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**Wednesday, September 27<sup>th</sup>, 2023 – 5:30 PM – Zoom**

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# **UMGSA Council Meeting Agenda**

## **Wednesday, September 27<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 September 27<sup>th</sup>, 2023, UMGSA Council Meeting as presented.**

**4. Approval of the Minutes**

The minutes of the August 23<sup>rd</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 August 23<sup>rd</sup>, 2023, UMGSA Council Meeting as presented.**

**5. Committee Reports**

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

**6. HSGSA Report**

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

**7. Senate Report**

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

**8. Executive Reports**

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

**9. Departmental Reports**

**10. Unfinished Business**

i. No unfinished business.

## **11. New Business**

### **11.1 Approval of Food Insecurity Membership**

**MOTION: BIRT the UMGSA Council approves the following members of the Ad-Hoc Committee on Food Insecurity:**

UMGSA Executives

- Uche Nwankwo, Senator 1
- Akshi Malik, HSGSA President

HSGSA Representative

- Jamie Sookhoo, VP-External

UMGSA Council

- Alejandra Diabb Sanchez
- Cici Guo

General Graduate Student Population

- Meghan Mills
- Behnam Arzhang
- Sadman Rafid

### **11.2 Approval of Food Insecurity Policy Amendment**

**MOTION: BIRT the UMGSA Council approves the following amendments to the Ad-Hoc Committee on Food Insecurity Terms of Reference.**

**Membership:**

- One (1) faculty member or their designate as approved by the committee.

**Mandate:**

- If the committee is at capacity, the committee may recommend additional members for membership.

## **12. Generative Discussion**

### **12.1 University Budget 2023-2024**

## **13. Announcements**

### **12.1. Committee Vacancies:**

- Food Insecurity Ad-Hoc Committee (1 spot). Email Willow at [gcc@umgsa.org](mailto:gcc@umgsa.org) for details.

**12.2. Next Council Meeting:**

- i. Wednesday, October 25<sup>th</sup>, 2023 - 5:30PM – Zoom.

**12.3. October Newsletter:**

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

**13. Adjournment**

## **Appendix II :**

### **UMGSA Committee Reports August 1<sup>st</sup>- August 31<sup>st</sup>, 2023**

#### **Executive Committee**

Chair: Christopher Yendt (UMGSA President)

Meeting Dates: August 2<sup>nd</sup>, 16<sup>th</sup> & 30<sup>th</sup>, 2023.

- Following the approval of the Ad-Hoc Committee on Food Poverty ToR by Council the Executive has worked to get the committee up and running, sending a call for additional members with the first meeting set to happen shortly.
- Approved the extension for the Crowdfunding Campaign for Forestry Initiative following Council's approval of the initial project.
- Reviewed and approved the renewal of the Iranian Students' Association following relevant policy.
- Supported planning fall meet and greet for graduate students.
- Continued conversations on moving forward succession planning for staff as well as preliminary discussions around restructuring executive roles and responsibilities.
- Selected alternate delegate for MAPSS.
- Executive approved and launched a survey regarding editing tools and software support for graduate students.
- Held discussions around partnering with other campus groups to promote projects that support graduate students.
- Continue to work through post-survey results around editing software and support, and negotiations on behalf of graduate students.
- Held initial conversations around revising the performance evaluation process for the executive team.

#### **Finance Committee**

Chair: Julie Xue (UMGSA VPFA)

Meeting Dates: August 9<sup>th</sup> & 21<sup>st</sup>, 2023

- The Committee reviewed and processed all conference grants applications up to date.
- The committee discussed revising grant amount for local and virtual conferences with 0 registration costs.

## **Bylaws and Policy Committee**

Chair: Julie Xue (UMGSA VPFA)

Meeting Dates:

- There were no Bylaws meetings in August 2023.

## **Events Committee**

Chair: Timilehin Oluwajuyitan (UMGSA VPSS)

Meeting Dates: August 3<sup>rd</sup>, 2023

- Orientation lecture
- Social event/ UMGSA pizza day meet and greet (Friday September 13th, 2023).
- Halloween/ A corn in maize (October 2023)
- Mental health workshop (October 2023)
- Holiday hamper (December 2023)
- Tax filling workshop (March 2024)
- Consent culture training

## **Services and Support Committee**

Chair: Timilehin Oluwajuyitan (UMGSA VPSS)

Meeting Dates:

- No meetings were held in August 2023.

## **Awards and Academic Affairs Committee**

Chair: Hanieh Rezasoltani (UMGSA VPA)

Meeting Dates: August 16<sup>th</sup>, 2023

- VPA received all scores and applications from the committee members.
- Scores and reports gathered by VPA.
- Committee-approved final and alternative award candidates.
- In order to check candidates and finalize the results, the VPA filled out the forms of winners and sent them to the Dean of FGS and the award office.
- Winners received an official email from FGS and Aurora.
- All graduate students are notified by the VPA that the reviewing process has been completed and the winners have been modified.
- The committee decided to review the application form and documents for UMGSA awards in 2024 (after reviewing the holiday hamper program).

## **Appendix III :**

### **HSGSA Report August 1<sup>st</sup> – August 31<sup>st</sup>, 2023**

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

Chair: Akshi Malik

In August, the HSGSA organised a summer picnic on August 19th at Birds Hill Park. HSGSA provided bus transportation to students of both campuses and included games, food, drinks. Event was well received by students and over 35 students were in attendance with their guests.

HSGSA is currently working on St. Boniface gym subsidy to provide support to graduate students at St. Boniface research Centre with gym access at St Boniface hospital which is not a part of University and thus, students at StB have to pay extra fees to access the gym.

HSGSA is planning to organise a multicultural event in late November to celebrate the cultural diversity at University of Manitoba to enrich us collectively and reaffirm our commitment to equity, inclusion, and mutual respect.

HSGSA is also planning their annual Patrick Choy Distinguished Lecture series in late October and VP Academic is taking lead on it.

HSGSA has planned an academic workshop for students who are applying for CIHR, CGS-M and other fundings on September 18th via zoom.

We are also hosting Fall orientation at Bannatyne campus with FGS on September 1st, 2023.

Akshi Malik

HSGSA President (2023-24)

## **Appendix IV :**

### **August Senate Report**

**Meeting Date:** There were no Senate meetings in August 2023.

**Meeting Link:**

The following report was submitted by Armin Aghajani, Senator 2.

- I proposed a study to assess the need for grammar correction and writing assistance software, specifically Grammarly, to make it available to all graduate students. Grammarly's survey results indicate a demand for such a tool. However, we are currently exploring options to revise the all-or-nothing policy.
- We have drafted a proposal aimed at securing governmental insurance coverage for international students. Currently, students are required to pay nearly \$1000 annually for this coverage.
- I have suggested that we evaluate the advantages of provincial nomination for Ph.D. candidates, a benefit already in place in some provinces like BC.
- Lastly, we are actively investigating methods to make payment adjustments for stipends and scholarships. We are considering the feasibility of launching a campaign to address this matter.



## **Appendix V :**

# **UMGSA Executive Reports August 1<sup>st</sup> – August 31<sup>st</sup>, 2023**

## **President – Christopher Yendt**

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

- Continued to work with MAPSS regarding restructuring and other external relations items, as well as initiated conversations with CASA about potential future engagement.
- Implemented weekly President – Staff meetings to better support operations and address challenges through a team-based approach.
- Further strengthening partnership between HSGSA and UMGSA by attending meetings of the executive team and working to address challenges specifically facing students at the Bannatyne campus.
- Provided additional training to support transition for members of the executive team.
- Resumed bi-weekly meetings with members of the university administrative team to address ongoing issues facing graduate students across the university.
- Attended several orientations on behalf of UMGSA to speak to the services and advocacy we provide for graduate students.
- Attended additional meetings with other campus stakeholders to re-establish relationships and begin conversations around areas of intersection and partnership for the coming year.

### **Meetings Attended:**

<b>Date</b>	<b>Meeting</b>	<b>Hours</b>
August 2 <sup>nd</sup> , 2023	UMGSA Executive Meeting	1.5 hours
August 9 <sup>th</sup> , 2023	UMGSA Finance Committee Meeting	1.5 hours
August 10 <sup>th</sup> , 2023	UMGSA / HSGSA President's Meeting	1 hour
August 11 <sup>th</sup> , 2023	2SLGBTQ+ UM Community Building	3 hours
August 13 <sup>th</sup> , 2023	HSGSA Executive Meeting	2 hours
August 14 <sup>th</sup> , 2023	Meeting with CUPE 3909	1 hour
August 16 <sup>th</sup> , 2023	Meeting with UMGSA Senator	1 hour
August 16 <sup>th</sup> , 2023	UMGSA Executive Meeting	1.5 hours
August 16 <sup>th</sup> , 2023	Meeting with VP Students and Dean, FGS	0.5 hours
August 16 <sup>th</sup> , 2023	UMGSA Awards Committee	1 hour
August 22 <sup>nd</sup> , 2023	UMGSA Staff Meeting	1 hour
August 23 <sup>rd</sup> , 2023	UMGSA Council Meeting	1.5 hours
August 25 <sup>th</sup> , 2023	Meeting with ACU	1 hour
August 25 <sup>th</sup> , 2023	MAPSS Governance Committee	1 hour
August 28 <sup>th</sup> , 2023	International Student Orientation	0.5 hours
August 28 <sup>th</sup> , 2023	HSGSA Executive Meeting	1.5 hours
August 29 <sup>th</sup> , 2023	UMGSA Staff Meeting	1 hour
August 30 <sup>th</sup> , 2023	UMGSA Executive Meeting	1.5 hours

August 30 <sup>th</sup> , 2023	Meeting with VP Students and Dean, FGS	0.5 hours
August 31 <sup>st</sup> , 2023	Graduate Student Orientation	2 hours
August 31 <sup>st</sup> , 2023	EdGSA Meet and Greet	2 hours
August 31 <sup>st</sup> , 2023	UMSU Board of Associations Executive Meeting	0.5 hours

**Meetings missed:**

<b>Date</b>	<b>Meeting</b>
August 30 <sup>th</sup> , 2023	UMSU Board Meeting – Regrets sent

**Time Spent in Meetings in August: 28 Hours**

**Office Hours:**

**Time Spent in Official Office Hours in August: 4 Hours**

**Working events attended:**

**Approximate time spent on other activities:**

<b>Activity</b>	<b>Hours</b>
In-Office / Other	35 hours
Email / Correspondence	30 hours

**Total hours spent on the UMGSA for August 2023: 93 Hours**

**Vice-President Finance and Administration- Julie Xue**

**Executive Summary of Work:**

**Meetings Attended:**

<b>Date</b>	<b>Meeting</b>	<b>Hours</b>
August 9 <sup>th</sup> , 2023	Finance Meeting	1 Hour
August 21 <sup>st</sup> , 2023	Finance Meeting	1 Hour
August 2 <sup>nd</sup> , 2023	Executive Meeting	1.5 Hours

**Meetings Missed: 2**

<b>Date</b>	<b>Meeting</b>
August 16	Executive meeting

**Time Spent in Meetings in August: Hours**

**Office Hours:**

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

**Working Events Attended: None**

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

**Approximate Time Spent on Other Activities:**

<b>Activity</b>	<b>Hours</b>
Replying emails and scheduling meetings	15 Hours

**Total Hours Spent on the UMGSA in August 2023: 18.5 Hours**

## Vice-President Services and Support – Timilehin Oluwajuyitan

### Executive Summary of Work:

- Attended Events Committee Meeting
- Attended UMGSA Finance Committee Meeting
- Attended UMGSA Executive Committee Meeting
- Attended UMGSA Award and Academic Affairs Committee Meeting
- Attended Faculty of Graduate Studies/ UMGSA Orientation Event

### Meetings Attended:

Date	Meeting	Hours
August 3 <sup>rd</sup> , 2023	UMGSA Event Committee Meeting	1 Hour
August 9 <sup>th</sup> , 2023	UMGSA Finance Committee Meeting	1.5 Hours
August 16 <sup>th</sup> , 2023	UMGSA Executive Committee Meeting	2 Hours
August 16 <sup>th</sup> , 2023	UMGSA Award & Academic Affairs Committee Meeting	1 Hour
August 21 <sup>st</sup> , 2023	UMGSA Finance Committee Meeting	1 Hour
August 30 <sup>th</sup> , 2023	UMGSA Executive Committee Meeting	2 Hours
August 31 <sup>st</sup> , 2023	Faculty of Graduate Studies/ UMGSA Orientation Event	5 Hours

### Meetings missed: None

Date	Meeting
-	-

### Time Spent in Meetings in August: 13.5 Hours

### Office Hours:

Date	Hours
August 1 <sup>st</sup> , 2023	2 Hours
August 8 <sup>th</sup> , 2023	2 Hours
August 15 <sup>th</sup> , 2023	2 Hours
August 22 <sup>nd</sup> , 2023	2 Hours
August 29 <sup>th</sup> , 2023	2 Hours

### Time Spent in Official Office Hours in August: 0 Hours

### Working events attended:

### Approximate time spent on other activities:

Activity	Hours
Preparation of UMGSA Pizza Day Meet and Greet Event	10 Hours
Email corresponding	20 Hours

### Total hours spent on the UMGSA for August 2023: 53.5 Hours

## Vice-President Academic – Hanieh Rezasoltani

### Executive Summary of Work:

- Attending to UMGSA Executive Committee Meeting
- Attending to FGS grad step workshop committee meeting
- Attending to UMGSA award Committee meeting and approved the name of candidate of UMGSA awards 2023-2024
- Attending to Senate committee on award meeting
- Attending to UMGSA Council Meeting
- Attending to International students' orientation day and Introduce services of UMGSA.
- Attending to Graduate students Orientation Day and Introduce services of UMGSA

### Meetings Attended:

Date	Meeting	Hours
August 2 <sup>nd</sup> , 2023	UMGSA Executive Committee Meeting	1.5 Hours
August 15 <sup>th</sup> , 2023	FGS GradSteps Workshop Committee Meeting	1 Hour
August 16 <sup>th</sup> , 2023	UMGSA Executive Committee Meeting	1.5 Hours
August 16 <sup>th</sup> , 2023	UMGSA Awards Committee Meeting	1 Hour
August 22 <sup>nd</sup> , 2023	Senate Committee on Awards Meeting	2 Hours
August 23 <sup>rd</sup> , 2023	UMGSA Council Meeting	1 Hour
August 28 <sup>th</sup> , 2023	International Students' Orientation Day	1 Hour
August 30 <sup>th</sup> , 2023	UMGSA Executive Committee Meeting	1.5 Hours
August 31 <sup>st</sup> , 2023	Graduate Students' Orientation Day	2 Hours

**Time Spent in Meetings: 12.5 Hours**

### Office Hours:

**2 Hours- 2 Aug 2023 – location: UMGSA office**

**2 Hours- 10 Aug 2023– location: UMGSA office**

**2 Hours- 17 Aug 2023– location: UMGSA office**

**2 Hours- 24 Aug 2023– location: UMGSA office**

**2 Hours- 31 Aug 2023– location: UMGSA office**

**Time Spent in Official Office Hours: 10 Hours**

### Working Events Attended:

### Approximate Time Spent on Other Activities:

Activity	Hours
Advocacy meeting with students and following up	15 Hours
Responding to emails, approving cheques & payments, emergency grants, & signing them	20 Hours
Award reviewing process and announcement	10 Hours

**Total Hours Spent on the UMGSA in August 2023: 67.5 Hours**

## HSGSA President – Akshi Malik

### Executive Summary of Work:

- Chaired HSGSA meetings
- Attended UMGSA Exec and Council meetings
- Organized HSGSA Summer picnic with the help of other executives
- Attended FGS Orientation at Fort Garry campus

### Meetings Attended:

August 2 <sup>nd</sup> , 2023	UMGSA Executive Meeting	1.5 Hours
August 10 <sup>th</sup> , 2023	Meeting w/ Chris	1.5 Hours
August 13 <sup>th</sup> , 2023	HSGSA Executive Meeting	1.5 Hours
August 16 <sup>th</sup> , 2023	UMGSA Executive Meeting	1.5 Hours
August 12 <sup>th</sup> , 2023	BMO visit	0.5 Hours
August 28 <sup>th</sup> , 2023	HSGSA Executive Meeting	2 Hours
August 30 <sup>th</sup> , 2023	UMGSA Executive Meeting	1.5 Hours
August 31 <sup>st</sup> , 2023	FG Fall Orientation	5 Hours
HSGSA Summer Picnic Planning & Execution		10 Hours
Email Correspondence		5 Hours
Documents & Record Keeping		5 Hours

**Time spent in meetings in August 2023: 10 Hours**

**Meetings missed: none**

**Office hours: 0 hours**

**Total hours spent on HSGSA & UMGSA for August 2023: 35 Hours**

**Senator 1 – Uche Nwankwo**

**Executive Summary of Work:**

- Yet to be received.

**Meetings Attended:**

<b>Date</b>	<b>Meeting</b>	<b>Hours</b>

**Time Spent in Meetings in August: Hours**

**Meetings missed: 0**

**Office Hours:**

**Working Events Attended: None**

**Approximate Time Spent on Other Activities:**

<b>Activity</b>	<b>Hours</b>
	Hours

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

## Senator 2 – Armin Aghajani

### Executive Summary of Work:

- Attended UMGSA Exec and Council Meetings
- Attended FGS Exec and Council Meetings
- Meetings with students regarding their current issues
- Meeting with Michael Benarroch, Laurie Schnarr, Kelley Main

### Meetings Attended:

Date	Meeting	Hours
August 2 <sup>nd</sup> , 2023	UMGSA Executive Meeting	1.5 Hours
August 16 <sup>th</sup> , 2023	UMGSA Executive Meeting	1.5 Hours
August 30 <sup>th</sup> , 2023	UMGSA Executive Meeting	1.5 Hours
August 16 <sup>th</sup> , 2023	Meeting w/ Chris (transition session)	1 Hour
August 23 <sup>rd</sup> , 2023	UMGSA Council Meeting	1 Hour
August 31 <sup>st</sup> , 2023	Fall Orientation	1.5 Hours

### Meetings Missed: None

**Time Spent in Meetings in August: 8 Hours**

### Office Hours:

**Time Spent in Official Office Hours in August: 8 Hours**

### Approximate Time Spent on Other Activities:

Activity	Hours
Documents and record keeping, answering emails	4 Hours
Answering students' issues through email/ phone/ social media/ in-person	15 Hours
Studying the agendas and minutes to get ready for the meetings	3 Hours
Writing the proposal to be sent to the parties running the election	3 Hours
Correspondence with the SFU GSA director regarding the road map for the payment adjustment	2 Hours

**Total Hours Spent on the UMGSA in August 2023: 43 Hours**