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**Wednesday, May 31<sup>st</sup>, 2023 – 5:30 PM – Zoom**

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# **UMGSA Council Meeting Agenda**

## **Wednesday, May 31<sup>st</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 May 31<sup>st</sup>, 2023, UMGSA Council Meeting as presented.**

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

The minutes of the April 26<sup>th</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 April 26<sup>th</sup>, 2023, UMGSA Council Meeting as presented.**

### **5. Committee Reports**

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

### **6. HSGSA Report**

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

### **7. Senate Report**

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

### **8. Executive Reports**

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

### **9. Departmental Reports**

### **10. Unfinished Business**

i. No unfinished business.

## 11. New Business

**11.1 UMGSA Budget 2023/24:** Each year the UMGSA’s budget is approved by Council at the start of each new Executive term. The proposed budget for 2023-2024 is included as an email attachment with these council documents.

**MOTION: BIRT the UMGSA Council approves the UMGSA Budget for 2023-2024 as presented.**

### 11.2 Approval of revisions to the Governance & Operations Manual

- i. Proposed changes were attached via email to all council members.

**MOTION: BIRT The Bylaws and Policy Committee of UMGSA unanimously recommend the following changes to the Governance and Operations Manual for approval by UMGSA Council.**

*Bylaws & Policy Committee/*

## 12. Announcements

- 12.1. **Executive Review Committee:** Commitment = May 2023- April 2024
  - i. If interested in joining, please email Willow at [gcc@umgsa.org](mailto:gcc@umgsa.org).
- 12.2. **Next Council Meeting:** Wednesday, **August 23<sup>rd</sup>, 2023** - 5:30PM – Zoom
- 12.3. **June 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 April 1<sup>st</sup>- April 30<sup>th</sup>, 2023**

#### **Executive Committee**

Chair: Silvia Sekander (UMGSA President)

Meeting Dates: April 11<sup>th</sup> & 25<sup>th</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
- Tax Filing Workshop
- VPA Replacement
- Financial Issues: Graduate Students of Science
- HSGSA Representation in UMGSA Council
- UMGSA Membership Fees

#### **Finance Committee**

Chair: Rubel Talukder (UMGSA VPFA)

Meeting Dates: April 13<sup>th</sup>, 2023

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

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

Chair: Rubel Talukder (UMGSA VPFA)

Meeting Dates: April 6<sup>th</sup>, 2023

- Graduate Nursing Students' Association (GNSA) transfer from UMGSA to HSGSA –  
The committee voted in favor of GNSA transfer from UMGSA to HSGSA.

## **Events Committee**

Chair: Marzieh (Marianne) Hajiloo (UMGSA VPSS)

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

- Club recognition
- Tax Filing Workshop
- Hybrid Study Groups
- Transition Work

## **Services and Support Committee**

Chair: Marzieh (Marianne) Hajiloo (UMGSA VPSS)

Meeting Dates: April 3<sup>rd</sup> & 24<sup>th</sup>, 2023

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

## **Awards and Academic Affairs Committee**

Chair: AKM Monsurul Alam resigned March 14<sup>th</sup>, 2023.

Meeting Dates:

- There were no Awards Committee Meetings in April.

## **Appendix III :**

### **HSGSA Report April 1<sup>st</sup> – April 30<sup>th</sup>, 2023**

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

Chair: Jamie Sookhoo

HSGSA organised the Winter Gala at the Fort Garry Hotel Ballroom on April 8th, 2023. Event was attended by 108 people (both graduate students and their guests). HSGSA subsidised councillors' tickets to appreciate their hard work throughout the year. HSGSA also organised transport to the students coming to the Gala.

HSGSA also organised a Poster making and presenting workshop on April 26th. Over 40 graduate students attended this interactive workshop held over zoom.

HSGSA current executives met with the upcoming execs and did their transition meeting in time and each executive handed over their transition document. Incoming execs were invited to all the HSGSA exec and council meetings in April to get them in the loop and easier transition.

HSGSA Council approved the remaining budget of the fiscal term 2022-23 towards 4 poster awards to be given out during the Manitoba Research Days, 1 Leadership Award (Dr Forough Khadem Memorial Award), and \$1000 towards visitor speaking series in late 2023.

Each executive submitted their end of term report to the council and VP Internal submitted a detailed finance report to the UMGSA Office Manager.

Usual business including social media engagement and students' concerns.

Jamie Sookhoo  
HSGSA President (2022-23)

## **Appendix IV :**

### **April Senate Report**

**Meeting Date:** April 5<sup>th</sup>, 2023

**Meeting Link:** [http://umanitoba.ca/governance/sites/governance/files/2023-05/2023\\_04\\_05\\_Senate\\_minutes.pdf](http://umanitoba.ca/governance/sites/governance/files/2023-05/2023_04_05_Senate_minutes.pdf)

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

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

- 1. President's Report**
- 2. Question Period**
- 3. Reports of the Senate Executive Committee and the Senate Planning and Priorities Committee**
- 4. Reports of Other Committees of Senate, Faculty and School Councils**

#### **1. President's Report**

- President Benarroch and Dr. Hiebert-Murphy, Provost and Vice-President (Academic), had been meeting with Faculty, College, and School Councils and this meeting will continue over the next two months as they continue to learn about the challenges and opportunities for academic units across the institution.
- President Benarroch provided update on the strategic planning process; the first phase involved the collection of information from the University community. There had been good engagement of faculty and staff in strategic planning sessions. Student participation had been stronger in the online survey and a document on “What We Heard,” Is being prepared by the Consultants. The document will be sent to Senate for consideration.
- At its meeting on March 28th, the Board of Governors had approved a *Responsible Investment Policy* and *Investment Policy Statement*. The policy will ensure the University continues its commitment to follow responsible investment decisions. One of its first investments of this sort was a \$45 million investment in the Brookfield Global Transition Fund, which is a sustainable investment fund. The University of Manitoba leads other Canadian universities in this area.
- The Board of Governors approved the 2023-2024 budget, which includes a 10.8 percent (\$37 million) increase to the provincial grant. The grant will support the enrolment

expansion in the Bachelor of Nursing program and four new spaces in the Bachelor of Rehabilitation Therapy program. The remaining balance of the funding (approximately \$25 million) will be allocated at the Faculty level to cover salary increases, as directed by the province, and some of the funds will be used to fund one-time strategic initiatives next year.

## **2. Question Period**

The following questions were asked by Erik Thomson, UMFA Assessor:

- a) What efforts are being taken to provide alternate office and workspace for faculty members, and study space for students, during the renovations of Machray Hall?
- b) Is there planning for future expansion of library shelving either on or off campus for this collection? (Might such an expansion take part in conjunction with a replacement for the structurally threatened Dafoe library?)
- c) If no permanent housing for this collection is found, are there plans to review the library course support statements for the relevant undergraduate and graduate programs, as well as the library support for professional accreditations, in the faculties who draw upon the Science Library?

In response to these questions, President Benarroch invited Ms. Andrew, Vice-President (Administration), and Ms. O'Hara, Vice-Provost (Libraries) and University Librarian, to provide a response which are:

- The project will: integrate research and learning space for faculty members and graduate and honours students.
- It will combine specialized information, such as Geographic Information Systems (GIS), library resources, and faculty expertise.
- It will provide improved research spaces, meeting rooms, and spaces for industrial collaborators and community. The project will begin in the summer of 2024 and is expected to take eighteen to twenty-four months to complete.

## **3. Reports of the Senate Executive Committee and the Senate Planning and Priorities Committee**

The Senate Executive Committee met on February 15 and on March 22, 2023. At the February meeting, the Committee cancelled the March Senate meeting, given the small number of agenda



items that would require consideration by Senate and/or the Board of Governors. Items of business received for information and endorsed by the Committee in February are included on the April Senate agenda.

#### **4. Reports of Other Committees of Senate, Faculty and School Councils**

##### **a. Reports of the Faculty Council of the Faculty of Graduate Studies on Course, Curriculum, and Regulation Changes**

###### **i. RE: Department of Landscape Architecture**

- Acting Dean Main reviewed proposals from the Department of Landscape Architecture to modify LARC 7400 Landscape Topics and to modify the Master of Landscape Architecture (MLA) to no longer require this course.
- This intended to reduce the number of credit hours required for the degree by 3 credit hours. The modification responds to a recommendation made in a recent accreditation review.
- The supplementary regulations will be revised to include the lists of courses required for each of three categories of students admitted to the program, MLA 1, MLA 2, and MLA 3 students.

###### **ii. RE: Faculty of Law, Master of Laws Page 265**

- Acting Dean Main reviewed a proposal from the Faculty of Law with amendments to the admission requirements for the Master of Laws (L.L.M.), including a revision to the English proficiency requirements, a clarification of the admission terms, and the introduction of a provision for the admission of applicants without a Juris Doctor or a Bachelor of Laws degree.
- The Faculty is proposing a change to the minimum required grade for courses completed toward the program, to align with the minimum requirements for the Faculty of Graduate Studies.

**iii. RE: Natural Resources Institute**

- Acting Dean Main said the Natural Resources Institute was proposing revisions to the supplementary regulations for the Ph.D. in Natural Resources and Environmental Management, to clarify the courses, including the course level, that can be used toward the 12 credit hours required.

**iv. RE: Department of Psychology, M.A. and Ph.D., Revised Admission Requirements and Process**

- Acting Dean Main reviewed a proposal from the Department of Psychology to revise the admission process and requirements for the M.A. and the Ph.D. in Psychology, to eliminate the requirement for specific Graduate Record Examination (GRE) scores and to introduce a two-stage process by which to assess applicants' suitability for the program.
- The second stage in the process would assess applicants' program preparedness. Referring Senators to a memo from Professor Soderstrom, Associate Head, Department of Psychology, dated February 28, 2023.
- The Department had clarified the process for applicants admitted under the special admissions category, in response to questions raised by the Senate Executive Committee in November 2022.

**Acting Dean Main MOVED, seconded by Dean Nickerson, THAT Senate approve the Reports of the Faculty Council of the Faculty of Graduate Studies concerning course, curriculum, and regulation changes for the aforementioned units, effective for the next available term.**

**b. Reports of the Senate Committee on Admissions**

**i. RE: Revised Admission Requirements for Programs in the Dr. Gerald Niznick College of Dentistry**

**Doctor of Dental Medicine**

- Ms. Schnarr said the Senate Committee on Admissions (SCADM) had met on February 23, 2023, to consider the various proposals presented to the committee.
- SCADM considered two proposals from the Dr. Gerald Niznick College of Medicine. The first was to increase the number of spaces allocated to the Canadian Indigenous

Applicant Category for the Doctor of Dental Medicine degree from two to five spaces, which represents 17.5 percent of the annual enrolment.

- The proposal aligns with the institutional priority to promote equity, diversity, and inclusion, and it will bring the College into greater alignment with other Colleges within the Faculty.
- The College propose that the Canadian Indigenous Applicant Category be established as a distinct category for admission separate from the Individual Applicant Category.
- The Individual Applicant Category, for applicants who hold a Master's or Doctoral degree or who have successfully completed the requirements for such a degree at the time of application, will be retained as a separate category with the current maximum number of four spaces.
- Any positions allocated to the Canadian Indigenous and Individual Applicant Categories that were not filled would revert to the General Applicant Category, to ensure a total annual intake of twenty-nine students.

**ii. International Dentist Degree Program (D.M.D.) Page 293**

- Ms. Schnarr said the Dr. Gerald Niznick College of Dentistry was proposing two changes to the requirements for admission to the International Dentist Degree Program (D.M.D.) following notification from the National Dental Examination Board of Canada (NDEB) that the Assessment of Fundamental Knowledge (AFK) examination should no longer be used for this purpose.
- Under the revised requirements, applicants applying under Track A will be required to complete the Advanced Dental Admission Test (ADAT), which is sponsored by the American Dental Association (ADA).
- Track B applicants will be required to have written and passed the Assessment of Clinical Judgement (ACJ) examination sponsored by the NDEB. The current requirement for completion of either the Assessment of Clinical Skills (ACS) or the National Dental Examination of Clinical Competence (NDECC) sponsored by the NDEB will be revised to require the NDECC, as the ACS is no longer used.

**Ms. Schnarr MOVED, on behalf of the Committee, THAT Senate approve the Reports of the Senate Committee on Admissions concerning revised admission requirements for programs in the Dr. Gerald Niznick College of Dentistry, including (i) the Doctor of Dental**

**Medicine, effective for the 2024 Fall intake and (ii) the International Dentist Degree Program, effective for the 2025 Fall intake. MOTION WAS CARRIED**

**c. Reports of the Senate Committee on Instruction and Evaluation**

**i. RE: Academic Regulations, Juris Doctor, Faculty of Law**

- Dr. Torchia said SCIE had discussed revised academic regulations for the Juris Doctor degree related to evaluation, practice-based learning, and progression rules, at its meetings on November 17, 2022, and February 16, 2023.
- The revised regulations included evaluation, those dealing with deferrals of exams and accommodation for brief and extenuating circumstances and for long-term extenuating circumstances, as set out in the attachment to the Report.
- The regulations specify that students in Year 2 and Year 3 of the program will be restricted to 12 credit hours and 18 credit hours of for-credit opportunities, respectively. Optional not-for credit opportunities would also be made available to students.
- Dr. Torchia noted that the progression rules specify the following:
  - students must complete two years of the three-year, 92 credit hour J.D. program at the University but may complete one year or, in special circumstances, two years of the program at another Canadian university, with permission of the Associate Dean or the Academic Standings Committee, respectively.
  - students may be required to demonstrate their preparedness to resume studies, reflecting revised language recommended by the Senate Executive Committee, if they have withdrawn from the program for medical or compassionate reasons, have received deferred examinations for all examinations in a final examination series, or failed to write deferred examinations as scheduled.
  - students registered in 18 or fewer credit hours in an academic year are considered part-time.
  - to be in good academic standing, a student must achieve a minimum Degree Grade Point Average of 2.0, with a grade of “C” or higher or “pass” in mandatory Law courses.
  - students will receive an academic warning the first time their Degree Grade Point Average fell below 2.0, will be placed on probation the second time this occurred,

and will be required to withdraw from the program for one academic term if this happened a third time.

- students who were required to withdraw could request reinstatement. Based on a question raised by the Senate Executive Committee, the Faculty has clarified that a student who is reinstated will be in good academic standing, as detailed on page 329 of the Senate agenda.

## **Appendix V :**

### **UMGSA Executive Reports April 1<sup>st</sup> – April 30<sup>th</sup>, 2023**

#### **President - Silvia Sekander**

##### **Executive Summary of Work:**

- Transition work
- Advocacy on Financial struggles
- Networking with FGS, Admins & UMSU

##### **Meetings Attended in January:**

<b>Date</b>	<b>Meeting</b>	<b>Hours</b>
April 6 <sup>th</sup> , 2023	Transition Meeting 1	1.5 Hours
April 6 <sup>th</sup> , 2023	Meeting with UMSU	1 Hour
April 6 <sup>th</sup> , 2023	Bylaws & Policy Committee Meeting	1 Hour
April 11 <sup>th</sup> , 2023	UMGSA Executive Committee	3 Hours
April 13 <sup>th</sup> , 2023	Graduate Students Experience Committee	2 Hours
April 13 <sup>th</sup> , 2023	Finance Meeting	1 Hour
April 14 <sup>th</sup> , 2023	OSHAC Meeting	1 Hour
April 19 <sup>th</sup> , 2023	Transition Meeting 2 (UMSU)	1 Hour
April 21 <sup>st</sup> , 2023	Consultancy Meeting	1 Hour
April 25 <sup>th</sup> , 2023	Meeting with Jane Lastra	0.5 Hours
April 25 <sup>th</sup> , 2023	UMGSA Executive Committee Meeting	1.5 Hours
April 25 <sup>th</sup> , 2023	Mental Health Workshop	3 Hours
April 26 <sup>th</sup> , 2023	Meeting with Kasey	1 Hour
April 26 <sup>th</sup> , 2023	Transition Meeting 3 (Ruth)	1 Hour
April 26 <sup>th</sup> , 2023	Transition Meeting 4 (VP Students, FGS Dean)	0.75 Hours
April 26 <sup>th</sup> , 2023	Council Meeting	2.5 Hours
April 27 <sup>th</sup> , 2023	Meeting with UM President	1 Hour
April 28 <sup>th</sup> , 2023	Transition Meeting 5 (UMGSA Lawyer)	1 Hour
April 28 <sup>th</sup> , 2023	Transition Meeting with Senator 1	0.5 Hours
April 28 <sup>th</sup> , 2023	Transition Meeting with VPFA	1 Hour

**Time Spent in Meetings in April: 26.25 Hours**

##### **Office Hours:**

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

##### **Approximate Time Spent on Other Activities:**

<b>Activity</b>	<b>Hours</b>
e-mail correspondence, consultancy & other activities	93 Hours

**Total Hours Spent on the UMGSA in April 2023: 119.25 Hours**

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

### Executive Summary of Work:

#### Meetings Attended:

Date	Meeting	Hours
April 6 <sup>th</sup> , 2023	Bylaws & Policy Committee Meeting	1 Hour
April 13 <sup>th</sup> , 2023	Finance Committee Meeting	1 Hour
April 19 <sup>th</sup> , 2023	Falconer Emerging Researcher Rh Award	3 Hours
April 25 <sup>th</sup> , 2023	Executive Meeting	1.5 Hours
April 26 <sup>th</sup> , 2023	Council Meeting	2 Hours

#### Meetings Missed:

**Time Spent in Meetings in April: 8.5 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 in April: 0 Hours**

**Working Events Attended: None**

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

#### Approximate Time Spent on Other Activities:

Activity	Hours
E-mail correspondence & UMGSA conference grant and bylaws	23 Hours

**Total Hours Spent on the UMGSA in April 2023: 31.5 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
April 3 <sup>rd</sup> , 2023	Services & Support Committee Meeting	0.5 Hours
April 11 <sup>th</sup> , 2023	Executive Meeting	3 Hours
April 12 <sup>th</sup> , 2023	Events Committee Meeting	0.5 Hours
April 13 <sup>th</sup> , 2023	Tax Filing Workshop	1.5 Hours
April 13 <sup>th</sup> , 2023	Finance Committee Meeting	0.5 Hours
April 24 <sup>th</sup> , 2023	Services & Support Committee Meeting	?
April 25 <sup>th</sup> , 2023	Executive Meeting	1.5 Hours
April 25 <sup>th</sup> , 2023	Consultation Session	3 Hours
April 26 <sup>th</sup> , 2023	Council Meeting	2.5 Hours

### Meetings Missed: 0

Date	Meeting Missed	Reason for Missing

### Time Spent in Meetings in April: 13 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 April: Hours

### Working Events Attended:

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

### Approximate Time Spent on Other Activities:

Activity	Hours
Communication via email and others	20 Hours

### Total Hours Spent on the UMGSA in April 2023: 33 Hours



**Vice-President Academic – AKM Monsurul Alam**

**Executive Summary of Work:**

- Resigned March 14<sup>th</sup>, 2023.

**Meetings Attended:**

Date	Meeting	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	Hours

**Total Hours Spent on the UMGSA in April 2023: Hours**

## HSGSA President – Jamie Sookhoo

### Executive Summary of Work:

- Chaired HSGSA Executive and Council Meetings
- Helping in organizing HSGSA winter gala
- Attended UMGSA Executive and Council Meetings
- Attended HSGSA Finance and MHRE committee meeting.
- Attended Mental Health workshop.

### Meetings Attended:

April 11 <sup>th</sup> , 2023	UMGSA Executive Meeting	1 Hour
April 12 <sup>th</sup> , 2023	MHRE Meeting	1 Hour
April 12 <sup>th</sup> , 2023	Transition Meeting	2 Hours
April 15 <sup>th</sup> , 2023	HSGSA Executive Meeting	1.5 Hours
April 24 <sup>th</sup> , 2023	HSGSA Council Meeting	1.5 Hours
April 25 <sup>th</sup> , 2023	UMGSA Executive Meeting	1.5 Hours
April 26 <sup>th</sup> , 2023	UMGSA Council Meeting	2 Hours
April 27 <sup>th</sup> , 2023	HSGSA Finance Meeting	0.5 Hours
	HSGSA Gala planning & execution	15 Hours
	Mental Health workshop	2 Hours
	Email correspondence & other administrative work	10 Hours

**Time spent in meetings in April 2023: 11 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 April 2023: 38 Hours**

## Senator 1 – Uche Nwankwo

### Executive Summary of Work:

- **Senator Meetings:** GSA Executive meeting, Senate Committee meetings, Collaborative consultation with Donor Relations.
- Organized a Community Café in Brokenhead Ojibway Nation on wild rice production.
- Participation in Executive and Council meetings, engaged in student advocacy and consultation meetings on students facing crises because of financial difficulties and relationship with supervisors.
- Continued working on the Forestry Initiative and crowdfunding site for fundraising.
- Continued working on Graduate Students food poverty and high menu cost on campuses.

### Meetings Attended:

Date	Meeting	Hours
April 4 <sup>th</sup> , 2023	Student Advocacy	0.75 Hours
April 6 <sup>th</sup> , 2023	Meeting with UMSU Executives	1.5 Hours
April 7 <sup>th</sup> , 2023	Student Advocacy	2.75 Hours
April 11 <sup>th</sup> , 2023	UMGSA Executive Meeting	2.75 Hours
April 13 <sup>th</sup> , 2023	Graduate Students Experience Committee meeting	1.75 Hours
April 25 <sup>th</sup> , 2023	UMGSA + HSGSA Executives	1.75 Hours
April 25 <sup>th</sup> , 2023	Mental Health on Campus Workshop	1.25 Hours
April 26 <sup>th</sup> , 2023	UMGSA Council Meeting	2.25 Hours

**Time Spent in Meetings in April: 14.75 Hours**

**Meetings missed: 1**

### 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 April: 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:

Activity	Hours
Redesigning, reviewing, and revising CFI document for crowdfunding, food poverty survey review, promoting the survey, corresponding with donor relations, etc..	5.25 Hours
Driving to Meetings and Graduate Student Activities	2.75 Hours
Communications (Support duties as Senator 1), emails, phone calls, and WhatsApp chat 1.40 hours per week	5 Hours
Preparing and reviewing documents before meetings and writing reports	4 Hours

**Total Hours Spent on the UMGSA in April 2023: 31.75 Hours**

## Senator 2 - William Dowie

### Executive Summary of Work:

- **Senator Meetings:** none for Senate; UMGSA General Council + Exec.
- **UMGSA portfolio – other committees:** General Issues (Equity, Diversity, & Inclusion; EDI) organizational Pro. Dev.

### Meetings Attended:

Date	Meeting	Hours
April 3 <sup>rd</sup> , 2023	UM Strategic Planning (online)	2.25 Hours
April 4 <sup>th</sup> , 2023	Libraries Committee (Open Education Resources)	1 Hour
April 4 <sup>th</sup> , 2023	EDI webinar, research & academic context	1.5 Hours
April 5 <sup>th</sup> , 2023	Student Senate Caucus	1 Hour
April 5 <sup>th</sup> , 2023	Full Senate – followed Covid protocol – ill	---
April 6 <sup>th</sup> , 2023	Transition meeting with outgoing & incoming UMGSA Presidents	2 Hours
April 11 <sup>th</sup> , 2023	UMGSA Exec – in-person	3 Hours
April 13 <sup>th</sup> , 2023	FGS – Grad Student Experience (APR policies)	2.25 Hours
April 21 <sup>st</sup> , 2023	Sustainability Comm. (review STARS for policy)	1.5 Hours
April 25 <sup>th</sup> , 2023	Various Indigeneity online webinars	2 Hours
April 25 <sup>th</sup> , 2023	UMGSA Executive – in-person	1.5 Hours
April 25 <sup>th</sup> , 2023	UMGSA leadership seminar – mental health workshop	3.25 Hours
April 26 <sup>th</sup> , 2023	UMGSA General Council	1.5 Hours
April 27 <sup>th</sup> , 2023	UMGSA + Admin meeting (prep only)	0.5 Hours

### Meetings Missed: None

**Time Spent in Meetings in April: 23.25 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 April: 0 Hours**

### Working Events Attended:

	Hour

**Time Spent at Working Events in April: 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 April 2023: 29.25 Hours**

# Appendix VI:

## UMGSA Executive End of Term Annual Reports

### May 1<sup>st</sup>, 2022 - April 30<sup>th</sup>, 2023

UMGSA President – Silvia Sekander

#### Committees

- UMGSA Council
- UMGSA Executive Committee (Chairperson)
- UMGSA Bylaws and Policy Committee
- UMGSA Finance Committee
- UMGSA Awards Committee
- Senate Committee
- UofM Board of Governors
- UofM Board of Governors Governance and Nomination Committee
- FGS Graduate Student Experience Committee
- UofM Student Experience Committee
- UofM Budget Advisory Committee
- UofM Organizational Safety and Health Advisory Committee
- Selection Committee

#### 2022-2023 Highlights

- **ELC Subsidy:** We have run the English Language Center Subsidy program partnering with FGS for one year. This year we were successful in convincing VP students' office to partner with us in the program. We increased the number of students receiving the subsidy from 120 to 250 this year. FGS and VP students' office agreed to make a contract for continuing this program for upcoming 5 years. We might need to revise the number of subsidies in future years.
- **Annual Budget:** I was actively involved in reviewing and preparing the final draft of our UMGSA annual budget. I made specific budget lines to support mental health initiatives of our graduate students. Our VPSS executed that plan of distributing the funds to the students with the help of the committee members. We increased the budget for Holiday hamper to support 300+ graduate students.
- **Iran Crisis:** I along with my team supported the Iranian students during the crisis. We released a letter of support from UMGSA via email. I personally communicated with the Iranian student's association (UMISA) which is a registered student club under UMGSA. I advocated for the delaying of the tuition deadline for the students and the admins agreed to change the deadline. Finally, because of our continued advocacy, they have removed the penalty for the late tuition payment for Iranian students. With our senator Bill, we crafted a motion from UMGSA executives and passed it from UMGSA council. With the support of that motion, I demanded a letter of support from the admins for our students and students received that letter immediately after my meeting. I also advocated to the

UMFA president to send a letter to the members of UMFA to support the students suffering due to the crisis. I am still in touch with UMISA, and our FGS dean Kelley has finalized a meeting to listen to the concerns from UMISA. I also attended the event organized from the Iranian community to support our students.

- **MHRE Project Funding:** I advocated for the continuous funding for the multidisciplinary health research experience program initiated by HSGSA. We approved a contribution from UMGSA towards the project.
- **Networking:** I maintain important networking with administration and other organizations. I regularly meet with the FGS dean and Vice provost students to discuss important issues in student life. I also meet with UMSU president and discuss important collaborations. I attend several programs to maintain good relationships with different groups and associations in the University. This year I joined the inauguration program of the UofM mosque, fireside chats with honorary degree recipients, opening of Multifait center, Errol black chair fundraising invitation from UMFA, convocation, rally by UMISA etc.
- **GSA Forestry Initiative:** Our senator Uche has taken a forestry initiative to make our campus greener. I facilitated a meeting with the admins for their approval on the project and was involved in the project to figure out next steps for the smooth execution of the initiative. UMGSA council decided to continue the project in the upcoming term.
- **Fall Orientation:** I was involved in the planning and execution phase of the fall orientation for our students from FGS and International center. With the help of our governance and communication coordinator, I and Judy made it a successful event.
- **Fall Convocation:** I participated in the fall convocation this year and presented the UMGSA teaching award to the winner.
- **Legal Consultation:** I always keep in touch with our lawyer and make sure proper legal consultation is done whenever needed.
- **Student Advocacy:** I regularly meet with FGS dean and VP students to convey the concerns of our graduate students. This year our VPSS has initiated a student survey and I addressed all the important concerns raised by our students to the admins.
- **Food Poverty Initiative:** Our senator Uche took an initiative to investigate the pricing of food at the campus. With help of our VPSS and GCC, we sent a survey out to our graduate students. I presented the survey results to the admins for their consideration.
- **Science Students Initiative:** Students from Science took initiatives to send surveys to their students regarding the financial struggles. I facilitated a meeting of science GSA with the UMGSA councillors. I presented the results of their survey to the admins and discussed strategies with the UMGSA executives.
- **Transition:** I facilitated important meetings with the upcoming president to make a smooth transition.
- **Mental Health Workshop:** We planned a mental health workshop for the GSA executives in consultation with David Ness.

## **HSGSA President – Jamie Sookhoo**

- HSGSA Executive Committee (Chairperson)
- HSGSA Council (Chairperson)
- HSGSA By-laws Committee
- HSGSA Finance Committee
- HSGSA Internal Development and Review Committee (Chair)
- HSGSA Events Committee
- HSGSA MHRE Project Ad-hoc committee
- FGS Executive Committee
- FGS Council
- UMGSA Executive Committee
- UMGSA Council

### **HSGSA Report 2022-23**

In May 2022, the HSGSA's new executive team took office. The transition period for all team members was smooth and each member had started working in their respective roles. In consultation with previous execs, the HSGSA budget for 2022-23 was presented to council and was approved in the May Council meeting. The HSGSA new signing authorities (President, VP Internal, and VP Marketing and Events) were set up with BMO without any delay. HSGSA held 1-3 exec meetings every month and the team remained in constant communication through a chat group. All execs performed their duties in a timely and organised manner. All internal committees met as per the By-laws requirements and maintained attendance as well as minutes of their meetings. HSGSA opened a new bank account this year for easy Interac transactions after consultation with the UMGSA Office manager, different banks, and the HSGSA Council. HSGSA also received \$5000 funding from Dr. Hope Anderson's office. This extra budget is to be used for social events, special projects and extended education for graduate students. This budget's fiscal term will be April 2023-March 2024.

**HSGSA Events:** In June, the 35th Annual Canadian Health Research forum (CSHRF) was organised in collaboration with the Rady Faculty of Health Sciences. HSGSA was in charge of registration/information booths, networking sessions, student tours, reception events and a student banquet as well. The 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 many different student tours: Legislative building, the Mint, Fortwhyte alive and Fort Gibraltar as well as a virtual tour of the National Microbiology Lab. The student banquet was organised for over 120 students at the Millenium centre with a seated dinner, DJ and photobooth. All events were well received and students had many opportunities to network. HSGSA also planned a summer event - pool party and BBQ at Kildonan outdoor pool and park in August. The pool party was attended by over 30 students and guests. HSGSA also had a very successful Halloween event with pizza, drinks, a movie and prizes and 50+ students attended. HSGSA also planned a holiday event in December. We had a gingerbread house making competition and pizza dinner. The event was attended by 30+ students



and everyone had a great time. In March, HSGSA organised a “dance away your stress” Zumba session. HSGSA gave out goodies and healthy snacks after the Zumba, HSGSA VP Academic has also made a request at Bannatyne gym to have evening zumba classes more often, so students can attend them after their lab schedule. The biggest event of this term was HSGSA Winter Gala in April. This event was attended by over 100 students and guests at the Fort Garry Hotel ballroom and the ticket included a 3-course meal, DJ, Photographer and open bar. The event was a super hit and many students requested HSGSA execs to have such an event yearly. All of this was possible because of over 15 volunteers, councillors, and execs’ team work throughout the year.

**Students support and services:** The Fall orientation was on September 1<sup>st</sup> for the Bannatyne Campus students and was co-hosted between HSGSA and FGS. It was in person and went smoothly. HSGSA presented at the Community Health Sciences Department Orientation as well. Newly admitted students had the opportunity to have Q&A after each session in both orientation events. HSGSA is currently working with the RFHS Associate Dean’s office for the transition of CSHRF to another university and will now host Manitoba Research Days in June 2023. HSGSA is involved in the planning of students’ social activities as well as graduate professional development workshops during research days in June 2023. HSGSA execs also met with Dean Nickerson and Associate Dean Dr. Hope Anderson to discuss graduate students’ needs at RFHS as well as spoke about the transition of Graduate Nursing Students’ Association (GNSA) to the HSGSA portfolio. HSGSA execs met with UMGSA execs to present the statistics on HSGSA representation in UMGSA council. Similar concerns have been put forward in the UMGSA by-laws committee as well. Briefly, the UMGSA council agendas and discussion points differ from HSGSA council, however, they affect all HSGSA students equally and we only have one vote/one representative in their decisions that affect us as well. The HSGSA council whole-heartedly supported the idea of having all HSGSA execs on the UMGSA council. Keeping the HSGSA Council’s suggestions, HSGSA sent the edits to UMGSA By-laws and executive committee. HSGSA has also requested joint By-laws committee meetings on multiple occasions and HSGSA is still waiting on a response. HSGSA VP-StB has been in contact with St Boniface research centre Director Dr. Czubryt, to advocate for having a graduate students’ lounge as currently, minimum to no student space is available at the St B campus for students to relax, study, and socialise. HSGSA VP Academic organised two workshops for the graduate students: International opportunities workshop and a virtual poster presentation workshop. HSGSA also monetarily supported the Larry Screening at Bannatyne campus organised by the community health sciences department. 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.

**HSGSA Council:** The first HSGSA Council Meeting for the term was held on October 3<sup>rd</sup> to give Departments more time to elect new councillors. We structured internal committees and an introduction was given of each committee for the incoming committee members to understand their role. New councillors from all the departments took over and signed up for two internal committees. All the HSGSA councillors did an excellent job by being active in all the meetings and in their respective committees. The Graduate Nursing Students’ Association also made a major request to move from being under UMGSA to HSGSA council where they believe they are more suited. This process was discussed and motion was approved by the HSGSA Council and the next

step is to be processed by the UMGSA. HSGSA Council was part of every decision making from finances to the by-laws changes as well as other concerns.

**HSGSA Awards:** In June 2022, HSGSA gave out 4 poster awards for \$200 each and two Forough Khadem Memorial Awards for \$1000 each (one masters 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. HSGSA is also giving out Graduate Student excellence awards this year to both PhD and Masters students who have excelled in both research and leadership. HSGSA has received 50 applications this year and thus, the number of awards have been increased from 2 awards to 6 awards this year. These awards will be presented at the MSHRF Awards ceremony with other awards. HSGSA also sent out the call for extended education subsidy applications. This subsidy is to be offered to student applicants that can illustrate the merits and impact of their requested training. The bursary is limited to \$200 per student, until the funds are exhausted.

**The MHRE (Multi-Disciplinary Health Research Experience)** program continued for this term as well. The MHRE project received \$2000 funding from Science Students' Association (SSA), \$1500 from the UMGSA and \$1000 from FGS to run the program. These funds were used to provide a \$100 honorarium to 11 graduate students, provide teaching resources and to pay MHRE Director honorarium. The MHRE committee this year was responsible for Director's interviews and selection process, instructors interviews and selection as well as worked together for other requirements.

**HSGSA Annual General Meeting 2022-23** was held in February and major changes in the By-laws and procedures manual were presented and then approved. HSGSA members suggested compiling a document that would include stipends from different departments. These documents were not readily available to the execs and thus, councillors from different departments were asked to provide this information so that execs can compile it accordingly.

**HSGSA IDRC Reviews** were done in the months of November and April. The IDRC Chair has presented the findings to the council and has mentioned the commitment and good work of all the candidates. Self-peer review was combined and sent to all executives mentioning the improvement suggestions.

Jamie Sookhoo  
HSGSA President 2022-23

## **Vice-President Finance & Administration – Rubel Chandra Talukder**

### **Committees:**

- UMGSA Bylaws and Policy Committee (Chairperson)
- UMGSA Finance Committee (Chairperson)
- UMGSA Executive Committee
- UMGSA Council
- FGS Faculty Council
- FGS Awards Committee
- Falconer Rh Emerging Researcher Awards Committee

### **Recommendations:**

- Six HSGSA Council members (not HSGSA Executives) might be considered as the voting member of UMGSA Council

### **2022-2023 Highlights:**

- Successfully supported a lot of applications for Conference grant
- Successfully supported a lot of students for Holiday Hamper
- Significant revisions to the Governance and Operations Manual
- Major updates to the Election and Referendum Manual

## **Vice-President Academic – AKM Monsurul Alam**

### **Committees:**

- UMGSA Council
- HSGSA Council
- FGS Faculty Council
- FGS Student Experience
- Senate Committee on University Research (SCUR)
- Senate Committee on Academic (SCOA)
- Academic Integrity Advisory Committee
- FGS Dean Search Committee
- Senate Committee on Appeals
- FGS Appeal Committee

I always try to connect with students in order to find out graduate student interests and present them to the university administration. I carefully review the FGS and senate meeting agendas and

minutes and identify the best discussions related to graduate studies and share with students. As a VP academic, one the major task was to run the UMGSA awards competition which I did successfully, and three additional awards are also provided this year. I tried to be flexible in reviewing UMGSA emergency grant and so far, a good number of applications has been approved. This year the UMGSA holiday Hamper program also successfully finished. My goal was to support maximum number of student and this year a record number of students received the Hamper. Also, I am regularly participated many FGS and senate committees and raised issues that students face time to time.

### **Summary of Activities:**

- Successfully completed UMGSA awards competition. Good number of UMGSA student awards are provided.
- Successfully completed UMGSA Holiday hamper program and around 300 students have received the hamper.
- Approved a good number of UMGSA emergency grant.
- Charing UMGSA awards and academic affairs committee.
- Provided inspersion support to student who are suffering problems such as conflicts with supervisor, conflict with university administration and facing financial issues.
- Attended senate and senate caucus meetings, UMGSA executive and council meetings.
- Analyzed Senate meeting agendas and minutes and, identify the important discussions that are beneficial for graduate student.
- Also, I regularly served in many Senates and FGS committees.

### **Vice-President Services & Support – Marianne Hajiloo**

Yet to be received.

### **Senator 1 – Uche Nwankwo**

As UMGSA Senator, I actively participated in several council and Senate Executive Committee meetings and reviewed meeting documents to enable me to engage in discussions. I was very passionate and compassionate about issues affecting graduate students. Based on my experience and skills, I advocated for graduate students and empathized with those who experienced difficulties. Strategically and innovatively, I initiated some projects, engaged in collaborative consultations with UMSU Executives in an effort to strengthen alliance between the UMGSA and UMSU for a better and focused synergetic service for the entire students. I was quick to step in or volunteer my resources for a timely intervention on issues that improved student

experience. I participated in several student advocacy engagements, including rallies, and I supported the Iranian students during crisis moments.

### **Committees:**

- Strategic Planning Committee
- UMGSA Council
- UMGSA Executive Committee
- UMGSA Representative On HSGSA
- FGS Student Experience
- Senate Committee on Curriculum and Course Changes
- Senate Committee on Academic Computing
- Senate Committee on Admission
- Senate Committee on Appeals

### **Highlights:**

- UMGSA Campus Forestry Initiative aimed at planting more trees at the University campuses in tandem with the University's strategic commitment to climate change mitigation.
- Food poverty survey to document menu cost of food and beverages at the campuses and the difficulties faced by students pertaining to food poverty.
- Strategic collaboration and consultation with UMSU executives.
- Collaboration with Donour Relations to create crowdfunding site for the UMGSA – CFI.
- Graduate Students engagement meeting session with the Strategic Planning Committee.
- African Graduate Student Group formation to increase participation and representation.
- Meaningful contributions to the Strategic Planning Committee meetings especially as touching issues affecting graduate students.
- Engaged in several student advocacy activities.

### **Recommendations:**

- Students should be treated more with empathy and compassion without compromising standards or integrity. Students are going through a lot, especially international students. It is important to recognize that there is life after the university education. A student today, can become an educator tomorrow. Mutual relationship borne out of respect and integrity should be emphasized.
- Graduate studies should be made more attractive and affordable, investment in education is critical for sustainable economic growth. The University should be proactively engaged in advocacy with the government to contribute to making education affordable, attractive, and competitive.
- Committed efforts and determination to improve synergetic collaboration and cooperation between UMGSA and UMSU to provide more responsive and proactive service to the entire UM students.
- Healthcare coverage for all students (international students) should be revisited and

restored. There are other ways to make the plan competitive and affordable without putting international students at risk.

- Periodic interactive session between graduate students and University Admis, not just for the period of the Strategic Planning Committee sessions.
- Periodic train the trainer workshop for faculty members to improve student and mentor. relationship This will contribute to reducing conflicts that often result to appeals and disciplinary actions.
- Cost of food and beverages are very high at the campuses, and options are limited especially at the Bannatyne campus, this should be investigated.
- More flexible admission processes to reflect peculiarities in different countries, without compromising quality and ethical standards.
- Outdoor living activities to promote healthy living.
- UMGSA representation in HSGSA Council to be given the right to contribute to decision making/vote on issues just like HSGAS reps in the UMGSA enjoys same privileges.
- Active engagement and commitment to projects that can reduce negative impacts of climate change, such as tree planting initiatives

## **Senator 2 – Bill Dowie**

Yet to be received.