

**GSA Council Meeting AGENDA**  
Monday, 16 October 2023 at 6:00 pm  
Held in-person in Council

*The GSA and the University of Alberta reside on Treaty 6 territory and the homeland of the Métis. This territory is a traditional gathering place for diverse Indigenous peoples including the Cree, Blackfoot, Métis, Nakota Sioux, Iroquois, Dene, Ojibway, Saulteaux, Anishinaabe, Inuit, and many others whose histories, languages, and cultures continue to influence our vibrant community. In acknowledging this traditional territory and its significance for the Indigenous peoples who lived and continue to live upon it, we recognize its longer history that reaches beyond colonization and the establishment of European colonies and recognize the GSA's ongoing collective responsibility in working with First Nations, Métis, and Inuit (FNMI) peoples and what that means for the work of the GSA as it aims to practice the principles of being Good Relations with FNMI peoples, Nations, communities, and lands.*

**Substantive material** is sent to all GSA Council members at least one week prior to the date of the meeting to give members abundant time to review. Any additional substantive material received after this mailing will be emailed as soon as possible.

**Reports** from committees, Directly-Elected Officers, and GSA Management are emailed the Friday before a Monday meeting so that the content is as current as possible.

**Speaker Farhan Khalid in the Chair**

| <b><u>OPEN SESSION</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Attached Numbered Pages</b> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| 1. Approval of the 16 October 2023 Agenda ( <i>suggested time: 1 min</i> )                                                                                                                                                                                                                                                                                                                                                                                                    |                                |
| 2. Approval of the Minutes from the 18 September 2023 GSA Council Meeting ( <i>suggested time: 1 min</i> )<br>Attachment:<br>i. Minutes from the 18 September 2023 GSA Council Meeting                                                                                                                                                                                                                                                                                        | <b>2.0 - 2.5</b>               |
| 3. Changes in GSA Council Membership ( <i>suggested time: 1 min</i> )<br>i. Introduction of New GSA Council Members ( <i>If you are new to GSA Council, please let us know it is your first meeting</i> )<br>ii. Farewell to Departing GSA Council Members ( <i>If this is your last GSA Council meeting, or if your last GSA Council meeting is approaching, please let us know</i> )                                                                                        |                                |
| <b><u>GSA Council Member Announcements</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                |                                |
| 4. GSA Council Member Announcements ( <i>suggested time: 5 min</i> )                                                                                                                                                                                                                                                                                                                                                                                                          |                                |
| 5. UASSC ( <i>suggested time: 20 min</i> )<br><b>Bishoi Aziz (President) will present the item and introduce the guest</b> (James Allen).                                                                                                                                                                                                                                                                                                                                     |                                |
| <b><u>Action Item</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                |
| 6. 2022-2023 GSA Audited Financial Statements ( <i>suggested time: 30 mins</i> )<br><b>Bishoi Aziz (President and GSA Budget and Finance Committee Chair) will present the item and introduce the guests.</b><br><br><b>Guest:</b> Leon Pfeiffer (RSM Canada)<br><br><b>GSA BFC Members Who Are Members of GSA Council:</b> Bishoi Aziz (President and GSA BFC Chair); (Vice-President Labour and GSA BFC Vice-Chair)<br><br><b>Attachments:</b><br>i. _____ Outline of Issue | <b>6.0</b>                     |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| ii. 2022-2023 GSA Draft Audited Financial Statements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 1-16 original pagination                                   |
| <p><b>7. 2023-2024 GSA Spring/Summer Term Budget and Expenditure Report (suggested time: 10 min)</b><br/> <b>Bishoi Aziz (President and GSA Budget and Finance Committee Chair) will present the item.</b></p> <p><i>Attachments:</i></p> <ul style="list-style-type: none"> <li>i. Cover Letter from the President and Chair of the GSA BFC to GSA Council <b>7.0</b></li> <li>ii. Outline of Issue <b>7.1</b></li> <li>iii. 2023-2024 GSA Spring/Summer Term Operating Budget and Expenditure Report <b>7.2 - 7.4</b></li> <li>iv. 2023- 2024 GSA Operating Budget Narrative <b>7.5 - 7.15</b></li> <li>v. 2023-2024 GSA Restricted and Other Funding Narrative <b>7.16 - 7.17</b></li> <li>vi. 2023-2024 Labour Union Fund Dues Budget Narrative <b>7.18</b></li> </ul> |                                                            |
| <b><u>Elections</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                            |
| <p><b>8. GSA Council Elections (suggested time – to be determined)</b><br/> <b>Violet Sun GSA Nominating Committee Chair) will present the item.</b></p> <p>GSA Council-Elected Officer Positions</p> <p>a. Awards Selection Committee (GSA ASC)<br/> <i>Attachment:</i></p> <ul style="list-style-type: none"> <li>i. Nominees for the GSA ASC (8 GSA Councillor vacancies)</li> </ul> <p><b>Farhan Khalid (GSA Speaker) will present this portion of the item</b></p> <p>b. GSA Board/GSA Nominating Committee (GSAB/GSA NoC)<br/> <i>Attachment:</i></p> <ul style="list-style-type: none"> <li>i. Nominees for the GSAB/GSA NoC (1 GSA Councillor vacancies)</li> </ul>                                                                                                | <p><b>8.0-8.1</b></p> <p><b>8.2-8.3</b></p>                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                            |
| <b><u>Reports (suggested time: 15 min)</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                            |
| <p><b>9. President (Bishoi Aziz, President)</b></p> <ul style="list-style-type: none"> <li>i. President’s Report</li> <li>ii. Understanding Financial Realities: An Analysis of the Financial Condition among UofA Graduate Students</li> <li>iii. GSA Board Report (<b>no written report at this time</b>)</li> <li>iv. GSA Budget and Finance Committee Report (<b>no written report at this time</b>)</li> </ul>                                                                                                                                                                                                                                                                                                                                                        | <p><b>9.0-9.2</b><br/> <b>1-27 original pagination</b></p> |

|                               |                                                                                                                                               |                  |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| v.                            | GSA Equity, Diversity and Inclusion Committee Report <b>(no written report at this time)</b>                                                  |                  |
| vi.                           | GSA Governance Committee Report <b>(no written report at this time)</b>                                                                       |                  |
| <b>10.</b>                    | <b>Vice-President Academic (Rija Kamran, Vice-President Academic)</b>                                                                         |                  |
| i.                            | Vice-President Academic's Report                                                                                                              | <b>10.0-10.1</b> |
| <b>11.</b>                    | <b>Vice-President External (Hamid Hassani, Vice-President External)</b>                                                                       |                  |
| i.                            | Vice-President External's Report                                                                                                              | <b>11.0-11.2</b> |
| ii.                           | GSA Awards Selection Committee Report <b>(no written report at this time)</b>                                                                 |                  |
| <b>12.</b>                    | <b>Associate Vice-President Labour (Muneeb Masood Raja, Vice-President Labour)</b>                                                            |                  |
| i.                            | Associate Vice-President Labour's Report                                                                                                      | <b>12.0-12.2</b> |
| ii.                           | GSA Labour Relations Committee Report <b>(no written report at this time)</b>                                                                 |                  |
| <b>13.</b>                    | <b>Vice-President Student Services (Haseeb Arshad, Vice-President Student Services)</b>                                                       |                  |
| i.                            | Vice-President Student Services' Report.                                                                                                      | <b>13.0-13.4</b> |
| <b>14.</b>                    | <b>Vice-President Student Life (Tiffany Kung, Vice-President Student Services)</b>                                                            |                  |
| i.                            | Vice-President Student Life's Report                                                                                                          | <b>14.0-14.4</b> |
| <b>15.</b>                    | <b>Senator (Ola Mabrouk)</b>                                                                                                                  |                  |
| i.                            | Senator's Report <b>(no written report at this time)</b>                                                                                      |                  |
| <b>16.</b>                    | <b>Speaker (Farhan Khalid, Speaker)</b>                                                                                                       |                  |
| i.                            | Speaker's Report <b>(no written report at this time)</b>                                                                                      |                  |
| <b>17.</b>                    | <b>Chief Returning Officer (Sophie Shi, Chief Returning Officer)</b>                                                                          |                  |
| i.                            | Chief Returning Officer's Report <b>(no written report at this time)</b>                                                                      |                  |
| <b>18.</b>                    | <b>GSA Nominating Committee (Violet Sun, GSA Nominating Committee Chair)</b>                                                                  |                  |
| i.                            | GSA Nominating Committee Report                                                                                                               | <b>18.0-18.1</b> |
| <b>19.</b>                    | <b>GSA Elections and Referenda Committee (Devansh Patel, GSA Elections and Referenda Committee Chair)</b>                                     |                  |
| i.                            | GSA Elections and Referenda Committee Report <b>(no written report at this time)</b>                                                          |                  |
| <b>20.</b>                    | <b>GSA Management (Lewie Moodley, Executive Director)</b>                                                                                     |                  |
| i.                            | Executive Director's Report                                                                                                                   | <b>20.0-20.3</b> |
| <b><u>Question Period</u></b> |                                                                                                                                               |                  |
| <b>21.</b>                    | <b>Written Questions (none received at this time; questions may be submitted to the GSA Speaker before 4 PM on Thursday, 12 October 2023)</b> |                  |
| <b>22.</b>                    | <b>Oral Questions</b>                                                                                                                         |                  |
| <b><u>Adjournment</u></b>     |                                                                                                                                               |                  |

**GSA Council Meeting MINUTES**  
Monday, 18 September 2023 at 6:00 pm  
Held in-person in Council Chamber

**IN ATTENDANCE:**

|                                          |                                                 |                                                              |                                                |
|------------------------------------------|-------------------------------------------------|--------------------------------------------------------------|------------------------------------------------|
| Bishoi Aziz (President)                  | Rajdeepsinh Solanki (Councillor-at-Large)       | Franck Asse (FSJ)                                            | Nancy Hammer (Nursing)                         |
| Rija Kamran (VP Academic)                | Goldy T.R. (Councillor-at-Large)                | Jane Alhed (History, Classics, and Religion)                 | Rebecca Reif (Obstetrics & Gynecology)         |
| Hamid Hassani (VP External)              | Emmy Marks (Anthropology)                       | Karen Fraser (Human Ecology)                                 | Constantin Mouzaabar (Ophthalmology)           |
| Tiffany Kung (VP Student Life)           | Andrew Poholka (Biochemistry)                   | Jillian Ames (IGSA)                                          | Leo Renillard (Oncology)                       |
| Haseeb Arshad (VP Student Services)      | Carly Weber (Biomedical Engineering)            | Taylor Walsh (Laboratory Medicine & Pathology)               | Christian Faig (Pharmacology)                  |
| Muneeb Masood Raja (AVP Labour)          | Navid Shaikh (Business MBA)                     | Kylie Day (Library & Information Studies)                    | Ahmed Ahmed (Pharm and Pharmaceutical Science) |
| Farhan Khalid (Speaker)                  | Mehri Baloochi (Business PhD)                   | Dalia Cristerna Roman (Linguistics)                          | Farid Saberi (Philosophy)                      |
| Sophie Shi (CRO)                         | Zain Patel (Cell Biology)                       | Pouneh Mohammadi Nejad (Mathematical & Statistical Sciences) | Grace Esseman (Physiology)                     |
| Ola Mabrouk (Senator)                    | Meghana Jois (Chemical & Materials Engineering) | Kineshta Pillay (Mechanical Engineering)                     | Victoria Young (Political Science)             |
| Eric Beaudry (Councillor-at-Large)       | Zia Van Blanskentain (Comm Sci and Disorder)    | Michaela Morrow (Media & Technology Studies)                 | Emilie Desnoyers (Psychiatry)                  |
| Arseniy Belosokhov (Councillor-at-Large) | Amanda Tran (Chemistry)                         | Connor Oborn (Medical Genetics)                              | Cheryl Pan (Psychology)                        |
| Shubham Goswami (Councillor-at-Large)    | Victor Ladewig (Dentistry)                      | Calvin Gordon (Medical Microbiology & Immunology)            | Clinton Ekaeze (Public Health)                 |
| Sandeep Kumar (Councillor-at-Large)      | Ben Smith (Drama)                               | Laya Soleymanzadeh (MLCS)                                    | Wendy Amoako (Rehab Science)                   |
| Laura Manerus (Councillor-at-Large)      | Jonathan Spence (Earth & Atmospheric Sciences)  | Charbel Baaklani (Neuroscience)                              | Nicole Lau (Renewable Resources)               |
|                                          | Shua Yu (Ed Policy Studies)                     |                                                              | Yan Xue (Sociology)                            |

Guests: Dr. Roger Epp (interim Dean, FGSR), Verna Yiu (Interim Provost and Vice-President (Academic)), and Melissa Padfield (Deputy Provost), Dini Van Eck (Student Conduct Officer) and Ken Chan (Community Liaison Officer, VP Facilities and Operations)

Speaker Farhan Khalid in the Chair.

The meeting was called to order at 6:04 pm. Speaker acknowledged the Traditional Territory of Treaty Six.

**Approval of Agenda****1. Approval of the 18 September 2023 Consolidated Agenda**

Members had before them the 18 September 2023 Consolidated Agenda, which had been previously distributed on 15 September 2023. T Kung **MOVED**; Z Patel **SECONDED**.

Motion **PASSED**.

**Approval of Minutes****2. Minutes from the 17 July 2023 GSA Council Meeting**

Members had before them the 17 July GSA Council meeting minutes, which had been previously distributed. Z Patel **MOVED**; R Kamran **SECONDED**.

Motion **PASSED** Unanimously.

### Changes in GSA Council Membership

#### 3. Changes in GSA Council Membership

- i. **Introduction of New Councillors:** F Asse (FSJ), F Saberi (Philosophy), D Roman (Linguistics), G Esseman (Physiology), A Ahmed (Pharm & Pharm'; Sci)
- ii. **Farewell to Departing GSA Council Members :** S Ataei (Neuroscience)

### GSA Council Member Announcements

#### 4. GSA Council Member Announcements

- No announcement were made

### Presentation

#### 5. UofA Strategic Plan

Bishoi initiated the session by introducing guest presenters, noting the absence of the President, and announcing the official launch of the University Strategic Work Plan (USP) set for September 19. Verna Yiu presented the USP as a bold and ambitious 10-year strategic initiative for the university. The plan's foundation lies in three interconnected pillars: Education with Purpose, Research with Purpose, and Engagement with Purpose, with significant emphasis on the value of all university members, including students, staff, faculty, and the community. Also, the PICO strategy will be implemented to offer comprehensive support to all members affiliated with the university.

During the Q&A session, various concerns and questions were addressed. Members raised concerns regarding the accommodation and scholarship competition due to the increasing number of students. Verna responded by acknowledging the challenges posed by enrollment expansion and assured that planning was underway to facilitate up to 60,000 students, with increased tuition expected to fund more scholarships. Another member inquired about dedicated support for the Campus Food Bank (CFB), to which Verna affirmed the university's commitment to providing necessary support in infrastructure and resources.

B Aziz highlighted the challenges experienced by graduate students in research and supervision environments. The panel, consisting of Verna Yiu, Melissa Padfield, and Roger Epp, acknowledged the vulnerability of graduate students and emphasized the need for a culture change, improved supervisory training modules, and the implementation of the Student Experience Action Plan (SEAP). They also focused on ensuring transparency, academic agency, and safety for students. In response to a member's concerns about safety measures for unhoused individuals on North Campus, Verna mentioned increased safety team patrols and collaborations with community agencies to address the issue.

One member inquired about strategies to enhance psychological safety for students dealing with supervisors, with the panel suggesting support mechanisms for both students and supervisors, including third-party intervention and restorative justice approaches. A council member's question about support and accessible program pathways for Indigenous students was addressed by Melissa Padfield, who outlined plans for creating ladder pathways to entry and revising admission requirements for various programs to ensure broader accessibility. Lastly, a representative stressed the need for adequate compensation for graduate students and expressed concerns about the primary focus on revenue from international students. Both Verna and Roger acknowledged and addressed these concerns, emphasizing working towards a sustainable minimum funding guarantee for students. The presentation concluded with insights and resolutions aimed at collectively enhancing the university's future while prioritizing the needs and well-being of all students.

#### 6. Restorative Justice

Tiffany Kung (Vice-President Student Life) introduced the discussion item and guest speakers Dini Van Eck and Ken Chan. Dini Van Eck provided a high-level overview of restorative justice, acknowledging its roots in indigenous practices and emphasizing its importance in addressing harm caused to indigenous people and the wider community. The restorative justice approach focuses on preventing and responding to harm with an emphasis on healing, social support, and active accountability, aiming to repair harms, rebuild trust, and strengthen community bonds. It encompasses various practices, including conferences, circles, victim-offender dialogues, and truth commissions, primarily geared towards supporting reintegration and preventing recurrence of harmful situations.

D Van Eck further discussed the upcoming changes in the university's student conduct policy, which will be incorporated into the new Academic Student Integrity Policy, replacing the existing Code of Student Behavior.

Ken Chan discussed the role of University Protective Services, highlighting the responsibilities of Peace Officers appointed by the provincial government. Although they possess limited authority and cannot carry firearms, Peace Officers play a crucial role in maintaining campus safety, providing 24/7 service through foot and bike patrols. They work closely with community assistants from the Mustard Seed Society and Bent-Arrow Traditional Healing Society, offering resources to the vulnerable populations frequently encountered on campus. In addition to regular patrols and incident responses, the officers are involved in a variety of services, including the controlled goods program, lost and found, traffic enforcement, victim support, alarm response, and video monitoring.

During the Q&A session, concerns about trespassing, primarily by homeless individuals were raised. K Chan responded that many trespassers are non-affiliated individuals known to the officers. The officers engage with these individuals to assess their intent, and they possess the authority to arrest and warn trespassers to prevent future occurrences. Regarding patrol strategies in different buildings, K Chan explained that patrol efforts are intelligence-based, focusing on hotspots while also sporadically covering other areas across the campus.

Inquiries about late-night campus policies, to which K Chan responded that there isn't a specific policy but officers do make rounds to off-campus areas based on availability. Bishoi Aziz raised concerns about the lack of awareness among international graduate students regarding available support programs. K Chan acknowledged working closely with various university departments to address the unique challenges faced by international students, promising to send informational materials to B Aziz for wider distribution.

## **Elections**

### **7. GSA Council Elections**

Violet Sun (GSA Nominating Committee Chair) presented items a, b, and c.

- a. GSA Council-Elected Officer Positions - Deputy Returning Officer (1 GSA Member vacancy)  
Zain Patel (Cell Biology, PhD)  
Umar Shareef (Mechanical Engineering, PhD)

GSA Standing Committee

- b. GSA Equity, Diversity, and Inclusion Committee (GSA EDIC) (4 GSA Member vacancies)  
Catalina Benjumea (Digital Humanities)  
Kelly Bennett (Business, MBA)  
Jennie Burton (Elementary Education)  
Emma Chambers (Science)  
Sandra Fahl (Mining Engineering, PhD)  
Sedigheh Izadi (Earth and Atmospheric Sciences)  
Hero Laird (Law)  
Soumya Kulal (Science)  
Stephanie Osaefei (Earth and Atmospheric Sciences)  
Mohamed Sabek (Civil and Environmental Engineering)  
Umar Shareef (Mechanical Engineering, PhD)  
Erin Tichenor (Rehabilitation Medicine)  
Tianxu Wang (Mathematical and Statistical Sciences)
- c. GSA Board/GSA Nominating Committee (GSAB/NoC) (2 Councillor vacancies)  
Arseniy Belosokhov (Biological Sciences)

The nominees for GSA EDIC were not present to address the GSA Council.

## **Reports**

### **8. President**

#### **i. President's Report:**

Members had before them a written report, which had been previously distributed on 15 September 2023. The report stood as submitted. In addition, B Aziz gave a summary of his meetings like discussions on sexual harassment and experiential learning opportunities, urging for a deeper understanding and advocating for student inclusion in provincial experiential learning laws and talks regarding the PhD guaranteed minimum funding package, with members encouraged to voice support for the proposal. Concerns were raised over departmental financial constraints, with some contemplating reducing PhD programs if the funding proposal is enacted. A brief mention was made about the Gateway considering a referendum to garner support directly from graduate students. Furthermore, there were temporary disruptions to the GSA Travel Grant due to staff changes, with normal operations expected to resume by early October.

#### **ii. GSA Board**

Members had before them a written report, which had been previously distributed on 12 May 2023. The report stood as submitted.

#### **iii. GSA Budget and Finance Committee**

No written report at this time.

#### **iv. GSA Governance Committee**

No written report at this time.

### **9. Vice-President Academic**

#### **i. Vice-President Academic's Report:**

Members had before them a written report, which had been previously distributed on 15 September 2023. The report stood as submitted. In addition, R Kamran discussed the introduction of CASPER, a situational judgement test for Physical Therapy admission, raising concerns about equity, transparency, and the integration of test results. Questions about the reliability of research supporting CASPER were also raised, as most available studies are conducted by the organization administering the test, and there are concerns about potential biases towards certain student groups; clarifications were provided regarding regular leaves of absence, noting that they affect program completion timelines; issue of financial insecurity among students was addressed, emphasizing the importance of guaranteed minimum funding for PhD students, with members urged to advocate for this within their respective departments; and initial meetings with committees and orientations have commenced, and while there is ongoing advocacy for affordable housing, there is currently no specific project underway. A previously derailed project involving collaboration with the City Government of Edmonton for new student residences near the South Campus, mentioned by B Aziz, is under preliminary discussion for revival.

### **10. Vice-President External**

#### **i. Vice-President External's Report**

Members had before them a written report, which had been previously distributed on 15 September 2023. The report stood as submitted. In addition, H Hassani highlighted discussions from the Advanced Education and Student Leaders Orientation, emphasizing the need for collaboration among student leaders, governments, and institutions due to challenges in education, housing, and food costs. Efforts are being made to foster connections and address the housing shortage without blaming international students amidst Edmonton's population increase. There were concerns regarding the unregulated tuition hike for graduate students. He also discussed that the GSA Awards Selection Committee concluded the selection process for the Dean of Student Office, ensuring the selected candidate aligns with student interests and understands cultural and ethnic diversity. Furthermore, the Alberta Graduate Provincial Advocacy Council (ab-GPAC) updated on their annual priorities, including affordability, international student support, dedicated immigration assistance, professional development support, the role of AI in education, and addressing barriers for Indigenous students.

#### **ii. GSA Awards Selection Committee**

No written report at this time.

### **11. Vice-President Student Life**

#### **i. Vice-President Student Life's Report**

Members had before them a written report, which had been previously distributed on 15 September 2023. The report stood as submitted. In addition, T Kung highlighted upcoming events for Consent Awareness Week, hosted by the University of Alberta Sexual Assault Centre; a Listening Circle scheduled for October 17 for students affected by sexual or gender-based violence on

campus with the aim to gather feedback on the reporting process and identify any encountered barriers. In response to a question about advocacy directions from a member, it was shared that there's consensus on the need for increased bursary funds, with a minor increase in the maximum bursary amount anticipated. Further details will be provided with the October release of the MSL report. Additionally, the GSA Equity, Diversity, and Inclusion Committee Report was presented, announcing an upcoming EDI action plan aligned with the university's strategic and FNMI plans, set to be shared with the council in the coming months for feedback.

**ii. GSA Equity, Diversity, and Inclusion Committee Report**

No written report at this time.

**12. Vice-President Student Services**

**i. Vice-President Student Services' Report**

Members had before them a written report, which had been previously distributed on 15 September 2023. The report stood as submitted. In addition, H Arshad stated that various initiatives were discussed, including volunteer opportunities with the Campus Food Bank (CFB), which is also planning collaborative events; the Peer Support Program that's offering support to graduate students, where they can book time with peers to discuss issues like mental health and campus culture; feedback being requested on "Freshservice"; the inauguration of a new space by the Student-Parent Working Group was announced for September 26, with policy development underway; workshops will be held from October 2 to 12 by the National Center for Mental Health; and discussion also occurred regarding Guaranteed Minimum Funding, with resistance noted from the Nursing and Education Departments due to funding concerns. It was agreed that the university should support departments and to encourage advocacy for Guaranteed Minimum Funding for PhD.

**13. Associate Vice-President Labour**

**i. Associate Vice-President Labour's Report**

Members had before them a written report, which had been previously distributed on 15 September 2023. The report stood as submitted. In addition, M Raja discussed upcoming Labour and Training Sessions designed to raise awareness and gather feedback on labor-related matters; discrepancies on the Collective Agreement, set for bargaining between May and July 2024, focused on identifying and addressing gaps and improvements, with members encouraged to provide feedback and examples to strengthen the case for changes. Concerns were raised about graft contracts not being employment contracts, making it challenging to set working conditions in the collective agreement. The high cost of living leading to unlivable wages was identified as a significant issue, with members encouraged to join the Bargaining Team if they have knowledge of labor laws or the existing Collective Agreement. The meeting also addressed the importance of Union Collaboration to strengthen alliances between different unions.

**ii. GSA Labour Relations Committee**

No written report at this time.

**14. Senator**

**i. Senator's Report**

No written report at this time.

**15. Speaker**

**i. Speaker's Report**

No written report at this time.

**16. Chief Returning Officer**

**i. Chief Returning Officer's Report**

No written report at this time.

**17. GSA Nominating Committee**

**i. GSA Nominating Committee Report**

No written report at this time.

**18. GSA Elections and Referenda Committee**

**ii. GSA Elections and Referenda Committee Report**

Members had before them a written report, which had been previously distributed on 15 September 2023. The report stood as submitted.

**19. GSA Management**

**i. Executive Director's Report**

Members had before them a written report, which had been previously distributed on 12 May 2023. The report stood as submitted.

**Question Period**

**20. Written Questions**

- No written questions were received.

**21. Oral Questions**

**Adjournment**

The meeting was adjourned at 8:56 pm.

### Outline of Issue

#### 2022-2023 Draft GSA Audited Financial Statements

#### **Suggested Motion:**

That the GSA Council **RECEIVE FOR INFORMATION** the 2022-2023 draft GSA Audited Financial Statements.

#### **Background:**

The GSA is required by the *Post-Secondary Learning Act* (Section 97(1)) to have its financial statements audited annually. Our auditor, Melissa Gee, is with the firm RSM Canada.

**Note from the Executive Director:** The audit process begins with a Letter of Engagement, which sets out the parameters of the audit. Members of our audit firm, RSM Canada, then review relevant financial information and other files prepared by the Financial Team. The audit representative(s) have access to any info they wish to see, and pose questions to the President, Accountant, Financial Manager, and Executive Director (and to other members of the organization, as required). The audited financial statements then proceed to the GSA Budget and Finance Committee (GSA BFC), GSA Board, GSA Council, and, ultimately, the Board of Governors for information. They are also posted on the GSA website.

The GSA BFC originally received, for information, the 2022 -2023 draft GSA Audited Financial Statements at their meeting of 29 August 2023. The GSA Board approved them at their meeting of 6 September 2023. Members of the GSA BFC have been invited to attend the discussion of the audited financial statements at the 16 October 2023 GSA Council meeting.

**According to our Auditor, the GSA's financial position continues to be strong at the end of the 2022-2023 fiscal year.**

#### **Jurisdiction:**

##### Post-Secondary Learning Act, Section 97(1):

*"Each student organization of a public post-secondary institution shall provide audited financial statements annually to the board of the public post-secondary institution and shall make the audited financial statements available to students of the public post-secondary institution on request."*

##### GSA Bylaw and Policy, Section K.POL.3.5.a:

*"Following the GSA fiscal year end, the Accountant and the Financial Manager, in consultation with the ED (or delegate), will arrange for an audit of the GSA's financial records by an accredited auditor as required by the Post-Secondary Learning Act. Audited financial statements are normally due ninety (90) days after the GSA's fiscal year-end. Audited financial statements will be submitted by the Auditor to the President and ED (or delegate); then to the GSA BFC for information; then to the GSAB for approval; then to GSA Council for information and onward transmission to the University of Alberta Board of Governors. The Accountant and the Financial Manager will prepare draft financial statements and the year-end working papers."*

##### GSA Bylaw and Policy, Section K.POL.5.4:

*"The GSA BFC will receive information and advice from the GSA Auditor with respect to any information and recommendations the Auditor wishes to present."*

Prepared by L Moodley for GSA Council - 16 October 2023

**THE GRADUATE STUDENTS' ASSOCIATION OF  
THE U OF A**  
Financial Statements  
Year Ended March 31, 2023

*Draft for discussion purposes only*

|                            |                |                              |                |
|----------------------------|----------------|------------------------------|----------------|
| Prepared by<br>KVS 7/05/23 | In-Chrg Review | Manager Review<br>WC 8/24/23 | Partner Review |
| EQR Review                 | Other Review   |                              |                |

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Index to Financial Statements

Year Ended March 31, 2023

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Draft for discussion purposes only

## INDEPENDENT AUDITOR'S REPORT

To the Members of The Graduate Students' Association of the U of A

### *Opinion*

We have audited the financial statements of The Graduate Students' Association of the U of A (the Association), which comprise the statement of financial position as at March 31, 2023, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2023, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

*(continues)*

Printed: August 28, 2023 12:56 PM

**THE POWER OF BEING UNDERSTOOD**

AUDIT | TAX | CONSULTING

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Edmonton, Alberta

Chartered Professional Accountants

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

## Statement of Financial Position

March 31, 2023

|                                          | 2023                | 2022         |
|------------------------------------------|---------------------|--------------|
| <b>ASSETS</b>                            |                     |              |
| <b>CURRENT</b>                           |                     |              |
| Cash                                     | \$ 3,948,156        | \$ 1,942,833 |
| Short-term investments (Note 3)          | 237,251             | 167,328      |
| Accounts receivable                      | 197,625             | 160,695      |
| Prepaid expenses                         | 3,130               | 5,886        |
|                                          | <b>4,386,162</b>    | 2,276,742    |
| RESTRICTED INVESTMENTS (Note 4)          | <b>3,341,901</b>    | 3,209,977    |
|                                          | <b>\$ 7,728,063</b> | \$ 5,486,719 |
| <b>LIABILITIES AND NET ASSETS</b>        |                     |              |
| <b>CURRENT</b>                           |                     |              |
| Accounts payable and accrued liabilities | \$ 218,908          | \$ 170,027   |
| Health and dental plan payable           | 2,271,621           | 276,392      |
| Deferred contributions (Note 5)          | 789,337             | 639,501      |
|                                          | <b>3,279,866</b>    | 1,085,920    |
| <b>NET ASSETS</b>                        |                     |              |
| Unrestricted                             | 1,325,426           | 1,190,822    |
| Internally restricted (Note 6)           | 3,122,771           | 3,209,977    |
|                                          | <b>4,448,197</b>    | 4,400,799    |
|                                          | <b>\$ 7,728,063</b> | \$ 5,486,719 |

LEASE COMMITMENT (Note 7)

### ON BEHALF OF THE BOARD

\_\_\_\_\_  
President

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Vice President

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

## Statement of Operations

Year Ended March 31, 2023

|                                                         | 2023             | 2022              |
|---------------------------------------------------------|------------------|-------------------|
| <b>REVENUES</b> <i>(Schedule 1)</i>                     |                  |                   |
| Administration, GSA fees and services                   | \$ 1,248,876     | \$ 1,250,019      |
| Graduate Student Support Fund                           | 978,285          | 898,776           |
| Other restricted                                        | 157,238          | 149,866           |
| Commercial activities                                   | 25,214           | 5,080             |
|                                                         | <b>2,409,613</b> | 2,303,741         |
| <b>EXPENSES</b> <i>(Schedule 2)</i>                     |                  |                   |
| Administration and services <i>(Schedule 3)</i>         | 1,142,896        | 1,092,063         |
| Graduate Student Support Fund                           | 978,285          | 898,776           |
| Other restricted                                        | 157,238          | 149,866           |
| Commercial activities                                   | 12,259           | 1,192             |
| One-time grant payment to Campus Food Bank              | -                | 48,553            |
|                                                         | <b>2,290,678</b> | 2,190,450         |
| <b>EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS</b> | <b>118,935</b>   | 113,291           |
| <b>OTHER INCOME (EXPENSES)</b>                          |                  |                   |
| Investment and interest income                          | 207,778          | 139,793           |
| Unrealized loss on restricted investments               | (60,185)         | (73,130)          |
|                                                         | <b>147,593</b>   | 66,663            |
| Labour Union                                            |                  |                   |
| Labour union dues collected                             | 73,706           | 57,391            |
| Labour union interest income                            | 1,763            | -                 |
| Labour union expenses                                   | (75,469)         | (57,391)          |
|                                                         | -                | -                 |
| Health and dental plan net (loss) commission            | (219,130)        | 171,138           |
|                                                         | <b>(71,537)</b>  | 237,801           |
| <b>EXCESS OF REVENUES OVER EXPENSES</b>                 | <b>\$ 47,398</b> | <b>\$ 351,092</b> |

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

## Statement of Changes in Net Assets

Year Ended March 31, 2023

|                                   | 2022<br>Balance | Excess<br>(deficiency) of<br>revenues over<br>expenses | Transfers<br>(Note 6) | 2023<br>Balance |
|-----------------------------------|-----------------|--------------------------------------------------------|-----------------------|-----------------|
| Unrestricted Fund                 | \$ 1,190,822    | \$ 247,604                                             | \$ (113,000)          | \$ 1,325,426    |
|                                   | 1,190,822       | 247,604                                                | (113,000)             | 1,325,426       |
| Internally Restricted Net Assets: |                 |                                                        |                       |                 |
| Health and Dental Plan Fund       | 1,039,655       | (187,467)                                              | -                     | 852,188         |
| Legal Defense Fund                | 585,622         | (2,990)                                                | 56,500                | 639,132         |
| Financial Stabilization Fund      | 1,394,281       | (11,368)                                               | 56,500                | 1,439,413       |
| Human Resource Fund               | 92,740          | 2,679                                                  | -                     | 95,419          |
| Labour Union Fund                 | 97,679          | (1,060)                                                | -                     | 96,619          |
|                                   | 3,209,977       | (200,206)                                              | 113,000               | 3,122,771       |
|                                   | \$ 4,400,799    | \$ 47,398                                              | \$ -                  | \$ 4,448,197    |
|                                   |                 |                                                        |                       |                 |
|                                   | 2021<br>Balance | Excess of<br>revenues over<br>expenses                 | Transfers<br>(Note 6) | 2022<br>Balance |
| Unrestricted Fund                 | \$ 1,166,374    | \$ 155,295                                             | \$ (130,847)          | \$ 1,190,822    |
|                                   | 1,166,374       | 155,295                                                | (130,847)             | 1,190,822       |
| Internally Restricted Net Assets: |                 |                                                        |                       |                 |
| Health and Dental Plan Fund       | 837,670         | 171,138                                                | 30,847                | 1,039,655       |
| Legal Defense Fund                | 577,817         | 7,805                                                  | -                     | 585,622         |
| Financial Stabilization Fund      | 1,375,698       | 18,583                                                 | -                     | 1,394,281       |
| Human Resource Fund               | 92,148          | 592                                                    | -                     | 92,740          |
| Labour Union Fund                 | -               | (2,321)                                                | 100,000               | 97,679          |
|                                   | 2,883,333       | 195,797                                                | 130,847               | 3,209,977       |
|                                   | \$ 4,049,707    | \$ 351,092                                             | \$ -                  | \$ 4,400,799    |

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

## Statement of Cash Flows

Year Ended March 31, 2023

|                                              | 2023                | 2022                |
|----------------------------------------------|---------------------|---------------------|
| <b>CASH PROVIDED BY (USED IN):</b>           |                     |                     |
| <b>OPERATING ACTIVITIES</b>                  |                     |                     |
| Excess of revenues over expenses             | \$ 47,398           | \$ 351,092          |
| Items not affecting cash:                    |                     |                     |
| Accrued interest income (Note 4)             | (17,931)            | (2,914)             |
| Unrealized loss on restricted investments    | 60,185              | 73,130              |
|                                              | 89,652              | 421,308             |
| Changes in non-cash working capital (Note 8) | 2,159,772           | 128,578             |
|                                              | 2,249,424           | 549,886             |
| <b>INVESTING ACTIVITIES</b>                  |                     |                     |
| Purchase of restricted investments           | (174,178)           | (396,860)           |
| Purchase of short-term investments           | (69,923)            | (4,480)             |
|                                              | (244,101)           | (401,340)           |
| <b>INCREASE IN CASH</b>                      | <b>2,005,323</b>    | <b>148,546</b>      |
| Cash - beginning of year                     | 1,942,833           | 1,794,287           |
| <b>CASH - END OF YEAR</b>                    | <b>\$ 3,948,156</b> | <b>\$ 1,942,833</b> |

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2023

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## 1. PURPOSE OF THE ASSOCIATION

The Graduate Students' Association of the University of Alberta (the Association) is a not-for-profit organization incorporated on December 20, 1972 pursuant to Section 94(1) of The Post-Secondary Learning Act. The purpose of the Association is to represent the interests of graduate students before the University administration and the general public. As a not-for-profit organization under the Income Tax Act (Canada), the Association is exempt from income taxes.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

### Cash and cash equivalents

Cash and cash equivalents are defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the reporting date, and cashable guaranteed investment certificates.

### Restricted investments

Restricted investments consist of:

- Guaranteed investment certificates that are being held for long-term purposes and are recorded at cost.
- Mutual fund investments that have quoted prices in an active market and are carried at fair value. Unrealized gains or losses are reported in the statement of operations.

### Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Student fees are recognized as revenue in the year to which they relate and services are provided.

Commission revenue from the health and dental plan consists of the difference between the premiums charged to the student body and the premiums paid to the administrator of the plan. The commission revenue is recognized when earned which is generally the point at which the Association remits the premiums to the administrator of the plan.

All other revenues are recorded in the period in which they are earned and collection is reasonably assured.

Investment and interest income are recognized on an accrual basis as they are earned.

Other restricted revenue consists of Graduate Student Assistance program and CSJR fees which is recognized in the year in which the services are provided and when collection is reasonably assured.

*(continues)*

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2023

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## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

### Donated goods and services

The work of the Association is dependent on the donated goods and voluntary services of many members. Because of the difficulty in determining the amount or fair value, the value of donated goods and services is not recognized in these statements.

### Activity expenses

The Association has chosen to classify their expenses by function. Detailed revenue and expenses for each function are disclosed in the supporting schedules.

### Financial instruments

#### *Measurement*

Financial instruments are financial assets or liabilities of the Association where, in general, the Association has the right to receive cash or another financial asset from another party or the Association has the obligation to pay another party cash or other financial assets.

The Association initially measures its financial assets and liabilities at fair value.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the statement of operations.

Financial assets measured at amortized cost include cash, accounts receivable and guaranteed investment certificates included in restricted investments and short-term investments. The Association's financial assets measured at fair value are equity instruments included in restricted investments.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and health and dental plan payable.

#### *Transaction costs*

Transaction costs and financing fees are expensed as incurred for financial instruments measured at fair value and capitalized for financial instruments that are subsequently measured at cost or amortized cost.

The Association recognizes its transaction costs in the statement of operations in the period incurred for its equity investments and all other financial assets and liabilities subsequently measured at fair value. Financial instruments, that are subsequently measured at cost or amortized cost, are adjusted by the transaction costs and financing fees that are directly attributable to their origination, issuance or assumption.

(continues)

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2023

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### *Impairment*

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in the statement of operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. The reversal may be recorded provided it is no greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in the statement of operations.

### Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

## 3. SHORT-TERM INVESTMENTS

Short-term investments consists of three (2022 - two) guaranteed investment certificates with two bearing interest at 4.60% and one at 4.30% per annum (2022 - 0.50% and 0.75%) with two maturing March 2024, and one maturing January 2024 (2021 - October 2022 and January 2023).

## 4. RESTRICTED INVESTMENTS

|                                                                                                                                                                                                           | 2023         | 2022         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
| Mutual fund investments, recorded at fair value                                                                                                                                                           | \$ 2,175,164 | \$ 2,077,580 |
| Guaranteed investment certificates (GIC's), bearing interest from 3.82% to 5.07% (2022 - 1.26% to 1.50%) per annum, maturing in July 2023, February 2024 and July 2024 (2022 - July 2022 and March 2023). | 1,148,806    | 1,129,483    |
|                                                                                                                                                                                                           | 3,323,970    | 3,207,063    |
| Accrued interest                                                                                                                                                                                          | 17,931       | 2,914        |
|                                                                                                                                                                                                           | \$ 3,341,901 | \$ 3,209,977 |

Restricted investments have been designated for specific purposes described in Note 6.

During the year, the Association recognized an unrealized loss of \$60,185 (2022 - \$73,130) related to the change in fair value of the investments recorded at fair value.

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2023

## 5. DEFERRED CONTRIBUTIONS

Deferred contributions represent unspent resources externally restricted for specific purposes as follows:

|                                        |    | 2022    | Contributions<br>received during<br>the year | Amounts<br>recognized as<br>revenue | 2023       |
|----------------------------------------|----|---------|----------------------------------------------|-------------------------------------|------------|
| Graduate Student Support Fund          | \$ | 306,326 | \$ 964,000                                   | \$ 978,285                          | \$ 292,041 |
| Graduate Student Assistance<br>Program |    | 246,097 | 179,264                                      | 140,983                             | 284,378    |
| Labour Union Fund                      |    | 87,078  | 199,546                                      | 73,706                              | 212,918    |
|                                        | \$ | 639,501 | \$ 1,342,810                                 | \$ 1,192,974                        | \$ 789,337 |

## 6. INTERNALLY RESTRICTED NET ASSETS

Internally restricted net assets are comprised of the following Funds:

### Legal Defense Fund

The Legal Defense Fund was established to provide resources to enter into legal action where appropriate. Any unspent funds at year-end from the budgeted legal fees are placed into the fund.

During the year, \$56,500 (2022 - \$Nil) was transferred into the Fund from the Unrestricted Fund.

### Health and Dental Plan Reserve Fund

The Health and Dental Plan Reserve Fund was established to ensure that adequate funds would be available in the event the Health and Dental Plan costs exceed the amounts collected in fees from graduate students. The fund balance fluctuates to allow for the addition or withdrawal of investment funds depending on when fees collected exceed or are less than Plan costs.

During the year, \$Nil (2022 - \$30,847) was transferred into the Fund from the Unrestricted Fund.

### Financial Stabilization Fund

The Financial Stabilization Fund was established to safeguard the Association against uncertainty and to provide for unknown, unexpected expenditures that would provide for the ongoing operations of the Association. The balance will be adjusted annually at the discretion of the Budget and Finance Committee and will grow until it is equal to at least one years' operating costs.

During the year, \$56,500 (2022 - \$Nil) was transferred into the Fund from the Unrestricted Fund.

(continues)

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2023

## 6. INTERNALLY RESTRICTED NET ASSETS (continued)

### Human Resource Fund

The Human Resource Fund was established to fund medical and parental leave for the staff and managers.

During the year, \$Nil (2022 - \$Nil) was transferred into the Fund from the Unrestricted Fund.

### Labour Union Fund

The Labour Union Fund was established to support the Association's work as a labour union in support of Academically-Employed Graduate Students in matters of labour relations.

During the year, Council approved a transfer into the Fund from the Association's unrestricted net assets of \$Nil (2022 - \$Nil).

## 7. LEASE COMMITMENT

The Association has a five year lease which expires June 2026, to lease a portion of the Killam Centre for Advanced Studies from the University of Alberta at \$1 per year and utilities at no cost. In addition, the Association leases its photocopier under an agreement that began January 2023 and expires in December 2027. Future aggregate minimum lease payments as at March 31, 2023, are as follows:

|      |    |              |
|------|----|--------------|
| 2024 | \$ | 1,123        |
| 2025 |    | 1,123        |
| 2026 |    | 1,123        |
| 2027 |    | 1,123        |
| 2028 |    | 842          |
|      |    | <u>842</u>   |
|      | \$ | <u>5,334</u> |

## 8. CHANGES IN NON-CASH WORKING CAPITAL

|                                          | 2023                | 2022              |
|------------------------------------------|---------------------|-------------------|
| Health and dental plan payable           | \$ 1,995,229        | \$ 17,061         |
| Deferred contributions                   | 149,836             | 198,596           |
| Accounts payable and accrued liabilities | 48,881              | (55,370)          |
| Prepaid expenses                         | 2,756               | (1,303)           |
| Accounts receivable                      | (36,930)            | (30,406)          |
|                                          | <u>\$ 2,159,772</u> | <u>\$ 128,578</u> |

## 9. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments. The following analysis provides information about the Association's risk exposure and concentration as of March 31, 2023.

(continues)

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2023

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## 9. FINANCIAL INSTRUMENTS *(continued)*

### ***Credit risk***

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association does not believe it is subject to any significant concentration of credit risk. Cash is in place with a major financial institution. Accounts receivable are generally amounts receivable from the University of Alberta.

### ***Liquidity risk***

Liquidity risk arises from the possibility that the Association might encounter difficulty in settling its debts or in meeting its obligations related to financial liabilities. It is the Association's opinion that there is no significant liquidity risk as of March 31, 2023.

### ***Market risk***

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The Association is mainly exposed to interest rate risk and other price risk.

### ***Interest rate risk***

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk arising on its interest bearing guaranteed investment certificates. As the guaranteed investment certificates are cashable at any time, it is the Association's opinion that there is no significant interest rate risk.

### ***Other price risk***

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Association is exposed to other price risk through its investments in quoted shares.

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Schedule of Revenues

(Schedule 1)

Year Ended March 31, 2023

|                                                     | 2023                | 2022                |
|-----------------------------------------------------|---------------------|---------------------|
| <b>Graduate Student Support Fund</b>                |                     |                     |
| Child care grants                                   | \$ 380,575          | \$ 391,000          |
| Emergency bursaries                                 | 302,432             | 450,900             |
| Academic travel awards                              | 277,778             | 39,876              |
| Graduate student recognition awards                 | 17,500              | 17,000              |
|                                                     | <b>978,285</b>      | <b>898,776</b>      |
| <b>Administration, GSA Fees and Services</b>        |                     |                     |
| Graduate Students' Association fees                 | 1,217,686           | 1,216,543           |
| TD Insurance Meloche Monnex (TDIMM) revenue         | 11,500              | 11,500              |
| Studentcare funding                                 | 10,000              | 10,000              |
| Orientation                                         | 5,000               | 5,000               |
| Dean of Students funding                            | 4,190               | 4,190               |
| Awards Night                                        | 500                 | 500                 |
| Other                                               | -                   | 2,286               |
|                                                     | <b>1,248,876</b>    | <b>1,250,019</b>    |
| <b>Other Restricted</b>                             |                     |                     |
| Graduate Student Assistance Program fees            | 140,983             | 133,397             |
| CJSR fees                                           | 16,255              | 16,469              |
|                                                     | <b>157,238</b>      | <b>149,866</b>      |
| <b>Commercial Activities</b>                        |                     |                     |
| Physical Activity and Wellness Centre (PAW) revenue | 20,104              | 3,889               |
| Handbook revenue                                    | 5,110               | 1,191               |
|                                                     | <b>25,214</b>       | <b>5,080</b>        |
| <b>TOTAL REVENUES</b>                               | <b>\$ 2,409,613</b> | <b>\$ 2,303,741</b> |

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Schedule of Expenses

(Schedule 2)

Year Ended March 31, 2023

|                                                 | 2023                | 2022                |
|-------------------------------------------------|---------------------|---------------------|
| <b>Graduate Student Support Fund</b>            |                     |                     |
| Child care grants                               | \$ 380,575          | \$ 391,000          |
| Emergency bursaries                             | 302,432             | 450,900             |
| Academic travel awards                          | 277,778             | 39,876              |
| Graduate student recognition awards             | 17,500              | 17,000              |
|                                                 | <b>978,285</b>      | 898,776             |
| <b>Administration and Services (Schedule 3)</b> |                     |                     |
| Human resources                                 | 637,032             | 684,249             |
| Governance                                      | 207,023             | 201,968             |
| Services                                        | 118,487             | 96,773              |
| Professional                                    | 104,435             | 46,768              |
| Advocacy                                        | 48,069              | 34,003              |
| Office administration and operational costs     | 27,850              | 28,302              |
|                                                 | <b>1,142,896</b>    | 1,092,063           |
| <b>Other Restricted</b>                         |                     |                     |
| Graduate Student Assistance Program fees        | 140,983             | 133,397             |
| CJSR Fees                                       | 16,255              | 16,469              |
|                                                 | <b>157,238</b>      | 149,866             |
| <b>Commercial Activities</b>                    |                     |                     |
| Handbook                                        | 12,259              | 1,192               |
| <b>Grant Payment to Food Bank</b>               |                     |                     |
| One-time grant payment to Campus Food Bank      | -                   | 48,553              |
| <b>TOTAL EXPENSES</b>                           | <b>\$ 2,290,678</b> | <b>\$ 2,190,450</b> |

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Schedule of Administration and Services Expenses

(Schedule 3)

Year Ended March 31, 2023

|                                                          | 2023              | 2022              |
|----------------------------------------------------------|-------------------|-------------------|
| <b>Governance</b>                                        |                   |                   |
| Elected officers stipends and benefits                   | \$ 186,451        | \$ 180,954        |
| Employer contributions                                   |                   |                   |
| Employer CPP contributions                               | 9,533             | 8,872             |
| Employer EI contributions                                | -                 | 321               |
|                                                          | <b>9,533</b>      | <b>9,193</b>      |
| Elected officers - Other                                 |                   |                   |
| Executive officers recognition                           | 1,132             | 3,550             |
| Executive officers discretionary expenses                | 661               | 686               |
| Board and other committees                               | 247               | -                 |
| Executive transition                                     | 240               | -                 |
| Insurance (directors' and officers' liability insurance) | 197               | 1,133             |
|                                                          | <b>2,477</b>      | <b>5,369</b>      |
| Council                                                  |                   |                   |
| Election                                                 | 3,355             | 1,602             |
| Council speaker honorarium                               | 2,035             | 1,850             |
| Council expense                                          | 1,672             | -                 |
| Chief Returning Officer honorarium                       | 1,500             | 1,500             |
| Other honorarium                                         | -                 | 1,500             |
|                                                          | <b>8,562</b>      | <b>6,452</b>      |
|                                                          | <b>\$ 207,023</b> | <b>\$ 201,968</b> |
| <b>Advocacy</b>                                          |                   |                   |
| Alberta Graduate Provincial Advocacy Council fees        | \$ 33,064         | \$ 32,224         |
| Government and external relations                        | 14,851            | 1,504             |
| University relations                                     | 154               | 275               |
|                                                          | <b>\$ 48,069</b>  | <b>\$ 34,003</b>  |
| <b>Human Resources</b>                                   |                   |                   |
| Salaries and benefits                                    | \$ 598,803        | \$ 641,079        |
| Employer contributions                                   |                   |                   |
| Employer CPP contributions                               | 22,075            | 21,698            |
| Employer EI contributions                                | 8,462             | 8,498             |
|                                                          | <b>30,537</b>     | <b>30,196</b>     |
| Other human resources                                    |                   |                   |
| Professional expense allowance                           | 3,881             | 10,400            |
| Workers' Compensation Board                              | 3,210             | 2,243             |
| Staff recognition                                        | 601               | 331               |
|                                                          | <b>7,692</b>      | <b>12,974</b>     |
|                                                          | <b>\$ 637,032</b> | <b>\$ 684,249</b> |

(continues)

# THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Schedule of Administration and Services Expenses (continued)

(Schedule 3)

Year Ended March 31, 2023

| <b>Office Administration and Operational Costs</b>                                   |                     |                     |
|--------------------------------------------------------------------------------------|---------------------|---------------------|
| Repair and maintenance                                                               | \$ 9,360            | \$ 8,392            |
| Office supplies                                                                      | 7,405               | 4,856               |
| Photocopier lease/office                                                             | 3,516               | 4,426               |
| Telephone and cable                                                                  | 2,822               | 2,960               |
| Small equipment purchases                                                            | 2,636               | 5,706               |
| Payroll and bank service charges                                                     | 1,548               | 1,427               |
| Insurance                                                                            | 563                 | 535                 |
|                                                                                      | <b>\$ 27,850</b>    | <b>\$ 28,302</b>    |
| <b>Professional</b>                                                                  |                     |                     |
| Legal fees - general                                                                 | \$ 39,884           | \$ 5,383            |
| Consultants                                                                          | 27,380              | 4,016               |
| Investment advisor                                                                   | 20,240              | 20,765              |
| Financial audit                                                                      | 13,781              | 13,454              |
| IT service agreement                                                                 | 3,150               | 3,150               |
|                                                                                      | <b>\$ 104,435</b>   | <b>\$ 46,768</b>    |
| <b>Services</b>                                                                      |                     |                     |
| Grants and Subsidies                                                                 |                     |                     |
| Academic workshop subsidies                                                          | \$ 12,000           | \$ 12,000           |
| External grants                                                                      | -                   | 3,799               |
|                                                                                      | <b>12,000</b>       | <b>15,799</b>       |
| Student Groups                                                                       |                     |                     |
| Academically-related student group awards                                            | 20,575              | 7,385               |
| Council remuneration student groups                                                  | 8,500               | 20,500              |
|                                                                                      | <b>29,075</b>       | <b>27,885</b>       |
| Other                                                                                |                     |                     |
| Orientation                                                                          | 35,095              | 21,572              |
| Food Bank                                                                            | 25,000              | 23,000              |
| Awards Night                                                                         | 10,506              | 1,542               |
| Child care access                                                                    | 5,021               | 5,000               |
| Annual strategic plan initiatives                                                    | 1,065               | 1,250               |
| Association of Managers in Canadian College University and Student Centre membership | 725                 | 725                 |
|                                                                                      | <b>77,412</b>       | <b>53,089</b>       |
|                                                                                      | <b>\$ 118,487</b>   | <b>\$ 96,773</b>    |
| <b>TOTAL ADMINISTRATION AND SERVICES EXPENSES</b>                                    | <b>\$ 1,142,896</b> | <b>\$ 1,092,063</b> |



Dear GSA Council Colleagues,

6 October 2023

I am pleased to report we are **on track overall after the end of the first three months of our fiscal year** and we are **projecting a modest positive balance** at the end of the 2023-2024 fiscal year (and one that, as per our ongoing work to ensure revenue is aligned with expenses, now that our Financial Stabilization Fund has grown to an adequate level, better reflects our status as a non-profit organization).

Since we are only working with three months' worth of data related to our revenue and expenses, it is too early to be definitive (although we are confident in the forecast). I have highlighted a few areas to draw your attention to below.

#### **GSA Fees Revenue**

As a fee-based organization, graduate student enrolment levels are the key drivers of our budget and, as has been the case in previous years, the Financial Team will prepare a Fall Term financial report for the GSA Budget and Finance Committee, the GSA Board, and GSA Council which will note the increases or decreases in enrolment and the effect of such on our budget. As you will recall, the 2023-2024 budget was developed from a conservative standpoint that assumed a moderate growth in enrollment, although actual numbers will likely be higher.

#### **Expenses**

We are also forecasting three other positive variances in budget lines: higher than projected revenues associated with the GSA's interest revenue, savings in the HR – staffing budget line, and savings in the operating/contingency fund line. We have experienced ebbs and flows in our staffing numbers which will show savings in the upcoming months.

In closing, while it remains early in our fiscal year and the financial team will closely monitor the situation moving forward, we are on track. My thanks to the members of the GSA's financial team (Financial Manager Dorte Sheikh, Executive Director Lewie Moodley and Seidy Louangaxy, CPA, for their work thus far in the 2023-2024 fiscal year and I will be happy to answer any questions when we meet.

Bishoi Aziz

President and Chair of the GSA Budget and Finance Committee

780-492-2175  
[www.ualberta.ca/graduate-students-association](http://www.ualberta.ca/graduate-students-association)  
1-49 Triffo Hall, University of Alberta, Edmonton, AB, T6G 2E1

### Outline of Issue

#### **GSA 2023-2024 Spring/Summer Term Budget and Expenditure Report**

**Suggested Motion:**

That the GSA Council **RECEIVE FOR INFORMATION** the GSA 2023-2024 Spring/Summer Term Budget and Expenditure Report.

**Background:**

These regular financial reports ensure year-over-year tracking and monitoring into the GSA's financial systems, and allow greater control over budget. In addition to yearly comparisons, regular reporting allows for better forward planning and illustrates the GSA yearly financial cycle. This is the first budget and expenditure report on the GSA's 2023-2024 fiscal year.

More information can be found in the attached cover letter.

The GSA BFC received, for information, the GSA 2023-2024 Spring/Summer Term Budget and Expenditure Report at their meeting on 29 August 2023. The GSAB, likewise, received the GSA 2023-2024 Spring/Summer Term Budget and Expenditure Report at their meeting on 6 September 2023. GSA BFC members have been invited to attend this meeting of GSA Council on 16 October 2023.

**Jurisdiction:**

GSA Bylaw and Policy, Section K.POL.3.4.a:

*"The Accountant and Financial Manager will regularly (in the fall, winter, and spring/summer terms) prepare a Budget and Expenditure Report which will first be submitted to the Executive Director (ED) (or delegate), then the GSA President and then to the GSA BFC, the GSAB, and to GSA Council for information. These reports will be organized by budget divisions and lines, and present the following information: current budget; actual year-to-date expenditure, forecast to the year end, total forecast, balance remaining, percent remaining, informative comments on any variance or approved reallocations, and comments on significant comparisons from previous years. All such reports will be compliant with Alberta's Personal Information Protection Act and other applicable legislation."*

GSA Bylaw and Policy, Section K.POL.5.7:

*"The GSA BFC will receive for information and forward to the GSA Board (GSAB) reports on expenses and revenues in the fall, winter, and spring/summer terms; these reports will present comparative information from previous years in a way that shows, in transparent fashion, the percent of the annual budget spent to date, by budget division."*

2023-2024 GSA Operating Budget (including Capital Budget)

Budget and Expenditure Report

Summer Term Update, April to June 2023 actuals and July 2023 to March 2024 forecast

**CURRENT YEAR**  
**April 1, 2023 to March 31, 2024**

**PRIOR YEAR**  
**Comparative**

|                                             | 2023-2024        | Actual               | Forecast             | Total            | Variance       | Ref # | % Variance  | Actual               | Total Actual         |
|---------------------------------------------|------------------|----------------------|----------------------|------------------|----------------|-------|-------------|----------------------|----------------------|
|                                             | Approved Budget  | Apr 2023 to Jun 2023 | Jul 2023 to Mar 2024 |                  |                |       |             | Apr 2022 to Jun 2022 | Apr 2022 to Mar 2023 |
| <b>REVENUE</b>                              |                  |                      |                      |                  |                |       |             |                      |                      |
| GSA Fees Revenue                            | 1,232,821        | 493,114              | 739,707              | 1,232,821        | -              |       | 0%          | 487,060              | 1,217,686            |
| Interest Income                             | 50,000           | 45,236               | 47,550               | 92,786           | 42,786         | 1     | 86%         | 9,852                | 105,200              |
| External Committed Funding                  | 26,880           | -                    | 26,880               | 26,880           | -              |       | 0%          | -                    | 33,712               |
| Revenue from Commercial Activities          | 40,162           | -                    | 26,768               | 26,768           | (13,394)       |       | -33%        | -                    | 13,060               |
| Other Revenue                               | 1,300            | -                    | 1,300                | 1,300            | -              |       | 0%          | -                    | -                    |
| <b>Total Revenue</b>                        | <b>1,351,163</b> | <b>538,350</b>       | <b>842,205</b>       | <b>1,380,555</b> | <b>29,392</b>  |       | <b>2%</b>   | <b>496,912</b>       | <b>1,369,658</b>     |
| <b>EXPENSES</b>                             |                  |                      |                      |                  |                |       |             |                      |                      |
| Advocacy                                    | 58,124           | 11                   | 58,113               | 58,124           | -              |       | 0%          | -                    | 48,069               |
| Services                                    | 155,150          | 55,123               | 99,839               | 154,962          | 188            |       | 0%          | 47,943               | 114,401              |
| Governance                                  | 235,180          | 52,922               | 181,742              | 234,664          | 516            |       | 0%          | 48,928               | 207,024              |
| Human Resources                             | 742,533          | 159,502              | 517,025              | 676,527          | 66,006         | 2     | 9%          | 179,397              | 634,071              |
| Office Administration and Operational Costs | 33,565           | 8,308                | 21,172               | 29,480           | 4,085          | 3     | 12%         | 3,867                | 31,725               |
| Professional                                | 60,250           | 13,755               | 48,876               | 62,631           | (2,381)        | 4     | -4%         | 24,210               | 101,285              |
| Operating/Contingency Fund                  | 15,000           | -                    | -                    | -                | 15,000         | 5     | 100%        | -                    | 10,000               |
| <b>Total Expenses</b>                       | <b>1,299,802</b> | <b>289,621</b>       | <b>926,767</b>       | <b>1,216,388</b> | <b>83,414</b>  |       | <b>6%</b>   | <b>304,345</b>       | <b>1,146,575</b>     |
| <b>BALANCE</b>                              | <b>51,361</b>    | <b>248,729</b>       | <b>(84,562)</b>      | <b>164,167</b>   | <b>112,806</b> |       | <b>220%</b> | <b>192,567</b>       | <b>223,083</b>       |

Explanatory notes:

Variance formula: for Revenue the variance is the total for the 2023-2024 year subtracted by the approved budget amount.  
for Expenses the variance is the approved budget amount subtracted by the total for the 2023-2024 year.  
Projected surplus funds will be applied to the Financial Stabilization Fund.

Variance column references:

1. Projected surplus in Interest Income since interest rates have increased since the budget was developed and approved.
2. Projected savings in Human Resources due to surplus of budgeted funds for staff salaries due to a staff vacancy.
3. Projected savings in Office Administration and Operational Costs due to a new, cheaper photocopier contract.
4. Projected overexpenditure in Professional due to increased Consultancy expenses related to new Executive Director hiring.
5. Projected savings in the Operating/Contingency Fund.

Since only three months of actuals are being reported the budget variances are very preliminary.  
For further reference, see the attached narrative.

The Graduate Students' Association of the University of Alberta

2023-2024 GSA Restricted and Other Funding

Budget and Expenditure Report

Summer Update, April to June 2023 actuals and July 2023 to March 2024 forecast

|                                                                                 | CURRENT YEAR                    |                      |           |           | PRIOR YEAR  |            |                      |                      |
|---------------------------------------------------------------------------------|---------------------------------|----------------------|-----------|-----------|-------------|------------|----------------------|----------------------|
|                                                                                 | April 1, 2023 to March 31, 2024 |                      |           |           | Comparative |            |                      |                      |
| 2023-2024                                                                       | Actual                          | Forecast             | Total     | Variance  | Ref #       | % Variance | Actual               | Total Actual         |
| Approved Budget                                                                 | Apr 2023 to Jun 2023            | Jul 2023 to Mar 2024 |           |           |             |            | Apr 2023 to Jun 2023 | Apr 2022 to Mar 2023 |
| <b>Fundraised Activity</b>                                                      |                                 |                      |           |           |             |            |                      |                      |
| GSA Planner                                                                     | 3,620                           | -                    | 3,620     | 3,620     | -           | 0%         | -                    | 3,620                |
| <b>Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)</b>       |                                 |                      |           |           |             |            |                      |                      |
| GSA Recognition Awards                                                          | 18,000                          | -                    | 18,000    | 18,000    | -           | 0%         | -                    | -                    |
| GSA Child Care Grants                                                           | 331,100                         | 4,000                | 327,100   | 331,100   | -           | 0%         | 92,000               | 380,575              |
| GSA Emergency Bursaries                                                         | 141,900                         | -                    | 141,900   | 141,900   | -           | 0%         | -                    | 289,304              |
| GSA Academic Travel Grants                                                      | 473,000                         | 49,769               | 423,231   | 473,000   | -           | 0%         | 24,572               | 277,778              |
|                                                                                 | 964,000                         | 53,769               | 910,231   | 964,000   | -           | 0%         | 116,572              | 947,657              |
| <b>Other Restricted Funding</b>                                                 |                                 |                      |           |           |             |            |                      |                      |
| CJSR Fees Collected - \$1.00 per student goes to the radio station's operations | 16,610                          | -                    | 16,610    | 16,610    | -           | 0%         | -                    | 16,255               |
| GSAP (Graduate Student Assistance Program) Fees Collected                       | 181,049                         | -                    | 181,049   | 181,049   | -           | 0%         | -                    | 140,983              |
| Health Plan Revenue                                                             | 1,838,316                       | -                    | 1,838,316 | 1,838,316 | -           | 0%         | -                    | 646,379              |
| Dental Plan Revenue                                                             | 1,373,988                       | -                    | 1,373,988 | 1,373,988 | -           | 0%         | -                    | 469,711              |
|                                                                                 | 3,409,963                       | -                    | 3,409,963 | 3,409,963 | -           | 0%         | -                    | 1,273,328            |
| <b>BALANCE</b>                                                                  | 4,377,583                       | 53,769               | 4,323,814 | 4,377,583 | -           | 0%         | 116,572              | 2,224,605            |

Since only three months of actuals are being reported the budget variances are very preliminary. 0% means no variance at this point, budget is on target. For further reference see the attached narrative.

## The Graduate Students' Association of the University of Alberta

### 2023-2024 GSA Labour Union Fund Dues

#### Budget and Expenditure Report

Summer Term Update, April to June 2023 actuals and July 2023 to March 2024 forecast

|                                                                                        | <b>CURRENT YEAR</b><br><b>April 1, 2023 to March 31, 2024</b> |                                 |                                 |                | <b>PRIOR YEAR</b><br><b>Comparative</b> |              |                       |                                 |                                 |
|----------------------------------------------------------------------------------------|---------------------------------------------------------------|---------------------------------|---------------------------------|----------------|-----------------------------------------|--------------|-----------------------|---------------------------------|---------------------------------|
|                                                                                        | <b>2022-2023</b>                                              | <b>Actual</b>                   | <b>Forecast</b>                 | <b>Total</b>   | <b>Variance</b>                         | <b>Ref #</b> | <b>%<br/>Variance</b> | <b>Actual</b>                   | <b>Total Actual</b>             |
|                                                                                        | <b>Approved<br/>Budget</b>                                    | <b>Apr 2023 to<br/>Jun 2023</b> | <b>Jul 2023 to<br/>Mar 2024</b> |                |                                         |              |                       | <b>Apr 2022 to<br/>Jun 2022</b> | <b>Apr 2022 to<br/>Mar 2023</b> |
| <b>REVENUE</b>                                                                         |                                                               |                                 |                                 |                |                                         |              |                       |                                 |                                 |
| GSA Labour Union Fund Dues                                                             | 196,403                                                       | 25,265                          | 171,138                         | 196,403        | -                                       |              | 100%                  | 23,031                          | 62,785                          |
| Bank interest                                                                          | 6,000                                                         | 3,000                           | 7,200                           | 10,200         | 4,200                                   |              | 170%                  | 354                             | 5,041                           |
| <b>Total</b>                                                                           | <b>202,403</b>                                                | <b>28,265</b>                   | <b>178,338</b>                  | <b>206,603</b> | <b>4,200</b>                            |              | <b>102%</b>           | <b>23,385</b>                   | <b>67,826</b>                   |
| <b>EXPENSES</b>                                                                        |                                                               |                                 |                                 |                |                                         |              |                       |                                 |                                 |
| GSA Labour Union PSAC Service Agreement                                                | 75,000                                                        | 18,751                          | 56,249                          | 75,000         | (1)                                     |              | 100%                  | 8,125                           | 48,459                          |
| GSA Labour Union Sundry Expenses                                                       | 5,000                                                         | 63                              | 4,937                           | 5,000          | -                                       |              | 100%                  | 0                               | 0                               |
| GSA Directly-Elected Associate VP Labour Stipend, Benefits, and Employer Contributions | 38,867                                                        | 6,150                           | 27,597                          | 33,747         | (5,120)                                 |              | 87%                   | N/A                             | N/A                             |
| <b>Total</b>                                                                           | <b>118,867</b>                                                | <b>24,964</b>                   | <b>88,783</b>                   | <b>113,747</b> | <b>(5,121)</b>                          |              | <b>96%</b>            | <b>8,125</b>                    | <b>48,459</b>                   |
| <b>BALANCE</b>                                                                         | <b>83,536</b>                                                 | <b>31,474</b>                   | <b>61,250</b>                   | <b>92,857</b>  | <b>9,321</b>                            |              | <b>111%</b>           | <b>15,260</b>                   | <b>19,367</b>                   |

#### Explanatory notes:

Revenue: Effective September 1, 2021 Academically Employed Graduate Students have union dues deducted by HR from their pay and these deductions are submitted to the GSA monthly.

Expenses (in compliance with applicable legislation) include quarterly payments to PSAC for the GSA's service agreement and incidental expenses such as printing of labour booklets and posters for departments.

Balance: Projected surplus funds will be transferred to the GSA Labour Union Investment Fund (which was set up in September 2021 per approval by the GSA Council on July 19, 2021).

| Account Name and Budget                                     | Brief Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Narrative and Variance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>REVENUE</b>                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>GSA Fees</b>                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Annual GSA Membership Fees<br><br><b>\$1,232,821 budget</b> | <ul style="list-style-type: none"> <li>● The GSA is supported by annual graduate student membership fees which are levied by GSA Council and collected by the University. The fees received are based on the number of full-time and part-time graduate students attending the University. Following approval of the fee amount by GSA Council, the annual fees are submitted to the University Board of Governors to provide for collection.</li> <li>● Based on the three-year funding agreement signed between the GSA and the University on 17 May 2022, the GSA will receive:                             <ul style="list-style-type: none"> <li>○ 40% advance in May based on the projected fall/winter enrollment.</li> <li>○ 90% (of fall term fees) in October based on the assessed fees for the fall/winter terms, <i>after the fall term 100% withdrawal deadline in October.</i></li> <li>○ 90% (of winter term fees) in February based on the assessed fees for the fall/winter terms, <i>after the winter term 100% withdrawal deadline in February.</i></li> <li>○ Final payment in April (next fiscal year) after the actual graduate student enrollment is reconciled.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>● <b>For 2023-2024, the projected GSA revenue is \$1,232,821.</b> This is based on fees paid by a projected 6,691 full-time graduate students (6,691 @ \$156.02 per graduate student) and a projected 1,614 part-time graduate students (1,614 @ \$117.01 per graduate student).</li> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$493, 114.</b></li> <li>● <b>Forecast July to March: \$739,707.</b></li> <li>● <b>The 2022-2023 actual was \$1,217,686</b></li> </ul> |
| <b>Interest Income</b>                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Interest Income<br><br><b>\$50,000 budget</b>               | <ul style="list-style-type: none"> <li>● Interest income on bank accounts is deposited monthly.</li> <li>● The GSA also holds an investment portfolio and the income from these investments is re-invested and is reported in the annual audited financial statements.</li> <li>● ATB Wealth manages the investment portfolio in compliance with the GSA Investment Strategy. This strategy includes monthly reporting of the investment activity and bi-annual meetings with the investment advisor and the GSA Budget and Finance Committee.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>● <b>Projected surplus since interest rates have gone up since the budget was approved.</b></li> <li>● <b>Actual April to June: \$45,236.</b></li> <li>● <b>Forecast July to March: \$47,550.</b></li> <li>● <b>The 2022-2023 actual was \$105,200</b></li> </ul>                                                                                                                                                                                                                        |

| External Committed Funding                                                                          |                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Funding from the Dean of Students and the Dean of FGSR<br><b>\$7,190 budget</b>                     | <ul style="list-style-type: none"> <li>This funding is described in letters from the Dean of the Faculty of Graduate Studies and Research (FGSR) and Dean of Students and covers, for instance, some of the expenses of the GSA-hosted fall and winter orientation events and other graduate student engagement activities. FGSR funding must be requested yearly.</li> </ul>               | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00</li> <li>Forecast July to March: \$7,190.</li> <li>The 2022-2023 actual was \$9,190.</li> </ul>   |
| Funding from Studentcare<br><b>\$8,190 budget</b>                                                   | <ul style="list-style-type: none"> <li>Studentcare provides \$8,190 per year to the GSA to be used for the benefit of graduate students entirely at the discretion of the GSA. The commitment is for a 5-year term: 2020-2025.</li> </ul>                                                                                                                                                   | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00</li> <li>Forecast July to March: \$8,190.</li> <li>The 2022-2023 actual was \$8,190.</li> </ul>   |
| Funding from TDIMM<br><b>\$11,500 budget</b>                                                        | <ul style="list-style-type: none"> <li>Signed agreement with TD Insurance Meloche Monnex (TDIMM) (from 2021-2026) provides funding for various events and initiatives organized by the GSA, such as GSA Awards Night and orientation/engagement events.</li> </ul>                                                                                                                          | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00</li> <li>Forecast July to March: \$11,500.</li> <li>The 2022-2023 actual was \$14,522.</li> </ul> |
| Revenue from Commercial Activities                                                                  |                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                           |
| Chopped Leaf (in the Physical Activity and Wellness (PAW) Centre) Revenue<br><b>\$40,162 budget</b> | <ul style="list-style-type: none"> <li>The GSA has a financial arrangement, in the form of a sub-lease, with the Students' Union to receive rental revenue from the Chopped Leaf food outlet.</li> <li>Revenues commenced in August 2015. From 2020-2021 there was an interruption in revenue due to the COVID-19 pandemic. A return to normal revenue is expected in 2023-2024.</li> </ul> | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00</li> <li>Forecast July to March: \$26,768.</li> <li>The 2022-2023 actual was \$13,060.</li> </ul> |
| Other Revenue                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                           |
| Other Revenue<br><b>\$1,300 budget</b>                                                              | <ul style="list-style-type: none"> <li>This line is used to record revenue that may arise from other sources such as Studentcare Continuum payments or one-time funding/grant opportunities.</li> </ul>                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00</li> <li>Forecast July to March: \$1,300</li> <li>The 2022-2023 actual was \$0.00.</li> </ul>     |

| EXPENSES                                                                         |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                            |
|----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Advocacy                                                                         |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                            |
| Business Travel and External Relations and Advocacy<br><b>\$23,843 budget</b>    | <ul style="list-style-type: none"> <li>Relationship-building, with a focus on advocacy, between the GSA, government, and other organizations (usually in the form of travel expenses, hosting, or meetings related to advocacy).</li> </ul>                                                                                     | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00.</li> <li>Forecast July to March: \$23,059.</li> <li>The 2022-2023 actual was \$14,851.</li> </ul> |
| University Relations<br><b>\$1,061 budget</b>                                    | <ul style="list-style-type: none"> <li>Expenses related to the building and maintenance of relationships between the GSA and University units (usually in the form of hosting/meeting expenses).</li> </ul>                                                                                                                     | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$11.</li> <li>Forecast July to March: \$1,050</li> <li>The 2022-2023 actual was \$154.</li> </ul>        |
| ab-GPAC (Alberta Graduate Provincial Advocacy Council)<br><b>\$33,220 budget</b> | <ul style="list-style-type: none"> <li>Fees for ab-GPAC are \$4 per graduate student per year.</li> <li>ab-GPAC was formed under the <i>Societies Act</i> in October 2014. Its mandate is to lobby the Alberta government and promote the interests and concerns of graduate students.</li> </ul>                               | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00</li> <li>Forecast July to March: \$33,200.</li> <li>The 2022-2023 actual was \$33,064.</li> </ul>  |
| Services                                                                         |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                            |
| Grants and Subsidies                                                             |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                            |
| Academic Workshop Subsidies<br><b>\$12,000 budget</b>                            | <ul style="list-style-type: none"> <li>Subsidies to the Academic Success Centre and the Career Centre increased in 2020-2021 to ensure that their graduate student programs can be accessed by more students.</li> <li>Graduate students' reviews (reviewed regularly by the GSAB) of the workshops are outstanding.</li> </ul> | <ul style="list-style-type: none"> <li>On target</li> <li>Actual April to June: \$12,000.</li> <li>Forecast July to March: \$0.00</li> <li>The 2022-2023 actual was \$12,000.</li> </ul>   |
| External Grants<br><b>\$4,000 budget</b>                                         | <ul style="list-style-type: none"> <li>Funds requested for external grants for events such as the Student Advisors' Conference and International Week.</li> </ul>                                                                                                                                                               | <ul style="list-style-type: none"> <li>On target</li> <li>Actual April to June: \$0.00.</li> <li>Forecast July to March: \$4,000.</li> <li>The 2022-2023 actual was \$0.00.</li> </ul>     |
| Campus Food Bank<br><b>\$27,000 budget</b>                                       | <ul style="list-style-type: none"> <li>Contribution made to the Campus Food Bank (CFB) (which was founded by the GSA) in recognition of the valuable support it provides to graduate students.</li> <li>The CFB Executive Director reports annually to the GSAB.</li> </ul>                                                     | <ul style="list-style-type: none"> <li>On target</li> <li>Actual April to June: \$27,000.</li> <li>Forecast July to March: \$0.00</li> <li>The 2022-2023 actual was \$25,000.</li> </ul>   |
| Child Care Access<br><b>\$5,000 budget</b>                                       | <ul style="list-style-type: none"> <li>Continuation of a partnership with the Students' Union for a membership with a local daycare provider to facilitate limited childcare services for students who parent.</li> </ul>                                                                                                       | <ul style="list-style-type: none"> <li>On target</li> <li>Actual April to June: \$4,812.</li> <li>Forecast July to March: \$188.</li> <li>The 2022-2023 actual was \$5,021.</li> </ul>     |

| <b>Graduate Student Groups</b>                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                        |
|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>GSA Council Remuneration</p> <p><b>\$17,250 budget</b></p>              | <ul style="list-style-type: none"> <li>Funding of \$250 for eligible graduate student groups (69) based on the attendance of their Councillor at GSA Council meetings from 1 May to 30 April.</li> </ul>                                                                                                                                                                                                                                                  | <ul style="list-style-type: none"> <li><b>On target</b></li> <li><b>Actual April to June: \$0.00.</b></li> <li><b>Forecast July to March: \$17,250.</b></li> <li><b>The 2022-2023 actual was \$8,500.</b></li> </ul>   |
| <p>GSA Graduate Student Group Grant</p> <p><b>\$36,000 budget</b></p>      | <ul style="list-style-type: none"> <li>The GSA provides a grant program, ongoing through the year, for GSA Graduate Student Groups to:                             <ul style="list-style-type: none"> <li>Bring in special guest lecturers or host events.</li> <li>Support the academic activities of graduate students.</li> <li>Provide modest start-up funding for new groups.</li> </ul> </li> </ul>                                                 | <ul style="list-style-type: none"> <li><b>On target</b></li> <li><b>Actual April to June: \$7,053.</b></li> <li><b>Forecast July to March: \$28,947.</b></li> <li><b>The 2022-2023 actual was \$20,575.</b></li> </ul> |
| <b>Other Expenses</b>                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                        |
| <p>Annual Strategic Work Plan Initiatives</p> <p><b>\$2,500 budget</b></p> | <ul style="list-style-type: none"> <li>Any new Strategic Work Plan (SWP) initiatives may be funded from this budget line.</li> </ul>                                                                                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li><b>On target</b></li> <li><b>Actual April to June: \$50.</b></li> <li><b>Forecast July to March: \$2,450.</b></li> <li><b>The 2022-2023 actual was \$1,065.</b></li> </ul>      |
| <p>Engagement, Orientation, and Outreach</p> <p><b>\$39,250 budget</b></p> | <ul style="list-style-type: none"> <li>Covers the expenses of the GSA-hosted fall and winter orientation events for new graduate students, other engagement events (aside from the GSA Awards Night), swag purchases and SUTV ads.</li> <li>Depending on graduate student demand for the GSA Planner, and the ad revenue, this budget is also used to cover the cost of printing additional Planners not covered by the revenue from ad sales.</li> </ul> | <ul style="list-style-type: none"> <li><b>On target</b></li> <li><b>Actual April to June: \$74.</b></li> <li><b>Forecast July to March: \$39,176.</b></li> <li><b>The 2022-2023 actual was \$33,734.</b></li> </ul>    |
| <p>GSA Awards Night</p> <p><b>\$12,150 budget</b></p>                      | <ul style="list-style-type: none"> <li>Expenses for the annual GSA Awards Night (normally in March). Awards distributed are funded by the Graduate Student Support Fund (see the Restricted and Other Funding Budget Narrative).</li> </ul>                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li><b>On target</b></li> <li><b>Actual April to June: \$4,134.</b></li> <li><b>Forecast July to March: \$8,016</b></li> <li><b>The 2022-2023 actual was \$8,506.</b></li> </ul>    |

| Governance                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                            |
|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Directly-Elected Officer Stipends</b>                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                            |
| Directly-Elected Officers (DEOs) Stipends<br><br><b>\$188,052 budget</b> | <ul style="list-style-type: none"> <li>DEOs include the President, the VP Academic, the VP External, the VP Student Life, and the VP Student Services. In 2023-2024, the President will receive an annual stipend of \$44,772 and the four VP positions will each receive \$35,820. Any changes in the stipends above the Alberta Consumer Price Index are subject to explicit approval by GSA Council (GSA Bylaw and Policy, Section D.BYL.1.4.b).</li> <li>Note that the stipends are gross stipends and include income tax, and Canada Pension Plan (CPP) deductions. Remittances are made on behalf of DEOs from their stipend totals.</li> </ul> | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$46,498.</b></li> <li><b>Forecast July to March: \$141,039.</b></li> <li><b>The 2022-2023 actual was \$181,484.</b></li> </ul> |
| <b>Directly-Elected Officer Benefits</b>                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                            |
| GSA Health and Dental Plan<br><br><b>\$2,758 budget</b>                  | <ul style="list-style-type: none"> <li>The 2023-2024 rate is \$552 per DEO per annum.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$0.00.</b></li> <li><b>Forecast July to March: \$2,760.</b></li> <li><b>The 2022-2023 actual was \$2,627.</b></li> </ul>       |
| U-Pass<br><br><b>\$2,700 budget</b>                                      | <ul style="list-style-type: none"> <li>The U-Pass is set at \$180 each term in 2023-2024 per agreement with the transit systems and municipal student associations. This amount is reimbursed in May, September, and January.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$900.</b></li> <li><b>Forecast July to March: \$1,800.</b></li> <li><b>The 2022-2023 actual was \$2,340.</b></li> </ul>        |
| <b>Directly-Elected Officer Employer Contributions</b>                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                            |
| Employer CPP Contributions<br><br><b>\$10,308 budget</b>                 | <ul style="list-style-type: none"> <li>CPP is calculated at the Government of Canada rate for 2023.</li> <li>This line shows the employer’s contribution only (not the employee contribution).</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$2,891.</b></li> <li><b>Forecast July to March: \$7,416.</b></li> <li><b>The 2022-2023 actual was \$9,533.</b></li> </ul>      |
| <b>Directly-Elected Officers - Other Expenses</b>                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                            |
| Insurance<br><br><b>\$1,406 budget</b>                                   | <ul style="list-style-type: none"> <li>Directors and Officers Liability Insurance paid annually in January.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$0.00.</b></li> <li><b>Forecast July to March: \$1,406.</b></li> <li><b>The 2022-2023 actual was \$197.</b></li> </ul>         |
| Election Expenses<br><br><b>\$3,841 budget</b>                           | <ul style="list-style-type: none"> <li>This is used to cover expenses associated with the GSA General Election that takes place in February/March.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$0.00.</b></li> <li><b>Forecast July to March: \$3,841.</b></li> <li><b>The 2022-2023 actual was \$3,355.</b></li> </ul>       |
| Transition/Discover Governance (Early Call)                              | <ul style="list-style-type: none"> <li>Discover Governance (formerly known as the Early Call for Talent and Training) programming occurs in the fall and early winter.</li> <li>Transition programming typically occurs in March and April.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$709.</b></li> <li><b>Forecast July to March: \$4,431.</b></li> </ul>                                                          |

# GSA 2023-2024 Operating Budget (including Capital Budget) Narrative

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|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>\$5,140 budget</b>                          |                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>● The 2022-2023 actual was \$0.00.</li> </ul>                                                                                       |
| Training/Development                           | <ul style="list-style-type: none"> <li>● Expenses for the training and development of the DEOs to promote the effective performance of their duties.</li> </ul>                                                                                                                                                           | <ul style="list-style-type: none"> <li>● On target.</li> </ul>                                                                                                             |
| <b>\$6,000 budget</b>                          | <ul style="list-style-type: none"> <li>● Increase in the budget for 2023-2024 to meet DEO training needs.</li> </ul>                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>● Actual April to June: \$279.</li> <li>● Forecast July to March: \$5,721.</li> <li>● The 2022-2023 actual was \$1,132.</li> </ul>  |
| Directly-Elected Officers' Expenses            | <ul style="list-style-type: none"> <li>● Expenses related to hosting/food/conferences to pursue GSA goals or initiatives. (e.g., one-on-one meetings with graduate students to discuss the role of the GSA in the lives of graduate students).</li> </ul>                                                                 | <ul style="list-style-type: none"> <li>● On target.</li> </ul>                                                                                                             |
| <b>\$3,034 budget</b>                          |                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>● Actual April to June: \$390.</li> <li>● Forecast July to March: \$2,644.</li> <li>● The 2022-2023 actual was \$901.</li> </ul>    |
| GSA Standing Committee Food and Other Expenses | <ul style="list-style-type: none"> <li>● Provision of light refreshments, where warranted, at GSA standing committees meetings.</li> </ul>                                                                                                                                                                                | <ul style="list-style-type: none"> <li>● On target.</li> </ul>                                                                                                             |
| <b>\$517 budget</b>                            |                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>● Actual April to June: \$0.00.</li> <li>● Forecast July to March: \$517.</li> <li>● The 2022-2023 actual was \$247.</li> </ul>     |
| <b>GSA Council Expenses</b>                    |                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                            |
| GSA Council Food and Other Expenses            | <ul style="list-style-type: none"> <li>● The estimate is based on 12 meetings per year.</li> <li>● Provision of food at GSA Council (alternates between pizza and sandwich offerings) and other hosting expenses.</li> <li>● Includes printing of GSA Council placards and celebratory/acknowledgement events.</li> </ul> | <ul style="list-style-type: none"> <li>● On target.</li> </ul>                                                                                                             |
| <b>\$6,204 budget</b>                          |                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>● Actual April to June: \$700.</li> <li>● Forecast July to March: \$5,502.</li> <li>● The 2022-2023 actual was \$1,672.</li> </ul>  |
| GSA Council Speaker Honorarium                 | <ul style="list-style-type: none"> <li>● Speaker is paid an honorarium for chairing (and related duties) each GSA Council meeting (\$185 per meeting).</li> </ul>                                                                                                                                                         | <ul style="list-style-type: none"> <li>● On target.</li> </ul>                                                                                                             |
| <b>\$2,220 budget</b>                          |                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>● Actual April to June: \$555.</li> <li>● Forecast July to March: \$1,665.</li> <li>● The 2022-2023 actual was \$2,035.</li> </ul>  |
| Chief Returning Officer (CRO) Honorarium       | <ul style="list-style-type: none"> <li>● The CRO is paid an honorarium for managing the GSA General Election, including any by-elections and referenda.</li> </ul>                                                                                                                                                        | <ul style="list-style-type: none"> <li>● On target.</li> </ul>                                                                                                             |
| <b>\$1,500 budget</b>                          |                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>● Actual April to June: \$0.00.</li> <li>● Forecast July to March: \$1,500.</li> <li>● The 2022-2023 actual was \$1,500.</li> </ul> |
| Other Honoraria                                | <ul style="list-style-type: none"> <li>● This pool of money may be used to pay an honorarium to an individual(s) for significant and high-level work like that done by the Speaker or CRO (e.g., the Deputy Returning Officer needs to significantly assist the CRO for a significant period).</li> </ul>                 | <ul style="list-style-type: none"> <li>● On target.</li> </ul>                                                                                                             |
| <b>\$1,500 budget</b>                          |                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>● Actual April to June: \$0.00.</li> <li>● Forecast July to March: \$1,500.</li> <li>● The 2022-2023 actual was \$0.00.</li> </ul>  |

|                                                                                                             | Human Resources                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                    |
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|                                                                                                             | Support Staff (Represented by NASA)                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                    |
| Support Staff – Salaries<br><b>\$313,380 budget</b>                                                         | <ul style="list-style-type: none"> <li>• There are four full-time support staff positions (Executive Coordinator/Communications, Elections Coordinator, Strategic Planning Coordinator and Initiatives Lead and Outreach Coordinator).</li> <li>• Includes contractual cost of living increases and one-time payments (e.g., responsibility pay).</li> </ul> | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$71,447.</b></li> <li>• <b>Forecast July to March: \$194,567.</b></li> <li>• <b>The 2022-2023 actual was \$296,211.</b></li> </ul> |
| Support Staff – Benefits<br><b>\$24,710 budget</b>                                                          | <ul style="list-style-type: none"> <li>• Calculated based on 8% of salary.</li> </ul>                                                                                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$4,810.</b></li> <li>• <b>Forecast July to March: \$13,840.</b></li> <li>• <b>The 2022-2023 actual was \$23,496.</b></li> </ul>    |
| Support Staff – RRSP<br><b>\$33,977 budget</b>                                                              | <ul style="list-style-type: none"> <li>• Support staff receive RRSP payments for contribution to their own plans.</li> <li>• Calculated based on 11% of salary.</li> </ul>                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$6,614.</b></li> <li>• <b>Forecast July to March: \$19,031.</b></li> <li>• <b>The 2022-2023 actual was \$32,307.</b></li> </ul>    |
| Support Staff – GSA Health and Dental Plan and Graduate Student Assistance Program<br><b>\$2,295 budget</b> | <ul style="list-style-type: none"> <li>• The 2023-2024 rate is \$552 per support staff member per annum.</li> <li>• The Graduate Student Assistance Program (GSAP) is \$21.80 per support staff per annum.</li> </ul>                                                                                                                                        | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$0.00.</b></li> <li>• <b>Forecast July to March: \$2,208.</b></li> <li>• <b>The 2022-2023 actual was \$1,789.</b></li> </ul>       |
| Support Staff – Employer CPP Contributions<br><b>\$15,286 budget</b>                                        | <ul style="list-style-type: none"> <li>• CPP is calculated at the Government of Canada rate for 2023.</li> <li>• This line shows the employer’s contribution only (not the employee contribution).</li> </ul>                                                                                                                                                | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$4,723.</b></li> <li>• <b>Forecast July to March: \$9,030.</b></li> <li>• <b>The 2022-2023 actual was \$14,167.</b></li> </ul>     |
| Support Staff – Employer EI Contributions<br><b>\$5,716 budget</b>                                          | <ul style="list-style-type: none"> <li>• EI is calculated at the Government of Canada rate for 2023.</li> <li>• This line shows the employer’s contribution only (not the employee contribution).</li> </ul>                                                                                                                                                 | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$1,891.</b></li> <li>• <b>Forecast July to March: \$3,477.</b></li> <li>• <b>The 2022-2023 actual was \$5,385.</b></li> </ul>      |
| Support Staff Development<br><b>\$6,000 budget</b>                                                          | <ul style="list-style-type: none"> <li>• The support staff’s NASA collective agreement provides for support of \$1,500 per support staff for courses related to staff development.</li> </ul>                                                                                                                                                                | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$0.00.</b></li> <li>• <b>Forecast July to March: \$6,000.</b></li> <li>• <b>The 2022-2023 actual was \$1,500.</b></li> </ul>       |
| Support Staff Required Professional Development<br><b>\$1,500 budget</b>                                    | <ul style="list-style-type: none"> <li>• This line is to support staff training and professional development opportunities as required by management.</li> </ul>                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$0.00.</b></li> <li>• <b>Forecast July to March: \$1,500.</b></li> <li>• <b>The 2022-2023 actual was \$83.</b></li> </ul>          |

# GSA 2023-2024 Operating Budget (including Capital Budget) Narrative

7.12

| <b>Administrative/Professional Staff</b>                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                            |
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| Administrative/<br>Professional Staff -- Salaries<br><br><b>\$247,038 budget</b>                                                                  | <ul style="list-style-type: none"> <li>There are 2 full-time administrative/professional staff (Executive Director and Associate Director) and 2 part-time administrative/professional staff (Financial Manager and Accountant (CPA)).</li> <li>The Executive Director's (ED) salary and other employment related expenses are established in a contractual agreement.</li> </ul> | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$57,656.</b></li> <li><b>Forecast July to March: \$189,382.</b></li> <li><b>The 2022-2023 actual was \$190,002.</b></li> </ul> |
| Administrative/<br>Professional Staff -- Merit<br>Pay<br><br><b>\$23,776 budget</b>                                                               | <ul style="list-style-type: none"> <li>In accordance with the ED's contract, the ED can receive an annual merit payment.</li> <li>Additionally, the other administrative/professional staff are eligible to receive merit payments.</li> </ul>                                                                                                                                    | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$0.00.</b></li> <li><b>Forecast July to March: \$23,776.</b></li> <li><b>The 2022-2023 actual was \$19,601.</b></li> </ul>     |
| Administrative/<br>Professional Staff -- Benefits<br><br><b>\$17,914 budget</b>                                                                   | <ul style="list-style-type: none"> <li>Calculated based on 8% of salary.</li> </ul>                                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$2,494.</b></li> <li><b>Forecast July to March: \$13,920.</b></li> <li><b>The 2022-2023 actual was \$14,239.</b></li> </ul>    |
| Administrative/<br>Professional Staff -- RRSP<br><br><b>\$24,632 budget</b>                                                                       | <ul style="list-style-type: none"> <li>Administrative/professional staff receive RRSP payments for contribution to their own plans calculated based on 11% of salary.</li> </ul>                                                                                                                                                                                                  | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$3,429.</b></li> <li><b>Forecast July to March: \$21,203.</b></li> <li><b>The 2022-2023 actual was \$19,520.</b></li> </ul>    |
| Administrative/<br>Professional Staff -- GSA<br>Health and Dental Plan and<br>Graduate Student Assistance<br>Program<br><br><b>\$1,721 budget</b> | <ul style="list-style-type: none"> <li>The estimated 2022-2023 rate is \$552 per administrative/professional staff per annum (assumes a 5% increase with the actual fee set by GSA Council in March).</li> <li>The GSAP is \$21.80 per administrative/professional staff per annum.</li> </ul>                                                                                    | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$0.00.</b></li> <li><b>Forecast July to March: \$1,656.</b></li> <li><b>The 2022-2023 actual was \$3,428.</b></li> </ul>       |
| Administrative/<br>Professional Staff --<br>Employer CPP Contributions<br><br><b>\$10,277 budget</b>                                              | <ul style="list-style-type: none"> <li>CPP is calculated at the Government of Canada rate for 2023.</li> <li>This line shows the employer's contribution only (not the employee contribution).</li> </ul>                                                                                                                                                                         | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$3,461.</b></li> <li><b>Forecast July to March: \$6,816.</b></li> <li><b>The 2022-2023 actual was \$7,775.</b></li> </ul>      |
| Administrative/<br>Professional Staff --<br>Employer EI Contributions<br><br><b>\$3,766 budget</b>                                                | <ul style="list-style-type: none"> <li>EI is calculated at the Government of Canada rate for 2023.</li> <li>This line shows the employer's contribution only (not the employee contribution).</li> </ul>                                                                                                                                                                          | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$1,387.</b></li> <li><b>Forecast July to March: \$2,379.</b></li> <li><b>The 2022-2023 actual was \$3,018.</b></li> </ul>      |
| <b>Other HR Expenses</b>                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                            |

|                                                                    |                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                             |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Office Recognition</p> <p><b>\$1,000 budget</b></p>             | <ul style="list-style-type: none"> <li>• This pool of money is used for recognition of GSA staff members (e.g., when a staff member leaves or reaches significant benchmarks).</li> </ul>                                                                                                                                                | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$218.</b></li> <li>• <b>Forecast July to March: \$782.</b></li> <li>• <b>The 2022-2023 actual was \$601.</b></li> </ul>     |
| <p>Professional Expense Allowance</p> <p><b>\$6,886 budget</b></p> | <ul style="list-style-type: none"> <li>• Contractual arrangement with the ED.</li> <li>• Budget also used for the professional development of administrative/professional staff.</li> </ul>                                                                                                                                              | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$629.</b></li> <li>• <b>Forecast July to March: \$6,257.</b></li> <li>• <b>The 2022-2023 actual was \$2,298.</b></li> </ul> |
| <p>Workers' Compensation</p> <p><b>\$2,659 budget</b></p>          | <ul style="list-style-type: none"> <li>• WCB-Alberta is disability insurance for workers against the impact of workplace injuries. Our insurance providers strongly recommended that the GSA enrol in Workers' Compensation.</li> <li>• WCB-Alberta requires an annual return be filed by the last day of February each year.</li> </ul> | <ul style="list-style-type: none"> <li>• <b>On target.</b></li> <li>• <b>Actual April to June: \$741.</b></li> <li>• <b>Forecast July to March: \$1,918.</b></li> <li>• <b>The 2022-2023 actual was \$3,210.</b></li> </ul> |

# GSA 2023-2024 Operating Budget (including Capital Budget) Narrative

7.14

| Office Administration and Operational Costs                                  |                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                           |
|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Capital Items</p> <p><b>\$3,000 budget</b></p>                            | <ul style="list-style-type: none"> <li>This budget line refers to purchases of major assets that the GSA will need and is part of a ten-year ever-greening plan.</li> </ul>                                                                                                                | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$1,893.</li> <li>Forecast July to March: \$1,107.</li> <li>The 2022-2023 actual was \$2,636.</li> </ul> |
| <p>Information Technology Service Agreement</p> <p><b>\$6,000 budget</b></p> | <ul style="list-style-type: none"> <li>The GSA has a service agreement with Information Service Technology to support the GSA's IT and provide troubleshooting services.</li> </ul>                                                                                                        | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00.</li> <li>Forecast July to March: \$6,000</li> <li>The 2022-2023 actual was \$3,150.</li> </ul>   |
| <p>Telephone and Cable</p> <p><b>\$3,345 budget</b></p>                      | <ul style="list-style-type: none"> <li>Billed monthly.</li> </ul>                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$470.</li> <li>Forecast July to March: \$2,352.</li> <li>The 2022-2023 actual was \$2,822.</li> </ul>   |
| <p>Office Supplies and Maintenance</p> <p><b>\$3,500 budget</b></p>          | <ul style="list-style-type: none"> <li>General office expenses including office supplies, postage, printing/photocopying, and miscellaneous office expenses.</li> </ul>                                                                                                                    | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$239.</li> <li>Forecast July to March: \$3,261.</li> <li>The 2022-2023 actual was \$7,405.</li> </ul>   |
| <p>Computer Software</p> <p><b>\$10,291 budget</b></p>                       | <ul style="list-style-type: none"> <li>Monthly or annual fees for Adobe Creative Cloud, Canva, JibJab, Zoom, ActiveCampaigner, Microsoft 365, and Sage Simply Accounting.</li> <li>Usage of computer software has increased because of additional on-line delivery of services.</li> </ul> | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$4,705.</li> <li>Forecast July to March: \$5,586.</li> <li>The 2022-2023 actual was \$9,360.</li> </ul> |
| <p>Payroll and Banking Service Charges</p> <p><b>\$1,948 budget</b></p>      | <ul style="list-style-type: none"> <li>The payroll processing charges to CERIDIAN (payroll service provider).</li> <li>Business banking plan fees and corporate MasterCard annual fees.</li> </ul>                                                                                         | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$363.</li> <li>Forecast July to March: \$1,107.</li> <li>The 2022-2023 actual was \$1,548.</li> </ul>   |
| <p>Photocopier Lease and Meter</p> <p><b>\$4,000 budget</b></p>              | <ul style="list-style-type: none"> <li>The GSA leases a photocopier from Xerox for office use. Billing for the lease and metering (variable according to usage) charges occurs monthly.</li> </ul>                                                                                         | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00.</li> <li>Forecast July to March: \$1,034.</li> <li>The 2022-2023 actual was \$3,516.</li> </ul>  |
| <p>General Liability Insurance (Office)</p> <p><b>\$756 budget</b></p>       | <ul style="list-style-type: none"> <li>General liability insurance to cover property damage, personal injury, tenants' legal liability, etc.</li> </ul>                                                                                                                                    | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$638.</li> <li>Forecast July to March: \$0.00.</li> <li>The 2022-2023 actual was \$563.</li> </ul>      |
| <p>AMICCUS-C Membership</p> <p><b>\$725 budget</b></p>                       | <ul style="list-style-type: none"> <li>Membership to AMICCUS-C (Association of Managers in Canadian Colleges and University Student Centers).</li> </ul>                                                                                                                                   | <ul style="list-style-type: none"> <li>On target.</li> <li>Actual April to June: \$0.00.</li> <li>Forecast July to March: \$725.</li> <li>The 2022-2023 actual was \$725.</li> </ul>      |

| Professional                                              |                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                 |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financial Auditing<br><br><b>\$14,250 budget</b>          | <ul style="list-style-type: none"> <li>● GSA has an annual audit performed by RSM.</li> <li>● Required by the <i>Post-Secondary Learning Act</i> and submitted to the University Board of Governors.</li> <li>● Slight budget increase for 2023-2024 based on higher actual in 2022-2023.</li> </ul> | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00.</b></li> <li>● <b>Forecast July to March: \$14,250.</b></li> <li>● <b>The 2022-2023 actual was \$13,781.</b></li> </ul>  |
| Consultants<br><br><b>\$5,000 budget</b>                  | <ul style="list-style-type: none"> <li>● Consultancy fees should a need arise.</li> </ul>                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$7,381.</b></li> <li>● <b>Forecast July to March: \$0.00.</b></li> <li>● <b>The 2022-2023 actual was \$27,380.</b></li> </ul>   |
| Investment Advisor<br><br><b>\$21,000 budget</b>          | <ul style="list-style-type: none"> <li>● Investment advisor fees for ATB Wealth.</li> <li>● These fees are charged at a rate commensurate with the dollar value of our portfolio (which has increased) so an increase has been applied for 2023-2024.</li> </ul>                                     | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$5,131.</b></li> <li>● <b>Forecast July to March: \$15,869.</b></li> <li>● <b>The 2022-2023 actual was \$20,240.</b></li> </ul> |
| Legal Fees - General<br><br><b>\$20,000 budget</b>        | <ul style="list-style-type: none"> <li>● Legal advice on significant operational issues as needed.</li> <li>● If there are monies remaining at year-end these funds are added to the Legal Defence Fund, on advice from our auditor.</li> </ul>                                                      | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$1,243.</b></li> <li>● <b>Forecast July to March: \$18,757.</b></li> <li>● <b>The 2022-2023 actual was \$39,884.</b></li> </ul> |
| Operating/Contingency Fund                                |                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                 |
| Operating /Contingency Fund<br><br><b>\$15,000 budget</b> | <ul style="list-style-type: none"> <li>● A fund set aside to handle unexpected and unanticipated expenses that are outside the range of the Operating Budget.</li> </ul>                                                                                                                             | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00.</b></li> <li>● <b>Forecast July to March: \$0.00.</b></li> <li>● <b>The 2022-2023 actual was \$10,000.</b></li> </ul>    |

## GSA 2023-2024 Restricted and Other Funding Budget (Narrative)

| Account Name and Budget                                                                                                                                                                                            | Brief Description                                                                                                                                                                                                                                                                                                                                                                                   | Narrative                                                                                                                                                                                                                          |
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| <b>Restricted and Other Funding</b>                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                    |
| <b>Fundraised Activity</b>                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                    |
| GSA Planner<br><br><b>\$3,620 budget</b>                                                                                                                                                                           | <ul style="list-style-type: none"> <li>● The GSA sells advertising space in its yearly graduate student planner to subsidize printing costs.</li> <li>● There are agreements with the Office of the Dean of Students and Studentcare for the purchase of ad space. The cost of printing Planners is offset from the “Engagement, Orientation and Outreach” line in the Operating budget.</li> </ul> | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00</b></li> <li>● <b>Forecast July to March: \$3,620.</b></li> <li>● <b>The 2022-2023 actual was \$3,620.</b></li> </ul>        |
| <b>Graduate Student Support Fund (Restricted Revenue)</b><br>The funding provided for the Graduate Student Support Fund (GSSF) for 2023-2024 has remained at the level provided in 2022-2023 (total of \$964,000). |                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                    |
| GSA Recognition Awards<br><br><b>\$18,000 budget</b>                                                                                                                                                               | <ul style="list-style-type: none"> <li>● Funds provided for various awards presented at the annual GSA Awards Night.</li> <li>● Revenue is received in the form of GSSF funds.</li> <li>● Expenses for the GSA Awards Night event itself are processed in March from the Operating budget.</li> </ul>                                                                                               | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00</b></li> <li>● <b>Forecast July to March: \$18,000.</b></li> <li>● <b>The 2022-2023 actual was \$17,000.</b></li> </ul>      |
| GSA Child Care Grants<br><br><b>\$331,100 budget</b>                                                                                                                                                               | <ul style="list-style-type: none"> <li>● Graduate students can apply for this grant to offset the cost of child care.</li> <li>● Revenue is received in the form of GSSF funds.</li> <li>● Expenses are processed throughout the year.</li> </ul>                                                                                                                                                   | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$4,000.</b></li> <li>● <b>Forecast July to March: \$327,100.</b></li> <li>● <b>The 2022-2023 actual was \$380,575.</b></li> </ul>  |
| GSA Emergency Bursaries<br><br><b>\$378,400 budget</b>                                                                                                                                                             | <ul style="list-style-type: none"> <li>● Emergency Bursaries are a non-repayable bursary for graduate students who need assistance due to an unanticipated emergency.</li> <li>● Revenue is received in the form of GSSF funds.</li> <li>● Expenses are processed throughout the year.</li> </ul>                                                                                                   | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00</b></li> <li>● <b>Forecast July to March: \$378,400.</b></li> <li>● <b>The 2022-2023 actual was \$289,304.</b></li> </ul>    |
| GSA Academic Travel Grants<br><br><b>\$236,500 budget</b>                                                                                                                                                          | <ul style="list-style-type: none"> <li>● Graduate students can apply for this grant to participate in academic activities such as conferences and research trips.</li> <li>● Revenue is received in the form of GSSF funds.</li> <li>● Expenses are processed throughout the year.</li> </ul>                                                                                                       | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$49,769.</b></li> <li>● <b>Forecast July to March: \$423,231.</b></li> <li>● <b>The 2022-2023 actual was \$277,778.</b></li> </ul> |

### GSA 2023-2024 Restricted and Other Funding Budget (Narrative)

|                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                     |
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| <p>CJSR Fees</p> <p><b>\$16,610 budget</b></p>                                   | <ul style="list-style-type: none"> <li>● The U of A campus radio station (CJSR) receives \$1 per graduate student per term. This is a dedicated fee that was implemented by a referendum in 1999.</li> <li>● Revenue and the related expenses are processed in October and February.</li> </ul>                                                                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00</b></li> <li>● <b>Forecast July to March: \$16,610.</b></li> <li>● <b>The 2022-2023 actual was \$16,255.</b></li> </ul>       |
| <p>GSAP (Graduate Student Assistance Program)</p> <p><b>\$181,049 budget</b></p> | <ul style="list-style-type: none"> <li>● In February 2021 a referendum was held during the GSA elections to approve continuation of the GSAP at a cost of up to \$21.80 per graduate student. Collection of the new fee began in September 2021.</li> <li>● From 2009 until March 2021 the GSAP fee was \$12 per graduate student per annum.</li> <li>● The University provides a subsidy against the cost of the GSAP until March 2025.</li> <li>● Revenue and the related expenses are processed in October and February.</li> </ul>                 | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00</b></li> <li>● <b>Forecast July to March: \$181,049.</b></li> <li>● <b>The 2022-2023 actual was \$140,983.</b></li> </ul>     |
| <p>GSA Health Plan</p> <p><b>\$1,838,316 budget</b></p>                          | <ul style="list-style-type: none"> <li>● This is the fee that is charged to graduate students for the health part of the GSA Health and Dental Plan.</li> <li>● The 2023-2024 fee is \$344.87 per graduate student per year.</li> <li>● Revenue and related expenses are processed in October, February, and March.</li> <li>● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees.</li> </ul> | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00</b></li> <li>● <b>Forecast July to March: \$1,838,316.</b></li> <li>● <b>The 2022-2023 actual was \$1,942,355.</b></li> </ul> |
| <p>GSA Dental Plan</p> <p><b>\$1,373,988 budget</b></p>                          | <ul style="list-style-type: none"> <li>● This is the fee that is charged to graduate students for the dental part of the Health and Dental Plan.</li> <li>● The 2023-2024 fee is \$259.31 per graduate student per year.</li> <li>● Revenue and related expenses are processed in October, February, and March.</li> <li>● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees.</li> </ul>     | <ul style="list-style-type: none"> <li>● <b>On target.</b></li> <li>● <b>Actual April to June: \$0.00</b></li> <li>● <b>Forecast July to March: \$1,373,988</b></li> <li>● <b>The 2022-2023 actual was \$1,444,394.</b></li> </ul>  |

| Account Name and Budget                                                                                                          | Brief Description                                                                                                                                                                                                                                                                                                                                 | Narrative                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Labour Union Restricted Fund Revenue</b>                                                                                      |                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                           |
| GSA Labour Union Dues Collected<br><br><b>\$196,403 budget</b>                                                                   | <ul style="list-style-type: none"> <li>Beginning in September 2021 the GSA commenced collection of labour union dues from Academically-Employed Graduate Students.</li> <li>Based on the dues received to date for 2022-2023 plus the recently ratified Memorandum of Settlement which provides for a 1.5% increase in September 2023.</li> </ul> | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$25,265.</b></li> <li><b>Forecast July to March: \$171,138.</b></li> <li><b>The 2022-2023 actual was \$62,785.</b></li> </ul> |
| GSA Labour Union Dues bank account interest<br><br><b>\$6,000 budget</b>                                                         | <ul style="list-style-type: none"> <li>Dues received are deposited into a restricted bank account which accrues interest.</li> </ul>                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$3,000</b></li> <li><b>Forecast July to March: \$7,200</b></li> <li><b>The 2022-2023 actual was \$5,041.</b></li> </ul>       |
| <b>Labour Union Restricted Fund Expenses</b>                                                                                     |                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                           |
| GSA Labour Union PSAC Service Agreement<br><br><b>\$75,000 budget</b>                                                            | <ul style="list-style-type: none"> <li>In October 2021 the GSA signed a service agreement with the Public Service Alliance of Canada (PSAC). The annual cost of this is \$75,000 per annum, assessed quarterly.</li> </ul>                                                                                                                        | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$18,751.</b></li> <li><b>Forecast July to March: \$56,249.</b></li> <li><b>The 2022-2023 actual was \$75,469.</b></li> </ul>  |
| GSA Labour Union Sundry Expenses<br><br><b>\$5,000 budget</b>                                                                    | <ul style="list-style-type: none"> <li>In compliance with relevant legislation this budget line covers incidental expenses (such as printing of materials, steward training, etc.).</li> </ul>                                                                                                                                                    | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$63.</b></li> <li><b>Forecast July to March: \$4,937.</b></li> <li><b>The 2022-2023 actual was \$531.</b></li> </ul>          |
| GSA Directly-Elected Associate Vice-President Labour Stipend, Benefits, and Employer Contributions<br><br><b>\$38,867 budget</b> | <ul style="list-style-type: none"> <li>Per GSA Council approval of officer portfolio restructuring the GSA Assoc VP Labour stipend and benefits (Health and Dental Plan and U-Pass) and employer CPP contributions are to be paid from the Labour Union Fund revenue. GSA Assoc VP Labour to be elected effective May 1, 2023.</li> </ul>         | <ul style="list-style-type: none"> <li><b>On target.</b></li> <li><b>Actual April to June: \$6,150.</b></li> <li><b>Forecast July to March: \$27,597.</b></li> <li><b>The 2022-2023 actual was \$0.00.</b></li> </ul>     |

GSA NOMINATING COMMITTEE (GSA NoC)  
**GSA AWARDS SELECTION COMMITTEE (GSA ASC) (EIGHT (8) POSITIONS FOR GSA MEMBERS): ONE (1) NOMINEE**

Information regarding the eight (8) vacancies for GSA members was advertised in the GSA newsletter of 29 September, and 5 October 2023 with a nomination deadline of 11 October 2023. One (1) nomination was received.

The GSA ASC is “responsible for selecting the recipients of the GSA Council approved GSA Recognition Awards” (Section O.POL.5.1).

**There will be a paper ballot vote held at the 16 October 2023 GSA Council meeting.**

*If you and your alternate are unable to attend the Monday 16 October meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Elections Coordinator ([gsanomco@ualberta.ca](mailto:gsanomco@ualberta.ca)) BEFORE 3:00 PM on Monday 16 October 2023 in order to cast your vote in advance of the GSA Council meeting.*

**Nominees for this position are listed in alphabetical order by last name. ‘None of the Candidates’ will also be considered a nominee.**

- 1. Ezra Ketema (Pediatrics)**

Current GSA ASC membership can be found [here](#).

**Jurisdiction:**

GSA Bylaw and Policy, Section O.POL.3.3

The GSA ASC is composed of “a minimum of eight (8) and up to twelve (12) GSA members elected by GSA Council as voting members. The GSA ASC Chair, in consultation with the GSA ASC Vice-Chair and the Chair of the GSA Nominating Committee, can decide to increase the number of GSA members on the GSA ASC.”

GSA Bylaw and Policy, Section E.POL.3.1.a

“The GSA NoC provides GSA Council with the names of nominees to fill vacancies on GSA Standing Committees, ad hoc committees, and subcommittees, unless otherwise noted. All vacancies will be advertised at least twice in advance of the nomination deadline noted in the advertisement.”

**The name and biography received for the one (1) nominee is BELOW on page 8.3. The biography and resume is presented as received (i.e. not edited).**

**NOMINATIONS FOR GSA AWARDS AND SELECTION COMMITTEE (GSA ASC)  
(EIGHT (8) VACANCIES FOR GSA MEMBERS)  
One (1) Nominee**

**1. Ezra Ketema**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Statement of Interest:</b></p> <p>As a graduate student, I am eager to engage in voluntary activities that enable me to contribute my prior experiences and knowledge to benefit the university community. The positive feedback I’ve received from close friends about the GSA Awards Selection Committee has inspired me to apply to become a member of the team. It is always my pleasure to contribute my skills and abilities to support both the university community and my fellow students. Participating in this committee will not only allow me to serve the student community but also equip me with valuable experiences that I can draw upon when engaging in future committee work and other voluntary activities</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>Bio:</b></p> <p>In my previous role, I actively participated in various committee assignments, demonstrating my commitment to collaborative efforts. These included my involvement as a member of the New Staff Recruitment Committee, Staff Evaluation and Promotion Committee, among others. Additionally, I dedicated my time to volunteer work as part of the Community Diabetes Educators’ Team. Within this role, I engaged in activities such as distributing brochures and organizing community meetings to address important health-related issues. Furthermore, I took on the role of a GSA Student Representative within the FGSR Council last year, where I effectively represented the interests and concerns of my fellow students. My track record also includes securing multiple grant applications successfully, including more than six graduate studentship awards at UAlberta alone. This experience has provided me with a deep understanding of grant application processes and evaluation criteria. Collectively, these experiences have equipped me with the skills and insights needed to make a meaningful contribution as a member of the GSA Awards Selection Committee. I am eager to be part of this committee and support the GSA and its members to the best of my ability.</p> |

SPEAKER AND EXECUTIVE DIRECTOR  
**GSA NOMINATING COMMITTEE (GSA NoC) (ONE (1) POSITION FOR GSA MEMBER): ONE (1) NOMINEE**

Information regarding this position was circulated via Newsletter on 29 September and 5 October, with a deadline of 11 October. One (1) nomination was received.

**There will be a paper ballot vote held at the 16 October 2023 GSA Council meeting.**

*If you and your alternate are unable to attend the Monday 16 October meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Elections Coordinator ([gsanomco@ualberta.ca](mailto:gsanomco@ualberta.ca)) BEFORE 3:00 PM on Monday 16 October 2023 in order to cast your vote in advance of the GSA Council meeting.*

**Nominees for this position are listed in alphabetical order by last name. 'None of the Candidates' will also be considered a nominee.**

- 1. Tianxu Wang (Mathematical and Statistical Sciences)**

**Jurisdiction:**

Section E.POL.4

*"Vacancies on the GSA NoC will be advertised by the ED or delegate and GSA Speaker. The ED or delegate and GSA Speaker will provide GSA Council with the names of nominees for the GSA NoC who meet the criteria set out in Section E.POL.5, below. These vacancies will be advertised at least twice in advance of the nomination deadline noted in the advertisement."*

Section E.POL.5.1

*The GSA NoC is composed of "a total of five (5) graduate student members, including at least two (2) voting members of GSA Council (who may be alternates) elected by GSA Council, and three (3) additional graduate student members elected by GSA Council, as voting members."*

**The name and biography received for the one (1) nominee is BELOW on page 8.1. The biography and resume is presented as received (i.e. not edited).**

**NOMINATION FOR GSA NOMINATING COMMITTEE (NoC)  
ONE (1) VACANCY FOR GSA MEMBER)  
One (1) Nominee**

**1. Tianxu Wang**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Statement of Interest:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| I am eager to serve on the GSA Nominating Committee to expand my network, collaborate with other students, and gain valuable student work experience.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Bio:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p>I am currently a PhD student in mathematics with an outgoing personality and a passion for connecting with new people. My strong communication and leadership skills are evident through my experience delivering over seven presentations, where I engaged confidently with the audience, explaining my work clearly and logically.</p> <p>My prior role as a senior high school mathematics teacher in China for one year further demonstrates my communication abilities. I actively participate in various extracurricular activities and volunteer events, including math teaching and environmental protection initiatives. Currently, I hold the position of Vice President Internal in the Graduate Mathematics and Statistics Society (SIGMAS).</p> <p>Within our research group, I have organized numerous social events, such as trivia and Christmas parties. I enjoy collaborating with others, having worked with peers on several projects and currently collaborating with a higher-level graduate student in my group. I actively participate in all academic and social activities.</p> |

**2023-2024 President  
Report to GSA Council for the 16<sup>th</sup> October 2023 Meeting**

To: GSA Council  
From: Bishoi Aziz  
Date: 10<sup>th</sup> October

Dear Council Colleagues,

I hope that you are all enjoying the beauty of the campus in the fall time with all the colored trees around and the orange leaves covering the streets. I am not sure whether to cheer or to worry that the weather is still warm close to the summertime, but let's hope for the best. It's my pleasure to report to you my work over the past month.

**Meeting with Alberta Advanced Education Minister – Honourable Rajan Sawhney**

- Over the last month, the University of Alberta has welcomed the Honorable Rajan Sawhney, the Alberta Advanced Education Minister. I had the chance to meet and discuss with her the concerns of the graduate students at UofA.
- In our meeting, which included our SU partners, we focused on four main themes that we hoped to gain the ministry's support for. First, we focused on the need for affordable education. We highlighted the large increases to international tuition and the precarious financial situation of our international students' community. As a support for our claims, we handed the minister a hard copy of the GSA's research on the financial situation assessment. We explained the different ways students are suffering depending on their background \_ how domestic students have large debts, and how international students use food banks excessively probably because of the lack of accessibility for financial support. As a solution, we asked that the ministry improve the legislation language that requires international students to pay the full cost of their education as the university keeps using this language as rationale for the international tuition practices including requiring international students in thesis programs to pay for the remaining unused years in their degree. The ministry stated that her team is currently working on that and we shall have some updates when we next meet in the winter.
- The second topic was supporting immigration for international students. We advocated for changing the ministry's regulations to allow issuing letters for students doing research and teaching assistantship that states that those students are employees of the university to help use these work opportunities towards their points in the federal immigration streams.
- Additionally, we discussed the deteriorating mental health condition of graduate students generally, and course-based programs students specifically as per our data. We advocated for increasing the mental health funding that goes to the university to help leverage more mental help services for the students. We also advocated for increasing the funding support for sexual violence services. To that point, the minister highlighted that she wants first to make sure that the current funds are used efficiently before offering more funds for the sexual violence support.
- As per our meeting with the minister with the UofA Board of Governors, the main ask from the board was consolidation. The minister stated that she's strongly supportive of it and that she's currently working on that file.

**University of Alberta Strategic Plan Launch - Shape**

- Over the last month, the University of Alberta launched its 10-year plan. The plan has a bold aim to expand enrolment to 60,000 students by 2030 to address the increasing demand of both domestic and international students. This means adding 16,000 more students to our current student community. Of that figure, the university plans to have 5,000 more graduate students.
- During the board retreat, we discussed what challenges this plan will bring and how to address them. Such expansion will add more pressure on the current inefficiencies that graduate students are facing such as

unstable funding, inequalities faced by students from equity seeking backgrounds, and unfriendly supervisory environment. I believe this will shape the advocacy roadmap for the GSA. In the GSA, we started already improving our research to obtain solid data on the graduate studies landscape to deliver robust effective advocacy to our constituency.

#### **Faculties of Graduate Studies and Research meetings**

- FGSR is currently working with the faculty of engineering to change the tuition requirement that goes in the acceptance letters to the new students in the MEng program. The letter will allow the students to pay the tuition in installments in contrast to the current language that requires students to pay the whole tuition upfront.
- Currently, FGSR is handling around 400 deferrals of incoming students. What is new this year is that a significant proportion of these deferrals are due to financial reasons which loudly echoes what we in the GSA have been voicing of the currency depreciation situation that international students face.
- Regarding the PhD guaranteed minimum funding, there is no update as FGSR is still in negotiations with the departments.

#### **GSA research and engagement plan**

- I am proud to have the chance today to present to you the GSA research assessing the financial situation of graduate students. I deeply encourage all the departmental councilors to distribute the results of this survey to your student members.
- However, I want to take this chance to discuss our office's internal effort to enhance engagement with our constituency. We acknowledge that a main opportunity for improvement on our end is enhancing engagement and data collection. We currently have a staff member whose full-time responsibility is engagement including both research and social media. We started to put in place a requirement to have a full plan for the research for the whole year to tackle the important advocacy questions our executives face. This will move our advocacy from being based on individual activity to a systematic approach that will provide data and statistics for a robust advocacy effort. While our research on the financial situation is the first to get out of the office, it isn't the first research we have done this year. It is one of many. And we have seen how using these reports have greatly empowered us in the different meetings we went to. I have been asked to present this report to all the main bodies of the university: FGSR council, GFC, Board of Governors, and the Senate, not to mention the Advanced Education Ministry. The report was widely endorsed by the university community and marked a huge improvement for the GSA engagement.

#### **Academic Materials Program**

- The university is currently proposing a new program that will start first for the undergraduate students. The university wants to pose an opt-outable fee for the undergraduate students that will allow the students to access education materials and textbooks in both physical and softcopy formats. While this is currently an exclusive undergraduate program, the course-based graduate degrees are on the radar to be next. We will need to start in the GSA to engage with our students to understand the landscape of textbooks and academic materials usage to direct our advocacy and discussions in that front. Also, the experience of the undergraduate students will be beneficial to highlight both the concerns and the benefits of this new project.

#### **New rehab medicine master in Augustana Campus**

- I have been approached by the President of Augustana Campus Students' Association to discuss the support and representation of students in a new graduate program to be started in Augustana Campus. We discussed how we can share representation and services offered to this new cohort of students. We look forward to engaging with our constituency in the masters of rehabilitation medicine program to understand their perspective.

Please find below a list of meetings I attended between 6<sup>th</sup> September 2023 to 5<sup>th</sup> October 2023 (not inclusive of weekly GSA Board and management meetings). The meetings were accurate at the time of printing.

|                    |                                                                                   |
|--------------------|-----------------------------------------------------------------------------------|
| 6 September        | General Facilities Council Academic Planning Council (GFC APC)                    |
| 7 September        | Connecting on Governance                                                          |
| 7 September        | Meeting with R Epp, Interim Dean, Faculty of Graduate Studies and Research (FGSR) |
| 8 September        | UofA Tuition and Fees Orientation Session with Student Leaders                    |
| 8 September        | Meeting with A Sharman, Vice-President (F & O)                                    |
| 8 September        | Meeting with J Ames, President, Indigenous Graduate Students' Association (IGSA)  |
| 8 September        | Philosophy Orientation                                                            |
| 11 September       | IPR/GSA/IGSA Bi-Monthly Meetings                                                  |
| 12 September       | Lunch with V Yiu, Provost                                                         |
| 12 September       | Meeting with R Sanghera, Vice-Provost and Dean of Students                        |
| 12 September       | Tuition, Budget, and Advisory Committee (TBAC)                                    |
| 13 September       | Meeting with M Padfield, Deputy Provost (Student and Enrolment)                   |
| 13 September       | FGSR Council                                                                      |
| 13 September       | MNIF Joint Oversight Committee Meeting                                            |
| 13 September       | Meeting with R Epp, Interim Dean FGSR                                             |
| 14,15<br>September | UofA Board Retreat Day & Dinner                                                   |
| 15 September       | International Students' Association (ISA) Welcome Day                             |
| 18 September       | GSA Executives and President Flanagan                                             |
| 18 September       | GFC New Members Orientation                                                       |
| 18 September       | General Faculties Council (GFC)                                                   |
| 19 September       | It All Takes Shape - Launch of University SWP                                     |
| 20 September       | Financial Statement Review                                                        |
| 20 September       | GFC APC - Academic Planning Committee                                             |
| 20 September       | Chancellor Dinner                                                                 |
| 20 September       | Cap & Gown Ceremony                                                               |
| 26 September       | Meeting with R Epp, Interim Dean, Faculty of Graduate Studies and Research (FGSR) |
| 26 September       | TD Insurance Partnership Touchpoint                                               |
| 27 September       | UofCGSA/UofAGSA/AUGSA/CUGSA Meeting                                               |
| 27 September       | Meeting with A. Campbell and C. Fotang, UofA Student Union                        |
| 28 September       | Meeting with C. Beasley, A. Campbell and C. Fotang, Student Union                 |
| 28 September       | Board Luncheon with the Minister of Advanced Education                            |
| 28 September       | Meeting with R Sawhney, Minister of Advanced Education                            |
| 29 September       | Board Learning, Research and Student Experience Committee                         |
| 2 October          | PAWSOC Meeting                                                                    |
| 3 October          | MNIF Joint Oversight Committee Meeting                                            |
| 4 October          | GFC Academic Planning Committee                                                   |
| 5 October          | Graduate Student Association Edmonton Taproot press interview                     |



**Graduate Students' Association**  
University of Alberta

# **Understanding Financial Realities: An Analysis of the Financial Condition among UofA Graduate Students**

**August 30, 2023 Results**

780-492-2175  
[www.ualberta.ca/graduate-students-association](http://www.ualberta.ca/graduate-students-association)  
1-49 Triffo Hall, University of Alberta, Edmonton, AB, T6G 2E1



# Graduate Students' Association

University of Alberta

|                                                    |           |
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## Executive Summary

The "Understanding Financial Realities" report, initiated by the Graduate Students' Association (GSA), sheds light on the pressing concerns consistently raised about how the cost of living negatively impacts the academic pursuits of graduate students at the University of Alberta (UofA). Recent findings from our in-depth analysis, have provided us with eye-opening insights and deeper understanding of these challenges, painting a clearer picture of the financial realities our graduate students currently face.

It's particularly concerning that over 40% of respondents have contemplated leaving their programs due to financial pressures, a figure that is significantly 10% higher than the national average reported in the [2021 National Graduate Student Finance Survey](#) by the Ottawa Science Policy Network.

Our findings echo the narrative from the U of A Campus Food Bank, highlighting an increased reliance on food bank services. Disturbingly, over 30% of our survey participants rely on them. Additionally, a staggering 60% of respondents are grappling with housing costs that exceed the city's average. This financial strain has a pronounced effect on international students and PhD candidates, who not only struggle to afford life in the city but also face a heightened risk of discontinuing their studies.

The escalating expenses related to groceries, housing, and accumulated student debt urgently require our attention. They directly impede student achievements and starkly contrast with the affordability and transparency ideals upheld by both the GSA and the [Student Experience Action Plan \(SEAP\)](#).

At the GSA, we're deeply committed, alongside the University of Alberta, to promoting graduate student success. It's alarming to see students facing financial hardships to the extent that they rely on food banks, cut back on nutrition, limit housing expenses, or even consider abandoning their studies. This financial pressure isn't just an academic concern—it directly impacts mental and physical well-being. As emphasized by the [Financial Consumer Agency of Canada](#), financial stress doubles the likelihood of poor health, leading to increased sleep issues and other health concerns.

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## A. Introduction

Graduate studies represent a pivotal phase in a student's academic journey, setting the course for their future. Yet, the path to advanced degrees can often be overshadowed by financial challenges, affecting both the well-being and academic accomplishments of graduate students. To delve deeper into these challenges and to understand how students manage their finances in today's landscape, the Graduate Students' Association (GSA) at the University of Alberta conducted the "Understanding Financial Realities" survey.

## B. Methodology

The GSA's "Understanding Financial Realities" survey was active for three weeks, spanning from August 14 to August 30, 2023. To ensure maximum participation, we primarily distributed the online survey link through our weekly GSA newsletters and further amplified its reach with a special bulletin on August 20, 2023.

We were pleased to receive 640 responses, offering a comprehensive and diverse representation of graduate students at the University of Alberta. This encompassed a wide range of demographics, reflecting various socioeconomic backgrounds, household compositions, residence statuses, and more.

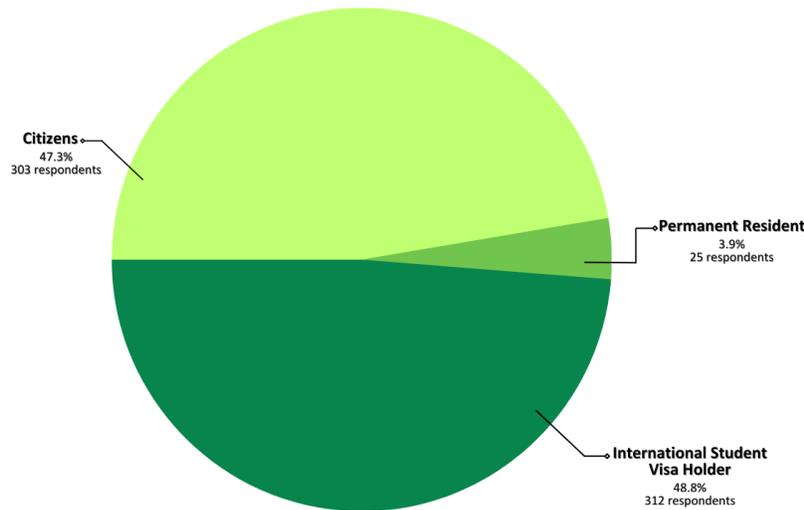
To incentivize participation, respondents had the option to enter a raffle for one of three food retailer coupons by sharing their email addresses. Aside from this, the survey remained entirely anonymous.



## C. Demographic Profile

### Status

640 Respondents



Among the survey participants, it can be observed that 312 individuals held International Student Visas, closely followed by 303 Canadian citizens. Additionally, 25 respondents identified themselves as permanent residents.

Figure 1: Demographic Profile of Respondents based on Residency Status

### Degree

640 Respondents



307 out of the 635 were currently completing their Doctoral degree, 133 were taking a Course-based Masters and 199 were completing a Thesis-based Masters.

Figure 2: Demographic Profile of Respondents based on Current Program/Degree



### Household Size

640 Respondents

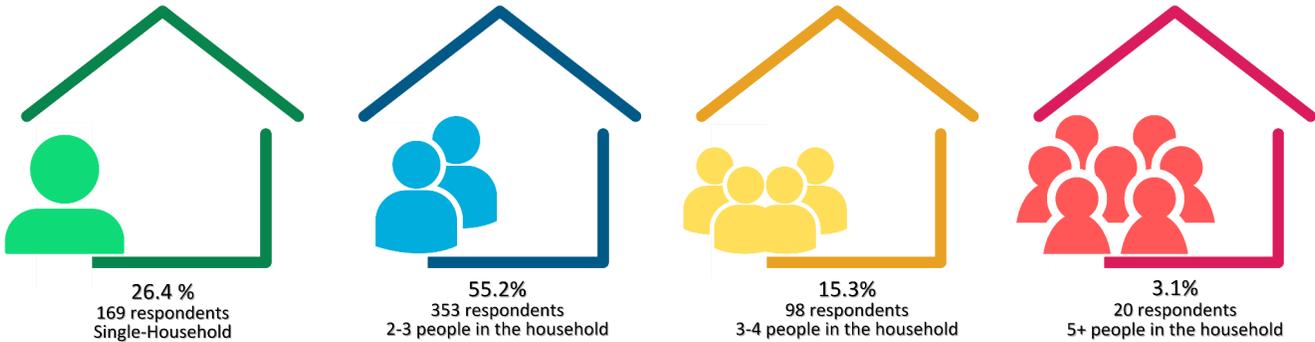


Figure 3: Demographic Profile of Respondents based on Household Size

In relation to household composition, 353 respondents reported living with 1 to 2 individuals in their households. Among them, 169 resided in single-person households, 98 in households with 3 to 4 occupants, and 20 in households consisting of 5 or more individuals.

### Dependents at Home

640 Respondents

Based on previous knowledge that a significant number of graduate students are parents, we were intrigued by the relatively low number of respondents indicating they had dependents. The data revealed that the majority of respondents, comprising 81.3% (n=520), reported having no dependents, while only 18.7% (n=120) of survey participants disclosed having one or more dependents. This finding underscores an interesting aspect of the respondent demographics.

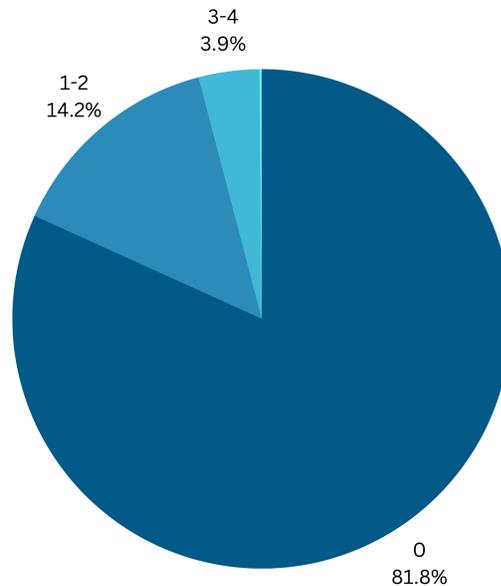


Figure 4: Demographic Profile of Respondents based on No. of Dependents

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## Average Household Income (Annual)

640 Respondents

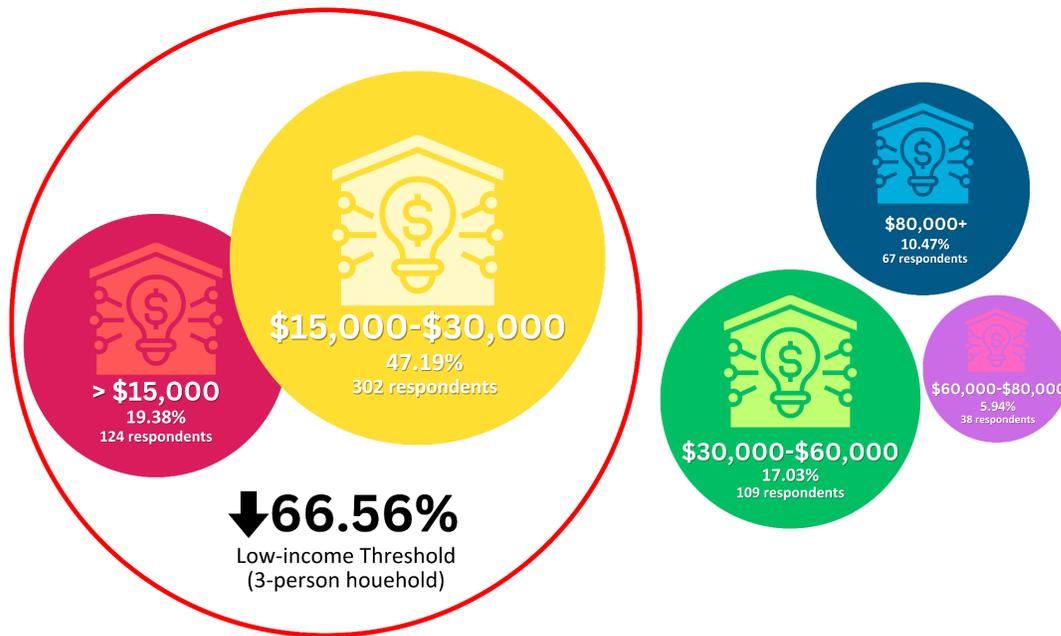


Figure 5: Demographic Profile of Respondents based on Annual Average Household Income

A total of 426 individuals, making up 66.56% of respondents, reported having an Annual Average Household Income (AAHI) below \$30,000. According to [Statistics Canada](#), this income level is below the low-income threshold for a household consisting of two individuals, set at \$27,000. Additionally, 109 respondents indicated an AAHI ranging between \$30,000 and \$60,000, while 38 respondents disclosed an AAHI falling within the \$60,000-\$80,000 range, and 67 respondents reported an AAHI exceeding \$80,000.



## D. Lifestyle and Financial Background

The survey results also provided insight into the lifestyle and financial background of the respondents. By examining these, we are able to gain a better understanding of their choices and priorities in managing their finances.

### Housing Cost (Monthly)

640 Respondents

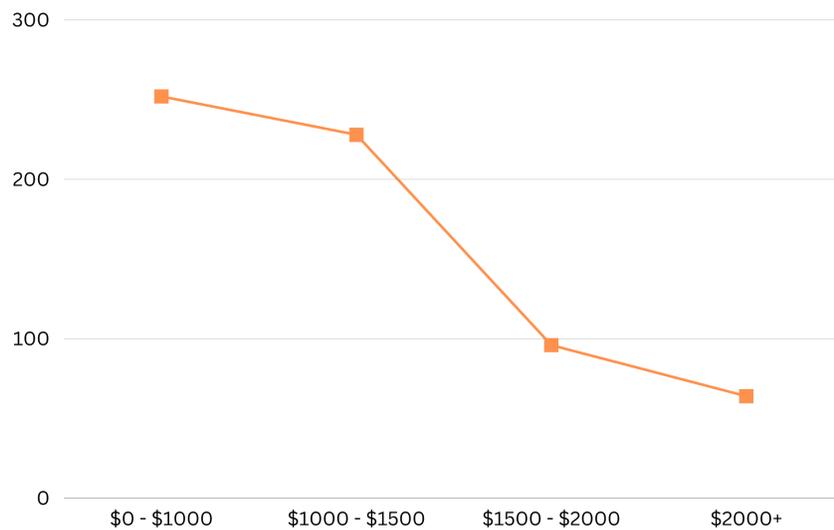


Figure 6: Distribution of Respondents based on their Monthly Housing Cost

When asked about monthly housing costs, it was revealed that 252 respondents spent less than \$1,000, 228 spent \$1,000-\$1,500, 96 spent \$1,500-\$2,000, and 64 spent over \$2,000, highlighting significant variations in housing expenditures among the surveyed population.

According to a 2023 survey report by [Canada Mortgage and Housing Corporation](#) (CMHC), the average rent for a 2-bedroom apartment in Edmonton has increased by 1.6% from 2021, with the recent rate standing at approximately \$1,304. The data underscores a significant housing affordability issue that is possibly confronting students not just in Edmonton, but across Canada as well.



## Utility Cost (Monthly)

640 Respondents

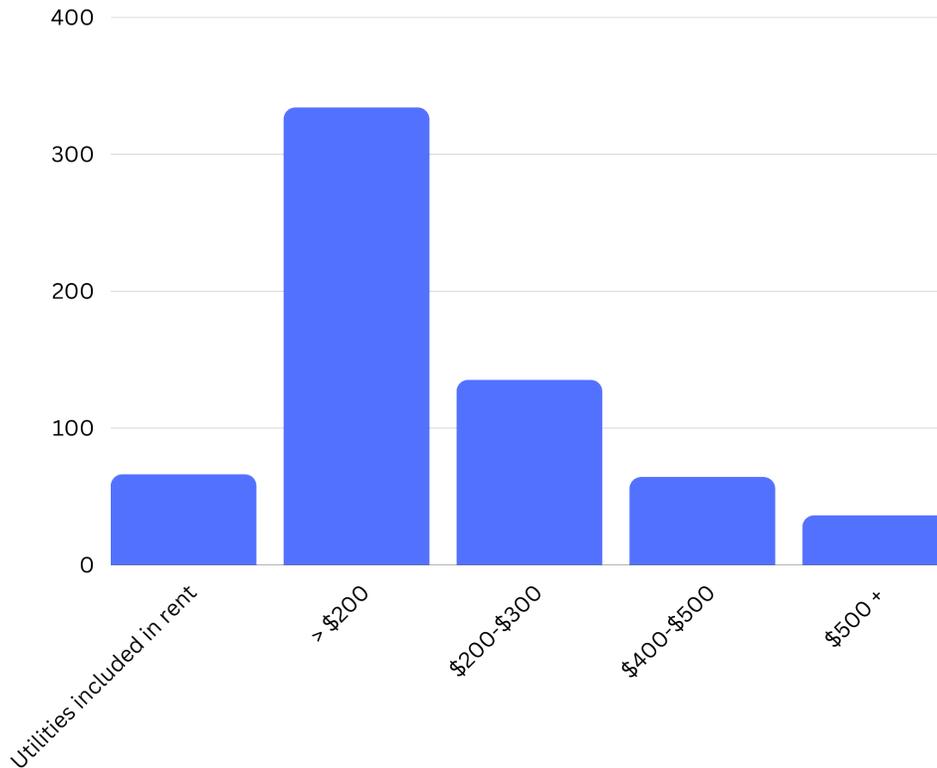


Figure 7: Distribution of Respondents based on Monthly Utility Cost Average

The bar chart illustrates monthly utility cost (excluding rent) among respondents. The majority of respondents (334 respondents) spend less than \$200 a month, followed by 136 in the \$200-\$300 range. Notably, 67 have utilities included in rent, while fewer respondents spend over \$400. The chart provides a snapshot of utility spending patterns in our survey.



## Average Cost for Groceries (Monthly)

640 Respondents

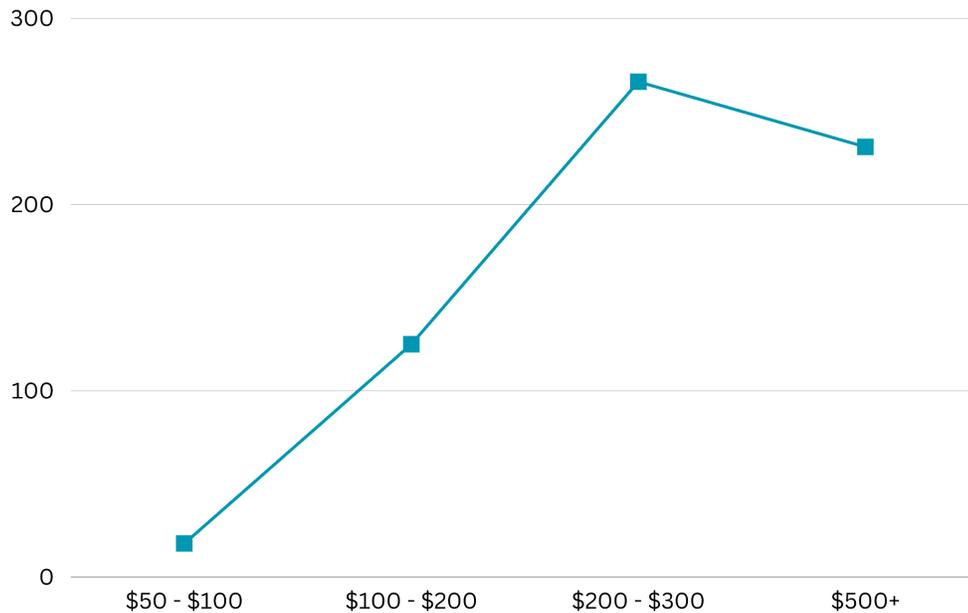


Figure 8: Distribution of Respondents based on Monthly Groceries Cost Average

266 respondents spent \$200-\$300 on monthly groceries, 231 spent more than \$500, 125 spent \$100-200, while 18 respondents said they only spent \$50-\$100.

Data from [Statistics Canada](https://www150.statcan.gc.ca/n1/pub/25-000-x0001-2023001-eng.htm) show that despite having the prices of groceries go down by 0.4% in August 2023 (vs July 2023), prices remain elevated.



## Average Transportation Cost

Optional - 525 Respondents

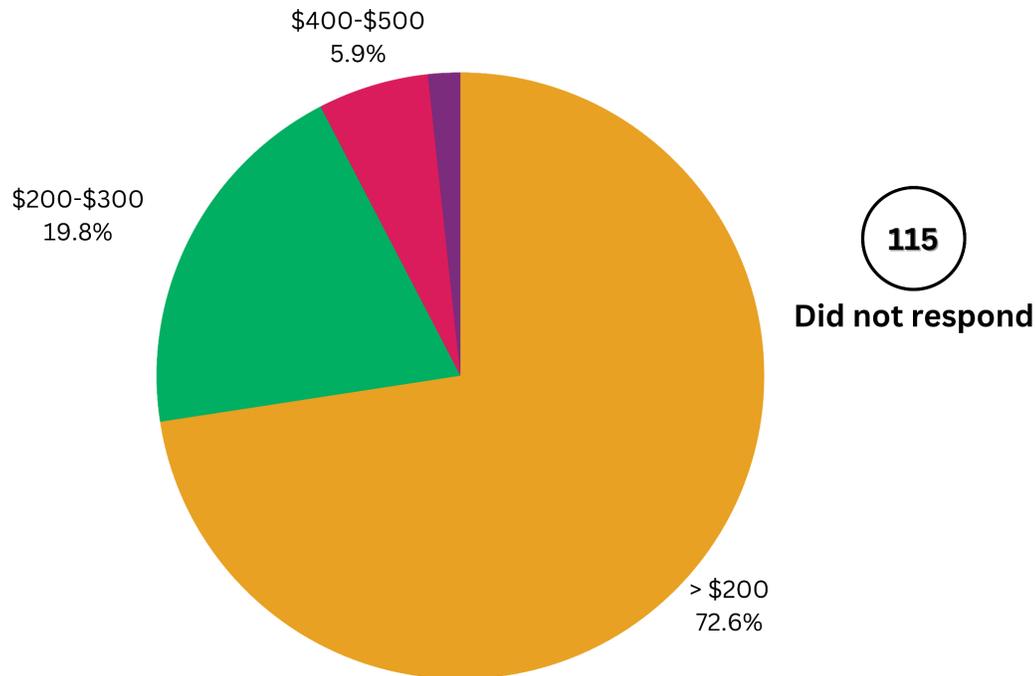


Figure 9: Distribution of Respondents based on Average Transportation Cost

Regarding average monthly transportation expenses, the survey revealed that 381 respondents spend under \$200, 104 allocate \$200-\$300, 31 fall within \$400-\$500, and 9 exceed \$500. It's noteworthy that 93 didn't respond.



## Average Personal or Household Debt

Optional - 473 Respondents



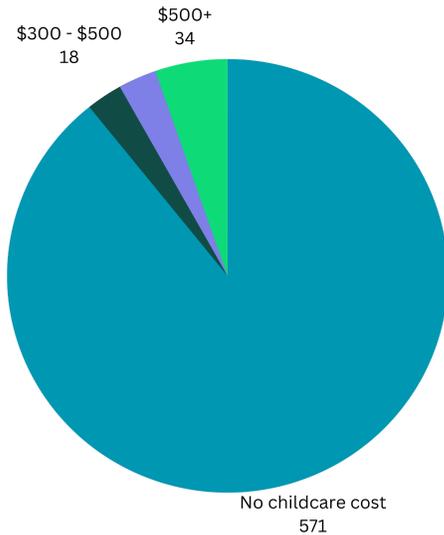
Figure 10: Distribution of Respondents based on Personal/Household Debt

Out of the surveyed participants who did answer, 236 reported an average personal/household debt exceeding \$5,000. Another 168 indicated debts between \$500 - \$1,000, while 35 and 34 respondents fell within the \$2,000-\$3,000 and \$1,000-\$2,000 ranges, respectively.



### Average Childcare Cost

640 Respondents

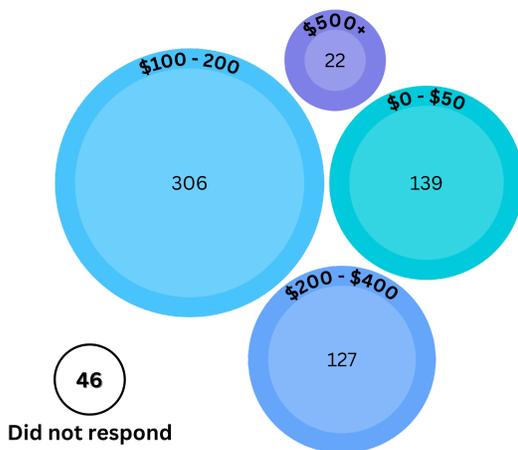


As previously mentioned, the GSA recognizes that a significant number of graduate students are parents. 10.9% (n=69) reported spending over \$200 on childcare, while a vast majority, 89.1% (n=566), indicated they had no childcare expenses.

Figure 11: Distribution of Respondents based on Average Childcare Cost

### Cost for Leisure and Lifestyle

Optional- 594 Respondents



In response to the question on approximate leisure and lifestyle expenditures (e.g., restaurants, movies, online subscriptions, recreation), the data revealed: 139 spend \$0-\$50; 306 allocate \$100-\$200; 127 earmark \$200-\$400; 22 spend over \$500; and 46 offered no response.

Figure 12: Distribution of Respondents based on Average Leisure and Lifestyle Cost



## Financial Support

640 Respondents



Figure 13: Distribution of Respondents based on Access to Financial Support

Out of the respondents, 494 stated they did not receive financial support from friends or family, while 146 confirmed they did.

## Food Bank Usage

640 Respondents



Figure 14: Distribution of Respondents based on Usage of Food Banks

Of the 640 respondents surveyed about their use of food banks, 216 confirmed they are seeking food bank services, while 424 had not. Of the affirmative responses, 200 identified the specific food banks they've accessed.

The majority, with **over 190 respondents**, relied on the **U of A Campus Food Bank**. A smaller group, fewer than 10, sought assistance from alternative sources such as the Edmonton Food Bank, religious-affiliated food banks, or food banks at other universities. The remaining 16 did not specifically identify where they get their food bank services from.

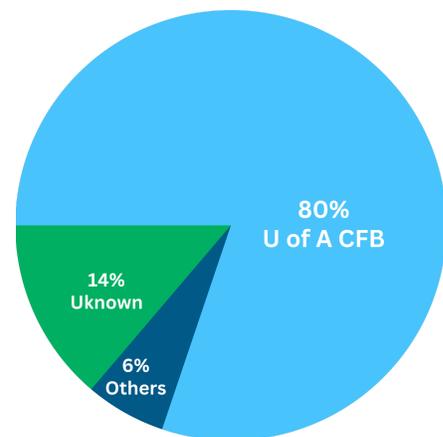


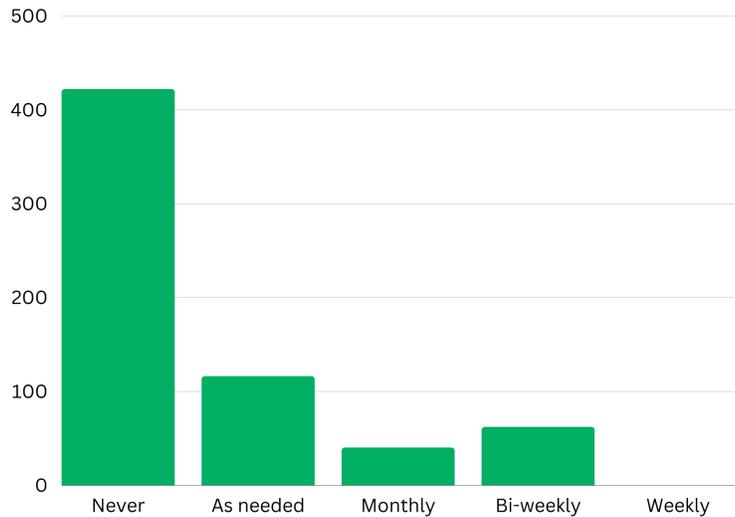
Figure 15: Breakdown of Food Bank Services Accessed by Students



### Frequency of Food Bank Access

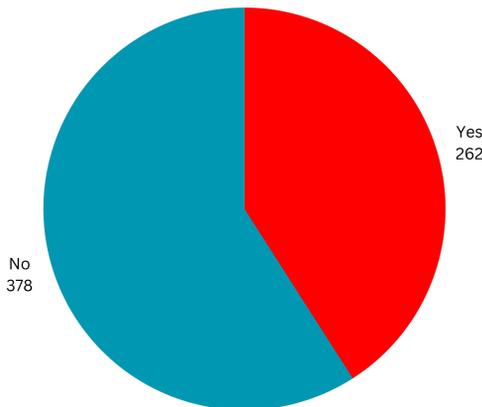
640 Respondents

Out of the respondents, 422 reported that they have never used food bank services. However, among the 216 respondents who provided details on their frequency of food bank usage, 116 access it only when necessary, 40 utilize the service monthly, and 62 visit bi-weekly.



### Consideration of Dropping Due to Financial Reasons

640 Respondents



**A staggering 40.9% of respondents have revealed that they have thought about dropping out of their programs to work or save money due to the cost of living.**

Figure 17: Distribution of Respondents based on Tendency to Drop Out



## E. Analyzing Variable Interrelationship

The chi-square test of independence (also known as the chi-square test for association) is a statistical test used to examine if two categorical variables in a contingency table have a significant connection.

If the calculated value is less than or equal to the critical value, or if the p-value is less than the chosen alpha level ( $p = 0.05$ ), there is enough evidence to conclude that there is an association between the two categorical variables. But if the value is greater than the alpha level, there's not enough evidence to suggest an association based on the data and the chosen significance level.

Specific to this report, we will be combining the following: Citizens and permanent residents – to be referred to as “domestic students”; PhD VS Masters (Course-based and Thesis-based).

Only variables that have significant association are included in this section.



## Status x Debt Level

| RESIDENCY STATUS       | DEBT LEVEL     |              |               |               |             | Row Total  |
|------------------------|----------------|--------------|---------------|---------------|-------------|------------|
|                        | Did not answer | \$500-\$1000 | \$1000-\$2000 | \$2000-\$3000 | \$5000+     |            |
| Domestic Students      | 64 (38.3%)     | 54 (32.1%)   | 9 (25.7%)     | 15 (44.1%)    | 186 (78.8%) | 328        |
| International Students | 103 (61.7%)    | 114 (67.9%)  | 26 (74.3%)    | 19 (55.9%)    | 50 (21.2%)  | 312        |
| Column Total           | <b>167</b>     | <b>168</b>   | <b>35</b>     | <b>34</b>     | <b>236</b>  | <b>640</b> |

Figure 18: Contingency Table (Residency Status x Personal/Household Debt)

Our analysis of the student debt based on students' residency status showed that Domestic Students are approximately 6.86x more likely to incur debts over \$5000 than International Students. Furthermore, the odds of having debt in general are 2x higher for Domestic Students compared to International Students.

Domestic and international graduate students' financial experiences in Canada can vary greatly, notably in terms of tuition prices, financial assistance sources, and subsequent student debt.

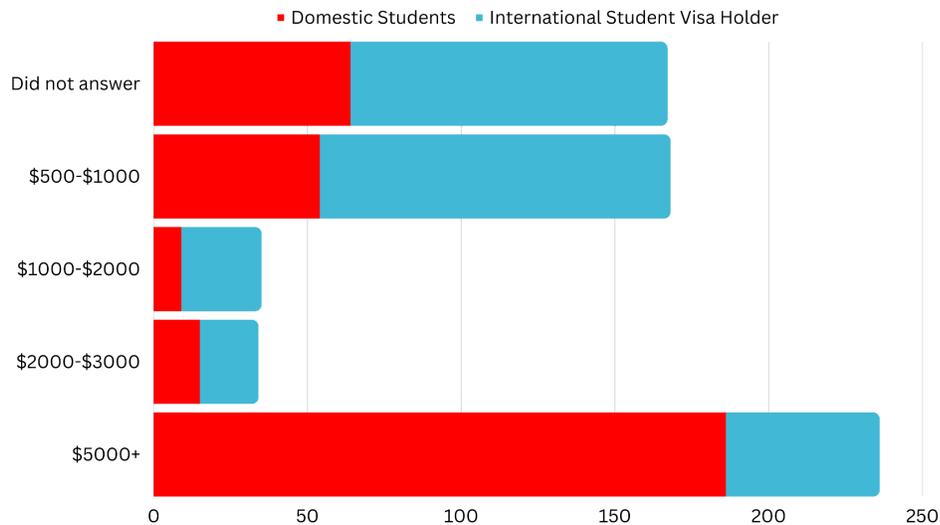


Figure 19: Comparative Stacked Bar Graph of Debt Levels by Residency Status



While the survey showed that domestic students might be more inclined to assume higher debt, there are several reasons that could explain these discrepancies.

- International students coming to Canada have to prove they have sufficient funds to cover tuition and living costs to get their visas. However, this doesn't mean they won't face money problems later. With the rising cost of living, limited work opportunities due to their status, or struggle with high international student fees, international students can often find themselves in a tight financial spot.
- International students often arrive in Canada without a local credit history, which is crucial for securing loans. This lack of credit history typically disqualifies them from accessing most provincial and federal government loans, which are commonly available to domestic students. Consequently, international students may seek loans from private providers, although such options are often limited and might carry less favorable terms.

A study from the [Canadian Science Publishing](#) corroborates these assertions, indicating that international students and members of historically underrepresented communities face heightened financial challenges compared to their domestic counterparts.

One reason domestic students might accumulate higher debt could be their familiarity with various education funding options. These students typically have easier access to and understanding of the process for securing government student loans as compared to international students.



### Status x Food Bank Usage

| RESIDENCY STATUS      | FOOD BANK USAGE |            | Row Total         |
|-----------------------|-----------------|------------|-------------------|
|                       | YES             | NO         |                   |
| Domestic Students     | 44 (20.4%)      | 284 (70%)  | 328               |
| International Student | 172 (79.6%)     | 140 (30%)  | 312               |
| Column Total          | <b>216</b>      | <b>424</b> | <b>640 (100%)</b> |

Figure 20: Contingency Table (Residency Status x Food Bank Usage)

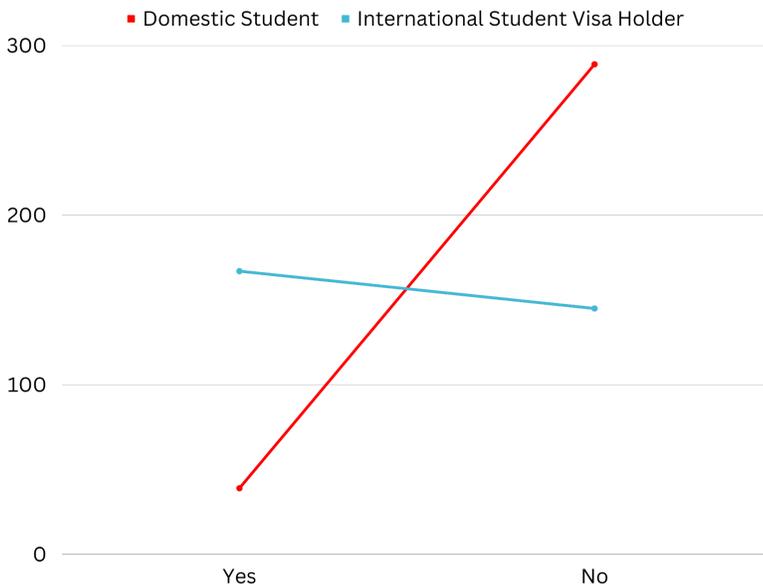


Figure 21: Depicting Trends in Food Bank Usage by Residency Status

Based on the calculations, the odds of international students using food banks are approximately 8x higher than that of domestic students. This significant difference suggests a strong association between student residency status and reliance on food banks.

A study conducted by the [University of Alberta's Campus Food Bank](#) found that 7 out of 10 users are international

students, and most of them are studying for graduate degrees. One reason could be that many international students don't have family nearby to help them when money is tight.

Moreover, consistent reports from [New Canadian Media](#), reflecting observations across various Canadian universities, underscore the prevalence of food insecurity predominantly among international students. This evidence highlights the persistence of significant financial challenges experienced by international students.



## Status x Housing Cost

| RESIDENCY STATUS      | MONTHLY HOUSING COST |                 |                 |           | Row Total         |
|-----------------------|----------------------|-----------------|-----------------|-----------|-------------------|
|                       | \$0 - \$1000         | \$1000 - \$1500 | \$1500 - \$2000 | \$2000+   |                   |
| Domestic Students     | 96 (38.1%)           | 112 (49.1%)     | 68 (70.8%)      | 52(81.3%) | 328               |
| International Student | 156 (61.9%)          | 116 (50.9%)     | 28 (29.2%)      | 12(18.8%) | 312               |
| Column Total          | <b>252</b>           | <b>228</b>      | <b>96</b>       | <b>64</b> | <b>640 (100%)</b> |

Figure 22: Contingency Table (Residency Status x Housing Cost)

Based on the calculations, international students are more likely to fall into the lower housing cost categories than domestic students to incur higher housing costs.

Results show that International Student Visa Holders are more likely to look for cheaper housing as compared to domestic students. Some reasons we see why this happens is because given the higher tuition fees for international students and potential exchange rate issues, they might budget more conservatively for housing.

In addition, a [study on housing challenges faced by postgraduates](#) in universities in Toronto showed that international students are more likely to live in shared accommodations or experience predatory practices from landlords just to cut costs for housing.



## Housing Cost x Tendency to Drop Out

| MONTHLY HOUSING COST | TENDENCY TO DROP OUT |              | Row Total  |
|----------------------|----------------------|--------------|------------|
|                      | YES                  | NO           |            |
| \$0 - \$1000         | 93 (35.5%)           | 159(42.06%)  | 252        |
| \$1000 - \$1500      | 88 (33.59%)          | 140 (37.04%) | 228        |
| \$1500 - \$2000      | 46(17.56%)           | 50(13.23%)   | 96         |
| \$2000+              | 35(13.36%)           | 29(7.67%)    | 64         |
| <b>TOTAL</b>         | <b>262</b>           | <b>378</b>   | <b>640</b> |

Figure 23: Contingency Table (Housing Cost x Tendency to Drop Out)

The results suggest a positive association between the amount spent on housing and the likelihood of considering dropping out, with higher housing costs linked to a greater tendency to think about discontinuing studies. Students spending over \$2000 show the highest likelihood of contemplating dropping out.



Figure 24: Stacked Area Chart on Dropout Tendencies Based on Average Monthly Housing Costs

With rising housing costs, respondents spending more than \$1,500 are more likely to consider dropping out of their programs. Given the prevailing [housing crisis impacting university students](#), a primary factor behind such considerations is the financial strain from the nationwide housing challenges. This stress might drive students to

prioritize full-time employment over continuing their studies.



### Program x Tendency to Drop Out

| Program      | Tendency to Drop Out |             | Row Total         |
|--------------|----------------------|-------------|-------------------|
|              | Yes                  | No          |                   |
| PhD          | 139 (53.1%)          | 168 (44.4%) | 307               |
| Masters      | 123 (46.9%)          | 210 (55.6%) | 333               |
| Column Total | <b>262</b>           | <b>378</b>  | <b>640 (100%)</b> |

Figure 25: Contingency Table ( Current Program x Tendency to Drop Out)

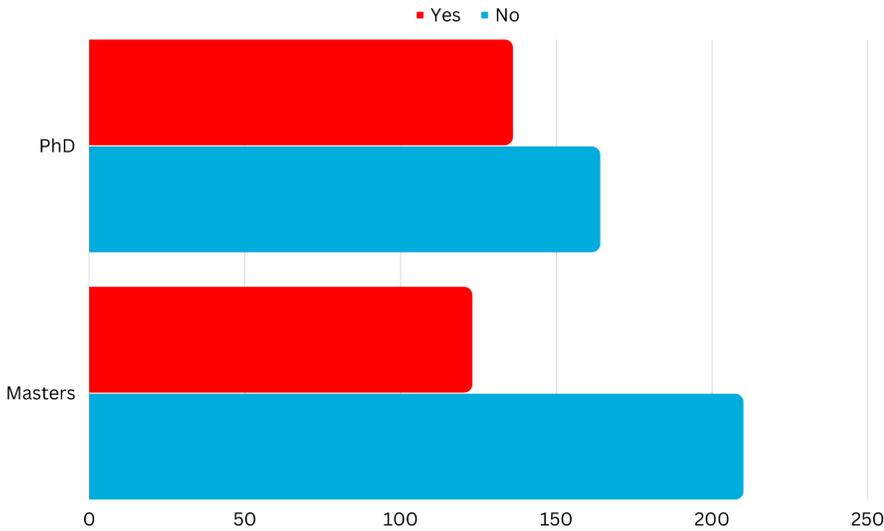


Figure 26: Row Chart on Dropout Tendencies by Current Graduate Program

The results suggest that PhD students are 1.41x more likely considering dropping out compared to Master’s students. Factors contributing to this include the longer duration of PhD programs which means extended tuition and associated expenses. Additionally, the rigorous research demands, particularly during the dissertation stage, coupled with current financial strains from rising tuition

fees and inflation, further intensify the pressure. In situations with limited or depleted funding, students may also be more inclined to discontinue their studies.



## F. Qualitative Responses

Responses collected from the survey are collectively summarized due to similarities in overall responses. Natural language processing machine learning (ML) model was used to analyse these free text responses.

Based on the survey, 90.7% of the respondents have had a range of effects on the respondents' cost of living, from modest adjustments to substantial challenges:

*“In addition to my part time job, I've had to start doing side hustles such as tutoring, plasma donation, etc.”*

**Impact on Groceries and Dietary Habits:** Respondents mentioned that the increased tuition costs have impacted their ability to afford groceries. Some are buying fewer groceries due to the rising costs, leading to changes in dietary habits such as reduced meat consumption, reliance on sales, resorting to donated food, and use of food banks.

**Housing Challenges:** The increased tuition costs have exacerbated existing burdens on students, especially those already facing increased rent and living expenses. Some have been compelled to search for cheaper accommodations due to the lack of a stipend increase.

**Financial Assistance and Loans:** Respondents are resorting to various financial strategies to cope with the increased costs. This includes borrowing from relatives, seeking bank loans, and applying for more student loans. Additionally, some are working additional jobs to meet their monthly expenditures.

**Impact on International Students:** International students are particularly affected due to their limited earnings and the higher burden of living costs. The increased tuition further compounds their financial challenges.

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**Strict Budgeting and Lifestyle Changes:** Respondents are experiencing difficulty in budgeting and managing expenses. Some mentioned that they are becoming more stringent in handling their income and savings in order to cope with rising prices.

*“Skipped meals, restrictions on entertainment, general reduction in quality of life (consideration of self-harm)”*

**Health and Well-being:** Affording essentials such as medical treatment and childcare has become difficult for some. There's a notable impact on mental health, with stress resulting from not being able to afford extracurricular activities and leisure.

**Academic Impact:** The financial strain has impacted academic pursuits and quality of life. The increased tuition costs are leading to difficult decisions for some respondents, such as the dilemma of choosing between finishing their degree sooner, taking on part-time work to delay graduation due to financial constraints, or dropping out of their programs.

Additional analysis was done on the students' comments to gain more insights based on educational qualifications, student status in Canada, degree types, and an emotional and psychological analysis using the Linguistic Inquiry and Word Count (LIWC) method.

**Based on Degrees :** The word cloud provides a visual representation of the frequency of words used by students enrolled in Ph.D., Masters - Course based, and Masters- Thesis based.

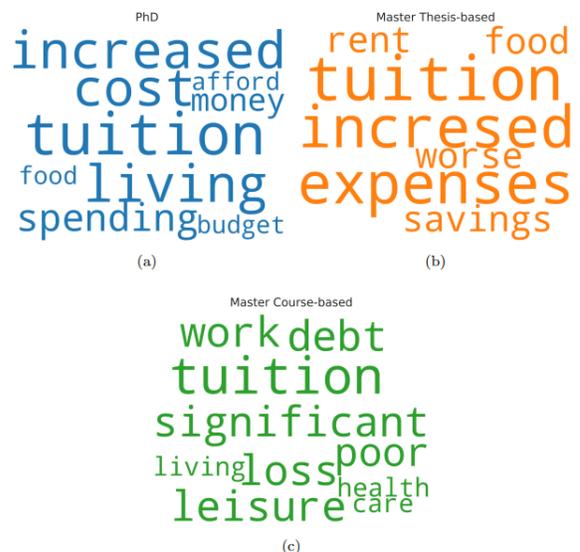


Figure 27: Word Cloud based on Current Degrees

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**Based on Citizenship Status:** Next is the word cloud that represents the different topics highlighted by the resident students, whereas Figure 29 displays a word cloud that represents the different topics highlighted by the international students in Canada

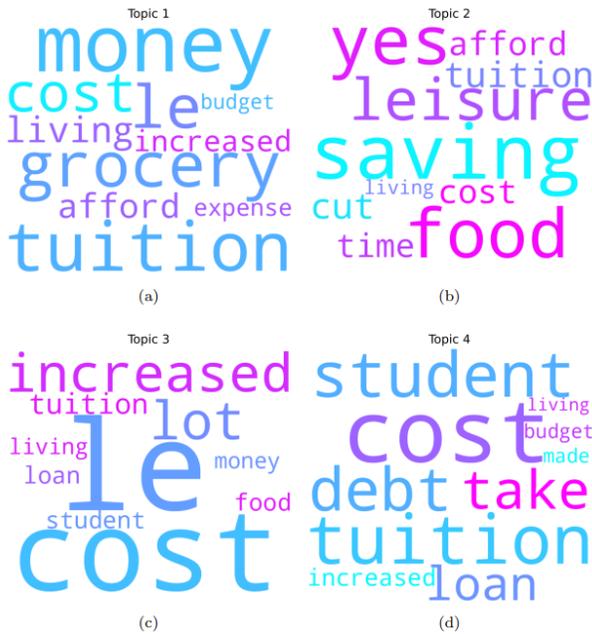


Figure 28: Word Cloud for Domestic Students in Canada

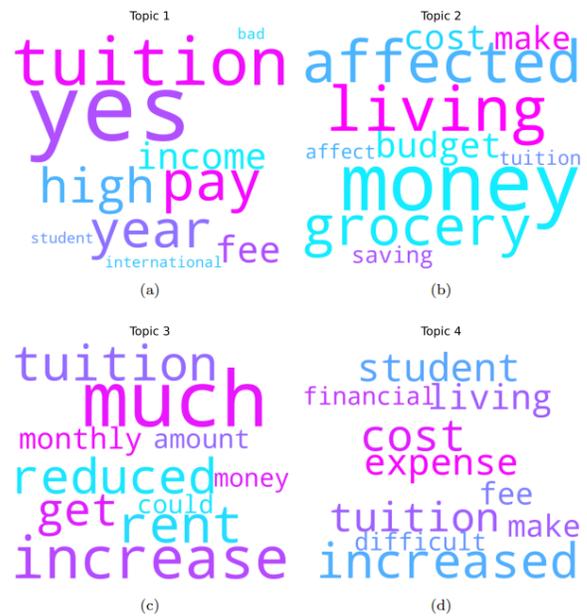


Figure 29: Word Cloud for International Students in Canada

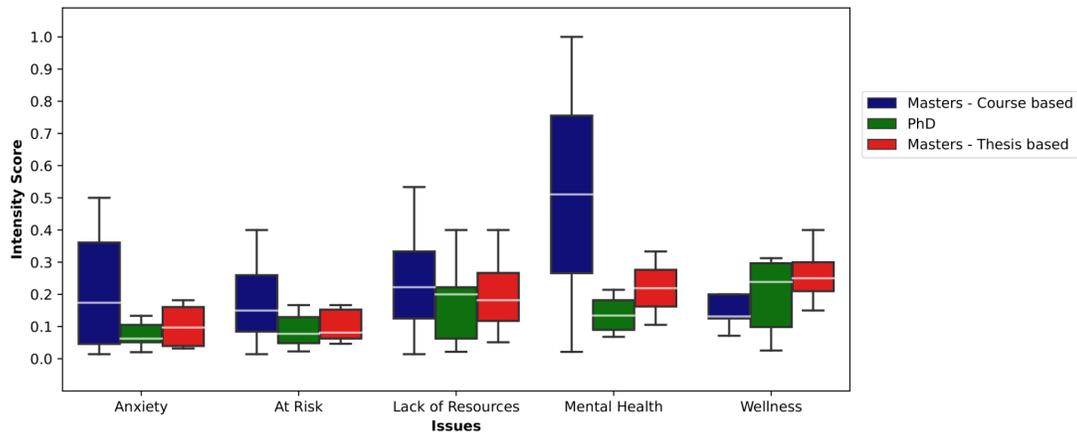


Figure 30: Emotional and Psychological Analysis

*“I worked up until the day before I gave birth to try and make ends meet. It is a major source of stress for me and my family. It’s not just tuition that has increased, but work doesn’t pay more.”*

**Emotional and Psychological Analysis:** The LIWC analysis vividly highlights the profound impact of rising tuition costs on students. Not only does it strain their cost of living, but it also significantly influences their mental well-being, elevating levels of anxiety and impeding their ability to afford essential resources. This psychological impact appears to be more significant in the master's-course based cohort of students.

A small proportion of students (9.3%) reported a minimal impact of increased tuition fees on their overall cost of living, with some not perceiving any immediate effect or not noticing the increase. This group primarily consists of first-year students who might not be able to accurately assess the financial impact at this early stage of their studies.

**Pressured But Manageable:** Other respondents mention experiencing some pressure due to the increased tuition costs but still being able to manage their cost of living. This indicates a moderate impact on their finances. Some feel that the tuition increase was manageable for them this year.



## G. Summary

In summary, tuition fees and living costs are climbing, presenting significant challenges for the students in our survey. Most students are trying different financial strategies to handle these growing costs. Although a small group is managing okay, most are facing daily financial pressures, with students in Masters course-based programs feeling particularly anxious.

The inflation in Canada over the past year was 6.8%, and it's expected to rise by an additional 3.9% in 2023 ([IMF, 2023](#)). This price increase is a main reason why students' average spending per month is going up, especially when you compare what they spend in 2023 to what they spent in 2022. The higher prices are impacting everything from the cost of groceries and housing to tuition fees, leading to an increase in students' monthly spending.

At the same time, the growing housing crisis is making students' financial situations even worse. Even though more international students are expected to come to Canada for their studies, there are no solid plans in place to help them find affordable housing. The GSA does not support limiting the number of international students and suggests finding different solutions that won't limit opportunities for these students in the future.

**2023-2024 Vice-President Academic  
Report to GSA Council for 16 October 2023**

To: GSA Council  
From: Rija Kamran  
Date: 10 October 2023

Dear Council Colleagues,

I hope you are doing well. I have shared some highlights from the work I have been involved in since the last council meeting. I had several orientations this month as most committees had their first meetings of the Academic term and welcomed new members from across the university. I am on a leave and won't be able to make the council meeting, but I will be happy to take any questions over email.

**September 19, 2023- It all takes Shape- the Launch of the University's Strategic Plan**

I attended the launch of the new University Strategic Plan that will define the strategic direction of the University's work and growth over the next 10 years. The plan presented the impact over the past decade and continues the idea around education with some ambitious plans for enrollment growth among other ideas. I am hoping to continue the discussions around how graduate students contribute to the impact university creates and to advocate for furthering support for the important work that graduate students partake in.

**September 22, 2023- Falling Walls Lab Edmonton Event**

I attended the Falling Walls Lab Edmonton Event organized by FGSR. It was exciting to hear the 3-minute presentations by 15 graduate students. Two of the winners of the Falling Walls Lab Edmonton will be participating in the Falling Walls Lab pitch competition in Berlin. I was thoroughly impressed by the diverse graduate student community and the great research happening across campus.

**September 26, 2023-Meeting with R Epp, Interim Dean, Faculty of Graduate Studies and Research (FGSR)**

Along with GSA president, B Aziz, I attended meetings with FGSR Dean, Dr. Roger Epp. Dr. Epp updated us that the issue faced by graduate students in the MEng program Re: Tuition fee was resolved. This was encouraging as VP External; H Hassani and I were advocating for this during the past several weeks. We continued discussion around how the proposed enrollment growth per the University Strategic Plan will take the graduate students into account and the need for increased support for graduate students. The PhD guaranteed minimum funding package is still with the implementation committee, there are no new updates on that front as of now.

**September 29, 2023- University Research and Innovation Advisory Committee**

I attended the University Research and Innovation Advisory Committee (URIAC) meeting chaired by Dr. A Robinson. Dr. D Lafitte, presented findings from the open access listening tour. Some of the main findings included concerns among faculty and graduate students around the article processing charges (APC), concerns around predatory practices and need for further support for open access publishing from the library. Some of the existing resources from the library about open access publishing can be found here: <https://www.library.ualberta.ca/research-support/open-access>. Following that Dr. F Glanfield presented the newly launched dashboard on Indigenous Initiatives. Dr. F Glanfield emphasized the importance of moving away from transactional relationships in research and working on creating good relationships with indigenous communities to promote reciprocity and shared authority.

**October 3, 2023- Provost/VP Academic Search Committee Meeting**

I have started my work on the Provost and VP Academic Search Committee as the GSA representative. The proceedings from this process are confidential and I will update the council with important information as permitted by the committee.

Please feel free to reach out to me at [gsavpaca@ualberta.ca](mailto:gsavpaca@ualberta.ca) if you have any questions, concerns, or suggestions. Thank you.

**Rija Kamran**, Vice-President Academic 2023-24

**2023-2024 GSA VP Academic's Meetings Attended (Rija)**

Please find below a list of meetings I attended between 16<sup>th</sup> August to 18<sup>th</sup> September 2023 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

|              |                                                                                           |
|--------------|-------------------------------------------------------------------------------------------|
| 19 September | It all takes Shape- the Launch of the University's Strategic Plan                         |
| 20 September | Meeting with a Councillor                                                                 |
| 21 September | GSA Labour Rights                                                                         |
| 22 September | Falling Walls Lab Edmonton Event                                                          |
| 25 September | ISA/GSA First Meeting                                                                     |
| 26 September | Meeting with R Epp, Vice-Provost and Faculty of Graduate Studies and Research (FGSR) Dean |
| 27 September | Committee on the Learning Environment (CLE)                                               |
| 28 September | In-person Post-Secondary Student Homelessness Presentation                                |
| 28 September | Reception with the Minister of Advanced Education                                         |
| 28 September | Geoffrey and Robyn Sperber Health Sciences-Grand Opening                                  |
| 29 September | University Research and Innovation Advisory Committee                                     |
| 29 September | GSA Coffee break                                                                          |
| 2 October    | GFC executive Committee                                                                   |
| 3 October    | MNIF Joint Oversight Committee Meeting                                                    |
| 3 October    | Provost/VP Academic Search Committee Meeting                                              |
| 6 October    | CTL Advisory Committee Meeting                                                            |
| 6 October    | Meeting with a student                                                                    |

**2023-2024 Vice-President External  
Report to GSA Council for the 16 October 2023 Meeting**

To: GSA Council  
From: Hamid Hassani  
Date: 10<sup>th</sup> October 2023

Dear Council Members,

I hope this report finds you in good health and high spirits. In my role as the Vice President External of the GSA, I am thrilled to provide you with updates on our recent activities and initiatives. I also wish you a wonderful year ahead and hope you find fulfillment in all your courses.

**Edmonton Student Alliance meeting (September 18):**

We recently convened to finalize our priorities for student advocacy this year, especially in anticipation of our meeting with the Mayor of Edmonton. It's crucial we address the concerns of Edmonton's students. I've shared our key priorities with our executive board members. Here's a summarized overview:

**EXECUTIVE SUMMARY**

The Edmonton Student Alliance (ESA) represents the interests of post-secondary students. We've identified crucial areas where the municipal government can play a significant role:

1. Housing:
  - Develop an annual Post-Secondary Student Housing Survey to monitor student housing trends.
  - Create a Student Housing Strategy in collaboration with the ESA.
2. Student Representation in Public Transportation:
  - Introduce two student seats on the Transit Advisory Board.
  - Launch a Student User Experience Survey for the ETS to identify service gaps and potential improvements.
3. Transit Safety:
  - Adopt recommendations from ACCEC's "Addressing Anti-Black Racism & Gendered Islamophobia" report.
  - Continue investing in restorative justice and social support approaches, partnering with organizations like the Bent Arrow Traditional Healing Society.
4. Support for Newcomer Students:
  - Reinstate the City Wide Welcome Event to support students new to Edmonton.
5. Access to Government:
  - Establish a Post-Secondary Portfolio on City Council to foster continuous dialogue.
  - Organize an annual Post-Secondary Student Municipal Roundtable for constructive discussions between student leaders and municipal decision-makers.

**Meeting with Chancellor (Sep 20):**

On the evening of September 20, I, along with other DEOs, had a productive discussion with Peggy Garrity, the Chancellor of the University of Alberta. Each executive began by outlining their initiatives and priorities. This meeting held significance; although the Chancellor does not have the authority to enact or change pivotal

decisions, she possesses considerable influence, which can sometimes be even more impactful. I began by highlighting our priorities at ab-GPAC and emphasized the importance of advocating for graduate students at the provincial government level. Furthermore, I addressed the challenges international students encounter, both within the university and in the city, particularly relating to the affordability crisis. Additionally, I pointed out another significant concern for international students: their aspirations to study and establish roots here. With many international students desiring to settle, it's crucial that we champion their cause at the provincial government level. I also mentioned how other provinces actively support international students by offering dedicated immigration streams. This ensures that talented international students can contribute to the province's economic growth and development.

#### **Minister preparing meeting (September 25 and 27 and 28):**

Together with the GSA president, Bishoi Aziz, the Student Union president, VP External, and one of their staff members, we held several meetings to prepare for our upcoming discussion with the minister. Our goal was to ensure that we effectively presented the concerns of both undergraduate and international students. These preparatory sessions were enlightening, as we began to understand more about the operations of the Student Union.

We initiated our discussions by emphasizing the significance of the recent sexual harassment survey results, given the substantial efforts the Student Union has invested in this area. Additionally, we discussed how the Minister of Advanced Education could bolster the mental health and wellness of students at the University of Alberta. This issue holds paramount importance for students at every stage of their academic journey. We explored the potential for increased regulation, grants, and funding dedicated to mental health support.

Furthermore, we addressed the affordability crisis concerning both educational and living expenses in Alberta. We deliberated on how the minister could assist students by augmenting funding and grants for these concerns. In conclusion, we meticulously prepared a comprehensive document for our meeting with the minister.

#### **In-Person Post-Secondary Student Homelessness Presentation (September 28):**

Because of my meeting with the minister, I was not able to fully participate in this meeting. However, during the half-hour that I was present for the presentation, I was taken aback by the numbers and statistics presented. Their implications and the insights they provided were both unexpected and thought-provoking. I hope to catch up on what I missed and further discuss these findings.

#### **Reception with the Minister and Meeting with Rajan Sawheny (September 28):**

At our recent meeting, we had a productive discussion with the Minister of Advanced Education at the CCIS building. Within a full hour, we addressed pressing student issues. I was joined by Bishoi Azizi, our GSA president, and Christian Fotang, Chris Beasley, and Ariel from the SU, ensuring a comprehensive dialogue with the minister. The following is a breakdown of the topics we discussed:

##### **Chris on Affordability:**

- The primary burdens on students are housing costs, grocery prices, and tuition increases.
- We're eager to understand the government's approach to these challenges, especially regarding utility cost reduction and investment in affordable housing.
- The 2% tuition cap promotes affordability, while grants ensure accessibility.

##### **Christian on MSOL Review:**

- Alberta Student Aid currently estimates a single student's rent at \$698. This represents 55% of the average cost of a 1-bedroom apartment in Edmonton and 88% of half the cost of a 2-bedroom apartment.

- Over the past three years, there has been a 10% increase in these estimates, compared to a 14-17% rise in average rent.
- Alarmingly, 33% of solo-living students and 24% of those in three-member households survive on \$1,000 or less per month. Almost 90% of these students live below the Canadian poverty line.
- A Student Aid increase has been pledged for 2030.

Bishoi Aziz on Tuition Fees:

- There's a need for clarity regarding the total cost of Masters/PhD programs.
- International students don't have access to loans or bursaries from the Alberta grant and loan services.

Chris on Sexual Violence:

- We appreciate the recognition during Consent Awareness Week.
- Partnering with policymakers is essential, especially with the ongoing dialogues and robust participation in the working group.

Bishoi Aziz on Sexual Violence in Experiential Learning:

- A research and reporting void exists for graduate students.
- Labour laws should protect all students, regardless of their compensation status.

The meeting was valuable, addressing most of these issues with the minister. Later, at 3 PM, we held a subsequent meeting. This time, not only were GSA and SU members present, but the University President and Board of Governance were also invited. During the reception, I introduced the GSA members and reiterated our priorities. I directly questioned the minister about international student barriers to immigration. I highlighted ways the ministry can support universities and colleges in Alberta, drawing parallels with initiatives in other provinces. This includes altering contract types to potentially influence the Express Entry score. I also referenced similar endeavors in other provinces.

### **Ab-GPAC meetings (September 25 and 29):**

We are still refining our work plan for this year as we navigate through September. Given the dynamic nature of our projects and the feedback we've received from all graduate students, it's essential that our plan remains flexible and adaptable. We aim to finalize our objectives and strategies soon. In the meantime, we appreciate the patience and input from all students.

### **Coffee break (September 29):**

Coffee breaks are among the highlights of my month. It's always refreshing to see all the newcomer students at the University of Alberta pursuing their goals. During one of these breaks, I had the privilege of interacting with several new international students. We delved into discussions about the recent hikes in rental prices and explored how these changes have directly impacted their lives. It's eye-opening to see the challenges they face and the resilience they display. These interactions underscore the importance of providing adequate support and resources for our diverse student community.

### **Alumni Council meeting (October 4):**

Kelly Spencer, the Interim Executive Director, provided updates on U of A Days and other university programming during the Alumni and University Updates segment. This was followed by a presentation from Jocelyn Love, the Director of Marketing, Development, and Demand Generation, who spoke about Social Media Strategy and Email Marketing. The presentation lasted for 15 minutes and was followed by a 10-minute Q&A session. The meeting then transitioned to an Ambassador Activity facilitated by Colleen Graham. This activity focused on positioning the new U of A Plan within our Ambassador Narratives. Participants engaged in a breakout room conversation, and

they were provided with a summary of the U of A Strategic Plan and a guide on how to incorporate this plan into Ambassador Narratives.

*Please find below a list of meetings I attended between 15 September and 10 October 2023 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

|                    |                                                            |
|--------------------|------------------------------------------------------------|
| Sept 18            | ESA Meeting                                                |
| Sept 20            | Meeting with Chancellor                                    |
| Sept 25,27, and 28 | Minister Preparing Meeting                                 |
| Sept 28            | In-Person Post-Secondary Student Homelessness Presentation |
| Sept 28            | Reception with the Minister and Meeting with Rajan Sawheny |
| Sept 29            | Coffee Break                                               |
| Oct 4              | Alumni Council meeting                                     |

**2023-2024 Associate Vice-President Labour  
Report to GSA Council for October 16 2023**

To: GSA Council  
From: Muneeb Masood Raja  
Date: 10 October 2023

Dear Council Colleagues,

I have attended several meetings between 16 September and 15 October 2023 which are listed in the table below. The details of these meetings are stated below.

**GSA Executives and UofA President (18 September):**

I had the opportunity to meet the UofA President along with other GSA Executives. During our interaction we discussed the different initiatives that are taken by the GSA and requested support from the university administration. Furthermore, we reviewed the GSA's strategic work plan (SWP) and all the DEOs presented the goals and objectives for the current year within their respective portfolios.

**Labour Chat with Public Service Alliance Canada Representative (18 Sep, 29 Sep, 03 Oct, and 06 Oct):**

During our meetings, we engaged in discussions aiming to enhance awareness and formulating plans for potential future training sessions that could be organized in collaboration with PSAC. We have finalized the plan for the upcoming labour training and outreach through November. Additionally, we also discussed the timeline for our next bargaining process, including the necessary preparation and planning efforts.

**Labour Outreach (20 September):**

The GSA Labor Relations Committee (LRC) collaborated with PSAC to organize a labour outreach aimed at raising awareness among graduate students. During this event, we actively sought feedback from students regarding their employment situations, which fall under the collective agreement. During our interactions, students brought to our attention various concerns, including issues surrounding GTA hours, contracts, and other matters related to their employment. Recognizing the effectiveness of these sessions in communicating with graduate students, we are committed to hosting more of these sessions during this term and in future. This approach helps us gain a deeper understanding of the challenges faced by students across different departments, providing us with valuable insights for better preparation in our upcoming collective bargaining.

**Labour Trainings (21 September):**

Two labour trainings were organized in collaboration with PSAC: "Labor 101" and "GSA Labor for International Students." These training opportunities were extended to all academically employed graduate students (AEGSs). In the "Labor 101" session, participants explored various aspects of the GSA collective agreement, while the "GSA Labor for International Students Training" focused on explaining the employment rights of international students.

**Talking Union Basics (TUBS) Training (23, 24 September):**

I had the privilege of attending the "Talking Union Basics Training" hosted by PSAC at their regional office in Edmonton. This comprehensive two-day training session brought together participants from various locals within PSAC. The training comprehensively covered a wide array of labour-related topics, including but not limited to the structure of a union, fundamental union principles, labour history, collective agreements, collective bargaining, and grievance handling.

**Meeting with PSAC Bargaining Agent (27 September):**

During our meeting, we engaged in discussions regarding the preparations for the upcoming collective bargaining negotiations. I have requested a sample survey from a PSAC bargaining representative which will be finalized by

LRC after consultation with AEGSs. Once finalized, it will be sent to AEGSs for feedback to set the mandate for the bargaining.

**Meeting with LRC Members (10, 11 October):**

I scheduled meetings with senior LRC members who have served on the committee for several years. The purpose of these meetings was to seek valuable insights and advice regarding the bargaining process, as well as to learn from their experience in previous negotiations.

**Labour Relations Committee Meeting (12 October):**

The Labour Relations Committee is set to meet on 12 Oct to discuss some key issues and make decisions in preparation for the upcoming bargaining. The LRC's agenda includes deliberations on future labour outreach initiatives and training programs. Furthermore, we will finalize the recruitment process for the bargaining team for the upcoming collective bargaining. During the meeting, I will offer clarity on different aspects of the collective agreement. Additionally, I'm pleased to announce that the GSA LRC has recently appointed two faculty stewards to advocate for graduate students and serve as union representatives in the Faculty of Rehabilitation Medicine and the Faculty of Engineering.

I have not yet attended some of the meetings listed below, which is why I haven't included them in my report. However, I plan to cover the key highlights and main aspects of these meetings during our October council meeting. Finally, I would really appreciate any feedback from the respected council members related to any labour related matters.

Thank you,  
Muneeb Masood Raja, Associate Vice-President Labour 2023-2024

*Please find below a list of meetings I attended between 16 Sep and 15 Oct 2023 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

|           |                                                  |
|-----------|--------------------------------------------------|
| 18 Sep    | GSA Executives & President Flanagan              |
| 18 Sep    | Labour Chat with PSAC Representative             |
| 19 Sep    | It All Takes Shape - Launch of University SWP    |
| 19 Sep    | Council of Residence Association Meeting         |
| 19 Sep    | Residence Advisory Committee                     |
| 20 Sep    | Labour Outreach                                  |
| 20 Sep    | Chancellor Dinner – GSA Executives               |
| 21 Sep    | Labour Trainings                                 |
| 23,24 Sep | Taking Union Basics Training - PSAC              |
| 27 Sep    | Meeting with PSAC Bargaining Agent               |
| 28 Sep    | Post-Secondary Student Homelessness Presentation |
| 28 Sep    | Reception with Minister of Advanced Education    |
| 29 Sep    | Labour Chat with PSAC Representative             |
| 29 Sep    | GSA Coffee Break                                 |
| 03 Oct    | Labour Chat with PSAC Representative             |
| 05 Oct    | Meeting with GSA Union Steward                   |
| 05 Oct    | Meeting with GSA Councillor                      |
| 06 Oct    | Labour Chat with PSAC Representative             |
| 10 Oct    | Meeting with LRC Member                          |
| 11 Oct    | Meeting with LRC Member                          |
| 12 Oct    | Labour Relations Committee Meeting               |

|        |                                             |
|--------|---------------------------------------------|
| 13 Oct | Labour Chat with PSAC Representative        |
| 13 Oct | Board of Governors Luncheon with SU and GSA |

**2023-2024 Vice-President Student Services  
Report to GSA Council for 16 October 2023**

To: GSA Council  
From: Muhammad Haseeb Arshad  
Date: 11 October 2023

Dear Council Members,

I hope this report finds you with the best of health. For my meetings from 11<sup>th</sup> of September to 12<sup>th</sup> of October, I will use the following space to summarize some of the important ones.

- **Meeting with K Friese, Assistant Dean Health and Wellness (September 12<sup>th</sup>):**  
During my meeting with K Friese, Assistant Dean Health and Wellness, we discussed two key topics. First, we discussed the university's strategy for messaging regarding recent natural disasters in Morocco and Libya, including how to effectively communicate information and provide support in response to these events. Second, we delved into the possibility of securing support from DOS for a peer support program by the Graduate Student Association (GSA). We explored the possibility of this program either functioning as an independent service or becoming a branch of the existing peer support program managed by the Student Union (SU). Kevin insisted that there is a lot of logistical and training work that needs to be done before we can kick start a program like this and I will be talking to Karen and Tiffany to learn more about how the current DEOs, and GSA staff can be trained to run a pilot program.
- **Meeting with R Sanghera, Vice-Provost and Dean of Students (September 12<sup>th</sup>):**  
In my meeting with R Sanghera, Vice-Provost and Dean of Students, we covered several important GSA priorities. These priorities included mental health initiatives, addressing gender-based violence concerns, and seeking support from the Dean of Students (DOS) for the implementation of gender-neutral bathrooms across campus. Additionally, we explored the idea of incorporating bidet sprayers in certain campus bathrooms to cater to the specific needs of international students.
- **Campus Food Bank Annual General Meeting (CFB AGM) Prep. (September 15<sup>th</sup>):**  
In the preparation meeting for the Campus Food Bank Annual General Meeting (CFB AGM), we focused on outlining the key guidelines for questioning candidates who have expressed interest in the board of director position. Additionally, we explored the possibility of having current board members conduct these interviews. During the meeting, we also reached a final decision on the rubric that all board members will use to evaluate candidates during the interviews.
- **GSA Executives and President Flanagan (September 18<sup>th</sup>):**  
During our meeting with GSA Executives and President Flanagan, we engaged in a range of discussions. We talked about the ongoing efforts and initiatives of the Graduate Student Association (GSA), emphasizing the importance of encouraging new international students to participate in GSA activities and advocacy. We highlighted key services such as the health and dental plan, as well as the process for enrolling dependents. The conversation also revolved around ways President Flanagan could support GFC's role and student representation, particularly when orienting new members. Furthermore, there was an exploration of the idea of the president advocating to the ministry to grant the university the authority to manage its own business operations.
- **Health Campus Alberta Intro Meeting (September 19<sup>th</sup>):**

During the introductory meeting with Health Campus Alberta (HCA), Melodie presented an overview of HCA's vision and its potential role in fostering collaborations among schools in Alberta. The discussion also covered the support that HCA could offer, including workshops for DEOs and staff to facilitate conversations on challenging topics such as mental health and sexual and gender-based violence. As part of our engagement, I extended an invitation to Melodie to present at the Council and share the valuable work that HCA is undertaking.

- **Quarterly U-Pass Meeting (September 19<sup>th</sup>):**

During the U-Pass meeting held on September 19th, we addressed several important topics related to transit. Kyle mentioned that the city retains a portion of the U-Pass fee for dropout eligibility. Additionally, we explored the possibility of the city removing the \$4 loading fee, and there was a conversation about the rationale behind reducing the number of operational trains after 6 PM. I raised the question of increasing the number of buses from 8 to 10, especially during the winter when students often face difficulties finding available buses during peak hours. Kyle also emphasized that the city acknowledges the significance of safety and security on public transit, and a working group is actively working to identify train stations that require increased police presence.

- **U-Pass Administrative Committee Meeting (September 21<sup>st</sup>):**

During the U-Pass Administrative Committee Meeting, several issues related to U-Pass cards were addressed. One major concern revolved around problems with ARC card activation and the backlog in activation processes. Additionally, there was a discussion about instances where student cards worked at the back of the bus but not at the front upon entering. It was noted that Infolinks can provide replacement cards for free as long as they have the supply available. It was suggested that information should be disseminated to students, advising them to obtain replacement cards from the SUBMART if they encounter activation issues or difficulties tapping their cards at the front of the bus. Furthermore, deliberations were made on the potential rescheduling of administrative committee meetings before the quarterly U-Pass meetings. The final decision on this matter will be made by the committee chair, who will then update the calendar for the next administrative meeting.

- **Campus Climate Survey working group (September 22<sup>nd</sup>):**

During this meeting, we discussed the primary concern on the secure storage of confidential data collected from the university-wide survey. We expressed the possibility of getting access to the anonymized data to conduct our own independent analyses. Additionally, discussions centered around the plan for sharing the final SGBV report during the soft launch of the Option Navigation Network. I believe as of right now, this network has been launched, featuring a user-friendly webpage with various resources available to students who may need assistance following a sexual and gender-based violence incident.

- **GSA's Priorities for Experiential & Work-Integrated Learning and Meet & Greet of New Director (September 23<sup>rd</sup>):**

During this meeting, my focus was on priorities related to Work-Integrated Learning opportunities for graduate students. Firstly, I highlighted that there is dire need to enhance the internship program, which included the development of an online portal to facilitate the posting of internship opportunities for graduate students. Additionally, the meeting addressed the issue of fair compensation for students during their internships, recognizing the importance of ensuring that students are appropriately compensated for their work.

Furthermore, I asked about supporting graduate students to get summer internships in the industry, with an emphasis on convincing supervisors to endorse and facilitate these valuable work-integrated learning opportunities.

- **DOA Committee meeting (September 27<sup>th</sup>):**

During the DOA (Dean of Students' Advisory) committee meeting held on September 27th, various updates and plans for upcoming events were discussed.

Firstly, the committee reviewed the report for the Suicide Prevention Day event, which featured activities such as balloon popping as a myth-busting therapy, fishing for affirmation, and the distribution of prizes to randomly selected students. Campus St. Jean reported the success of their event, which involved distributing resource information through flyers. Additionally, Augustana Campus hosted an open-door event, offering hot chocolate and notes to attendees.

Next, plans for Mental Health Day on October 10th were addressed. ASSET planned to distribute handouts to students, and a "Light Up Purple" activity was scheduled, with 50 kits already requested. Heather noted that she will try to secure additional funding for 100 kits to accommodate all interested individuals.

Adjustments to some posters were requested to include information about the help students can receive from the campus health center. The event would also be live broadcasted at Campus St. Jean, and Augustana Campus had plans to launch a dating therapy website on the same day. A river valley walk will be organized on October 12th, with 35 staff members already signed up, aiming for a target of 50 participants.

Lastly, plans for World Hello Day on November 21st were discussed. This event aimed to foster social connections through various means, including food, conversation, and activities designed to help students make new friends. An update to the calendar was planned for November to share information about upcoming social events on campus. On November 24th, DOA would collaborate with GSA to host a similar event, primarily targeting graduate students during the coffee break at Triffo Hall.

- **PAWSOC (October 2<sup>nd</sup>):**

During the PAWSOC meeting on October 2nd, the group called up for its inaugural session. The meeting began with the sharing of the previous year's usage report, providing insights into the usage of different services and facilities available to the students. I noted that student groups can book two of the multi-purpose rooms free of charge to arrange physical activities, which is something that GSA could take advantage of.

Katherine noted a significant change in hours of operation, with weekend hours extended from 9 AM to 4 PM to 8 AM to 8 PM, and weekday hours extended from 6 AM to 10 PM. This change in operating hours is influenced by the evolving needs, especially considering the COVID-19 pandemic is over.

Additionally, the group was informed about the upcoming launch of new virtual programming, referred to as the "RightBreak Program," in collaboration with a third-party provider. This virtual program is slated to commence in January 2024, reflecting the interest expressed by students in online virtual programming, particularly in the post-COVID era. Discussions centered around ensuring seamless collaboration between Facilities and Operations (F&O) and the marketing team to effectively promote this new service among students, recognizing its potential impact and relevance.

- **Students Who Parent Working Group (October 3<sup>rd</sup>):**

During the meeting, various important matters were discussed. One significant topic was the soft launch of the family corner in Rutherford, with the official launch scheduled for October 18th. Students can access this space through the Dean of Students (DOS) website. The family corner provides amenities like a lactation station and changing tables for children, catering to the needs of student parents.

The meeting also touched upon the possibility of utilizing recent research conducted by students from the Rehabilitation Department on the availability of resources for student parents on campus. Clint mentioned that a graduate student, hired as an intern, would be working on drafting policies for students who are parents.

Discussions also centered around updating webpage content for students who are parents, and I suggested collaborating with the Graduate Student Association (GSA) to ensure that we have updated content on our webpage. Furthermore, Clint informed the group that Kevin had secured funding for two lactation stations, with one of them planned for installation in the Student Union Building (SUB).

- Meeting with K Friese, Assistant Dean Health and Wellness (October 10<sup>th</sup>):**  
 During this meeting, I discussed two key topics. First, we discussed the university's strategy for messaging regarding recent natural disasters in Morocco and Libya, including how to effectively communicate information and provide support in response to these events. Second, we delved into the possibility of securing support from DOS for a peer support program by the Graduate Student Association (GSA). We explored the possibility of this program either functioning as an independent service or becoming a branch of the existing peer support program managed by the Student Union (SU). Kevin insisted that there is a lot of logistical and training work that needs to be done before we can kick start a program like this and I will be talking to Karen and Tiffany to learn more about how the current DEOs, and GSA staff can be trained to run a pilot program.
- Meeting with R Sanghera, Vice-Provost and Dean of Students (October 10<sup>th</sup>):**  
 In my meeting with R Sanghera, Vice-Provost and Dean of Students, we covered several important GSA priorities. These priorities included mental health initiatives, addressing gender-based violence concerns, and seeking support from the Dean of Students (DOS) for the implementation of gender-neutral bathrooms across campus. Additionally, we explored the idea of incorporating bidet sprayers in certain campus bathrooms to cater to the specific needs of international students.
- Advisory Working Group on Moderate Standard of Living and Bursary Applications (October 11<sup>th</sup>):**  
 The meeting primarily focused on the final draft of proposed changes to the Moderate Standard of Living (MSOL) that would be presented to the Board of Governors. Recommendations were made by the Student Union (SU) to enhance communication through word-of-mouth channels. Additionally, I suggested that information about emergency bursaries should be included in the course syllabi. This suggestion aimed to provide support for coursework-based master's students who often face significant financial pressures and mental health challenges, as indicated by survey data. Furthermore, a draft presentation was shared with the group, which is slated for presentation at the November COSA meeting. Beshoi will be presenting part of this presentation during this session, incorporating recommendations from the Graduate Student Association (GSA) based on our MSOL survey findings.

These were the highlights of the meetings that I have attended up until the submission of this report. I look forward to working with all the members of the GSA Council. Please feel free to reach out to me at vpsse@ualberta.ca if you have any concerns or would like to discuss any matters with me.

Thank you,

**Muhammad Haseeb Arshad,**  
 Vice-President Student Services 2022-2023

*Please find below a list of meetings I attended between 11 September to 11 October 2023 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

|        |                                                               |
|--------|---------------------------------------------------------------|
| 12 Sep | Meeting with K Friese, Assistant Dean Health and Wellness     |
| 12 Sep | Meeting with R Sanghera, Vice-Provost and Dean of Students    |
| 15 Sep | Campus Food Bank Annual General Meeting (CFB AGM) Preparation |
| 18 Sep | GSA Executives and President Flanagan                         |
| 19 Sep | Health Campus Alberta Intro Meeting                           |
| 19 Sep | Quarterly U-Pass Meeting                                      |
| 21 Sep | U-Pass Administrative Committee Meeting                       |

|        |                                                                                               |
|--------|-----------------------------------------------------------------------------------------------|
| 22 Sep | Campus Climate Survey working group                                                           |
| 23 Sep | GSA's Priorities for Experiential & Work-Integrated Learning and Meet & Greet of New Director |
| 27 Sep | DOA Committee meeting                                                                         |
| 2 Oct  | PAWSOC                                                                                        |
| 3 Oct  | Student Who Parent Working Group                                                              |
| 10 Oct | Meeting with K Friese, Assistant Dean Health and Wellness                                     |
| 10 Oct | Meeting with R Sanghera, Vice-Provost and Dean of Students                                    |
| 11 Oct | Advisory Working Group on Moderate Standard of Living and Bursary Applications                |

**2023-2024 Vice-President Student Life  
Report to GSA Council for the 16 October 2023 Meeting**

To: GSA Council  
From: Tiffany Kung  
Date: October 9 2023

Dear Council Colleagues,

I hope everyone has had a wonderful September! Please see the meetings I attended this month attached. Please note that I was away at a conference from October 9 to 13.

**Meeting with Lori Ireland (Center for Teaching and Learning) (Sept 12)**

Lori and I met to discuss the EDI reading group initiative. She expressed her support for the initiative and interest in presenting, and will be facilitating a session on decolonizing your curriculum for the group in the Winter semester.

**Meeting with Ravina Sanghera (Dean of Students (DoS)) (Sept 12)**

Haseeb, Bishoi, and I met with Ravina to discuss the different initiatives that intersected with the DoS portfolio. On my end, I discussed finding office space for the Black Graduate Students Association. We have booked an upcoming meeting with her, the BGSA, and I to discuss work on this front.

**First Peoples House Stew & Bannock event (Sept 13)**

I attended the FPH stew and Bannock event, and got to see many of the new FNMI students attending, as well as some members of the IGSA, and have some delicious lunch.

**Faculty of Graduate Studies and Research (FGSR) Council (Sept 13)**

I attended the FGSR council alongside Rija and Bishoi. The Council discussed many things, the most pertinent two being: 1) the change of name from FGSR to GPS (Faculty of Graduate and Postdoctoral Studies) to reflect the integration of the post-doctoral students into the FGSR faculty. 2) The PhD minimum funding guarantee. The departments noted considerable worry that the University would hoist the financial burden for funding PhD students onto departments, which would push smaller departments into the red and force them to turn away students. Other departments such as nursing also brought up some specific concerns relative to their department for which exact clerical and administrative details had not been worked out. Rija and I both spoke to the fundamental importance of funding students in an age where the cost of living has skyrocketed and salaries have not changed to match. Many PhD students remain completely unfunded for their degree, forcing many to choose between pursuing their studies and dropping out to support themselves and others. Roger Epp echoed the importance of the minimum funding guarantee, and that more work needed to be done to discuss exactly where the needed finances to fund students would come from. The conversation is expected to continue at the next FGSR council, so please reach out to Rija, Bishoi and I with any thoughts.

**Meeting with a graduate student RE: tuition levy (Sept 14)**

I met with a graduate student to discuss the tuition levy referendum process for their group, which they hope to submit a referendum request for. They plan to come to Council in November for their request.

**Meeting with a graduate student RE: Professional development (Sept 14)**

I met with a student to discuss the possibility of the university offering productivity coaching workshops. I forwarded their query along to Roger Epp (Dean of FGSR) and will forward it on to Ravina Sanghera (Dean of Students) next time I meet her.

**Meeting with Deb Eerkes (Sexual Violence and Response Coordinator (Sept 14)**

I met with Deb Eerkes to discuss a number of initiatives. These included the listening circle for students who have experienced sexual and gender-based violence (SGBV) on campus who wanted to provide feedback for their experience reporting on campus. As of October 7, due to low interest, the group has been rescheduled from October 17, and we will be meeting on that day to discuss how to better communicate the event alongside the University of Alberta Sexual Assault Centre (UASAC).

Deb discussed an intention to meet with international, Indigenous, and Black students on campus to hear their perspectives on her work. She also talked about the work being done towards SGBV in experiential learning contexts, which will include a working group with Ravina (Dean of Students), Carrie (Vice Provost ED), Raymond Mathias (Director of Experiential Learning), Blessey Mathew (Director of the Career Centre under Dean of Students) and herself. The intention of the group is to bring together people who have the resources to effect change in a restorative 'circle' fashion, and determine measures to be taken. The group will also likely reach out to include student associations as well as administration involved in running co-op programs and other communities (e.g., students with disabilities).

Lastly, she discussed the launch of the Options Navigation Network, which is now live. The ONN contains trained staff who can inform students on exactly what resources are open to them after experiencing SGBV in their specific situation.

#### **Advisory Working Group on Moderate Standard of Living and Bursary Applications (Sept 15)**

The group met to discuss communications around bursary applications. As the contents of the meeting are confidential, I cannot share more, but the group's will be meeting again shortly to discuss our recommendations.

#### **Meeting with Carina Thomas (Residence Services) RE: GSRA (Sept 15)**

I met with Carina Thomas to discuss setting up bimonthly meetings between the GSA and students in residence, coordinating with RAs in graduate student residence. We also sent out another survey determining interest in a GSRA, which I will be following up on in mid-October.

#### **Meeting regarding consent awareness communications (Sept 15)**

I met with members of the UASU (Students' Union) and UASAC (Sexual Assault Centre) to discuss communications around consent awareness week that went out from Sept 18-21. We discussed the release of a UASUxGSAxUASAC joint Instagram post that was released as planned, as well as separate but related social media campaigns that would highlight the work Possibility Seeds is doing on a national level, the work the UASU is doing on a provincial level, and the work the UASAC is doing on an institutional level.

#### **EDI Planning Steering Committee (Sept 15)**

I attended the steering committee for the new EDI Action plan that will replace the EDI strategic plan that expired this year. The group discussed important considerations when drafting the plan, and it's expected the plan will come to the GSA Council in November or December.

#### **Engage Edmonton Mixer (Sept 15)**

I attended the Engage Edmonton mixer discussing service learning opportunities for students. It was very informative, and wonderful to hear of all the opportunities available for students on residence.

#### **Meeting with President Bill Flanagan (Sept 18)**

The GSA met with Bill to discuss our initiatives for the upcoming year. For a more detailed report of what we discussed, please refer to Bishoi's report.

#### **Meeting with Sagal Yusuf (Office of Safe Disclosures and Human Rights) (Sept 18)**

I met with Sagal Yusuf to discuss her participation on a panel directed at graduate student facilitators of the EDI reading group that are meant to help students become more comfortable with facilitating and navigating difficult

conversations around EDI with less-informed students. She expressed her support for the initiative, as well as her interest in participating.

#### **Dinner with the Chancellor (Sept 20)**

The GSA met with the Chancellor to have dinner and discuss our strategic work plan. For more details, please see Bishoi's report.

#### **General Faculties Council – Student Conduct Policy Committee (Sept 21)**

The committee discussed edits and feedback to the upcoming student academic integrity policy as well as the student academic misconduct appeal procedure that will hopefully be implemented for September 2024. Clarifying questions were asked about the document. Discussions were held about increasing resources for professors when submitting cases, moving toward restorative processes, and ensuring incorporation of the new sexual and gender-based violence (SGBV) policy, ensuring the process is a learning process for students, ensuring all students (e.g., from Campus Saint Jean, international students, Indigenous students) feel safe through the process as well.

#### **Meeting with Jay Friesen (FGSR Professional Development Instructional Designer) (Sept 22)**

I met with Jay to discuss the EDI reading group. We decided that setting up a central eClass to allow for easy access to the pre-reading materials as well as meeting links and further readings was best, and he is working on creating a page for the group.

#### **Campus Climate Survey Working Group (Sept 22)**

I met with Deb Eerkes, Sam Pearson from the UASAC, and Michael Griffiths (VPSL UASU) to discuss the campus climate survey. The data are currently being fully anonymized and will be shared with the UASU and GSA later. The report is available for students to read here:

<https://www.ualberta.ca/provost/policies-and-procedures/sexual-gender-based-violence-policy/index.html>

#### **Student Housing Stability Working Group (Sept 25)**

I attended the working group where we discussed findings from the recent post-secondary student homelessness project. The details of that report are discussed below on September 28. The group discussed a need to figure out a central workflow and contact on campus for precarious students facing homelessness, as well as resources available to students, such as Safe House. If you are a student experiencing some form of housing precarity, please reach out to the GSA for institutional resources to help.

#### **ISA/GSA Monthly Meeting (Sept 25)**

Rija and I met with the International Students' Association to discuss collaborations on upcoming initiatives. This included the importance of their work and a graduate tuition levy fee, as well as potential collaborative events on scholarships, TA work, etc. specifically tailored to international students. The group will meet monthly to discuss and work on these initiatives.

#### **University of Alberta Safety and Security Committee (Sept 25)**

The UASSC discussed security and safety updates following a presentation by Edmonton Transit Services on their security plan. James Allen and other members of the UASSC will be coming to Council to present their work to the October Council meeting.

#### **Meeting with Carrie Smith (Vice Provost Equity, Diversity, and Inclusion (EDI)) (Sept 26)**

I met with Carrie Smith to discuss the EDI reading group as well as the EDI action plan work. I reiterated to her the importance of providing honoraria to students when we are asking for their time and energy in informing the institution's EDI work, and she agreed with me, and will endeavor to pay students as appropriate.

#### **Next Phase of the EDI Strategic plan (Sept 27)**

The EDI plan steering group met with the EDI leads group, composed of staff working on EDI initiatives throughout the University for their feedback on the plan's direction, such as adhering to the Scarborough charter. The feedback will be incorporated by Carrie's team while crafting the EDI action plan itself.

#### **Post-Secondary Student Homelessness Presentation (Sept 28)**

The GSA heard a presentation on post-secondary student homelessness. The results included that, of all students surveyed, ~50% of students had hidden homelessness, 32% were provisionally accommodated, 9% were unsheltered, 14% at risk of homelessness, 14% emergency sheltered, 14% episodic. International students had unique challenges: 1) Increased financial strain (e.g., higher tuition), 2) Power dynamics (will I be evicted if I access support?), 3) Cultural impacts (religious values, language barriers). Other barriers in general included: lack of knowledge about services (36%), Can't find info abt services (28%), Worries about qualifying (e.g., Don't want to "take" services from those who need it more; 17%), lack of assistance, expenses and availability of housing (32%), lack of communication or contact to connect with the service (32%), Application complexity (13%). This last point included: needing to Show tax return from previous year, but financially OK in previous year but not this one— had income and now don't, Not being a mature student until 24 but not emancipated, Students provisionally accommodated don't count for safe house services, services available for International vs domestic students, Lack of willingness to look for loans (i.e., Don't want to be \$20,000 in debt with student loans because they just needed \$1,000).

Students recommended: Raising awareness e.g. by providing resources on the syllabus, Subsidized campus housing, institutional Help finding suitable housing, More online services (e.g., Difficulty getting on campus for these services (e.g., students who work FT)), Visual reminders of services available, Cap on student rent, More inclusive options / less red tape for services (Often students would only miss out on one eligibility criteria; E.g., students who aren't 25 can't be deemed as an individual adult unless they emancipate themselves), Subsidizing cost of living, Multistep program for homeless individuals. Most students viewed the problem as something the institution should combat, not something the government could do.

To discuss worries, concerns, or questions about these findings, please send me an email to discuss in more detail.

#### **Reception with the Minister of Advanced Education (Sept 28)**

I attended a reception with the Minister of advanced education, where we had the chance to briefly discuss with her some of the GSA's initiatives. For more details, please see Hamid's report.

#### **GSA Coffee Break (Sept 29)**

I attended the GSA coffee break and had the opportunity to speak with some grad students as well as pet some dogs at Fido Fridays! It was fantastic and I look forward to hopefully seeing some familiar and new faces at coffee breaks throughout the year.

#### **SEAP Support Team (Sept 29)**

I unfortunately missed this meeting, but was able to access the minutes. The group discussed key performance indicators around the SEAP goals, including items surrounding the themes, goals, and actions that the university did and did not have data on.

#### **Meeting with Roger Epp (Dean of FGSR), and IGSA (Oct 2)**

I met with Roger Epp and Jillian and Hannah from the IGSA to discuss ongoing initiatives with FGSR. We discussed what could be achieved before Tracy transitioned into the position, as well as ongoing work we could continue with her. More work is being done on the FNMI GRA/GTA pilot for students spending time in community, as well as the pair of Indigenous support staff positions within FPH and FGSR, which will require ongoing work by Tracy past Roger's last day.

**Residence Advisory Council Meeting (Oct 3)**

I attended the residence advisory council. The group discussed the rent rationalization model, and most of the time was spent on whether arsfj at Campus Saint Jean fit into the rent rationalization model due to their location and unique campus culture. The group felt it was unfair for their rent to be increased so dramatically considering how far away they were from north campus. Residence services noted they would take this into consideration. The rent rationalization was supported in other aspects, to match rent on very similar residences, while still criticized in other groups, where students discouraged residence services from matching rent on residences with drastically different services (e.g., PLH vs Schaffer Hall). The group will discuss meal plans and rental rates at the next meeting, with residents projecting a 5-6% escalator on various rent and food increases.

**2023-2024 GSA VP Student Life's Meetings Attended (Tiffany Kung)**

*Please find below a list of meetings I attended between 12 September to 5 October 2023 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.*

(Sept 25)

University of Alberta Safety and Security Committee (Sept 25)  
 Meeting with Carrie Smith (Vice Provost Equity, Diversity, and Inclusion (EDI)) (Sept 26)  
 Next Phase of the EDI Strategic plan (Sept 27)  
 Post-Secondary Student Homelessness Presentation (Sept 28)  
 UASU Residential School Memorial (Sept 28)  
 Reception with the Minister of Advanced Education (Sept 28)  
 Department of Medicine Orientation (Sept 29)  
 GSA Coffee Break (Sept 29)  
 SEAP Support Team (Sept 29)  
 Meeting with Roger Epp (Dean of FGSR), and IGSA (Oct 2)  
 Residence Advisory Council Meeting (Oct 3)

|              |                                                                                 |
|--------------|---------------------------------------------------------------------------------|
| September 12 | Meeting with Lori Ireland (Center for Teaching and Learning)                    |
| September 12 | Meeting with Ravina Sanghera (Dean of Students (DoS))                           |
| September 13 | First Peoples House Stew & Bannock event                                        |
| September 13 | Faculty of Graduate Studies and Research (FGSR) Council                         |
| September 14 | Meeting with a graduate student RE: tuition levy                                |
| September 14 | Meeting with a graduate student RE: Professional development                    |
| September 14 | Meeting with Deb Eerkes (Sexual Violence and Response Coordinator)              |
| September 15 | Advisory Working Group on Moderate Standard of Living and Bursary Applications  |
| September 15 | Meeting with Carina Thomas (Residence Services) RE: GSRA                        |
| September 15 | Meeting regarding consent awareness communications                              |
| September 15 | EDI Planning Steering Committee                                                 |
| September 15 | Laboratory Medicine & Pathology Orientation                                     |
| September 15 | Engage Edmonton Mixer                                                           |
| September 18 | Meeting with President Bill Flanagan                                            |
| September 18 | Meeting with Sagal Yusuf (Office of Safe Disclosures and Human Rights)          |
| September 20 | Dinner with the Chancellor                                                      |
| September 21 | General Faculties Council – Student Conduct Policy Committee                    |
| September 22 | Meeting with Jay Friesen (FGSR Professional Development Instructional Designer) |
| September 22 | Campus Climate Survey Working Group                                             |
| September 25 | Student Housing Stability Working Group                                         |
| September 25 | ISA/GSA Monthly Meeting                                                         |

|              |                                                                                   |
|--------------|-----------------------------------------------------------------------------------|
| 20 September | GFC APC - Academic Planning Committee                                             |
| 20 September | Chancellor Dinner                                                                 |
| 20 September | Cap & Gown Ceremony                                                               |
| 26 September | Meeting with R Epp, Interim Dean, Faculty of Graduate Studies and Research (FGSR) |
| 26 September | TD Insurance Partnership Touchpoint                                               |
| 27 September | UofCGSA/UofAGSA/AUGSA/CUGSA Meeting                                               |
| 27 September | Meeting with A. Campbell and C. Fotang, UofA Student Union                        |
| 28 September | Meeting with C. Beasley, A. Campbell and C. Fotang, Student Union                 |
| 28 September | Board Luncheon with the Minister of Advanced Education                            |
| 28 September | Meeting with R Sawhney, Minister of Advanced Education                            |
| 29 September | Board Learning, Research and Student Experience Committee                         |
| 2 October    | PAWSOC Meeting                                                                    |
| 3 October    | MNIF Joint Oversight Committee Meeting                                            |
| 4 October    | GFC Academic Planning Committee                                                   |
| 5 October    | Graduate Student Association Edmonton Taproot press interview                     |

**GSA Nominating Committee  
Report to GSA Council for the 16 October 2023 Meeting**

To: GSA Council  
From: Violet Sun  
Date: 13 October 2023

Dear Council Colleagues,

The report from the GSA Nominating Committee (GSA NoC) this month is a summary of discussions/decisions the committee has made since its last report, together with a list of all vacancies filled and those which will be filled shortly.

GSA Policy governing the GSA NoC is located in GSA Bylaw and Policy, Section E: Nominating. As provided for in its Terms of Reference, the GSA NoC has been conducting business via email.

Sincerely,  
Violet Sun, Chair of the GSA NoC

**Memorandum to GSA Councillors**

**As reported previously on multiple occasions, there are a number of vacancies on GSA Standing Committees for GSA Council Members (Departmental Councillors, Alternates, and Councillors-at-Large).** These positions play a pivotal role in the GSA's ongoing efforts to keep its processes transparent and itself accountable and long-term vacancies adversely impact these efforts. **GSA Councillors (including Alternates) are strongly encouraged to consider serving on these committees.**

It is important to note that the time commitment for these committees varies greatly. While some meet regularly throughout the year (usually every two (2) to three (3) months) others meet less frequently, and some do almost all of their work over email. Additionally, **there is an appreciation of people's schedules and other commitments and accommodations are routinely made for those who cannot attend all meetings.**

**Service on these bodies is an excellent way to make sure your voice is heard and a great opportunity to add to your CV/resume!**

On behalf of the GSA NoC, I strongly encourage GSA Councillors (and Alternates) and Councillors-at-Large to consider the next round of vacancies, which will be circulated to GSA Council electronically and which are listed below. Questions can be directed to me at [qiuyu@ualberta.ca](mailto:qiuyu@ualberta.ca) or GSA Elections Coordinator Monica Brzak at [gsanomco@ualberta.ca](mailto:gsanomco@ualberta.ca).

### GSA Standing Committees

**1) GSA Nominating Committee (GSA NoC) (One (1) Member Position)**

Information regarding the position for one (1) GSA member was circulated via the GSA Newsletters of 29 September, and 5 October 2023 with a nomination deadline of 11 October 2023. **One (1) nomination was received; there will be a paper ballot vote (see Item 8a– Nominee for the GSA Nominating Committee).**

**2) GSA Awards Selection Committee (GSA ASC) (Eight (8) GSA Councillor Positions)**

Information regarding the eight (8) vacancies for GSA members was circulated in the GSA newsletter of 29 September, and 5 October 2023 with a nomination deadline of 11 October 2023. **One (1) nomination was received; there will be a paper ballot vote (see Item 8b– Nominee for the GSA Nominating Committee).**

**3) GSA Elections and Referenda Committee (GSA ERC) (Two (2) Councillor Positions)**

Information regarding the two (2) vacancies for GSA members was circulated in the GSA newsletter of 29 September, and 5 October 2023 with a nomination deadline of 11 October 2023. **No nominations were received; these vacancies will be advertised again.**

### External Committees

**1) Faculty of Graduate Studies and Research Committee (Seven (7) Graduate Student Positions)**

Information regarding the seven (7) vacancies (two (2) Councillors and five (5) Alternates) on the Faculty of Graduate Studies and Research Committee was circulated via the GSA Newsletter graduate students on 29 September, and 5 October 2023 with a nomination deadline of 11 October 2023. **One (1) nomination was received for the two (2) Councilor positions, no nominations were received for the five (5) alternate positions: Tianxu Wang was elected.**

**GSA Executive Director  
Report to GSA Council for the 16 October 2023 Meeting**

To: GSA Council  
From: Lewie Moodley  
Date: 13 October 2023

Dear GSA Council Members,

The office has had a busy start to the fall term, with many departmental orientations being delivered alongside the annual Fall Orientation Information Fair. This event saw attendance at nearly pre-pandemic levels, making it a resounding success. We held our first Fall Coffee Break, and this also was a successful event. We have hired a new Associate Director, Research Coordinator, and a new Grants Administration Coordinator. We have a full complement of staff; we are currently providing the necessary training to the new staff. As the GSA's fiscal year ended on March 31, 2023, in early July of the same year, auditors visited the GSA in person to conduct the annual financial audit.

We have the findings from this annual audit. The audit for the first term and the expenditure financial report for the new fiscal year is expected to be completed in the coming weeks. Following their review by the GSA Budget and Finance Committee and the GSA Board, both of these items will be presented to the GSA Council on October 16, 2023. Subsequently, the GSA's audited financial statements will proceed to the University Board of Governors, in accordance with the requirements of the Post-Secondary Learning Act.

My weekly reports to the GSA Board are attached, and, as always, I am happy to answer any questions.

Lewie Moodley, GSA Executive Director

## Management Report to the GSA Board, 20 September 2023

Management has been engaged with the following issues since the last GSA Board meeting on 13 September 2023:

### Strategic

- Work associated with the Collective Agreement (soliciting expressions of interest for the steward network, advising individual graduate student workers, and supporting the work of the GSA Labour Relations Committee, distribution of new agreement, outreach and strategic planning with PSAC).

### Operations

- We have hired an Associate Director, and an offer has been made. Cindy Roose will be joining the GSA on October 4 2023.
- The Grants Administration Coordinator position that has now been filled. Vanessa Miller will begin on September 26 2023.
- Facebook = 2019 followers (up 13 since 5 September); Facebook posts reached "172" users since 5 September. Twitter = 1,344 followers (up 3 since 5 September); our tweets earned "59" impressions over the past week. Instagram = 1150 followers (up 6 since 5 September); Instagram posts reached "326" users over the last week.
- Processing grants – Due to personnel changes we have a current pause on Academic Travel Grants and Childcare Grants. Emergency bursaries will remain unaffected. Grants will be re-opened on October 2 2023.
- Orientations are now completed and went on successfully, thank you to everyone who delivered a session.

## Management Report to the GSA Board, 27 September 2023

Management has been engaged with the following issues since the last GSA Board meeting on 20 September 2023:

### Strategic

- Work associated with the Collective Agreement (soliciting expressions of interest for the steward network, advising individual graduate student workers, and supporting the work of the GSA Labour Relations Committee, distribution of new agreement, outreach and strategic planning with PSAC).

### Operations

- We have hired an Associate Director, and an offer has been made. Cindy Roose will be joining the GSA on October 4 2023.
- The Grants Administration Coordinator position that has now been filled. Vanessa Miller began on September 26 2023.
- Facebook = 2022 followers (up 3 since 18 September); Facebook posts reached "390" users since 18 September. Twitter = 1,346 followers (up 2 since 18 September); our tweets earned "773" impressions over the past week. Instagram = 1153 followers (up 3 since 18 September); Instagram posts reached "700" users over the last week.
- Processing grants – Grants will be re-opened next week on October 2 2023.

### **Management Report to the GSA Board, 4 October 2023**

Management has been engaged with the following issues since the last GSA Board meeting on 27 September 2023:

### Strategic

- Work associated with the Collective Agreement (soliciting expressions of interest for the steward network, advising individual graduate student workers, and supporting the work of the GSA Labour Relations Committee, distribution of new agreement, outreach and strategic planning with PSAC).

### Operations

- Assessment of Graduate Students' Financial Situation report has been completed and distributed, the GSA office has received praise from various University departments for its efforts with this work.
- The office is now currently onboarding and training the new staff members. The GSA office is closed on Friday October 6 and Monday October 9.
- Facebook = 2024 followers (up 2 since 25 September); Facebook posts reached "703" users since 25 September. Twitter = 1,347 followers (up 1 since 25 September); our tweets earned "773" impressions over the past week. Instagram = 1161 followers (up 8 since 25 September); Instagram posts reached "972" users over the last week.
- The Grants department was re-opened on October 2 2023. We are working tirelessly to clear the backlog.

## Management Report to the GSA Board, 11 October 2023

Management has been engaged with the following issues since the last GSA Board meeting on 4 October 2023:

### Strategic

- Work associated with the Collective Agreement (soliciting expressions of interest for the steward network, advising individual graduate student workers, and supporting the work of the GSA Labour Relations Committee, distribution of new agreement, outreach and strategic planning with PSAC).

### Operations

- Assessment of Graduate Students' Financial Situation report has been completed and distributed, the GSA office has received praise from various University departments for its efforts with this work.
- The office is currently working on upcoming events such as the Halloween Coffee Break and the Fall Ball. We are currently preparing for next week's council meeting.
- Facebook = 2025 followers (up 1 since 3 October); Facebook posts reached "7170" users since 3 October. Twitter = 1,347 followers (up 0 since 3 October); our tweets earned "32" impressions over the past week. Instagram = 1158 followers (down 3 since 3 October); Instagram posts reached "368" users over the last week.
- The Grants department is open and reviewing applications.. We are working tirelessly to clear the backlog.