

UMGSA Council Meeting Documents Index Page

Wednesday, March 31st, 2021 - 5:30 PM - Zoom

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UMGSA Council Meeting Agenda

Wednesday, March 31st, 2021 - 5:30 PM - Zoom

1. Call to Order

2. Traditional Territories Acknowledgement

The University of Manitoba campuses are located on original lands of the Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation. We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.

3. Approval of the Agenda

MOTION: BIRT the UMGSA Council approves the agenda for the March 31, 2021 UMGSA Council Meeting as presented.

4. Approval of the Minutes

The minutes of the February 24th, 2021 UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes of the February 24, 2021 UMGSA Council Meeting as presented.

5. Committee Reports

5.1. February Committee Reports (Appendix II)

6. HSGSA Report

6.1. February HSGSA Report (Appendix III)

7. Senate Report

7.1. February Senate Report (Appendix IV)

8. Executive Reports

8.1. February Reports (Appendix V)

9. Departmental Reports

10. Unfinished Business

10.1. Sustainability Updates

11. New Business

11.1. Proposal to Move Investments: The UMGSA currently has a Capital Investment and an External Relations Fund with National Bank Financial (NBF). The External Relations Fund has an amount of about \$580,000, with approximately \$650,000 in the Capital Fund. The UMGSA was tasked with reducing the number of accounts they have and with transitioning to ethical investments. Towards both of these goals, the UMGSA Finance Committee and Executive propose moving all of the UMGSA's money from NBF to RBC.

Reasons for considering the transfer from National Bank to RBC

1. Recommendation from our auditors to reduce the number of banks we are dealing with – we have three (3) portfolios managers, as such we are paying more than needed in management fees
2. Council's mandate to have the UMGSA invest in socially responsible/ethical investments and RBC's fantastic ethical investment proposal.
3. Generally, the COVID-19 pandemic has opened up opportunities to see better efficiencies with money and services with other financial services.

MOTION: BIRT that the UMGSA move all their investments from National Bank Financial to Royal Bank of Canada and close their account with National Bank Financial.

UMGSA Executive Committee

11.2. Revision of 'Article XIII.I: Conference Grants' in the Governance and Operations Manual: In light of the Covid-19 pandemic, some of the regulations surrounding conference grants had to be changed. Clauses regarding virtual conferences and virtual conferences during the pandemic were added.

The proposed wording is included – with highlights emphasizing the changes – as Appendix VI of these Council Documents.

MOTION: BIRT the UMGSA Council approves the proposed wording of Article XIII.I: Conference Grants of the Governance and Operations Manual.

UMGSA Bylaws and Policy Committee

11.3. Executive Review Committee Report II: The UMGSA's Executive Review Committee (ERC) compiles two major reports to Council per executive term. This is the first report for this term's executive team, covering the months of November 2020 to February 2021. The ERC Report is included as Appendix VII to this Council meeting agenda. This item is for information only.

11.4. Ratification of the Results of the 2021/22 UMGSA Election: The results of the 2021 UMGSA General Election must be ratified by the UMGSA Council. The election results are included as Appendix VI to this council agenda.

MOTION: BIRT the UMGSA Council ratifies the results of the 2021 UMGSA General Election as presented in the Final CRO Report - UMGSA General Election.

11.5. Formation of an Ad-Hoc Selections Committee for the Selection of a Governance and Communications Coordinator: The current Governance and Communications Coordinator Julia Minarik is leaving the UMGSA. A replacement Coordinator is needed. Since this is a permanent paid position, a Selections Committee must be formed. We need 3 volunteers from council to sit on the committee. The time requirement will be approximately 1.5 months over April/May

The Committee Membership per the Governance and Operations Manual is as follows:

1. UMGSA President
2. UMGSA VPFA
3. One HSGSA Designate
4. Amy-Leigh Gray
5. Mike Bagamery
6. Council Rep_____

MOTION: BIRT the UMGSA Council approves the formation of an Ad Hoc Selections Committee for the Selection of a new UMGSA Governance and Communications Coordinator with the above committee membership.

12. Announcements

12.1. Next Council Meeting: Wednesday, April 28th, 2021 - 5:30PM – Zoom

12.2. Department Grants: Department grants are due tomorrow, April 1st, 2021. All alternate grants will be subject to late penalties.

13. Adjournment

Appendix II :

UMGSA Committee Reports February 1st - February 28th, 2021

Executive Committee

Chair: Silvia Sekander (UMGSA President)

Meeting Dates: February 9th & 23rd, 2021

- Executives discussed on distribution Holiday Hamper 2.
- Executives discussed about investment options.
- Executives discussed about UMGSA and HSGSA elections.

Finance Committee

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Date: February 4th, 2021

- The Committee reviewed Financial Reports of the UMGSA for the month of January.
- The Committee reviewed Conference Grant applications for virtual conferences.
- Received updates on Ethical Investments and discussed the possibility of moving investments from National Bank Financial to Royal Bank of Canada, Assiniboine Credit Union or both.

Bylaws and Policy Committee

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Date: February 2nd, 2021

- The Committee finished with revisions to the Election and Referendum Manual to accommodate unforeseen circumstances like Covid-19.

Events Committee

Chair: Etinosa Osemwota (UMGSA VPSS)

Meeting Dates: February 25th, 2021

- Beginners and intermediate virtual jazz dance classes still occur every Monday unless specified otherwise.
- The Committee discussed unfinished businesses including the previously planned tax filing workshop, and it was concluded that we would reach out to the international centre for a collaboration instead.

- We also discussed other events that could be planned in the future.

Services and Support Committee

Chair: Etinosa Osemwota (UMGSA VPSS)

Meeting Dates: February 9th, 2021

- A discord platform has been set up for graduate students, following the committee's previous discussion on additional ways to support and promote engagement among graduate students
- The Committee plans to organise some academic workshops including coding and R programming language workshops.
- We also discussed next steps that will be involved in rebooting profiles.

Awards and Academic Affairs Committee

Chair: Rubel Chandra Talukder (UMGSA VP Academic)

Meeting Dates: no meeting

Appendix III :

HSGSA Report February 1st - February 28th, 2021

HSGSA Executive Committee and Council

Chair: Akshi Malik

In February, HSGSA presented at the GS Open house for Bannatyne campus. Execs talked about their experience as a graduate student, importance of being active outside the lab, and how to approach a prospective Masters/PhD advisor. We held our Annual General Meeting 2020-21 on February 19th. We moved proposed changes in the Elections Policy and Procedures manual at AGM. Also, we organised the game night (AGM edition) after the meeting.

President and VP External met with Deans (Dr. Kelley Maine, Dr. Michael Czubryt, and Dr. Hope Anderson) to discuss MHRE program. On Deans' suggestion, we also met Dr. Samantha Pauls (Program lead, Graduate Professional Development) to discuss our concerns and she has joined MHRE as Faculty advisor of the program.

We sent out applications for 'COVID-19 Pandemic Relief Fund' and have 70 applications in total. In our council meeting, we moved \$9942 towards the relief fund and made the ad-hoc committee to go through the applications. Our target is to complete the processing by April first week so as to utilise HSGSA funds to support students in need before the end of term of current team.

HSGSA Elections are ongoing; this year we have 15 candidates in total.

Akshi Malik
HSGSA President (2020-2021)

Appendix IV :

February Senate Report

Link to the Senate agendas:

Agenda February 3rd, 2021:

https://umanitoba.ca/governance/sites/governance/files/2021-01/2021_02_03_Senate_Agenda.pdf

Addendum February 3rd, 2020:

[https://umanitoba.ca/governance/sites/governance/files/2021-01/2021_02_03_Senate_Agenda - Addendum.pdf](https://umanitoba.ca/governance/sites/governance/files/2021-01/2021_02_03_Senate_Agenda_-_Addendum.pdf)

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

The report includes:

1. *Report of the senate committee on awards*
 - a. *New offers (pg. 6)*
 - b. *Amendments (pg. 11)*
 - c. *Withdrawals (pg. 13)*
2. *Report of the Senate Committee on Curriculum and Course Changes RE: Corrections to Report of November 20, 2020 (for information) (pg.14)*
3. *Annual Report of the University Discipline Committee (pg. 15)*
4. *Report of the Senate Committee on Rules and Procedures Regarding the Deadline for Questions to Senate (pg. 202)*
5. *Recommendations from the COVID-19 Recovery Steering Committee (pg. 213)*
 - (a) *Adjustments to Academic Schedule, 2021 Winter Term*
 - (b) *Revision to the Academic Schedule, 2021 Winter Term, Term End and Graduation Dates.*
6. *Search for Provost and Vice-President (Academic) (pg. 217)*

1. Report of the senate committee on awards

(a) New Offers

- (i) Associates Master of Finance Convocation Prize
- (ii) Dr. Catherine Casey Scholarship
- (iii) Dr. Sherry Peden Indigenous Graduate Scholarship
- (iv) John Mitchell Scholarship
- (v) Peter and Liivi Forster Scholarship in Architecture
- (vi) Ron W. Pidskalny Family Bursary
- (vii) Steinkopf Family Athletic Scholarship
- (viii) Stephen Kanee Travel Award

(b) Amendment

- (i) Anne Kotelko-Yuzyk and John Yuzyk Bursary
- (ii) Barbara Humphreys Memorial Graduate Scholarship in Architecture
- (iii) Muriel St. John Research Award for Women's Legal Issues

(c) Withdrawal

- (i) R.E. Waugh – University of Manitoba Scholarship

2. Report of the Senate Committee on Curriculum and Course Changes RE: Corrections to Report of November 20, 2020 (for information)

The current report is provided as a record of typographical and other editorial corrections to the Report of the SCCCC Submitted to Senate for Concurrence Without Debate [dated November 20, 2020]. The corrections have been made on the page numbers indicated and are highlighted in the December 2, 2020 Senate agenda.

3. Annual Report of the University Discipline Committee

The committee made the following observations concerning the report's contents:

- 1) The overall number of incidents increased this year in relation to last year, with the percentage increasing to 4.3% of the student body, from 3.0% last year. There were 1303 incidents reported this year, an increase from 891 in 2018-2019.
- 2) There were 1137 incidents of Academic Misconduct reported, involving 943 students.
- 3) There were 101 incidents which are pending and not included in the current report, as outcomes were not yet determined or were not available. Updates on these incidents will be included in the 2020-2021 report.
- 4) Details for some incidents were not available. Missing information will be included in the 2020-2021 report.
- 5) There were 166 incidents of Non-Academic Misconduct reported, involving 138 students.

4. Report of the Senate Committee on Rules and Procedures Regarding the Deadline for Questions to Senate

The committee observed the following:

1. A question was submitted for Question Period at the October 7, 2020 Senate meeting that asked if Senate agendas could be circulated earlier, or if the deadline for questions could be extended, in order to allow sufficient time for the agenda to be reviewed. The matter was referred to the Committee for its consideration, and for a recommendation to Senate.
2. The Committee was reminded by the University Secretary that the Rules Governing Meetings of Senate was last reviewed by the Committee in June of 2018. At that time, the deadline for the submission of questions to Senate was changed from 10:00 a.m. on the day prior to Senate, to 10:00 a.m. on the Friday preceding the meeting. The change was made to allow sufficient time for responses to be prepared.
3. The Committee discussed that if the deadline of the Friday before a meeting allowed insufficient time to submit questions, and if the deadline of the Tuesday before a meeting allowed insufficient time to prepare a response, then a deadline of 10:00 a.m. on the Monday preceding the meeting may be suitable for both submitting questions and preparing responses.
4. For those questions arising from matters outside of the agenda, the Committee encouraged the practice of submitting such questions as soon as possible.

Recommendation

The Senate Committee on Rules and Procedures recommends:

THAT Senate approve the revision to the Rules Governing Meetings of Senate such that

questions shall be submitted to the Secretary not later than 10:00 a.m. on the Monday preceding the meeting.

Motion was Carried

5. Recommendations from the COVID-19 Recovery Steering Committee

(a) Adjustments to Academic Schedule, 2021 Winter Term

In recognition of this, the CRSC is recommending adjustments to the Winter term academic schedule to afford some flexibility in scheduling of examinations and in-person academic activities.

Specifically, the CRSC recommends that in-person academic activities be permitted to be held during the Winter term break (February 16 – 19, 2021) and/or during the Winter term final examination period (April 19 – May 1, 2021).

(b) The attached Rady Faculty of Health Sciences proposal to extend Winter term 2021 and graduation dates for their programs, has been reviewed and approved by the CRSC. The proposal outlines particular programs that are requesting approval to extend Winter Term 2021 along with the graduation dates due to COVID-19. The proposal was reviewed by the Registrar's office and no issues were identified.

Motion was Carried

6. Search for Provost and Vice-President (Academic)

The Presidential Advisory Committee for the Search for a Provost and Vice-President (Academic) met recently to discuss options for consulting with the University community about the position, the opportunities and challenges facing the incoming Provost, and the qualities, experience and attributes that will be important. Though all members of the University community will have an opportunity to make submissions in writing to the Committee, the Committee would like Senate members to have an opportunity to engage directly in a discussion on these questions.

For more information please see the February 3rd, 2021 agenda as linked above.

Appendix V :

UMGSA Executive Reports February 1st - February 28th, 2021

President - Silvia Sekander

Executive Summary of Work:

- **Pandemic Relief Fund:** I communicated with University administration to advocate for these 437 applicants. A new fund was allocated to help the graduate students. The fund has been distributed to more than 650 students.
- **Vigil for deceased students:** I spoke in the vigil as GSA rep and attended the planning sessions.
- **Holiday Hamper 2:** We have discussed about launching Holiday Hamper 2 for the 437 applicants in the hardship application.

Meetings Attended:

Date	Meeting	Hours
February 1 st , 2021	Meeting with Minister of Advanced Education	1 Hour
February 3 rd , 2021	Update meeting on Tuition Hike	0.5 Hours
February 3 rd , 2021	COVID-19 Research Recovery Meeting	1 Hour
February 4 th , 2021	Finance Meeting	1.5 Hours
February 9 th , 2021	UMGSA Executive meeting	2 Hours
February 9 th , 2021	Services and Support Committee Meeting	1 Hour
February 10 th , 2021	Policy Advisory Committee Meeting	1.5 Hours
February 10 th , 2021	Meeting with Laurie	1 Hour
February 11 th , 2021	Budget Advisory Meeting	2 Hours
February 11 th , 2021	Provost Search Committee Meeting	2 Hours
February 12 th , 2021	MAPSS Meeting	1 Hour
February 19 th , 2021	MAPSS Meeting	1 Hour
February 19 th , 2021	Vigil Prep Meeting	1 Hour
February 23 rd , 2021	Vigil Prep Meeting	0.5 Hours
February 23 rd , 2021	UMGSA Executive Meeting	1 Hour
February 24 th , 2021	COVID-19 Research Recovery Meeting	1 Hour
February 25 th , 2021	Meeting with Laurie	0.5 Hours
February 26 th , 2021	MAPSS Meeting	1 Hour

Time Spent in Meetings in February: 20.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in February: 0 Hours

Working Events Attended:

February 23 rd , 2021	U of M Memorial Service / Vigil	1 Hour
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Time Spent at Working Events in February: 1 Hour**Approximate Time Spent on Other Activities:**

Activity	Hours
e-mail Correspondence & other activities	50 Hours

Total Hours Spent on the UMGSA in February, 2021: 71.5 Hours

Vice-President Finance and Administration - Nora Ampomah

Executive Summary of Work:

- **Review of UMGSA Financial Documents for Ethical Investments:** Reviewed investment documents, reports and proposals for ethical investments. Revised governing manuals and prepared reports for meetings.
- **Virtual Conference Grant Applications:** Prepared, reviewed and processed Conference Grant applications for virtual conferences.

Meetings Attended:

Date	Meeting	Hours
February 2 nd , 2021	UMGSA Bylaws and Policy Committee Meeting	1 Hour
February 3 rd , 2021	Meeting with RBC	1 Hour
February 4 th , 2021	UMGSA Finance Committee Meeting	0.5 Hours
February 9 th , 2021	UMGSA Executive Committee Meeting	2 Hours
February 23 rd , 2021	UMGSA Executive Committee Meeting	1 Hours
February 24 th , 2021	FGS Council Meeting	2 Hours
February 24 th , 2021	UMGSA Council Meeting	1.5 Hours

Meetings Missed: None

Time Spent in Meetings in February: 9 Hours

Office Hours:

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

Time Spent in Official Office Hours in February: 0 Hours

Working Events Attended:

February 23 rd , 2021	U of M Memorial Service	1 Hour
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Time Spent at Working Events in February: 1 Hour

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	20 Hours
e-mail Correspondence	5 Hours
Other	5 Hours

Total Hours Spent on the UMGSA in February, 2021: 40 Hours

Vice-President Services and Support - Etinosa Osemwota

- MAPPS Advocacy
- Workshop Planning

Meetings Attended:

Date	Meeting	Hours
Feb 1 st , 2021	MAPSS Meeting	1 Hour
Feb 1 st , 2021	Meeting with Benjamin Palmer (Level up)	1 Hour
Feb 4 th , 2021	Meeting with Toby (HSGSA VPE)	0.5 Hours
Feb 4 th , 2021	UMGSA Finance Committee Meeting	1.5 Hours
Feb 5 th , 2021	Canadian Graduate Student Association VP Meeting	1.5 Hours
Feb 9 th , 2021	UMGSA Executive Meeting	2 Hours
Feb 9 th , 2021	UMGSA Services and Support Committee meeting	1 Hour
Feb 12 th , 2021	MAPSS Meeting	1 Hour
Feb 18 th , 2021	SCUR - UMIH Report Review	2 Hours
Feb 19 th , 2021	MAPSS Meeting	1 Hour
Feb 24 th , 2021	Graduate Studies Faculty Council	2 Hours
Feb 24 th , 2021	UMGSA Council Meeting	1 Hour
Feb 25 th , 2021	UMGSA Events Committee Meeting	1.5 Hours
Feb 25 th , 2021	UMSU BOD Meeting	1.5 Hours
Feb 26 th , 2021	MAPSS Meeting	1 Hour

Meetings Missed:

Date	Meeting
Feb 9 th , 2021	UMSU Member Services
Feb 22 nd , 2021	Sexual Violence Steering Committee
Feb 23 rd , 2021	UMGSA Executive Meeting
Feb 23 rd , 2021	UMSU Member Services

Time Spent in Meetings in February: 19.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in February: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Committee Meetings	3 Hours
Preparing Council Reports	2 Hours
E-mail and Other Correspondence	49 Hours

Total Hours Spent on the UMGSA in February, 2021: 73.5 Hours

Vice-President Academic - Rubel Chandra Talukder

Executive Summary of Work (February 2021):

- **Off-campus housing:** I am involved with UM Administration along with Silvia to explore the possibility of helping new grad students with guarantor forms for their off-campus housing. We found out that the ARC building near chancellor Matheson waives the requirement of guarantor form if students can show proof of income letter like scholarship letter.
- **Transitional support fund for post-secondary institutions:** On December 14, Manitoba government announced the distribution of \$25.6 million transitional support fund for post-secondary institutions. The full value of the \$25.6 million fund will be distributed to help post-secondary institutions respond to the challenges and opportunities that have come from the COVID-19 pandemic. Provincial government confirmed that University of Manitoba will be receiving ~ \$14.5 million from this fund. During our last meeting with UM President, we discussed about this issue and will make sure that graduate students are adequately supported by the administration.
- **UM COVID-19 Graduate Student Pandemic Relief Fund:** Introduced the idea of suspending the continuing fee in Summer-2021 until Summer-2022 and that push ultimately resulted in University Administration creating this new bursary for graduate students. This fund will provide eligible full-time students \$1000 and part-time students \$500 each. We hope that this will help graduate students a lot during this uncertain time.

Meetings Attended:

Date	Meeting	Hours
February 2 nd , 2021	COVID Academic team	1 Hour
February 3 rd , 2021	Senate meeting	1.5 Hour
February 9 th , 2021	COVID Academic team	1 Hour
February 9 th , 2021	UMGSA executive meeting	2 Hour
February 9 th , 2021	UMGSA Services and support committee meeting	1.5 Hour
February 10 th , 2021	Consent Culture Training: Bringing in the Bystander (BITB) workshop	3 Hour
February 11 th , 2021	COVID Academic team	1 Hour
February 18 th , 2021	Academic Integrity Advisory Committee	1 Hour
February 23 rd , 2021	Vigil for deceased UM students	1 Hour
February 23 rd , 2021	UMGSA executive meeting	1 Hour
February 24 th , 2021	UMGSA Council Meeting	1.5 Hour

Meetings Missed: None

Time Spent in Meetings in February: 15.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in February: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
e-mail Correspondence & other activities (meeting with UM president, Laurie, Barry stone etc. preparation, signing signatures)	30 Hours

Total Hours Spent on the UMGSA in February, 2021: 45.5 Hours

HSGSA President - Akshi Malik

Executive Summary of Work:

- **Chaired HSGSA Executive and council meetings**
- **Attended UMGSA Executive and council meetings**
- **Hosted HSGSA AGM 2020-21**
- **Worked with VPE on MHRE program**

Meetings Attended:

February 5 th , 2021	HSGSA Executive meeting	2 Hours
February 8 th , 2021	Meeting with FGS Dean	1 Hour
February 9 th , 2021	UMGSA Executive meeting	2 Hours
February 11 th , 2021	HSGSA Bylaws Committee meeting	1 Hour
February 19 th , 2021	HSGSA AGM 2020/21	1.5 Hours
February 23 rd , 2021	UMGSA Executive meeting	2 Hours
February 23 rd , 2021	Meeting with Samantha	1 Hour
February 24 th , 2021	Faculty of Graduate Studies Council meeting	2 Hours
February 24 th , 2021	UMGSA Council meeting	1.5 Hours
February 25 th , 2021	HSGSA Executive meeting	1 Hours
February 26 th , 2021	HSGSA Council meeting	1.5 Hour

Meetings missed: None

Time Spent in Meetings in February: 16.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in February: 0 Hours

Working events attended:

February 19 th , 2021	GS Open House	2 Hours
February 23 rd , 2021	UM Memorial Vigil	1 Hour

Time Spent in Working Events in February: 3 Hours

Approximate time spent on other activities:

HSGSA Meetings Prep	8 Hours
E-mail correspondence & housekeeping	10 Hours

Total hours spent on the UMGSA & HSGSA for February, 2021: 37.5 hours

Senator1 - Azeez Akeem Abiodun

Executive Summary of Work:

- **Meetings:** I participated in the meetings below; the necessary information gotten was disseminated to the right quarters.

Meetings Attended:

Date	Meeting	Hours
February 3 rd , 2021	Senate meeting	3 Hours
February 9 th , 2021	UMGSA Executive meeting	1 Hour
February 23 rd , 2021	UMGSA Executive meeting	2 Hours

Meetings Missed: None

Time Spent in Meetings in February: 6 Hours

Office Hours:

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

Time Spent in Official Office Hours in February: 0 Hours

Working Events Attended: None

Time Spent at Working Events in February: 0 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	2 Hours
e-mail Correspondence	3 Hours

Total Hours Spent on the UMGSA in February, 2021: 11 Hours

Senator 2 - William Dowie

Executive Summary of Work:

- **Senator Meetings:** Student Senate Caucus, Senate Executive, and Regular Senate
- **UMGSA portfolio – other committees:** attended various committees on Zoom sessions: Sustainability, Taxonomy of non-degree programs, COVID-19 Recovery Steering Committee (CRSC), Indigenous Outreach Committee + culture webinars; official meet & greets with new UM Prez and FGS Acting Dean, CRA benefits for students (new COVID-19 policies and programs).

Meetings Attended:

Date	Meeting	Hours
February 3 rd , 2021	UMGSA & UM Admin budget constraint meeting	0.75 Hours
February 3 rd , 2021	Senate	1.5 Hours
February 4 th , 2021	COVID-19 Recovery Steering Committee	2 Hours
February 4 th , 2021	Continuing Fee budgetary strategy (UMGSA President & VPA)	1 Hour
February 9 th , 2021	UMGSA Executive	2 Hours
February 10 th , 2021	Senate Executive	0.5 Hours
February 11 th , 2021	COVID-19 Recovery Steering Committee	1.5 Hours
February 16 th , 2021	Senate Executive	1 Hour
February 17 th , 2021	Meeting, FGS Acting Dean – unit communications	1 Hour
February 18 th , 2021	COVID-19 Recovery Steering Committee	2 Hours
February 23 rd , 2021	SCADM	1 Hour
February 23 rd , 2021	UMGSA Executive meeting	0.75 Hours
February 23 rd , 2021	Sustainability Committee	2.5 Hours
February 24 th , 2021	FGS Council	2 Hours
February 24 th , 2021	UMGSA Council	1 Hour
February 25 th , 2021	COVID-19 Recovery Steering Committee	1.5 Hours
February 25 th , 2021	Student Senate Caucus	0.75 Hours

Meetings Missed: None.

Time Spent in Meetings in February: 22.75 Hours

Office Hours:

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

Time Spent in Official Office Hours in February: 0 Hours

Working Events Attended:

Date	Event	Hours
February 16 th , 2021	MITACS & funding start-up webinar (J. Foster)	1 Hour
February 17 th , 2021	Riddell Faculty Town Hall (grad interests)	1 Hour
February 23 rd , 2021	UM Memorial Vigil	1 Hour

Time Spent at Working Events in February: 3 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing for Council – Review Tasks, Prepare Summary + AGM Report	2 Hours
Email / WhatsApp correspondence (one hour per week allotted)	4 Hours

Total Hours Spent on the UMGSA in February, 2021: 31 Hours

Tabled Activities: re-calibration of milestones for Indigenous Outreach; outreach project regarding ‘mature’ students (to promote graduate research opportunities); expansion of CCR categories for CV enhancement (esp. MITACS workshops)

Appendix VI :

Proposed Wording Article XIII.I Conference Grants

I. Conference Grants

The UMGSA, through the Finance Committee, will make funds available to University of Manitoba graduate students wishing to attend or present at conferences who do not have adequate resources to do so. Conferences must advance the student's course of study. Applications will be accepted throughout the year and processed by the Finance Committee on a monthly basis. Except in extenuating circumstances, the Finance Committee decisions can be appealed to a maximum of two times. The resolution of any unresolved appeals that remain at the end of an Executive term will become the responsibility of the new Executive.

1. Budgeting and Evaluation

- a. The annual conference grant budget will be divided into 12 periods, each starting on the 18th of one month and running to the 17th of the following month.
- b. The budget for each of the 12 periods will be defined proportionally based on the value of conference grant applications over the past five years.
- c. The distribution of conference grant funding as stipulated in points a and b will be finalized during the first month of each new Executive term.
- d. Following the 17th of each month, conference grant applications from the previous period will be assessed by the Finance committee.
- e. If the total value of conference grant applications is less than the available amount for a given period, then all eligible applications will be approved, and the surplus budget will rollover into the following period.
- f. If the total value of conference grant applications exceeds the available amount for a given period, then applications will be prioritized in the following manner:
 - i. Applicants who have received the least amount from the UMGSA conference grant program during their current degree.
- g. Once the applications are prioritized, conference grants will be awarded up to the budgetary threshold of that period. Remaining applications will not be awarded, but applicants will be able to re-apply.

2. General Regulations

- a. Applicants must use the online UMGSA Conference Grant Application form. Applications for Conference Grants must be complete, or they will not be considered.
- b. Applicants are required to provide a copy of their official conference registration or equivalent correspondence. They must also provide a copy of their conference ID badge, as well as boarding passes or tickets for inter-city transportation, as proof of attendance.
- c. Applicants are required to provide a basic translation into English of any foreign language documentation.
- d. The maximum amount available to an individual over the course of a degree program from the UMGSA conference grant program are as follows:
 - i. \$500 over the course of a Masters program.
 - ii. \$1000 over the course of a Doctoral program.
- e. The maximum conference grant amounts available per application are as follows:
 - i. \$500.00 for conferences outside of Canada and the 48 conterminous states of the USA.
 - ii. \$300.00 for conferences within Canada or the 48 conterminous states of the USA.
 - iii. \$150.00 for conferences in the province of applicant residence.
- f. No Applicant may receive Conference Grants totaling in excess of \$500.00 from April 18 of one year to April 17 of the following year. Multiple applications from one member could be successful, but the total amount cannot exceed \$500.00 within that period of a year.
- g. All Conference Grants submitted between April 18 to April 30 will be included in the following fiscal year (May 1 to April 30).
- h. The Finance Committee reserves the right to investigate and verify information provided by applicants.

- i. Complete applications must be submitted online between 60 days prior to the first conference day and 60 days following the last conference day.
 - j. The applicant must declare their city of residence as a part of their application.
 - k. Attendance and presentation at web conferences will be treated as conferences in the applicant's city of residence.
 - l. Attendance and presentation at web conferences will be treated as conferences in the applicant's city of residence.
 - m. UMGSA funding for Conference Grants will only be awarded to a University of Manitoba Graduate Student.
 - n. Applications will not be accepted if conference attendance is part of a job interview process, or in cases where the student will receive course credit for that attendance. With the exception of students in the artistic programs
3. Reimbursement Policy of Registration Fees for Virtual Conferences during the COVID-19 Pandemic
This clause is specifically in place because of the Covid-19 Pandemic.
In light of the pandemic, complete applications can be submitted on the first day of the conference and up to 60 days following the last conference day. The registration fees for virtual conferences will be refunded to a maximum of \$500.00, if an applicant is eligible. Thus, regulations 2e which specifies the maximum amounts for conferences at specific locations and 2k which outlines that attendance and presentations at web conferences will be treated as conferences in the applicant's city of residence will not be regarded at this time.

Appendix VII :

Executive Review Committee Report II

Semi-Annual UMGSA Executive Review Committee Report



December 1st, 2020 - March 31st, 2021

Introduction

Time-Period Covered by this Review: December 1st 2020 to March 31st, 2020

Collaboratively prepared by the members of the Executive Review Committee. Thank you to all those who have contributed to the completion of this semi-annual review.

Members of the ERSC

Luis Cordero-Monroy – ERC Co-Chair

Symrath Bali

Mainak Singha - ERC Co-Chair

Daphne Mcknight

Scott Legare

Jacob Kolody

Joel Gardner

About the Semi-Annual Review of the UMGSA Executive

As written in the UMGSA Policies, the role of the Executive Review Committee (ERC) is to perform the semi-annual review of the current UMGSA executives and to make recommendations based on the review, particularly relating to the development and maintenance of the review process. This review includes self and peer reviews by the executive team, a review of Council and Executive Meeting minutes, Council and Committee Attendance records, and other relevant documents.

The committee of the ERC was formed October 9th, 2020. The ERC co-chairs distributed Self & Peer Review Forms to the executive team on February 23rd, 2021. Review forms were completed and returned by March 5th 2021. The subcommittee has met virtually once and has conducted multiple online discussions via email. The review work was divided-up amongst the subcommittee members, with each executive being reviewed by multiple individual members. The final report reflects the combined comments and assessments of many voices and perspectives, with each executive receiving their own individual summary.

The ERC based this report on information compiled from the following documents:

- UMGSA Executive Self and Peer Review
- UMGSA Executive Meeting Minutes
- UMGSA Council Documents Package
- UMGSA Internal Committees Attendance Sheet

Please Note: This report seeks to be as accurate as possible and seeks to evenly balance all comments/ratings along with all documentation submitted to the subcommittee. In drafting this report, the ERC deals with evidence and facts primarily in the form of Council, Committee, and Attendance documentation. Otherwise, the committee relies on the ratings and comments provided by the Executives themselves through the Self & Peer Review Forms. The committee endeavors to maintain neutrality in several ways: first, through procedures that maintain the confidentiality of comments provided to the committee and second, by starting from what evidence we have to draw from, and then examining comments and ratings provided to us in light of the evidence. The reviewers cannot ensure that all comments provided to the committee provide a complete and accurate picture of any given executive that we are reviewing nor of their performance, and we never presume that one opinion is entirely right nor another one entirely wrong. We seek to balance all comments and ratings, and the review summaries are based on our earnest attempts to achieve that balance, grounded in the evidence that we have.

Peer-Review Performance Ratings Guide:

9.0-10.0 Excellent

8.0-8.9 Good

7.0-7.9 Satisfactory (Room for Improvement)

5.0-6.9 Alarming (Action is Needed)

0.0-4.9 Unsatisfactory (Immediate and Significant Action is Needed)

Silvia Sekander – President

Positive Aspects and Contributions:

- Leadership for the COVID-19 UM Student Relief Fund
- U-Pass Support Subsidy
- Advocating for students by
 - Advocating for postponing Summer Continuing Fee 2021
 - Bringing up concerns about student tuition hikes and recreation fees at the Budget Advisory Committee
 - Communicating the importance of international student health care with the Minister of Advanced Education
- Participation in vigils for tragic events

Reported Areas of Opportunity:

- Responding to emails in a timelier manner
- Being more inclusive and decisive in her decision making

Self & Peer Review Scores:

Average Peer Review Score: 9.1 Excellent

How well has this executive fulfilled their Job-Specific Duties?

Self: 9 Peer: 9.5

How well has this executive worked with Other Members of the Executive Team?

Self: 10 Peer: 9.1

How well has this executive worked with the Office Manager, Councilors, and Committee Members?

Self: 9 Peer: 8.9

Attendance and Punctuality at Meetings:

- Attended all UMGSA Council Meetings
- Attended all Executive Committee meetings

Overview:

Silvia has been working extremely hard to help graduate students to overcome the challenges which were brought on by the COVID-19 pandemic. Her dedication to her role as president has garnered much respect and admiration from her peers which was reflected in her peer review score. Silvia exhibits empathy for her fellow graduate students by always being attentive to their needs and working as hard as she can to accommodate for them. Furthermore, she was highly commended for her leadership for helping to initiate the Covid-19 UM Student Pandemic Relief Fund to help students who are struggling financially due to the pandemic. Some areas of opportunity arise from her indecisiveness during decision-making and lack of connection to other members. Silvia herself has also suggested the re-introduction of office hours which have halted after the pandemic. Overall, Silvia's peer evaluations are very positive.

Nora Ampomah – Vice-President Finance and Administration

Positive Aspects and Contributions:

- Helping executives move money towards COVID-19 pandemic related relief efforts
- Revisions to Governance and Operations Manual and bylaws regarding online elections
- Effective budgeting for UMGSA and sharing details to students
- Student advocacy on internal and external committees
- Virtual conference grants

Reported Areas of Opportunity:

- Improvement of communication skills when presenting the budget or talking about finances in general
- Understanding of investments and decarbonization / ethical funds could be an opportunity
- Should form committee for working on issues related to CFS

Self & Peer Review Scores:

Average Peer Review Score: 8.67 Good

How well has this executive fulfilled their Job-Specific Duties?

Self: **9** Peer: **8.75**

How well has this executive worked with other members of the Executive team?

Self: **8.5** Peer: **8.5**

How well has this executive worked with the Office Manager, Councillors, and Committee Members?

Self: **8.5** Peer: **8.75**

Attendance and punctuality at meetings:

- Attended all UMGSA council meetings
- Attended all executive committee meetings
- Attended all finance committee meetings
- Attended all bylaws and policy committee meetings

Overview:

As Vice-President Service & Support, Nora has done a stellar job with graduate students at large by working internally on virtual conference grant applications, manuals and financial documents to ensure Graduate students receive the best possible care from the UMGSA. Fellow UMGSA executives praised Nora's skill in managing the UMGSA budget and finances, both for day-to-day operations and for new initiatives such as COVID relief and shifting investments to be more ethical. Much of this is behind-the-scenes work that does not directly involve students, yet Nora was still praised for interacting with and advocating for students. While recognizing her hard

work and accomplishments, some executive members identify communication and understanding investments and ethical funds as areas of opportunity for Nora. Nora further acknowledged that it will be useful to work on discussing important financial matters with the Finance Committee before discussing with the Executive Committee this in her own Self & Peer Review Form. Overall, peers have wholeheartedly appreciated Nora's excellent job in her role as the Vice-President Finance and Administration Support, which is reflected in her reviews by her peers.

Rubel Chandra Talukder – Vice President Academic

Positive Aspects and Contributions:

- Implementation of compassion grading
- Holiday Hamper Initiative
- Advocate for postponing Summer 2021 continuing fees
- Lobbying for international student's health insurance

Reported Areas of Opportunity:

- Being open to the ideas of others
- Willingness to consult with team members more for important decisions

Self & Peer Review Scores:

Average Peer Review Score: 8.39 Good

How well has this executive fulfilled their Job-Specific Duties?

Self: **9.8** Peer: **8.5**

How well has this executive worked with Other Members of the Executive Team?

Self: **9.8** Peer: **8.25**

How well has this executive worked with the Office Manager, Councillors, and Committee Members?

Self: **9.8** Peer: **8.42**

Attendance and Punctuality at Meetings:

- Has attended all UMGSA meetings
- Absent for one executive meeting (march 9) but attended all otherwise, attended all services and support committee meeting, and awards committee meetings

Overview:

Rubel has done a great job as VPA. He is constantly advocating for students and putting graduate student's voices and needs first. He advocated very strongly towards increasing the number of Holiday Hampers and the cost per hamper this past 2020 holiday season as the number of applicants was significantly higher than usual. Additionally, Rubel advocated for compassionate grading which also led to the COVID-19 Graduate Student Pandemic Relief Fund to help graduate students during this time. Rubel has fantastic attendance to executive meetings and committee meetings, only missing one. However, fellow executive members feel that he needs to have an open mind and be more welcoming to other opinions and alternative views. Overall, Rubel is undoubtedly a great addition to the Executive team by representing graduate students, communicating with students, and making sure their needs/questions receive help/answers in a timely fashion.

Etinosa Osemwata – Vice-President Service & Support

Positive Aspects and Contributions:

- Working hard constantly to provide students with fun events and workshops, which is particularly difficult during a pandemic
- Organized mental health workshop from UMGSA in UMSU mental health week
- Working towards the launch of the Indigenous Outreach Program
- Contributions were important for the success of the holiday hamper

Reported Areas of Opportunity:

- Improvement on strategic communications with executive members
- Improve marketing/promotion of events

Self & Peer Review Scores:

Average Peer Review Score: 8.53 Good

How well has this executive fulfilled their Job-Specific Duties?

Self: **9** Peer: **8.58**

How well has this executive worked with other members of the Executive team?

Self: **8** Peer: **8.33**

How well has this executive worked with the Office Manager, Councillors, and Committee Members?

Self: **8** Peer: **8.67**

Attendance and punctuality at meetings:

- Attended all executive committee meetings except for Dec 1, 2020, and Feb 23 (sent regrets)
- Attended all services and support committee meetings
- Attended all awards committee meeting, except the Jan 21 meeting
- Attended all events committee meetings

Overview:

Fellow UMGSA executives consistently praised Etinosa's diligence in planning special events for students even during pandemic situations where most events are impossible. This included fun events such as movie nights and quiz nights as well as more serious events such as a mental health workshop and the holiday hampers program. Other executives regard Etinosa as very supportive and patient while launching an Indigenous Outreach Program. Her willingness to advocate for Graduate Students on External Committees and listening to graduate students to organize events drew praise from her peers. While Etinosa excels at organizing numerous events for graduate students, some reviewers suggest that Etinosa should put more focus on coming up with ideas on marketing and promotion. Some reviewers also suggested that a good area of improvement for Etinosa could be strategic communications with executive members to allow everyone to feel they are part of active decision making. Overall, peers have wholeheartedly appreciated Etinosa's excellent job in her role as the Vice-President Service & Support, which is reflected in her reviews by her peers.

Akshi Malik – HSGSA President

Positive Aspects and Contributions:

- Helped to provide the U-pass subsidy for HSGSA students
- Proficient voice for the HSGSA students at all levels and all working groups around the University
- Pandemic relief fund for HSGSA students
- Organizing different events at the Bannatyne Campus
- Initiation of the 'Multi-disciplinary Health Research Experience' program

Reported Areas of Opportunity:

- Increasing collaborations between the UMGSa and the HNSGSA
- Advertising HSGSA events to the general student body

Self and Peer Review Scores:

Average Peer Review Score: 8.55 Good

How well has this executive fulfilled their Job-Specific Duties?

Self: **9** Peer: **8.7**

How well has this executive worked with Other Members of the Executive Team?

Self: **9** Peer: **8.75**

How well has this executive worked with the Office Manager, Councillors, and Committee Members?

Self: **8** Peer: **8.2**

Attendance and Punctuality at Meetings:

- Present at all executive committee meetings
- Present at all council meetings

Overview:

Akshi was given great scores by her fellow UMGSa executives and has accomplished a lot as the HSGSA President. These include helping to implement the U-pass subsidy for health sciences students, the pandemic relief fund for health sciences students, organizing different events at the Bannatyne Campus, and the initiation of the 'Multi-disciplinary Health Research Experience' program. Akshi was also acknowledged as a prominent voice for the HSGSA in internal and external committees. A potential area of improvement for Akshi is increasing collaboration between UMGSa and HSGSA, for example by advertising HSGSA events to the general graduate student body.

Akeem Azeez – Senator 1

Positive aspects and Contributions

- Working on amendments to the current grading system
- Calm and reasonable in Executive and Student Senate Caucus
- Advocacy and lobbying roles
- Unbiased opinions and good conflict resolution qualities.

Reported Areas of Opportunity

- More team involvement
- Increasing engagement at the executive committee

Self & Peer Review Scores

Average Review Score: 8.15 Good

How well has this executive fulfilled their Job-Specific Duties?

Self: **8** Peer: **8.33**

How well has this executive worked with other members of the Executive team?

Self: **9** Peer: **8.41**

How well has this executive worked with the Office Manager, Councillors, and Committee Members?

Self: **9** Peer: **7.7**

Attendance and Punctuality at Meetings:

- Attended all UMGSA Council Meetings
- Attended all Executive Committee meetings except for one on February 9th where he was absent

Overview:

Akeem seems like a hardworking senator. His role within the committee is valued and respected. His work on the current amendments to the current grading systems is highly appreciated. Although Akeem has been consistent in his attendance, his presence is often lost, for most members seeking more participation from him. They value his level-headed approach and pragmatic thinking and hope to see his engagement within the meetings improve.

Positive aspects and Contributions

- Working on the formation of the Indigenous outreach committee
- Strong voice for compassion grading
- Acting as a voice for the student body in the COVID-19 Relief Steering Committee and the Sustainability Committee
- Great voice for graduate students and proactive with ideas to engage with students

Reported Areas of Opportunity

- More awareness to the opinions and ideas of others
- Developing an understanding of the limitations of the GSA to implement new and innovative ideas

Self & Peer Review Scores

Average Review Score: 8.92 Excellent

How well has this executive fulfilled their Job-Specific Duties?

Self: **9** Peer: **9.25**

How well has this executive worked with other members of the Executive team?

Self: **9** Peer: **8.75**

How well has this executive worked with the Office Manager, Councillors, and Committee Members?

Self: **9** Peer: **8.75**

Attendance and Punctuality at Meetings:

- Has attended all UMGSA meetings
- Has attended all executive meetings

Overview:

Bill has done an excellent job as Senator 2. He is constantly advocating for the better of the graduate student community, including the proposal to defer the continuing fees for summer 2021 term for graduate students. Additionally, he has advocated for the compassionate grading to be implemented, with success. Bill is also involved in the formation of the Indigenous Outreach Program. Fellow executive members feel Bill introduces great ideas and has a very strong voice for graduate students. This is exemplified in his activity in the COVID-19 Relief Steering Committee and the Sustainability Committee. However, fellow executive members also feel that Bill needs to be more open to other's opinions and ideas and be less forceful with his own opinion and views. Importantly, Bill acknowledges this shortcoming in his self-evaluation form and is working on resolving this. Overall, Bill has done an excellent job of advocating for students, communicating with students and his fellow colleagues.

Appendix VIII :

Final CRO Report - UMGSA General Election 2021

2021 UMGSA General Election

The CRO report to Council was delivered on March 26, 2021.

Summary of Violations, Complaints and Appeals

Throughout the Campaigning period, there were no violations reported. No complaints were made to the CRO post voting. The deadline for complaints and appeals has passed and below are the final results, pending approval from council.

Final Results

Number of voters who cast votes for all positions: 540

Number of voters who cast votes for at least one position: 679

President (*total votes cast: 577*)

Silvia Sekander (Slate: Together) – 516 Yes

Vice-President Academic (*total votes cast: 563*)

Rubel Chandra Talukder (Slate: Together) - 485 Yes

Vice-President Services and Support (*total votes cast: 584*)

Golnaz Shirzadi (Slate: Together) - 517 Yes

Vice-President Finance and Administration (*total votes cast: 573*)

Nora Ampomah (Slate: Together) – 394

Violeta Bekovcki - 179

Senator (*total votes cast - Senator 1: 561, Senator 2: 602*)

AKM Monsurul Alam (Slate: Together) - 483 Yes

William Dowie (Slate: Together) - 539 Yes