

UMGSA Council Meeting Documents Index Page

Wednesday, August 25th, 2021 – 5:30 PM – Zoom

Index Page for the August 25th, 2021 UMGSA Council Meeting Documents	1
Agenda for the August 25th, 2021 UMGSA Council Meeting	2
Appendix I Minutes of the May 26th, 2021 UMGSA Council Meeting	Separate Attachment
Appendix II May, June & July Committee Reports	4
Appendix III May, June & July HSGSA Report	8
Appendix IV May & June Senate Reports	9
Appendix V May, June & July Executive Reports.....	14

UMGSA Council Meeting Agenda

Wednesday, August 25th, 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 August 25, 2021 UMGSA Council Meeting as presented.

4. Approval of the Minutes

The minutes of the May 26th, 2021 UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes of the May 26, 2021 UMGSA Council Meeting as presented.

5. Committee Reports

5.1. May, June & July Committee Reports (Appendix II)

6. HSGSA Report

6.1. May, June & July HSGSA Report (Appendix III)

7. Senate Report

7.1. June Senate Report (Appendix IV)

8. Executive Reports

8.1. May, June & July Reports (Appendix V)

9. Departmental Reports

10. Unfinished Business

10.1. Sustainability Updates

11. New Business

11.1. Ratification of the new GCC: The UMGSA appointed a new Governance and Communications Coordinator Ore Joda over the summer. The appointed applicant was unable to fulfil her contract. The selections committee reconvened in early August and decided to appoint the next applicant in line from the original call: Willow Josephson.

MOTION: BIRT the UMGSA Council approves the appointment of Willow Josephson as the new UMGSA GCC

UMGSA Selections Committee

11.2. Ratification of the membership of the External Relations Fund Committee:

The membership of the External Relations Fund Committee was approved via e-mail vote on June 17th, 2021 with the following motion:

MOTION: BIRT the following graduate students be appointed to the External Relations Fund Committee for the 2021/22 Term:

UMGSA Bylaws and Policy Committee

1. Douglas James Bear Jr – Faculty of Arts
2. Dihogo de Matos – Faculty of Kinesiology and Recreation Management
3. Shi Xiang Wang – Asper School of Business
4. Ankit Borgohain – Faculty of Engineering
5. Shreya Dhume – Rady Faculty of Health Sciences
6. Dane Monkman – Faculty of Arts
7. Chetan Patil – Rady Faculty of Health Sciences
8. Liujun Chen – Rady Faculty of Health Sciences
9. Albert Boakye – Faculty of Education

MOTION: BIRT the UMGSA Council ratifies the above e-mail vote confirming the membership of the External Relations Fund Committee

UMGSA Bylaws and Policy Committee

12. Announcements

12.1. Next Council Meeting: Wednesday, September 22nd, 2021 - 5:30PM – Zoom

12.2. Committee Positions to be filled: See the list that was sent out with these council documents. Some committee positions for FGS still need to be filled and can be filled by councillors. If you are interested please contact Silvia at pres@umgsa.org

13. Adjournment

Appendix II :

UMGSA Committee Reports May 1st – July 31st, 2021

Executive Committee

Chair: Silvia Sekander (UMGSA President)

Meeting Dates: May 10th, May 25th, June 8th, July 6th 2021

- Executives discussed about GCC hiring updates.
- Key Budget items were discussed.
- A proposal was formed to provide students a subsidy for attending English Language Courses.
- Executives agreed to be part of the MAPSS this year as well to continue advocacy works.
- Ethical investment updates were provided by VP Finance.

Finance Committee (May 1st – May 31st)

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Dates: May 6th, 2021

- The Committee reviewed Financial Reports for April.
- The Committee reviewed virtual Conference Grant applications
- The Committee reviewed the google document/application forms for Conference Grants.

Finance Committee (June 1st - June 30th)

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Dates: June 3rd, 2021

- The Committee reviewed Financial Reports for May and received updates on ethical investments.
- The Committee reviewed virtual Conference Grant applications
- The Committee discussed meeting days for the 2021/22 term.

Finance Committee (July 1st - July 31st)

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Dates: July 8th, 2021

- The Committee reviewed the Financial Reports and expenses the UMGSA made for the month of June.
- The Committee reviewed virtual Conference Grant applications.

Bylaws and Policy Committee (May 1st – May 31st)

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Date: May 13th, 2021

- The Committee finished the discussions on the upcoming task for the 2021/2022 term.
- The committee started the discussions on the formulation of the External Relations Fund Ad-hoc Committee.
- The Committee started revisions on the timelines for Council membership in the Governance and Operations Manual.
- The Committee reviewed the article on audits and transparency in the Governance and Operations Manual.
- The Committee discussed the meeting dates for 2021/2021.

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

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Date: June 10th, 2021

- During the June Committee meeting, we continued discussions on the timelines for Council membership and revised the audits and transparency article in the Governance and Operations Manual.

Bylaws and Policy Committee (July 1st – July 31st)

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Date: N/A

- The Committee decided not to meet in July.

Events Committee

Chair: Golnaz Shirzadi (UMGSA VPSS)

Meeting Dates: May 27th, June 24th, 2021

- Reviewed the mandate of the Events committee and the events hosted last year.
- Brainstormed events for the coming year.
- Planned a watercolour painting workshop for June.

Services and Support Committee

Chair: Golnaz Shirzadi (UMGSA VPSS)

Meeting Dates: June 8th, July 13th, 2021

- Review of current UMGSA services.
- Discussed providing professional development workshops
- Brainstormed ideas for the coming year.
- Pursued the funding of workshops with the ELC for International grad students.
- Discussed planning a LinkedIn workshop in partnership with the HSGSA and Career Services.
- Discussed how the university can help graduate students with their mental health needs.

Awards and Academic Affairs Committee

Chair: Rubel Chandra Talukder (UMGSA VP Academic)

Meeting Dates: June 10, and July 13, 2021

- All UMGSA Awards committee meetings have been held by video conference (zoom), and not in person.
- Rubrics and rules are explained in that meeting. Also, I tried to answer any questions or confusions members had about the whole award selection process.
- The committee suggested the potential names and the backups to FGS for their verification. Hopefully, we will hear back from FGS within August or beginning of September.

The External Relations Fund Committee

Chair: Liujun Chen (Ph.D. student in Pharmacy)

Meeting Dates: July 7th and 28th, 2021

- All ERF Ad-hoc Committee on July 7th and 28th, 2021 have been held by video conference, and not in person.
- The committee members discussed and approved the decision to disclose the total amount of this funding to the graduate students.
- Bill Dowie, UMGSA Executive, attended the meeting on July 28th, 2021. He advised squeezing the timeline for the ERF ad-hoc committee to finish the work from November to October. The timeline will be revised and approved in the next meeting on August 26th, 2021.
- The committee member discussed the method of collecting feedback from graduate students, such as sending emails, posting the information via Councilors, and Social media advertisements.

- One issue was raised about the ERF being collected from students for external organizations on July 28th 2021, this issue has been clarified by Ruth Prokesch (Office Manager) and Nora Ampomah (Vice-President Finance & Administration)
-----“*External Relations Fund is just the name. And this money should absolutely not go to an external organization.*”

Appendix III :

HSGSA Report May 1st – July 31st, 2021

HSGSA Executive Committee and Council

Chair: Akshi Malik

In May the HSGSA's new executive team took office. However, VPME resigned the second day and HSGSA held by-elections for the VPME post. Winner of the by-election was ratified by the council members and joined HSGSA Exec team from June 1st. We also proposed HSGSA budget to council and was approved in May Council meeting.

In June, 34th Annual Canadian Health Research forum (CSHRF) was organised virtually in collaboration with the Rady Faculty of Health Sciences. HSGSA was in charge of networking sessions. We hosted two 'student networking sessions' for both MB and national participants on Air-meet platform. HSGSA invited individuals from MATICS, Manitoba Bioscience Association (BAM), BioTalent Canada, UofM alumni, Professors and NML Govt. of Canada. Both these sessions were successful and participants had the opportunity to network as well as discuss their next milestone. Along with all the execs, many students volunteered to moderate these networking sessions and its smooth execution. On awards ceremony, HSGSA gave out 3 poster awards for \$200 each and two Forough Khadem Memorial Award for 1000\$ each (one masters and one national). VPA-Javad, has set up Graduate Student Excellence Award (1000\$ award, for one masters and one PhD) to give out on distinguished lecture day.

HSGSA reached out to RFHS departments' heads and RFHS Graduate student Associate Dean to discuss 'summer continuing fees' and proposed a MatchUp program to support students financially. Unfortunately, proposal was rejected by RFHS administration and Dean's office. However, many professors from different departments came forward and either increased the stipend of their students or reimbursed 500\$ for this summer. Few other departments have now considered increasing their minimum stipends value including Dept. of physiology and pathophysiology.

We also sent out student opportunity survey to plan future events and seminars depending upon what students want. To start, HSGSA is organising first social event in late August - HSGSA BBQ hangout, only for vaccinated students and will be held at Assiniboine Park.

Akshi Malik

HSGSA President (2021-2022)

Appendix IV :

May Senate Report

Meeting Date: 19th May 2021

Link to Agenda:

https://umanitoba.ca/governance/sites/governance/files/2021-05/2021_05_19_Senate_agenda%20revised_reduced.pdf

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

Report Includes:

1. President Report
2. Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

1. President Report

- At this time, research at the University of Manitoba (UM) is continuing within in the labs as well as remotely to the extent possible in compliance with the provincial Public Health Guidelines. Details on the current COVID-19 guiding principles, processes for requesting access and preventative measures are available in the updated Researcher FAQs section of the COVID-19 webpage.
- For fiscal year ending March 31, 2021, total funds raised were \$29.7 M exceeding the \$28.6 M target. \$12.6 M of this total was for student support including \$926,511 specifically for pandemic relief.
- UM is in the process of creating a Brief and Temporary Student Absence Policy, which is intended to create a consistent mechanism for students to notify professors and instructors when they will be absent for a brief period of time, to replace the need for medical notes for brief illnesses, to create consistency in the handling of absences across faculties and classes, and to reduce demand on our medical system (by eliminating the need to obtain medical notes for brief ailments). The policy has been provided to the appropriate Unions for review and comment, and feedback is expected by early May
- An Information Services and Technology report was presented to the Board of Governors that provided an overview of the Higher Education cybersecurity landscape with particular emphasis on what was happening across Canada, as well as any impactful incidents at UM. Also described were initiatives planned to begin in the next six months or were currently underway to improve cyber security practices with emphasis on three key projects:
 - The roll out of multi-factor authentication for our virtual private network (VPN) service;

- The continued implementation of Microsoft 365 and its improved security capabilities;
- The planned implementation of network segmentation across the internal UM network.
- Collection bins were distributed to both the Bannatyne and Fort Garry campuses on Monday, March 22 to collect three-ply surgical dust masks, KN95 and N95 masks in addition to other disposable personal protective equipment (PPE). These bins are only for disposable PPE shown on the bin signage and are not intended to collect reusable cloth masks. Materials created from these masks are metal sheeting, composite decking, shipping pallets and other products. The wearing of reusable masks is still recommended to minimize waste.
- An interdisciplinary design charrette will highlight and focus on the Eastern Transportation Corridor multi-use path. The charrette will engage graduate students in designing three seating and wayfinding nodes along the Saunderson Street and Dysart Road pathway segment. The students will receive guidance from a steering committee, along with the Indigenous community at UM, various faculties and critical stakeholders to help them create their design proposals and inform an overall wayfinding and interpretive signage strategy for the corridor.

2. Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

- The **Desautels Faculty of Music** proposes a new program entitled Master of Arts in Music Research. Both the University of Manitoba and Brandon University offer a Master of Music degree (a performance-oriented degree), but this proposal addresses a significant lacuna for the Province of Manitoba and presents the first such Masters-level offering that focuses on graduate-level research in music, broadly in the areas of Musicology and Music Theory. One distinctive feature of the proposed program is the comprehensive, yet flexible nature of the program of study. On one hand, the degree prepares one for a broad range of arts-related employment opportunities; on the other, the degree strongly prepares graduates for the requirements of the primary Canadian Ph.D. programs in Musicology and Music Theory (specifically, UBC, Western Ontario, University of Toronto, Université Laval, McGill University, and Université de Montréal). The M.A. in Music Research will require a total of 21 CH of study over two years. Students must complete a thesis or practicum. The proposal includes (6) course introductions.

June Senate Report

Meeting Date: 16th June 2021

Link of Agenda:

https://umanitoba.ca/governance/sites/governance/files/2021-06/2021_06_16_Senate_agenda_reduced.pdf

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

Report Includes:

1. President Report
2. 2. Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes
3. SENATE COMMITTEE ON AWARDS

1. President Report

- Currently, research at the University of Manitoba (UM) is continuing within in the labs as well as remotely to the extent possible in compliance with the provincial Public Health Guidelines. Details on the current COVID-19 guiding principles, processes for requesting access and preventative measures are available in the updated Researcher FAQs section of the COVID-19 webpage.
- The 2020/21 Faculty, Staff and Retirees campaign raised \$380,000 representing an increase of 35% over the previous year. Contributors were particularly responsive to supporting pandemic relief funds and the UM Food Bank
- Spring Convocation 2021 will be hosted from June 15-17 on a new digital platform, offering an accessible and interactive experience for students and their classmates, faculties, friends and families from around the world. As the University community awaits the safe return of in-person celebrations, the new digital platform creates more opportunities for students to connect with one another, including faculty-specific virtual Convocation ceremonies, chat rooms, interactive exhibits, a digital photo booth and a downloadable digital yearbook
- On May 7, 2021, the UM Intranet was launched, offering a homepage accessible only to UM faculty and staff and containing a variety of resources needed for working at the University. Faculty and staff already can access human resources forms, workplace policies, supports for diversity and inclusion, copyright information, IST supports, and more.
- Opening on March 15th, the Virtual Advising Help Centre (VAHC) with Student Service Navigators provides peer-to-peer chat, email, and telephone support to students over

extended hours seven days per week. Heather Nicolson, Coordinator, VACH, is leading this team of student staff who have been meeting virtually with students from around the globe answering questions and helping them navigate University services, policies, and processes. They also provide tips drawn from their own experiences on campus, and support students in using Aurora, UM Achieve, and other resources related to academic success. With an increasing number of students accessing this new service daily, the Navigators are serving an important role in supporting student success during this remote learning period.

- This spring, Learning and Organizational Development will be offering several sessions exclusively for intact groups and teams that promote both skill development and create opportunities for team building and collaboration in an engaging and interactive format. Some of these offerings include Building High Performance Teams; Building Your Team Charter; Workload Balance and Stress; and Social Intelligence - Building Impactful Relationships.
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2. Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

- The Dept. of Curriculum, Teaching & Learning proposes (1) course introduction, EDUB 7130. The Language and Literacy area group of the department has offered a two-week, 6 credit hour Summer Writing Institute (SWI) experience three previous times (2014, 2015, and 2018) using two, 3 credit hour courses. The Faculty of Education has approved EDUB 7130 Becoming Writers: Power, Place & Pedagogy in Teaching Writing as a permanent, 6 credit hour course and the new Summer Writing Institute
- The Dept. of History proposes (1) course modification, HIST 7910, to better align the course description with current course content.

3. SENATE COMMITTEE ON AWARDS

Indigenous Archivist Scholarship

The Winnipeg Foundation, through its Centennial Institute, established a scholarship at the University of Manitoba to encourage and support graduate students in the Joint Master's Program who are conducting research in Canadian history or Canadian Indigenous history. Each year, beginning in 2021-2022, one scholarship valued at \$17,500 will be offered to a graduate student who: (1) has self-declared as a First Nations, Métis or Inuit person from Canada; (2) is enrolled full-time in the Faculty of Graduate Studies in the first or second year of study in the Joint Master's Program (Archives Stream) offered by the Department of History; (3) has achieved a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study; and (4) is

conducting research in Canadian history or Canadian Indigenous history. Applicants will be required to submit: (i) a description of their proposed major research paper, thesis, or comprehensive exam/course work as it relates to Canadian history or Canadian Indigenous history; (ii) a current curriculum vitae; and (iii) a copy of their most recent transcript. The same recipient may be awarded the scholarship in both Year I and Year II of the Master's program. The recipient cannot hold any major award valued at \$10,000 or greater in the year(s) in which the scholarship is tenable.

Appendix V :

UMGSA Executive Reports May 1st – July 31st, 2021

President - Silvia Sekander

Executive Summary of Work:

- **GCC Selection:** Our GCC Julia Minarik informed us to resign from the position and an ad hoc selection committee was formed to appoint a new GCC. After the interview sessions, Ore Joda was appointed as the new GCC.
- **Budget Preparation:** Worked with VP Finance and Office manager to finalize the budget.
- **UMGSA Award:** Reviewed applications for UMGSA award.
- **FGS Award:** Reviewed applications for Outstanding Support Staff, Excellence in Graduate Student Mentoring, and Outstanding Administrator Award

Meetings Attended:

Date	Meeting	Hours
May 3 rd , 2021	Gov & Nom Committee Meeting	1 Hour
May 5 th , 2021	COVID-19 Research Recovery Meeting	1 Hour
May 6 th , 2021	Health Plan for International Students Update	1 Hour
May 10 th , 2021	UMGSA Executive Committee Meeting	2 Hours
May 11 th , 2021	BOG Retreat	3 Hours
May 12 th , 2021	UMGSA Transition Meeting	1 Hour
May 12 th , 2021	COVID-19 Research Recovery Meeting	1 Hour
May 13 th , 2021	Budget Discussion with Nora	0.5 Hours
May 18 th , 2021	BOG Meeting	2 Hours
May 19 th , 2021	COVID-19 Research Recovery Meeting	1 Hour
May 19 th , 2021	Senate	1 Hour
May 21 st , 2021	GCC Selection Meeting	1 Hour
May 25 th , 2021	UMGSA Executive Committee Meeting	2 Hours
May 26 th , 2021	COVID-19 Research Recovery Meeting	1 Hour
May 26 th , 2021	Meeting with Michael Bennaroch	1 Hour
May 27 th , 2021	Events Committee Meeting	1 Hour
May 28 th , 2021	GCC Interview	1 Hour
May 28 th , 2021	GCC Interview	1.5 Hours
June 2 nd , 2021	COVID-19 Research Recovery Meeting	1 Hour
June 3 rd , 2021	Grad Studies Experience Committee Meeting	1 Hour
June 8 th , 2021	UMGSA Executive Committee Meeting	2 Hours
June 9 th , 2021	Meeting with Laurie	1 Hour
June 16 th , 2021	Senate	1 Hour
June 22 nd , 2021	BOG Meeting	2 Hours
June 23 rd , 2021	Meeting with Kelley	1 Hour

June 30 th , 2021	COVID-19 Research Recovery Meeting	1 Hour
July 6 th , 2021	UMGSA Executive Committee Meeting	1 Hour
July 7 th , 2021	External Relations Committee Meeting	1 Hour
July 8 th , 2021	Finance Committee Meeting	1 Hour
July 9 th , 2021	Meeting with UMSU President	1 Hour
July 21 st , 2021	COVID-19 Research Recovery Meeting	1 Hour
July 30 th , 2021	FGS Review Meeting	1 Hour

Time Spent in Meetings in May, June & July: 38 Hours

Office Hours:

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

Time Spent in Official Office Hours in May, June & July: 0 Hours

Working Events Attended: N/A

Approximate Time Spent on Other Activities:

Activity	Hours
e-mail Correspondence & other activities (UMGSA & FGS Awards application review, Budget review)	60 Hours

Total Hours Spent on the UMGSA in May, June & July 2021: 98 Hours

Vice-President Finance and Administration- Nora Ampomah.

Executive Summary of Work:

- **Formulation of the External Relations Fund Ad-hoc Committee:** Provided the terms and reference for the External Relations Fund Ad-hoc Committee (ERF)
- **Reviewed the UMGSA Governing Documents and Financial Reports:** Reviewed Conference Grant applications, financial reports, and governing documents to identify areas needing revision.

Meetings Attended:

Date	Meeting	Hours
May 6 th , 2021	UMGSA Finance Committee Meeting	0.75 Hours
May 10 th , 2021	UMGSA Executive Committee Meeting	2 Hours
May 10 th , 2021	FGS Meeting	1.5 Hour
May 12 th , 2021	UMGSA Transition Meeting	1 Hour
May 13 th , 2021	UMGSA Bylaws & Policy Committee Meeting	2 Hours
May 18 th , 2021	UMGSA Budget Meeting with President	1 Hour
May 20 th , 2021	Meeting with Financial Advisor/Karen Roman	0.5 Hours
May 21 st , 2021	UMGSA Selections Committee Meeting	1 Hour
May 25 th , 2021	UMGSA Executive Committee Meeting	1.5 Hours
May 26 th , 2021	UMGSA Meeting with Michael Benarroch	1 Hour
May 26 th , 2021	UMGSA Council Meeting	1 Hour
May 28 th , 2021	UMGSA Selections Committee Meeting	1.5 Hours
May 29 th , 2021	UMGSA Selections Committee Meeting (Interviews)	2 Hours

Meetings Missed: None

Time Spent in Meetings in May: 16.75 Hours

Office Hours:

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

Time Spent in Official Office Hours in May: 0 Hours

Working Events Attended: None

Time Spent at Working Events in May: 0 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	23 Hours
e-mail Correspondence	9 Hours
Other	3 Hours

Total Hours Spent on the UMGSA in May 2021: 51.75 Hours

Vice-President Finance and Administration- Nora Ampomah.

Executive Summary of Work:

- **Review of Conference Grant Applications and Financial Reports:** Reviewed and processed virtual Conference Grant applications and financial reports.
- **Review of UMGSA Governing Documents:** Identified areas needing revisions in the Governance and Operations Manual.

Meetings Attended:

Date	Meeting	Hours
June 3 rd , 2021	UMGSA Finance Committee Meeting	0.5 Hours
June 8 th , 2021	UMGSA Executive Committee Meeting	1.5 Hours
June 22 nd , 2021	UMGSA Executive Committee Meeting	1.45 Hours

Meetings Missed: None

Time Spent in Meetings in June: 3.45 Hours

Office Hours:

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

Time Spent in Official Office Hours in June: 0 Hours

Working Events Attended: None

Time Spent at Working Events in June: 0 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	10 Hours
e-mail Correspondence	5 Hours
Other	3 Hours

Total Hours Spent on the UMGSA in June 2021: 21.45 Hours

Vice-President Finance and Administration- Nora Ampomah.

Executive Summary of Work:

- **Review of UMGSA Governing Documents and Financial Reports:** Reviewed financial reports and governing documents for the External Relations Fund (ERF) Ad-hoc Committee.

Meetings Attended:

Date	Meeting	Hours
July 7 th , 2021	UMGSA External Relations Fund Committee Meeting	1 Hour
July 8 th , 2021	UMGSA Finance Committee Meeting	0.5 Hours
July 21 st , 2021	UMGSA Financial Reviews – Phone Meeting with William Dowie	0.5 Hours
July 28 th , 2021	UMGSA External Relations Fund Committee Meeting	1 Hour
July 29 th , 2021	Phone Call Meeting with Financial Advisor/Karen Roman	0.5 Hour

Meetings Missed: None

Time Spent in Meetings in July: 3.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in July: 0 Hours

Working Events Attended: None

Time Spent at Working Events in July: 0 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	10 Hours
e-mail Correspondence	5 Hours
Other	2 Hours

Total Hours Spent on the UMGSA in July 2021: 20.5 Hours

Vice-President Services and Support – Golnaz Shirzadi

Executive Summary of Work:

- ELC Survey

Meetings Attended:

Date	Meeting	Hours
May 5 th , 2021	Meeting with Ann Friesen/ Homestay Coordinator at ELC	1 Hour
May 11 th , 2021	UMGSA Executive Meeting	1.5 Hour
May 12 th , 2021	UMGSA Transition Meeting with FGS	1 Hour
May 14 th , 2021	Meeting with Alicia, ELC director	1 Hour
May 25 th , 2021	UMGSA Executive Meeting	2 Hours
May 26 th , 2021	UMGSA Council meeting	1.5 Hour
May 26 th , 2021	Meeting with University's president	1 Hour
May 27 th , 2021	Events Committee	1.25 Hours
May 27 th , 2021	T&L Working Group - Post Pandemic Considerations	1.5 Hours
n/a	UMGSA Finance Committee meeting	0.5 Hours

Meetings Missed: None

Time Spent in Meetings in May: 12.25 Hours

Office Hours:

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

Time Spent in Official Office Hours in May: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	4 Hours
E-mail and Other Correspondence	4 Hours
Other	5 Hours

Total Hours Spent on the UMGSA in May, 2021: 25.25 Hours

Vice-President Services and Support – Golnaz Shirzadi

Executive Summary of Work:

- **Letter:** Preparing a text in support of Indigenous communities for our Newsletter , and the incident of London Ontario

Meetings Attended:

Date	Meeting	Hours
June 3 rd , 2021	UMGSA Finance Committee Meeting	1 Hour
June 8 th , 2021	UMGSA Executive Meeting	1.75 Hours
June 8 th , 2021	Services and Support Committee Meeting	1.5 Hours
June 10 th , 2021	Awards Committee 2021-2022	1.5 Hours
June 22 nd , 2021	UMGSA Executive Meeting	1.5 Hours
June 24 th , 2021	Events Committee June	1.25 Hours

Meetings Missed: None

Time Spent in Meetings in June: 8.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in June: 0 Hours

Working Events Attended:

Date	Event	Hours
June 23 rd , 2021	Building Confidence in Oral English Communication	1.5 Hours

Time Spent at Working Events in June: 1.5 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	6 Hours
E-mail and Other Correspondence	4 Hours
Other	5 Hours

Total Hours Spent on the UMGSA in June, 2021: 25 Hours

Vice-President Services and Support – Golnaz Shirzadi

Executive Summary of Work:

- **Awards:** Reviewed awards committee scores

Meetings Attended:

Date	Meeting	Hours
July 6 th , 2021	UMGSA Executive Meeting	1.5 Hours
July 7 th , 2021	T&L Working Group - Post Pandemic Considerations	1.5 Hours
July 8 th , 2021	UMGSA Finance Committee Meeting	1 Hour
July 13 th , 2021	UMGSA Services and Support Committee Meeting	1 Hour

Meetings Missed:

Date	Meeting Missed	Reason for Missing
July 13 th	UMGSA awards meeting	I had a committee the same day.

Time Spent in Meetings in July: 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 July: 0 Hours

Working Events Attended:

Date	Event	Hours
June 7 th , 2021	UMGSA Watercolor painting event	1.75 Hours

Time Spent at Working Events in July: 1.75 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	4 Hours
E-mail and Other Correspondence	3 Hours
Other	4 Hours

Total Hours Spent on the UMGSA in July, 2021: 17.75 Hours

Vice-President Academic – Rubel Chandra Talukder

Executive Summary of Work (May, June & July 2021):

- **UMGSA Students’ and Teaching Awards:** Applications for the 2021-2022 University of Manitoba Graduate Students’ Association (UMGSA) Student Award were open from May 1 to May 31st. Awards committee had their meetings in June and July to select short-listed candidates for student and teaching awards. The potential candidates list is now in FGS for their consideration.
- **Summer 2021 Covid-19 UM Graduate Student Pandemic Relief Fund:** The Faculty of Graduate Studies, with assistance from the Financial Aid & Awards Office, has created a Summer 2021 Covid-19 UM Graduate Student Pandemic Relief Fund to provide some financial support in the form of a bursary to full-time and part-time Master’s and PhD students facing financial hardship due to the current COVID-19 Pandemic crisis. Criteria:
 - You must be a full-time or part-time Master’s or PhD student registered in the Summer 2021 term at the time of your application;
 - ***NEW Requirement for Summer 2021 term:** You must be paying Program Fees as part of your tuition for the Summer 2021 term. Students may check their fees to confirm which fee they are paying to determine eligibility by logging into their Aurora Student account to review their tuition fees and details for the Summer 2021 term. If your account notes “Graduate Tuition” as one of the first lines of your fees then you are paying program fees and are eligible to apply for this funding;
 - You must have a degree GPA with a minimum of a 3.00 in your current graduate program;
 - You must have no financial holds on your Aurora Student account;
 - You must demonstrate that your current financial distress is a direct result of unforeseen costs associated with the Covid-19 pandemic crisis, and that financial support is needed in order to continue with your studies at the university.

The value of the bursary is:

- \$1,000 for full-time graduate students
- \$500 for part-time graduate students

Meetings Attended:

Date	Meeting	Hours
May 3 rd , 2021	Senate committee on Academic Dress	1 Hour
May 4 th , 2021	COVID Academic team	1 Hour
May 7 th , 2021	Intimate relationship advisory committee	1.5 Hours
May 10 th , 2021	FGS Council meeting	1.5 Hours
May 11 th , 2021	COVID Academic team	1 Hour
May 12 th , 2021	Transition meeting with FGS Dean (Dr. Kelley Main)	1 Hour
May 13 th , 2021	Student Senate Caucus	1 Hour
May 19 th , 2021	Senate meeting	2 Hours
May 25 th , 2021	COVID Academic team	1 Hour
May 25 th , 2021	UMGSA executive committee	1 Hour
May 26 th , 2021	Meeting with UM President	0.75 Hours
May 26 th , 2021	UMGSA Council meeting	1 Hour
June 8 th , 2021	UMGSA Executive meeting	2 Hours
June 8 th , 2021	Services and Support Committee meeting	1.5 Hours
June 10 th , 2021	SSC meeting	1 Hour
June 10 th , 2021	Awards committee meeting 1	2 Hours
June 16 th , 2021	Senate	1.5 Hours
June 22 nd , 2021	UMGSA Executive meeting	2 Hours
June 22 nd , 2021	FGS Executive committee meeting	1 Hour
June 22 nd , 2021	Meeting with FGS's Sara Sealey for Awards ranking	1 Hour
July 6 th , 2021	UMGSA Executive meeting	2 Hours
July 13 th , 2021	UMGSA Awards Committee meeting 2	1 Hour
July 13 th , 2021	Services and Support Committee meeting	1.5 Hours

Time Spent in Meetings in May, June & July: 30.25 Hours

Office Hours:

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

Time Spent in Official Office Hours in May, June & July: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Answering students' questions about Awards, E-mail correspondence & work related to UMGSA Awards	60 Hours

Total Hours Spent on the UMGSA in May, June & July 2021: 90.25 Hours

HSGSA President - Akshi Malik

Executive Summary of Work:

- Chaired HSGSA Executive and council meetings
- Attended UMGSa Executive and council meetings
- Chaired CSHRF Committee Meeting | worked with other team members in planning the networking sessions
- Helped CRO in VPME by-elections
- Shared roles and responsibilities of VPME with other execs
- Represented HSGSA in hiring UMGSa GCC | worked with UMGSa to define the role of GCC in HSGSA | Interviewed 5 applicants

Meetings Attended:

May 8 th , 2021	HSGSA Executive Meeting	2 Hours
May 10 th , 2021	UMGSa Executive Meeting	1.5 Hours
May 12 th , 2021	Meeting with Dean Kelley	1 Hour
May 13 th , 2021	Meeting with Air-meet representative	0.5 Hours
May 14 th , 2021	Meeting with Ed and Jessica	1 Hour
May 19 th , 2021	Meeting with Samantha	1 Hour
May 21 st , 2021	GCC Selections Meeting	1 Hour
May 25 th , 2021	UMGSa Executive Meeting	2 Hours
May 26 th , 2021	UMGSa Council Meeting	1 Hour
May 26 th , 2021	Meeting with UM President Michael Bennaroch	1 Hour
May 27 th , 2021	CSHRF Committee Meeting	1.5 Hours
May 28 th , 2021	HSGSA Council	1.5 Hours
May 28 th , 2021	GCC Interviews	1 Hour
May 29 th , 2021	GCC Interviews	2.5 Hours
May 31 st , 2021	Volunteers Training	1 Hour

Meetings missed:

Date	Meeting
	FGS Council Meeting (Meeting with PI)

Time Spent in Meetings in May: 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 May: 0 Hours

Working events attended: None

Approximate time spent on other activities:

HSGSA Meetings Prep	10 Hours
E-mail correspondence & housekeeping	15 Hours

Total hours spent on the UMGSa & HSGSA for May, 2021: 44.5 hours

HSGSA President - Akshi Malik

Executive Summary of Work:

- Chaired HSGSA Executive meetings
- Attended UMGSA Executive meetings
- Chaired CSHRF Committee Meeting | worked with other team members in planning and execution of networking sessions
- Helped new VPME in transition
- Shared roles and responsibilities of VPME with other execs

Meetings Attended:

June 5 th , 2021	HSGSA Executive Meeting	1.5 Hours
June 8 th , 2021	UMGSA Executive Meeting	1.5 Hours
June 9 th , 2021	Meeting with Samantha	0.5 Hours
June 11 th , 2021	CSHRF Troubleshooting	2 Hours
June 22 nd , 2021	FGS Executive Meeting	1 Hour
June 22 nd , 2021	UMGSA Executive Meeting	1.5 Hours
June 26 th , 2021	HSGSA Executive Meeting	1.5 Hours
June 25 th , 2021	FGS Unit Review	0.5 Hours

Meetings missed: None

Time Spent in Meetings in June: 10 Hours

Office Hours:

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

Time Spent in Official Office Hours in June: 0 Hours

Working events attended:

June 14 th , 2021	CSHRF Networking Sessions	4 Hours
June 21 st , 2021	CSHRF Awards Ceremony	1 Hour

Time Spent on working events in June: 5 Hours

Approximate time spent on other activities:

CSHRF Planning and Organizing	20 Hours
HSGSA Meetings Prep	5 Hours
E-mail correspondence & housekeeping	5 Hours

Total hours spent on the UMGSA & HSGSA for June, 2021: 45 hours

HSGSA President - Akshi Malik

Executive Summary of Work:

- Worked with VPME to get the website updated
- Meeting with Kasey to discuss ASG portal
- Meeting with Execs to discuss upcoming social events

Meetings Attended:

July 29 th , 2021	HSGSA Executive Meeting (informal)	3 Hours
July 30 th , 2021	Meeting with Kasey	1 Hour

Meetings missed:

Date	Meeting
July 7 th , 2021	UMGSA Executive Meeting (Lab experiments)

Time Spent in Meetings in July: 4 Hours

Office Hours:

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

Time Spent in Official Office Hours in July: 0 Hours

Working events attended: None

Approximate time spent on other activities:

E-mail correspondence & housekeeping	5 Hours
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Total hours spent on the UMGSA & HSGSA for July, 2021: 9 hours

Senator1 – AKM Monsurul Alam

Executive Summary of Work:

- Meetings & Transition.

Meetings Attended:

Date	Meeting	Hours
May 10	UMGSA executive committee	1 Hours
May 10	FGS Council meeting	1.5 Hours
May 12	Transition meeting with FGS Dean (Dr. Kelley Main)	1 Hour
May 13	Student Senate Caucus	1 Hour
May 19	Senate meeting	2 Hours
May 25	UMGSA executive committee	1 Hour
May 26	Meeting with UM President	1 Hour
May 26	UMGSA Council meeting	1 Hour
May 28	HSGSA Council Meeting	1 Hour
May 31	Senate Planning and Priorities Committee	1.5 Hours

Time Spent in Meetings in May: 12 Hours

Office Hours:

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

Time Spent in Official Office Hours in May: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Responding students' emails, Reviewing meeting agendas and minutes etc.	15 Hours

Total Hours Spent on the UMGSA in May, 2021: 27 Hours

Senator1 – AKM Monsurul Alam

Meetings Attended:

Date	Meeting	Hours
June 3	Graduate Student Experience Committee Meeting	1.5 Hour
June 8	UMGSA Executive Meeting	1 Hour
June 10	Student Senate Caucus Meeting	1.5 Hours
June 16	Senate meeting	2 Hour
June 22	UMGSA Executive Meeting	1 Hour

Time Spent in Meetings in June: 7 Hours

Office Hours:

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

Time Spent in Official Office Hours in June: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Responding students' emails, Reviewing meeting agendas and minutes etc.	10 Hours

Total Hours Spent on the UMGSA in June, 2021: 17 Hours

Senator1 – AKM Monsurul Alam

Meetings Attended:

Date	Meeting	Hours
July 6	UMGSA Executive Meeting	1 Hour

Time Spent in Meetings in July: 1 Hours

Office Hours:

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

Time Spent in Official Office Hours in July: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Responding students' emails, Reviewing meeting agendas and minutes etc.	5 Hours

Total Hours Spent on the UMGSA in July, 2021: 6 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), Manitoba Alliance for Post-Secondary Students (MAPSS), more professional development opportunities tied to CCR, and graduate student experience (psychological / indigenous)

Meetings Attended:

Date	Meeting	Hours
May 5 th , 2021	Senate Executive	2 Hours
May 6 th , 2021	COVID-19 Recovery Steering Committee	1.5 Hours
May 9 th , 2021	MAPSS Work – Reviewing Constitution	2 Hours
May 10 th , 2021	UMGSA Executive Meeting	1.5 Hours
May 10 th , 2021	Micro-credentials exploration meeting	2 Hours
May 11 th , 2021	SCADM	1 Hour
May 12 th , 2021	FGS Acting Dean + Vice Provost transition meeting	1.25 Hours
May 13 th , 2021	COVID-19 Recovery Steering Committee	2 Hours
May 13 th , 2021	Student Senate Caucus	1.25 Hours
May 15 th , 2021	MAPSS phone call with Kristin – constitution	1.25 Hours
May 18 th , 2021	Sustainability Committee (reviewed)	0.5 Hours
May 19 th , 2021	Senate	2.25 Hours
May 20 th , 2021	COVID-19 Recovery Steering Committee	2 Hours
May 20 th , 2021	Sustainability Town Hall (UMSU Hosted)	0.75 Hours
May 21 st , 2021	Graduate Student Experience Committee	2 Hours
May 25 th , 2021	Library Committee	1 Hour
May 25 th , 2021	UMGSA Executive Meeting	1.5 Hours
May 26 th , 2021	President, Vice Provost, FGS Dean meeting	0.75 Hours
May 26 th , 2021	UMGSA Council	1.25 Hours
May 27 th , 2021	COVID-19 Recovery Steering Committee	2 Hours

Meetings Missed: None

Time Spent in Meetings in May: 30.25 Hours

Office Hours:

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

Time Spent in Official Office Hours in May: 0 Hours

Working Events Attended:

May 6 th , 2021	Mentoring Grad Students Workshop	2 Hours
May 11 th , 2021	Challenging Student Situations Workshop	1 Hour
May 13 th , 2021	Mental Health in the Classroom Workshop	1.5 Hours

Time Spent at Working Events in May: 4.5 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing for Council – Review Tasks	1 Hours
Email / WhatsApp correspondence (one hour per week allotted)	2 Hours

Total Hours Spent on the UMGSA in May, 2021: 37.25 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: FGS (Faculty of Graduate Studies admin), Sustainability, Admissions (SCADM), Covid Recovery Steering Committee (CRSC), Manitoba Alliance for Post-Secondary Students (MAPSS), more professional development opportunities tied to CCR, and graduate student experience (psychological / indigenous)

Meetings Attended:

Date	Meeting	Hours
June 2 nd , 2021	Senate Executive	1.75 Hours
June 3 rd , 2021	COVID-19 Recovery Steering Committee	2 Hours
June 3 rd , 2021	Grad Student Experience	2.25 Hours
June 3 rd , 2021	MAPSS Meeting	1 Hour
June 8 th , 2021	UMGSA Executive meeting	1.25 Hours
June 10 th , 2021	COVID-19 Recovery Steering Committee	1.5 Hours
June 10 th , 2021	Student Senate Caucus	1 Hour
June 15 th , 2021	SCADM	1 Hour
June 15 th , 2021	Sustainability Committee	1.5 Hours
June 16 th , 2021	Senate	1.75 Hours
June 17 th , 2021	COVID-19 Recovery Steering Committee	2 Hours
June 22 nd , 2021	UMGSA Executive meeting	1.75 Hours
June 23 rd , 2021	FGS Faculty Review	1 Hour
June 24 th , 2021	COVID-19 Recovery Steering Committee	2 Hours
June 24 th , 2021	Convo with assoc Dean Arts – Native Studies Dep't	0.5 Hours

Meetings Missed: None

Time Spent in Meetings in June: 22.25 Hours

Office Hours:

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

Time Spent in Official Office Hours in June: 0 Hours

Working Events Attended:

June 9 th , 2021	Anti-Racism webinar	1 Hour
June 10 th , 2021	Indigenous webinars (Indian Act / Colonialism)	3.5 Hours
June 14 th , 2021	Supporting Indigenous Students webinar	2 Hours
June 16 th , 2021	Performance-based Funding webinar	1 Hour
June 23 rd , 2021	Academic Integrity webinar	0.5 Hours
June 24 th , 2021	Indigenous Colonialism webinar	1 Hour

Time Spent at Working Events in June: 9 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing for Council – Review Tasks	1 Hours
Email / WhatsApp correspondence (one hour per week allotted)	2 Hours

Total Hours Spent on the UMGSA in June, 2021: 34.25 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: FGS (Faculty of Graduate Studies admin), Sustainability, Admissions (SCADM), Covid Recovery Steering Committee (CRSC), Manitoba Alliance for Post-Secondary Students (MAPSS), more professional development opportunities tied to CCR, and graduate student experience (psychological / indigenous)

Meetings Attended:

Date	Meeting	Hours
July 5 th , 2021	MAPSS	1 Hour
July 6 th , 2021	UMGSA Executive meeting	1.5 Hours
July 7 th , 2021	MAPSS – meeting with NDP part reps	1 Hour
July 8 th , 2021	COVID-19 Recovery Steering Committee	2 Hours
July 21 st , 2021	UMGSA Financial Investment convo (VP-F)	0.5 Hours
July 22 nd , 2021	COVID-19 Recovery Steering Committee	2.25 Hours
July 28 th , 2021	Senate break-out meeting with U-Prez	0.75 Hours
July 28 th , 2021	External Relations Committee	1.5 Hours

Meetings Missed: None

Time Spent in Meetings in July: 10.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in July: 0 Hours

Working Events Attended:

July 1 st , 2021	Indigenous Canadian History webinar	1.5 Hours
July 20 th , 2021	Sustainability webinar – plastics	1 Hour
July 22 nd , 2021	Indigenous politics webinar	0.75 Hours

Time Spent at Working Events in July: 3.25 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing for Council – Review Tasks	1 Hours
Email / WhatsApp correspondence (one hour per week allotted)	2 Hours

Total Hours Spent on the UMGSA in July, 2021: 16.75 Hours