
UMGSA Council Meeting Documents Index Page

Wednesday, September 25th, 2024 – 5:30 PM – Zoom

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UMGSA Council Meeting Agenda

Wednesday, September 25th, 2024 – 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, Ojibwe-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation. We acknowledge that our water comes from Shoal Lake 40 First Nation, and our hydro from the hydro dams located in Treaty 5. We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past and present, 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 25th, 2024, UMGSA Council Meeting as presented.

4. Approval of the Minutes

The minutes of the May 29th, 2024, UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

MOTION: BIRT the UMGSA Council approves the minutes of the August 28th, 2024, UMGSA Council Meeting as presented.

5. Committee Reports

5.1. August Committee Reports (Appendix II)

6. Senate Report

6.1. August Senate Report (Appendix IV)

7. Executive Reports

7.1. August Reports (Appendix V)

8. Departmental Reports

9. Unfinished Business

i. No unfinished business to discuss.

10. New Business

10.1 Ad-Hoc Graduate Student Gala Committee (GSGC)

- i. C. Yendt will present this item.

MOTION: BIRT The UMGSA General Council approves the inauguration of the Ad-Hoc Graduate Student Gala Committee effectively immediately. The committee will dissolve April 30th, 2025.

11. Announcements

11.1. Ad-Hoc Committee on Food Insecurity:

- i. Need 3 council members! Email Willow at gcc@umgsa.org if interested.

11.2. Next Council Meeting:

- i. Wednesday, October 23rd, 2024 - 5:30PM – Zoom.

11.3. October Newsletter:

- i. If anyone has anything they want to share e-mail gcc@umgsa.org

14. Adjournment

Appendix II :

UMGSA Committee Reports August 1st- August 31st, 2024

Executive Committee

Chair: C Yendt (UMGSA President)

Meeting Dates: August 13th & 20th, 2024

- Owing to scheduling conflicts the committee met only twice in August.
- A lighter month in terms of commitments meant the committee was able to focus more on updates from individual team members during our roundtable updates.
- These conversations have been an excellent way to build our team dynamic and allow other members of the team to become more aware and gain a greater understanding of the work that is done in each of their colleagues' portfolios.
- We are preparing to launch recruitment for the newly approved AVP Strategic Planning position, as well as for the Governance and Office Operations Coordinator and will share further information on these developments as time goes on.
- Overall reflection that the team is working fairly flat out, and that staff are at capacity, we ask everyone for their collective patience in requesting items from the office at this time as we manage through the height of the transition.

Governance & Strategy Committee

Chair: C Yendt (UMGSA President)

Meeting Dates: N/A

- Planned for Committee to meet in Early October and approve a draft series of questions for the Strategic Plan Survey, along with early edits to the UMGSA Bylaws.

Services & Support Committee

Chair: Timilehin Oluwajuyitan (UMGSA VPSS)

Meeting Dates: August 30th, 2024

- Faculty of graduate studies summer virtual orientation (May 2nd, 2024)
- UMGSA Friday Game Night (Friday August 16th, 2024)
- St Malo Beach Trip (Friday August 30th, 2024)
- Mental health workshop (Thursday 10th October 2024)
- Halloween/ pumpkin carving competition (Thursday 24th October 2024)
- Holiday Hamper (December 2024)

- Tax filing workshop (April 2025)

Finance Committee

Chair: Armin Aghajani (UMGSA VPFA)

Meeting Date:

- There were no meetings held in August 2024 due to a lack of quorum. Because of this, grants are being processed internally as per the e-motion approved in June 2024.

Academic Affairs Committee

Chair: Oyomikon Jakpa (UMGSA VPA)

Meeting Date: August 8th, 2024

- Oyo suggested increasing the number of PhD and full-time Master's students and the committee discussed academic awards, future scheduling, holiday hampers for students, and making changes to the words used in the awards. The meeting ended with a discussion on modifying previous feedback and ideas to create a comprehensive plan.
- Oyo motioned to adding a new agenda item to the next committee meeting regarding part-time slots for the next term. This was approved by committee.
- Oyo shared feedback from Award Selection Forms - based on the review by committee members - and next steps for awards to be signed off on.

External Affairs Committee

Chair: Anh Pham (UMGSA VPE)

Meeting Date: N/A

- The External Advocacy Survey was sent out last month, with 182 responses received. Currently working on reviewing and analyzing these responses.
- Participated in student orientation sessions to provide support and answer students' questions about graduate life.
- Engaged with CASA to discuss graduate student concerns and to prepare for Advocacy Week, which is scheduled for November.
- Currently drafting a travel/per diem policy to ensure clear guidelines are in place for UMGSA representatives.
- The External Committee meeting for last month did not take place due to scheduling conflicts, and efforts to reschedule were unsuccessful.

Appendix III :

HSGSA Report August 1st – August 31st, 2024

HSGSA Executive Committee and Council

Chair: Sadhana R.N Sudhakar

In August, the HSGSA sent out a call for applications for appointing a new Multidisciplinary Health Research Experience Program (MHRE) director 2024-2025 and conducted interviews with selected candidates. HSGSA appointed Mary Ifeakandu as the MHRE 2024-2025 Director. HSGSA planned and executed its summer event at Grand Prix Amusement Park (50 students) and received positive feedback from students for arranging transportation, food and appreciated the 5\$ tickets as well. HSGSA collaborated with FGS - Judy Piasta for organizing the Fall FGS orientations. HSGSA secured the venue, ordered food and helped with the registration desk as well. HSGSA proposed to bring in returning students during lunch to facilitate networking with the new students. HSGSA decided as a new initiative to visit departmental orientations (15 departments affiliated with RFHS) and has emailed every department with setting-up a slot for HSGSA. HSGSA has initiated discussions related to the planning of Dr. Patrick Choy Distinguished Lectureship and Share your Expertise workshop.

Appendix IV :

August Senate Report

Meeting Date: There were no senate meetings in August.

Meeting Link:

Appendix V :

UMGSA Executive Reports August 1st – August 31st, 2024

UMGSA President – C. Yendt

Executive Summary of Work: August 2024

Meetings Attended:

Date	Meeting	Hours
August 7 th , 2024	PR for Graduate Students	1 Hour
August 13 th , 2024	Manitoba Students Retreat	6 Hours
August 14 th , 2024	UMSU Board Meeting	2 Hours
August 22 nd , 2024	Manitoba Students Meeting	1 Hour
August 22 nd , 2024	Call with Financial Support	1.5 Hours
August 23 rd , 2024	Meeting with GSA President	0.5 Hours
August 23 rd , 2024	VPHS Performance Review	0.5 Hours
August 26 th , 2024	VPA Performance Review	0.5 Hours
August 26 th , 2024	VPE Performance Review	0.5 Hours
August 28 th , 2024	Bannatyne Campus Orientation	4 Hours
August 29 th , 2024	Fort Garry Campus Orientation	2 Hours

Meetings missed: 0

Date	Meeting

Time Spent in Meetings in August: 17.5 Hours

Office Hours: 4 Hours

Time Spent in Official Office Hours in August: 4 Hours

Working events attended: Premiere of Star Wars IV – Indigenous - 3 Hours

Approximate time spent on other activities:

Activity	Hours
In-Office / Other	10 hours
Email / Correspondence / Online Activity	30 hours

Total hours spent on the UMGSA for August 2024: 61.5 Hours

Vice-President Services and Support – Timilehin Oluwajuyitan

Executive Summary of Work:

- Attended UMGSA Service and Support Committee Meeting
- Attended UMGSA Executive Committee Meeting
- Attended UMGSA Academic Affairs Committee Meeting
- Attended UMGSA Friday Game Night
- Attended International Center Orientation
- Attended UMGSA/ FGS Orientation
- Attended UMGSA Summer Event/ St Malo Beach
- Attended UMGSA Council Meeting

Meetings Attended:

Date	Meeting	Hours
August 8 th , 2024	UMGSA Academic Affairs Committee Meeting	1 Hour
August 13 th , 2024	UMGSA Executive Committee Meeting	1.5 Hours
August 16 th , 2024	UMGSA Friday Game Night	3 Hours
August 20 th , 2024	UMGSA Executive Committee Meeting	1.5 Hours
August 27 th , 2024	International Centre Orientation	3 Hours
August 28 th , 2024	UMGSA Council Meeting	1 Hour
August 29 th , 2024	UMGSA/ FGS Orientation	2 Hours
August 30 th , 2024	UMGSA Summer Event/ St. Malo Beach	6 Hours
August 30 th , 2024	UMGSA Services and Support Committee Meeting	1 Hour

Meetings missed: 0

Date	Meeting

Time Spent in Meetings in May: 20 Hours

Office Hours:

Date	Hours
August 6 th , 2024	2 Hours
August 13 th , 2024	2 Hours
August 20 th , 2024	2 Hours
August 27 th , 2024	2 Hours

Time Spent in Official Office Hours in August: 8 Hours

Working events attended:

Approximate time spent on other activities:

Activity	Hours
Email corresponding	22 Hours

Total hours spent on the UMGSA for August 2024: 50 Hours

Vice-President Finance and Administration – Armin Aghajani

Executive Summary of Work: August 2024

Meetings Attended:

Date	Meeting	Hours
August 6 th , 2024	Executive Meeting	1 Hour
August 13 th , 2024	Executive Meeting	1 Hour
August 20 th , 2024	Executive Meeting	1 Hour
August 27 th , 2024	Executive Meeting	1 Hour
August 28 th , 2024	Council Meeting	1 Hour
August 29 th , 2024	Finance Committee Meeting (cancelled)	0.5 Hours

Meetings missed:

Time Spent in Meetings in August: 5.5 Hours

Office Hours:

Time Spent in Official Office Hours in August: 10 Hours

Working events attended:

Approximate time spent on other activities:

Activity	Hours
Documents and record keeping, answering the emails	20 Hours
Answering students' issues through email/phone/social media/in-person	3 Hours
Studying the agendas and minutes to get ready for the meetings	2 Hours

Total hours spent on the UMGSA for August 2024: 40.5 Hours

Vice-President Academic & Senator – Oyomikon Jakpa

Executive Summary of Work:

- I had the opportunity of attending all orientation events this month and connect with the new grad students. I also reflected on the journey so far with a performance review led by Chirs at the end of August.

Meetings Attended:

Date	Meeting	Hours
August 8 th , 2024	Academic Affairs Committee	1 Hour
August 13 th , 2024	UMGSA Executive Meeting	1 Hour
August 20 th , 2024	UMGSA Executive Meeting	1 Hour
August 28 th , 2024	Council Meeting	0.75 Hours

Meetings missed: None

Time Spent in Meetings in August: 3.75 Hours

Office Hours:

Time Spent in Official Office Hours in August: 8 Hours

Working events attended:

Date	Meeting	Hours
August 27 th , 2024	International Student Orientation	4 Hours
August 28 th , 2024	Graduate Student Orientation (Bannatyne Campus)	4 Hours
August 29 th , 2024	Graduate Student Orientation (Fort Garry Campus)	3 Hours

Approximate time spent on other activities:

Activity	Hours
Awards Prep and Documentation, Writing and Responding to Emails	10 Hours
Welcome Lunch	0.5 Hours
Change of Signatory to UMGSA Account	2 Hours
Impromptu Chats with Grad Students and Hanieh	2 Hours

Total hours spent on the UMGSA for August 2024: 36.75 Hours

Vice-President External & Senator – Anh Pham

Executive Summary of Work:

Meetings Attended:

Date	Meeting	Hours
August 6 th , 2024	UMGSA Executive Meeting	1 Hour
August 8 th , 2024	CASA Meeting	2 Hours
August 12 th , 2024	UMSU VP External Affairs Meeting Discussion	1 Hour
August 15 th , 2024	CASA Meeting	2 Hours
August 16 th , 2024	UMGSA Executive Meeting	1 Hour
August 27 th , 2024	International Student Orientation	2 Hours
August 27 th , 2024	UMGSA Executive Meeting	1 Hour
August 28 th , 2024	UMGSA Council Meeting	1 Hour
August 29 th , 2024	Fort Garry Graduate Student Orientation	1 Hour

Meetings missed: 0

Time Spent in Meetings in August: 12 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 the emails, review survey results	14 Hours
Drafting travel/ per diem policy	4 Hours
Studying the agendas and minutes to get ready for the meetings	1 Hour
Answering students' issues through email/ phone/ social media/ in-person	3 Hours

Total hours spent on the UMGSA for August 2024: 42 Hours

Vice-President Health Sciences – Sadhana R.N. Sudhakar

Executive Summary of Work:

- Appointment of MHRE Director
- Planning and executive of Fall FGS orientation - discussions with VPME, VPSt.B and Judy, waiver form and ordering supplies
- Attending UMGSA executive and council meeting
- Chairing HSGSA executive meeting
- Summer event planning and execution
- Preparation of Departmental and FGS orientation slides
- Reaching out to every department with Dept. GSA guidelines and booking a slot during their orientation
- Visiting departmental orientations - Nursing, Physician asst. studies, Pharmacy, BMG
- Max Rady executive council meeting attendance
- Performance appraisal meeting with UMGSA President and Willow - VPHS
- Office hours
- General email correspondence and email enquiries

Meetings Attended:

Date	Meeting	Hours
August 1 st , 2024	MHRE Director Interview – 3	1 Hour
August 6 th , 2024	Discussions with VPME and VP St.B - summer event and Fall Orientation (multiple)	1 Hour
August 7 th , 2024	PR for PhD students discussion	1 Hour
August 11 th , 2024	Summer event - Grand Prix Amusement Park Planning and execution	7 Hours
August 13 th , 2024	UMGSA Executive Meeting	1 Hour
August 14 th , 2024	HSGSA Executive Meeting	1.5 Hours
August 19 th , 2024	FGS Orientation Planning	1 Hour
August 19 th , 2024	Office Hours	1 Hour
August 20 th , 2024	UMGSA Executive Meeting	0.75 Hours
August 20 th , 2024	Max Rady College of Medicine Executive council meeting	0.25 Hours
August 21 st , 2024	Meeting with VPA	0.5 Hours
August 21 st , 2024	HSGSA Executive Meeting	1.75 Hours
August 22 nd , 2024	FGS orientation planning and meetings with Judy	2 Hours
August 23 rd , 2024	VPHS Performance appraisal meeting with C & Willow	0.5 Hours
August 26 th , 2024	College of Nursing orientation (including transport)	2.5 Hours
August 28 th , 2024	Fall FGS orientation	4 Hours
August 28 th , 2024	UMGSA Council Meeting	0.75 Hours
August 29 th , 2024	Pharmacy orientation	0.25 Hours

Meetings missed: 0

Time Spent in Meetings in August: 10 Hours

Office Hours:

Time Spent in Official Office Hours in August: 1 Hour

Usual office hours: Every Monday 4 to 5 pm

Approximate time spent on other activities:

Activity	Hours
Email Correspondence	18 Hours
Documents and Record Keeping	14 Hours

Total hours spent on the UMGSA for August 2024: 60 Hours