

GSA Council Meeting AGENDA

Monday, 19 September 2022 at 6:00 pm

Held in-person in Council Chamber and electronically via Zoom

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 Dweej Shah in the Chair

OPEN SESSION

**Attached Numbered
Pages**

1. Approval of the 19 September 2022 Agenda (*suggested time: 1 min*)
2. Approval of the Minutes from the 18 July 2022 GSA Council Meeting (*suggested time: 1 min*)
Attachment:
 - i. Minutes from the 18 July 2022 GSA Council Meeting
3. Changes in GSA Council Membership (*suggested time: 1 min*)
 - i. Introduction of New GSA Council Members (*If you are new to GSA Council, please let us know it is your first meeting*)
 - ii. Farewell to Departing GSA Council Members (*If this is your last GSA Council meeting, or if your last GSA Council meeting is approaching, please let us know*)

2.0 - 2.4

GSA Council Member Announcements

4. GSA Council Member Announcements (*suggested time: 5 min*)

Action Item

5. 2021-2022 GSA Audited Financial Statements (*suggested time: 30 mins*)
Anas Fassih (President and GSA Budget and Finance Committee Chair) will present the item and introduce the guests.

Guests: Melissa Gee, GSA Auditor (RSM Canada); Leon Pfeiffer (RSM Canada)

GSA BFC Members Who Are Members of GSA Council: Anas Fassih (President and GSA BFC Chair); Hiren Kaklotar (Vice-President Labour and GSA BFC Vice-Chair)

GSA BFC Members Invited to GSA Council as Guests: Maria Bartoli, Solbee Seo

Attachments:

- i. Outline of Issue
- ii. 2021-2022 GSA Audited Financial Statements

5.0

1-16

(Original Pagination)

6. 2022-2023 GSA Spring/Summer Term Budget and Expenditure Report (*suggested time: 10 min*)
Anas Fassih (President and GSA Budget and Finance Committee Chair) will present the item.

Attachments:

- | | | |
|------|---|-------------|
| i. | Cover Letter from the President and Chair of the GSA BFC to GSA Council | 6.0 |
| ii. | Outline of Issue | 6.1 |
| iii. | 2022-2023 GSA Spring/Summer Term Budget and Expenditure Report | 6.2 - 6.4 |
| iv. | 2022-2023 GSA Operating Budget Narrative | 6.5 - 6.15 |
| v. | 2022-2023 GSA Restricted and Other Funding Narrative | 6.16 - 6.17 |
| vi. | 2022-2023 Labour Union Fund Dues Budget Narrative | 6.18 |

Discussion Item

7. **University Strategic Plan for Equity, Diversity, and Inclusion**
Anas Fassih (President) will present the item and introduce the guest.

Guest: Logan Mardhani-Bayne, Strategic Development Manager

Attachment:

- Briefing Note: EDI Consultation for Strategic Planning 7.0 - 7.1

Elections

8. GSA Council Elections (*suggested time: 15 min*)
Violet Sun (GSA Nominating Committee Member) will present the item.

GSA Standing Committees

a. GSA Appeals and Complaints Board (GSA ACB) Renewal

Attachment:

- i. Nominee for the GSA ACB (1 renewal of a GSA member) 8.0 - 8.1

b. GSA Budget and Finance Committee (GSA BFC)

Attachment:

- i. Nominee for the GSA BFC (1 GSA member vacancy) 8.2 - 8.3

c. GSA Equity, Diversity, and Inclusion Committee (GSA EDIC)

Attachment:

- i. Nominees for the GSA EDIC (6 GSA member vacancies) 8.4 - 8.8

d. Governance Committee (GSA GC)

Attachment:

- i. Nominee for the GSA GC (1 GSA Councillor vacancy) 8.9 - 8.10

Dweej Shah (GSA Speaker) will present this portion of the item

e. GSA Nominating Committee (GSA NoC)

Attachment:

- i. Nominee for the GSA NoC (1 GSA member vacancy) 8.11 - 8.12

Reports (*suggested time: 15 min*)

9. **President (Anas Fassih, President)**
- | | | |
|------|--|-----------|
| i. | President's Report | 9.0 - 9.2 |
| ii. | GSA Board Report | 9.3 |
| iii. | GSA Budget and Finance Committee Report | 9.4 |
| iv. | GSA Equity, Diversity and Inclusion Committee Report (no written report at this time) | |
| v. | GSA Governance Committee Report (no written report at this time) | |
10. **Vice-President Academic (Bishoi Aziz, Vice-President Academic)**
- | | | |
|----|----------------------------------|-------------|
| i. | Vice-President Academic's Report | 10.0 - 10.1 |
|----|----------------------------------|-------------|

- | | |
|---|---|
| <p>11. Vice-President External (Janmejaya Rao, Vice-President External)</p> <ul style="list-style-type: none"> i. Vice-President External's Report ii. GSA Awards Selection Committee Report (no written report at this time) | <p>11.0 - 11.1</p> |
| <p>12. Vice-President Labour (Hiren Kaklotar, Vice-President Labour)</p> <ul style="list-style-type: none"> i. Vice-President Labour's Report ii. GSA Labour Relations Committee Report | <p>12.0 - 12.1
12.2</p> |
| <p>13. Vice-President Student Services (Monisha Vinod, Vice-President Student Services)</p> <ul style="list-style-type: none"> i. Vice-President Student Services' Report | <p>13.0 - 13.1</p> |
| <p>14. Senator (Md Habibur Rahaman)</p> <ul style="list-style-type: none"> i. Senator's Report (no written report at this time) | |
| <p>15. Speaker (Dweej Shah, Speaker)</p> <ul style="list-style-type: none"> i. Speaker's Report (no written report at this time) | |
| <p>16. Chief Returning Officer (Sophie Shi, Chief Returning Officer)</p> <ul style="list-style-type: none"> i. Chief Returning Officer's Report (no written report at this time) | |
| <p>17. GSA Nominating Committee (Violet Sun, GSA Nominating Committee Member)</p> <ul style="list-style-type: none"> i. GSA Nominating Committee Report | <p>17.0 - 17.3</p> |
| <p>18. GSA Elections and Referenda Committee (Jennifer Bertrand, GSA Elections and Referenda Committee Chair)</p> <ul style="list-style-type: none"> i. GSA Elections and Referenda Committee Report (no written report at this time) | |
| <p>19. GSA Management (Courtney Thomas, Executive Director)</p> <ul style="list-style-type: none"> i. Executive Director's Report | <p>19.0 - 19.4</p> |

Question Period

- 20. Written Questions (none received at this time; questions may be submitted to the GSA Speaker before 4 PM on Thursday, 15 September 2022)**
- 21. Oral Questions**

Adjournment

GSA Council Meeting MINUTES
Monday, 18 July 2022 at 6:00 pm
Held online via Zoom

IN ATTENDANCE:

Anas Fassih (President)	Sam Deakin (Biological Sciences)	Maia Trotter (Library & Information Studies)	Bryanna Chan (Physical Therapy)
Bishoi Aziz (VP Academic)	Kodi Cheng (Biomedical Engineering)	Hannah Lam (Linguistics)	Hamid Hassani (Physics)
Janmejy Rao (VP External)	Teddy Carter (Business PhD)	Yurij Salmaniw (Mathematical & Statistical Sciences)	Isha Ralhan (Physiology)
Hiren Kaklotar (VP Labour)	Kazuki Ueda (Cell Biology)	Andy Zhang (Media & Technology Studies)	Telisa Courtney (Political Science)
Dweej Shah (Speaker)	Helia Dehghan Harati (Chemistry)	Kara Goodkey (Medical Genetics)	Emilie Desnoyers (Psychiatry)
Sophi Shi (CRO)	Sana Homsy (Communication Sciences & Disorders)	Calvin Gordon (Medical Microbiology & Immunology)	Angela Ma (Psychology)
Eric Beaudry (Councillor-at-Large)	Uduak Ituen (Computing Science)	Charbel Baaklini (Neuroscience)	Nazif Mahub (Public Health)
Md Saiful Hoque (Councillor-at-Large)	Nathalia Fernandes Fagundes (Dentistry)	Farrell Bryenton (Nursing)	Beckett Stark (Renewable Resources)
Jeremie Mahaux (Councillor-at-Large)	Xavia Publius (Drama)	Alicia Chichak (Occupational Therapy)	Julia Poissant (Resource Economics & Environmental Sociology)
Laura Manerus (Councillor-at-Large)	Yan Sun (Educational Policy Studies)	Benjamin Schultz (Oncology)	Robert Piazza (Secondary Education)
Riya Midha (Councillor-at-Large)	Rachel Hislop-Hook (Educational Psychology)	Shubham Soni; Alyssa Wiedemeyer (Pediatrics)	Yan Xue (Sociology)
Mandeep Rainu (Councillor-at-Large)	Yina Liu (Elementary Education)	Christian Faig (Pharmacology)	Kasra Shayeganpour (Surgery)
Devyn Caldwell (Anthropology)	Jillian Ames (Indigenous Graduate Students' Association)	Kunyan Yang (Pharmacy)	
Madeleine Fleming (Biochemistry)	Kristin Carroll (Laboratory Medicine & Pathology)	Avontay Williams (Philosophy)	

Guests: Elisabeth Kezia Widjaja (Member, GSA Nominating Committee and GSA Elections and Referenda Committee) and Md Habibur Rahaman (Agriculture, Food & Nutritional Science; GSA Senator nominee).

Speaker Dweej Shah in the Chair.

The meeting was called to order at 6:02 pm. Speaker acknowledged the Traditional Territory of Treaty Six.

Approval of Agenda**1. Approval of the 18 July 2022 Consolidated Agenda**

Members had before them the 18 July 2022 Consolidated Agenda, which had been previously distributed on 15 July 2022. B Stark **MOVED**; J Mahaux **SECONDED**.

Motion **PASSED** unanimously.

Approval of Minutes**2. Minutes from the 20 June 2022 GSA Council Meeting**

Members had before them the 20 June 2022 GSA Council meeting minutes, which had been previously distributed on 8 July 2022. X Publius **MOVED**; B Stark **SECONDED**.

Prepared by M Toghrai and F Robertson for GSA Council 18 July 2022

Motion **PASSED**.**Changes in GSA Council Membership****3. Changes in GSA Council Membership**

- i. **Introduction of New GSA Council Members:** K Carroll (Laboratory Medicine and Pathology); J Poissant (Resource Economics & Environmental Sociology); A Weidemeyer (Pediatrics); C Faig (Pharmacology); U Ituen (Computing Science); R Hislop-Hook (Educational Psychology); Y Salmaniw (Mathematical & Statistical Sciences).
- ii. **Farewell to Departing GSA Council Members:** S Soni (Pediatrics).

GSA Council Member Announcements

- 4. **GSA Council Member Announcements:** None.

Action Item**5. Resolution Concerning GSA Council Composition**

Dweej Shah (Speaker) presented the item.

SUGGESTED MOTION: That GSA Council **APPROVE** a resolution that, notwithstanding GSA Bylaw and Policy, Section C.POL.3.1.c, effective July 2022 departmental seats from the Faculty of Education on GSA Council will be reflective of the faculty structure as of June 2022, with said resolution to remain in effect pending annual consultation with the GSA Speaker and the departmental representatives, and/or further amendments to GSA Policy concerning the composition of GSA Council (as approved by GSA Council).

D Shah presented a resolution to freeze the number of GSA Council seats for representatives from the Faculty of Education at their June 2022 numbers. As the Faculty has moved to a non-departmentalized structure as of July 2022, the resolution prevents an immediate loss of representation at GSA Council (which is composed of representatives from each department on campus that offers a graduate program). The GSA will continue to wait to see the full impacts of the University's restructuring initiative in terms of whether other faculties also move to non-departmentalized structures, which may prompt a re-examination of the composition of GSA Council. In the interim, the resolution would stay in effect indefinitely, pending regular review with the impacted representatives and the Speaker.

MOTION: That GSA Council **APPROVE** a resolution that, notwithstanding GSA Bylaw and Policy, Section C.POL.3.1.c, effective July 2022 departmental seats from the Faculty of Education on GSA Council will be reflective of the faculty structure as of June 2022, with said resolution to remain in effect pending annual consultation with the GSA Speaker and the departmental representatives, and/or further amendments to GSA Policy concerning the composition of GSA Council (as approved by GSA Council). R Hislop-Hook **MOVED**; C Faig **SECONDED**.

Motion **PASSED**.**Information Item****6. 2022-2023 GSA Board Strategic Work Plan**

Anas Fassih (President) presented the item.

SUGGESTED MOTION: That GSA Council **RECEIVE FOR INFORMATION** the 2022-2023 GSA Board Strategic Work Plan.

A Fassih presented the 2022-2023 GSA Board Strategic Work Plan (SWP), noting the feedback previously sought from Council members and GSA members through online surveys and via the opportunity to attend a town hall. A Fassih explained that some of the priorities in the Plan built upon previous work done by the GSA, while others were the result of feedback received and discussion by the executive team. A Fassih further noted that he welcomed feedback from members on the initiatives outlined in the SWP, as well as the three pillars on which it was structured, as this was a living document that could change and grow in response to new developments or priorities as they arose.

A Fassih noted that major areas of focus included continuing to advance improvements to graduate student-supervisor relationships, advocating for guaranteed minimum funding packages and an equitable and sustainable funding model, ongoing advocacy at General Faculties Council and the Board of Governors, the negotiation of additional money for the Graduate Student Support Fund to support GSA grants, awards, and bursaries, the creation of new bursary programs, continued support for the Campus Food Bank, ongoing engagement with GSA members in the form of events and orientations, etc, external advocacy to the Government of Alberta and at the federal level, and the creation of professional development and career opportunities for graduate students.

MOTION: That GSA Council **RECEIVE FOR INFORMATION** the 2022-2023 GSA Board Strategic Work Plan. B Stark **MOVED;** J Ames **SECONDED.**

Motion **PASSED.**

Discussion Item

7. Campus Safety

Anas Fassih (President) presented the item and noted that there was a rising number of safety incidents on campus and a need to balance student concerns regarding safety on campus with concerns about the militarization of campus through the presence of additional police officers (coupled with the unjust manner in which equity-seeking groups were often treated by law enforcement). Safety was a serious concern that must be balanced with the issue of over-policing.

Members discussed concerns about increased police presence on campus, the need to address issues through increased supports, ongoing work on sexual violence prevention on campus, transit safety issues and whether that fell under the jurisdiction of the University or the city, and potential expansions to the Safewalk program.

Elections

8. GSA Council Elections

Kenzie Gordan (GSA Nominating Committee Chair) presented the items.

- a. GSA Senator (one (1) GSA Member position)
Md Habibur Rahaman (AFNS)

K Gordon asked the nominee the following: “please tell us why you’d like to serve as GSA Senator” and the nominee was given the opportunity to respond.

- b. GSA Appeals and Complaints Board (two (2) GSA Member positions)
Eric Beaudry (Mechanical Engineering)

K Gordon asked the nominee the following: “please tell us why you’d like to serve on the GSA Appeals and Complaints Board” and the nominee was given the opportunity to respond.

Reports

9. President

i. President’s Report:

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted. In addition, he emphasized current ongoing work to differentiate the role of the Vice-President Labour, as it stood currently, from the non-union operations of the GSA (by, for example, making the position an Associate Vice-President, elected by members of the bargaining unit (rather than all graduate students), with a stipend paid from union dues (rather than GSA membership fees), and with a non-voting seat on the GSA Board and GSA Council). He also noted the GSA Equity, Diversity, and Inclusion Committee (GSA EDIC) was expecting to fill a number of vacancies at the GSA Council meeting of September 2022.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted.

iii. GSA Budget and Finance Committee

No written report at this time.

iv. GSA Equity, Diversity, and Inclusion Committee

No written report at this time.

v. GSA Governance Committee

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted.

10. Vice-President Academic

i. Vice-President Academic's Report:

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted. In addition, B Aziz wished to bring attention to current advocacy on institution-wide minimum funding packages. He also emphasized the University's interest in developing new interdisciplinary programs to suit commensurate market demand.

11. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted. In addition, J Rao stated that there was a current focus on creating further part-time employment opportunities on campus. Another area for development was cultivating connections with employers through the Alumni Association, to better prepare graduate students, particularly International ones, for the labour market. Lastly, work was being done to pursue affordable and accessible child care for graduate students who were parents.

ii. GSA Awards Selection Committee

No written report at this time.

iii. Alberta Graduate Provincial Advocacy Council (ab-GPAC) Update to Member Organizations

No written report at this time.

12. Vice-President Labour

i. Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted. In addition, H Kaklotar noted that a Labour 101 session was offered on July 23 and a number of graduate students were in attendance. There were also a number of vacancies for Faculty Stewards as part of the Collective Agreement stewardship network, and eligible members were encouraged to apply. Lastly, our colleagues at the Public Service Alliance of Canada (PSAC) were pursuing advocacy work with regards to the recent passing of the provincial Bill 17.

ii. GSA Labour Relations Committee

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted.

13. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted. AF spoke on her behalf and highlighted work to offer adequate supports to the Campus Food Bank.

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

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted. In addition K Gordon again emphasized the great need for nominees for a number of vacancies on GSA Standing Committees, many of which were reserved for GSA Council members exclusively. She encouraged members to consider serving in this capacity.

18. GSA Elections and Referenda Committee

ii. GSA Elections and Referenda Committee Report

No written report at this time.

19. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 15 July 2022. The report stood as submitted. In addition, C Thomas thanked members for their patience as the meeting of GSA Council, which was expected to be held in a hybrid format, was unexpectedly shifted to virtual-only at the last moment.

Question Period

20. Written Questions

21. Oral Questions

Adjournment

The meeting was adjourned at 7:45 pm.

Outline of Issue

2021-2022 Draft GSA Audited Financial Statements

Suggested Motion:

That the GSA Council **RECEIVE FOR INFORMATION** the 2021-2022 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. The audit representative(s) have access to any info they wish to see, and pose questions to the CPA, Financial Manager, and Executive Director (and to other members of the organization, including the President, 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 2021-2022 draft GSA Audited Financial Statements at their meeting of 22 August 2022. The GSA Board approved them at their meeting of 7 September 2022. Members of the GSA BFC have been invited to attend the discussion of the audited financial statements at the 19 September GSA Council meeting.

According to our Auditor, the GSA's financial position continues to be strong at the end of the 2021-2022 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 PSLA. Audited financial statements are normally due ninety (90) days after year-end. Audited financial statements will be submitted by the Auditor to the President and ED (or delegate); then to 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."

**THE GRADUATE STUDENTS' ASSOCIATION OF THE
U OF A**
Financial Statements
Year Ended March 31, 2022

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Index to Financial Statements

Year Ended March 31, 2022

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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, 2022, 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, 2022, 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 for 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)

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
September 7, 2022

RSM Alberta LLP
Chartered Professional Accountants

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Statement of Financial Position

March 31, 2022

	2022	2021
ASSETS		
CURRENT		
Cash	\$ 1,942,833	\$ 1,794,287
Short-term investments (Note 3)	167,328	162,848
Accounts receivable	160,695	130,289
Prepaid expenses	5,886	4,583
	2,276,742	2,092,007
RESTRICTED INVESTMENTS (Note 4)	3,209,977	2,883,333
	\$ 5,486,719	\$ 4,975,340
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 170,027	\$ 225,397
Health and dental plan payable	276,392	259,331
Deferred contributions (Note 5)	639,501	440,905
	1,085,920	925,633
NET ASSETS		
Unrestricted	1,190,822	1,166,374
Internally restricted (Note 6)	3,209,977	2,883,333
	4,400,799	4,049,707
	\$ 5,486,719	\$ 4,975,340

LEASE COMMITMENT (Note 7)

ON BEHALF OF THE BOARD

President

Executive Director

Vice President

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Statement of Operations

Year Ended March 31, 2022

	2022	2021
REVENUES <i>(Schedule 1)</i>		
Administration, GSA fees and services	\$ 1,250,019	\$ 1,209,490
Graduate Student Support Fund	898,776	889,014
Other restricted	149,866	87,460
Commercial activities	5,080	6,232
	2,303,741	2,192,196
EXPENSES <i>(Schedule 2)</i>		
Administration and services <i>(Schedule 3)</i>	1,092,063	1,065,746
Graduate Student Support Fund	898,776	889,014
Other restricted	149,866	87,460
One-time grant payment to Campus Food Bank	48,553	-
Commercial activities	1,192	7,786
	2,190,450	2,050,006
EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS	113,291	142,190
OTHER INCOME (EXPENSES)		
Investment and interest income	139,793	124,468
Unrealized (loss) gain on restricted investments	(73,130)	282,404
	66,663	406,872
Labour Union		
Labour union dues collected	57,391	-
Labour union expenses	(57,391)	-
	-	-
Health and dental plan commission	171,138	339,289
	237,801	746,161
EXCESS OF REVENUES OVER EXPENSES	\$ 351,092	\$ 888,351

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Statement of Changes in Net Assets

Year Ended March 31, 2022

	2021 Balance	Excess (deficiency) of revenues over expenses	Transfers (Note 6)	2022 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
	2020 Balance	Excess of revenues over expenses	Transfers (Note 6)	2021 Balance
Unrestricted Fund	\$ 997,779	\$ 183,831	\$ (15,236)	\$ 1,166,374
	997,779	183,831	(15,236)	1,166,374
Internally Restricted Net Assets:				
Health and Dental Plan Fund	483,145	339,289	15,236	837,670
Legal Defense Fund	470,118	107,699	-	577,817
Financial Stabilization Fund	1,119,282	256,416	-	1,375,698
Human Resource Fund	91,032	1,116	-	92,148
	2,163,577	704,520	15,236	2,883,333
	\$ 3,161,356	\$ 888,351	\$ -	\$ 4,049,707

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Statement of Cash Flows

Year Ended March 31, 2022

	2022	2021
CASH PROVIDED BY (USED IN):		
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 351,092	\$ 888,351
Items not affecting cash:		
Accrued interest income (Note 4)	(2,914)	(3,285)
Unrealized loss (gain) on restricted investments	73,130	(282,404)
	421,308	602,662
Changes in non-cash working capital (Note 8)	128,578	285,920
	549,886	888,582
INVESTING ACTIVITIES		
Purchase of restricted investments	(396,860)	(557,646)
Purchase of short-term investments	(4,480)	(151,757)
	(401,340)	(709,403)
INCREASE IN CASH	148,546	179,179
Cash - beginning of year	1,794,287	1,615,108
CASH - END OF YEAR	\$ 1,942,833	\$ 1,794,287

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2022

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.
- 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, 2022

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, 2022

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 guaranteed investment certificates bearing interest at 0.50% and 0.75% per annum (2021 - 2.02% and 0.50%) maturing October 2022 and January 2023, respectively (2021 - June 2021 and January 2022).

4. RESTRICTED INVESTMENTS

	2022	2021
Investments, recorded at fair value	\$ 2,077,580	\$ 1,953,514
Guaranteed investment certificates (GIC's), bearing interest from 1.26% to 1.50% (2021 - 0.54% to 1.26%) per annum, maturing in July 2022 and March 2023 (2021 - June 2021, March 2022 and July 2022).	1,129,483	926,534
	3,207,063	2,880,048
Accrued interest	2,914	3,285
	\$ 3,209,977	\$ 2,883,333

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

During the year, the Association recognized an unrealized loss of \$73,130 (2021 - unrealized gain of \$282,404) 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, 2022

5. DEFERRED CONTRIBUTIONS

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

	2021	Contributions received during the year	Amounts recognized as revenue	2022
Graduate Student Support Fund	\$ 241,102	\$ 964,000	\$ 898,776	\$ 306,326
Graduate Student Assistance Program	199,803	179,691	133,397	246,097
Labour Union Fund	-	144,469	57,391	87,078
	\$ 440,905	\$ 1,288,160	\$ 1,089,564	\$ 639,501

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, \$Nil (2021 - \$Nil) was transferred into the 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, \$30,847 (2021 - \$15,236) 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, \$Nil (2021 - \$Nil) was transferred into the Fund.

(continues)

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2022

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 (2020 - \$Nil) was transferred into the 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 \$100,000 (2021 - \$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.

8. CHANGES IN NON-CASH WORKING CAPITAL

	2022	2021
Accounts receivable	\$ (30,406)	\$ 10,135
Prepaid expenses	(1,303)	16,117
Accounts payable and accrued liabilities	(55,370)	158,511
Health and dental plan payable	17,061	1,967
Deferred contributions	198,596	99,190
	\$ 128,578	\$ 285,920

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, 2022.

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, 2022.

(continues)

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Notes to Financial Statements

Year Ended March 31, 2022

9. FINANCIAL INSTRUMENTS *(continued)*

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, 2022

	2022	2021
Graduate Student Support Fund		
Emergency bursaries	\$ 450,900	\$ 454,376
Child care grants	391,000	391,337
Academic travel awards	39,876	25,300
Graduate student recognition awards	17,000	18,000
	898,776	889,013
Administration, GSA Fees and Services		
Graduate Students' Association fees	1,216,543	1,180,800
TD Insurance Meloche Monnex (TDIMM) revenue	11,500	11,500
Studentcare funding	10,000	10,000
Orientation	5,000	3,000
Dean of Students funding	4,190	4,190
Other	2,286	-
Awards Night	500	-
	1,250,019	1,209,490
Other Restricted		
Graduate Student Assistance Program fees	133,397	71,433
CJSR fees	16,469	16,028
	149,866	87,461
Commercial Activities		
Physical Activity and Wellness Centre (PAW) revenue	3,889	3,347
Handbook revenue	1,191	2,885
	5,080	6,232
TOTAL REVENUES	\$ 2,303,741	\$ 2,192,196

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Schedule of Expenses

(Schedule 2)

Year Ended March 31, 2022

	2022	2021
Graduate Student Support Fund		
Child care grants	\$ 391,000	\$ 391,338
Emergency bursaries	450,900	454,376
Academic travel awards	39,876	25,300
Graduate student recognition awards	17,000	18,000
	898,776	889,014
Administration and Services (Schedule 3)		
Human resources	684,249	681,682
Governance	201,968	197,712
Services	96,773	68,208
Professional	46,768	65,499
Advocacy	34,003	32,532
Office administration and operational costs	28,302	20,113
	1,092,063	1,065,746
Other Restricted		
Graduate Student Assistance Program fees	133,397	71,432
CJSR Fees	16,469	16,028
	149,866	87,460
Commercial Activities		
Handbook	1,192	7,786
Grant Payment to Food Bank		
One-time grant payment to Campus Food Bank	48,553	-
TOTAL EXPENSES	\$ 2,190,450	\$ 2,050,006

See notes to financial statements

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Schedule of Administration and Services Expenses

(Schedule 3)

Year Ended March 31, 2022

	2022	2021
Governance		
Elected officers stipends and benefits	\$ 180,954	\$ 176,514
Employer contributions		
Employer CPP contributions	8,872	8,427
Employer EI contributions	321	3,849
	9,193	12,276
Elected officers - Other		
Executive officers recognition	3,550	1,584
Insurance (directors' and officers' liability insurance)	1,133	1,083
Executive officers discretionary expenses	686	161
Board and other committees	-	307
	5,369	3,135
Council		
Council speaker honorarium	1,850	2,035
Election	1,602	1,502
Chief Returning Officer honorarium	1,500	1,500
Other honorarium	1,500	750
	6,452	5,787
	\$ 201,968	\$ 197,712
Advocacy		
Alberta Graduate Provincial Advocacy Council fees	\$ 32,224	\$ 31,836
Government and external relations	1,504	471
University relations	275	225
	\$ 34,003	\$ 32,532
Human Resources		
Salaries and benefits	\$ 641,079	\$ 644,760
Employer contributions		
Employer CPP contributions	21,698	20,548
Employer EI contributions	8,498	8,497
	30,196	29,045
Other human resources		
Professional expense allowance	10,400	5,418
Workers' Compensation Board	2,243	2,277
Staff recognition	331	182
	12,974	7,877
	\$ 684,249	\$ 681,682

(continues)

THE GRADUATE STUDENTS' ASSOCIATION OF THE U OF A

Schedule of Administration and Services Expenses *(continued)*

(Schedule 3)

Year Ended March 31, 2022

Office Administration and Operational Costs		
Small equipment purchases	\$ 5,707	\$ 4,108
Telephone and cable	2,960	2,960
Office supplies	4,856	901
Repair and maintenance	8,392	5,789
Payroll and bank service charges	1,426	1,500
Photocopier lease/office	4,426	4,320
Insurance	535	535
	\$ 28,302	\$ 20,113
Professional		
Investment advisor	\$ 20,765	\$ 18,590
Financial audit	13,454	12,679
Legal fees - general	5,383	10,080
Consultants	4,016	21,000
IT service agreement	3,150	3,150
	\$ 46,768	\$ 65,499
Services		
Grants and Subsidies		
Academic workshop subsidies	\$ 12,000	\$ 12,000
External grants	3,799	1,349
	15,799	13,349
Student Groups		
Council remuneration student groups	20,500	13,750
Academically-related student group awards	7,385	6,837
	27,885	20,587
Other		
Food Bank	23,000	20,000
Orientation	21,572	8,009
Child care access	5,000	417
Awards Night	1,542	3,701
Annual strategic plan initiatives	1,250	1,420
Association of Managers in Canadian College University and Student Centre membership	725	725
	53,089	34,272
	\$ 96,773	\$ 68,208
TOTAL ADMINISTRATION AND SERVICES EXPENSES	\$ 1,092,063	\$ 1,065,746

See notes to financial statements



Dear GSA Council Colleagues,

9 September 2022

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 2022-2023 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 2022-2023 budget was developed from a conservative standpoint that assumed a modest 1% growth in enrollment, although actual numbers will likely be higher (enrollment, even during the pandemic, typically increases anywhere from 2%-5%).

Expenses

The 2022-2023 operating budget was predicated on the assumption that COVID-19 prevention measures would be largely removed by April 2022 and the GSA would, accordingly, return to its full pre-pandemic operations. While this has largely proved to be an accurate assumption, some aspects of the GSA's operational costs have not yet fully returned to pre-pandemic levels (primarily the costs associated with in-person meetings of GSA Council) and so we are projecting a modest surplus in the Governance line. Likewise, 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 budget line, and savings in the operating/contingency fund line. Further details are included in the attached materials.

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 (CPA Shirley Ball, Financial Manager Dorte Sheikh, Executive Director Courtney Thomas, and Associate Director Erika Heiberg) for their work thus far in the 2022-2023 fiscal year and I will be happy to answer any questions when we meet.

A handwritten signature in dark ink, appearing to read 'Anas', with a long horizontal flourish extending to the right.

Anas Fassih
President and Chair of the GSA Budget and Finance Committee

Outline of Issue

GSA 2022-2023 Spring/Summer Term Budget and Expenditure Report

Suggested Motion:

That the GSA Council **RECEIVE FOR INFORMATION** the GSA 2022-2023 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 2022-2023 GSA's fiscal year.

More information can be found in the attached cover letter.

The GSA BFC received, for information, and forwarded to the GSA Board (GSAB) the GSA 2022-2023 Spring/Summer Term Budget and Expenditure Report at their meeting of 22 August 2022. The GSAB, likewise, received the GSA 2022-2023 Spring/Summer Term Budget and Expenditure Report and forwarded it to GSA Council at its meeting of 7 September 2022. GSA BFC members have been invited to attend this meeting of GSA Council on 19 September 2022.

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. It is suggested that these reports be organized by budget divisions and lines, with the following information in easy-to-follow columns: current budget; actual year-to-date expenditure, forecast to the year end, total forecast, balance remaining, percent remaining, informative comment on any variance or approved reallocation, and comment on significant comparisons from previous years. All such reports will be compliant with Alberta's Personal Information Protection Act and other applicable laws."

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

"The GSA BFC will receive for information and forward to the 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."

CURRENT YEAR April 1, 2022 to March 31, 2023						PRIOR YEAR Comparative			
	2022-2023	Actual	Forecast	Total	Variance	Ref #	% Variance	Actual	Total Actual
	Approved Budget	Apr 2022 to Jun 2022	Jul 2022 to Mar 2023					Apr 2021 to Jun 2021	Apr 2021 to Mar 2022
REVENUE									
GSA Fees Revenue	1,217,693	487,060	730,633	1,217,693	-		0%	473,674	1,216,543
Interest Income	15,000	9,852	18,000	27,852	12,852	1	86%	2,829	16,110
External Committed Funding	26,880	-	26,880	26,880	-		0%	4,190	31,190
Revenue from Commercial Activities	25,929	-	25,929	25,929	-		0%	-	3,889
Other Revenue	1,300	-	1,300	1,300	-		0%	-	2,286
Total Revenue	1,286,802	496,912	802,742	1,299,654	12,852		1%	480,693	1,270,018
EXPENSES									
Advocacy	56,949	-	56,949	56,949	-		0%	-	33,978
Services	146,876	47,943	98,933	146,876	-		0%	43,110	103,072
Governance	225,434	48,928	171,533	220,461	4,973	2	2%	49,319	201,993
Human Resources	719,050	179,397	529,918	709,315	9,735	3	1%	175,185	684,249
Office Administration and Operational Costs	41,079	3,867	36,631	40,498	581		1%	3,658	32,177
Professional	58,000	24,210	39,049	63,259	(5,259)		-9%	14,885	43,618
Operating/Contingency Fund	15,000	-	-	-	15,000	4	100%	-	-
Total Expenses	1,262,388	304,345	933,013	1,237,358	25,030		2%	286,157	1,099,087
BALANCE	24,414	192,567	(130,271)	62,296	37,882		155%	194,536	170,931

Explanatory notes:

Variance formula: for Revenue the variance is the total for the 2022-2023 year subtracted by the approved budget amount.

for Expenses the variance is the approved budget amount subtracted by the total for the 2022-2023 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 Governance due to surplus in council food expenses since in person meetings, including food, will only occur for the later half of the year.
3. Projected savings in Human Resources due to surplus of budgeted funds for possible staff transitioning and lower spending in Professional Development.
4. 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

2022-2023 GSA Restricted and Other Funding

Budget and Expenditure Report

Summer Update, April to June 2022 actuals and July 2022 to March 2023 forecast

	CURRENT YEAR				PRIOR YEAR				
	April 1, 2022 to March 31, 2023				Comparative				
	2022-2023	Actual	Forecast	Total	Variance	Ref #	% Variance	Actual	Total Actual
	Approved Budget	Apr 2022 to Jun 2022	Jul 2022 to Mar 2023					Apr 2021 to Jun 2021	Apr 2021 to Mar 2022
Fundraised Activity									
GSA Planner	3,620	-	3,620	3,620	-		0%	-	2,885
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)									
GSA Recognition Awards	18,000	-	18,000	18,000	-		0%	-	18,000
GSA Child Care Grants	331,100	92,000	239,100	331,100	-		0%	162,000	391,337
GSA Emergency Bursaries	141,900	-	141,900	141,900	-		0%	-	454,376
GSA Academic Travel Grants	473,000	24,572	448,428	473,000	-		0%	5,152	25,300
	964,000	116,572	847,428	964,000	-		0%	167,152	889,013
Other Restricted Funding									
CISR Fees Collected - \$1.00 per student goes to the radio station's operations	16,432	-	16,432	16,432	-		0%	-	16,028
GSAP (Graduate Student Assistance Program) Fees Collected	179,109	-	179,109	179,109	-		0%	-	71,433
Health Plan Revenue	1,750,777	-	1,750,777	1,750,777	-		0%	-	1,451,507
Dental Plan Revenue	1,308,560	-	1,308,560	1,308,560	-		0%	-	1,030,601
	3,254,878	-	3,254,878	3,254,878	-		0%	-	2,569,569
BALANCE	4,222,498	116,572	4,105,926	4,222,498	-		0%	167,152	3,461,467

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

2022-2023 GSA Labour Union Fund Dues

Budget and Expenditure Report

Summer Term Update, April to June 2022 actuals and July 2022 to March 2023 forecast

CURRENT YEAR
April 1, 2022 to March 31, 2023

	2022-2023	Actual	Forecast	Total	Variance	Ref #	% Variance
	Approved Budget	Apr 2022 to Jun 2022	Jul 2022 to Mar 2023				
REVENUE							
Labour Union Fund Dues	180,000	23,031	156,969	180,000	-		
Bank interest		354	1,620	1,974	-		
EXPENSES							
Labour Union Fund Dues	76,000	8,125	67,875	76,000	-		
BALANCE		31,474	61,250	92,724			

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
REVENUE		
GSA Fees		
Annual GSA Membership Fees \$1,217,693 budget	<ul style="list-style-type: none"> ● 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. ● Based on the three-year funding agreement signed between the GSA and the University on 6 February 2019, the GSA will receive: <ul style="list-style-type: none"> ○ 40% advance in May based on the projected fall/winter enrollment. ○ 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> ○ 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> ○ Final payment in April (next fiscal year) after the actual graduate student enrollment is reconciled. 	<ul style="list-style-type: none"> ● For 2022-2023, the projected GSA revenue is \$1,217,693. This is based on fees paid by a projected 6,570 full-time graduate students (6,570 @ \$156.02 per graduate student) and a projected 1,646 part-time graduate students (1,646 @ \$117.01 per graduate student). ● On target. ● Actual April to June: \$487,060. ● Forecast July to March: \$730,633. ● The 2021-2022 actual was \$1,216,543.
Interest Income		
Interest Income \$15,000 budget	<ul style="list-style-type: none"> ● Interest income on bank accounts is deposited monthly. ● 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. ● 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. 	<ul style="list-style-type: none"> ● Projected surplus since interest rates have gone up since the budget was approved. ● Actual April to June: \$9,852. ● Forecast July to March: \$18,000. ● The 2021-2022 actual was \$16,110.

External Committed Funding		
Funding from the Dean of Students and the Dean of FGSR \$7,190 budget	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$7,190. The 2021-2022 actual was \$7,190.
Funding from Studentcare \$8,190 budget	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$8,190. The 2021-2022 actual was \$10,000.
Funding from TDIMM \$11,500 budget	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$11,500. The 2021-2022 actual was \$11,500.
Revenue from Commercial Activities		
Chopped Leaf (in the Physical Activity and Wellness (PAW) Centre) Revenue \$25,929 budget	<ul style="list-style-type: none"> 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. Revenues commenced in August 2015. In 2020 there was an interruption in revenue due to the COVID-19 pandemic and a decrease in revenue is expected to continue, at least partially, through 2022-2023. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$25,929. The 2021-2022 actual was \$3,889.
Other Revenue		
Other Revenue \$1,300 budget	<ul style="list-style-type: none"> This line is used to record revenue that may arise from other sources such as Studentcare Continuum payments or one-time funding/grant opportunities. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$1,300. The 2021-2022 actual was \$2,286.

EXPENSES		
Advocacy		
Business Travel and External Relations and Advocacy \$23,059 budget	<ul style="list-style-type: none"> 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). 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$23,059. The 2021-2022 actual was \$1,479.
University Relations \$1,026 budget	<ul style="list-style-type: none"> Expenses related to the building and maintenance of relationships between the GSA and University units (usually in the form of hosting/meeting expenses). 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$1,026. The 2021-2022 actual was \$275.
ab-GPAC (Alberta Graduate Provincial Advocacy Council) \$32,864 budget	<ul style="list-style-type: none"> Fees for ab-GPAC are \$4 per graduate student per year. 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. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$32,864. The 2021-2022 actual was \$31,836.
Services		
Grants and Subsidies		
Academic Workshop Subsidies \$12,000 budget	<ul style="list-style-type: none"> 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. Graduate students' reviews (reviewed regularly by the GSAB) of the workshops are outstanding. 	<ul style="list-style-type: none"> On target. Actual April to June: \$12,000. Forecast July to March: \$0.00. The 2021-2022 actual was \$12,000.
External Grants \$4,000 budget	<ul style="list-style-type: none"> Funds requested for external grants for events such as the Student Advisors' Conference and International Week. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$4,000. The 2021-2022 actual was \$1,350.
Campus Food Bank \$25,000 budget	<ul style="list-style-type: none"> 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. The CFB Executive Director reports annually to the GSAB. 	<ul style="list-style-type: none"> On target. Actual April to June: \$25,000. Forecast July to March: \$0.00. The 2021-2022 actual was \$23,000.
Child Care Access \$5,000 budget	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> On target. Actual April to June: \$4,583. Forecast July to March: \$417. The 2021-2002 budget was \$5,000.

	Graduate Student Groups	
GSA Council Remuneration \$17,250 budget	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$17,250. The 2021-2022 actual was \$14,750.
GSA Graduate Student Group Grant \$36,000 budget	<ul style="list-style-type: none"> The GSA provides a grant program, ongoing through the year, for GSA Graduate Student Groups to: <ul style="list-style-type: none"> Bring in special guest lecturers or host events. Support the academic activities of graduate students. Provide modest start-up funding for new groups. 	<ul style="list-style-type: none"> On target. Actual April to June: \$2,615. Forecast July to March: \$33,385. The 2021-2022 actual was \$5,885.
	Other Expenses	
Annual Strategic Work Plan Initiatives \$2,500 budget	<ul style="list-style-type: none"> Any new SWP initiatives may be funded from this budget line. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$2,500. The 2021-2022 actual was \$1,250.
Engagement, Orientation, and Outreach \$33,376 budget	<ul style="list-style-type: none"> 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. 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. 	<ul style="list-style-type: none"> On target. Actual April to June: \$2,375. Forecast July to March: \$31,001. The 2021-2022 actual was \$22,762.
GSA Awards Night \$11,750 budget	<ul style="list-style-type: none"> 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). 	<ul style="list-style-type: none"> On target. Actual April to June: \$1,370. Forecast July to March: \$10,380. The 2021-2022 actual was \$1,542.

Governance		
Directly-Elected Officer Stipends		
Directly-Elected Officers (DEOs) Stipends \$181,868 budget	<ul style="list-style-type: none"> ● DEOs include the President, the VP Academic, the VP External, the VP Labour, and the VP Student Services. In 2022-2023, the President will receive an annual stipend of \$43,300 and the four VP positions will each receive \$34,642. 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). ● 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. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$34,350. ● Forecast July to March: \$103,926. ● The 2021-2022 actual was \$177,013.
Directly-Elected Officer Benefits		
GSA Health and Dental Plan \$2,627 budget	<ul style="list-style-type: none"> ● The 2022-2023 rate is \$525.38 per DEO per annum. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$2,627. ● The 2021-2022 actual was \$2,502.
U-Pass \$2,700 budget	<ul style="list-style-type: none"> ● The U-Pass is set at \$180 each term in 2022-2023 per agreement with the transit systems and municipal student associations. This amount is reimbursed in May, September, and January. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$720. ● Forecast July to March: \$1,800. ● The 2021-2022 actual was \$1,440.
Directly-Elected Officer Employer Contributions		
Employer CPP Contributions \$9,369 budget	<ul style="list-style-type: none"> ● CPP is calculated at the Government of Canada rate for 2022. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target ● Actual April to June: \$2,320. ● Forecast July to March: \$7,027. ● The 2021-2022 actual was \$8,872.

GSA 2022-2023 Operating Budget (including Capital Budget) Narrative

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Directly-Elected Officers - Other Expenses		
Insurance \$1,360 budget	<ul style="list-style-type: none"> ● Directors and Officers Liability Insurance paid annually in January. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: 1,360. ● The 2021-2022 actual was \$1,133.
Election Expenses \$3,715 budget	<ul style="list-style-type: none"> ● This is used to cover expenses associated with the GSA General Election that takes place in February/March. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$3,715. ● The 2021-2022 actual was \$1,602.
Transition/Discover Governance (Early Call) \$5,140 budget	<ul style="list-style-type: none"> ● Discover Governance (formerly known as the Early Call for Talent and Training) programming occurs in the fall. ● Transition programming typically occurs in March and April. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$5,140. ● The 2021-2022 actual was \$0.00.
Training/Development \$4,000 budget	<ul style="list-style-type: none"> ● Expenses for the training and development of the DEOs to promote the effective performance of their duties. ● Moderate increase in the budget for 2022-2023 to meet DEO training needs. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$4,000. ● The 2021-2022 actual was: \$3,575.
Directly-Elected Officers' Expenses \$2,934 budget	<ul style="list-style-type: none"> ● Expenses related to hosting/food/conferences to pursue GSA goals or initiatives. (eg, one-on-one meetings with graduate students to discuss the role of the GSA in the lives of graduate students). 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$67. ● Forecast July to March: \$2,867. ● The 2021-2022 actual was \$686.
GSA Standing Committee Food and Other Expenses \$500 budget	<ul style="list-style-type: none"> ● Provision of light refreshments, where warranted, at GSA standing committees meetings. ● 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$183. ● Forecast July to March: \$317. ● The 2021-2022 actual was \$0.00.
GSA Council Expenses		
GSA Council Food and Other Expenses \$6,000 budget	<ul style="list-style-type: none"> ● The estimate is based on 12 meetings per year. ● Provision of food at GSA Council (alternates between pizza and sandwich offerings) and other hosting expenses when in-person meetings are held. ● Includes printing of GSA Council placards and celebratory/acknowledgement events. 	<ul style="list-style-type: none"> ● Surplus forecast. ● Actual April to June: \$0.00. ● Forecast July to March: \$1,800. ● The 2021-2022 actual was \$0.00.
GSA Council Speaker Honorarium \$2,220 budget	<ul style="list-style-type: none"> ● Speaker is paid an honorarium for chairing (and related duties) each GSA Council meeting (\$185 per meeting). 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$555. ● Forecast July to March: \$1,480. ● The 2021-2022 actual was \$1,850.

Chief Returning Officer (CRO) Honorarium \$1,500 budget	<ul style="list-style-type: none"> The CRO is paid an honorarium for managing the GSA General Election, including any by-elections and referenda. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$1,500. The 2021-2022 actual was \$1,500.
Other Honoraria \$1,500 budget	<ul style="list-style-type: none"> 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 (eg, the Deputy Returning Officer needs to significantly assist the CRO for a significant period). 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$1,500. The 2021-2022 actual was \$1,500.
Human Resources		
Support Staff (Represented by NASA)		
Support Staff – Salaries \$301,306 budget	<ul style="list-style-type: none"> There are four full-time support staff positions (Executive Coordinator/Communications, Elections Coordinator, Strategic Planning Coordinator and Initiatives Lead and Outreach Coordinator). Includes contractual cost of living increases and one-time payments (eg, responsibility pay). 	<ul style="list-style-type: none"> Modest surplus projected. Actual April to June: \$74,380. Forecast July to March: \$223,141. The 2021-2022 actual was \$285,328.
Support Staff – Benefits \$23,745 budget	<ul style="list-style-type: none"> Calculated based on 8% of salary. 	<ul style="list-style-type: none"> On target. Actual April to June: \$5,950. Forecast July to March: \$17,851. The 2021-2022 actual was \$23,129.
Support Staff – RRSP \$32,649 budget	<ul style="list-style-type: none"> Support staff receive RRSP payments for contribution to their own plans. Calculated based on 11% of salary. 	<ul style="list-style-type: none"> On target. Actual April to June: \$8,182. Forecast July to March: \$24,545. The 2021-2022 actual was \$31,802.
Support Staff – GSA Health and Dental Plan and Graduate Student Assistance Program \$2,188 budget	<ul style="list-style-type: none"> The 2022-2023 rate is \$525.38 per support staff member per annum. The Graduate Student Assistance Program (GSAP) is \$21.80 per support staff per annum. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$2,188. The 2021-2022 actual was \$2,001.
Support Staff – Employer CPP Contributions \$13,999 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2022. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> On target. Actual April to June: \$4,846. Forecast July to March: \$9,153. The 2021-2022 actual was \$12,970.

Support Staff – Employer EI Contributions \$5,336 budget	<ul style="list-style-type: none"> ● EI is calculated at the Government of Canada rate for 2022. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$1,958. ● Forecast July to March: \$3,378. ● The 2021-2022 actual was \$5,021.
Support Staff Development \$6,000 budget	<ul style="list-style-type: none"> ● The support staff’s NASA collective agreement provides for support of \$1,500 per support staff for courses related to staff development. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$1,500. ● Forecast July to March: \$4,500. ● The 2021-2022 actual was \$4,500.
Support Staff Required Professional Development \$1,500 budget	<ul style="list-style-type: none"> ● This line is to support staff training and professional development opportunities as required by management. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$1,500. ● The 2021-2022 actual was \$0.00.
Administrative/Professional Staff		
Administrative/ Professional Staff – Salaries \$242,108 budget	<ul style="list-style-type: none"> ● 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)). ● The Executive Director’s (ED) salary and other employment related expenses are established in a contractual agreement. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$61,339. ● Forecast July to March: \$180,769 ● The 2021-2022 actual was \$232,221.
Administrative/ Professional Staff – Merit Pay \$23,776 budget	<ul style="list-style-type: none"> ● In accordance with the ED’s contract, the ED can receive an annual merit payment. ● Additionally, the other administrative/professional staff are eligible to receive merit payments. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$4,276. ● Forecast July to March: \$19,500. ● The 2021-2022 actual was \$23,776.
Administrative/ Professional Staff – Benefits \$17,590 budget	<ul style="list-style-type: none"> ● Calculated based on 8% of salary. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$4,477. ● Forecast July to March: \$13,113. ● The 2021-2022 actual was \$17,398.
Administrative/ Professional Staff – RRSP \$24,186 budget	<ul style="list-style-type: none"> ● Administrative/professional staff receive RRSP payments for contribution to their own plans calculated based on 11% of salary. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$6,157. ● Forecast July to March: \$18,029 ● The 2021-2022 actual was \$23,923.
Administrative/ Professional Staff – GSA Health and Dental Plan and Graduate Student Assistance Program	<ul style="list-style-type: none"> ● The 2022-2023 rate is \$525.38 per administrative/professional staff per annum. ● The GSAP is \$21.80 per administrative/professional staff per annum. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$1,639. ● The 2021-2022 actual was \$1,501.

<p>\$1,639 budget</p>		
<p>Administrative/ Professional Staff – Employer CPP Contributions</p> <p>\$9,340 budget</p>	<ul style="list-style-type: none"> ● CPP is calculated at the Government of Canada rate for 2022. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$3,727. ● Forecast July to March: \$5,613. ● The 2021-2022 actual was \$8,728.
<p>Administrative/ Professional Staff – Employer EI Contributions</p> <p>\$3,575 budget</p>	<ul style="list-style-type: none"> ● EI is calculated at the Government of Canada rate for 2022. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$1,441. ● Forecast July to March: \$2,134. ● The 2021-2022 actual was \$3,477.
	<p>Other HR Expenses</p>	
<p>Office Recognition</p> <p>\$1,000 budget</p>	<ul style="list-style-type: none"> ● This pool of money is used for recognition of GSA staff members (eg, when a staff member leaves or reaches significant benchmarks). 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$106. ● Forecast July to March: \$894. ● The 2021-2022 actual was \$331.
<p>Professional Expense Allowance</p> <p>\$6,886 budget</p>	<ul style="list-style-type: none"> ● Contractual arrangement with the ED. ● Budget also used for the professional development of administrative/professional staff. 	<ul style="list-style-type: none"> ● Surplus projected. ● Actual April to June: \$0.00. ● Forecast July to March: \$800. ● The 2021-2022 actual was \$5,900.
<p>Workers’ Compensation</p> <p>\$2,227 budget</p>	<ul style="list-style-type: none"> ● 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. ● WCB-Alberta requires an annual return be filed by the last day of February each year. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$2,504. ● The 2021-2022 actual was \$2,243.

Office Administration and Operational Costs		
<p>Capital Items</p> <p>\$5,500 budget</p>	<ul style="list-style-type: none"> This budget line refers to purchases of major assets that the GSA will need and is part of a ten-year ever-greening plan. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$5,500. The 2021-2022 actual was \$5,707.
<p>Information Technology Service Agreement</p> <p>\$6,000 budget</p>	<ul style="list-style-type: none"> The GSA has a service agreement with Information Service Technology to support the GSA’s IT and provide troubleshooting services. 	<ul style="list-style-type: none"> On target. Actual April to June: \$0.00. Forecast July to March: \$6,000. The 2021-2022 actual was \$3,150.
<p>Telephone and Cable</p> <p>\$3,235 budget</p>	<ul style="list-style-type: none"> Billed monthly. 	<ul style="list-style-type: none"> On target. Actual April to June: \$706. Forecast July to March: \$2,117. The 2021-2022 actual was \$2,960.
<p>Office Supplies and Maintenance</p> <p>\$7,052 budget</p>	<ul style="list-style-type: none"> General office expenses including office supplies, postage, printing/photocopying, and miscellaneous office expenses. A physical office reorganization to maximize the effective use of the office space was planned in 2020-2021 but was deferred until 2021-2022. The project is mostly complete but it is projected that approximately \$2,000 will be needed in 2022-2023 finish the project. 	<ul style="list-style-type: none"> On target. Actual April to June: \$331. Forecast July to March: \$6,720. The 2021-2022 actual was \$4,856.
<p>Computer Software</p> <p>\$9,953 budget</p>	<ul style="list-style-type: none"> Monthly or annual fees for Adobe Creative Cloud, Canva, JibJab, Zoom, ActiveCampaigner, Microsoft 365, Sage Simply Accounting, Vevox and Articulate. Usage of computer software has increased because of additional on-line programming. 	<ul style="list-style-type: none"> On target. Actual April to June: \$1,207. Forecast July to March: \$8,746. The 2021-2022 actual was \$8,392.
<p>Payroll and Banking Service Charges</p> <p>\$1,884 budget</p>	<ul style="list-style-type: none"> The payroll processing charges to CERIDIAN (payroll service provider). Business banking plan fees and corporate MasterCard annual fees. 	<ul style="list-style-type: none"> On target. Actual April to June: \$344. Forecast July to March: \$1,540. The 2021-2022 actual was \$1,427.
<p>Photocopier Lease and Meter</p> <p>\$6,000 budget</p>	<ul style="list-style-type: none"> The GSA leases two photocopiers from Xerox for office use. Billing for the lease and metering (variable according to usage) charges occurs monthly. 	<ul style="list-style-type: none"> On target. Actual April to June: \$716. Forecast July to March: \$5,283. The 2021-2022 actual was \$4,426.
<p>General Liability Insurance (Office)</p> <p>\$731 budget</p>	<ul style="list-style-type: none"> General liability insurance to cover property damage, personal injury, tenants’ legal liability, etc. 	<ul style="list-style-type: none"> On target. Actual April to June: \$563. Forecast July to March: \$0.00. The 2021-2022 actual was \$535.

<p>AMICCUS-C Membership \$725 budget</p>	<ul style="list-style-type: none"> ● Membership to AMICCUS-C (Association of Managers in Canadian Colleges and University Student Centers). 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$725. ● The 2021-2022 actual was \$725.
Professional		
<p>Financial Auditing \$13,000 budget</p>	<ul style="list-style-type: none"> ● GSA has an annual audit performed by RSM. ● Required by the <i>Post-Secondary Learning Act</i> and submitted to the University Board of Governors. ● 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$4,725. ● Forecast July to March: \$8,275. ● The 2021-2022 actual was \$13,454.
<p>Consultants \$5,000 budget</p>	<ul style="list-style-type: none"> ● Consultancy fees, should a need arise. 	<ul style="list-style-type: none"> ● Budget slightly overspent. ● Actual April to June: \$3,399. ● Forecast July to March: \$6,860. Based on actual invoices paid in July after the cut-off for this report. ● The 2021-2022 actual was \$4,016.
<p>Investment Advisor \$20,000 budget</p>	<ul style="list-style-type: none"> ● Investment advisor fees for ATB Wealth. ● These fees are charged at a rate commensurate with the dollar value of our portfolio. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$5,075. ● Forecast July to March: \$15,000. ● The 2021-2022 actual was \$20,765.
<p>Legal Fees - General \$20,000 budget</p>	<ul style="list-style-type: none"> ● Legal advice on significant operational issues as needed. ● If there are monies remaining at year-end these funds are added to the Legal Defence Fund, on advice from our auditor. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$11,001. ● Forecast July to March: \$8,989. Based on actual invoices paid in July after the cut-off for this report, and the forecast of additional expenses. ● The 2021-2022 actual was \$5,383.
Operating/Contingency Fund		
<p>Operating /Contingency Fund \$15,000 budget</p>	<ul style="list-style-type: none"> ● A fund set aside to handle unexpected and unanticipated expenses that are outside the range of the Operating Budget. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$0.00. ● The 2021-2022 actual was \$0.00.

GSA 2022-2023 Restricted and Other Funding Budget (Narrative)

Account Name and Budget	Brief Description	Narrative
Restricted and Other Funding		
Fundraised Activity		
GSA Planner \$3,620 budget	<ul style="list-style-type: none"> ● The GSA sells advertising space in its yearly graduate student planner to subsidize printing costs. ● There are agreements with the Office of the Dean of Students and Studentcare for the purchase of ad space. For 2022-2023 it is anticipated that no other ad space will be purchased as a result of COVID-19-related financial pressures. The cost of printing Planners will be accordingly offset from the “Engagement, Orientation and Outreach” line in the Operating budget. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$3,620. ● The 2021-2022 actual was \$1,191.
Graduate Student Support Fund (Restricted Revenue) The funding provided for the Graduate Student Support Fund (GSSF) for 2022-2023 has remained at the level provided in 2021-2022 (total of \$964,000).		
GSA Recognition Awards \$18,000 budget	<ul style="list-style-type: none"> ● Funds provided for various awards presented at the annual GSA Awards Night. ● Revenue is received in the form of GSSF funds. ● Expenses for the GSA Awards Night event itself are processed in March from the Operating budget. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$18,000. ● The 2021-2022 actual was \$18,000.
GSA Child Care Grants \$331,100 budget	<ul style="list-style-type: none"> ● Graduate students can apply for this grant to offset the cost of child care. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$92,000. ● Forecast July to March: \$239,100. ● The 2021-2022 actual was \$391,000.
GSA Emergency Bursaries \$141,900 budget	<ul style="list-style-type: none"> ● Emergency Bursaries are a non-repayable bursary for graduate students who need assistance due to an unanticipated emergency. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$141,900. ● The 2021-2022 actual was \$450,900.
GSA Academic Travel Grants \$473,000 budget	<ul style="list-style-type: none"> ● Graduate students can apply for this grant to participate in academic activities such as conferences and research trips. ● Revenue is received in the form of GSSF funds. ● Expenses are processed throughout the year. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$24,572. ● Forecast July to March: \$448,428. ● The 2021-2022 actual was \$39,876.

GSA 2022-2023 Restricted and Other Funding Budget (Narrative)

6.17

<p>CJSR Fees</p> <p>\$16,432 budget</p>	<ul style="list-style-type: none"> ● 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. ● Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$16,432. ● The 2021-2022 actual was \$16,469.
<p>GSAP (Graduate Student Assistance Program)</p> <p>\$179,109 budget</p>	<ul style="list-style-type: none"> ● 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. ● From 2009 until March 2021 the GSAP fee was \$12 per graduate student per annum. ● The University provides a subsidy against the cost of the GSAP until March 2025. ● Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$179,109 ● The 2021-2022 actual was \$71,433.
<p>GSA Health Plan</p> <p>\$1,750,777 budget</p>	<ul style="list-style-type: none"> ● This is the fee that is charged to graduate students for the health part of the GSA Health and Dental Plan. ● The 2022-2023 fee is \$299.89 per graduate student per year. ● Revenue and related expenses are processed in October, February, and March. ● 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. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$1,750,777. ● The 2021-2022 actual was \$1,451,507.
<p>GSA Dental Plan</p> <p>\$1,306,560 budget</p>	<ul style="list-style-type: none"> ● This is the fee that is charged to graduate students for the dental part of the Health and Dental Plan. ● The 2022-2023 fee is \$225.49 per graduate student per year. ● Revenue and related expenses are processed in October, February, and March. ● 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. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$0.00. ● Forecast July to March: \$1,306,560. ● The 2021-2022 actual was \$1,030,601.

Account Name and Budget	Brief Description	Narrative
Labour Union Restricted Fund Revenue		
GSA Labour Union Dues Collected \$180,000 budget	<ul style="list-style-type: none"> ● Beginning in September 2021 the GSA commenced collection of labour union dues from Academically-Employed Graduate Students. ● Based on the dues received for the 2021 Fall term it is estimated that in 2022-2023 \$180,000 in dues will be collected. 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$23,384. ● Forecast July to March: \$158,590. ● The 2021-2022 actual was \$57,391.
Labour Union Restricted Fund Expenses		
GSA Labour Union Operational Expenses \$76,000 budget	<ul style="list-style-type: none"> ● 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. ● In compliance with relevant legislation this budget line will also cover incidental expenses (such as printing of materials, steward training, etc.). 	<ul style="list-style-type: none"> ● On target. ● Actual April to June: \$8,125. ● Forecast July to March: \$67,874. ● The 2021-2022 actual was \$57,391.

Renewal of the University's Strategic Plan for Equity, Diversity and Inclusivity (EDI)

Overview:

The university's Strategic Plan for Equity, Diversity and Inclusivity (EDI) was adopted in 2018-19. The plan was intended to be reviewed periodically. The EDI Scoping Group is seeking input to inform the plan's renewal in 2022.

Background:

The EDI Strategic Plan was developed under the leadership of the EDI Scoping Group, an open-membership group of interested faculty, students and staff from across the university, including academic and professional experts. The plan was formally endorsed by the Board of Governors.

The Plan included a commitment to regular review and renewal to respond to the changing environment and to add goals for future years. The current renewal process is intended to be informed by the development of the university's Indigenous Strategic Plan, and consultation will continue through fall 2022.

Objectives and Scope:

The renewal process has the following objectives:

- To evaluate the implications of changes to the internal and external environment and identify new and emerging priority areas;
- To identify future year goals in existing priority areas;
- To review the thematic structure of the existing plan to ensure it continues to reflect an appropriate organization of the university's goals; and
- To ensure the EDI plan articulates with the Indigenous Strategic Plan: Braiding Futures

Consultation Process:

Consultation is ongoing and will include major stakeholder groups; governance committees; those leading EDI initiatives within faculties, colleges, and units; academic experts; and opportunities for all members of the university to provide input.

Emerging Themes from Consultations to Date:

The following is a brief summary of major themes emerging from consultation discussions:

- **Inclusion, accommodation and accessibility** (including barriers faced by students/faculty/staff; infrastructure; service & funding models; dispositional approaches; accessibility in teaching & learning);

- **Education, skill building and capacity building** (including importance of communities of practice; coordination and knowledge sharing re: faculty and college-level initiatives; building and incenting relevant skills in teaching & learning; building capacity to embed EDI across practices, e.g. recruitment, promotion, evaluation, staff/student services; leadership training; anti-racism education);
- **Communication** (how we communicate our vision, communicate our impact and amplify voices);
- **Research** (embedding EDI throughout the research ecosystem; leveraging external requirements; data; importance of investing in and engaging our scholarly expertise);
- **Accountability** (making accountabilities meaningful, transparent, reciprocal; moving beyond reporting; moving beyond the leadership level to build accountability across the community).

Discussion Questions:

- What are the key opportunities and constraints to developing and advancing EDI goals relating to students?
- How has your environment changed over the last several years? What new challenges, barriers, or opportunities are you experiencing?
- Which priorities articulated in the existing EDI Strategic Plan resonate most strongly for you?
- What key priorities do you feel should be reflected more strongly in the renewed plan?

Attachments

[EDI Strategic Plan](#)

GSA NOMINATING COMMITTEE
GSA APPEALS AND COMPLAINTS BOARD: RENEWAL OF ONE (1) GSA MEMBER POSITION

As per GSA Bylaw and Policy, terms of office for the GSA Appeals and Complaints Board (GSA ACB) may run for a one (1) or two (2) year term and members may stand for re-election (Section H.POL.7.4). Accordingly, as the terms of office for three (3) members of the GSA ACB has expired or is about to expire, those members were contacted on 8 August 2022 to inquire if they wished to stand for re-election. One (1) member indicated they wished to extend their service. Additionally, this member has been previously interviewed by GSA Nominating Committee (GSA NoC) members who have been trained in procedural fairness by the GSA and have a record of demonstrating impartiality through their work on the GSA NoC (a member of GSA management was also present for said interviews) and have themselves, following their initial election to the GSA ACB, received training in the basic tenets of procedural fairness.

There will be an electronic vote held at the 19 September 2022 GSA Council meeting.

If you and your alternate are unable to attend the 19 September 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsanomco@ualberta.ca) BEFORE 3:00 PM on Monday, 19 September 2022 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. Kenzie Gordon (Media and Technology Studies)

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

Jurisdiction:

GSA Bylaw and Policy, Sections H.POL.7.1 and H.POL.7.2

“Eight (8) GSA members elected by GSA Council as voting members [and] four (4) Departmental Councillors (including the Indigenous Graduate Students’ Association (IGSA) Councillor), alternates, or recent former Departmental Councillors, elected by GSA Council as voting members.”

GSA Bylaw and Policy, Section H.POL.7.4

“Terms of office may run for a one (1) or two (2) year term as recommended by the GSA Nominating Committee (GSA NoC).”

GSA Bylaw and Policy, Section H.POL.8.1

“The GSA NoC will interview all nominees to the GSA ACB and forward selected nominees to GSA Council.”

The biography and brief resume received for the one (1) nominee is BELOW on page 8.1. The biography and brief resume are presented as received (ie not edited).

**NOMINATION FOR THE RENEWAL OF A GSA ACB POSITION
(ONE (1) POSITION RENEWAL FOR ONE (1) GSA MEMBER)
One (1) Nominee**

1. Kenzie Gordon

Other governance bodies you currently serve on (whether GSA or UAlberta)	GSA Nominating Committee Intersections of Gender Steering Committee
Statement of Interest	
<p>I believe ACB serves an essential role in the transparent and ethical operation of the GSA in the interests of graduate students. As a member of ACB, I hope to contribute a commitment to procedural fairness, as well as a belief in the importance of prioritizing equity and creating a safe campus community. In my time as a graduate student at the University of Alberta, I have served on a range of governance bodies including GSA Council, GSA Board, Nominating Committee, Arts Faculty Council, MLCS departmental council and the MLCS graduate committee, as well as cross-institutional policy groups like the Sexual Violence Policy committee. My experience in these positions gives me a strong understanding of the complexities of university politics and how GSA representatives (and others under ACB's jurisdiction) often make decisions in the context of the broader university system. I believe this body of knowledge and lived experience would allow me to contribute to ACB's important work of dealing with emergent issues. I would like to serve a second term on ACB to continue to support the GSA in maintaining mechanisms of fairness and transparency.</p>	
Bio	
<p>I am an interdisciplinary PhD candidate in the departments of Digital Humanities and Modern Languages and Cultural Studies. My doctoral research examines depictions of gender-based violence in video games and the transformative potential of games for addressing rape culture. Prior to my PhD, I completed an MA in Digital Humanities at the U of A; I also have a BA from the U of A and a Bachelor of Social Work from the University of Calgary, and have worked as a social worker in the domestic and sexual violence sector. Since 2016, I have been an RA with Dr. Sean Gouglas in Digital Humanities, and have worked as a researcher and project manager on two SSHRC-funded multi-institutional projects examining issues of equity in video games. I've also worked as an RA, TA and graduate intern on research projects around the university. In my many (many) years at the U of A, I've had the opportunity to serve on a wide range of governance bodies including GSA Council, the Students' Union, Arts Faculty Council, and many smaller bodies. I've also represented students on groups like dean and chair search committees, in the Intersections of Gender steering group, and on policy committees. I've volunteered with an array of student groups including the Digital Humanities Student Association (DHSA), Student Parents on Campus, and many others during my undergrad. I'm a board member with Sexual Assault Voices of Edmonton (SAVE) and through SAVE, I run the YEG Police Violence Archive, a police abolition/community archiving project. In all of my activist and scholarly work, my core beliefs are the importance of equity and challenging ingrained systems of injustice like patriarchy and colonialism, issues which are often underlying in issues that arise in colonial institutions like the university. I believe my experience in understanding systems and underlying conditions thereof, and my commitment to transformative change, leave me well situated to making fair assessments of complaints with my fellow ACB members.</p>	

GSA NOMINATING COMMITTEE (GSA NoC)

GSA BUDGET AND FINANCE COMMITTEE (GSA BFC) (ONE (1) POSITION FOR A GSA MEMBER): ONE (1) NOMINEE

Information regarding the position for one (1) GSA member was circulated in the GSA Newsletters on 2 and 9 September with a nomination deadline of 14 September 2022. One (1) nomination was received.

The overall mandate of the GSA BFC “is to advise on the financial affairs of the GSA (including the long-term planning and priorities of the GSA in light of its strategic goals) and on the provision of the long-term financial health of the organization” (GSA Bylaw and Policy, Section K.POL.5.1).

There will be an electronic vote held at the 19 September 2022 GSA Council meeting.

If you and your alternate are unable to attend the 19 September 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsanomco@ualberta.ca) BEFORE 3:00 PM on Monday, 19 September 2022 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. Doug Leong (Secondary Education)

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

Jurisdiction:

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 are presented as received (ie not edited).

**Nominations for GSA BUDGET AND FINANCE COMMITTEE (GSA BFC)
(ONE (1) VACANCY FOR GSA A MEMBER)
One (1) Nominee**

1. Doug Leong

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
Statement of Interest	
I would like to volunteer for the GSA Budget and Finance Committee (GSA BFC). As a Chartered Management Accountant (CPA, CMA), I will bring knowledge to contribute to the GSA BFC. I have also volunteered as Co-President and treasurer (2018-2021) for the Secondary Education Graduate Students Association so I have experience working with other graduate students and other student groups at the U of A.	
Bio	
<p>I am a doctoral candidate in the Faculty of Education, Department of Secondary Education at the U of A. My research interests are in the areas of coaching, long-term athlete development, school sport academies and student engagement. This research interest in coaching comes from volunteering as a community basketball coach for 12 years so volunteering is a part of who I am. I also volunteer for CPA Alberta filing annual tax returns for low income Albertans.</p> <p>Professionally, I am a full time staff member in the School of Business at the U of A working in the area of experiential learning. I assist undergraduate students develop their critical thinking, communication and presentation skills via case competitions. By working at the University, I have a working knowledge of the numerous polices and procedures that need to be navigated to get work done and as I mentioned earlier, I am a Chartered Management Accountant (CPA, CMA) so I am very comfortable working with numbers, budgeting and building financial models.</p>	

GSA NOMINATING COMMITTEE (GSA NoC)

GSA EQUITY, DIVERSITY AND INCLUSION COMMITTEE (GSA EDIC) (SIX (6) POSITIONS FOR GSA MEMBERS): SIX (6) NOMINEES

Information regarding the positions for two (2) and up to four (4) GSA members was circulated via the GSA newsletter on 26 August, and 2 and 9 September 2022 with a nomination deadline of 14 September. Six (6) nominations were received and, in accordance with GSA Policy, the GSA EDIC Chair, GSA EDIC Vice-Chair, and the Chair of the GSA NoC agreed that the GSA EDIC's membership could be increased to eleven (11) to allow for all nominees to be considered.

The GSA EDIC "works to ensure that the GSA reflects the principles of Equity, Diversity, and Inclusion (EDI) for all its members in the interests of enhancing the graduate student experience and ensuring the existence of a welcoming environment and cohesive community for graduate students on campus" (GSA Bylaw and Policy, Section F.POL.5.1).

There will be an electronic vote held at the 19 September 2022 GSA Council meeting.

If you and your alternate are unable to attend the Monday, 19 September 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsanomco@ualberta.ca) BEFORE 3:00 PM on Monday, 19 September 2022 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. Claire David (Educational Psychology)**
- 2. Hope Eze (English and Film Studies)**
- 3. Nzubechukwu Ezeonyi (Chemical and Materials Engineering)**
- 4. Becky MacHnee (Business, MBA)**
- 5. Joana Mazumder (Media and Technology Studies)**
- 6. Jesaya Tunggal (Media and Technology Studies)**

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

Jurisdiction:GSA Bylaw and Policy, Section F.POL.5.1.c

"The GSA EDIC is composed of "a minimum of seven (7) and up to nine (9) GSA members elected by GSA Council as voting members. The GSA Equity, Diversity, and Inclusion Committee (GSA EDIC) Chair, in consultation with the GSA EDIC Vice-Chair and the Chair of the GSA Nominating Committee, can decide to increase the number of GSA members on the GSA EDIC."

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 names and biographies received for the six (6) nominees are BELOW on pages 8.5-8.8. The biographies and resumes are presented as received (ie not edited).

**NOMINATIONS FOR GSA EQUITY, DIVERSITY AND INCLUSION COMMITTEE (GSA EDIC)
(SIX (6) VACANCIES FOR GSA MEMBERS)
SIX (6) Nominees**

1. Claire David (Educational Psychology)

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
Statement of Interest	
<p>The GSA Equity, Diversity, and Inclusion committee holds significance to both my personal and professional values, as detailed in my Bio. I would like to volunteer with this committee to contribute to an environment that not only supports, but values diversity within the graduate school system. As someone who has experienced hardships with inclusion, I will always work towards a future to limit these challenges for the next person, and feel this committee provides an avenue for advocacy.</p>	
Bio	
<p>As a female and member of a visible minority who was raised in rural area of Alberta, I feel my experiences with diversity would greatly contribute to the committee. Living in a predominantly White society with the influence of two cultures and ethnicities, I possess a unique collaboration of views that I feel would resonate with many individuals.</p> <p>Beyond my personal experience with racial and gender minorities, my professional career is dedicated to serving the vulnerable population of children with disabilities. The foundations for my career begin with an undergraduate degree in Community Rehabilitation and Disabilities Studies, where I developed a deep understanding for variations among personal abilities, and quality of life for all individuals. Most recently, I completed a research assistantship with Alberta Education investigating the understanding of children with complex needs and low-incidence disabilities in the classroom which provided great insight to the specific challenges this population faces and the need for advocacy. Currently, I serve as a committee member for Kids Cancer Care of Alberta providing support and advise for educational programming to encourage inclusiveness and support for all the challenges associated with severe health conditions. Lastly, with aspirations of becoming a pediatric neuropsychologist, I will continue to serve the disability population and advocate for these individuals within the healthcare and educational systems for the greatest quality of life and to reach their full academic potential.</p> <p>I believe my unique combination of expertise in disabilities, personal experience with racial diversity and dedication to educational inclusion would be an asset to this committee and a valuable experience of my own.</p>	

2. Hope Eze (English and Film Studies)

Other governance bodies you currently serve on (whether GSA or UAlberta)	GSA Black Graduate Students Association
Statement of Interest	
<p>I want to serve on the GSA Equity, Diversity, and Inclusion Committee as an opportunity to get directly involved in fostering a more inclusive environment for minoritized students at the University of Alberta.</p>	
Bio	

I am a PhD student at the Department of English and Film Studies, University of Alberta. Between September 2021 when I began school at the University of Alberta and now, I have served as a GSA Councilor-at-Large, GSA Governance Committee member, International Students Advisory Committee member, and the Department of English and Film Studies Graduate Program Committee Representative. For the 2022-2023 session, I have been elected by the Black Graduate Students Association to serve as the Vice President, Welfare and Membership.

Before coming to the University of Alberta, I was a student at Brock University, St. Catharines, Ontario, where I participated actively in the pursuit for equity and inclusion under the auspices of the Human Rights and Equity Taskforce at Brock University. I also served as an intercultural mentor at Brock, organizing workshops with other mentors and creating awareness about recognizing our implicit biases and working towards living in harmony with peoples from diverse cultures and backgrounds. As a result of my work on equity and inclusion at Brock, I was appointed to be on the President's Advisory Committee on Human Rights Equity, and Decolonization (PACHRED) at Brock University.

All the experience and intercultural skills I have gathered over the years are what I am bringing to help foster an environment of equity, diversity, and inclusion at the University of Alberta if given the opportunity to serve on the GSA Equity, Diversity, and Inclusion Committee.

3. Nzubechukwu Ezeonyi (Chemical and Materials Engineering)

Other governance bodies you currently serve on (whether GSA or UAlberta)	Black Graduate Students Association (BGSA) as the treasurer
Statement of Interest	
I would like to help ensure that the interests of all black, African, Caribbean, and other similar groups are properly represented in GSA. I want to participate in the discussions that provide conducive environments for all graduate students and ensure that GSA activities incorporates Equity, Diversity, and Inclusion (EDI).	
Bio	
I am PhD student in the department of chemical and materials engineering. I currently serve as the treasurer of Black Graduate Students Association (BGSA) and I have served in similar positions during my master program at TU Bergakademie Freiberg Germany. Precisely, I served as a treasurer for Nigerian Community Freiberg, event committee member in Network of Africans Freiberg (NAF), active member in STUBE Sachsen where I participated in several workshops and other inclusive programs for students from Asia, Africa, and Latin America. Professionally, I have worked in a multicultural team and have developed a good interpersonal relationship from that. Therefore, I believe I would be an added value to the GSA EDI committee. The experiences I have obtained from previous and similar associations will be used to contribute effectively to GSA EDIC. Thank you.	

4. Becky MacHnee (Business, MBA)

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
Statement of Interest	
As a neurodiverse person with a disability, I would like to raise the profile of invisible disabilities and help to reduce stigma. Generally, the U of A and likely all academic institutions are set up to accommodate neurotypical people and do not understand how neurodiverse people can contribute to a flourishing academy.	

Bio
I currently work at the City of Edmonton as a Strategic Project Analyst. I am also a member of the City's Corporate Accessibility Committee which works to improve access to both employees and Edmontonians who access City services.

5. Joana Mazumder (Media and Technology Studies)

Other governance bodies you currently serve on (whether GSA or UAlberta)	Alberta Graduate Provincial Advocacy Council - ABGPAC
Statement of Interest	
Being an international graduate student, I want to be part of a committee where I can support improving graduate student experiences. Besides as a communication student this opportunity will help me foster and enhance my leadership, teamwork, and social skills. It will also allow me to help, meet, and work with other students. I want to be more involved with the university not just as a student, but also by serving the committee to understand the school system better and support fellow graduate students to improve any inadequacy in the administration. Lastly, if my letter of interest is found suitable for any position in the committee, I would like to express my interest.	
Bio	
<p>I am Joana Nomrata Mazumder, currently, an international graduate student pursuing my Master's in Technology and Communication (MACT) at the University of Alberta.</p> <p>My bachelor's degree in Social Science and nearly 2+ years of feature writing experience at a reputed English newspaper in Bangladesh have made me adept at communicating with multiple stakeholders. I have experience writing feature articles, in-depth research articles, proposals, and reports. I am adept at proofreading and finding errors in write-ups. I am skilled at analyzing and finding information from various data, managing staff and events, creating new content, conducting in-depth interviews, and writing articles related to my work sector by meeting print and digital media deadlines. During my work span, I have achieved the recognition of Employee of the Year 2019, Star Showbiz, and The Daily Star. My author profile can highlight my mentioned skills – Joana Nomrata Mazumder. I have also successfully assisted in coordinating events. I contributed by planning and organizing event concepts, budgeting, and invoicing, negotiating with stakeholders and handling promotional and social media activities.</p> <p>With the internet being a plethora of information, I have learned SEO for social media content and honed the skill of developing templates through Canva. I use it to create thumbnails for my personal YouTube Channel - JoJo & Frankie. My recent retail work experience made me adept at understanding Canadian customer service and helped me enhance my marketing skills.</p> <p>Besides, I have also been able to dedicate my time to voluntary services in my country and abroad. I completed community service, an internship in El Cajon, California, where I served as a teacher's assistant for refugees from Syria, assisted in food delivery and distribution programs and visited high schools to take part in their church youth activities.</p> <p>In a nutshell, I am a punctual, dedicated, and dependable individual who possesses excellent verbal and written communication skills.</p>	

6. **Jesaya Tunggal (Media and Technology Studies)**

<p>Other governance bodies you currently serve on (whether GSA or UAlberta)</p>	<p>N/A</p>
<p>Statement of Interest</p>	
<p>I have an interest in learning about collective bargaining and want to help the GSA become a more inclusive space for people of all identities.</p>	
<p>Bio</p>	
<p>I'm a first year student in the Digital Humanities program. I'm 23 and have a background in communications, both academic and in industry. I'm both BIPOC (biracial) and queer (bisexual). I am passionate about creating a safe and inclusive environment for marginalized groups, and advancing the interests of grad students at the University of Alberta more generally.</p> <p>I have various skills and experiences which make me suitable for this position. I am currently a sitting volunteer at the Landing, the Student Union's LGBTQ+ outreach, so I have connections and experience with the queer community on campus. I've served in both internal and external communications positions at school and at work, making me an effective intermediary. I am also a card-carrying member of the Democratic Socialists of Canada. I believe in collective bargaining and may be able to help rally organizing support for the GSA, or at the very least marginalized groups in the GSA.</p>	

GSA NOMINATING COMMITTEE (GSA NoC)

GSA GOVERNANCE COMMITTEE (GSA GC) (TWO (2) POSITIONS FOR GSA COUNCILLORS): ONE (1) NOMINEE

Information regarding the positions for two (2) GSA Councillors was circulated via email to GSA Council on 26 August, and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. One (1) nomination was received.

The GSA Governance Committee (GSA GC) is “to advise GSA Council on matters of GSA Bylaw and Policy not in the purview of any other GSA Standing Committee, or other governance issues, and recommend changes to GSA Council.” (GSA Bylaw and Policy, Section F.POL.4.2.a).

There will be an electronic vote held at the 19 September 2022 GSA Council meeting.

If you and your alternate are unable to attend the 19 September 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsanomco@ualberta.ca) BEFORE 3:00 PM on Monday, 19 September 2022 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. Lily Lu (Nursing)

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

Jurisdiction:

GSA Bylaw and Policy, Section F.POL.4.1.c

“Three (3) Councillors or recent former Councillors elected by GSA Council as voting members.”

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 8.10. The biography and resume are presented as received (ie not edited).

**Nominations for GSA GOVERNANCE COMMITTEE (GSA GC)
(TWO (2) VACACIES FOR GSA COUNCILLOR)
One (1) Nominee**

1. Lily Lu

Other governance bodies you currently serve on (whether GSA or UAlberta)	NGSA
Statement of Interest	
I would like join the GSA Governance Committee to be more involved in GSA, learn more about the GSA bylaw and the policies, as well as making UAlberta a better place for all the graduate students. I also like how the majority of the work is done via email as I will be doing my clinical this year.	
Bio	
I am a Registered Nurse who graduated with a Bachelor of Science in Nursing from the University of Alberta in 2018. My clinical background is in pediatric trauma and surgery at the Stollery Children's Hospital. I am also a second-year thesis-based student in the nurse practitioner program at the University of Alberta. Currently, I am the president of the Nursing Graduate Student Association and a member of the education committee at the Nurse Practitioner Association of Alberta.	

SPEAKER AND EXECUTIVE DIRECTOR

GSA NOMINATING COMMITTEE (GSA NoC) (ONE (1) POSITION FOR A GSA MEMBER): ONE (1) NOMINEE

Information regarding this position for a GSA member was circulated in the GSA newsletters on 26 August, 2 and 9 September with a nomination deadline of 14 September 2022. One (1) nomination was received.

The GSA NoC is charged with selecting graduate student representatives to serve on councils, committees, and other bodies requiring such representation. The GSA NoC also leads an annual initiative in October during which graduate students interested in running for elected office are invited to attend a series of events and training sessions (GSA Bylaw and Policy, Sections E.POL.8.2 and E.POL.8.7).

There will be an electronic vote held at the 19 September 2022 GSA Council meeting.

If you and your alternate are unable to attend the 19 September 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsanomco@ualberta.ca) BEFORE 3:00 PM on Monday, 19 September 2022 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. Joana Mazumder (Media and Technology Studies)**

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

Jurisdiction:GSA Bylaw and Policy, 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."

GSA Bylaw and Policy, 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 pages 8.12. The biography and resume are presented as received (ie not edited).

Nominations for the GSA Nominating Committee (GSA NoC)
ONE (1) VACANY FOR A GSA MEMBER
One (1) Nominee

1. Joana Mazumder

Other governance bodies you currently serve on (whether GSA or UAlberta)	Alberta Graduate Provincial Advocacy Council - ABGPAC
Statement of Interest	
<p>Being an international graduate student, I want to be part of a committee where I can support improving graduate student experiences. Besides as a communication student this opportunity will help me foster and enhance my leadership, teamwork, and social skills. It will also allow me to help, meet, and work with other students. I want to be more involved with the university not just as a student, but also by serving the committee to understand the school system better and support fellow graduate students to improve any inadequacy in the administration. Lastly, if my letter of interest is found suitable for any position in the committee, I would like to express my interest.</p>	
Bio	
<p>I am Joana Nomrata Mazumder, currently, an international graduate student pursuing my Master's in Technology and Communication (MACT) at the University of Alberta.</p> <p>My bachelor's degree in Social Science and nearly 2+ years of feature writing experience at a reputed English newspaper in Bangladesh have made me adept at communicating with multiple stakeholders. I have experience writing feature articles, in-depth research articles, proposals, and reports. I am adept at proofreading and finding errors in write-ups. I am skilled at analyzing and finding information from various data, managing staff and events, creating new content, conducting in-depth interviews, and writing articles related to my work sector by meeting print and digital media deadlines. During my work span, I have achieved the recognition of Employee of the Year 2019, Star Showbiz, and The Daily Star. My author profile can highlight my mentioned skills – Joana Nomrata Mazumder. I have also successfully assisted in coordinating events. I contributed by planning and organizing event concepts, budgeting, and invoicing, negotiating with stakeholders and handling promotional and social media activities.</p> <p>With the internet being a plethora of information, I have learned SEO for social media content and honed the skill of developing templates through Canva. I use it to create thumbnails for my personal YouTube Channel - JoJo & Frankie. My recent retail work experience made me adept at understanding Canadian customer service and helped me enhance my marketing skills.</p> <p>Besides, I have also been able to dedicate my time to voluntary services in my country and abroad. I completed community service, an internship in El Cajon, California, where I served as a teacher's assistant for refugees from Syria, assisted in food delivery and distribution programs and visited high schools to take part in their church youth activities.</p> <p>In a nutshell, I am a punctual, dedicated, and dependable individual who possesses excellent verbal and written communication skills.</p>	

President
Report to GSA Council for the 19 September 2022 Meeting

To: GSA Council
From: Anas Fassih
Date: 16 September 2022

Dear Council Colleagues,

I hope this report finds you well. I know the past month has been both challenging and exciting for graduate students. It is challenging for some of our international members who have to experience a myriad of hurdles to finally arrive in Edmonton and attend their first class. The issues they face range from the delay in processing visas to the struggle with finding accommodation and acclimatizing in a new cultural environment in the first weeks of arrival. We are cognizant of how steep the learning curve is and appreciate everyone's effort to successfully manage it. But perhaps the major challenge that both domestic and international students currently face is the delays within some departments in processing contracts (letters of appointment) for academically-employed graduate students for the fall semester.

We understand the latter issue has ignited anger and frustration among some of our members within departments in the Faculty of Arts, culminating in social media messaging and a series of emails to University senior administration, a campaign spearheaded by some members of the Sociology Department Graduate Students' Association. While grassroots effort in advocacy is always commendable, the GSA Executive team feels the way the process was handled is perhaps not the best practice. Indeed, the GSA has relentlessly advocated for the issue and sought to bring relief to graduate students without exhausting all advocacy avenues that the GSA relies on to execute key priorities of its strategic work plan. Through a series of phone calls with the University Vice-President (University Services and Finance), Todd Gilchrist, I have been reassured that no payments for graduate students will be missed, and appointment letters will be distributed by 30 September 2022.

We believe this is a viable resolution to ensure that our members can pay rent and maintain themselves, provided that the University indeed delivers on its commitment and promise to us. There are many reasons why Shared Services did not issue offer letters on time. On one hand, some departments and individual units (likely as a result of staffing challenges) did not upload information about grad students' appointment on time. On the other hand, the Service Excellence Transformation (SET) has posed a challenge with technology literacy, and most of the individuals working in the University are still trying to figure out technology systems that they might have not previously used. The University has stated that a confirmation of appointment should have been received by all graduate student workers by 5 PM on 15 September, and those who have not received that should contact their employment supervisor directly. While the GSA has been assured by the University that everyone will be processed for payroll in time for the first pay period on 23 September and all formal appointment letters will be sent out by 30 September, if this is not the case for you or someone you know, I strongly urge you to contact [Hiren Kaklotar, GSA Vice-President Labour](#) to resolve these issues.

Moreover, considering this crisis and given the financial precarity of graduate students, I advocated for emergency financial aid to be in place to specifically help our members affected by the appointment letters' delay, should it prove that payments (in spite of promises received) are not on time. For any graduate student experiencing an impact from this delay, financial support is available through the Registrar's Office's under the Deputy Provost, Melissa Padfield. If any graduate student is financially stranded, please reach out to me directly or to the Registrar's Office and copy me in the email so I can follow up to make sure you get help.

Aside from this important matter, our efforts to advocate for students in dire need has paid off since we seem to have achieved a significant stride in addressing food insecurity on campus. In addition to committing more funding to the Campus Food Bank (CFB), we are in the process of planning a campus wide campaign to fundraise for the CFB, an initiative launched by the Deputy Provost (Students and Enrolment) and the Office of Development. We

are committed to ensuring that this service is well supported to meet the needs of graduate students on campus. We have also elevated the issue to a province-wide advocacy level, and brought it to the Minister of Advanced Education, Demetrios Nicolaidis, last Friday, 9 September, when we gathered to present our priorities for post-secondary students in the province, including food and housing security, professional development, immigration, and mental health.

Last, we continue to meet with stakeholders from the University, provincial government, and City of Edmonton to discuss priorities for graduate students and areas of collaboration. One of these areas is employment opportunities and internship programs for graduate students. We are in conversation with the Office of the Mayor to organise a career fair for graduate students about internship opportunities in public service. We are also aiming to expanding the Graduate Student Internship Program (GSIP) through the Faculty of Graduate Studies and Research, and seek further opportunities for graduate students, especially as it pertains to the core mission of the University to foster entrepreneurship and innovation on campus and beyond.

That concludes my report. I will be happy to answer any questions in the Council meeting or via email (gsa.president@ualberta.ca).

Respectfully,
Anas Fassih, President 2022-2023

Please find below a list of meetings I attended between 16 August to 19 September 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

18 August	Meeting with V Yiu, Interim Provost and Vice-President (Academic)
22 August	GSA Budget and Finance Committee (GSA BFC)
23 August	GSA Board Strategic Work Plan Discussion with University of Alberta International (UAI)
24 August	GSA Health and Dental Plan Town Hall
25 August	Meeting with K Chisolm, Board of Governors Chair
25 August	GSA Health and Dental Plan Discussion with the Post-Doctoral Fellows Association
26 August	Departmental Orientation – Political Science
26 August	Meeting with the H Frost, Policy Director, Office of the Mayor
26 August	GSA Team Building Activity
29 August	Leadership Retreat: Blanket Ceremony and Talking Circle
29 August	Departmental Orientation – MLCS
31 August	Departmental Orientation – Occupational Therapy
31 August	Departmental Orientation – Rehab Medicine
31 August	Departmental Orientation – Communication Sciences and Disorders
31 August	Departmental Orientation – Fine Arts
31 August	Meeting with R Ganguly, Associate Vice-President (Enterprise)
1 September	GSA Fall Orientation and Info Fair
1-2 September	Board of Governors Retreat
6 September	Meeting with V Yiu, Interim Provost and Vice-President (Academic) re International Tuition
6 September	GSA Health and Dental Plan Town Hall
6 September	Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
6 September	Interview with a University of Calgary Graduate Student
7 September	Canadian National Standard on Mental Health & Wellness for Post-Secondary Students Discussion with K Friese, Assistant Dean, Health and Wellness
7 September	Meeting with A Monteiro, Students' Union (SU) President
9 September	Provincial Government Student Leaders' Meeting
12 September	Presentation on the GSA Board Strategic Work Plan to the General Faculties Council Executive Committee (GFC EXEC)
14 September	Meeting with M Padfield, Deputy Provost, Students and Enrollment
14 September	Meeting with B Flanagan, University President
14 September	Coffee with K Peters, General Faculties Council (GFC) Secretary and Manager of GFC Services, H Richholt, Assistant Secretary to GFC, and F Billo, Governance Systems Coordinator

9.2

14 September	Dinner with P Garritty, University Chancellor
15 September	City of Edmonton Update on Safety
16 September	Meeting with A Sharman, Vice-President (Facilities and Operations)
16 September	Meeting with C Rockarts, Non-Academic Staff Association (NASA) Strike Organizer (16 September)
16 September	GSA Coffee Break
16 September	GSA Board Strategic Work Plan Discussion with B Flanagan, University President, and C Swindlehurst, Chief Strategy Officer
19 September	Meeting with S Sulemana, University of Calgary GSA President
19 September	Meeting with D Bialowas, Student Engagement Specialist, Faculty of Science
19 September	General Faculties Council (GFC)

**GSA Board
Report to GSA Council for the 19 September 2022 Meeting**

The GSA Board (GSAB) reports regularly to GSA Council by listing its agenda items, motions/agreements, and main items of discussion (meeting reports are also offered at each meeting). Motions of Agenda approval and approval of the Minutes are not included unless there were amendments made. Closed session items are not minuted. GSA Council members are always able to ask questions about items that were discussed in closed session. Open session Minutes are available upon request. The Directly-Elected Officers and the administrative team will be happy to answer any questions or provide more information at the GSA Council meeting. Also see the weekly Management Reports to the GSAB in Item 19 (Executive Director's Report to GSA Council) on pages 19.1-19.4.

17 August 2022 GSA Board Meeting

Main Agenda Items:

Meeting reports.

Motions and Agreements:

None to report.

24 August 2022 GSA Board Meeting

Main Agenda Items:

Sexual and Gender-Based Violence Policy and Procedures and Student Conduct Policy and Procedures; University Strategic Plan for Equity, Diversity, and Inclusion; and meeting reports.

Motions and Agreements:

None to report.

7 September 2022 GSA Board Meeting

Main Agenda Items:

2021-2022 Draft GSA Audited Financial Statements; 2022-2023 GSA Spring/Summer Term Budget and Expenditure Report; Attendance at the Canadian Association for Graduate Studies (CAGS) Conference, 31 October-4 November 2022 in Montreal, QC: Estimated Expense; Recommended Restructuring of GSA Officer Portfolios; and meeting reports

Motions and Agreements:

MOTION: That the GSA Board **APPROVE AND FORWARD TO GSA COUNCIL (FOR INFORMATION)** the 2021-2022 draft GSA audited financial statements. AF **MOVED**. MV Seconded. **CARRIED**.

MOTION: That the GSA Board **RECEIVE FOR INFORMATION AND FORWARD TO GSA COUNCIL (FOR INFORMATION)** the GSA 2022-2023 Spring/Summer Term Budget and Expenditure Report. HK **MOVED**. BA Seconded. **CARRIED**.

Members **AGREED** that the GSA would contribute \$10,000 to the world record setting dodgeball event, hosted by the Students' Union.

MOTION: That the GSA Board **APPROVE** the estimated expense for one (1) representative to attend the Canadian Association for Graduate Studies (CAGS) Conference, 31 October-4 November 2022 in Montreal, QC, as noted in the attached document. BA **MOVED**. MV Seconded. **CARRIED**.

14 September 2022 GSA Board Meeting

Main Agenda Items:

Campus Food Bank; and meeting reports.

Motions and Agreements:

None to report.

**GSA Budget and Finance Committee
Report to GSA Council for the 19 September 2022 Meeting**

To: GSA Council
From: Anas Fassih
Date: 16 September 2022

Dear Council Colleagues,

The GSA Budget and Finance Committee (GSA BFC) met on 22 August 2022 to review the GSA's 2021-2022 draft audited financial statements as presented by our Auditor, Melissa Gee (RSM). The GSA is required by the *Post-Secondary Learning Act* (Section 97(1)) to have an annual audit, which is ultimately presented to the University Board of Governors. The audited financial statements were then approved by the GSA Board (GSAB) at a meeting on 7 September 2022. The statements will be before you at the upcoming GSA Council meeting and reflects the excellent financial shape of the organization. At this meeting, member agreed to divide the 2021-2022 operating budget surplus (from which a one-time grant to the Campus Fund Campus Bank of 30% of the surplus (previously report to GSA Council) was already reflected in the audit) equally and invest those equal amounts into the Financial Stabilization Fund and the Legal Defence Fund.

At this meeting, we also reviewed and discussed the draft Spring/Summer Term Budget and Expenditure Report prepared by the GSA's Financial Team (Courtney Thomas (Executive Director), Shirley Ball (Accountant), Dorte Sheikh (Financial Manager), and Erika Heiberg (Associate Director)). This item was also reviewed by the GSAB at their 7 September meeting and is now presented to GSA Council for information.

Finally, at this meeting, members discussed a proposal being developed by the GSA and previously discussed with GSA Council to restructure the organization such as that the position of Vice-President Labour is made into an Associate Vice-President position and separated from their current role on several GSA standing committees (including as Vice-Chair of the GSA BFC) and in others areas of the GSA's governance. This would allow the individual in that position to focus fully on labour related matters and more clearly delineate the GSA's dual roles as a labour union and a student association. The stipend associated with that position would likewise be drawn from collected union dues, rather than the GSA's operating budget, the Associate Vice-President Labour would become a non-voting member of several GSA standing committees and GSA Council, and they would be elected by members of the bargaining unit at the same time as the GSA General Election but with a separate ballot. A new vice-presidential position would then be created to take over current non-labour focused aspects of the Vice-President Labour. While this does not involve any material changes to the organization's finances in the near future (amounts collected in union dues are enough to facilitate paying the stipend of the Associate Vice-President Labour without any increases to the fee and the GSA's operating budget already provides for the provision of stipends for five Directly-Elected Officers without any need to increase the GSA fee), it will alter the manner in which elements of the GSA's budget are structured and presented and so the GSA BFC was consulted on this front.

I look forward to answering any questions,
Anas Fassih, President and Chair of the GSA BFC

**Vice-President Academic
Report to GSA Council for the 19 September 2022 Meeting**

To: GSA Council
From: Bishoi Aziz
Date: 16 September 2022

Dear Council Colleagues,

I hope that you enjoyed a nice summertime, and that you are ready for the fall term. I am happy to report to you on some vital matters from the meetings I attended over the past month.

Meeting with K Chisolm, Board of Governors Chair - Aug 25th

Together with the other GSA executives, I had the chance to meet with K Chisolm, the Board of Governors chair. I discussed with her the priorities of the VP Academic portfolio and explained that the GSA is advocating for change in the graduate student funding model to have minimum funding packages guaranteed for all graduate students. She advised us to develop a proposal to show how this will benefit the university, such as to enhance the University's reputation. I also discussed with her support for new graduate programs in the University that focuses on interdisciplinary fields. She pointed to the importance of demonstrating that such degrees will help improve practices in different fields and decrease government expenditure in order to gain governmental support for new programs.

Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR) - Sept 6th

Anas, the GSA President, and I met with B Milne, FGSR Dean. We discussed FGSR's ongoing work on administrative processes and related policies associated with the oversight of graduate programs, as most recent proposals had been postponed.

Meeting with K Friese, Assistant Dean, Health and Wellness - Sept 7th

Along with the other GSA executives, I met with K Friese, Assistant Dean of Health and Wellness. He presented the Canadian National Standard on Mental Health & Wellness for Post-Secondary Students project and its implementation at the University of Alberta. The project aims to encourage post-secondary institutions to review their mental wellness related policies and to align with their guidelines aimed at enhancing mental health status of students with the National Standard. The University of Alberta is starting to do this work. I praised the active steps the University is taking to improve the mental conditions of our students. I pointed to the importance of improving the experience of students in the University to avoid any unnecessary stress students may face as part of their learning journey.

General Faculties Council Executive Committee (GFC Exec) - Sept 12th

Deborah Eerkes, the Sexual Violence Response Coordinator, presented the revisions to the University's Sexual Violence Policy. She discussed that her office has aimed to remove the overtones of criminalization in elements of the policy and to make it survivor-oriented. I discussed with her the logistics of differentiating between academically vs. non-academically employed graduate students in cases where complaints against these two categories of graduate students might be submitted. She noted that graduate students will be subject to whichever portions of the policy apply to them based on whether they were a student or an academically-employed student at the time of the filing of a complaint.

Meeting with the M Padfield, Deputy Provost, Students & Enrollment - Sept 14th

Along with the rest of the GSA executive team, I met with M Padfield to discuss the priorities of the different GSA portfolios. From the academic perspective, M Padfield expressed that the University was keen on improving the graduate student experience. The University aims to increase enrolment numbers, especially in course-based graduate programs. We also discussed the report submitted to GFC on the state of the University following the introduction of the college model. I pointed out that the report showed a deterioration to student services and that thorough investigations need to be performed to understand the magnitude of this deterioration and how to effectively address these concerns.

I am happy to touch base with Council members to discuss any of the matters raised in the meetings I attended.

Bishoi Aziz, Vice-President Academic 2022 – 2023

Please find below a list of meetings I attended between 24 August to 14 September (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

24 August	GSA Health and Dental Plan Town Hall
25 August	Meeting with K Chisolm, Board of Governors Chair
29 August	Faculty of Graduate Studies and Research Graduate Program Support Team (FGSR GPST)
31 August	General Faculties Council Nominating Committee (GFC NC)
6 September	Meeting with B Milne, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
7 September	Departmental Orientation – Digital Humanities
7 September	Meeting with a Graduate Student
7 September	Canadian National Standard on Mental Health & Wellness for Post-Secondary Students Discussion with K Friese, Assistant Dean, Health and Wellness
9 September	Departmental Orientation – Electrical and Computer Engineering
9 September	Departmental Orientation – Philosophy
12 September	General Faculties Council Executive Committee (GFC EXEC)
14 September	Meeting with M Padfield, Deputy Provost, Students and Enrollment
14 September	Coffee with K Peters, General Faculties Council (GFC) Secretary and Manager of GFC Services, H Richholt, Assistant Secretary to GFC, and F Billo, Governance Systems Coordinator
14 September	Dinner with P Garritty, University Chancellor

**Vice-President External
Report to GSA Council for the 19 September 2022 Meeting**

To: GSA Council
From: Janmejaya Rao
Date: 16 September 2022

Dear Council Colleagues,

I hope you are all doing well and had an amazing summer. As the semester began, a lot of my time was spent in departmental orientations, our GSA Orientation Info Fair, and other such activities. Please find the report attached.

9 September – Student Leaders’ Orientation – student leaders from post-secondary institutions in Alberta were invited to the Government House by the Minister of Advanced Education. Myself and Anas represented the University of Alberta. As Chair of the Alberta Graduate Provincial Advocacy Council (ab-GPAC), I made a presentation to the Minister regarding the priorities of graduate students. Following the presentation, student leaders were given a brief overview about the Ministry’s updates and statistical analysis.

25 August – Alumni Council New Member Orientation – In this meeting, new members of Alumni Council were greeted and welcomed. As the GSA representative, I will be involved in the Council’s Careers Committee, which delivers career services for alumni.

12 September – Meeting with K Husing, Associate Vice-President Campus Services – Received updates on student occupancy in graduate residences. Around 92% of graduate residences are occupied. Moreover, there has been no demand for couples/family housing on campus. They are planning to hire a substantial number of students in jobs within Campus Services. This is in process and details will be circulated soon.

8 September – CASA Policy Review Committee – The Canadian Alliance of Student Associations (CASA) is a student-member-driven organization that focuses on federal advocacy. The University of Alberta is not a full member of CASA but maintains observership. Currently, I am involved in their policy renewal committee which updates the organization’s policy documents. I am involved in updating the International Student Policy of CASA.

Apart from these meetings, I focused on internal matters of ab-GPAC. We are in the process of finalizing our advocacy week where we lobby the government on important issues faced by graduate students.

These were the main highlights in terms of external advocacy. If you have any further questions, feel free to ask in the GSA Council meeting or reach out to me via gsa.vpexternal@ualberta.ca. I hope to bring a positive change to external advocacy and look forward to working with you all.

Thank you,
Janmejaya Rao, Vice-President External 2022-2023

Please find below a list of meetings I attended between 16 August to 19 September 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

16 August	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board
18 August	Alberta Post-Secondary Education Council
25 August	Alumni Council New Member Orientation

25 August	Meeting with K Chisolm, Board of Governors Chair
26 August	Meeting with the H Frost, Policy Director, Office of the Mayor
26 August	Team Activity
29 August	Departmental Orientation – Anthropology
29 August	Meeting with B Simmons, Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Director
29 August	Departmental Orientation – Chemical and Materials Engineering
30 August	Canadian Alliance of Student Associations Federal Policy Committee
1 September	GSA Fall Orientation and Info Fair
7 September	Canadian National Standard on Mental Health & Wellness for Post-Secondary Students Discussion with K Friese, Assistant Dean, Health and Wellness
8 September	Faculty of Graduate Studies and Research Policy Review Committee (FGSR PRC)
9 September	Provincial Government Student Leaders' Meeting
12 September	Meeting with K Huising, Associate Vice-President Campus Services
14 September	Meeting with M Padfield, Deputy Provost, Students and Enrollment
14 September	Post-Secondary Task Force
14 September	Dinner with P Garritty, University Chancellor
15 September	City of Edmonton Update on Safety
16 September	GSA Coffee Break
16 September	GSA Board Strategic Work Plan Discussion with B Flanagan, University President, and C Swindlehurst, Chief Strategy Officer

**Vice-President Labour
Report to GSA Council for the 19 September 2022 Meeting**

To: GSA Council
From: Hiren Kaklotar
Date: 16 September 2022

Dear Council Colleagues,

I hope everyone is doing well and enjoying the last few days of the summer. Here are the main takeaways from the meetings I attended since the last council meeting.

Bargaining Update:

The GSA Negotiating Team met with the University of Alberta Team on 29 and 31 August for its third session of negotiations. The GSA team made significant progress in negotiations of non-monetary issues during this session. The team made so much progress, in fact, that at the end of the session we tabled our monetary proposals.

The GSA team reached agreement on 11 articles and appendices, several of them completely new. The team also made substantial progress on other issues, though we have not yet reached agreement on them.

The GSA team tabled its monetary package at the end of the second day of bargaining. The GSA's monetary demands reflect the fact that members have not received general economic increases to the salary portion of their stipends over the last two collective agreements, as well as the fact that inflation is likely to have a significant impact on our members over the next three years.

While dates have yet to be established for the next bargaining session with the University, we will be aiming for another meeting by mid-October.

Contract Delay Update:

In last few weeks, students from different departments have raised concerns about the extreme delays in issuing contracts to graduate student workers for the Fall 2022 term. This has resulted in unneeded stress and anxiety for Graduate Teaching Assistants (GTAs) and Graduate Research Assistants (GRAs), many of whom are relying on the money earned from their contracts to pay for rent, food, tuition, or other bills. Graduate students already have to worry about succeeding in their studies and research, and should not have to worry whether or not they get paid on time for their labour.

The GSA has been assured by administration that everyone will be processed for payroll in time for the first pay period on 23 September and should receive their official Letter of Appointment no later than 30 September. If this is not the case for you or someone you know, I strongly urge you to contact me to resolve these issues.

Also, alternative financial support for graduate students is available through the Registrar's Office emergency bursary program and I encourage you to reach out if you are in need. If any student is undergoing financial difficulties because of the contracts' delay, they should email GSA President, Anas directly as well.

The GSA Labour Relations Committee met 14 September and has sent a letter outlining its concerns regarding this to the University Provost. The letter will also be sent to all academically-employed graduate students.

Please do not hesitate to contact me if you have any concerns or suggestions. I'm here to serve you!

In solidarity,
Hiren Kaklotar, Vice-President Labour 2022-2023

Please find below a list of meetings I attended between 16 August and 16 September 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

22 August	University of Alberta Safety and Security Committee (22 August)
22 August	GSA Budget and Finance Committee (GSA BFC)
24 August	GSA Health and Dental Plan Town Hall
25 August	Meeting with a Graduate Student
25 August	Meeting with K Chisolm, Board of Governors Chair
26 August	Team Activity
29 August	Collective Agreement Bargaining Caucus
29 August	Collective Agreement Bargaining
30 August	Collective Agreement Bargaining Caucus
31 August	Collective Agreement Bargaining Caucus
31 August	Collective Agreement Bargaining
1 September	Departmental Orientation – Multimedia Program (Computing Science)
1 September	GSA Fall Orientation and Info Fair
2 September	Departmental Orientation – History, Classics, and Religious Studies
7 September	Meeting with a Graduate Student
7 September	Canadian National Standard on Mental Health & Wellness for Post-Secondary Students Discussion with K Friese, Assistant Dean, Health and Wellness (7 September)
8 September	Departmental Orientation – Law
9 September	Meeting with a Graduate Student
9 September	GSA Coffee Break
13 September	GSA Labour Relations Committee (GSA LRC)
13 September	Meeting with the Public Service Alliance of Canada (PSAC)
14 September	Meeting with M Padfield, Deputy Provost, Students and Enrollment
14 September	Departmental Orientation – Internetworking
14 September	GSA Labour Relations Committee (GSA LRC)
14 September	Dinner with P Garritty, University Chancellor
16 September	Meeting with C Rockarts, Non-Academic Staff Association (NASA) Strike Organizer
16 September	GSA Coffee Break
16 September	Departmental Orientation – Oncology
16 September	GSA Board Strategic Work Plan Discussion with B Flanagan, University President, and C Swindlehurst, Chief Strategy Officer

**GSA Labour Relations Committee
Report to GSA Council for the 19 September 2022 Meeting**

To: GSA Council
From: Hiren Kaklotar
Date: 19 September 2022

Dear GSA Council Colleagues,

The GSA Labour Relations Committee (GSA LRC) met on 14 September 2022. At this meeting, members reviewed recommended changes to GSA Bylaw and Policy, Section Q, which will come before GSA Council at the October and November meetings, discussing ongoing outreach and potential events for the fall, the recruitment of Faculty Stewards, the collective bargaining progress, and the recent concerns on campus regarding contract delays for academically-employed graduate students. We encourage members of GSA Council to reach out if they have questions or concerns regarding contracts so that we can assist directly.

If you are a Councillor in the following faculties, please consider reaching out to your department for interest in being a Faculty Steward:

- Arts
- Business
- Campus St. Jean
- Education
- Kinesiology, Sport and Recreation
- Law
- Nursing
- Public Health
- Rehabilitation Medicine

I am happy to answer any questions.

Sincerely,
Hiren Kaklotar, Vice-President Labour and Chair of the GSA LRC

**Vice-President Student Services
Report to GSA Council for the 19 September 2022 Meeting**

To: GSA Council
From: Monisha Vinod
Date: 16 September 2022

Dear Council Colleagues,

Fall has arrived and it has been a busy first two weeks with orientations and welcoming our graduate students on campus at the many in-person events being held, including the GSA Fall Orientation Info Fair at Lister Hall and the weekly coffee breaks in the month of September. I hope you have had a great first two weeks of school and have settled into a routine already. I hope you are looking forward to the new year as much as I am.

Here are some of the highlights from my meetings the past month:

- Regular meetings with the Dean of Students have continued, with me updating Dean Costopoulos on my priorities and work being done to achieve them.
- I have been working closely with Joannie Fogue, Vice-President Student Life for the Students' Union, on certain common priorities we share, such as those associated with food security and supporting the Campus Food Bank and its food pantry initiative, as well as working on the Student Conduct Policy Committee that is focused right now on revising the Sexual Violence Policy and the new Student Conduct Policy to replace the non-academic portions of the current Code of Student Behavior.
- As the year is starting, the Days of Action committee is working on mental health initiatives and communications that need to go out to observe the different days associated with maintaining health and wellness. The GSA supports them, and I sit on a couple of working committees and co-chair one of them.
- The working committees for the Student Homelessness Project, Student Parent Project, and National Student Mental Health Standards have been formed and first meetings are next month to work out various plans of implementation.
- I am working hard with centers and leaders of innovation on campus to promote a more entrepreneurial spirit on campus and build more work and professional development opportunities for grad students through strong alumni connections that are being forged through partnerships with the Student Innovation Center.

I look forward to working with each one of you this 2022-2023 academic year. As always, I am open to feedback and questions and can be reached at gsa.vpstudentservices@ualberta.ca

Thank you and with Warm Regards,

Monisha Vinod, Vice-President Student Services 2022-2023

Please find below a list of meetings I attended between 16 August to 19 September 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

/Volumes/GoogleDrive/Shared drives/GSA OFFICE/GSA Council/Meetings/2022-2023/September 2022/Second Mailing/GSA Council 19 September 2022 Item 13 - VP Student Services Report to Council.docx

16 August	U-Pass Advisory Committee
17 August	Meeting with A Costopoulos, Vice-Provost and Dean of Students
18 August	U-Pass Administrative Committee
18 August	Meeting with J Fogue, Students' Union (SU) Vice-President Student Life
18 August	Meeting with H Ritz, University Social Worker
19 August	Interview with a University of Calgary Graduate Student
19 August	World Mental Health Day Mindfulness Walk
19 August	Student Network Planning Meeting
23 August	Departmental Orientation – Business MBA
24 August	Days of Action Committee
24 August	Van Vliet Centre Tour
25 August	Meeting with K Chisolm, Board of Governors Chair
25 August	Meeting with K Friese, Assistant Dean, Health and Wellness
26 August	Team Activity
29 August	Departmental Orientation – Biological Sciences
30 August	Departmental Orientation – REES
30 August	Departmental Orientation – Math and Statistical Sciences
30 August	World Mental Health Day Mindfulness Walk Meeting
31 August	Departmental Orientation – Physics
31 August	Departmental Orientation – Sociology
31 August	Departmental Orientation – English and Film Studies
31 August	Departmental Orientation – Business PhD
1 September	GSA Fall Orientation and Info Fair
2 September	Meeting with a Graduate Student
6 September	Student Mental Health Network
6 September	GSA Health and Dental Plan Town Hall
7 September	Canadian National Standard on Mental Health & Wellness for Post-Secondary Students Discussion with K Friese, Assistant Dean, Health and Wellness
8 September	General Faculties Council Student Conduct Policy Committee (GFC SCPC)
8 September	Honeycomb and Student Innovation Centre Partnership Meeting
14 September	Meeting with M Padfield, Deputy Provost, Students and Enrollment
14 September	Dinner with P Garrity, University Chancellor
15 September	General Faculties Council Programs Committee (GFC PC)
15 September	Meeting with D Bialowas, Student Engagement Specialist, Faculty of Science
16 September	GSA Board Strategic Work Plan Update with B Flanagan, University President, and C Swindlehurst, Chief Strategy Officer

**GSA Nominating Committee
Report to GSA Council for the 19 September 2022 Meeting**

To: GSA Council
From: Elisabeth Widjaja
Date: 16 September 2022

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 e-mail.

Sincerely,
Elisabeth Widjaja, 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 ewidjaja@ualberta.ca or GSA Elections Coordinator Monica Brzak at gsanomco@ualberta.ca.

GSA Standing Committees

1) GSA Appeals and Complaints Board (GSA ACB) (One (1) GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council on 26 August and 2 and 9 September 2022 with a nomination deadline of 13 September 2022. **No nominations were received; this vacancy will be advertised again.**

2) GSA Appeals and Complaints Board (GSA ACB) (Two (2) GSA Member Positions)

Information regarding the position for one (1) GSA Councillor was circulated via GSA newsletter on 26 August and 2 and 9 September 2022 with a nomination deadline of 13 September 2022. **No nominations were received; these vacancies will be advertised again.**

3) GSA Appeals and Complaints Board (GSA ACB) (One (1) GSA Member Position) – Renewal of Position

Information regarding the terms of office of three (3) GSA ACB members coming to an end were emailed to current GSA ACB members on 8 August 2022. **One (1) member was interested in seeking an additional term and a nomination was received; there will be an electronic vote (see Item 8a – Nominee for Renewal of Position on the GSA Appeals and Complaints Board).**

4) GSA Budget and Finance Committee (GSA BFC) (One (1) GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **No nominations were received; these vacancies will be advertised again.**

5) GSA Budget and Finance Committee (GSA BFC) (One (1) GSA Member Position)

Information regarding the position for one (1) GSA Member was circulated via GSA newsletter 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **One (1) nomination was received; there will be an electronic vote (see Item 8b – Nominee for GSA Budget and Finance Committee).**

6) GSA Elections and Referenda Committee (GSA ERC) (One (1) GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **No nominations were received; these vacancies will be advertised again.**

7) GSA Elections and Referenda Committee (GSA ERC) (Three (3) GSA Member Positions)

Information regarding the position for three (3) GSA members was circulated via GSA newsletter on 26 August and 2 and 9 September 2022 with a nomination deadline of 13 September 2022. **No nominations were received; these vacancies will be advertised again.**

8) GSA Governance Committee (GSA GC) (Two (2) GSA Councillor Positions)

Information regarding the position for two (2) GSA Councillors was circulated via email to GSA Council 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **One (1) nomination was received; there will be an electronic vote (see Item 8d – Nominee for GSA Governance Committee).**

9) GSA Board (GSAB) (One (1) GSA Councillor Position)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **No nominations were received; these vacancies will be advertised again.**

10) GSA Board and GSA Nominating Committee (GSAB/NoC) (Two (2) Joint GSA Councillor Positions)

Information regarding the position for two (2) GSA Councillors was circulated via email to GSA Council 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **No nominations were received; these vacancies will be advertised again.**

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

Information regarding the position for one (1) GSA Member was circulated via GSA newsletter 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **One (1) nomination was received; there will be an electronic vote (see Item 8e – Nominee for GSA Nominating Committee).**

12) GSA Equity, Diversity, and Inclusion Committee (GSA EDIC) (Two (2) and Up to Four (4) GSA Member Positions)

Information regarding the position for two (2) and Up to four (4) GSA members was circulated via GSA newsletter 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **Six (6) nominations were received (in accordance with GSA Policy, the GSA EDIC Chair, GSA EDIC Vice-Chair, and the Chair of the GSA NoC agreed that the GSA EDIC's membership could be increased to eleven (11)); there will be an electronic vote (see Item 8c – Nominees for the GSA Equity, Diversity, and Inclusion Committee).**

GSA Officers**1) GSA Deputy Speaker (One (1) Position for a GSA Member)**

Information regarding this position for one (1) GSA member was circulated via the GSA newsletters of 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **No nominations were received; this vacancy will be advertised again.**

2) GSA Deputy Returning Officer (One (1) Position for a GSA Member)

Information regarding this position for one (1) GSA member was circulated via the GSA newsletters of 26 August and 2 and 9 September 2022 with a nomination deadline of 14 September 2022. **No nominations were received; this vacancy will be advertised again.**

External Committees: Vacancies**1) Arts Faculty Council (Three (3) Graduate Student Positions)**

Information regarding the position for three (3) vacancies on the Arts Faculty Council was circulated via email directly to Faculty of Arts graduate students on 5, 12, and 19 August 2022 with a nomination deadline of 24 August 2022. **Two (2) nominations were received; Josh Passey, Larissa Predy, and Samira Torabi were elected.**

2) Faculty of Arts Standing Committees (Three (3) Graduate Student Positions on Three (3) Committees)

Information regarding the position for one (1) vacancy on the Faculty of Arts Teaching Awards Committee, and three (3) vacancies on the Faculty of Arts Academic Affairs Committee was circulated via email directly to Faculty of Arts graduate students on 5, 12, and 19 August 2022 with a nomination deadline of 24 August 2022. **Josh Passey was elected for the Faculty of Arts Teaching Awards Committee. Josh Passey, Saba Nuzhat, and Sara Hill were elected for the Faculty of Arts Academic Affairs Committee.**

3) Faculty of Graduate Studies and Research Committee (Nine (9) Graduate Student Positions)

Information regarding the nine (9) vacancies (four (4) Councillors and five (5) Alternates) on the Faculty of Graduate Studies and Research Committee was circulated via the GSA Newsletter graduate students on 12, 19, and 26 August 2022 with a nomination deadline of 31 August 2022. **Two (2) nominations were received for the four (4) Councilor positions: Ademola Itiola and Colling VanEssen were elected. No nominations were received for the alternate positions. The remaining vacancies will be advertised again.**

4) Faculty of Science (Two (2) Graduate Student Positions)

Information regarding the two (2) positions for on the Faculty of Science was circulated via email directly to graduate students in the Faculty of Science on 5 and 12 August 2022 with a nomination deadline of 24 August 2022. **Two (2) nominations were received: Clare Maristela Galon and Michael Przystupa were elected.**

5) Graduate Program Support Team (Two (2) Graduate Student Positions)

Information regarding the two (2) vacancies on the Graduate Program Support Team was circulated via the GSA newsletter on 19 and 26 August 2022 with a nomination deadline of 31 August 2022. **Three (3) nominations were received; Pamela Kiassen and Heather Gray Lamm were elected.**

6) Faculty of Medicine and Dentistry Faculty Council (Two (2) Graduate Student Positions)

Information regarding the two (2) vacancies on the Faculty of Medicine and Dentistry Faculty Council was circulated via email directly to Medicine and Dentistry students on 5 and 12 August 2022 with a nomination deadline of 17 August 2022. **One (1) nomination was received; Kaya Persad was elected. The remaining vacancy will be readvertised.**

Addendum – Election of GSA NoC Chair

As per GSA Bylaw and Policy, “two members (2) from amongst the five (5) voting members of the [GSA NoC] will be elected by the GSA NoC to serve as Chair and Vice-Chair for the duration of their time on the GSA NoC or until they resign their positions as Chair and Vice-Chair. The persons elected will be reported to GSA Council” (Section E.POL.5.3). On 11 August 2022, GSA NoC members were informed of the vacancy in the position of Chair and were invited to submit nominations for this position. One (1) nomination was received in advance of the deadline of 15 August 2022. As of 19 August 2022, GSA NoC members have elected **Elisabeth Widjaja (Agriculture, Food & Nutritional Science)** to serve as GSA NoC Chair.

**Executive Director
Report to GSA Council for the 19 September 2022 Meeting**

To: GSA Council
From: Courtney Thomas
Date: 16 September 2022

Dear GSA Council Members,

Over the past month, since my last report to you, the GSA staff have been engaged with organizing departmental orientation presentations (which we are happily providing again in-person, for the first time since 2019), hosting the GSA Orientation and Information Fair event on 1 September (also in-person again), hosting GSA coffee breaks each Friday throughout September, finalizing the GSA's annual audit and the first term financial report of the current fiscal year (both of which will be before you at the September meeting), facilitating schedule town halls on the GSA Health and Dental Plan, organizing the printing and circulation of the GSA planner (copies are available at the GSA office in Triffo Hall), developing some proposals concerning amendments to GSA Bylaw and Policy under the direction of the GSA Board (related to portfolio restructuring) and the GSA Elections and Referenda Committee (related to the GSA General Election and associated referenda), and responding to graduate student inquiries at both our physical and virtual front desks.

Staff are also engaged with supporting the GSA Elections and Referenda Committee as it begins to plan the 2023 GSA General Election and with supporting the GSA Labour Relations Committee and GSA Negotiating Team during the current ongoing collective bargaining process.

We have also been engaging with a series of human resources tasks, including finding a new CPA for the GSA as Shirley Ball will be retiring this fall. Shirley has been serving as the GSA's CPA for many years and been an incredible asset to the organization; we are immensely appreciative of all her work and wish her all the best in her next chapter!

My weekly reports to the GSA Board are attached (pages 19.1-19.4) and, as always, I am happy to answer any questions.

Best,

Courtney Thomas, Executive Director

Management Report to the GSA Board, 17 August 2022

Management has been engaged with the following issues since the last GSA Board meeting on 3 August 2022:

Strategic

- Drafting proposals related to the restructuring of Officer portfolios. An initial draft has been completed and is under review.
- Annual cleaning out of hardcopy and electronic files in association with the GSA's document retention and archiving schedule.
- Preparing meeting materials for an 22 August meeting of the GSA Budget and Finance Committee and reviewing associated financial reports and the audit in advance of that meeting.
- Work associated with the Collective Agreement (supporting the GSA Negotiating Team (bargaining will be occurring at the end of August so various GSA Negotiating Team caucuses are scheduled), the GSA Labour Relations Committee, circulating updates to members of the bargaining unit, meeting with graduate students, soliciting expressions of interest for the steward network, and hosting a faculty steward meet and greet).

Operations

- Planning to provide food for the September meeting of GSA Council to boost in-person attendance. Also working to arrange a meeting with the GSA Speaker to discuss a return to fully in-person GSA Council meetings.
- Fall orientation and departmental orientations planning (finalizing arrangements for 1 September).
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), the GSA Nominating Committee (advertised via the GSA newsletter), and the GSA Equity, Diversity, and Inclusion Committee (advertised via GSA newsletter). Also soliciting nominations for the positions of Deputy Speaker and Deputy Returning Officer (advertised via the GSA newsletter), positions on the Faculty of Graduate Studies and Research Council (advertised via the GSA newsletter), positions on the Faculty of Arts Council and associated standing committees (advertised directly to graduate students in the faculty), positions on the General Faculties Council Graduate Program Support Team (advertised via the GSA newsletter), and positions on the Faculty Councils for the Faculty of Medicine and Dentistry, Faculty of Native Studies, and the Faculty of Science (advertised directly to graduate students in those faculties).
- Facebook = 1,757 likes (up 3 from 3 August); Facebook posts reached 115 users last week. Twitter = 1,308 followers (down 3 from 3 August); our tweets earned 31 "impressions" over the past week. Instagram = 820 followers (up 7 from 3 August); Instagram posts reached 22 users last week.
- GSA Academic Travel Grants = new funding period started 1 July; GSA Child Care Grants = new funding period started 1 July; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 July. We continue to see an increase in applications as pandemic prevention measures ease and all funding continues to be closely monitored so we can direct it to where the most need is; funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

Management Report to the GSA Board, 24 August 2022

Management has been engaged with the following issues since the last GSA Board meeting on 17 August 2022:

Strategic

- Beginning to plan the 2023 GSA General Election and arrange for meetings of the GSA Elections and Referenda Committee.
- Reviewing financial reports and the audit following a recent meeting of the GSA Budget and Finance Committee and preparing those materials to go to the GSA Board, GSA Council, and (in the case of the audit) to the Board of Governors.
- HR work (payroll processing, drafting annual staff performance reviews, etc).
- Work associated with the Collective Agreement (supporting the GSA Negotiating Team (bargaining will be occurring at the end of August so various GSA Negotiating Team caucuses are scheduled), the GSA Labour Relations Committee, circulating updates to members of the bargaining unit, meeting with graduate students, and soliciting expressions of interest for the steward network).

Operations

- Planning to provide food for the September meeting of GSA Council to boost in-person attendance. Also working to arrange a meeting with the GSA Speaker to discuss a return to fully in-person GSA Council meetings.
- Fall orientation and departmental orientations planning/scheduling and scheduling GSA Coffee Breaks in the fall term (will be weekly in September).
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), the GSA Nominating Committee (advertised via the GSA newsletter), and the GSA Equity, Diversity, and Inclusion Committee (advertised via GSA newsletter). Also soliciting nominations for the positions of Deputy Speaker and Deputy Returning Officer (advertised via the GSA newsletter), positions on the Faculty of Graduate Studies and Research Council (advertised via the GSA newsletter), positions on the Faculty of Arts Council and associated standing committees (advertised directly to graduate students in the faculty), positions on the General Faculties Council Graduate Program Support Team (advertised via the GSA newsletter), and positions on the Faculty Council for the Faculty of Science (advertised directly to graduate students in the faculty).
- Facebook = 1,770 likes (up 13 from 17 August); Facebook posts reached 377 users last week. Twitter = 1,317 followers (up 9 from 17 August); our tweets earned 45 “impressions” over the past week. Instagram = 860 followers (up 40 from 17 August); Instagram posts reached 436 users last week.
- GSA Academic Travel Grants = new funding period started 1 July; GSA Child Care Grants = new funding period started 1 July; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 July. We continue to see an increase in applications as pandemic prevention measures ease and all funding continues to be closely monitored so we can direct it to where the most need is; funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

Management Report to the GSA Board, 7 September 2022

Management has been engaged with the following issues since the last GSA Board meeting on 24 August 2022:

Strategic

- Meeting with the GSA Speaker to discuss a return to fully in-person GSA Council meetings.
- Drafting GSA reports to various University governing bodies.
- Beginning to plan the 2023 GSA General Election and arrange for meetings of the GSA Elections and Referenda Committee.
- Preparing materials to circulate the audit to the Board of Governors once it is received by GSA Council.
- Work associated with the Collective Agreement (supporting the GSA Negotiating Team (bargaining will be occurring at the end of August so various GSA Negotiating Team caucuses are scheduled), the GSA Labour Relations Committee, circulating updates to members of the bargaining unit, meeting with graduate students, and soliciting expressions of interest for the steward network).

Operations

- Preparing the first mailing of GSA Council meeting materials (planning to provide food for the September meeting of GSA Council to boost in-person attendance).
- Scheduling meetings of the GSA Labour Relations Committee and the GSA Governance Committee and preparing materials, etc.
- Fall orientation and departmental orientations.
- Preparing for a GSA Coffee Break on Friday.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), the GSA Nominating Committee (advertised via the GSA newsletter), the GSA Budget and Finance Committee (advertised directly to GSA Council and via the GSA newsletter), the GSA Elections and Referenda Committee (advertised via the GSA newsletter), and the GSA Equity, Diversity, and Inclusion Committee (advertised via GSA newsletter). Also soliciting nominations for the positions of Deputy Speaker and Deputy Returning Officer (advertised via the GSA newsletter), positions on various standing committees within the Faculty of Arts Council (advertised directly to graduate students in the faculty), and positions on the Faculty Council for the Faculty of Science (advertised directly to graduate students in the faculty).
- Facebook = 1,782 likes (up 12 from 24 August); Facebook posts reached 143 users last week. Twitter = 1,324 followers (up 7 from 24 August); our tweets earned 508 "impressions" over the past week. Instagram = 899 followers (up 39 from 24 August); Instagram posts reached 26 users last week.
- GSA Academic Travel Grants = new funding period started 1 July; GSA Child Care Grants = new funding period started 1 July; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 July. We continue to see an increase in applications as pandemic prevention measures ease and all funding continues to be closely monitored so we can direct it to where the most need is; funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

Management Report to the GSA Board, 14 September 2022

Management has been engaged with the following issues since the last GSA Board meeting on 7 September 2022:

Strategic

- Working to contract a new CPA for the GSA.
- Drafting GSA reports to various University governing bodies and reviewing meeting materials for various governing bodies.
- Beginning to plan the 2023 GSA General Election and preparing for an upcoming meeting of the GSA Elections and Referenda Committee.
- Preparing for upcoming meetings of the GSA Governance Committee and the GSA Equity, Diversity, and Inclusion Committee.
- Work associated with the Collective Agreement (supporting the GSA Negotiating Team (bargaining will be occurring at the end of August so various GSA Negotiating Team caucuses are scheduled), the GSA Labour Relations Committee, circulating updates to members of the bargaining unit, meeting with graduate students, working on a contract delay issue within a department, and soliciting expressions of interest for the steward network).

Operations

- Preparing the second mailing of GSA Council meeting materials (planning to provide food for the September meeting of GSA Council to boost in-person attendance and returning to fully in-person meetings in January).
- Forward planning for a fall term GSA social event and preparing for a GSA Coffee Break on Friday.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to GSA Council and via the GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), the GSA Board (advertised directly to GSA Council), the GSA Board/GSA Nominating Committee (advertised directly to GSA Council), the GSA Nominating Committee (advertised via the GSA newsletter), the GSA Budget and Finance Committee (advertised directly to GSA Council and via the GSA newsletter), the GSA Elections and Referenda Committee (advertised via the GSA newsletter), and the GSA Equity, Diversity, and Inclusion Committee (advertised via GSA newsletter). Also soliciting nominations for the positions of Deputy Speaker and Deputy Returning Officer (advertised via the GSA newsletter) and a position on the Medicine and Dentistry Faculty Council (advertised directly to graduate students in the faculty), and assisting with the election of the Sociology Graduate Students' Association executive.
- Facebook = 1,785 likes (up 3 from 7 September); Facebook posts reached 1464 users last week. Twitter = 1,328 followers (up 4 from 7 September); our tweets earned 4,300 "impressions" over the past week. Instagram = 899 followers (up 0 from 7 September); Instagram posts reached 407 users last week.
- GSA Academic Travel Grants = new funding period started 1 July; GSA Child Care Grants = new funding period started 1 July; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 July. We continue to see an increase in applications as pandemic prevention measures ease and all funding continues to be closely monitored so we can direct it to where the most need is; funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.