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**Wednesday, October 23<sup>rd</sup>, 2024 – 5:30 PM – Zoom**

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# **UMGSA Council Meeting Agenda**

## **Wednesday, October 23<sup>rd</sup>, 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 October 23<sup>rd</sup>, 2024, UMGSA Council Meeting as presented.**

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

The minutes of the September 25<sup>th</sup>, 2024, UMGSA Council Meeting are included as Appendix I to this Council meeting agenda.

**MOTION: BIRT the UMGSA Council approves the minutes of the September 25<sup>th</sup>, 2024, UMGSA Council Meeting as presented.**

### **5. Committee Reports**

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

### **6. Senate Report**

**6.1.** September Senate Report (Appendix IV)

### **7. Executive Reports**

**7.1.** September Reports (Appendix V)

### **8. Departmental Reports**

### **9. Unfinished Business**

i. No unfinished business to discuss.

## 10. New Business

### 10.1 Student Mental Health

- i. FGS Dean, Kelley Main will present this item.

### 10.2 Ad-Hoc Graduate Student Gala Committee (GSGC)

- i. C Yendt will present this item.
- ii. Terms of reference: <https://www.umgsa.org/wp-content/uploads/2024/10/UMGSA-Ad-Hoc-Graduate-Student-Gala-Committee-GSG.pdf>

### 10.3 Bylaw Update

- i. C Yendt will present this item.

### 10.4 Approval of Audited BDO Financial Statements

- i. C Yendt will present this item.

**MOTION: BIRT The UMGSA General Council approves the audited BDO Financial Statements**

### 10.5 Approval of BDO as the 2025/26 Financial Auditors

- i. The 2025/26 auditors must be approved and the UMGSA sees no reason to discontinue its relationship with BDO.

**MOTION: BIRT The UMGSA General Council agrees to use BDO's services for our audit of 2025/26.**

## 11. Announcements

### 11.1. Executive Review Committee

- i. If interested, please email Willow at [gcc@umgsa.org](mailto:gcc@umgsa.org).

### 11.2. Share your Experience

- i. Strategic Marketing & Communications UM is looking for graduate students to share why they chose UM for their graduate study, any challenges they faced, and any areas that can be improved.
- ii. If interested please email Willow at [gcc@umgsa.org](mailto:gcc@umgsa.org).

### 11.3. Next Council Meeting:

- i. Wednesday, November 27<sup>th</sup>, 2024 - 5:30PM – UMGSA Lounge

### 11.4. November Newsletter:

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

## 14. Adjournment

## **Appendix II :**

### **UMGSA Committee Reports September 1<sup>st</sup>- September 30<sup>th</sup>, 2024**

#### **Executive Committee**

Chair: C Yendt (UMGSA President)

Meeting Dates: September 11<sup>th</sup> & 17<sup>th</sup>, 2024

- Members of the Executive Committee attended graduate student orientations across Campus, welcoming new graduate students to the University.
- The Associate Vice-President, Postdoctoral Affairs (Amanda Gomez Almeida Sa) has been invited to attend our meetings on behalf of the Postdoctoral Affairs members as we move forward with further integration between our two organizations.
- The committee has continued to be updated on the transformation of our back-office operations, which include payroll and financial management systems
- Discussions and update on completion of the Audit
- Discussions regarding the current state of the ongoing legal situation regarding CFS.
- Discussion and approval regarding further partnership with FGS as it relates to both emergency grants and conference grants moving forward.
- Discussion, prior to being sent to the External Affairs Committee, of the responses to our first survey on External Affairs and relations.
- Discussion of steps to address concerns raised by graduate students regarding Health and Dental Insurance coverage and opt-outs.
- Update regarding recruitment for the first of the UMGSA's new employees.

#### **Governance & Strategy Committee**

Chair: C Yendt (UMGSA President)

Meeting Dates: N/A

- Planned for Committee to meet in October to approve a draft series of questions for the Strategic Plan Survey, expected over the coming week to be launched in the first week of November.

#### **Services & Support Committee**

Chair: Timilehin Oluwajuyitan (UMGSA VPSS)

Meeting Dates: September 27<sup>th</sup>

- 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: N/A

- No meetings were held in September 2024.

### **Academic Affairs Committee**

Chair: Oyomikon Jakpa (UMGSA VPA)

Meeting Date: N/A

- No meetings were held in September 2024.

### **External Affairs Committee**

Chair: Anh Pham (UMGSA VPE)

Meeting Date: N/A

- No meetings were held in September 2024.

## **Appendix III :**

### **HSGSA Report September 1<sup>st</sup> – September 30<sup>th</sup>, 2024**

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

Chair: Sadhana R.N Sudhakar

In September, the HSGSA continued its new initiative of attending RFHS departmental orientations and were successful in attending 9 departmental orientations. HSGSA used this opportunity to explain what we do and what students can expect from us this year. Graduate students also used this opportunity to ask us questions related to Bannatyne campus and connected with us on social media platforms. HSGSA completed the internal Performance appraisal meetings led by the President and reflected back on the summer term goals and their progress. The team also discussed their winter term goals for each executive position and is currently working towards accomplishing them. HSGSA had its first graduate student-led Share your expertise workshop. HSGSA is actively planning for Dr. Patrick Choy Distinguished Lectureship. VP-Academic is leading the event, and we have invited Dr. Jeffrey Weitz from McMaster University to deliver a research presentation on October 29th. HSGSA has booked his flights and is coordinating with other aspects of planning including arranging food and room bookings. HSGSA had its first council meeting with a new batch of councillors. The meeting was in-person at the HSGSA lounge and was a productive evening with an agenda of introducing the councillors to their roles, HSGSA budget and selection of standing committees as well. The councillors appreciated this opportunity to interact with fellow council members. HSGSA launched its initiative called “Faces of RFHS”, coordinated by VPME and showcases the diverse and inspiring graduate students from RFHS on our social media. HSGSA has begun discussions for the Culturo Fest that is planned to happen in the month of November. HSGSA has secured UMSU as a sponsor for the MHRE initiative.

## **Appendix IV :**

### **September Senate Report**

**Meeting Date:** No senate meetings were held in September 2024.

**Meeting Link:**

## **Appendix V :**

### **UMGSA Executive Reports September 1<sup>st</sup> – September 30<sup>th</sup>, 2024**

**UMGSA President – C. Yendt**

**Executive Summary of Work:**

**Meetings Attended:**

<b>Date</b>	<b>Meeting</b>	<b>Hours</b>
September 3 <sup>rd</sup> , 2024	UM Board Executive Committee	1.5 hours
September 3 <sup>rd</sup> , 2024	UM Board Governance and Development Committee	1.5 hours
September 4 <sup>th</sup> , 2024	UMSU Board of Directors Meeting	2.5 hours
September 5 <sup>th</sup> , 2024	Meeting with University Secretary	1 hour
September 10 <sup>th</sup> , 2024	UMGSA Weekly Staff Meeting	1 hour
September 10 <sup>th</sup> , 2024	Meeting with Dean & Vice-Provost	1 hour
September 11 <sup>th</sup> , 2024	UMGSA Executive Meeting	1 hour
September 12 <sup>th</sup> , 2024	Senate Orientation	2 hours
September 13 <sup>th</sup> , 2024	CASA ED's Call	1.5 hours
September 13 <sup>th</sup> , 2024	Manitoba Students	1 hour
September 15 <sup>th</sup> , 2024	UMSU Board Retreat	8 hours
September 17 <sup>th</sup> , 2024	UMGSA Executive Meeting	1 hour
September 17 <sup>th</sup> , 2024	UMGSA Staff Meeting	1 hour
September 17 <sup>th</sup> , 2024	UM Board of Governors Strategic Session	4 hours
September 18 <sup>th</sup> , 2024	Legal Call	2 hours
September 17 <sup>th</sup> , 2024	UM Senate Executive Meeting	2 hours
September 19 <sup>th</sup> , 2024	Student Senate Caucus	0.5 hours
September 24 <sup>th</sup> , 2024	UMGSA Staff Meeting	1 hour
September 24 <sup>th</sup> , 2024	Meeting with Dean and Vice-Provost	1 hour
September 25 <sup>th</sup> , 2024	Call with UMSU President	0.5 hours
September 25 <sup>th</sup> , 2024	UM Truth and Reconciliation Action Plan Committee	1 hour
September 27 <sup>th</sup> , 2024	Manitoba Students	1 hour

**Meetings missed:**

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

**Time Spent in Meetings in September: 37 Hours**

**Office Hours: 6 hours**

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



**Working events attended:**

September 5<sup>th</sup>, 2024 - Desautels Concert Hall – Grand Opening - 3 hours

September 14<sup>th</sup>, 2024 – UM Bisons Homecoming Football Game – 2 hours

**Approximate time spent on other activities:**

<b>Activity</b>	<b>Hours</b>
In-Office / Other	15 hours
Email / Correspondence / Online Activity	40 hours

**Total hours spent on the UMGSA for September 2024: 103 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 Council Meeting

### Meetings Attended:

Date	Meeting	Hours
September 11 <sup>th</sup> , 2024	UMGSA Executive Committee Meeting	1 Hour
September 17 <sup>th</sup> , 2024	UMGSA Executive Committee Meeting	1 Hour
September 25 <sup>th</sup> , 2024	UMGSA Council Meeting	1 Hour
September 26 <sup>th</sup> , 2024	UMGSA Executive & UM President Meeting	1 Hour
September 27 <sup>th</sup> , 2024	UMGSA Services & Support Committee Meeting	1 Hour

### Meetings missed: 0

Date	Meeting

### Time Spent in Meetings in September: 5 Hours

### Office Hours:

Date	Hours
September 3 <sup>rd</sup> , 2024	2 Hours
September 10 <sup>th</sup> , 2024	2 Hours
September 17 <sup>th</sup> , 2024	2 Hours
September 24 <sup>th</sup> , 2024	2 Hours

### Time Spent in Official Office Hours in September: 8 Hours

### Working events attended:

### Approximate time spent on other activities:

Activity	Hours
Email corresponding	22 Hours

### Total hours spent on the UMGSA for September 2024: 35 Hours

**Vice-President Finance and Administration – Armin Aghajani**

**Executive Summary of Work:**

**Meetings Attended:**

<b>Date</b>	<b>Meeting</b>	<b>Hours</b>
September 3 <sup>rd</sup> , 2024	Executive Meeting	1 Hour
September 10 <sup>th</sup> , 2024	Executive Meeting	1 Hour
September 17 <sup>th</sup> , 2024	Executive Meeting	1 Hour
September 24 <sup>th</sup> , 2024	Executive Meeting	1 Hour
September 12 <sup>th</sup> , 2024	Meeting with BMEGSA	1 Hour
September 19 <sup>th</sup> , 2024	Meeting with MEGSA	1 Hour

**Meetings missed:**

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

**Office Hours:**

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

**Working events attended:**

**Approximate time spent on other activities:**

<b>Activity</b>	<b>Hours</b>
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	1 Hour

**Total hours spent on the UMGSA for September 2024: 40 Hours**

## Vice-President Academic & Senator – Oyomikon Jakpa

### Executive Summary of Work:

- Highlight was the opportunity to connect with other student leaders, faculty members and the President of the University during the student leaders’ welcome event.
- Also, the opportunity to collaborate with Better Together on the design thinking workshop scheduled for November 12 and 13th
- Support for student in need of advocacy.

### Meetings Attended:

Date	Meeting	Hours
September 6 <sup>th</sup> , 2024	Meeting with Janine – Better Together	1 Hour
September 11 <sup>th</sup> , 2024	UMGSA Executive Meeting	1 Hour
September 13 <sup>th</sup> , 2024	Better Together Collaboration	1 Hour
September 17 <sup>th</sup> , 2024	UMGSA Executive Meeting	1 Hour
September 17 <sup>th</sup> , 2024	Student Caucus	0.25 Hours
September 18 <sup>th</sup> , 2024	GradFinder	1 Hour
September 25 <sup>th</sup> , 2024	First Annual Reception for Elected and Appointed Student Representatives	3 Hours
September 25 <sup>th</sup> , 2024	Council Meeting	1 Hour
September 26 <sup>th</sup> , 2024	Meeting with President UoM – Michael Benarroch	1 Hour

**Meetings missed: None**

**Time Spent in Meetings in September: 10.25 Hours**

**Office Hours:**

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

**Working events attended:**

Date	Meeting	Hours

**Approximate time spent on other activities:**

Activity	Hours
Student Advocacy, Documentation, Writing and Responding to Emails	30 Hours
Impromptu Chats with Grad Students	2 Hours

**Total hours spent on the UMGSA for September 2024: 50.25 Hours**

## Vice-President External & Senator – Anh Pham

### Executive Summary of Work:

#### Meetings Attended:

Date	Meeting	Hours
September 3 <sup>rd</sup> , 2024	Department of Kinesiology & Recreational Management Orientation	1 Hour
September 12 <sup>th</sup> , 2024	New Senator Orientation	2 Hours
September 17 <sup>th</sup> , 2024	UMGSA Executive Meeting	1 Hour
September 19 <sup>th</sup> , 2024	Student Senate Caucus Meeting	2 Hours
September 24 <sup>th</sup> , 2024	UMGSA Executive Meeting	1 Hour
September 26 <sup>th</sup> , 2024	Laurie Schnarr & Michael Benarroch	1 Hour
September 26 <sup>th</sup> , 2024	CASA Meeting	1 Hour
September 27 <sup>th</sup> , 2024	Higher Education Strategy Associates	2 Hours

**Meetings missed: 0**

**Time Spent in Meetings in September: 11 Hours**

#### Office Hours:

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

#### Approximate time spent on other activities:

Activity	Hours
Documents and record keeping, answering the emails, review survey results	10 Hours
Studying the agendas and minutes to get ready for the meetings	13 Hours
Answering students' issues through email/ phone/ social media/ in-person	3 Hours

**Total hours spent on the UMGSA for September 2024: 46 Hours**

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

### Executive Summary of Work:

- Departmental orientations - Physician assistant, Physiology, MMID, Pharmacology, HACS
- Office hours
- Meeting with Pharmacology rep to address the need of HSGSA councilor from the department
- Performance appraisal meeting with VPs
- Chairing and preparing documents for HSGSA executive and council meeting
- Attending UMGSA executive and council meeting
- PCL catering and other discussions with VPA and VPME
- Attending senate student caucus meeting
- Attending FGS executive committee meeting
- Culturo fest discussion with VPME
- MHRE related businesses
- General enquiries: email approvals and address student enquiries, updating student list twice, compiling HSGSA and UMGSA councilor list and updating documentation completion list.

### Meetings Attended:

Date	Meeting	Hours
September 2 <sup>nd</sup> , 2024	Physician Assistant Studies Orientation	0.5 Hours
September 3 <sup>rd</sup> , 2024	Meeting with Pharmacology & Therapeutics dept. student rep	0.75 Hours
September 5 <sup>th</sup> , 2024	Physiology & Pathophysiology Orientation	0.75 Hours
September 5 <sup>th</sup> , 2024	MHRE Director Monthly Meeting	0.75 Hours
September 10 <sup>th</sup> , 2024	Review of Executive Reports	1 Hour
September 10 <sup>th</sup> , 2024	MMID Orientation	0.5 Hours
September 10 <sup>th</sup> , 2024	Aziz Performance Appraisal Meeting	1 Hour
September 11 <sup>th</sup> , 2024	Keshav Performance Appraisal Meeting	1 Hour
September 11 <sup>th</sup> , 2024	Sanjana Performance Appraisal Meeting and other discussions	1.5 Hours
September 13 <sup>th</sup> , 2024	Pharmacology & Therapeutics Orientation	1 Hour
September 13 <sup>th</sup> , 2024	Discussion with catering for PCL lunch with VPME and VPA	1 Hour
September 13 <sup>th</sup> , 2024	Ashraf Performance Appraisal Meeting	1 Hour
September 16 <sup>th</sup> , 2024	Office Hours	1 Hour
September 16 <sup>th</sup> , 2024	HSGSA Executive Meeting	1.25 Hours
September 17 <sup>th</sup> , 2024	UMGSA Executive Meeting	1 Hour
September 18 <sup>th</sup> , 2024	Leena Performance Appraisal Meeting	1 Hour
September 19 <sup>th</sup> , 2024	HACS departmental orientation	0.5 Hours
September 19 <sup>th</sup> , 2024	Student senate caucus meeting	0.25 Hours
September 19 <sup>th</sup> , 2024	Office work and lounge video shoot	1 Hour
September 23 <sup>rd</sup> , 2024	HSGSA Council Meeting	2.5 Hours

September 24 <sup>th</sup> , 2024	FGS Executive Committee Meeting	1.5 Hours
September 24 <sup>th</sup> , 2024	Discussion with VPME Culturo Fest	0.5 Hours
September 26 <sup>th</sup> , 2024	UMGSA Council Meeting	0.75 Hours
September 26 <sup>th</sup> , 2024	HSGSA Executive Meeting	2.5 Hours

**Meetings missed: 0**

**Time Spent in Meetings in September: 15.75 Hours**

**Office Hours:**

**Time Spent in Official Office Hours in September: 2 Hours**

Usual office hours: Every Monday 4 to 5 pm

**Approximate time spent on other activities:**

<b>Activity</b>	<b>Hours</b>
Email Correspondence	15 Hours
Documents and Record Keeping	15 Hours

**Total hours spent on the UMGSA for September 2024: 63 Hours**