

UMGSA Council Meeting Documents Index Page

Wednesday, August 24th, 2022 – 5:30 PM – Zoom

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UMGSA Council Meeting Agenda

Wednesday, August 24th, 2022 – 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 24th, 2022, UMGSA Council Meeting as presented.

4. Approval of the Minutes

The minutes of the May 25th, 2022, UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes of the May 25th, 2022, 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. May, June, July Senate Report (Appendix IV)

8. Executive Reports

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

9. Departmental Reports

10. Unfinished Business

10.1.

11. New Business

11.1 Revision to Elections & Referendum Manual

Article XVII: Campaigning Standards and Prohibitions

5. For the duration of both Weeks 6 and 7, all current UMGSA Executives running for election must take a paid leave of absence and must surrender their UMGSA Office keys to the UMGSA Office Manager.

6. During a paid leave of absence Executives may be required to perform urgent or unanticipated components of their roles despite this leave. If a member of the Executive who is running in the election is required to take additional actions outside their leave of absence, they must do so under the following provisions:

- a. Signing of cheques, forms, contracts, or other organizational obligations if requested and initiated by the UMGSA Office Manager.
- b. Attending meetings on behalf of their role and the association, if approved in advance by the CRO and DRO.

Any such actions taken by members of the executive that fall under 6a and 6b shall be reported back to the council at the first meeting following the close of the election period.

7. In the event of referenda being held during an Annual General Election, candidates and volunteers may speak to, volunteer for, and/or endorse a Side.

MOTION: BIRT the UMGSA General Council approves of the revision made to the Elections & Referendum Manual.

11.2 Decision regarding Council Meetings, Fall 2022

12. Announcements

- 12.1. **Bringing In The Bystander:** Visit the link to sign up: [BITB for GSA \(1\).docx](#)
 - i. Attendance is required for new councillors as well as councillors who didn't participate last year.
- 12.2. **Next Council Meeting:** Wednesday, September 28th, 2022 - 5:30PM – Zoom
- 12.3. **September Newsletter:** If anyone has anything they want to share e-mail gcc@umgsa.org

13. Adjournment

Appendix II :

UMGSA Committee Reports May 1st- July 31st, 2022

Executive Committee

Chair: Silvia Sekander (UMGSA President)

Meeting Dates: May 10th, 24th, June 21st, July 26th, 2022

- UMGSA executives transition work updates
- Covid 19 Relief Fund Distribution
- Summer 2022 ELC subsidy
- UMGSA Budget
- UMGSA award updates
- UMGSA handbook
- Financial training updates
- Tax Filing workshop
- Grammarly subsidy
- Mental health workshop
- Graduate students' difficulties survey
- Monetary support for UMGSA student clubs
- Resuming executive office hour
- UMSU priorities for the year
- Tuition fee increase
- Conference grant updates
- Collaborative events with other domestic universities

Finance Committee

Chair: Rubel Talukder (UMGSA VPFA)

Meeting Dates: May 12, June 9, June 13, June 28, July 14, July 28 (6 meetings in last 3 months)

- The committee evaluated conference grant applications. There were 135 conference grant applications in May, June, and July.
- The committee evaluated special project grant applications
- The committee discussed arising matters of the 2022-2023 UMGSA Budget and approved accordingly

Bylaws and Policy Committee

Chair: Rubel Talukder (UMGSA VPFA)

Meeting Dates: May 5, June 15, July 7

- The committee discussed Holiday Hamper donation acceptance through UM administration
- The committee is evaluating CRO/DRO roles and salary
- The committee has approved Executive honoraria adjustment in GOM
- Committee is discussing adding Office Manager roles in GOM
- The committee has approved GCC roles addition in GOM
- Committee is finalized a revision of Election and Referendum Manual that's being included for Council's consideration. The revision is about including clause to allow executives perform their regular tasks like signing cheques etc. during the election/campaigning period
- GOM: we are discussing the revision of the section on conflict resolution in the GOM
- The committee is evaluating to include clause to have new executives do cultural competency trainings

Events Committee

Chair: Marzieh (Marianne) Hajiloo (UMGSA VPSS)

Meeting Dates: June 1st, August 3rd

- Brainstorming upcoming year events
- Fall orientation discussion

Services and Support Committee

Chair: Marzieh (Marianne) Hajiloo (UMGSA VPSS)

Meeting Dates: June 6th, August 6th, August 18th

- Covid Relief Fund Distribution
- Monetary support for UMGSA clubs Discussion
- A multi purpose survey for students- In progress
- Grammarly Subscription Discussion
- Tuition Increase Discussion

Awards and Academic Affairs Committee

Chair: AKM Monsurul Alam (UMGSA VP Academic)

Meeting Dates: July 19th, and July 26th, 2022

- All UMGSA Awards committee meetings was held by video conference (zoom).
- The committee members were informed on number of awards, application process and number of applications received.
- 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.
- Brief discussion on evaluation process and fairness in the process was discussed.

Appendix III :

HSGSA Report May 1st – July 31st, 2022

HSGSA Executive Committee and Council

Chair: Jamie Sookhoo

In May, the HSGSA's new executive team took office. Transition period for all team members was smooth and each member started working towards their respective roles. In consultation with previous execs, HSGSA budget for 2022-23 was presented to council and was approved in May Council meeting. HSGSA new signing authorities (President, VP Internal, and VP Marketing and Events) are now set up with BMO, however, VP Internal is researching other possible financial institutions that can allow easier and more transparent transactions.

In June, the 35th Annual Canadian Health Research forum (CSHRF) was organised in collaboration with the Rady Faculty of Health Sciences. HSGSA oversaw registration/information booths, networking sessions, student tours, reception events and student banquet as well. Student reception for ~100 Manitoba and national students was hosted at Tavern United downtown and students had the opportunity to network with fellow students from different universities across Canada. We organised different student tours: Legislative building, the MINT, Fort Whyte alive and Fort Gibraltar as well as a virtual tour of the National Microbiology lab. Student banquet was organised for over 120 students at the Millennium centre with a seated dinner, DJ and photobooth. All events were well received, and students had many opportunities to network. All of this was possible because of over 15 volunteers and Execs' teamwork. HSGSA also gave out 4 poster awards for \$200 each and two Forough Khadem Memorial Awards for \$1000 each (one MSc and one PhD) during the CSHRF awards ceremony. The HSGSA Ed-Kroger Mentorship Award 2022 was presented to Dr. Meghan Azad at the CSHRF awards ceremony.

In July, the executive committee worked on planning for the Bannatyne Campus Fall orientation in September. HSGSA execs met with Dr. Christine Zhang and Shifa Mohideen to discuss their pilot project - Life Sciences Career Development Association. One budgeting and other planning commitments are met, further discussion will be entertained on this project. HSGSA is also working towards launching two other programs: Extended education/training bursary and Special project grant. These programs will be sponsored through Dr. Hope Anderson's office.

HSGSA is also planning a summer event - pool party and BBQ at Kildonan Park outdoor pool in August.

Appendix IV :

May Senate Report

Meeting Date: May 18th, 2022 at 1:30 PM

Meeting Link: http://umanitoba.ca/governance/sites/governance/files/2022-06/2022_05_18_senate_agenda_with-corrections-to-4cs-report_reduced_0.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, Program, Supplementary Regulation
3. Report of Senate Committee on Awards

1. President Report

The president's report presented here is a summary of reports from the Vice-Presidents. The Vice-President External reported that the Covid-19 recovery updates continue to be among the most sought-after information each week especially on mandatory vaccination and return to campus. Between February 24th, 2022, to March 24th, 2022, External Relations interacted with about 58 reporters to developing stories involving UM. This effort resulted to 5,031 news stories in the media mentioning UM. This figure is about 3,143 higher in comparison with the same period in 2021. External Relations also introduced the work of the National Centre for Truth and Reconciliation to the All One Fund. The initial donation was \$50,000, with a promise to sustain and increase the donation amount in the future. In terms of fundraising, the Vice-President External reported that UM exceeded the \$41,84 M target for the fiscal year ending March 31, 2022, through donations from 7,285, including students, staff and faculty, alumni, among others.

The report by the Vice-President Indigenous included a family friendly Decolonizing Lens event held on March 27th with 107 people in attendance, 57 virtually and 50 in-person. The Vice-President (Academics) and Provost reported several awards opportunities and initiatives, events, and leadership appointments, as well as new resources for students. The Vice-President (Research and International) reported that during the pandemic, an interim solution was approved to facilitate the payment of stipend against tuition to international

graduate students. The goal was intended to help them reduce the burden on international graduate students who could not come to Canada due to travel restrictions and the UM decision to offer courses remotely. With the border re-opening, the President recommended that the summer term courses will be held in-person except for designated DE courses, which will not be available in the summer term.

2. Report of the Faculty Council of Graduate Studies on Course, Program, Supplementary Regulation

The official summary of the 2022/2023 Academic Guide was presented by the Faculty of Graduate Studies. The guidelines contained the Application, Admission, and Registration policies. Some changes in the application process were noted including the removal of CanTEST requirement, restriction of UM staff at the rank of Instructor 1 and above from applying for admission in the same unit they are appointed. The new guidelines included the addition of Canadian University Graduate Transfer Agreement (CUGTA) and the possibility of one year admission deferment for domestic or international students while any course approved by the FGS will only be valid for one year. The new guidelines also stipulated that Oral exam will be held in English or French for Master's and PhD students until a new regulation is suggested. With some exceptions and with the approval of the dean of FGS, one member of the examination committee may be absent.

In the instance of a failure, a graduate student may decide to defend the thesis a second time regardless of whether the home department does not support the retake, with a submission of a detailed report the first attempt to the FGS by the Chair of the examination committee. The same condition is applicable to PhD students.

The guidelines restated that the minimum requirement for PhD admission is still 3.0 GPA or equivalent in the last 2 years of full-time study (60 credit hours). Just like in the case of MSc transfer credit, at the PhD level, a course may not be used for credit toward more than one degree, diploma, micro-diploma, or certificate, while the expiration of a credit of courses takes similar cue from the MSc stipulation.

It was recommended by the FGS Council that the Senate approve the changes listed in the guidelines, which was submitted by Dr. Kelley J. Main, Chair, Faculty Council of Graduate Studies.

The following points need to be highlighted for emphasis

- All regulations specified in the FGS Academic Guide are subject to modification or revision by the relevant bodies of the FGS.

- Programs administered through a Faculty (instead of a Department) will henceforth be expressed as Unit, thus, Department Head is now referred to as Unit Head
- University of Manitoba graduates are not required to submit a transcript before they can be admitted to graduate studies
- Acceptable English Language proficiency test score not older than 2 years is required from students who are not in the exemption categories.
- A UofM staff member in the category of Assistant Professor or Instructor 1 and above are ineligible to apply for graduate study admission at the same department/unit they held appointment.
- Re-registration is mandatory for all student in a degree program for the Fall, Winter, and Summer terms. Failure to re-register will result in discontinuation.
- The recommendation that the Senate Committee approve the Chair in Sustainable Protein in the Faculty of Agricultural and Food Sciences with funding from a \$1,500,000 investment by Manitoba Agriculture

3. REPORT OF THE SENATE COMMITTEE ON AWARDS

The Chair of the Senate Committee on Awards, Dr Jared Carlberg on behalf of Senate, the Senate Committee on Awards recommended that the Board of Governors approve 4 new offers, 16 revised offers and 4 withdrawals as set out in the *Report of the Senate Committee on Awards (April 7, 2022)*. The award decisions comply with the Student Awards Policy.

The four new offers are:

- Dr. N.S. Ramamurthy Memorial Scholarship
- E2B Scholarship in Jazz Performance
- Madhav and Sharda Sinha Prize for Quality Assurance
- The Collective Bursary for Indigenous Students in Interior Design

The amended offers are

- Alexander, Pauline and Sybil Shack Scholarship in English
- Betty Havens Centre on Aging Graduate Fellowship
- Douglas and Beverly Ruth Centenary Award in Engineering
- Eastern Grassland Society Inc. Bursary
- Enid Driben-Triller Memorial Scholarship in Social Work
- Eugene H. Lange Memorial Bursary
- Jal Tata Award

- James I. Elliot Bursary in Agricultural and Food Sciences
- Linda K. Park Memorial Bursary
- Major G.E.H. Barrett-Hamilton Memorial Scholarship
- Pharmacy Class of 2014 Bursary
- P.M. Shen Memorial Bursary
- Rossnagel Scholarship for Academic Improvement
- The Bud Harden Player's Award
- Walter and Maria Schroeder Foundation Scholarship
- Women's Health Research Foundation of Canada Part-Time Graduate Scholarship

The withdrawn offers are:

- John and Karen Friesen Bursary (At the request of the donor)
- Master of Physician Assistant Studies Academic Performance Scholarship (At the request of the donor)
- Master of Physician Assistant Studies Travel Support Prize (At the request of the donor)
- Rapid RTC Scholarship in Science (At the request of the donor)

New Program introduction for the Fall 2022 Semester

Master of Arts in Music Research, Desautels Faculty of Music *Effective*: Fall 2022
Review and Approval: Senate (May 2021); BOG (June 2021); Province (Dec. 2021)

Program discontinued

Master of Science in Family Social Sciences, Max Rady College of Medicine *Effective*: Fall 2021

Review and Approval: Senate (June 2021); BOG (June 2021); Province (Sept. 2021)

Program with admission suspension

Master of Arts in Icelandic, Faculty of Arts

Review and Approval: Senate (May 2021); BOG (June 2021); President (July 2021)
Province (Dec. 2021)

Appendix IV :

June Senate Report

Meeting Date: June 22nd, 2022 at 1:30 PM

Meeting Link: https://umanitoba.ca/governance/sites/governance/files/2022-06/2022_06_22_senate_agenda_2.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 Senate Executive Committee
3. Report of the Faculty Council of Graduate Studies on Course, Program, Supplementary Regulation and Regulation Changes

4. President Report

The president's report presented here is a summary of reports from the Vice-Presidents. Dr. Michael Benarroch was formally installed as the 12th President and Vice-Chancellor of the University of Manitoba in June at the Forth Garry campus. The in-person event included an Indigenous pipe ceremony and was live-streamed to the global community. The Vice-President (Academic) and Provost presented a report of some UM professors and graduate students who received awards. Professor Rotimi Aluko of the Food and Human Nutritional Sciences was elected a fellow of the International Academy of Food Science and Technology which serves as a body of experts for the International Union of Food Science and Technology (IUFoST). The induction ceremony will be in Singapore between Oct. 31 – Nov. 3, 2022.

Professor Aluko also bagged other international awards like the 2022 Protein and Co-Product Division Lifetime Achievement Award. The report also noted that Professor Michael Eskin of the Food and Human Nutritional Sciences will be the 2022 recipient of the Institute of Food Technologists (IFT) Lifetime Achievement Award in honor of Nicolas Appert. Other Awardees include Natalie Riedger (Food and Human Nutritional Sciences) whose research article was selected as one of the Editor's Choice picks by the publishing journal, Selma Osmanovic who received the prestigious DAAD University Summer Course Grants for

September 2022, and Avery Hallberg, a Sociology and Criminology student who received an Indspire Scholarship.

This award has been received three times by Avery since 2004 and it has provided \$154 million to support more than 49,000 First Nations, Inuit and Métis students.

The report also indicated that more than 30 graduate students in the Rady Faculty of Health Sciences were awarded graduate studentships. The award is offered to graduate students in their first or second year of the thesis-based Master's or Doctoral students who have displayed academic excellence achievement and significant research projects. The value for the Master students is valued at \$14,000 per year while the PhD award is valued at \$18,000 per year.

The Vice-President (Research and International) reported that Dr. B. Mario Pinto was appointed the UM next Vice-President (Research and International) with October 1, 2022, as the tenure commencement date. The current VPRI's tenure was extended till September 30, 2022. It was also reported a Master student Chenée Merchant who is doing a forensic research explorative study to discover new methods of identifying key features of the skull linked to ancestry.

Part of the report by the Vice-President noted that Dr. Miller, Associate Vice-President (Indigenous) made presentation on the meaning and importance of Land Acknowledgments at the Western Canadian Deans of Arts and Sciences Conference held on April 20, 2022. The report also noted that from March 1st to April 30th, the education unit participated in 2 conferences, made 25 presentations, and facilitated the Decolonizing Lens screening. Michael Campbell, a Master student of Human Rights is pursuing a practicum at the NCTR while Justin Vermette, a Law student is to undertake a service-learning project to review legal documents related to the Indian Residential School Settlement Agreement (IRSSA), residential School history and other important legal materials, which will be stored in the NCTR archives.

The Vice-President External reported that UM achieved \$2.6 million in philanthropic funds against a target of \$56.4 million for the 2022/23 fiscal year, while the university continues to support victims of the war in Ukraine through fundraising.

Some significant award announcements include an \$87 M USD (\$110 CAD) funding from the Bill & Melinda Gates Foundation to support the UM Institute of Public Health's partnership with the Government of Uttar Pradesh, India to improve Reproductive, Maternal, Newborn, Child Health, and Nutrition outcomes.

5. Report of the Senate Executive Committee

The Senate Committee on Appeals re-appointed Professor Blunden as a Vice-Chair for a three-year term, while Professor Melanie Soderstrom of the faculty of Arts was also appointed Vice-Chair for a three-year term ending on May 31, 2025. In keeping with the university's determination to advance cultural, social, economic, and environmental wellbeing of the people of Manitoba, Canada, and the global community through education, research and community service, the Senate Committee Executive reaffirmed the commitment statement. The statement explained the activities underlying the service to the common good, and the specific dimensions of that service, stating the core principles of university autonomy, academic freedom, and collegial governance.

6. Report of the Faculty Council of Graduate Studies on Course, Program, Supplementary Regulation and Regulation Changes

The Dept. of Biosystems Engineering proposed M.Sc., M.Eng and PhD Supplementary changes which was approved by the Senate Committee. The changes were deemed necessary because though the Department of Biosystems Engineering has allowed students to transfer from the MSc to the PhD, the written policy, which was produced on June 15, 2011, appeared to have some wording flaws. After a review by the Department's Graduate Committee reviewed the policy and recommended changes to be consistent with the number of credit hours required before any student can be granted the transfer.

The Dept. of Community Health Sciences also proposed changes related to the admission review process for the MSc, MPH, and PhD programs with the goal of providing a more transparency application and review process. Four main changes in and application and review process, including changes in the advisory committee structure for the MSc and PhD programs were suggested for Senate Committee approval. The Dept. of Computer Science also proposed the MSc. And PhD. Supplementary Regulation Changes seeking the deletion of its MSc Coursework Route. The Regulation Changes also included the MSc. thesis proposal and PhD admission. The proposal was approved by the Senate Committee.

The Dept of Occupational Therapy proposed the introduction of a 3-credit hour Indigenous Content course required for admission to the MOT to be phased in 2023-2025. Within the period, either a minimum of 3-credit hours in Indigenous Content OR 3-credit hours in Social Sciences will be accepted as a pre-requisite course for admission to the MOT program. Beginning in 2026, a minimum 3-credit hours Indigenous Content pre-requisite course will be required. The proposed changes were approved by the Senate Committee.

The Asper School of Business proposed the introduction of a Supply Chain Management concentration in the PhD and MSc program for the introduction of four courses (SCM 7016, SCM 7018, SCM 7020, SCM 7030). Since 2004, the Asper School of Business has offered a successful Supply Chain Management concentration in the MSc and a Master of Supply Chain Management & Logistics program since 2021. The recommendation by the Faculty Council of Graduate Studies for the program changes from the Asper School of Business was approved by the Senate Committee. Also, the Senate Committee approved the report of the Senate Planning and Priorities Committee concerning graduate course changes beyond nine credit hours for the Asper School of Business with course changes and modifications to the Master of Science in Supply Chain Management effective for the next available term and the introduction of Supply Chain Management Core in the PhD in Management starting Fall 2023 Term.

The History Department, through the Joint Senate Committee of the University of Manitoba and University of Winnipeg proposed a Joint M.A Supplementary Regulation Changes (Archival Stream) for approval by the Senate Committee. The changes, which reflected the recommendations of two consecutive external review of the program, were approved accordingly.

The following points need to be highlighted for emphasis

- The Asper School of Business is supporting curriculum development for Graduate Micro-Diploma in Integrated Leadership.
- Master in Leadership and Management Change: Starting in 2023, the Asper School of Business will be supported in developing a new Masters degree in Leadership and Managing Change, which will be available to eligible candidates.

Appendix V :

UMGSA Executive Reports May 1st- July 31st, 2022

President - Silvia Sekander

Executive Summary of Work (May):

- Planning for Orientation
- Finalizing ELC subsidy
- Budget Review
- Advocacy for fall bursaries
- Advocacy for graduate student facing problem with supervisor
- External Committee Member selection

Meetings Attended:

Date	Meeting	Hours
May 4 th , 2022	Senate Executive Meeting	1 Hour
May 5 th , 2022	Budget Discussion with Ruth	0.5 Hours
May 5 th , 2022	Bylaws and Policy Committee Meeting	1 Hour
May 6 th , 2022	AMA Steering Committee Meeting	1 Hour
May 10 th , 2022	UMGSA Executive Meeting	1.5 Hours
May 12 th , 2022	Finance Committee Meeting	1.5 Hours
May 13 th , 2022	Meeting with UMSU President	1 Hour
May 17 th , 2022	Video Shoot for President's Installation Program	0.5 Hours
May 18 th , 2022	Senate Meeting	2 Hours
May 24 th , 2022	UMGSA Executive Meeting	1.5 Hours
May 25 th , 2022	UMGSA Council Meeting	1.5 Hours
May 26 th , 2022	Meeting with Laurie and Kelley	0.5 Hours

Time Spent in Meetings in May: 13 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: N/A

Approximate Time Spent on Other Activities:

Activity	Hours
e-mail Correspondence & other activities	60 Hours

Total Hours Spent on the UMGSA in May 2022: 73 Hours

President - Silvia Sekander

Executive Summary of Work (June):

- Planning for Orientation
- Finalizing ELC subsidy
- Budget Review
- Advocacy for fall bursaries
- Advocacy for graduate student facing problem with supervisor
- External Committee Member selection

Meetings Attended:

Date	Meeting	Hours
June 7 th , 2022	Presidents Installation Program	3 Hours
June 8 th , 2022	Dinner for Outstanding Achievements	3 Hours
June 9 th , 2022	Finance Committee Meeting	1 Hour
June 10 th , 2022	Senate Executive Meeting	1 Hour
June 13 th , 2022	ERC Review Meeting	1 Hour
June 13 th , 2022	Finance Committee Meeting	2 Hours
June 15 th , 2022	Meeting with UMSU President	1 Hour
June 15 th , 2022	Bylaws and Policy Committee Meeting	1 Hour
June 16 th , 2022	Meeting with ALC	1 Hour
June 17 th , 2022	Meeting with UBC President	1.5 Hours
June 21 st , 2022	UMGSA Executive Meeting	1.5 Hours
June 22 nd , 2022	Meeting of Senate	1 Hour
June 23 rd , 2022	Grad steps Workshop Meeting	1 Hour
June 28 th , 2022	BOG	3 Hours
June 28 th , 2022	Finance Meeting	1.5 Hours
June 29 th , 2022	HSGSA & UMGSA Meet and Greet	1 Hour

Time Spent in Meetings in June: 24.5 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: N/A

Approximate Time Spent on Other Activities:

Activity	Hours
e-mail Correspondence & other activities	60 Hours

Total Hours Spent on the UMGSA in June 2022: 84.5 Hours

President - Silvia Sekander

Executive Summary of Work (July):

- Planning for Orientation
- Finalizing ELC subsidy
- Budget Review
- Advocacy for fall bursaries
- Advocacy for graduate student facing problem with supervisor
- External Committee Member selection

Meetings Attended:

Date	Meeting	Hours
July 4 th , 2022	Orientation Meeting	0.5 Hours
July 5 th , 2022	Meeting with UM President	1 Hour
July 7 th , 2022	Meeting with Crystal	0.5 Hours
July 8 th , 2022	Meeting with Judy Piasta	1 Hour
July 12 th , 2022	FGS Graduate Students Experience Committee	2 Hours
July 13 th , 2022	Awards Committee Meeting	1 Hour
July 14 th , 2022	Finance Committee Meeting	1.5 Hours
July 26 th , 2022	UMGSA Executive Meeting	2 Hours
July 28 th , 2022	Meeting with Spiritual Care	1.5 Hours
July 28 th , 2022	Finance Committee Meeting	1.5 Hours

Time Spent in Meetings in July: 12.5 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: N/A

Approximate Time Spent on Other Activities:

Activity	Hours
e-mail Correspondence & other activities	70 Hours

Total Hours Spent on the UMGSA in July 2022: 82.5 Hours

Vice-President Finance and Administration- Rubel Talukder.

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

Meetings Attended:

Date	Meeting	Hours
May 2 nd , 2022	VPFA transition meeting with Nora	1 Hour
May 2 nd , 2022	FGS Executive Meeting	2 Hours
May 5 th , 2022	Budget discussion with Ruth	1 Hour
May 5 th , 2022	Bylaws meeting	1 Hour
May 10 th , 2022	UMGSA Executive meeting	1.5 Hours
May 12 th , 2022	Finance meeting	1 Hour
May 17 th , 2022	FGS Council Meeting	2 Hours
May 24 th , 2022	UMGSA Executive Meeting	2 Hours
May 25 th , 2022	Council Meeting	1 Hour
June 7 th , 2022	UM President Installation	2 Hours
June 9 th , 2022	Finance meeting	1 Hour
June 13 th , 2022	Finance meeting	2 Hours
June 15 th , 2022	Bylaws meeting	1 Hour
June 21 st , 2022	UMGSA Executive Meeting	1 Hour
June 28 th , 2022	Finance meeting	1.5 Hours
June 29 th , 2022	UMGSA meet & greet	1 Hour
July 5 th , 2022	Meeting with UM President	1 Hour
July 7 th , 2022	Bylaws meeting	1.5 Hours
July 14 th , 2022	Finance meeting	1.5 Hours
July 26 th , 2022	UMGSA executive meeting	1 Hour
July 28 th , 2022	Finance meeting	1.5 Hours

Meetings Missed: None

Time Spent in Meetings in May, June & July: 28.5 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, June & July: 0 Hours

Working Events Attended: None

Time Spent at Working Events in May, June & July: 0 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
Solving technical problems about conference grant applications, E-mail correspondence & work related to UMGSA conference grant and bylaws	90 Hours

Total Hours Spent on the UMGSA in May, June & July 2022: 118.5 Hours

Vice-President Services and Support – Marzieh (Marianne) Hajiloo

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

- Transitioning to the new position
- Covid relief fund
- ELC survey
- Connecting with counselling centre
- Difficulty survey

Meetings Attended:

Date	Meeting	Hours
May 10 th , 2022	Executive Meeting	2.5 Hours
May 24 th , 2022	Executive Meeting	1 Hour
June 1 st , 2022	Events Committee Meeting	1 Hour
June 6 th , 2022	Services & Support Committee Meeting	1 Hour
June 11 th , 2022	Academic Learning Centre	1 Hour
June 21 st , 2022	Executive Meeting	2 Hours
June 28 th , 2022	Finance Committee Meeting	2 Hours
July 5 th , 2022	UMGSA & M Benarroch & L Schnarr & K Main	1 Hour
July 26 th , 2022	Awards Committee Meeting	1 Hour
July 26 th , 2022	Executive Meeting	1 Hour
July 28 th , 2022	Finance Committee Meeting	1 Hour
July 29 th , 2022	HSGSA Meeting	1 Hour

Meetings Missed: 6

Date	Meeting Missed	Reason for Missing
July 27 th , 2022	UMSU July Meeting	Work shift
June 9 th , 2022	Finance Committee	Work shift
July 19 th , 2022	Awards Committee	Work shift
June 30 th , 2022	Meet & Greet UMGSA/HSGSA	Out of town
June 16 th , 2022	UMSU June Meeting	Work shift
July 21 st , 2022	UMSU June Meeting	Work shift

Time Spent in Meetings in May: 3.5

Time Spent in Meetings in June: 6

Time Spent in Meetings in July: 5

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
E-mail and Other Correspondence	12 Hours
Organizing and Distribution of covid relief fund in June	12 Hours
ELC Survey preparation in August	2 Hours
Difficulty Survey preparation	2 Hours

Total Hours Spent on the UMGSA in May 2022: 15.5 Hours

Total Hours Spent on the UMGSA in June 2022: 30 Hours

Total Hours Spent on the UMGSA in July 2022: 17 Hours

Vice-President Academic – AKM Monsurul Alam

Executive Summary of Work (May 2022):

- Worked on UMGSA Awards Applications that includes revising instructions, application forms and updating the websites
- Responding Students Inquiry and concerns regarding UMGSA awards
- Attending regular meetings

Meetings Attended:

Date	Meeting	Hours
May 9	SCAR	2 Hours
May 10	UMGSA Executive Meeting	1.5 Hour
May 24	UMGSA Executive Meeting	1.5 Hours
May 11	SCACOM	2 Hours
May 09	Senator Transition Meeting	1 hours
May 17	FGS Faculty Council Meeting	2 Hours
May 25	UMGSA Council Meeting	1.5 Hours

Time Spent in Meetings: 11.5 Hour

Office Hours:

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

Time Spent in Official Office Hours: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
UMGS awards Preparation, responding emails, reviewing meeting agendas and minutes etc.	31.5 Hours

Total Hours Spent on the UMGSA in May 2021: 43 Hours

Vice-President Academic – AKM Monsurul Alam

Executive Summary of Work (June 2022):

- Worked on UMGSA Awards Applications that includes sorting applications, hiring Awards Committee members etc.
- Responding Students Inquiry and concerns regarding UMGSA awards
- Processing UMGSA emergency Grant
- Attending regular meetings

Meetings Attended:

Date	Meeting	Hours
June 21	UMGSA Executive Meeting	1.5 Hour

Time Spent in Meetings: 1.5 Hours

Office Hours:

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

Time Spent in Official Office Hours: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
UMGS awards Preparation, Awards Committee member Hiring, Emergency Grant processing, responding emails, reviewing meeting agendas and minutes etc.	30 Hours

Total Hours Spent on the UMGSA in June 2022: 31.5 Hours

Vice-President Academic – AKM Monsurul Alam

Executive Summary of Work (July 2022):

- Worked on UMGSA Awards Applications that includes sorting applications, hiring Awards Committee members, Assigning applications to reviewers etc.
- Responding Students Inquiry and concerns regarding UMGSA awards
- Processing UMGSA emergency Grant
- Attending regular meetings

Meetings Attended:

Date	Meeting	Hours
July 12	FGS Graduate Student Experience Meeting	2 Hours
July 26	UMGSA Executive Meeting	1.5 Hour

Time Spent in Meetings: 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: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
UMGS awards Preparation, Awards Committee member Hiring, Emergency Grant processing, responding emails, reviewing meeting agendas and minutes etc.	30 Hours

Total Hours Spent on the UMGSA in July 2022: 33.5 Hours

HSGSA President – Jamie Sookhoo

Executive Summary of Work (May):

- Attended HSGSA Exec and Council Meetings
- Meeting with Ed and Jessica
- Meeting with Laurie Schnarr and Kelly Main
- Helped In CSHRF planning
- Attended UMGSA Exec and Council Meetings
- Attended FGS Exec and Council Meetings
- Attended bank appointments

Meetings Attended:

05-02-22	FGS Executive Meeting	2hr
05-03-22	Meeting with Ed and Jessica	1hr
05-04-22	HSGSA Exec Meeting	2.5hrs
05-09-22	HSGSA Exec meeting + Tour to Millennium center	3.5hrs
05-10-22	UMGSA Exec Meeting	2hr
05-13-22	BMO Bank appointment with VPI and VPME	1.5hrs
05-17-22	FGS Council Meeting	2hr
05-17-22	HSGSA Exec Committee Meeting	1.5hrs
05-24-22	UMGSA Exec Meeting	1hr
05-25-22	UMGSA Council Meeting	1.5hrs
05-26-22	Meeting with Kelly Main and Laurie Schnarr	0.5hr
05-26-22	Assiniboine Credit Union appointment	1.5hr
05-27-22	HSGSA Council Meeting	1.5hrs
CSHRF Planning and coordination		8hrs
Documents and record keeping		3hrs
Monthly Total		33 hrs

Time spent in meetings in May: 22hrs

Meetings missed: none

Office hours: 0 hours

All Executive hours were suspended due to COVID-19 effective March 17th, 2020

Total hours spent on HSGSA & UMGSA for May, 2022: 33 hours

HSGSA President – Jamie Sookhoo

Executive Summary of Work (June):

- Attended HSGSA Exec Meetings
- Meeting with Todd Duhamel
- Attended Inauguration Ceremony for President Bennaroch
- CSHRF Planning and Execution
- Attended UMGSA Exec Meeting
- Attended UMGSA/HSGSA Meeting
- Attended Family Centre Working Group Meeting

Executive Summary of Hours:

06-03-22	Meeting with Todd Duhamel	1hr
06-07-22	Inauguration Ceremony & informal HSGSA Exec Meeting	7hr
06-14-22	CSHRF Welcome Reception	6hr
06-15-22	CSHRF Tours & Forks	11hr
06-16-22	CSHRF Gala	8hr
06-21-22	UMGSA Exec Meeting	2hr
06-29-22	UMGSA/HSGSA Meetup Meeting	1hr
06-30-22	MHRE Meeting	1.5hr
CSHRF Planning and coordination		25hr
Documents and record keeping		5hr
Monthly Total		67.5 hr

Time spent in meetings in June: 9.5 hr

Meetings missed: none

Office hours: 0 hours

All Executive hours were suspended due to COVID-19 effective March 17th, 2020

Total hours spent on HSGSA & UMGSA for June, 2022: 67.5 hours

HSGSA President – Jamie Sookhoo

Executive Summary of Work (July):

- Meeting with UM President Michael Benarroch, Laurie Schnarr and Kelly Main.
- Orientation meeting with Judy Piasta
- Pitch meeting for Life Sciences Career Development Association
- Attended HSGSA Exec Meeting
- Attended UMGSA Executive Meeting

Executive Summary of Hours:

5 th July	Meeting with UM President, Schnarr, Main.	1hr
7 th July	Orientation meeting with Judy Piasta	1hr
18 th July	Life Sciences Career Development Association meeting	1.5hr
15 th July	HSGSA Exec Meeting	2hr
26 th July	UMGSA Exec Meeting	2hr
	HSGSA Pool Party planning	5hr
	Documents and record keeping	2hr
	Monthly Total	14.5 hr

Time spent in meetings in July: 7.5 hr

Meetings missed: none

Office hours: 0 hours

All Executive hours were suspended due to COVID-19 effective March 17th, 2020

Total hours spent on HSGSA for July: 14.5 hours

Senator 1 – Uche Nwankwo

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

- **Senator Meetings:** Student Senate Caucus (SSC), Senate Executive, and Regular Senate
- **UMGSA portfolio – other committees:** attended various committees on Zoom sessions: FGS (Faculty of Graduate Studies admin), Canadian Federation of Students Manitoba (CFSM), consultative meetings with UM stakeholders to collaborate for the purpose of actualizing our campaign promises, community consultative meetings in search of a graduate student who was declared missing by the Winnipeg Police. Dialogued with students having academic and personal issues, reconnected students with their family members, held in-person meetings with fitness companies to discuss partnership, maintained communication with other UMGSA Exco members through the social media platform. Participated in professional development and skills acquisition to boost service delivery to students, with renewed focus on Indigenous students, and the entire university community, met with elected government officials for collaboration towards achieving the Experience Team campaign promises.

Note: The summary here is not exhaustive as I was not documenting activities, going forward, every activity will be logged in. Besides, some of the committees that I signed up for are yet to commence activities.

Most of the meetings attended were virtual due to the COVID-19 protocols still being observed, however, other consultative meetings were in-person.

Meetings Attended:

Date	Meeting	Hours
May 2 nd , 2022	Transitioning meeting with outgoing Senator 1	1.25 Hours
May 2 nd , 2022	Consultative meeting with City Councillor (in-person)	1.5 Hours
May 2 nd , 2022	Consultative meeting with City Councillor (in-person)	2 Hours
May 9 th , 2022	Senate Meeting	1.25 Hours
May 10 th , 2022	UMGSA Executive Meeting	1 Hour
May 10 th , 2022	UMSU Consultative Meeting (in-person)	1.25 Hours
May 16 th , 2022	SSC	1.75 Hours
May 16 th , 2022	Student Advocacy Outreach (in-person)	2.25 Hours
May 17 th , 2022	FGS Faculty Council	1.5 Hours
May 18 th , 2022	Full Senate	2.25 Hours
May 25 th , 2022	UMGSA General Council Meeting	1.5 Hours
May 26 th , 2022	FGS & Vice-Provost	1 Hour
June 6 th , 2022	CFSM Student Advocacy (in-person)	1.5 Hours
June 8 th , 2022	Recreation Services UM	0.5 Hours
June 10 th , 2022	Webinar on Indigenous Issues	1.25 Hours
June 10 th , 2022	Senate Executive Meeting	2 Hours
June 15 th , 2022	UMGSA Executive and President check-in	1 Hour
June 15 th , 2022	Student Advocacy	1.25 Hours

June 16 th , 2022	Goodlife Fitness (collaborative meeting)	1.25 Hours
June 19 th , 2022	Altea active fitness (collaborative meeting)	1 Hour
June 20 th , 2022	SSC	1 Hour
June 21 st , 2022	Consultative & Collaborative meeting with a City Councillor	1.5 Hours
June 21 st , 2022	UMGSA Exec (pre-summer break review)	2 Hour
June 22 nd , 2022	Senate Meeting	1 Hour
June 23 rd , 2022	Campus Planning Office	1.25 Hours
June 27 th , 2022	Student Advocacy	1.5 Hours
June 27 th , 2022	Student Advocacy	0.5 Hours
June 29 th , 2022	UMGSA+HSGSA+FGS+ meet & greet	1 Hour
June 29 th , 2022	Student Advocacy	1 Hour
June 29 th , 2022	Student Advocacy	1 Hour
July 5 th , 2022	UMGSA+UM Prez+ check-in	1.75 Hours
July 5 th , 2022	Indigenous Agricultural Virtual event	1 Hour
July 7 th , 2022	Student Advocacy	2.25 Hours
July 12 th , 2022	Student Experience Comm.	2 Hours
July 26 th , 2022	UMGSA Exec (in-person at Bill Dowie's)	5 Hours

Time Spent in Meetings in May, June & July: 51.5 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, June & July: 0 Hours

Working Events Attended: None

Approximate Time Spent on Other Activities:

Activity	Hours
Communications (Support duties as Senator 1), emails, phone calls, WhatsApp chat	17.25 Hours
Preparing and reviewing documents before for meetings and writing reports	5.25 Hours

Total Hours Spent on the UMGSA in May, June & July 2022: 74 Hours

Senator 2 - William Dowie

Executive Summary of Work (May):

- **Senator Meetings:** Student Senate Caucus (SSC), 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 Response Steering Committee (CRSC), Manitoba Alliance for Post-Secondary Students (MAPSS), more professional development opportunities tied to CCR, and graduate student experience (esp. indigenous), library + open access

Meetings Attended:

Date	Meeting	Hours
May 3 rd , 2022	CCR – Student Life	1 Hour
May 4 th , 2022	EDI and academia workshop	3 Hours
May 4 th , 2022	Senate Executive Committee	2 Hours
May 5 th , 2022	CRSC – last meeting (Lessons Learned)	1 Hour
May 9 th , 2022	UMGSA Senator Transition convo	1 Hour
May 10 th , 2022	UMGSA Executive	2.25 Hours
May 11 th , 2022	Indigenous Awareness wrap-up	1.5 Hours
May 12 th , 2022	De-Colonization Lens field trip at WAG	4 Hours
May 15 th , 2022	Overview transition and annual reports	1 Hour
May 16 th , 2022	SSC	1.75 Hours
May 17 th , 2022	FGS Faculty Council	1.5 Hours
May 17 th , 2022	SCADM	2 Hours
May 17 th , 2022	Sustainability Comm – delayed to next month	0.25 Hours
May 18 th , 2022	Full Senate	2.25 Hours
May 19 th , 2022	Company Performance Metrics webinar – pro dev	1 Hour
May 24 th , 2022	UMGSA Exec: (late: personal conflict)	0.25 Hours
May 25 th , 2022	Library Comm	2 Hours
May 25 th , 2022	UMGSA General Council	1.5 Hours
May 26 th , 2022	FGS + V. Prov meeting	0.5 Hours
May 30 th , 2022	UM-FM radio Board meeting	1.25 Hours

Meetings Missed: None

Time Spent in Meetings in May: 31 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:

		Hour
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Time Spent at Working Events in May: 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 May 2022: 37 Hours

Senator 2 - William Dowie

Executive Summary of Work (June):

- **Senator Meetings:** Student Senate Caucus (SSC), 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 Response Steering Committee (CRSC), Manitoba Alliance for Post-Secondary Students (MAPSS), more professional development opportunities tied to CCR, and graduate student experience (esp. indigenous), library + open access

Meetings Attended:

Date	Meeting	Hours
June 2 nd , 2022	CRSC wrap-up meeting in-person luncheon	4 Hours
June 6 th , 2022	Communications & Conflict webinar – pro dev	2 Hours
June 6 th , 2022	UMGSA Support & Services	1 Hour
June 7 th , 2022	Installation of UM Prez (on-line viewing)	1 Hour
June 7 th , 2022	Libraries (open-access sub-comm)	1.5 Hours
June 10 th , 2022	Senate Executive	2 Hours
June 14-16 th , 2022	Indigenous Curriculum conference (3 full days)	30 Hours
June 15 th , 2022	UMGSA Exec. + UM Prez check-in	1 Hour
June 15 th , 2022	Sustainability Committee	1.75 Hours
June 17 th , 2022	MAPSS	1 Hour
June 20 th , 2022	SSC – tech glitches to sign-in to Zoom 😞	1 Hour
June 21 st , 2022	UMGSA Exec (pre-summer break review)	2 Hours
June 28 th , 2022	SCADM	0.5 Hours
June 24 th , 2022	CRSC	2 Hours
June 24 th , 2022	Indigenous colonialism webinar	1 Hour
June 29 th , 2022	UMGSA+HSGSA+FGS+ meet & greet	1 Hour

Meetings Missed: None

Time Spent in Meetings in June: 50.75 Hours

Office Hours:

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

Time Spent in Official Office Hours in June: 0 Hours

Working Events Attended:

	Hour
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Time Spent at Working Events in June: 0 Hours

Approximate Time Spent on Other Activities:

Activity	Hours
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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 June 2022: 56.25 Hours

Senator 2 - William Dowie

Executive Summary of Work (July):

- **Senator Meetings:** Student Senate Caucus (SSC), 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 Response Steering Committee (CRSC), Manitoba Alliance for Post-Secondary Students (MAPSS), more professional development opportunities tied to CCR, and graduate student experience (esp. indigenous), library + open access

Meetings Attended:

Date	Meeting	Hours
July 5 th , 2022	UMGSA + UM Prez+ check-in	1.75 Hours
July 7 th , 2022	MAPSS	1 Hour
July 12 th , 2022	Student Experience Comm.	2 Hours
July 12 th , 2022	Student Taxes Brainstorming; external stakeholders	0.75 Hours
July 28 th , 2022	Senate break-out meeting with U Prez	0.75 Hours
July 26 th , 2022	UMGSA Exec (in-person at Bill Dowie's)	6 Hours

Meetings Missed: None

Time Spent in Meetings in July: 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 July: 0 Hours

Working Events Attended:

	Hour
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Time Spent at Working Events in July: 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 July 2022: 18.25 Hours