

**UMGSA Council Meeting Documents**  
**October 28<sup>th</sup>, 2015, 5:00pm UMGSA Lounge**

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# **Council Meeting Agenda**

**October 28th, 2015, 17:00**

**GSA Lounge**

## **1. Call to Order**

## **2. Approval of the Agenda**

**MOTION:** BIRT the agenda for the October 28th, 2015 UMGSA Council meeting be approved.

### **2.1. Unanimous consent agenda**

2.1.1. 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.**

## **3. Approval of Minutes**

**MOTION: BIRT the minutes from the September 23rd, 2015 UMGSA Council Meeting be approved.**

## **4. Business Arising from the Minutes**

4.1. **UMGSA Annual Audit** As noted at the September 23<sup>rd</sup> 2015 Council Meeting the annual audit plan (for fiscal year ending April 30<sup>th</sup>, 2015; See Appendix II from the September 23<sup>rd</sup>, 2015 UMGSA Council documents package) produced by BDO Canada LLP is being presented to council at the request of BDO Canada LLP. This is an annual process, as indicated, and is a Canada Revenue Agency requirement for any non-profit organization, the process was approved at council last year (2014-2015) and representatives from BDO will be available at this UMGSA Council Meeting to answer any questions you may have.

**MOTION: BIRT the annual audit plan for the UMGSA for fiscal year ending April 30<sup>th</sup>, 2015 be approved as presented.**

4.2. **UMGSA Finances** In part to deal with the increasing demand for conference grants administered by the UMGSA, as well as to ensure the viability of our external relations fund and to expand existing UMGSA services, measures have been taken to invest currently uninvested UMGSA reserves into portfolio managed accounts (See Minutes from August 26<sup>th</sup> UMGSA Council Meeting). Representatives from National Financial Bank will be on hand at this month's council meeting to discuss the proposal which has already been vetted by the UMGSA Lawyer.

4.3. **Councilor Orientation** Councilor orientation 2015 took place on Saturday October 17<sup>th</sup> and saw an increased turnout from last year. After the afternoon session of presentation, we adjourned for a meal together and an evening of socializing at Maw's Beer Hall in the historic Winnipeg Exchange District. Presentation topics included Roberts Rules of Order, the roles and responsibilities of councilors, council, and the exec, and bylaws and

policy, to name a few. A big thank you too all the councilors who came out and took part, it was great to have a chance to get to know you all a little better! Judging from initial responses it seemed like a great success, but as always if you have any suggestions or comments please feel free to share them with this years executive so we can pass them on to the next exec to incorporate them for next year!

**4.3.1. Roberts Rules of Order Quick Reference Sheet** As promised at council orientation the slides that had a quick reference sheet for Roberts Rules of Order have been included as an attachment in this month's council package.

**4.4. UMGSA Office Assistant** At the September 23<sup>rd</sup> 2015 UMGSA Council meeting the UMGSA VPI put forward a motion that the UMGSA council approve advertisement of the position of Executive Assistant to UMGSA executive. This motion was postponed to the next council meeting as there wasn't enough information provided to have a meaningful debate on the motion. The hiring process would take place through the IRDC as dictated by UMGSA bylaws and policies. When a job description has been drafted then council will be notified so it can review the document and ratify it prior to IRDC beginning the hiring process.

**MOTION: BIRT** the UMGSA Council approves advertisement of the position of Executive Assistant to UMGSA executive following the establishment of IDRC.

## **5. New Business**

**5.1. TED X** The UMGSA has been approached by TEDX organizers about potential sponsorship for the conference hosted at the U of M this year. In addition to guaranteed grad student access to the event which has limited capacity (100), we are also in talks to live stream the presentations to the GSA lounge so even more grad students could take part. On top of additional access through access to live-streaming the event, sponsorship would also include mention of the UMGSA involvement in all the TEDX materials produced as well as in perpetuity online in the TEDX video series.

**5.2. International Student Tuition Differential** As many of you may be aware the University recently approved a 10% increase in the tuition fee differential paid by international graduate students. The majority of funds generated by this increase have been pledged towards increasing financial and academic supports for international students included expanding residences, improving and increasing the availability of writing tutors, including introducing a grad student focused writing tutor. And improving and enhancing supports focused on the orientation/transition process for students who are new to the country. 30% of the funds have been slated to be put directly into the financial aid for international students. In the following weeks we will be trying to organize a town-hall meeting with the administration to allow further student input on how the support is distributed.

**5.3. UMGSA Co-Sponsored Political Panel Discussion** At the beginning of October the UMGSA hosted a political panel discussion on postsecondary issues and the environment in University College. After the much publicized cancellation of the UMUSU/UMFA sponsored debate this became the only political forum for candidates hosted on campus. While candidates from all parties in a variety of ridings were invited only representatives from the Green Party, Liberal Party, and NDP responded and agreed to attend. Those who did attend (Robert-Falcon Oulette, Brianne Goertzen, and Andrew Park) were enthusiastic and excited to speak with students about the election. The event

was broadcast by UMFH and a recording can be found in their online archives.

- 5.4. **UM Vice President Academic and Provost Search** The U of M is currently conducting a search for a new VPA and Provost to replace Dr. Joanne Keselman who will be stepping down at the end of her term. The President of the University has invited input on the questions listed below which will be considered in the search process. Kindly submit responses in writing to the President ([pres@umgsa.org](mailto:pres@umgsa.org)) by 16:00, October 30<sup>th</sup>, 2015 for consideration by the committee.

5.4.1. In light of the recent adoption of Taking Our Place, the University's strategic plan for 2015-2020, and our desire to move forward with its implementation, what are your thoughts on the most important qualifications to be sought in candidates for the position of Provost and Vice-President (Academic) in terms of leadership style, academic credentials, background, and experience?

5.4.2. What do you see as the opportunities, issues and challenges facing the University of Manitoba over this period, specifically those related to the portfolio held by the Provost and Vice-President (Academic)?

5.4.3. Are there any particular individuals you would like to recommend?

## 6. **Verbal Committee Reports**

- 6.1. Executive Committee Report
- 6.2. Finance Committee Report
- 6.3. Bylaws and Policy Committee Report
- 6.4. Events Committee Report
- 6.5. Campaigns Committee Report
- 6.6. Awards Committee

## 7. **Senate Report**

- ☐ Senate Report.

## 8. **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

## 9. **Department Reports**

## 10. **Other Business/Announcements**

- 10.1.       **Internal Committees** As you may remember from this year's councilor orientation it is each individual councilor's responsibility to sit on at least one UMGSA internal committee (IRDC, Events, Campaigns, Awards, etc...). If you have not signed up for one yet please see Ruth at the conclusion of the meeting.
- 10.2.       **HSGSA Halloween Social** October 30<sup>th</sup> 2015 at the Brody Centre on Bannatyne Campus. Come out and celebrate with the HSGSA!
- 10.3.       **Department Grant Applications** The deadline for the first application is Monday, November 2<sup>nd</sup>, 2015 at 4pm in the GSA Office. You can still apply after the deadline but there are deductions to the disbursement that will be applied. This first application does not require a Financial Report, but you do need to complete the application in full. Here is the link to the application from the GSA website:  
<http://www.umgsa.org/documents/departmental-grants/DepartmentGrantApplication.pdf>  
Please complete the application online, print off pages 1-2 and submit to UMGSA.

## **11. Adjournment**

**MOTION: BIRT the UMGSA Council meeting be adjourned.**

**Next Meeting: November 25<sup>th</sup>, 2015 @ 17:00 in the UMGSA Lounge**

## **Council Meeting Minutes**

**September 23<sup>rd</sup>, 2015, 5:00pm**  
**GSA Lounge**

### **12. Call to Order (at 5:01pm)**

### **13. Approval of the Agenda**

**MOTION:** BIRT the agenda for the September 23, 2015 UMGSA Council meeting be approved.

Mike Hayden (English, Film and Theatre) / Mario Solis Nepote (Biomedical Engineering)

*Carried*

#### **13.1. Unanimous consent agenda**

13.1.1. 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.**

Carly Isaak (Food Science) / Mac Kohlmeier (Microbiology)

*Carried*

### **14. Approval of Minutes**

**MOTION: BIRT the minutes from the August 26th, 2015 UMGSA Council Meeting be approved.**

Megan Colwell (Entomology) / Mohammad Hussein (Physics and Astronomy)

*Carried*

### **15. Business Arising from the Minutes**

15.1. **Orientation Rundown** Orientation 2015-2016 was a tremendous success, particularly the lunches; where we fed around 250 grad students lunch each day along with providing informative sessions on resources, awards, and general advice for new and returning students. It was an overwhelming and rewarding three days where the executive and a lot of great volunteers had a chance to reach out to the graduate student

community; providing support for new and returning students and taking the opportunity to initiate conversations and gain feedback on relevant graduate student issues.

Kristjan Mann (UMGSA President) gave slightly more background information on the orientation, citing it was a great success.

- 15.2. **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 (See Minutes from August 26<sup>th</sup> UMGSA Council Meeting). The guiding principles behind this process have been outlined in a statement of investment policy document (See Attachment). The document has been vetted by the UMGSA attorney and the finance committee and is presented to council for approval.

Val Agbor (UMGSA VPI) provided some additional background information on this document stating that the lawyer who helped develop it is also well versed in the financial world and was a great help in making this document professional and able to protect the interests of the UMGSA into the future.

**MOTION: BIRT that the UMGSA Council ratifies the Statement of Investment Policy as presented.**

UMGSA Finance Committee / Carly Isaak (Food Science)

Kristjan emphasized that this document has been vetted by other professionals and is solid.

*Carried*

## **16. New Business**

- 16.1. **UMGSA Annual Audit** The annual audit plan (for fiscal year ending April 30<sup>th</sup>, 2015; see attachment) produced by BDO Canada LLP is presented to council for approval. Please review the attached document beforehand, as a representative from BDO will be available during the meeting to answer any questions you may have regarding the proposal. This is an annual process, as indicated, and is a Canada Revenue Agency requirement for any non-profit organization.

Kristjan elaborated that is just an update to keep you guys in the loop for the UMGSA meeting the standards of BDO and they will have representatives present at the next council meeting to answer any questions you may have.

- 16.2. **Childcare Letter of Support** As the UMGSA has been a long-time and strong advocate for improved childcare facilities on campus (see the presidents report on the executive committee in the August 26<sup>th</sup>, 2015 Council Minutes) the President and VPI (as the presidents incoming designate for the Childcare Working Group(CCW)) have provided a letter of support (see attachment) for proposed project to increase student childcare spots and expand and enhance available facilities. Along with a new building more than 60 new student spaces will be added to the already existing spaces. UMSU has pledged one million dollars (over a series of years) in support of the project and the

CCW has also approached the UMGSA and requested financial support in addition to our moral support of the project, a request which is currently under review by the executive.

Kristjan provided a bit more background that this is the culmination of a longer initiative that the UMGSA has been supporting. UMSU has offered over 1 Million dollars to contribute towards this however the UMGSA Doesn't have this kind of money to contribute but could come up with a proportional commitment.

Q: Mario Solis Nepote (Biomedical Engineering) asked what is the proportion of use for Graduate Students compared to undergraduates?

A: Kristjan and Val answered that undergraduate students do use quite a lot of the available childcare spaces and the intuitive connection that graduate students are more progressed in family life and use the service more may not be true in this case. UMSU's large contribution won't guarantee them all of the spots either, there will be equal access to undergraduate and graduate students.

Q: Jonathan Ferreira (Architecture) asked what is the precedent for other programs like this at other Universities?

A: Kristjan Mann (UMGSA President) replied that UBC has a graduate run program, although largely province dependent. In Manitoba, it is province-determined cost.

16.3.       **CAGS Conference** Following a request from the president, the Faculty of Graduate Studies has generously agreed to fund the UMGSA in registering for and attending the upcoming Canadian Association for Graduate Studies (<http://www.cags.ca/>) conference being held at the end of October. This has only happened once before, and is a great opportunity for the UMGSA to gain a better understanding of the national state of graduate studies as well as to connect with some of the other graduate student organizations around the country. As at least 7 other GU15 members will also be in attendance this has also been arranged as an informal GU15 planning session for the April conference.

Kristjan spoke about this topic stating that the Deans of all Canadian post-secondary institutions attend CAGS with GSA leaders allowed to attend as observing members. The UMGSA's attendance is necessary in order to make our presence known and to be in the know about the direction that graduate studies is heading in. The UMGSA President would be attending. CAGS will be in Calgary this year. The Faculty of Graduate Studies will be funding the President's attendance.

Q: Mehdi Rahimian (Education Ad-hoc) asked if the FGS funding is for registration or whole conference?

A: Kristjan replied that the funding is for whole conference.

16.4.       **Councilor Orientation** Councilor orientation is a chance for all UMGSA councilors to get to know one another while learning about their roles and responsibilities as departmental representatives. After the afternoon session of presentations we will adjourn for a meal together and an evening of socializing. Food

and drinks will be provided as a small thank you for all of the hard work you do throughout the year as councilors. Attendance is required as one of your duties as councilors, and participation counts towards council attendance and departmental grants, as such will do our best to accommodate everyone's schedule. The event will place on a weekend in October and a doodle poll has been created to help us pick the best date: (<http://doodle.com/poll/bfvmpx75xtpxgzta>). Please respond by midnight Wednesday, September 30<sup>nd</sup>, 2015; if you have any dietary requirements please send them to [gsa@umgsa.org](mailto:gsa@umgsa.org).

Kristjan emphasized to please respond to doodle poll. Great event, lots of different dates to choose from.

Mohammad Hussein (Physics and Astronomy) expressed that he didn't receive an email regarding councilor orientation. Mario Solis Nepote (Biomedical Engineering) requested information on this topic be forwarded to him so that he can pass it on to other grads.

Q: Anderson Assuah (Natural Resources Institute) asked where this event is taking place?

A: Kristjan replied that the date is to be determined. It depends on the date that works for everyone. Tentative venue is Maas Beer Hall Pub and restaurant that hosted the event last year.

Val Agbor (UMGSA VPI) asked councilors to please forward ideas for improving the councilor orientation, making it more fun or interactive.

#### 16.5. Changes to Executive Policy Manual

**MOTION: BIRT that the UMGSA Council ratify the updated Executive Policy Manual as presented**

UMGSA Finance Committee / Joseph Dipple (Native Studies)

Q: Mario Nepote asked if someone could explain the last part of the executive policy manual impeachment/conflict resolution? (Article 4c.3)

A: Kristjan and Val answered that this clause has been addressed in the amendments; it was moved from the UMGSA bylaws into the UMGSA executive policy manual for clarification purposes. Originally, the conflict resolution procedure was modified but because that procedure runs into the impeachment procedure we took parts concerning impeachment from UMGSA bylaws and added it to the executive manual in order to provide context.

*Carried*

### 17. Verbal Committee Reports

#### 17.1. Executive Committee Report

Busy with orientation, which was a success. Next up we'll be working on councilor orientation; a political panel to be held in conjunction with the faculty of Environmental sciences, and other events.

#### 17.2. Finance Committee Report

Have not met yet this month.

#### 17.3. Bylaws and Policy Committee Report

Have not met yet this month.

17.4. Events Committee Report

Have not met yet this month.

17.5. Campaigns Committee Report

Has not met due to VPE schedule.

17.6. Awards Committee

Working on clarifying the UMGSA award applications.

## 18. Senate Report

- ☐ Senate Report.

## 19. 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

## 20. Department Reports

Mohammad Hussein (Physics & Astronomy): From our annual department meeting we are facilitating the organization of teams for intramurals.

Ifeanyi Nwachukwu (Human Nutritional Sciences): Event in October where the whole University will be celebrating Human ecology.

Mario Solis Nepote (Biomedical Engineering): Our department will be hosting a 1 day conference on Oct 3<sup>rd</sup>; students welcome to attend, \$10 registration fee.

## 21. Other Business/Announcements

21.1. **Gradzette Update** The first print edition of the Gradzette in almost a decade is back on stands around the University (at the entrance to UC and in the GSA office) and will soon be available on Bannatyne campus as well. Submissions for articles, photos, and research profile requests can be sent to [editor@gradzette.com](mailto:editor@gradzette.com).

21.2. **UMGSA Student Planner.** The UMGSA 2015-2016 student planner is now available and can be picked up at the UMGSA office @ 221 University Centre. Councilors' are encouraged to pick up additional copies for their own departments.

21.3. **UMFM Media Mixer** The UMFM Media Mixer will take place October 1<sup>st</sup> and for the first time will officially involve the Gradzette. This event is a great way to find out more about working at the Gradazette, the Manitoban, and UMFM.

21.4. **Recommendations for council** (put forward by Val as an addition as friendly amendment) – rather this is simply treated as new business from the floor.

Val Agbor (UMGSA VPI) opened a document with several “whereas” clauses discussing the need to advertise for and hire an office assistant for the UMGSA office and immediately establish membership to the Internal Development and Review Committee (IDRC).

**MOTION: BIRT that UMGSA Council members populate the IDRC for their first meeting following this council meeting.**

Kristjan commented that he doesn’t think it’s necessary to put forward a motion of IDRC establishment because it has to be filled regardless and the potential members of these committees will be receiving an email very shortly.

**MOTION: BIRT the UMGSA Council approves advertisement of the position of Executive Assistant to UMGSA executive following the establishment of IDRC.**

Val Agbor (UMGSA VPI) / Sociology (Erin Scott)

Ifeanyi Nwachukwu (Human Nutritional Science) asked what is the purpose of this announcement? Is it just information or are we going to be making some sort of decision here.

Val replied that he is brining these issues to the UMGSA council because he is on the IDRC and wants to make council aware of the deadlines to actually form this committee.

Mehdi Rahimian (Education Ad-hoc): Doesn’t a UMGSA executive need to introduce a Motion as part of the agenda to discuss at council?

Rich From (Chair - Exec at large): Yes, that is the case. I was unaware the VPIs friendly amendment included a motion. Perhaps we can table it to another time.

**MOTION: to postpone the VPI’s motion to the next council meeting (since one of them was already formally seconded)**

Joseph Dipple (Native Studies) / Ifeanyi Nwachukwu (Human Nutritional Sciences)

*Carried*

There were a few follow up questions regarding this issue such as who qualifies for the position, how long the position continues for and what the job description is. Val answered these questions in brief and will provide additional details for the next council meeting.

Mehdi Rahimian (Education Ad-hoc) commented that based on his experience he endorses the idea, however it would be beneficial to have some sort of criteria to be fulfilled. There should be something clear in the job description about the hours of work expected and duties to be fulfilled.

Mike Hayden (English, Film & Theatre) asked how would the hiring process proceed?

Kristjan replied that it would be better to speak to these questions once we have all of the details clarified prior to bringing this to the next council meeting.

## **22. Adjournment**

**MOTION: BIRT the UMGSA Council meeting be adjourned.**

Mario Solis Nepote (Biomedical Engineering) / Ifeanyi Nwachukwu (Human Nutritional Sciences)

*Carried*

**Next Meeting: October 28<sup>th</sup> 2015 @ 17:00 in the UMGSA Lounge**

<b><i>Position/Department</i></b>	<b><i>Name</i></b>	<b><i>Signature</i></b>
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	Regrets
VP Health Science	Colin Graydon	Present
Senator	Kathryn Marcynuk	Present
Senator	Gagan Sidhu	Present
Senator	Hadeesha Piyadasa	Present
Chair / Exec At Large (Non-voting)	Rich From	Present
Office Manager (Non-voting)	Ruth Prokesch	Present
<b><i>Agric &amp; Food Science</i></b>		
Agribusiness & Agric. Economics	Clement Adomah	Absent
Animal Science	Elnaz Azad (Co-Councilors) Gustavo Mejicanos	Absent
Biosystems Engineering	Afua Mante	Present
Entomology	Megan Colwell	Present
Food Science	Carly Isaak	Present
Human Nutritional Sciences	Ifeanyi Nwachukwu	Present
Plant Science	Cassandra Tkachuk	Absent
Soil Science	Ashley Soloway (Co-Council) Mick Runzika	Both Present
<b><i>Architecture</i></b>		
Architecture	Brooke Conrad (Co-Council) Jonathan Ferreira	Jonathan Present
City Planning	Adam Fiss (Co-Councilors) Jessica Russell-Edmonds	Both Present

Interior Design	Erns Walls	Present
Landscape Architecture	Connor Redman	Present
<b>Arts</b>		
Anthropology	Sardana Nikolaeva	Present
Economics	Missed three meetings	No Rep
English, Film & Theatre	Mike Hayden (Co-Councilors) Karalyn Dokurno	Mike Present
History	Ulysses Patola	Present
Linguistics	Irina Volchok	Present AL6pm as per wrong info on email
Native Studies	Joseph Dipple	Present
Philosophy	Carl Neumann	Present
Psychology	Kristene Cheung (Co-Council) Karmen McDivitt	Karmen Present
Sociology	Erin Scott	Present
<b>Management</b>		
Management – PhD and MSc	Ji Zhou	Absent
Management – MBA	Missed three meetings	No Rep
<b>Education</b>		
Education – PhD – Ad hoc	Mehdi Rahimian	Present
<b>Engineering</b>		
Civil Engineering	Sam Esfandianpour Mahmud Amin (Co-Council)	Mahmud Present LE5:55
Electrical & Computer Engineering	Hamid Reza Nasrinpour	Present
Mechanical & Manufacturing Eng.	Masoud Nasiri Sarvi	Absent
<b>Environment, Earth &amp; Resources</b>		
Environment & Geography	Darcy McDougall	Regrets
Geological Sciences	Cody Ross	Absent
Natural Resources Institute	Anderson Assuah	Present
<b>Graduate Studies</b>		
Applied Health Sciences	Navjot Pachu (Co-Councilors) Scott Kehler	Scott Present LE5:35
Biomedical Engineering	Mario Solis Nepote	Present
Peace and Conflict Studies	Brett Mallon (Co-Councilors) Shorsh Palani	Absent

**UMGSA Council Meeting Documents  
October 28<sup>th</sup>, 2015**

**Executive Report**

**Kristjan W. K. Mann, President**

**Report**

Date: October 28<sup>th</sup>, 2015 Council Meeting

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

**Executive Summary of Work:**

- Committees at all levels (internal UMGSA, FGS, Senate, and broader U of M) took a good deal of the president's time this month. After months of little to no response in calls for committee members there was a (grateful) deluge of applicants allowing the president to fill all outstanding external committee positions, with many students now on waiting lists to fill positions for particular committees. That being said there are still many councilors who have not signed up for committees throughout the summer as a result of changeovers in their office and summer holidays, meaning that the IRDC and elections Committees were unable to be populated in September due to the fact that there were as yet no external members to the committee. \* This issue has been resolved as of the last Council meeting, if you have not yet signed up for an internal committee please see Ruth in the UMGSA office.
- As a member of the Arts reappointment Advisory Committee I am involved in the Decanal review of Jeffery Taylor, Dean of Arts, whose term is expiring. The proceedings of the committee are confidential but if you are a student in arts, or who has had contact with the dean, your opinion is welcome and you may contact the president to express it, good or bad, all communications will be considered a part of the confidential process.
- The new issues of the Gradzette are back on shelves after a long hiatus, in addition to their mandate of concentrating on grad student focused content and local U of M issues

we are working on expanding distribution to Bannatyne campus.

- I continued the ongoing process of organizing and filing years of unorganized documents after the recent cleanup and reorganization of the UMGSA Office.
- I have been meeting with the excellence in mentoring committee over the last few weeks in the selection of 2 U of M professors who will be honored this year as exceptional mentors. While confidential, the selection process has recently completed and results should be published soon on UM Today.
- Orientation played a big role in executive activities in the beginning of September, in particular for the President and VPME who were both in attendance for all sessions and all aspects of preparation and setup/tear down. I also attended several departmental orientations along with the VPE and EAL, in addition to coordinating the other executives tasks with the VPME. Orientation was a great success this year with informative and Interesting sessions, great prize giveaways like bookstore gift cards, FGS branded hoodies, and a 1000\$ tuition giveaway sponsored by the Alumni Association. Some new initiatives this year led to a more coordinated university wide orientation by having our orientation earlier in the month in order to team up with student life for the first day of orientation as well as to integrate FGS with a presentation from their office and a agreement to sponsor one of our lunches for 500\$ and provide some great giveaways like memory sticks with FGS information and the aforementioned hoodies. This not only reduced our overall expenses but improved the sense of orientation as being a university wide event. Hundreds of grad students turned out for lunches and information sessions and our first social of the year was by all measure an enormous success. Several students have approached myself or other executive indicating they decided to get more involved in the UMGSA and campus life because of this year's orientation.
- I currently sit on the UM VPA Provost search committee to replace Dr. Joanne Keselman who is stepping down from her role at the end of her current term. The committee will complete its search early next year.
- The UMFM AGM took place this month, I have been working to improve and expand upon the relationship developed over the past year by VPME Beibei Lu, I have offered our support In several instances and they have been more than generous in helping out the UMGSA as much as they can. They helped produce and aired an ad for UMGSA orientation as well as came out to record the political panel I organized with Environment and Geography and aired It and posted it on their website for streaming.
- The Board of Governors met this month with no major items that affect grad students at this juncture, primarily there was a focus on upcoming and recent events surrounding the front and centre campaign, to which all board members, including myself, gave a donation. There was also an announcement for the upcoming 2017 Canada summer games which will be held in Winnipeg and hosted, at least in part, at the University of Manitoba. Part of that announcement revolved around government financing for improvements towards the track in the old stadium.
- The Campus Planning and Design Committee Also met to look at forthcoming projects in the Southwood redevelopment. One potential issue affecting students that arose was the proposed reduciton in student parking that is tied to the development plans. The assumption being that rapid transit will reduce parking demand and the need for student spots. I intend to raise this issue at the next student experience committee meeting.
- The tail end of the month revolved a lot around planning a UMGSA sponsored political

panel with the Department of Environment and Geography on Post-secondary and environmental issues. With the highly publicized cancellation of the UMSU sponsored debate this became the only political panel/debate hosted on campus this year and was very well attend. While all parties were contacted only representatives from the Liberal Party, Green Party, and NDP agreed to attend. The event was broadcast on UMFm and a recording is stored on their website.

#### **Executive Summary of Hours:**

<b>Day</b>	<b>Start</b>	<b>Finis h</b>	<b>Note</b>	
<b>01/09 /2015</b>	<b>11:30 :00 AM</b>	<b>7:00: 00 PM</b>	<b>UMGSA Office (5.5) [handbook, orientation], Driving VPME to meeting (15k), Email, Committee lists update, Meeting with council member (.5)</b>	<b>7.5</b>
	<b>8:00: 00 PM</b>	<b>12:30 :00 AM</b>	<b>Email, Committee List updates, Exec Agenda,</b>	<b>4.5</b>
<b>02/09 /2015</b>	<b>11:30 :00 AM</b>	<b>5:30: 00 PM</b>	<b>UMGSA Office (4), ICS table, Executive committee orientation meeting (2)</b>	<b>6</b>
	<b>9:30: 00 AM</b>	<b>10:30 :00 AM</b>	<b>Email</b>	<b>1</b>
<b>03/09 /2015</b>	<b>11:30 :00 AM</b>	<b>5:00: 00 PM</b>	<b>UMGSA Office [Handbook]</b>	<b>5.5</b>
	<b>8:00: 00 PM</b>	<b>12:30 :00 AM</b>	<b>Email</b>	<b>4.5</b>
<b>04/09 /2015</b>	<b>11:30 :00 AM</b>	<b>1:30: 00 PM</b>	<b>Email</b>	<b>2</b>
	<b>2:00: 00 PM</b>	<b>4:30: 00 PM</b>	<b>Trip to LC to fill out and submit order form for orientation [rainstorm made it take longer] (2), meeting with VPI (TC) (.5)</b>	<b>2.5</b>
<b>05/09 /2015</b>	<b>2:00: 00 PM</b>	<b>3:00: 00 PM</b>	<b>Meeting with VPME (TC)</b>	<b>1</b>
<b>06/09 /2015</b>	<b>10:30 :00 PM</b>	<b>2:00: 00 AM</b>	<b>Email, Calendar,</b>	<b>3.5</b>
<b>07/09 /2015</b>	<b>8:00: 00 PM</b>	<b>1:00: 00 AM</b>	<b>Email, Backing up and sorting UMGSA Docs</b>	<b>5</b>
<b>08/09 /2015</b>	<b>11:30 :00 AM</b>	<b>7:00: 00 PM</b>	<b>driving to lc, costco, party store, moving furniture from lounge, arranging lounge, orientation preparations</b>	<b>7.5</b>
	<b>9:30:</b>	<b>12:45</b>	<b>Email</b>	<b>3.25</b>

	<b>00 PM</b>	<b>:00 AM</b>		
<b>09/09 /2015</b>	<b>9:00: 00 AM</b>	<b>5:00: 00 PM</b>	<b>UMGSA Orientation (4.5), Kin Rec Dept Orientation Presentation(.5), UMGSA Office (orientation prep) (3)</b>	<b>8</b>
<b>10/09 /2015</b>	<b>9:00: 00 AM</b>	<b>10:30 :00 PM</b>	<b>UMGSA Orientation (4.5), Anthro Dept. Orientation (.5), UMGSA Social (4)</b>	<b>13.5</b>
<b>11/09 /2015</b>	<b>9:00: 00 AM</b>	<b>5:00: 00 PM</b>	<b>Arts Reappointment Advisory Committee (1), UMGSA Orientation</b>	<b>8</b>
<b>12/09 /2015</b>	<b>12:00 :00 PM</b>	<b>1:00: 00 PM</b>	<b>Email</b>	<b>1</b>
<b>13/09 /2015</b>	<b>2:00: 00 PM</b>	<b>4:00: 00 PM</b>	<b>Email</b>	<b>2</b>
<b>14/09 /2015</b>	<b>11:00 :00 AM</b>	<b>11:30 :00 AM</b>	<b>UMGSA Office</b>	<b>0.5</b>
	<b>1:00: 00 PM</b>	<b>1:30: 00 PM</b>	<b>UMGSA Office</b>	<b>0.5</b>
	<b>9:00: 00 PM</b>	<b>11:00 :00 PM</b>	<b>Email</b>	<b>2</b>
<b>15/09 /2015</b>	<b>1:00: 00 PM</b>	<b>3:30: 00 PM</b>	<b>CPDC (1.5), UMGSA Office (1)</b>	<b>2.5</b>
	<b>8:00: 00 PM</b>	<b>2:00: 00 AM</b>	<b>Email, Council Docs</b>	<b>6</b>
<b>16/09 /2015</b>	<b>11:00 :00 AM</b>	<b>3:00: 00 PM</b>	<b>Email, Council Docs</b>	<b>4</b>
	<b>3:30: 00 PM</b>	<b>10:30 :00 AM</b>	<b>UMGSA Office, Meeting with VPI re: Bylaws (1), Alumni Board of Directors (1.5), UMFM AGM (2.5), Meeting with Gradzette/Manitoban Staff post Manitoban AGM</b>	<b>7</b>
<b>17/09 /2015</b>	<b>12:30 :00 PM</b>	<b>3:45: 00 PM</b>	<b>Email, Committee List updates</b>	<b>3.25</b>
	<b>4:30: 00 PM</b>	<b>7:30: 00 PM</b>	<b>Bylaws &amp; Policy (2), UMGSA Office (1)</b>	<b>3</b>
	<b>8:00: 00 PM</b>	<b>2:45: 00 AM</b>	<b>Committee List Updates (2.5), Excellence In Mentoring Committee Selection Process (3)</b>	<b>6.25</b>

<b>18/09 /2015</b>	<b>11:00 :00 AM</b>	<b>1:30: 00 PM</b>	<b>Email, Meeting with Office Manager (Teleconference)</b>	<b>2.5</b>
	<b>2:00: 00 PM</b>	<b>5:30: 00 PM</b>	<b>Departmental Orientation (Linguistics) (.5) Meet and Greet (anth) (2), UMGSA Office (.5), dropping off handbooks (.5)</b>	<b>3.5</b>
<b>19/09 /2015</b>	<b>12:00 :00 PM</b>	<b>1:30: 00 PM</b>	<b>Email</b>	<b>1.5</b>
<b>20/09 /2015</b>	<b>9:00: 00 PM</b>	<b>10:00 :00 PM</b>	<b>Email</b>	<b>1</b>
<b>21/09 /2015</b>	<b>10:00 :00 PM</b>	<b>2:00: 00 AM</b>	<b>Exec Agenda Council Docs</b>	<b>4</b>
<b>22/09 /2015</b>	<b>12:00 :00 PM</b>	<b>2:30: 00 PM</b>	<b>BOG Prep</b>	<b>2.5</b>
	<b>3:15: 00 PM</b>	<b>7:00: 00 PM</b>	<b>Meeting with Ted-X Rep (45), BOG (2), Dept Env and Geo Grad Orientation (1)</b>	<b>3.75</b>
	<b>11:00 :00 AM</b>	<b>1:00: 00 AM</b>	<b>Email, Exec Agenda</b>	<b>2</b>
<b>23/09 /2015</b>	<b>1:00: 00 PM</b>	<b>7:15: 00 PM</b>	<b>Meeting (1), UMGSA Office (2.25), Exec Comm (1.5), Council (1.5),</b>	<b>6.25</b>
	<b>8:00: 00 PM</b>	<b>12:00 :00 AM</b>	<b>Email[Councilor Orientation, Excellence in Graduate Mentoring Committee, Student Services]</b>	<b>4</b>
<b>24/09 /2015</b>	<b>11:00 :00 AM</b>	<b>1:00: 00 PM</b>	<b>BOG (summer games announcement) 30 k</b>	<b>2</b>
	<b>2:00: 00 PM</b>	<b>3:30: 00 PM</b>	<b>Email, Panel Discussion Organization</b>	<b>1.5</b>
	<b>6:00: 00 PM</b>	<b>11:00 :00 PM</b>	<b>Committee Organization (FGS, Senate, Arts), Email, Political panel Organization</b>	<b>5</b>
<b>25/09 /2015</b>	<b>12:00 :00 PM</b>	<b>1:00: 00 PM</b>	<b>UMGSA Office (1)</b>	
<b>26/09 /2015</b>				
<b>27/09 /2015</b>	<b>1:00: 00 PM</b>	<b>3:00: 00 PM</b>	<b>Email</b>	<b>2</b>

<b>28/09 /2015</b>	<b>11:00 :00 AM</b>	<b>1:00: 00 PM</b>	<b>MD (TC), Email</b>	<b>2</b>
	<b>2:30: 00 PM</b>	<b>6:30: 00 PM</b>	<b>UMGSA Office (IST, Email, Political Panel), Finance Committee (1)</b>	<b>4</b>
	<b>9:00: 00 PM</b>	<b>12:30 :00 PM</b>	<b>Email, Political Panel Organization, Committee Organization</b>	<b>3.5</b>
<b>29/09 /2015</b>	<b>11:00 :00 AM</b>	<b>12:30 :00 PM</b>	<b>BFAR Launch (.5) UMGSA Office (1)</b>	<b>1.5</b>
	<b>1:00: 00 PM</b>	<b>3:00: 00 PM</b>	<b>Political Panel organization, Meeting with co-facilitator for panel (.5)</b>	<b>2</b>
<b>30/09 /2015</b>	<b>11:00 :00 AM</b>	<b>3:00: 00 PM</b>	<b>Political Panel #1 and #2 organization</b>	<b>4</b>
	<b>5:00: 00 PM</b>	<b>7:00: 00 PM</b>	<b>, Meeting with co-facilitator for panel (.5), Meeting with Environment and Geo Rep (.5), Panel Question organization</b>	<b>2</b>
	<b>8:30: 00 PM</b>	<b>10:30 :00 PM</b>	<b>Email, Panel Question finalization</b>	<b>2</b>
<b>Monthy Total</b>				<b>184.7 5</b>

## **COMMITTEES, MEETINGS, AND BUSINESS MATTERS**

### **Meetings Attended:**

September 1st, 2015	Meeting with Councilor	1/2 hour
September 2nd, 2015	ICS Table	1/2 hour
September 2nd, 2015	Exec Comm - Orientation	2 hour
September 4th, 2015	VPI (TC)	1/2 hour
September 5th, 2015	VPME (TC)	1 hour
September 9th, 2015	Orientation Day 1	4 1/2 hours
September 9th, 2015	Kin Rec Orientation	1/2 hour
September 10th, 2015	Orientation Day 2	4 1/2 hours
September 10th, 2015	Anthro Orientation	1/2 hour
September 10th, 2015	UMGSA Social	4 hours
September 11th, 2015	Arts RAC	1 hour
September 11th, 2015	Orientation Day 3	4 1/2 hours
September 15th, 2015	CPDC	1 1/2 hour
September 16th, 2015	VPI Re Bylaws	1 hour
September 16th, 2015	Alumni Board	1 1/2 hours
September 16th, 2015	UMFM AGM	2 1/2 hours

September 17th, 2015	Bylaws and Policy	2 hours
September 18th, 2015	Linguistics Orientation	1/2 hour
September 18th, 2015	Anthro Meet and Greet	2 hours
September 22nd, 2015	TEDX Meeting	3/4 hour
September 20th, 2015	BOG	2 hours
September 24th, 2015	Env & Geo Orientation	2 hours
September 23rd, 2015	Meeting with Councilor	1 hour
September 24th, 2015	Exec Committee	1 1/2 hours
September 25th, 2015	Council	1 1/2 hours
September 24th, 2015	BOG Summer Games	1 1/2 hour
September 24th, 2015	Councilor Re: Political Panel	1 hour
September 28th, 2015	MD (TC)	1 hours
September 28th, 2015	Councilor Re Political Panel	1 hour
September 28th, 2015	Finance Committee	1 hour
September 29th, 2015	BFAR Launch	1/2 hour
September 29th, 2015	Co-Facilitator Political Panel	1/2 hour
September 30th, 2015	Co-Facilitator Political Panel	1/2 hour
September 30th, 2015	Councilor Re Political Panel	1/2 hour

**Time spent in meetings:** 50.75 (13.5 hrs @ Orientation)

**Meetings Cancelled:** None

**Meetings Missed:** None

**Office Hours:**

Wednesdays: 1pm - 3 pm

**Time spent in the office:** 40.75 (Not including meetings in the office)

**Total Hours Spent on UMGSA for September: 184.75**

**Valery Agbor, VPI**

**Report**

Date: October 28<sup>th</sup>, 2015 Council Meeting

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

**Executive Summary of Work:**

- I began the month by following on Student Planner production by contacting the publisher and requesting estimated delivery dates.
- I also signed cheques for staff and financial operations of the associations.
- I did my office hours and attended the executive meeting that followed. Exec committee meeting was focused on planning for the UMGSA 2015 orientation.
- I attended and participated in all days of UMGSA orientation.
- Maintained communication with publisher to ensure hand books were delivered as soon possible. Student planners were delivered on Monday following orientation week.
- Scheduled the Bylaws and Policy and the Finance committee meeting for the third and fourth week of the month respectively.
- Kept the office open while Ruth went for her Fire extinguisher training for a bit.
- Processed a potential application for hardship fund.
- Held the Bylaws and Policy meeting on the 17th of September
- Attended the UMGSA executive meeting on the 23rd of September in GSA office.
- Maintain communication with UMGSA layer regarding his feedback from his meeting with NBF
- Requested for a formal proposal from NBF wealth management group.
- Volunteered to Research Mental health campaigns on Campus.
- Processed conference grants and held the finance committee meeting on the Monday 28th of September 2015
- Signed cheques for UMGSA executives / staff and for expense claims.
- Checked and replied to emails from conference grant applicants.
- Attending the Bonafide, Academic Requirement Luncheon,
- Process the Wise Donation Application.
- Kept the office open on September 30th, Answering the phone, Office hours,
- Attended the Indigenous Achievement Homecoming Event and provided Student planners for graduate students at ISC

Signed remaining conference grants, ICS donation cheque and cheques for staff .

## **COMMITTEES, MEETINGS, AND BUSINESS MATTERS**

### **Meetings Attended:**

Executive committee meeting September 2nd	2h
Office hours	2h
Bylaws Committee	1.5h
Finance Committee meeting	1.5h
Executive meeting September 23rd	2h
Council Meeting	1.5h
Email communication meeting with U	1.0 h
UMGSA orientation	20h
Time spent replying emails	3 h
Time on spent on the Phone	1 h
Time spent on researching	0 h
Time spent processing conference grants	2 h
Meeting with president to discuss UMGSA business	1 h
Meeting with other executives	2 h
Time spent writing report	2h

**Time spent in meetings: 43.5 hours**

### **Meetings Cancelled:**

Non.

### **Meetings Missed:**

Non.

### **Office Hours:**

Wednesday: 12 - 2:00 pm

**Time spent in the office: 25 hours**

**Total Hours Spent on UMGSA for September1st - September 30th: 68.5 hours**

## **David Terrazas, Vice-President Academic**

### **Report**

Date: October 28<sup>th</sup>, 2015 Council Meeting

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

### **Executive Summary of Work:**

- AIWG Meeting
  - Revised project list reviewed at the last AIWG meeting in June. Considered suggestions for involvement with the upcoming Academic Integrity Week (Oct 5-9).
- Meeting | Executive Committee
  - Discussed things related to orientation as well as verify the sessions that I could chair.
- Email | Weekly activities
  - Approximate time put into checking and sending emails as a weekly time allocation.
- Orientation chairing sessions
  - UMGSA welcome and intro. Grad Student Insights. UMGSA Awards recipient 2015.
  - Career Services. Student Life. International Centre for Students. Indigenous Centre. Recreational services
- Attended Political Sciences Orientation with the President
  - We promoted the different services students can have at UMGSA
- UMGSA Orientation Social
  - Promote UMGSA and network with students. Help and assist with different activities as needed or requested by other exec members
- Help the executive at large to put trash away next day of the UMGSA Orientation Social
- Meeting | GSA Bylaws Committee
  - Review of the Recommendations from CROs to the Elections policy manual and Review of the Elections Policy Manual
- Attended Electrical and Computer Engineering Orientation
  - Promoted the different services students can have at UMGSA
- Meeting | Executive Committee
  - Reviewed: Exec Reports policy, Google calendar logging of meetings, GSA Co-Sponsored Panel Discussion with Political Candidates, Sustainability Night, Award Nominations
- Meeting | UMGSA Council
  - Reviewed: Orientation update, UMGSA Finances, Councilor Orientation, Changes to Executive Policy Manual. Commented about Awards Committee expected work after the Awards Process.

### Executive Summary of Hours:

01/09/2015	12:00:00 PM	1:00:00 PM	AIWG Meeting Meeting   AIWG	1
02/09/2015	1:00:00 PM	3:00:00 PM	Meeting   Executive Committee	2
04/09/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
	9:00:00 AM	11:00:00 AM	Email   Weekly activities	2
09/09/2015	10:00:00 AM	11:00:00 AM	Chaired UMGSA Orientation	1
	3:00:00 PM	4:00:00 PM	Attended Political Sciences Orientation with the President	1
10/09/2015	1:00:00 PM	2:30:00 PM	Chaired UMGSA Orientation	1.5
	6:00:00 PM	9:00:00 PM	UMGSA Orientation Social	3
11/09/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
	7:00:00 AM	10:00:00 AM	Email   Weekly activities	3
	10:00:00 AM	11:00:00 AM	Help the executive at large to put trash away	1
15/09/2015	5:00:00 PM	8:00:00 PM	Preparation of August Executive Report	3
17/09/2015	5:00:00 PM	6:30:00 PM	Meeting   GSA Bylaws Committee	1.5
18/09/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
	9:00:00 AM	11:30:00 AM	Email   Weekly activities	2.5
21/09/2015	2:00:00 PM	3:00:00 PM	Attended Electrical and Computer Engineering Orientation	1
23/09/2015	3:00:00 PM	4:30:00 PM	Meeting   Executive Committee	1.5
	5:00:00 PM	6:30:00 PM	Meeting   UMGSA Council	1.5
25/09/2015	2:00:00 PM	4:00:00 PM	Office Hours	2
	9:00:00 AM	12:00:00 PM	Email   Weekly activities	3

### COMMITTEES, MEETINGS, AND BUSINESS MATTERS

#### Meetings Attended:

September 1 <sup>st</sup> , 2015	AIWG Meeting	1 hour
September 2 <sup>nd</sup> , 2015	UMGSA Executive committee	1 hour
September 17 <sup>th</sup> , 2015	GSA Bylaws Committee	1.5 hours
September 23 <sup>rd</sup> , 2015	UMGSA Executive committee	1.5 hours
September 23 <sup>rd</sup> , 2015	UMGSA Council	1.5 hours

**Time spent in meetings:** 6.5 hours

**Meetings Cancelled:** None

**Meetings Missed:** None

**Office Hours:** 8

Fridays: 14:00 - 16:00

**Time spent in the office:** 5 hours

**Total Hours Spent on UMGSA for August:** 37.5 hours

**Beibei Lu, VP Marketing and Events**

## Report

Date: October 28<sup>th</sup>, 2015 Council Meeting

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

### Executive Summary of Work:

#### 1. UMGSA Orientation 2015 successfully organized

- UMGSA 2015-2016 Orientation practical plan was developed to guide the orientation week.
- Orientation volunteer organizing: Councilors and executives including members from Events Committee signed up for orientation volunteers and student speaker. Volunteering history can be provided for co-curriculum record recognition with Student Life.
- Orientation executive members participation: Orientation preparation and organizing work were done by the cooperation of all executive members working as session hosts, bartenders, student speaker, etc. All sessions were well arranged and confirmed by executive members before the orientation. UMGSA Student Handbook was delayed and was not able to be provided to the students at the orientation sessions. Re-printed Gradzette received great feedbacks from students at the orientation.
- Orientation promotion and marketing.
  - Orientation promo materials (banner, hand out, etc.) were produced from last year as reusable material for eco-friendly UMGSA events.
  - Cross promotion on campus including Student life calendar, UMFM, FGS digital display, etc. UMGSA orientation event posters (printed and electronic) promotion was through UMGSA council members as well as HSGSA.
  - UMGSA Facebook page and UMGSA Newsletter for graduate students were update reminding them about the upcoming events.
  - VPME also worked as photographer for all 3 days orientation (including socials) to document & upload to UMGSA Facebook page for better after-event promotion. Photos from sessions and social have been updated on UMGSA facebook and on the Gradzette for further promotion.
- Media cooperation with the Gradzette: an in-depth cover of 2015 UMGSA orientation has been published on the Gradzette October issue. Invite reporter from the Gradzette to the whole orientation for in-depth cover of 2015 UMGSA orientation on campus media.
- Orientation social organizing: orientation social has been successfully held and attracted more students comparing to last year. A full house of new and returning graduate students enjoyed their orientation social. VPME prepared and organized social with supports from executives, including liquor permit application, decoration purchasing, room arrangement, food order, gifts and prizes preparation, etc.
- 2015 UMGSA orientation provided a good opportunity for graduate students networking and information sharing. Student speakers and roundtable discussion were continued sessions from 2014 orientation, which brought up hot topics and concerns by graduate students, such as Campus Day Care, scholarship opportunities, International students differential fee, UMGSA services. Student speakers include 3MT winner, UMGSA Awards winners, international students in master and PhD level, etc., which enhanced UMGSA student participation and outreach, as well as covered a variety of departments, area of study and groups.
- UMGSA supports HSGSA orientation with promotion materials and posters, as well as related information services pamphlets.

- Departmental orientation: Work with VPE for better promoting UMGSA in departmental orientations. UMGSA info package/special donation & support were prepared by VPME accordingly to the list of departmental orientations.
- Orientation sponsors for info sessions & door prizes: 2015 UMGSA orientation was supported financially by FGS (one day lunch) and Student Life (one day lunch) (Value approximately \$1000). Door prizes sponsors included FGS, Recreation Services, Student Life for different info sessions (Donation value approximately \$400). Orientation UMGSA gift items were sent out during the orientation, including UMGSA pens, UMGSA toques, and other donated gifts from Active Living, FGS, etc. More details will be included in the 2015 UMGSA Orientation Report.
- Confirm the orientation food order and coffee break arrangements.
- Feedbacks and evaluation for orientation has been collected during different sessions. Results from the survey will be attached to the 2015 Orientation Report.

## **2. Fulfill the responsibilities of VPME**

- Organize and finish the orientation week for UMGSA with supports from executives.
- Newsletter update including general GSA news, upcoming scholarships and funding application, etc.
- Continue the branding on UMGSA. Search for options for UMGSA 2015 branding hooded products, a local company will be preferred to produce UMGSA branding items.
- Supporting Gradzette 2015 September issue as re-printing issue, providing promotion AD of Gradzette cross-different platforms.
- Order food for executive meetings for UMGSA office, etc.
- Kept the office while office manager was away, answered the door, responding to requests from students.
- UMGSA Event Committee meeting has been planned based on the beginning of the term, 2015-2016 UMGSA Events plan has been prepared for the committee to discuss. New member to Events Committee are being updated.
- Due to attending a conference, sent regrets to UMGSA executive meeting and council meeting for Sept.
- Due to the computer damage from UMGSA designing workload (not included in the VPME work portfolio), it got influenced for update on UMGSA website for events and info, as well as the Newsletter update. Taking longer time to arrange using computer with proper applications to work on some UMGSA related stuff.
- Personal health issues referring to a car accident in late June needs special arrangement from UMGSA work arrangement. A doctor's note for suggestions on reducing working hours can be provided if needed. VPME has been adding on hours in August and Sept to make up some of the delayed workload, however, the extra hours are not fully due to the delayed work for VPME. Further information can be provided by request. (This info needs to be provided to IDRSC)

## **3. UMGSA on campus Food service confirmed:**

- UMGSA regular functional food order has been taken on by VPME since 2014-2015. Based on the food orders being taken care of for the past months, price and services are compared, and on campus food supplier has been confirmed as the Degree's for regular conference snack provider and coffee break service, as well as part of executive meetings.
- Based on the service needed by UMGSA, VPME has been working with the Degrees on a

regular food contract, with regulated fixed price and service, to better serve UMGSA for its events, meetings and conferences. A reduced price on coffee/bakery services, special order on degree's catering menu are included in the UMGSA & Degree's food exchange agreement.

#### 4. Follow up on UMGSA 2015 student handbook

- **Final follow up and confirmation** about UMGSA 2015 student handbook. Work with the President on the last minute changes on handbook Ads adjustment and confirmation, which took extra time and might cause delay on production of the handbook.
- Since the delay of the design work for handbook, the production cannot meet the UMGSA 2015 orientation week to be sent to students.
- **Suggestion: UMGSA Student Handbook working process needs to be regulated, and planned on a clear workload description and practical work arrangement.**

#### 5. Other work related to UMGSA general operation and cooperation

- **Attending First Annual Indigenous Graduate Student Family BBQ** representing UMGSA, as well as prepared a collection of UMGSA branding merchandise and information pamphlet for indigenous center.
- **Academic Integrity week promotion with ALC:** Began to communicate with VPA about opportunity to get involved as UMGSA to help with promotion AI week on campus in Oct, since VPA sits on Academic Integrity working group committee. Follow up work will be done by VPME on producing AI week promotion posters.
- **UMGSA photography and design back up.** Due to the computer damage from UMGSA designing workload (not included in the VPME work portfolio), all the UMGSA related photo and design files need to be backed up, file transferring and saved for further reference.

### COMMITTEES, MEETINGS, AND BUSINESS MATTERS

#### Meetings Attended:

Sep 1, 2015	Orientation Meeting	1.5 hours	
Sep 2, 2015	Meeting with Student life on orientation	0.5 hours	
Sep 2, 2015	UMGSA orientation meeting		2 hours
Sep 4, 2015	Meeting with Degree's on orientation	1.5 hours	
Sep 5, 2015	Meeting with Asia City on orientation	2 hours	
Sep 9,10,11,2015	UMGSA Orientation	18 hours	
Sep 16, 2015	First Annual Indigenous Graduate Student Family BBQ	2 hour	
Sep 17, 2015	Academic integrity week promotion	1 hour	
Sep 21, 2015	Meeting with Degree's on UMGSA food plan	1 hour	
Sep 23, 2015	send regret to UMGSA executive meeting and council meeting		
<b>Time spent in meetings: 29.5 hours</b>			

#### Office Hours:

Wednesday: 1:00 pm – 3:00 pm

Sep 1, Sep 2, Sep 3, 4, 5, Sep9, Sep 14, Sep 16, Sep 21, Sep 22,

20 hours

**Time spent in office:** 8 hours office hours + extra hours listed

**Additional Time:**

**Photography**

Photography for UMGSA orientation and photo editing 9+3 hours

Photography for UMGSA orientation social and photo editing 3+1 hours

**Graphic Design**

Graphic Design for UMGSA orientation 15 hours

Graphic Design for UMGSA Handbook 6 hours

Data back up for UMGSA 6 hours

**Total time spent in Photography and Graphic Design: 43 hours**

Other time spent (detailed timesheet attached)

**Total Hours Spent on UMGSA for Sept: 122 hours**

**Timesheet for VPME in Sept**

<b>9-1</b>	Office Hours	2
	Meeting on orientation	1.5
	Approval GSA Handbooks, last minute change & design for handbook	4.5
	Gradzette AD for Handbook	1.5
	Confirm student life sponsor	0.5
	VPE, P with orientation arrangement-invitation to students	1
	Orientation plan preparation and finalizing	4.5
<b>9-2</b>	Office Hours	2
	Executive report for Aug	2
	UMGSA orientation meeting	2
	Printing for orientation, gift card purchase for orientation	1
	Confirm with Student Life about Sep 9 lunch	0.5
	Finalizing orientation plan according to the meeting and update people	1
<b>9-3</b>	Office Hours	2
	Orientation related design	3
<b>9-4</b>	Office Hours	2
	Meeting with Degrees on food exchange agreement	1.5
<b>9-5</b>	Office Hours	2
	Orientation coffee order-degree	1
	Lunch order for orientation day 3- Meeting with Asia City	2
	VPA session help out	0.5
<b>9-6</b>	Orientation session update	2
<b>9-7</b>	Newsletter/orientation promotion display design	3
	Orientation promotion design	7
<b>9-8</b>	Orientation preparation	1
	Orientation alcohol purchase	2
	Orientation snacks food decoration purchase	5

	Orientation final schedule, gift packaging	1
	Orientation decoration	1
	Orientation final design/update finalize	3
<b>9-9</b>	Office Hours	2
	Orientation printing-preparation	2.5
	UMGSA ORIENTATION	
	Photography for UMGSA orientation and photo editing	5
	Orientation update-prepare material for Political study-gradzette promotion	4
<b>9-10</b>	Prepare for orientation-gradzette poster-political study	0.5
	UMGSA ORIENTATION	
	Photography for UMGSA orientation and photo editing	10
	Social	4
<b>9-11</b>	UMGSA ORIENTATION	
	Photography for UMGSA orientation	
<b>9-14</b>	Office Hour	2
<b>9-16</b>	Office hour	
	report-day care poster board	2
	First Annual Indigenous Graduate Student Family BBQ	2
	Prepare and present Indigenous Centre graduate student orientation	0.5
	City planning, engineering - send out handbook and Gradzete	0.5
	UMGSA ORIENTATION pic editing and social media update	4
<b>9-17</b>	UMGSA executive team visual identity plan-t shirt	1
	ALC-academic integrity week promotion-GSA	1
<b>9-21</b>	Office Hours	
	Work on UMGSA input in Academic Integrity Week with ALC	2
	Data back up for UMGSA	1
	Meeting with Degree's on UMGSA food plan	3
	Degree's meeting on GSA catering agreement-no tax & 10% off on menu	1
<b>9-22</b>	Office Hours	2
	UMGSA newsletter	1
	Data back up for UMGSA	3
<b>9-24</b>	Communication on Academic Integrity week posters design and production	1
<b>9-28</b>	Academic integrity week promotion	1
	Newsletter collection	1
<b>9-29</b>	Newsletter editing and send out	1
<b>9-30</b>	Sent regrets on council meeting, executive meeting	
	Working on orientation reports info collection	1
Monthly Total		122

## **Enoch A-iyeh, Vice President-External**

### **Report**

Date: October 28<sup>th</sup>, 2015 Council Meeting

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

### **Executive Summary of Work:**

- My executive work in this period of reporting is mostly on the GSA Fall 2015 orientation planning and execution, committee works, maintaining my regular office hours as well as extra office time put in
- I participated in the ICS orientation where I welcomed and spoke to graduate students. I also distributed Information sheets helpful to them and invited them to participate in the upcoming GSA
- Towards the GSA Orientation, I helped set up the GSA office, prepared materials and information sheets for students. I also helped arrange the GSA lounge for orientation
- I chaired some sessions of the orientation. I welcomed quest speakers and coordinated events.
- I helped deliver materials from the GSA office to the reshop.
- I prepared and updated the orientation schedule and plans and made it available.
- I volunteered and participated in a round table discussion on important student issues.
- I contacted and booked quest speakers for the orientation events.
- I sat at the GSA information table, giving materials to graduate students and answering their questions.
- I reached out to various units and faculties on their orientations to set up time so that the GSA can go and present on its services and benefits to members.
- I attended departmental orientation including those of Master of Fine Arts, City Planning, Nursing, Interior Design, Anthropology, Sociology, English, Film and Theatre, Natural Resources Institute, Human Nutritional Sciences.
- I participated in the all-day ICS Intercultural retreat at camp cedarwood. I volunteered as a group leader and a facilitator of events.
- I was always present at the GSA orientation even when I was not coordinating any events, available to give a helping hand.
- I honored all my office hours and commitments promptly in addition to extra office time put in
- I insured we received conference fees due us by participants.
- I participated and contributed to information sharing on scholarships and funding and child care facilities on campus during the debate.
- I helped organize and stage the GSA orientation social.
- I kept my finance committee commitments. Even though participation was abysmal I helped review conference grant applications.
- In the Sustainability committee that I am involved with, our work has been recognized. The University of Manitoba has received a Silver sustainability tracking, assessment and rating from AASHE for our sustainability program.
- Part of executive time in this period of reporting was spent on executive and council meetings.

- Helping plan UMGSA Fall 2015 orientation. Contacting student speakers for events.
- I honored all committee meetings but one.

### **Executive Summary of Hours:**

09/01/2015	UMGSA-VPE office hours	2
09/02/2015	UMGSA-VPE extra Office Hours	1.5
09/02/2015	ICS orientation	1.5
09/02/2015	UMGSA executive meeting	2
09/03/2015	ICS intercultural retreat	14.3
09/04/2015	UMGSA-VPE extra office hours	1.5
09/08/2015	UMGSA-VPE office hours	2
09/08/2015	Departmental orientation-Fine Arts	1
09/08/2015	Departmental orientation-City Planning	1
09/09/2015	Departmental orientation-Nursing	1
09/09/2015	Departmental orientation-Interior Design	1
09/09/2015	UMGSA Fall 2015 orientation	8
09/10/2015	UMGSA Fall 2015 orientation	8
09/10/2015	Departmental orientation-Anthropology	0.5
09/11/2015	UMGSA Fall 2015 orientation	8
09/11/2015	Departmental orientation-Sociology	1
09/11/2015	Departmental orientation-English, Film and Theatre	1
09/14/2015	Departmental orientation-Natural Resources Institute	1
09/14/2015	UMGSA-VPE extra office hours	1.5
09/15/2015	UMGSA-VPE office hours	2
09/15/2015	UMGSA-VPE extra office hours	1
09/15/2015	Departmental orientation- Human Nutritional Sciences	1
09/16/2015	Indigenous Students' Annual Barbeque	2
09/17/2015	UMGSA-VPE extra office hours	1
09/18/2015	Departmental orientation-Agriculture	1
09/18/2015	Departmental orientation-Food Sciences	2
09/18/2015	Departmental orientation-Linguistics	0.5
09/18/2015	UMGSA-VPE extra office hours	1
09/21/2015	Departmental orientation- Electrical and Computer Engineering	1
09/22/2015	UMGSA-VPE office hours	2
09/22/2015	Sustainability committee meeting	2.25
09/23/2015	UMGSA council meeting	1
09/28/2015	Finance committee meeting	1.5
09/29/2015	UMGSA-VPE office hours	2
Monthly Total		79.05

### **COMMITTEES, MEETINGS, AND BUSINESS MATTERS**

**Meetings Attended:**

September 02, 2015	UMGSA executive meeting	2
September 8, 2015	Fine Arts departmental orientation	1
September, 8, 2015	City planning departmental orientation	1
September, 8, 2015	Nursing orientation	1
September, 9, 2015	Interior Design orientation	1
September, 10, 2015	Anthropology orientation	0.5
September, 11, 2015	Sociology orientation	1
September 11, 2015	English, Film and Theater orientation	1
September, 14, 2015	Natural Resources Institute orientation	1
September, 15, 2015	Human Nutritional Sciences orientation	1
September, 16, 2015	Indigenous Students' Annual Barbeque	2
September, 18, 2015	Agric departmental orientation	1
September, 18, 2015	Food Sciences departmental orientation	2
September 18, 2015	Linguistics orientation	0.5
September 21, 2015	Electrical and Computer Engineering orientation	1
September 22, 2015	Sustainability committee meeting	2.25
September 23, 2015	UMGSA council meeting	1
September, 28, 2015	Finance committee meeting	1.5

**Time spent in meetings:** 21.75 hours

**Meetings Cancelled:**

No meetings were cancelled.

**Meetings Missed:**

GSA executive committee meeting

**Office Hours:**

Tuesdays: 10:00AM - 12:00PM

**Time spent in the office:** 9.5 hours (Not Including Meetings or office hours)

**Total Hours Spent on UMGSA for September:** 79.05 hours

## Report

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

- Executive Meetings: As a non-voting member of the executive, I took the minutes at the executive meetings held on September 2<sup>nd</sup> and 23<sup>rd</sup>. I ensured that appropriate meeting protocols were followed and provided opinions when requested.
- Finalized executive and council meeting minutes from August
- Assembled executive reports and other documents into compilation document for distribution to the UMGSA council
- Chaired the UMGSA council meeting on September 23<sup>rd</sup>, 2015,
- Helped out with UMGSA orientation on September 9, 10 and 11<sup>th</sup> especially with the UMGSA social event on the evening of the 10<sup>th</sup>.

September 2 <sup>nd</sup> , 2015	UMGSA Executive meeting	2.0 hours
September 23 <sup>rd</sup> , 2015	UMGSA Executive meeting	1.5 hours
September 23 <sup>rd</sup> , 2015	UMGSA Council meeting	1.5 hours
September 29 <sup>th</sup> , 2015	UMGSA Finance committee meeting	1.0 hours

September 1-31, 2015	email correspondence	1.5 hours
September 3+23, 2015	finalizing minutes taken in executive and council meetings	1.0 hours
September 9 <sup>th</sup> , 2015	discussions and teamwork on UMGSA orientation tasks	7 hours
September 10 <sup>th</sup> , 2015	teamwork on UMGSA Orientation and evening social event	8.0 hours
September 11 <sup>th</sup> , 2015	discussions and teamwork on UMGSA orientation tasks	4.5 hours
September 11 <sup>th</sup> , 2015	writing executive report and assembling all executive reports	2 hours
September 20, 2015	finalizing UMGSA council documents	2.5 hour

Rescheduled office hours: Sept 29<sup>th</sup> to Sept 30<sup>th</sup> ; all due to schedule conflicts

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## Colin Graydon, VP Health Sciences

### Report

Date: October 28<sup>th</sup>, 2015 Council Meeting

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

### Executive Summary of Work:

- HSGSA Orientation event planning and execution. Had 160 students attend (up from 85 last year). Afterwards, led tour of Bannatyne for new students, giving them information on the way. At end of the day bussed to Fort Garry with 10 students to watch the bison season opener.
- Attended several departmental orientations and spoke for 10-15 mins at each about UMGSA and HSGSA services etc.
- Parking meeting: Parking services decided to hold off on charging for permits for after hours D lot. Will send out a parking survey to find out who is using the D lot and how often.
- FCGS (faculty committee for grad studies) meeting: discussed supervisor involvement in promoting CSHRF.
- First HSGSA council meeting and organization of committees and council docs and ensuring each department that doesn't have a rep knows about HSGSA.
- Assistant Dean Kroeger called ad hoc meeting with me about potential abuse of grad students. Decided to draft a survey as HSGSA, will clear this survey by Dr. Kroeger and then send out to students. The HSGSA will distribute the anonymous survey and only the HSGSA will have access to the answers to ensure no administration involvement at the single person level as this could be viewed as non-confidential.
- Other work consisted of planning future events including Orientation, preparing for meetings, organizing HSGSA council, answering students' queries via email etc.

### Executive Summary of Hours:

2015-09-01	PA/MPAS Departmental Orientation	0.75
2015-09-01	HSGSA Exec Meeting	2.5
2015-09-02	meeting Follow up tasks (email)	2.5
2015-09-03	Email and orientation planning	2
2015-09-07	Office hours	2
2015-09-09	Biochem and Med genetics orientation	0.5
2015-09-09	Community Health Sciences orientation	0.5
2015-09-10	Orientation prep and email	2
2015-09-11	HSGSA Orientation (prep, lunch, tour, football at FG)	12
2015-09-14	Office hours	0.5
2015-09-14	Med Micro orientation	2.5
2015-09-14	Student services at Bannatyne meeting (parking)	1.25
2015-09-16	Emails, Meeting prep, council and exec prep.	1.5
2015-09-16	FCGS meeting	2

2015-09-16	FCGS meeting follow up and review of Medicine's Strategic Plan	2.5
2015-09-17	Preparing Exec agenda, for council and email	2
2015-09-21	Office hours	2
2015-09-22	HSGSA Council Mtng	1.75
2015-09-22	Council follow up and misc tasks	1.5
2015-09-23	GSA exec and council meetings	3.75
2015-09-23	Email, HSGSA council follow up	2.5
2015-09-28	Exec meeting prep	1.5
2015-09-28	Office Hours	2
2015-09-29	HSGSA Executive meeting	1.75
2015-09-30	Meeting with Asst Dean Kroeger	0.75
2015-09-30	Updating email list, organizing council, email	2.75
Monthly Total		57.25

## COMMITTEES, MEETINGS, AND BUSINESS MATTERS

### Meetings Attended:

Sept, 1, 2015	MPAS Orientation	0.75 hours
Sept, 1, 2015	HSGSA Exec meeting	2.5 hours
Sept, 9, 2015	Biochem and Med gen orientation	0.5 hour
Sept, 9, 2015	Community HS orientation	0.5 hours
Sept, 14, 2015	Med Micro orientation	2.5 hour
Sept, 14, 2015	Parking meeting	1.25 hour
Sept, 16, 2015	FCGS meeting	2 hours
Sept, 22, 2015	HSGSA Council meeting	1.75 hours
Sept, 23, 2015	GSA Exec and council mtngs	3.75 hours
Sept, 29, 2015	HSGSA Executive meeting	1.75 hours
Sept, 30, 2015	Meeting with Asst Dean Kroeger	0.75 hours

**Time spent in meetings:** 18 hrs

### Meetings Cancelled:

### Meetings Missed:

UMGSA Orientation meeting (due to experiments)  
FGS Executive meeting (due to lab meeting)  
BBOSS meeting (on vacation in Toronto)

### Office Hours:

Monday: 11:00 - 13:00

**Time spent in the office:** 15 hrs

**Total Hours Spent on UMGSA for September:** 57.25 hrs

## **Kathryn Marcynuk, Senator 1**

### **Report**

Date: October 28<sup>th</sup>, 2015 Council Meeting

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

#### **Executive Summary of Work:**

I was available to address any graduate student concerns during my office hours as well as by email. In addition to office hours and regular duties, during September I helped with the GSA Orientation. I ran the welcome table for the morning information session on September 9<sup>th</sup>, throughout the day on September 10<sup>th</sup>, and for the afternoon session on September 11<sup>th</sup>. I also helped at the GSA Orientation social by checking IDs, wrist banding, and handing out door prize tickets for the duration of the social.

During September I also attended the first Senate Executive meeting of the school year, representing graduate students as a voting member of this committee. On September 23<sup>rd</sup> I held two additional office hours to make up for one of the two weeks that I was away during June. In October I will make up the office hours from the second (and final) of those weeks that I was away in June.

### **COMMITTEES, MEETINGS, AND BUSINESS MATTERS**

#### **Meetings Attended:**

September 2 <sup>nd</sup> , 2015	GSA Exec Meeting	2 hours
September 23 <sup>rd</sup> , 2015	Senate Executive Meeting	1.5 hours
September 23 <sup>rd</sup> , 2015	GSA Exec Meeting	1.5 hours
September 23 <sup>rd</sup> , 2015	GSA Council Meeting	1 hour

**Time spent in meetings:** 6 hours

**Meetings Missed:** N/A

#### **Other Activities:**

September 9 <sup>th</sup> , 2015	GSA Orientation: Welcome table	2 hours
September 10 <sup>th</sup> , 2015	GSA Orientation: Welcome table & social	8.75 hours
September 11 <sup>th</sup> , 2015	GSA Orientation: Welcome table	1.5 hours

#### **Office Hours:**

Thursdays: 2:30 pm - 4:30 pm

Office hours rescheduled from June held from 9:00-11:00am on September 23<sup>rd</sup>, 2015

**Time spent in office hours:** 8.25 hours

**Total Hours Spent on UMGSA:** 26.5 hours

## **Gagan Sidhu – Senator 2**

### **Report**

Date: October 28<sup>th</sup>, 2015 Council Meeting

Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

## **Gagan Sidhu – Senator 2**

### **Executive Report**

From: Gagan Sidhu, Senator

To: Graduate Students of the University of Manitoba

Submitted on October 8<sup>th</sup>, 2015

Re: September 1<sup>st</sup> – September 30<sup>th</sup>, 2015

### **Executive Summary of Work:**

In the month of September, much of my spent in the office and on GSA tasks was related to preparing for and carrying out the events of orientation. In some cases, these tasks overlapped with my office hours.

### **COMMITTEES, MEETINGS, AND BUSINESS MATTERS**

#### **Meetings Attended:**

September 2 <sup>nd</sup> , 2015	Executive Meeting	1.5 hours
September 17 <sup>th</sup> , 2015	Bylaws & Policy Committee Meeting	1.5 hours
September 23 <sup>rd</sup> , 2015	Executive Meeting	1.5 hours
September 23 <sup>rd</sup> , 2015	September Council Meeting	1.0 hour

**Time Spent in meetings:** 5.5 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:**

September 6 <sup>th</sup> , 2015	Executive Report	0.5 hours
September 15 <sup>th</sup> , 2015	August Council Meeting Minutes-edit	0.5 hours

**Time spent on reports and documents:** 1.0 hour

#### **Time spent on other tasks:**

September 9 <sup>th</sup> , 2015	Orientation – pedway & lounge	4.0 hours
September 10 <sup>th</sup> , 2015	Orientation – lounge admittance desk	3.0 hours

September 11 <sup>th</sup> , 2015	Orientation – afternoon session	3.5 hours
<b>Time spent on other tasks:</b>		10.5 hours
<b>Total Hours spent on UMGSA for September:</b>		<b>25.00 hours</b>

## **Hadeesha Piyadasa – HSGA Senator**

### **Report**

Date: October 28<sup>th</sup>, 2015 Council Meeting  
 Re: September 1<sup>st</sup>, 2015 – September 30<sup>th</sup>, 2015

### **Executive Summary of Work:**

There was no senate meeting for September. Attended the Finance committee meeting on September 28<sup>th</sup> 2015. In this month's Finance committee meeting there were only conference grants to review and we only had roughly the same amount of grants compared to July. However most of the grants I reviewed were international conferences. I also attended both executive meetings on September 2nd and September 23rd. I also attended the month's council meeting. I also helped out the afternoon on September 10th and morning of September 11th for orientation. I was involved with helping the HSGSA orientation on the afternoon of September 11th. In addition the senators were also involved in creating a radio ad for the orientation with UFMF.

All events and meetings attended are outlined in the list below

### **COMMITTEES, MEETINGS, AND BUSINESS MATTERS**

#### **Meetings and events Attended:**

September 2 <sup>th</sup> , 2015	Executive Meeting	2 hours
September 4 <sup>th</sup> , 2015	Orientation Radio commercial	0.5 hours
September 10 <sup>th</sup> , 2015	Orientation volunteering	3 hours
September 11 <sup>th</sup> , 2015	Orientation volunteering	3 hours
September 11 <sup>th</sup> , 2015	HSGSA Orientation volunteering	2 hours
September 23 <sup>th</sup> , 2015	Executive Meeting	1.5 hours
September 23 <sup>th</sup> , 2015	Council Meeting	1 hours
September 28 <sup>th</sup> , 2015	Finance Committee meeting	1 hours

**Time spent in meetings:** 14 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 September:**

**22 hours**

## **Senate Report**

Written by: Hadeesha Piyadesa

Reviewed by: Kathryn Marcynuk, Gagan Sidhu

To: Graduate Students of the University of Manitoba

Date: October 28<sup>th</sup>, 2015

Re: October 7<sup>th</sup>, 2015 Senate Meeting

### **Link to senate agenda:**

[http://umanitoba.ca/admin/governance/senate/agendas/2010\\_2019\\_senate\\_agendas\\_index.html](http://umanitoba.ca/admin/governance/senate/agendas/2010_2019_senate_agendas_index.html)

### **Link to senate minutes:**

[http://umanitoba.ca/admin/governance/senate/minutes/2010\\_2019\\_senate\\_minutes\\_index\\_page.html](http://umanitoba.ca/admin/governance/senate/minutes/2010_2019_senate_minutes_index_page.html)

## **CANDIDATES FOR DEGREES, DIPLOMAS, AND CERTIFICATES – OCTOBER 2015**

ALL APPROVED

## **REPORT ON MEDALS AND PRIZES TO BE AWARDED AT THE OCTOBER CONVOCAATION**

ALL APPROVED

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

1. Interdisciplinary Health Program (IHP) and General Human Ecology Academic Program Regulations: affects undergrad program
2. Proposals from the Extended Education Division: Extended Education's council has approved a new program called "Certificate of General Competency in English" at a meeting held on August 25<sup>th</sup>, 2015

## **MATTERS FORWARDED FOR INFORMATION**

Report of the Senate Committee on Awards

New awards for graduate students (see agenda for more info):

- Canadian Institute of Steel Construction Graduate Fellowship in Architecture
- Debra and Ross Pitman Graduate Scholarship in Geological Sciences

- Murphy Foundation Incorporated Graduate Student Awards
- Carla Thorlakson Graduate Travel Award
- Dr. Hector Ma Award in Research in Internal Medicine
- Gisèle Pereira Communications Prize in Physical Therapy
- Manavathé Graduate Student Bursary
- Naomi Rosenberg Palansky Prize
- Ruthlee Teskey Memorial Fellowship
- Solita Egert Practice Skills Prize
- 

Amendments to awards for grad students (see agenda for more info):

- Berdie and Irvin Cohen Award in Peace and Conflict Studies
- Berdie and Irvin Cohen Scholarship
- Bernice D. Lough Psychology Graduate Bursary
- Bruce McDonald Award in Clinical Nutrition
- Dalgarno Graduate Fellowship
- Fairgrieve McBane Awards
- Murray and Muriel Smith Fellowship
- Richardson Scholarships in Music
- Dr. Elizabeth B. Smith Award
- Edwin Kroeger Award for Excellence in Cellular Physiology
- Grant Pierce Award for Excellence in Cardiovascular Physiology
- Janice Dodd Award for Excellence in Endocrine Physiology
- Larry Jordan Award for Excellence in Neurophysiology
- Newman Stephens Award for Excellence in Respiratory or Molecular Physiology
- Shannon L. Hamm Memorial Scholarship
- Thorsteinn J. Gislason Memorial Scholarship
- 

Report of the Faculty Council of Graduate Studies on Course and Curriculum Changes RE:  
Deletion of PHC 7220

Request that course PHAC 7220 Molecular Pharmacology, of the Dept. of *Pharmacology & Therapeutics*, originally approved for deletion at the April 1, 2015 Senate meeting, be delayed until PHAC 7222 Molecular Pharmacology 2 can be offered by the department. The Faculty of Graduate Studies has recently learned that PHAC 7222 will not be offered by the department until Fall 2016. As such, the effective date for both courses is revised to be Fall 2016 term.

Notification of Establishment of the Manitoba Chemosensory Biology Research Group

Digvir Jayas, President (Research and International) and Chair, Senate Committee on University Research, requesting that Senate be informed of the establishment of the

Manitoba Chemosensory Biology Research Group.

#### Notification of Establishment of the Violence and Injury Prevention Research Group

Digvir Jayas, President (Research and International) and Chair, Senate Committee on University Research, requesting that Senate be informed of the establishment of the Violence and Injury Prevention Research Group.

### **REPORT OF THE PRESIDENT**

#### General

The first day of the 2015/16 fall term saw the University of Manitoba welcome 29,691 students, the highest number ever in the University's history. Graduate student enrolment rose 7.3 percent over the previous year. Also at an all-time high is enrolment by international students, which rose by 10.8 percent for graduate students.

Office 365 Pro Plus was implemented on August 6, 2015. Office 365 for Students is an Office 365 plan that is available for free to University of Manitoba students. This plan allows students to install Word, Excel, PowerPoint, Outlook, OneNote, Publisher and Access on up to 5 PCs or Macs and Office apps on other mobile devices including Android, iPad®, and Windows tablets. The plan also includes 1TB of OneDrive storage. As of September 1st, 2015, 2217 students have subscribed

#### Front and Centre campaign success

To date, the university have raised \$141,002,318 towards the \$500 million goal for the Front and Centre campaign. After the agenda was written additional 150, 000, 000 commitment was announced by the provincial government.

### **QUESTION PERIOD**

Question from the Faculty of Arts regarding whether the money raised from Front and Centre campaign will be used for campus planning/space for all faculties, but particularly Faculty of Arts which is the largest faculty but doesn't have enough space.

Response: The University administration is well aware of the space deficit. The Faculty of Arts has the largest quantity of space deficits, but other faculties have deficits in space quality as well. The answer was not clear regarding whether money raised from the Front and Centre campaign will be used towards expanding faculty space. The university is struggling with deferred maintenance, which also adds to the delay in addressing the space deficit.

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

### **Reports of the Senate Committee on University Research RE: Periodic Reviews of Research Centre's and Institutes**

*The Policy for Research Centres, Institutes and Groups, stipulates that all research centres/institutes be reviewed by the Senate Committee on University Research (SCUR) on a periodic basis but not less than once every 5 years.*

- Legal Research Institute (LRI)
- University of Manitoba Transport Institute (UMTI)

### **Report of the Senate Committee on Nominations**

- All nominations (including graduate students) for Senate committees were APPROVED