events planning and emailing	2
16/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Awards Committee Events planning and emailing	2
17/07/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
20/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Awards Committee Events planning and emailing	2
	4:00:00 PM	6:00:00 PM	UMGSA Awards Committee 2nd Meeting	2
22/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Bylaws and policy committee	2
23/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Awards Luncheon Event planning	2
24/07/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
27/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Awards Luncheon Event planning	2
28/07/2015	10:00:00 AM	12:00:00 PM	UMGSA Awards Luncheon Event planning	2
29/07/2015	10:00:00	12:00:00	UMGSA Awards Luncheon Event planning	2

	AM	PM		
30/07/2015	2:00:00 PM	4:00:00 PM	UMGSA Executive committee	2
31/07/2015	2:00:00 PM	4:00:00 PM	Office Hours	2

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

August 7 th , 2015	UMGSA Awards Committee	2 hour
August 20 th , 2015	UMGSA Awards Committee	2 hours
August 22 nd , 2015	UMGSA Bylaws and policy committee	2 hours
August 30 th , 2015	UMGSA Executive committee	2 hours

Time spent in meetings: 8 hours

Meetings Cancelled: None

Meetings Missed: None

Office Hours: 16

Fridays: 14:00 - 16:00

Time spent in the office: 24 hours

Total Hours Spent on UMGSA for May: 37 hours

Beibei Lu, VP Marketing & Events

Report

Date August 26th, 2015 Council Meeting

Re: July 1st, 2015 – July 31st, 2015

Executive Summary of Work:

1. Plan UMGSA orientation 2015

- **Confirm UMGSA orientation plan:** Plan and organize UMGSA orientation with cooperation and support around campus. Three days UMGSA orientation 2015 has been confirmed as Sept 9, Sept 10 and Sept 11, with Sep 9 overlap with Student Life as a good cooperation and cross-promotion opportunity.
- **Budget for orientation lunch:** Support for orientation lunch comes from Student Life (Sept 9). More financial support from FGS is being requested.
- **Sessions include academic, campus life, student services, etc. Bisons games open event will be closing celebration event for this year.**

2. Fulfill the job responsibilities of VPME

- **Marketing:** Continue the branding promotion work on UMGSA. Preparing and designing UMGSA 2015 executive team promotion for Student Life.
- **UMGSA Branding merchandise:** Search for proper UMGSA organization branding merchandise and order.
- Order food for executive meetings for UMGSA office, etc.
- Productions of UMGSA nametag pin, UMGSA group posters, office promotion poster, business card have been prepared and in use for the 2015-2016 term.
- Further plan on UMGSA branding merchandise will be prepared for UMGSA new term promotion.
- Attending APP work committee and look over the opportunity of including UMGSA session.
- Meetings with TED UMANITOBA to discuss about cooperation opportunities.
- Event committee meeting will be planned once the orientation plan is made to follow up with feedbacks and follow up works related.
- Work with president & the Manitoban chief editor on Gradzette hiring chief editor.
- Kept the office while office manager was away, answered the door, responding to requests from students.
- Attended the UMGSA executive meeting on July 8.

3. Assist preparation of GU 15

- Work with VPE and the president on GU 15 from the perspective of marketing.
- Work on preparation on GU 15 details, including GU 15 food order on campus, GU 15 gift set preparation and purchasing, GU 15 promotion and information design and production.
- Shopped for supplies for GU 15.

4. Assist UMGSA Awards Luncheon promotion

- After attending awards committee and work on UMGSA awards review, was signed to review applicants for UMGSA awards.

- Work with VPA on 2015 UMGSA Awards Luncheon promotion.
- Work on preparation on 2015 UMGSA Awards Luncheon promotion details, including invitation, nametags, signs, awards certificates and any promotion design and production.

5. Assist UMGSA 2015 student handbook

- Contacted local publisher for price quote for publishing the UMGSA student handbook
- Update the UMGSA 2015 student handbook files (executive photos and group pics) for further editing to production.
- Help with searching for possible sponsors for the handbook

6. UMGSA soccer game event

- Help with UMGSA Recreational Soccer Games preparation for July 25th 2015.
- Join the UMGSA Recreational Soccer Games preparation to photography document the event.

7. Health & Dental Plan price quote

- Working with collecting broker on collecting price quote available for graduate students, together with the Health and Dental plan working group to provide possible solutions for UMGSA graduate students health and dental plan.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

July 8, 2015	Executive Meeting	2 hours
July 30, 2015	Executive Meeting	2 hours
July 25, 2015	Recreational Games	5 hour
July	UMGSA Awards committee meeting	2 hour
July	APP work committee	2 hour
July	Meeting with TED UMANITOBA	0.5 hour
July	Meeting with VPA on UMGSA awards	0.5 hour
July	Meeting with Health & Dental Broker	1.5 hour

Time spent in meetings: 15.5 hours

Office Hours:

Wednesday: 1:00 pm – 3:00 pm

July 1, July 8, July 15, July 22, July 29

10 hours

Time spent replying emails 3 h

Time spent on special projects 8 h

Time spent writing report 1h

Time spent on UMGSA Awards selection 1 h

Time spent in office: 16 hours

Additional Time:

Time spent designing and editing for UMGSA Branding merchandize 8 h

Time spent designing for GU 15 5 h

Time spent in addition: 13 hours

Total Hours Spent on UMGSA for July 1st - July 31st: 44.5 hours

Enoch A-iyeh, Vice President-External

Report

Date August 26th 2015 Council Meeting

Re: July 1st 2015 – July 31st, 2015

Executive Summary of Work:

- My executive work in this period of reporting is mostly about organizational and preplanning activities for the upcoming GU15 conference
- Activities range from communications with delegates, working out conference accommodation issues, working out conference fees, poll monitoring and closing, conference document and information preparation and coordination etc.
- Chaired campaigns committee meeting. Issues and action items included newsletter publications for web modernization project and information gathering, budget cuts and tuition fee increases newsletter items, involving campaigns committee in upcoming conference
- GSA-VPE extra office hours have been put in to handle massive loads of communications and items related to GU15 conference
- Attending awards committee meetings, reading, evaluating and ranking UMGSA award applications
- Volunteering and helping at the UMGSA annual soccer tournament
- Parking arrangements and coordination for delegates
- Preparing and coordination of welcome note, important information etc. for delegates of GU15 conference
- In this period of reporting, I have put in more time, work and effort that I find it almost impossible to track and provide detail

Executive Summary of Hours:

07/02/2015	UMGSA-VPE extra office hours	1.2
07/07/2015	UMGSA-VPE Office Hours	2
07/07/2015	Announce GU15 conference days	1
07/06/2015	UMGSA-VPE extra office time: GU15 communications, accommodation planning, research on conference fees	1.3
07/08/2015	UMGSA Executive meeting	1.5
07/08/2015	UMGSA Special exec meeting/ team building event	1.5
07/14/2015	UMGSA-VPE office hours	2
07/15/2015	UMGSA-VPE Office Hours observed for August 4, 2015	2
07/16/2015	UMGSA-VPE Office Hours observed for August 11, 2015	2
07/17/2015	UMGSA-VPE Office hours observed for August, 18, 2015	2

07/20/2015	Awards committee meeting	2
07/21/2015	UMGSA-VPE Office hours	2
07/24/2015	GU15 conference fee research, calculation and determination	2
07/22/2015	GU15 food for delegates planning and cost estimation	1.5
07/22/2015	GU15 communications	0.75
07/23/2015	GU15 communications	0.5
07/24/2015	UMGSA campaigns committee meeting	0.75
07/25/2015	UMGSA annual soccer event	4.5
07/27/2015	UMGSA-VPE extra office time	1.5
07/28/2015	UMGSA-VPE Office hours	2
07/28/2015	Finance committee meeting	1.2
07/29/2015	UMGSA-VPE extra office time	1.42
07/30/2015	Executive committee meeting	2
07/31/2015	UMGSA-VPE extra office time	3.5
Monthly Total		42.12

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

July, 08, 2015	UMGSA executive committee meeting	1.5
July, 08, 2015	UMGSA Special executive committee meeting	1
July, 30, 2015	UMGSA executive committee meeting	2.5
July, 06, 2015	Awards committee meeting	1
July, 20, 2015	Awards committee meeting	2
July, 24, 2015	Campaigns committee meeting	0.75
July, 28, 2015	Finance committee meeting	1.2

Time spent in meetings: 9.95 hours

Meetings Cancelled:

July, 22, 2015 Executive committee meeting was cancelled because an executive was out of town.
Meeting was however rescheduled and held on July, 30, 2015.

Meetings Missed:

No meetings were missed.

Office Hours:

Tuesdays: 10:00AM - 12:00PM

Time spent in the office: 14.67 hours (Not Including Meetings or office hours)

Total Hours Spent on UMGSA for July: 42.12 hours

Richard From – Executive at large

Report

Date August 26th 2015 Council Meeting

Re: July 1st 2015 – July 31st, 2015

Executive Summary of Work:

- Executive Meetings: As a non-voting member of the executive, I took the minutes at the executive meetings held on July 8th and 30th. I ensured that appropriate protocols were followed and provided opinions when requested
- Finalized meeting minutes from May and June
- Assembled executive reports into compilation document
- Initiated several documents for the GU15 conference that the UMGSA is hosting August 17-19 and helped out on several other working projects related to organizing this conference

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

July 8 th , 2015	UMGSA Executive meeting	1.5 hours
July 8 th , 2015	UMGSA Special Executive Meeting	1.5 hours
July 8 th , 2015	UMGSA teambuilding event	3.0 hours
July 22 nd , 2015	UMGSA Bylaws committee meeting	1.5 hours
July 28 th , 2015	UMGSA Finance committee meeting	1.5 hours
July 30 th , 2015	UMGSA Executive meeting	2.0 hours

Time spent in meetings: 11 hours

Other Activities:

July 6-31, 2015	email correspondence	2.0 hours
July 7-10, 2015	writing executive report and assembling all executive reports	3.0 hours
July 13-31, 2015	discussions and teamwork on GU15 conference tasks	2.5 hours
July 25, 2015	helping with UMGSA soccer tournament (setup – cleanup)	4.0 hours
July 30-31, 2015	preparing and reviewing GU15 conference welcome package	8.0 hours

Office Hours:

Tuesdays @ 11 am - 1 pm	6.0 hours
Held office hours on July 24 th rescheduled from July 21 st	2.0 hours

Total Hours Spent on UMGSA for January: 38.5 hours

Colin Graydon, VP Health Sciences

Report

Date August 26th 2015 Council Meeting

Re: July 1st 2015 – July 31st, 2015

Executive Summary of Work:

- HSGSA office was cleaned by Exec
- Distinguished lecturer planned for October (Harold zurHausen) dropped out for personal reasons. Throughout the month I have attended several meetings dealing with this logistically and planning an alternative for this academic year, and maintaining a relationship for the possibility of Dr. zurHausen coming for next year.
- Other work consisted of planning future events including Orientation, answering students' queries via email etc.

Executive Summary of Hours:

2015-07-02	Email and meeting prep	2
2015-07-03	HSGSA Exec Mtng/office cleanup	1.75
2015-07-03	meeting Follow up tasks (email)	1.5
2015-07-06	Office Hours	2
2015-07-08	Exec meetings (3-6) Exec team building (6-9)	6
2015-07-09	Email and document update	1.5
2015-07-10	Emergency meeting for Distinguished Lectureship	1
2015-07-13	Office hours	2
2015-07-17	Email	2.5
2015-07-20	Office hours	2
2015-07-22	Email and meeting prep	2
2015-07-27	Office hours	2
2015-07-29	Email	1.5
2015-07-30	GSA Exec Mtng	2
Monthly Total		29.75

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

July, 3, 2015	HSGSA Exec	1.75 hours
July, 8, 2015	UMGSA Exec/team building	6 hours
July, 10, 2015	Distinguished lecturer emergency meeting	1 hour
July, 30, 2015	UMGSA Exec	2 hours

Time spent in meetings: 10.75 hrs

Meetings Cancelled:

Meetings Missed:

Office Hours:

Monday: 11:00 - 13:00

Time spent in the office: 19 hrs

Total Hours Spent on UMGSA for May: 29.75 hrs

Kathryn Marcynuk - Senator 1

Report

Date August 26th, 2015 Council Meeting

Re: July 1st 2015 – July 31st, 2015

Executive Summary of Work:

I was available to address any graduate student concerns during my office hours as well as by email. I reviewed and ranked GSA Award applications, as well as attended one of two GSA Awards Committee meetings and one of two GSA Exec meetings. I was unable to attend the other two meetings as they were both scheduled by Doodle poll, and in each case a time was chosen that I had indicated in advance that I was unable to attend. I have also continued to help with the GU15 conference preparations, including booking the E1-270 EITC conference room for the event.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

July 24 th , 2015	Awards Committee Meeting	2 hours
July 30 th , 2015	GSA Exec Meeting	2 hours

Time spent in meetings: 4 hours

Meetings Cancelled: N/A

Meetings Missed:

July 6th, 2015 GSA Awards Committee Meeting (regrets: meeting time chosen using Doodle poll for a time when I could not attend)

July 8th, 2015 GSA Exec Meeting (regrets: meeting time chosen using Doodle poll for a time when I could not attend)

Office Hours:

Mondays: 9:00 am - 11:00 am

Time spent in office hours: 8 hours

Total Hours Spent on UMGSA: 16.75 hours

Gagan Sidhu – Senator 2

Report

Date August 26th, 2015 Council Meeting

Re: July 1st 2015 – July 31st, 2015

Executive Summary of Work:

In the month of July, I attended a meeting with experiential education-student life members and discussed the possibility of promoting experiential education among the graduate student community. Additionally, I attended executive and committee meetings in order to address specific issues relevant to graduate students and upcoming tasks/projects for the GSA.

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings Attended:

July 8 th , 2015	Executive Meeting	1.5 hours
July 8 th , 2015	Special Executive Meeting	1 hour
July 14 th , 2015	Experiential education meeting	2.5 hours
July 22 nd , 2015	Bylaws and Policy Committee Meeting	1.25 hours

Time Spent in meetings: 6.25 hours

Meetings missed:

July 30th, 2015 Executive Meeting

Office Hours:

Thursdays: 11 am – 12 pm

Fridays: 11 am – 12 pm

Time spent in office: 8 hours

Total Hours spent on UMGSA for July: **15.75 hours**

Hadeesha Piyadasa – HSGA Senator

Report

Date August 26th, 2015 Council Meeting

Re: July 1st 2015 – July 31st, 2015

Executive Summary of Work:

There was no senate meeting for July. Attended the Campaign’s committee meeting on July 24th 2015 and Finance committee meeting on July 28th 2015. Campaigns committee primarily focused on the upcoming GU15 conference planning. In this month’s Finance committee meeting there were only conference grants to review and we only had roughly half the amount of grants compared to June. I also attended both executive meetings on July 8th and July 30th 2015. We had a teambuilding event (Dinner at IGI) after the first executive meeting. This went really well, a lot of conversation and getting to know each other. I also volunteered and participated in the GSA Soccer Fun Day. We had a good turnout (enough for 2 full teams and a few subs).

All events and meetings attended are outlined in the list below

COMMITTEES, MEETINGS, AND BUSINESS MATTERS

Meetings and events Attended:

July 8 th , 2015	Executive Meeting	2 hours
July 8 th , 2015	Teambuilding IGI dinner	3 hours
July 24 th , 2015	Campaigns committee meeting	1.5 hours
July 25 th , 2015	GSA Soccer Fun Day	4 hours
July 28 th , 2015	Finance committee meeting	2 hours
July 30 th , 2015	Executive Meeting	2 hours

Time spent in meetings: 7.5 hours

Meetings Cancelled:

NIL

Meetings Missed:

NIL

Office Hours:

Wednesdays: 11am -1pm

Time spent in the office: 8 hours

Total hours spent on UMGSA for July:

22.5 hours