
UMGSA Council Meeting Documents Index Page

Wednesday, November 24th, 2021 – 5:30 PM – Zoom

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UMGSA Council Meeting Agenda
Wednesday, November 24th, 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 November 24th, 2021 UMGSA Council Meeting as presented.

4. Approval of the Minutes

The minutes of the October 27th, 2021 UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes of the October 27th, 2021 UMGSA Council Meeting as presented.

5. Committee Reports

5.1. October Committee Reports (Appendix II)

6. HSGSA Report

6.1. October HSGSA Report (Appendix III)

7. Senate Report

7.1. October Senate Reports (Appendix IV)

8. Executive Reports

8.1. October Reports (Appendix V)

9. Departmental Reports

10. Unfinished Business

10.1.

11. New Business

11.1 Executive Review Committee

i. See appendix

11.2 Approval of Audited BDO Financial Statements

MOTION: BIRT the UMGSA General Council Approves the audited BDO financial statements

11.3 Approval of UMGSA Updated Financial Budget

- i. See email attachment

MOTION: BIRT the UMGSA General Council approves the updated financial budget

11.4 Approval of Governance and Operations Manual Changes

- i. See appendix

MOTION: BIRT the UMGSA General council approves the changes to the governance and operations manual

11.5 UMGSA Election and Referendum Ad-Hoc Committee for

the 2021 UMGSA General Election: The UMGSA Elections and Referendum Committee needs 5-7 graduate student representatives. The following students have volunteered for appointment to the committee:

1. Maria Kisselgoff
2. Jennifer Carlson
3. Shi Xiang Wang
4. Anuruddika Hetti Hewage

MOTION: BIRT the UMGSA General Council approves the appointment of 4 Election and Referendum committee members

11.6 UMFA Strike

MOTION: BIRT the UMGSA General Council (GC) reaffirm the Special Session's UMFA Support Vote and Solidarity Statement; 2) that GC directs UMGSA Exec to continue dialogue with UMFA and ADMIN

12. Announcements

12.1. Next Council Meeting: Wednesday, January 26th, 2022 - 5:30PM – Zoom

12.2. UMGSA Annual General Meeting: December 8th, 2021 - 5:30pm – Zoom

RSVP Link: <http://www.umgsa.org/event/umgsa-annual-general-meeting/>

12.3. December Newsletter: If anyone has anything they want to share e-mail

gcc@umgsa.org

13. Adjournment

Appendix II :

UMGSA Committee Reports October 1st- October 31st, 2021

Executive Committee

Chair: Silvia Sekander (UMGSA President)

Meeting Dates: October 5th, 19th, 2021

- Executives have discussed on mental health survey.
- Success of the UMGSA meet and greet session were analyzed.
- Executives discussed on sending out a survey on the lab accessibility during the weekend to collect student feedbacks
- It was proposed to incentivize the ERF survey for increased participation

Finance Committee (October 1st- October 31st)

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Dates: October 14th, 2021

- The Committee reviewed Financial Reports for September.
- The Committee reviewed virtual Conference Grant applications

Bylaws and Policy Committee (October 1st- October 31st)

Chair: Nora Ampomah (UMGSA VPFA)

Meeting Date: October 7th, 2021

- The Committee started discussions on including protocols for when an Executive member drops out of their program before their 1-year term is complete.
- The Committee started discussions on including protocols for when a Council member graduates or drops out.
- The Committee started reviewing the article on Funds and Reserves in the Governance and Operations Manual.

Events Committee

Chair: Golnaz Shirzadi (UMGSA VPSS)

Meeting date:

- LinkedIn workshop, we need a volunteer for marketing and arrangements for November
- Discussed having a dance session in November, after reading week.
- Gifts for volunteers?

Services and Support Committee

Chair: Golnaz Shirzadi (UMGSA VPSS)

Meeting Date:

- Went over a quick report of the Meet and Greet.
- Two volunteers needed for arranging the LinkedIn workshop for November.
- Reviewed the mental health survey questions together.

Awards and Academic Affairs Committee

Chair: Rubel Chandra Talukder (UMGSA VP Academic)

- No Awards & Academic Affairs Committee meetings were held in October.

The External Relations Fund Committee

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

- All ERF Ad-hoc Committee on October 04th, 2021 have been held by video conference, and not in person.
- The committee members discussed and approved the agenda and last meeting's minutes of October 04th.
- Discussed the link for the survey questions and modified the ranking question to make it more objective and reduce its possibility to be a leading question by changing the ranking way to 4-word systems. (Not important / Neutral / Important / Most important)
- We decided to have the information session Zoom meeting on Tuesday 12th, 4:00PM and set up a reminder email on Monday 11th morning for town-hall. As for the survey link, we

also set up a reminder on 14th to inform them that the link will be closed on Friday 15th 12:00 PM.

- The poster content was decided to use the same introduction as the survey questions.
- Silvia suggested inviting the bylaw lawyer to the information session zoom meeting.
- Next Committee meeting date (Nov 2nd, 5:00PM).

Appendix III :

HSGSA Report October 1st- October 31st, 2021

HSGSA Executive Committee and Council

Chair: Akshi Malik

In October, VP-St. Boniface organised ‘Sexual Assault Prevention Workshop’ at St. Boniface campus. This in-person workshop was well received, and instructor was given the honorarium of \$200.

HSGSA also organised Halloween Social at Bannatyne campus. Over 20 students attended, pizza was served in the designated food areas at Bannatyne campus and best costume received \$25 gift card.

Multi-Disciplinary Research Experience (MHRE) Ad-hoc Committee met to discuss the details of the program. So far, we have received 34 applications to be the instructor in the MHRE program and over 70 undergraduate students have registered as trainees.

HSGSA Execs met with RFHS Associate Dean, Dr. Hope Anderson to propose the funding of \$5k. If approved, this fund will be used to provide Continued Education/ External Training Subsidies and winter formal event.

Winners of Graduate Student Excellence Award 2021 were announced by VP-Academic. One Masters and one PhD student received \$1000 cash award.

Usual business including social media engagement, and students’ concern.

Akshi Malik

HSGSA President (2021-2022)

Appendix IV :

October Senate Report

Meeting Date: October 6th, 2021

Link to Agenda: https://umanitoba.ca/governance/sites/governance/files/2021-09/2021_10_06_Senate_Agenda.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. Senate Committee on Awards

1. President Report

Implementation of the University's requirement for full vaccination is well underway, with a process in place for employees and students to provide proof of full vaccination in place and asymptomatic testing protocols having been implemented. For all individuals accessing the Rady Faculty of Health Sciences, these were implemented September 14; on September 22 for the Fort Garry campus. Employees and students who are not fully vaccinated are required to undergo COVID-19 asymptomatic rapid testing prior to participating in any activity on campus. This is available at the Fort Garry campus rapid testing site located in the Fitzgerald Building. Specific details about this process, and all UM Covid-19 protocols, can be found on the University's Covid-19 website: <https://umanitoba.ca/coronavirus>

2. Senate Committee on Awards

University of Manitoba Distinguished Master's Thesis Prize

The Faculty of Graduate Studies at the University of Manitoba will offer up to five Distinguished Master's Thesis Prizes to graduating students in thesis-based graduate programs. Each year, one award will be offered in each of the following categories at the master's level, respectively: applied sciences, health sciences, humanities, natural sciences, and social sciences. Each year, beginning in the 2021-2022 academic year, a Citation Certificate, and a prize of \$1,000 will be offered in each of the five categories to graduate students who:

(1) were enrolled full- or part-time in the Faculty of Graduate Studies in a Master's program in the year in which the award was tenable;

- (2) have achieved a minimum degree grade point average of 3.5 in their current graduate program; and
- (3) have been nominated by the Faculty/College/School in which their department is housed, and have, in the opinion of the selection committee, submitted the best thesis in their respective categories

Support a Student Family Bursary

A fund has been established at the University of Manitoba to financially support undergraduate and graduate students who have demonstrated family caregiving responsibilities. This bursary will be used to provide monthly payments to students who require additional financial assistance to support their studies. Each year, beginning in 2022-2023, one or more bursaries valued at a total of \$ 4,000 for full-time students and \$2,000 for part-time students (which will be paid out in monthly instalments in the academic year the award is issued) will be offered to students who:

- (1) have enrolled as a full-time or part-time undergraduate or graduate student in University 1 or any faculty, college, or school at the University of Manitoba;
- (2) have achieved either:
 - (a) as an entering student, the minimum admission requirements for University 1 (including limited admission) or any faculty, college, or school with a Direct Entry option; or
 - (b) as an undergraduate student, a minimum degree grade point average of 2.0; or
 - (c) as a graduate student, a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form;
- (4) have demonstrated that financial support is required for continued success in their studies; and
- (5) have demonstrated family caregiving responsibilities

Indigenous Doctoral Program Fellowships

Available funds from the Faculty of Graduate Studies will be used to offer Indigenous Doctoral Program Fellowships. The purpose of these awards is to reward the academic achievements of Canadian 10 Indigenous graduate students pursuing Doctoral degrees at the University of Manitoba. Each year, beginning 2021-2022 and continuing annually until the funds have been spent, three fellowships valued at \$20,000 each will be offered to graduate students who:

- (1) have self-declared as First Nations, Métis or Inuit people from Canada;
- (2) are enrolled full-time in the first year of a Doctoral program offered by the Faculty of Graduate Studies;
- (3) have achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study;
- (4) have demonstrated research ability or potential; and,
- (5) have a demonstrated connection to the Indigenous community.

David and Gursh Barnard Graduate Bursary in Fine Arts

David and Gursh Barnard established an endowment fund at the University of Manitoba in 2014 with gifts totaling over \$130,000. The purpose of the fund is to support graduate awards for students in the School of Art with the David and Gursh Barnard Graduate Scholarship in Fine Arts and the David and Gursh Barnard Graduate Bursary in Fine Arts. Each year, beginning in 2021-2022, half of the available annual income from the fund will be used to offer one bursary to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in the first year of the Master of Fine Arts program;
- (2) has achieved a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study; and
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form

Glenn J. Merrett Fellowship

An endowment fund was established in 2020 in memory of the late Glenn J. Merrett, who graduated from the University of Manitoba with a B.Sc. in Mechanical Engineering in 1973 (Gold Medal recipient), and with his M.Sc. in 1977. The purpose of the fellowship is to reward the academic achievements of graduate students in the Department of Mechanical Engineering at the University of Manitoba. Each year, beginning in 2022-2023, the available annual income from the fund will be used to offer one fellowship to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in a master's or Doctoral program offered through the Department of Mechanical Engineering;
- (2) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and
- (3) in the opinion of the selection committee, has demonstrated outstanding research ability or potential.

Appendix V :

UMGSA Executive Reports October 1st- October 31st, 2021

President - Silvia Sekander

Executive Summary of Work:

- Consultation with Lawyer regarding CFS issues
- Advocacy for special bursary for graduate students

Meetings Attended:

Date	Meeting	Hours
October 4 th , 2021	BOG Meeting	3 Hours
October 4 th , 2021	ERF Meeting	1 Hour
October 5 th , 2021	Meeting with UM President	0.5 Hours
October 5 th , 2021	UMGSA Executive Committee Meeting	1 Hour
October 6 th , 2021	COVID-19 Recovery Research Meeting	1 Hour
October 6 th , 2021	Meeting with Laurie and Kelley	0.5 Hours
October 6 th , 2021	Meeting of Senate	2 Hours
October 7 th , 2021	UMGSA Bylaws and Policy Committee Meeting	1 Hour
October 12 th , 2021	ERF Townhall	1.5 Hours
October 13 th , 2021	COVID-19 Recovery Research Meeting	0.5 Hours
October 14 th , 2021	VPRI Search Committee Meeting	2 Hours
October 14 th , 2021	UMGSA Finance Committee Meeting	0.5 Hours
October 15 th , 2021	FGS Executive Committee Meeting	2 Hours
October 18 th , 2021	ERC Meeting	1 Hour
October 19 th , 2021	UMGSA Executive Committee Meeting	1 Hour
October 20 th , 2021	COVID-19 Recovery Research Meeting	1 Hour
October 20 th , 2021	Senate Executive Meeting	1.5 Hours
October 21 st , 2021	UMSU BOD Meeting	2 Hours
October 26 th , 2021	Meeting with Gord	1 Hour
October 27 th , 2021	UMGSA Council Meeting	1 Hour
October 28 th , 2021	Events Committee Meeting	1 Hour
October 28 th , 2021	FGS Council Meeting	1.5 Hours

Time Spent in Meetings in October: 27.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in October: 0 Hours

Working Events Attended: N/A

Approximate Time Spent on Other Activities:

Activity	Hours
E-mail Correspondence & other activities	40 Hours

Total Hours Spent on the UMGSA in October 2021: 67.5 Hours

Vice-President Finance and Administration- Nora Ampomah.

Executive Summary of Work:

- **Review of UMGSA Governing Documents:** Reviewed Bylaws documents including articles in the Governance and Operations Manual for the Bylaws and Policy Committee.
- **Review of UMGSA Audit and Financial Reports:** Reviewed audit reports, financial statements, and processed Conference Grant applications.

Meetings Attended:

Date	Meeting	Hours
October 4 th , 2021	UMGSA External Relations Fund Ad-hoc Committee Meeting	1 Hour
October 5 th , 2021	UMGSA Executive Meeting with President Michael Benarroch	0.5 Hours
October 5 th , 2021	UMGSA Executive Committee Meeting	1 Hour
October 7 th , 2021	UMGSA Bylaws and Policy Committee Meeting	1 Hour
October 12 th , 2021	UMGSA External Relations Fund Ad-hoc Committee Information Session	1.5 Hours
October 14 th , 2021	UMGSA Finance Committee Meeting	0.5 Hours
October 19 th , 2021	UMGSA Executive Committee Meeting	1 Hour
October 26 th , 2021	UMGSA President, VPFA and Office Manager's Meeting with UMGSA Lawyer	1.5 Hours
October 27 th , 2021	UMGSA Council Meeting	0.5 Hours
October 28 th , 2021	UMGSA Audit Meeting with BDO	1 Hour
October 28 th , 2021	Faculty of Graduate Studies Committee Meeting	1.25 Hours

Meetings Missed: UMGSA Executive Committee Meeting

Time Spent in Meetings in October: 10.75 Hours

Office Hours:

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

Time Spent in Official Office Hours in October: 0 Hours

Working Events Attended: None

Time Spent at Working Events in October: 3 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	15 Hours
e-mail Correspondence	5 Hours
Other	3 Hours

Total Hours Spent on the UMGSA in October 2021: 36.75 Hours

Vice-President Services and Support – Golnaz Shirzadi

Executive Summary of Work:

Meetings Attended:

Date	Meeting	Hours
October 5 th , 2021	UMGSA Executive Meeting	1 Hour
October 5 th , 2021	Meeting with UM President	1 Hour
October 6 th , 2021	Sexual Violence Steering Committee	1.5 Hours
October 6 th , 2021	Intercultural Leaders Session	1.5 Hours
October 7 th , 2021	UMSU BOD	3.5 Hours
October 12 th , 2021	UMGSA Support & Services Committee	0.75 Hours
October 13 th , 2021	Intercultural Leaders Session	1 Hour
October 14 th , 2021	UMGSA Finance Committee	0.75 Hours
October 19 th , 2021	UMGSA Executive Meeting	1 Hour
October 20 th , 2021	Intercultural Leaders Session	1 Hour
October 21 st , 2021	Meeting w/ David Ness, Student counselling center	1 Hour
October 21 st , 2021	UMSU BOD	2 Hours
October 22 nd , 2021	Sexual Violence Committee	1.5 Hours
October 25 th , 2021	Mental Health working group	1 Hour
October 25 th , 2021	Meeting w/ Toby for the survey	0.75 Hours
October 27 th , 2021	UMGSA Council Meeting	1 Hour
October 27 th , 2021	Intercultural Leaders Session	1.5 Hours
October 28 th , 2021	UMGSA Events Committee Meeting	0.5 Hours
October 28 th , 2021	FGS Council Meeting	1.25 Hours

Meetings Missed:

Date	Meeting Missed	Reason for Missing
October 25 th , 2021	UMBA kick off	Had other meetings.

Time Spent in Meetings in October: 23.5 Hours

Office Hours:

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

Time Spent in Official Office Hours in October: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing Documents for Meetings	2 Hours
E-mail and Other Correspondence	5 Hours
Other	8 Hours

Total Hours Spent on the UMGSA in October 2021: 38.5 Hours

Vice-President Academic – Rubel Chandra Talukder

Executive Summary of Work (October 2021):

Meetings Attended:

Date	Meeting	Hours
October 5 th , 2021	Meeting with UM President	1 Hour
October 5 th , 2021	UMGSA Executive Meeting	1 Hour
October 6 th , 2021	Senate Meeting	2.5 Hours
October 12 th , 2021	Services & Support Committee Meeting	1.5 Hours
October 15 th , 2021	FGS Executive Committee Meeting	2 Hours
October 19 th , 2021	UMGSA Executive Meeting	2 Hours
October 27 th , 2021	UMGSA Council Meeting	1 Hour

Time Spent in Meetings in October: 11 Hours

Office Hours:

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

Time Spent in Official Office Hours in October: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
e-mail Correspondence, etc.	22 Hours

Total Hours Spent on the UMGSA in October 2021: 33 Hours

HSGSA President - Akshi Malik

Executive Summary of Work:

- Chaired HSGSA Exec and Council meetings
- Attended UMGSA Exec and Council Meeting
- Attended FGS Executive and Council Meeting
- Attended MHRE Ad-hoc committee
- Attended HSGSA Sexual Assault Workshop
- Planning and organisation of Halloween Social Event
- Met Associate Deans to discuss HSGSA initiatives and projects

Meetings Attended:

October 5 th , 2021	UMGSA Executive Meeting	1 Hour
October 6 th , 2021	Meeting with Hope	1 Hour
October 11 th , 2021	MHRE Committee Meeting	1 Hour
October 14 th , 2021	HSGSA Executive Meeting	1 Hour
October 14 th , 2021	Meeting with Dr. Duhamel	1 Hour
October 15 th , 2021	FGS Executive Meeting	1.5 Hours
October 19 th , 2021	UMGSA Executive Meeting	1.5 Hours
October 20 th , 2021	HSGSA Executive Meeting	0.5 Hours
October 28 th , 2021	FGS Faculty Council Meeting	1 Hour
October 29 th , 2021	HSGSA Council Meeting	1 Hour

Meetings missed: 1

Date	Meeting
October 27 th , 2021	UMGSA Council Meeting (Lab experiment)

Time Spent in Meetings in October: 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 October: 0 Hours

Working events attended:

Approximate time spent on other activities:

E-mail correspondence & housekeeping	10 Hours
HSGSA Sexual Assault Prevention Workshop	8 Hours
HSGSA Halloween Social Event	10 hours

Total hours spent on the UMGSA & HSGSA for October 2021: 38.5 hours

Senator 1 – AKM Monsurul Alam

Executive Summary of Work:

Meetings Attended:

Date	Meeting	Hours
October 4 th , 2021	Appeal and Academic Integrity session	1 Hour
October 5 th , 2021	UMGSA Executive Meeting	1 Hour
October 6 th , 2021	Senate Meeting	1.5 Hours
October 6 th , 2021	RCR Meeting	1.5 Hours
October 26 th , 2021	COVID- 19 Operation Team Meeting	1.5 Hours
October 27 th , 2021	UMGSA Council Meeting	1 Hour
October 28 th , 2021	FGS Council Meeting	1.5 Hours
October 29 th , 2021	HSGSA Council Meeting	1 Hour

Time Spent in Meetings in October: 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 October: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Responding emails, reviewing meeting agendas and minutes, preparing senate reports etc.	10 Hours

Total Hours Spent on the UMGSA in October, 2021: 20 Hours

Senator 2 - William Dowie

Executive Summary of Work:

- **Senator Meetings:** Student Senate Caucus, Senate Executive, Regular Senate, Admissions (SCADM),
- **UMGSA portfolio – other committees:** Virtual sessions: Covid Response Steering Committee (CRSC); Sustainability; Indigenous scholarship and leadership webinars; FGS Council; various grad student learning and engagement webinars; CCR-experiential learning; MAPSS; *UMFA Strike: meetings, policy review, stakeholder engagement*

Meetings Attended:

Date	Meeting	Hours
October 1 st , 2021	Indigenous Outreach Webinar	1 Hour
October 4 th , 2021	Sustainability Committee – Climate Action Plan	2 Hours
October 4 th , 2021	External Relations Fund Committee	1 Hour
October 5 th , 2021	Meeting with President, Vice Provost, acting Dean FGS	0.75 Hours
October 5 th , 2021	UMGSA Executive Meeting	1 Hour
October 6 th , 2021	Full Senate Meeting	1.25 Hours
October 7 th , 2021	CRSC	2 Hours
October 12 th , 2021	External Relations Fund – Info Session/ Town Hall	1.5 Hours
October 13 th , 2021	Riddell Faculty Dean check-in	1 Hour
October 13 th , 2021	UMFM Board Meeting	1 Hour
October 14 th , 2021	CRSC	2 Hours
October 19 th , 2021	UMGSA Executive Meeting	1 Hour
October 19 th , 2021	Sustainability Committee Meeting	1.5 Hours
October 20 th , 2021	Senate Executive (special time)	1.5 Hours
October 20 th , 2021	Online Learning webinar (pro dev)	1 Hour
October 20 th , 2021	UMGSA report summaries to GCC	2 Hours
October 21 st , 2021	CRSC	2 Hours
October 21 st , 2021	UMSU Board Meeting	0.5 Hours
October 26 th , 2021	Legal Advisory Meeting	1 Hour
October 27 th , 2021	UGSA x UMSU student self-declaration for illness	0.5 Hours
October 27 th , 2021	Indigenous Outreach webinar	1.25 Hours
October 27 th , 2021	SCADM	0.5 Hours
October 27 th , 2021	UMGSA General Council Meeting	1.5 Hours
October 28 th , 2021	CRSC	2 Hours
October 28 th , 2021	FGS Council	1.5 Hours
October 29 th , 2021	Imposter Syndrome webinar (pro dev)	2 Hours

Meetings Missed: 0

Time Spent in Meetings in October: 34.25 Hours

Office Hours:

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

Time Spent in Official Office Hours in October: 0 Hours

Working Events Attended:

October, 2021		Hour
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Time Spent at Working Events in October: 0 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Preparing for Council – Review Tasks, Peer Review, and Reports	2 Hours
Email / WhatsApp correspondence (one hour per week allotted)	4 Hours

Total Hours Spent on the UMGSA in October 2021: 40.25 Hours