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**Wednesday, March 29<sup>th</sup>, 2023 – 5:30 PM – Zoom**

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# **UMGSA Council Meeting Agenda**

## **Wednesday, March 29<sup>th</sup>, 2023 – 5:30 PM – Zoom**

### **1. Call to Order**

### **2. Traditional Territories Acknowledgement**

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

### **3. Approval of the Agenda**

**MOTION: BIRT the UMGSA Council approves the agenda for the March 29<sup>th</sup>, 2023, UMGSA Council Meeting as presented.**

### **4. Approval of the Minutes**

The minutes of the March 1<sup>st</sup>, 2023, UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

**MOTION: BIRT the UMGSA Council approves the minutes of the March 1<sup>st</sup>, 2023, UMGSA Council Meeting as presented.**

### **5. Committee Reports**

**5.1.** February Committee Reports (Appendix II)

### **6. HSGSA Report**

**6.1.** February HSGSA Report (Appendix III)

### **7. Senate Report**

**7.1.** February Senate Report (Appendix IV)

### **8. Executive Reports**

**8.1.** February Reports (Appendix V)

### **9. Departmental Reports**

### **10. Unfinished Business**

i. No unfinished business.

## 11. New Business

### 11.1 Executive Review Report

- i. The report is attached via email and Breanne (Co-Chair) is present to answer any questions.

**11.2 Ratification of the Results of the 2023/24 UMGSA Election:** The results of the 2023 UMGSA General Election must be ratified by the UMGSA Council. The election results are included as Appendix VI to the council agenda. In summary:

#### **Final Results**

##### **President (total votes cast: 600)**

Christopher Yendt (Education, PhD), Vision – **507 (85%)**

##### **Vice-President Academic (total votes cast: 628)**

Porus Rana (Management – MBA), The Student Voice – 235 (37%)

Hanieh Rezasoltani (Chemistry), Raise Your Voice – **393 (63%)**

##### **Vice-President Services and Support (total votes cast: 596)**

Timilehin Oluwajuyitan (Food Science), Vision – **375 (63%)**

Shivam Sabharwal (Management – MBA), The Student Voice – 221 (37%)

##### **Vice-President Finance and Administration (total votes cast: 639)**

Julie Xue (Management – MBA), The Student Voice – **324 (51%)**

Nazi Yaghoobian (Landscape Architecture), Vision – 315 (49%)

##### **Senator (total votes cast – 692)**

Armin Aghajani (Engineering & Information Technology) – **282 (41%)**

Rowshan Ara Lubna (Education), Vision – 281 (41%)

Uche Nwankwo (Natural Resources), Vision – **314 (45%)**

Mir Towseef (Management – MBA), The Student Voice – 232 (34%)

**MOTION: BIRT the UMGSA Council ratifies the results of the 2023 UMGSA General Election as presented in the Final CRO Report (Appendix VI of the council agenda, summarized above) - UMGSA General Election.**

## 12. Announcements

### 12.1. Department Grants:

- i. Please submit via email to Ruth ([gsa@umgsa.org](mailto:gsa@umgsa.org)) by **4:00pm on April 1<sup>st</sup>, 2023**.
- ii. Financial reports and activity reports are required. Please don't send receipts.
- iii. Find the forms here: <http://www.umgsa.org/department-grant/>

**12.2. Next Council Meeting:** Wednesday, **April 26<sup>th</sup>, 2023** - 5:30PM – Zoom

**12.3. April Newsletter:** If anyone has anything they want to share e-mail [gcc@umgsa.org](mailto:gcc@umgsa.org)

## 13. Adjournment

## **Appendix II :**

### **UMGSA Committee Reports February 1<sup>st</sup>- February 28<sup>th</sup>, 2023**

#### **Executive Committee**

Chair: Silvia Sekander (UMGSA President)

Meeting Dates: February 21<sup>st</sup>, 2023

Executives discussed the following:

- Mental Health workshops for GSA Executives
- GSA Forestry/tree planting Initiative
- GNSA transfer to HSGSA
- Food Poverty Issue & Survey
- VP Academic Replacement
- Tax Filing Workshop
- Financial Issues: Graduate Students of Science

#### **Finance Committee**

Chair: Rubel Talukder (UMGSA VPFA)

Meeting Dates: February 9<sup>th</sup>, 2023

- The committee evaluated conference grant applications.
- The committee evaluated one special project grant application.

#### **Bylaws and Policy Committee**

Chair: Rubel Talukder (UMGSA VPFA)

Meeting Dates: February 2<sup>nd</sup>, 2023

- Governance and Operations Manual – Discussed and reviewed HSGSA voting percentage on UMGSA Council. The committee is currently evaluating the rules of UMGSA Bylaws regarding HSGSA and then move forward with the HSGSA voting percentage later.

## **Events Committee**

Chair: Marzieh (Marianne) Hajiloo (UMGSA VPSS)

Meeting Dates: March 1<sup>st</sup>, 2023

- Committee Mandates Review
- Removing inactive clubs
- Tax Filing Workshop
- International student's paint night
- Hybrid Study Groups

## **Services and Support Committee**

Chair: Marzieh (Marianne) Hajiloo (UMGSA VPSS)

Meeting Dates: February 12<sup>th</sup>, 2023

- Student Update Regarding Expenses and Tuition Fees ...
- A multi-purpose survey for students regarding food poverty

## **Awards and Academic Affairs Committee**

Chair: AKM Monsurul Alam (UMGSA VP Academic)

Meeting Dates:

- There were no Awards Committee Meetings in February.

## **Appendix III :**

### **HSGSA Report February 1<sup>st</sup> – February 28<sup>th</sup>, 2023**

#### **HSGSA Executive Committee and Council**

Chair: Jamie Sookhoo

HSGSA AGM 2022-23 was held on February 13th, 2023 in-person at Bannatyne campus. Over 25 HSGSA members attended and participated in the meeting. HSGSA By-laws changes were discussed and then approved by the members in attendance. Major changes in the by-laws include: HSGSA Councilors membership period (Aug-Sep) and HSGSA Executives attendance requirement so that if any executive member is missing meetings without good reason and/or sending regrets, they shall constitute gross negligence and to be reported to IDRC for their investigation at bi-annual review.

Rady Faculty hosted an open house at Bannatyne campus and HSGSA members provided support to the Vice-Dean office at the registration booth, MC'd the ceremony and organised lunch.

The HSGSA By-laws committee worked on the revisions of all documents, particularly HSGSA finance policy and procedures manual and suggested changes are to be presented to the HSGSA Council in the March council meeting.

The HSGSA team is advertising HSGSA Gala tickets and the deadline is March 15th, 2023. HSGSA is also organising the “Dance your stress away” zumba event at Bannatyne campus and have received overwhelming registration for the event.

The HSGSA also has opened up applications for the Graduate Student Excellence Award to be given out to 4 Msc and PhD students who have excelled in their academic and research program.

Usual business including social media engagement and students' concerns.

Jamie Sookhoo  
HSGSA President (2022-23)

## **Appendix IV :**

### **February Senate Report**

**Meeting Date:** February 1st, 2023

**Meeting Link:** [http://umanitoba.ca/governance/sites/governance/files/2023-01/2023\\_02\\_01\\_Senate\\_agenda\\_reduced%20%282%29.pdf](http://umanitoba.ca/governance/sites/governance/files/2023-01/2023_02_01_Senate_agenda_reduced%20%282%29.pdf)

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

#### ***Report Includes:***

1. UM Internal Requirements for New Program of Study
2. Candidates for Degrees, Diplomas and Certificates
3. Report of the Senate Committee on Appeals
4. List of Graduands
5. Senate Committee and Process Review Discussion Paper
6. Report of the Senate Committee on Awards

#### **1. UM Internal Requirements for New Program of Study**

Under the Advanced Education Administration Act, any university or college requesting approval for a new program of study from the Education and Training must apply using the stipulated application form which will reflect the requirements set out in the Programs of Study. For Graduate Programs, the following link shall be used to submit the complete proposal electronically. Faculty of Graduate Studies (for timelines visit [http://umanitoba.ca/faculties/graduate\\_studies/admin/program\\_approval\\_timeline.html](http://umanitoba.ca/faculties/graduate_studies/admin/program_approval_timeline.html)).

#### **2. Candidates for Degrees, Diplomas and Certificates**

##### **Degrees Notwithstanding a Deficiency**

A list of students to be considered for degrees notwithstanding a deficiency was distributed at the meeting. Deans and Directors provided explanations behind the rationale for such recommendations.

#### **3. Report of the Senate Committee on Appeals**



An oral report was presented to Senate by the Chair of the Committee for the appeals that were already considered by the Senate Committee on Appeal and recommendation made for the award of a degree notwithstanding a deficiency.

#### **4. List of Graduands**

A list of graduands was provided to the University Secretary during the meeting. The list was not distributed to members of Senate but rather be open for inspection by individual members of Senate. The provided list is a compilation of the lists of the graduands of each Faculty and School. The Speaker for the Senate Executive Committee made appropriate motion approving the list of graduands, which was subject to the right of Deans and Directors to initiate late changes with the University Registrar up to February 3, 2023.

#### **5. Senate Committee and Process Review Discussion Paper**

The discussion paper has been drafted to advance reform of Senate committees in keeping with the responsibility of the University Secretary to periodically undertake reviews of the Senate and Board governance structures and processes. The rational is to make recommendations to the governing bodies. It outlines a proposed series of principles to guide the development of an updated Senate committee system, a series of recommendations for reform that provide a framework for a revised committee structure. This will lay out a series of process refinement recommendations, should Senate endorse the broad recommendations.

The key principles to Guide the Senate Committee System is to facilitate the development of a coherent Senate committee system which is important to articulate a series of key principles that underpin the system.

##### **a. Recommendation 13: That the Joint Senates' Committee on Joint Master's Programs be retained.**

Rationale: This committee is in place to oversee and make recommendations to University of Manitoba and University of Winnipeg Senates on matters related to the Joint Master's programs offered jointly by the two institutions. As this committee serves both Senates, there is no current need to modify it.

- b. Recommendation 25: That the Faculty of Graduate Studies review its committee structure to ensure that decisions and recommendations to Senate are made in an effective and congruent manner.**

### **Rationale**

The Graduate Studies Faculty Council serves as the body by which graduate program and policy matters are brought directly to Senate. There are several layers of approval required, as proposals move from department/faculty/school/college to FGS committees, to FGS Council. A review of the FGS level committee structure could lead to a more timely and effective process.

- c. Recommendation 29: That the Faculty of Graduate Studies review its committee and approval processes to ensure that program, curriculum, and policy proposals are reviewed and moved forward in a timely fashion.**

## **6. Report of the Senate Committee on Awards**

### **a. New Offers**

- **Anastasia Hacault Agribusiness Scholarship (Undergraduate)**
- **Dr. Lytton Smith Bursary (Undergraduate, Medical Education program)**
- **ft3 Architecture Landscape Interior Design Bursary**

Available to students enrolled full-time in any year of study in the Faculty of Graduate Studies in the Master of Landscape Architecture, Master of Architecture or Master of Interior Design; or in the PhD in Design and Planning Program; and has achieved a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study.

### **b. Amendments**

- **Stephen and Alison Philips Bursary in Environmental Studies**

The purpose of the fund is to provide financial support to students in the Clayton H. Riddell Faculty of Environment, Earth, and Resources. Dr. and Mrs. Philips will provide an annual

contribution of \$14,000 to offer encouragement and financial assistance to both graduate and undergraduate students in the area of environmental studies.

- **Jennifer M. Shay Scholarship**

Each year, the available annual income from the fund will be used to offer one or more scholarships to graduate students according to the revised criteria.

- **Charles H. Thomsen Scholarship in Landscape Architecture**

The following amendments were made to the terms of reference for the Charles H. Thomsen Scholarship in Landscape Architecture. The preamble was revised to: full-time (minimum 80% course load) in the Faculty of Architecture, in the Bachelor of Environmental Design program (Landscape and Urbanism Option), or (b) full-time in the Faculty of Graduate Studies in any year of the Master of Landscape Architecture program.

## **Appendix V :**

### **UMGSA Executive Reports February 1<sup>st</sup> – February 28<sup>th</sup>, 2023**

**President - Silvia Sekander**

**Executive Summary of Work:**

- Advocacy on tuition hike
- Advocacy on Financial struggles
- Networking with FGS & Admins

**Meetings Attended:**

<b>Date</b>	<b>Meeting</b>	<b>Hours</b>
February 1 <sup>st</sup> , 2023	Meeting with UM President	1 Hour
February 9 <sup>th</sup> , 2023	Finance Committee Meeting	1 Hour
February 15 <sup>th</sup> , 2023	Meeting with Admins	1 Hour
February 14 <sup>th</sup> , 2023	Consultancy Meeting	1 Hour
February 21 <sup>st</sup> , 2023	UMGSA Executive Meeting	1 Hour
February 22 <sup>nd</sup> , 2023	Advocacy Meeting	1 Hour
February 24 <sup>th</sup> , 2023	Financial Meeting with Councillors	1.5 Hours
February 28 <sup>th</sup> , 2023	Meeting with Greg Smith	1 Hour

**Time Spent in Meetings in February: 8.5 Hours**

**Office Hours:**

**Time Spent in Official Office Hours in February: Hours**

**Working Events Attended: N/A**

**Approximate Time Spent on Other Activities:**

<b>Activity</b>	<b>Hours</b>
E-mail Correspondence, consultancy & other activities	40 Hours

**Total Hours Spent on the UMGSA in February 2023: 48.5 Hours**

**Vice-President Finance and Administration- Rubel Talukder.**

**Executive Summary of Work:**

**Meetings Attended:**

<b>Date</b>	<b>Meeting</b>	<b>Hours</b>
February 1 <sup>st</sup> , 2023	Meeting with UM President	1 Hour
February 2 <sup>nd</sup> , 2023	Bylaws & Policy Committee Meeting	1 Hour
February 9 <sup>th</sup> , 2023	Finance Committee Meeting	1 Hour
February 21 <sup>st</sup> , 2023	Executive Meeting	1 Hour
February 21 <sup>st</sup> , 2023	Strategic Planning Consultation Session	2 Hours

**Meetings Missed:**

**Time Spent in Meetings in February: 6 Hours**

**Office Hours:**

*\*All Executive Office Hours were suspended due to COVID-19 effective March 17<sup>th</sup>, 2020. \**

**Time Spent in Official Office Hours in February: 0 Hours**

**Working Events Attended: None**

**Time Spent at Working Events in February: 0 Hours**

**Approximate Time Spent on Other Activities:**

<b>Activity</b>	<b>Hours</b>
E-mail correspondence & work related to BDO audit, UMGSA conference grant and bylaws	30 Hours

**Total Hours Spent on the UMGSA in February 2023: 36 Hours**

## Vice-President Services and Support – Marzieh (Marianne) Hajloo

### Executive Summary of Work:

- Tax Workshop
- Food Poverty
- Study sessions for first week of April
- Club recognition

### Meetings Attended:

Date	Meeting	Hours
February 6 <sup>th</sup> , 2023	Finance Committee Meeting	1 Hour
February 12 <sup>th</sup> , 2023	Services & Support Committee Meeting	1 Hour
February 21 <sup>st</sup> , 2023	Executive Meeting	1 Hour
February 24 <sup>th</sup> , 2023	Financial Difficulties Meeting with Council	1 Hour
March 1 <sup>st</sup> , 2023	Events Committee Meeting	1 Hour
March 1 <sup>st</sup> , 2023	Council Meeting	2 Hours

### Meetings Missed: 0

Date	Meeting Missed	Reason for Missing

### Time Spent in Meetings in February: 7 Hours

### Office Hours:

*\*All Executive Office Hours were suspended due to COVID-19 effective March 17<sup>th</sup>, 2020.\**

### Time Spent in Official Office Hours in February: Hours

### Working Events Attended:

### Time Spent at Working Events in February: Hours

### Approximate Time Spent on Other Activities:

Activity	Hours
Difficulty survey preparation	4 Hours
Communication via email and others	10 Hours

### Total Hours Spent on the UMGSA in February 2023: 22 Hours

## Vice-President Academic – AKM Monsurul Alam

### Executive Summary of Work:

- Responding Students Inquiry and concerns
- Attending regular meetings
- FGS dean Search Related Work

### Meetings Attended:

Date	Meeting	Hours
February 1 <sup>st</sup> , 2023	Senate Meeting	2 Hours
February 10 <sup>th</sup> , 2023	PAC meeting for FGS dean search	1.5 Hours
February 21 <sup>st</sup> , 2023	UMGSA Executive Meeting	1.5 Hours

**Time Spent in Meetings: 5 Hours**

### Office Hours:

*\*All Executive Office Hours were suspended due to COVID-19 effective March 17<sup>th</sup>, 2020. \**

**Time Spent in Official Office Hours: 0 Hours**

**Working Events Attended: None**

### Approximate Time Spent on Other Activities:

Activity	Hours
Responding emails, reviewing meeting agendas and minutes	10 Hours

**Total Hours Spent on the UMGSA in February 2023: 15 Hours**

## HSGSA President – Jamie Sookhoo

### Executive Summary of Work:

- Chaired HSGSA Execs and Council Meetings
- Helping in organizing HSGSA winter gala
- Attended UMGSA Exec Meeting
- Attended HSGSA By-laws and Events committee meeting
- Attended HSGSA AGM

### Meetings Attended:

February 6 <sup>th</sup> , 2023	HSGSA Bylaws Meeting	1 Hour
February 7 <sup>th</sup> , 2023	HSGSA Executive Meeting	1.5 Hours
February 13 <sup>th</sup> , 2023	HSGSA AGM	2 Hours
February 21 <sup>st</sup> , 2023	UMGSA Executive Meeting	1 Hour
February 23 <sup>rd</sup> , 2023	RFHS Open House	6 Hours
February 27 <sup>th</sup> , 2023	MHRE Meeting	1 Hour
	Emails, correspondence & other administrative work	15 Hours

**Time spent in meetings in February 2023: 12.5 Hours**

**Meetings missed:** none

**Office hours:** 0 hours

*\*All Executive hours were suspended due to COVID-19 effective March 17<sup>th</sup>, 2020\**

**Total hours spent on HSGSA & UMGSA for February 2023: 27.5 Hours**



## Senator 1 – Uche Nwankwo

### Executive Summary of Work:

- Senator Meetings: Student Senate Caucus (SSC), Senate Executive, and Regular Senate. General Senate meeting was held in January.
- Participation in Full In-person Senate Meeting
- Participation in Senate Committee meetings and HSGSA meetings
- Attended in-person Strategic Planning Consultative Meeting.
- Continued working on the GSA Forestry Initiative project, designing flyer and promo documents.
- Continued working on Graduate Students food poverty and high menu cost on campuses.
- Participated in workshops.

### Meetings Attended:

Date	Meeting	Hours
February 1 <sup>st</sup> , 2023	Interactive meeting with UM President	1 Hour
February 8 <sup>th</sup> , 2023	Strategic Planning Committee meeting	1.5 Hours
February 21 <sup>st</sup> , 2023	UMGSA + HSGSA Executives & Councillors Strategic Plan Consultation Session.	2 Hours
February 21 <sup>st</sup> , 2023	UMGSA Executive meeting	1 Hour
February 21 <sup>st</sup> , 2023	Student Advocacy	2.5 Hours
February 22 <sup>nd</sup> , 2023	Student Advocacy	0.5 Hours
February 23 <sup>rd</sup> , 2023	Workshop: Community-Led Pathways to Affordable and Sustainable First Nation Housing	4 Hours
February 23 <sup>rd</sup> , 2023	SCDAM Meeting	0.75 Hours
February 24 <sup>th</sup> , 2023	Workshop: Community-Led Pathways to Affordable and Sustainable First Nation Housing	5 Hours
February 24 <sup>th</sup> , 2023	Meeting with Faculty of Science graduate councillors	2 Hours
February 28 <sup>th</sup> , 2023	UMGSA Executive Committee Meeting	1 Hour

**Time Spent in Meetings in February: 21.25 Hours**

**Meetings missed: 0**

### Office Hours:

*\*All Executive Office Hours were suspended due to COVID-19 effective March 17<sup>th</sup>, 2020. \**

**Time Spent in Official Office Hours in February: 0 Hours**

No regular office hours for now but students can schedule a meeting and it will be honoured.

**Working Events Attended: None**

**Approximate Time Spent on Other Activities:**

<b>Activity</b>	<b>Hours</b>
designing, reviewing, and revising UMGSA – CFI Flyer and promo document and correspondence.	5.5 Hours
Driving to Meetings and Graduate Student Activities	3.75 Hours
Communications (Support duties as Senator 1), emails, phone calls, and WhatsApp chat 1.40 hours per week	6 Hours
Preparing and reviewing documents before meetings and writing reports	4.75 Hours

**Total Hours Spent on the UMGSA in February 2023: 41.25 Hours**

## Senator 2 - William Dowie

### Executive Summary of Work:

- **Senator Meetings:** UMGSA Senate; Senate Executive; Student Senate Caucus;
- **UMGSA portfolio – other committees:** Manitoba Alliance for Post-Secondary Students (MAPSS); Library (open access); UM-FM Radio; Safety and Human Rights (Equity, Diversity, & Inclusion; EDI) ad hoc Committee

### Meetings Attended:

Date	Meeting	Hours
February 1 <sup>st</sup> , 2023	Full Senate (In-Person; first since COVID-19)	2 Hours
February 3 <sup>rd</sup> , 2023	EDI and digital technology in academia	1 Hour
February 9 <sup>th</sup> , 2023	Webinar on mental health emergency response	1 Hour
February 10 <sup>th</sup> , 2023	Student group (NRI) question period (mental health)	1.25 Hours
February 21 <sup>st</sup> , 2023	UMGSA Executive	1 Hour
February 24 <sup>th</sup> , 2023	Financial Difficulties Zoom	1 Hour

**Meetings Missed: None**

**Time Spent in Meetings in February: 7.25 Hours**

### Office Hours:

*\*All Executive Office Hours were suspended due to COVID-19 effective March 17<sup>th</sup>, 2020.\**

**Time Spent in Official Office Hours in February: 0 Hours**

### Working Events Attended:

	Hour
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**Time Spent at Working Events in February: 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 February 2023: 13.25 Hours**