

GSA Council Meeting CONSOLIDATED AGENDA

Monday, September 18, 2017 at 6:00 pm

2-100 University Hall, Van Vliet Complex

The GSA acknowledges that the University of Alberta is situated on Treaty Six territory and Métis homelands.

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 (in accordance with the Standing Orders of Council). Any additional substantive material received after this mailing will be emailed as soon as possible.

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

Speaker Joshuha Connauton in the Chair

Dinner will be served at 5:15 pm.

OPEN SESSION

Attached Numbered Pages

1. Roll Call
2. Approval of the 18 September 2017 Agenda
3. Approval of the Minutes from the 17 July 2017 GSA Council Meeting
Attachment:
 - i. Minutes from the 17 July 2017 GSA Council Meeting **3.0 - 3.6**
4. Changes in GSA Council Membership
 - i. Introduction of New Councillors (*If you are new to GSA Council, please let us know it is your first meeting*)
 - ii. Farewell to Departing Councillors (*If this is your last GSA Council meeting, or if your last Council meeting is approaching, please let us know*)

Councillor Announcements

5. Councillor Announcements

Action Items

6. Proposed Changes to GSA Policy on Nominating and GSA Nominating Committee
Babak Soltannia (GSA President and GSA Governance Committee Chair) and Radim Barta (GSA Nominating Committee Chair) will present the item

Attachments:

- i. Cover Letter from the GSA Governance Committee Chair and GSA President, and GSA Nominating Committee Chair to GSA Council **6.0**
- ii. Outline of Issue **6.1**
- iii. Proposed Changes to GSA Policy on Nominating and GSA Nominating Committee: Double Column **6.2 - 6.12**

7. GSA Council Elections
Radim Barta (GSA Nominating Committee Chair) will present the item
- Dean of Business Review Committee
Attachment:
- i. Nominees for the Dean of Business Review Committee **7.0 - 7.3**
- Deputy Speaker
Attachment:
- ii. Nominees for Deputy Speaker **7.4 - 7.5**
- GSA Standing Committees
- a. GSA Awards Selection Committee (5 vacancies)
Attachment:
 - i. Nominees for the GSA Awards Selection Committee (5 vacancies) **7.6 - 7.12**
 - b. GSA Elections and Referenda Committee (2 vacancies)
Attachment:
 - i. Nominees for the GSA Elections and Referenda Committee (2 vacancies) **7.13 - 7.15**
 - c. GSA Nominating Committee (1 vacancy) – **Joshua Connauton (Speaker) will present this portion of the item**
Attachment:
 - i. Nominees for the GSA Nominating Committee (1 vacancy) **7.16 - 7.17**

For Discussion: None at this time

Reports

- 8. President (**Babak Soltannia, GSA President**)
 - i. President’s Report **8.0 - 8.2**
 - ii. GSA Board **8.3**
 - iii. GSA Budget and Finance Committee **8.4**
 - iv. GSA Governance Committee (**no meetings this reporting period**)
- 9. Vice-President Academic (**Firouz Khodayari, GSA Vice-President Academic**)
 - i. Vice-President Academic’s Report **9.0 - 9.1**
- 10. Vice-President External (**Masoud Khademi, GSA Vice-President External**)
 - i. Vice-President External’s Report **10.0 - 10.1**
 - ii. GSA Awards Selection Committee (**no meetings this reporting period**)
- 11. Vice-President Labour (**Sasha van der Klein, GSA Vice-President Labour**)
 - i. Vice-President Labour’s Report **11.0**
 - ii. GSA Negotiating Committee (**no meetings this reporting period**)
 - iii. GSA Labour Relations Committee (**no meetings this reporting period**)
- 12. Vice-President Student Services (**Royle Feng, GSA Vice-President Student Services**)
 - i. Vice-President Student Services’ Report **12.0 - 12.1**
- 13. Senator (**Trent Nabe, GSA Senator**)
 - i. Senator’s Report (**no written report at this time**)
- 14. Speaker (**Joshua Connauton, GSA Speaker**)
 - i. Speaker’s Report (**no written report at this time**)

- 15. Chief Returning Officer (**Darcy Bemister, GSA Chief Returning Officer**)
 - i. Chief Returning Officer's Report (**no written report at this time**)

- 16. GSA Nominating Committee (**Radim Barta, GSA Nominating Committee Chair**)
 - i. GSA Nominating Committee Report **16.0 - 16.1**

- 17. GSA Elections and Referenda Committee (**Leigh Spanner, GSA Elections and Referenda Committee Chair**)
 - i. GSA Elections and Referenda Committee Report **17.0**

- 18. GSA Management (**Julie Tanguay, GSA Associate Director and Acting Executive Director**)
 - i. Executive Director's Report **18.0 - 18.4**

Question Period

- 19. Written Questions (**none at this time**)

- 20. Oral Questions

Adjournment

GSA Council Meeting MINUTES
Monday, July 17, 2017 at 6:00 pm
2-100 University Hall, Van Vliet Complex

IN ATTENDANCE:

Babak Soltannia (President)	Michael Armstrong (Chemistry)	Kris Joseph (Library & Info Studies)	Janita Frantsi (Phys Ed & Recreation)
Firouz Khodayari (VP Academic)	Fereshte Talaei (Civil & Environmental Engineering)	Michelle Michelle (Math & Statistical Sciences)	Sneh Monga (Physical Therapy)
Royle Feng (VP Student Services)	Natalie Mahé (Communication Sciences & Disorders)	Fahed Elian (Medical Genetics)	Drew Shepherd (Physics)
Darcy Bemister (Chief Returning Officer)	Melissa Woghiren; Michael Disyak (Computing Science)	Ben Kostiuik (Medical Microbiology & Immunology)	Yilun Wu (Physiology)
Dasha Smirnow (Councillor-at-Large)	Benjamin Denga (Educational Policy Studies)	Richard Feddersen (MLCS)	Megan Aiken (Political Science)
Andrews Tawiah (Councillor-at-Large)	Chantal Labonté (Ed Psych)	Mischa Bandet; Hailey Pineau (Neuroscience)	Michal Juhas (Psychiatry)
Brayden Whitlock (Councillor-at-Large)	Nicole Jamison (Elementary Education)	Jaclyn Hutchinson (Occupational Therapy)	Kevin Lien (Public Health)
Talisha Chaput (Anthropology)	Neil Prather (History & Classics)	Radim Barta (Oncology)	Cassidy Fleming (Rehabilitation Science)
Swai Mon Khaing (Biochemistry)	Mohammed Abdul-Bari (Human Ecology)	Ty Kim; Ashley Bahry (Paediatrics)	Ryan Stanfield (Renewable Resources)
Michele DuVal (Biological Sciences)	Kenzie Gordon (Humanities Computing)	Andrew Woodman (Pharmacology)	Yangzhe Cao (Resource Economics & Environmental Sociology)
Rongrong Zhang (Business PhD)	Shivam Srivastava (Internetworking)	Hamdah Al Nebaihi (Pharmacy & Pharmaceutical Sciences)	Robert Piazza (Secondary Education)
Karl Roesner (Cell Biology)	Ruqayyah Almizraq (Laboratory Medicine and Pathology)	Vladimir Dukic (Philosophy)	Antonio Bruni (Surgery)

Guests: Tom Gee (GSA Auditor, Collins Barrow LLP); Heather Capel (Physiology)

Acting Speaker Roy Coulthard in the Chair.

The meeting was called to order at 6:01 pm.

Roll Call**1. Roll Call of Council Members in Attendance****Approval of Agenda****2. Approval of the 17 July 2017 Consolidated Agenda**

Members had before them the 17 July 2017 Consolidated Agenda, which had been previously distributed on 14 July 2017. N Prather **MOVED**; K Gordon **SECONDED**.

Motion **PASSED** unanimously.

Approval of Minutes**3. Minutes from the 19 June 2017 GSA Council meeting**

Members had before them the 19 June 2017 GSA Council Minutes, which had been previously distributed on 7 July 2017. M Armstrong **MOVED**; F Khodayari **SECONDED**.

Motion **PASSED** unanimously.

Changes in Council Membership

4. Changes in GSA Council Membership

- i. **Introduction of New Councillors:** J Hutchinson (Occupational Therapy); J Frantsi (Physical Education and Recreation); N Jamison (Elementary Education); H Pineau (Neuroscience); M Disyak (Computing Science); R Feddersen (Modern Languages and Cultural Studies).

- ii. **Farewell to Departing Councillors**

This was the last meeting for a number of Councillors: last meeting for Ashley Bahry (Paediatrics).

Councillor Announcements

5. Councillor Announcements

Speaker announced that due to lack of sufficient agenda items and expected low attendance, the August meeting of GSA Council was cancelled.

Action Items

6. 2016-2017 GSA Audited Financial Statement

Babak Soltannia (GSA President) presented the item and introduced the guest (Tom Gee, GSA Auditor).

MOTION BEFORE COUNCIL: That the GSA Council **RECEIVE FOR INFORMATION** the 2016-2017 GSA Audited Financial Statements.

T Gee was happy to present good financial statements. He noted that he would make general comments and that we welcomed questions.

He noted that Collins Barrow LLP (CB LLP) conducted a standard independent audit of the GSA and were satisfied that the statements comply with Canadian standards for not-for-profits. He stated that the GSA was in an overall strong position and had improved their financial position from the previous year. He added that the 2016 ratio was 1.96:1 and that not-for-profits should ideally have a ratio of 2:1 to have more than enough resources to cover liabilities. He indicated that the 2017 ratio was 2.34:1, which was a strong overall position.

In the Statement of Operations, T Gee noted pointed out the operating surplus and explained that this was due to the increase in total revenues. He further explained that when overall increasing revenues and no changes in expenses remain the same results in an operating surplus. He specified that there was significant growth in the Graduate Student Support Fund (GSSF) and in administrative and GSA fees but that GSA expense remained flat. He added that, a few years ago, there used to be an operating deficit and that changes implemented by the GSA staff corrected this. He noted that the GSA was operationally sound. He added that positive reserves for not-profit organizations were good as they could be reinvested in existing and future programs.

T Gee noted that the Statement of Cash Flows showed that cash increased by \$293,000 in 2017 compared to a reduction in 2016. He added that the financial situation of the GSA had improved over the previous year.

M Armstrong asked how the GSA increased their surplus. T Gee explained that revenues increased by \$130,000, the expenses remained flat and that this resulted in an increase in surplus.

T Gee concluded that every year following the audit, he issued a letter to management to identify areas of improvement for internal processes. He indicated that, this year, there was no recommendations and added that the GSA had strong and budget and processes.

MOTION: That the GSA Council **RECEIVE FOR INFORMATION** the 2016-2017 GSA Audited Financial Statements.
B Soltannia **MOVED**. N Prather **SECONDED**.

Motion PASSED unanimously

7. GSA 2017-2018 Budget and Expenditure (Quarterly) Report

Babak Soltannia (GSA President) presented the item.

MOTION BEFORE COUNCIL: That GSA Council **RECEIVE FOR INFORMATION** the GSA 2017-2018 Budget and Expenditure (Quarterly) Report.

B Soltannia noted that the quarterly financial report had been reviewed in depth by the GSA Budget and Finance Committee (GSA BFC). He noted that the data contained within the report reflected the first two months of the GSA's current fiscal year and that, according to estimates, the 2017-2018 GSA Budget was on track and it was anticipated to remain on track for the rest of the year.

MOTION: That GSA Council **RECEIVE FOR INFORMATION** the GSA 2017-2018 Budget and Expenditure (Quarterly) Report. B Soltannia **MOVED**. F Khodayari **SECONDED**.

Motion PASSED unanimously

8. GSA Board 2017-2018 Strategic Work Plan

Babak Soltannia (GSA President) presented the item.

MOTION BEFORE COUNCIL: That GSA Council, on the unanimous recommendation of the GSA Board, **RECEIVE FOR INFORMATION** the GSA Board 2017-2018 Strategic Work Plan, as attached.

B Soltannia noted that the GSA Directly-Elected Officers had started working on the GSA Board Strategic Work Plan (SWP) in early May and that the 2017-2018 Plan built upon the 2016-2017 SWP. He reported that GSA Board (GSAB) reviewed the SWP, that the GSA had planned a Town Hall to discuss the SWP, and that the SWP was discussed with GSA Council in June. B Soltannia reported that comments and suggestions received from GSA Council had been incorporated into the SWP, and invited additional comments or questions from GSA Council members.

D Smirnow asked why the cover letter still noted that the team goal to examine funding packages was restricted to all thesis-based students, when the suggestion was raised at the previous GSA Council meeting to also examine funding packages for course-based students. B Soltannia responded that they had decided to start working on the proposal to examine funding packages only for thesis-based students as a starting point and that these questions surrounding funding for course-based students could be explored once the funding review started.

D Smirnow followed up by asking why the funding review was separated into thesis-based and course-based graduate students. B Soltannia responded that the majority of financial support from the University and departments went towards thesis-based graduate students and that currently the majority of course-based graduate students paid tuition but did not receive funding. F Khodayari noted that the GSA was already aware that course-based graduate students did not receive funding but that more data was needed to better understand thesis-based graduate students funding, since the funding situation for these graduate students varied greatly by department. F Khodayari indicated that after completing this first step, the next step would be to consider the creation of a minimum amount of funding.

D Smirnow asked why active participation on the Mandatory Non-Instructional Fees (MINFs) Oversight Committee was singled out and highlighted as an individual goal for the GSA President's portfolio, instead of other committees. F Khodayari responded that in previous years, the GSA President, the GSA VP Academic, and the GSA VP Student Services had attended these committee meetings. He noted that it was highlighted as a goal for the year due to University's budgetary cuts, which could result in cuts to services and that, as these services are partially or fully funded through MNIFs, cuts to services would be discussed at the MNIFs Oversight Committee. He indicated that these important discussions were the reason for highlighting that specific committee in the individual portfolio goals.

D Smirnow followed up by asking if only the GSA President would serve on the MINF Oversight Committee and F Khodayari responded that there would continue to be three GSA representatives on the committee, and noted that the committee would start meeting in September.

D Bemister asked if there were any suggestions as to how the University would pay for minimum funding package, as the University would see this as an increased expense, and that the request for minimum funding packages might not be successful as a result. F Khodayari responded that, while they did not know if the University would have the funds to establish minimum funding packages, in past conversations with senior administration the DEOs had emphasized the role that minimum funding packages could have in marketing the University to both domestic and international students. He also noted that they could examine potential sources of funding for these packages in the future.

D Bemister asked if there would be value in starting an *ad hoc* committee to look at current graduate student funding and costs and noted that a student perspective on comparatives and living costs could be useful, and might indicate if graduate student

funding was currently an issue at the U of A. F Khodayari responded that if the review was initiated it would be something to consider.

A Tawiah noted that during the June GSA Council meeting, there was discussion about including more specific timelines for achieving particular objectives. He indicated that currently most timelines were listed as 2017-2018. A Tawiah asked if more specific timelines for projects could be included. F Khodayari responded that some projects, such as participation on the MINFs Oversight Committee, would potentially be completed before December, but that other projects, such as the funding package review, could take two – three years, and noted that specific timelines for SWP outcomes were not necessarily appropriate.

A Tawiah followed up by asking if it would be possible to associate more specific timelines with some of the action steps. F Khodayari responded that the GSA Board would continue to update GSA Council on the progress of the SWP goals, as this had been the practice in previous years.

D Smirnow noted that an individual goal listed for the GSA VP Labour was to negotiate for increased compensation assistantships in the Collective Agreement (CA) and indicated that an issue raised in the past year was the importance of focusing on compliance with the CA, rather than on compensation. D Smirnow asked why compensation was a focus in the cover letter. F Khodayari noted that requesting an increase to compensation was included as a priority for this year, as 2017-2018 was a bargaining year, and indicated that the issue of compliance was included in the full SWP. He noted that he would share D Smirnow's feedback with S van der Klein.

MOTION: That GSA Council, on the unanimous recommendation of the GSA Board, **RECEIVE FOR INFORMATION** the GSA Board 2017-2018 Strategic Work Plan, as attached. B Soltannia **MOVED**. N Prather **SECONDED**.

Motion PASSED unanimously

Elections

9. GSA Council Elections

Radim Barta (Chair of the GSA Nominating Committee) presented the item. He explained the election process and noted that members had three ballots to consider.

GSA Standing Committees

a. GSA Budget and Finance Committee (1 vacancy)

R Barta presented the item and introduced the nominee, who was given the opportunity to address GSA Council by responding to a question provided in advance.

The question for the nominee was as follows and the nominee had 45 seconds to respond: "please tell us why you'd like to serve on the GSA Budget and Finance Committee."

Nominee for GSA Budget and Finance Committee:

Michele DuVal (Biological Sciences).

b. GSA Governance Committee (1 vacancy)

R Barta presented the item and introduced the nominee, who was given the opportunity to address GSA Council by responding to a question provided in advance.

The question for the nominee was as follows and the nominee had 45 seconds to respond: "please tell us why you'd like to serve on the GSA Governance Committee."

Nominees for GSA Governance Committee:

Michael Armstrong (Chemistry).

c. GSA Labour Relations Committee (1 - 5 vacancies)

R Barta presented the item and noted that there were one (1) to five (5) positions available on the GSA LRC and that two nominations had been received. He noted that neither of the nominees were able to attend GSA Council and encouraged GSA Council members to read the bios and resume included in the Council package, prior to casting their vote. He explained that if they checked on their ballots a nominee and "none of the candidates" their ballot would be counted as spoiled.

Nominees for GSA Labour Relations Committee:

Katelyn Humphreys (AFNS)
Elisabeth Richardson (Cell Biology)

For Discussion

None at this time

Reports

10. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted. In addition B Soltannia stated that highlights of his report included recent meetings with the Dean of the Faculty of the Graduate Studies and Research, Heather Zwicker and Provost and Vice-President (Academic), Steven Dew. He noted that both were in favour of the funding review proposal and that they had agreed to have further meetings to start reviewing the issue and see which committees should be involved.

Regarding the SWP, A Tawiah asked for additional details about Michener Park and who did B Soltannia meet with this respect, what was discussed, and what was agreed upon. B Soltannia explained that Michener Park was one of the action steps of the SWP, both with respect to transit issues and the conditions of the residency. He added that the meeting was mostly concerned with the conditions of Michener Park. They discussed the process and pace of resolving the issues. He added that there were no new outcomes but there were follow-up actions to be undertaken.

B Whitlock asked if in his meeting with the Dean of Students, they discussed student group freedom of expression. B Soltannia responded that this had not been discussed and asked B Whitlock if there was an issue he would like to bring forward. B Whitlock stated that the Dean of Students was proposing amendments to the Student Group Policy and that it look that the project had stopped over the summer. B Soltannia noted that he would follow-up with B Whitlock and the Dean of Students.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted.

iii. Budget and Finance Committee

No meetings this reporting period.

iv. GSA Governance Committee

No meetings this reporting period.

11. Vice-President Academic

i. Vice-President Academic's Report:

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted. In addition F Khodayari highlighted the Study Hall Program run by the Dean of Students Office. He noted that the Dean of Students Office was looking at services already available (writing classes, tutoring, etc.) to identify gaps and that they intended to hire graduate students as part of the Graduate Student Internship Program to run it so there would be paid positions for graduate students available. He added that paid tutor positions would also be available for graduate students.

Following a question by K Lien, F Khodayari noted that the first step for the Study Hall Program would be to review what was currently available and that, as the review moved forward, they would look at gaps and considered specific needs. K Lien explained that they would like to see statistic workshops for Public Health.

M Abdul-Bari asked if the services would be free and F Khodayari responded that yes it would be free for students accessing the program and that tutors would be paid.

12. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted.

ii. GSA Awards Selection Committee's Report

No meetings this reporting period.

13. Vice-President Labour

i. Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted.

On VP Labour's behalf, Speaker noted that the second Town Hall on Bill 7 would be held on July 24 and that an RSVP link was included in the GSA VP Labour's report and in the GSA newsletter. R Coulthard added that outcomes from Bill 7 would impact the GSA in unknown ways so it is very important for students to stay informed. He encouraged GSA Council to read S van der Klein's report and to email her with any questions.

ii. GSA Negotiating Committee

No meetings this reporting period.

iii. GSA Labour Relations Committee

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted.

14. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted. In addition, R Feng stated that during the U-Pass Administrative Committee meeting, he emphasized that the GSA Board would continue to pursue the Michener Park Transit issue and that it would remain a standing item on future U-Pass Administrative Committee agendas.

He noted that, at the UPass Advisory meeting, no update on smart fare was offered and that the 2017-2021 U-Pass agreements were provided and would be distributed to institutions for signing.

R Feng asked GSA Council to be advised that the United Way campaign would kick off soon and that the committee had requested to attend GSA Council to offer a brief presentation on their work.

ii. GSA Student Affairs Advisory Committee

No meetings this reporting period.

15. Senator

i. Senator's Report

No written report at this time.

16. Speaker

i. Speaker's Report

No written report at this time.

R Coulthard explained that it was typical for many items to take three to four years to come to fruition and most items roll over from one year to the the next. As an example, he noted that the professional development was first discussed in 2010 and only implemented in 2016.

M Woghiren asked if it was possible to opt-out of the current mandatory professional development requirements. F Khodayari asked M Woghiren wanted to opt out. M Woghiren responded that she was not sure how the Individual Development Plan (IDP) was useful. M Armstrong added that students did not receive credits for professional development activities they had participated in until their IDP had been created. F Khodayari noted that both Masters and PhD students were required eight hours of professional development activities and that doing activities that students were interested in could be beneficial for now and their future careers.

M Abdul-Bari noted that graduate students in his department found the IDP really useful. M Woghiren explained that, in Computing Sciences, students took a full course on professional development and that she felt that adding these extra eight required hours was repetitive. B Whitlock responded that he was one of the people who debated this issue at the GFC Academic Planning Committee two years ago and he noted that his preference would have been to not make it mandatory. He added that Department Chair could opt their graduate students out fairly easily. He also noted that if the IDP had been optional it might have been difficult for certain students to take advantage of this opportunity if their supervisors were not supportive.

R Almizraq noted that many students she knows feel positively about the IDP but she suggested extending the time to complete it. She pointed out that currently the IDP needed to be finished six months before graduation but that Masters students had more time to devote to this in their second year.

17. Chief Returning Officer

i. Chief Returning Officer's Report

No written report at this time.

18. GSA Nominating Committee

i. GSA Nominating Committee Report

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted. In addition, R Barta stated that there were still a number of vacancies, including the Deputy Speaker and Deputy Returning Officer positions. He encouraged GSA Council members to watch for advertisements in last August and early September and to reach out to graduate students who would be interested in the various positions.

19. GSA Elections and Referenda Committee

ii. GSA Elections and Referenda Committee Report

No meetings this reporting period.

20. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 14 July 2017. The report stood as submitted. In addition, J Tanguay stated that the next Bill 7 Town Hall would take place on July 24, 2017 and that there were various GSA Bylaw and Policy changes that would be brought forward to GSA Council in September and October.

Question Period

21. Written Questions

None at this time.

22. Oral Questions

A Tawiah noted that graduate student engagement and maintaining a robust social media presence and investigating innovative new methods for communication were included in the 2017-2018 SWP. He indicated that he thought the GSA website could be improved to increase engagement and suggested that the GSA website, Facebook, and Twitter pages could feature graduate student work and achievements. He also suggested increasing the use of pictures on the GSA's social media accounts in order to better engage students. B Soltannia thanked A Tawiah for his suggestions and noted that the GSA website was a formal representation of the GSA and that they could consider the suggestions to include stories from graduate students in different faculties and departments on the GSA Facebook and Twitter pages.

R Coulthard reminded GSA Council members that the August meeting of GSA Council had been cancelled at the discretion of the Speaker and President as there were no urgent agenda items for the upcoming month.

Adjournment

The meeting was adjourned at 7:24 pm.



Dear GSA Council Colleagues,

8 September 2017

The attached double column proposals before you for consideration relate to recommended changes to GSA Policy on Nominating and the GSA Nominating Committee (GSA NoC). The GSA NoC first discussed these changes on July 17, 2017 and the GSA Governance Committee (GSA GC) then met on August 15, 2017 to discuss them. Finally, the GSA Board reviewed these proposals at their August 23, 2017 meeting.

In 2016-2017, the GSA GC initiated a significant review of the GSA's governing documents. In furtherance of this review, the GSA GC is now looking at the GSA Policy on Nominating and the GSA NoC. GSA Policy on Nominating was first established by GSA Council in 2010 and has not been thoroughly reviewed since that time and, while GSA Policy on the GSA NoC has been reviewed in the past year, the GSA NoC and GSA GC now recommend further amendments. The proposed substantive changes before you can be summarized as follows:

- GSA Nominating Policy currently indicates that GSA Council will ratify GSA Standing Committee members. This policy has meant that the GSA NoC could elect representatives to serve on GSA Standing Committees and then forward the list of those elected to GSA Council for a vote to accept or reject the entire list of names. The attached double column includes changes that would require GSA Council to elect all GSA Standing Committee, *ad hoc* committee, and subcommittee members, as has been the recent GSA NoC practice. If the proposed changes are approved, the names of all nominees for these positions will continue to be provided to GSA Council on a ballot.
- The GSA NoC advised that the additional call for nominations for GSA Standing Committees, *ad hoc* committees, and subcommittees, and GSA Council-Elected Officer positions to GSA Council be removed. They noted that current GSA Policy on Nominating requires that the additional call for nominations for these vacancies be sent only to GSA Council but agreed that, for positions open to the entire graduate student population, all graduate students should have access to all advertisements. The GSA NoC proposed adding the requirement that, instead, these vacancies must be advertised at least twice in advance of the nomination deadline noted in the advertisement.
- While the GSA NoC is tasked with electing the representatives they determine would be the best fit for positions on University and external committees, councils, and other bodies, the proposed changes emphasize that the GSA NoC will only review nominations with reference to eligibility requirements set out in GSA Bylaw and Policy for GSA Council-Elected Officers, GSA Standing Committees, *ad hoc* committees, and subcommittees. These changes therefore emphasize that GSA Council is the body that elects graduate students to fill these positions.
- Modifying the current membership of the GSA NoC from three (3) GSA Council members and two (2) graduate student members to two (2) GSA Council members and three (3) graduate student members. This proposed change would provide more flexibility in recruiting GSA NoC members, as it would provide a wider pool of available nominees since more GSA NoC members would now be drawn from the wider graduate student population, as opposed to the current composition in which the majority of GSA NoC members are drawn from the membership of GSA Council.

I look forward to presenting these changes to you at the September meeting of GSA Council and welcome any questions you may have.

Sincerely,

Babak Soltannia
GSA President and Chair of the GSA Governance Committee and the GSA Board

and

Radim Barta
GSA Nominating Committee Chair

Outline of Issue

Proposed Changes to GSA Policy on Nominating and GSA Nominating Committee

Suggested Motion for GSA Council:

That the GSA Council, on the recommendation of the GSA Governance Committee, **APPROVE** the proposed changes to GSA Policy on Nominating and the GSA Nominating Committee, as shown in the attached double column documents and effective immediately.

NOTE: The proposed changes apply to Section E: Nominating, GSA Policy, Nominating and Section E: Nominating, GSA Policy, GSA Standing Committees: GSA Nominating Committee.

Background:

At their meeting of August 15, 2017, members of the GSA Governance Committee (GSA GC) voted to recommend the attached proposed changes to GSA Council. This proposal was developed following discussion with the GSA Nominating Committee (GSA NoC) and the GSA NoC reviewed the proposed changes at their meeting of July 17, 2017 and subsequently via email. Members of the GSA NoC were invited to attend the GSA GC meeting as guests.

At their August 23, 2017 meeting, members of the GSA Board reviewed the proposed changes prior to their onward transmission to GSA Council. The GSA NoC Chair was also in attendance at this meeting.

Please see the attached cover letter for additional information.

Jurisdiction:

Section F: GSA Standing Committees, GSA Policy, GSA Standing Committees, Section F.POL.3.2.a
"The GSAB is the senior administrative authority of the GSA as delegated to it by GSA Council."

Section F: Standing Committees, GSA Policy, Standing Committees, Section F.POL.4.2.a
 The GC will *"advise GSA Council on GSA Bylaw, matters of GSA Policy not in the purview of any other GSA Standing Committee, or other governing issues and provide a report on recommended changes at the next scheduled GSA Council meeting."*

Section F: GSA Standing Committees, GSA Policy, GSA Standing Committees, Section F.POL.4.2.b
 The GSA GC will *"make any editorial changes (such as factual inaccuracies and other editorial issues) to the GSA's governing documents as deemed necessary by the GSA GC."*

GSA Nominating: Proposed Changes to GSA Policy, Nominating

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: Nominating	
Purpose: To outline the process and policies for appointing and replenishing representatives to <u>committees, councils</u> councils, committees , and other bodies requiring graduate student representation.	<i>Editorial, standardization of language.</i>
Scope...	<i>No change.</i>
<p>Related GSA Bylaw and Policy</p> <p><u>Section D: GSA Officers, GSA Bylaw, GSA Officers</u> <u>Section D: GSA Officers, GSA Policy, GSA Officer Portfolios</u> Section E: Nominating, GSA Policy, GSA Standing Committees, GSA Nominating Committee Section F: GSA Standing Committees, GSA Bylaw, GSA Standing Committees <u>Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board</u> <u>Section I: Elections, GSA Policy, Elections</u> <u>Section I: Elections, GSA Policy, GSA Standing Committees, GSA Elections and Referenda Committee</u> <u>GSA Board Policy, GSA Councillor Positions on the GSA Board: Responsibilities</u></p>	<i>Adding references to all other sections of GSA Bylaw and Policy where the GSA NoC is mentioned in order to complement the removal of direct quotes and references scattered throughout this policy.</i>
Related Forms...	<i>No change.</i>
E.POL.1 Membership	<i>Proposal to remove this section, as its content overlaps with the newly numbered E.POL.4 (Composition), below.</i>
E.POL.1.1 If there are vacancies on the GSA Nominating Committee (GSA NoC), the Executive Director (ED) and Speaker will advertise those vacancies to GSA Council and, after a reasonable amount of time has elapsed, will select individuals meeting the criteria set out in Section E.POL.2, below, to fill those vacancies and submit their names to GSA Council for ratification.	<i>Moved to E.POL.4.4, below.</i>
E.POL.2 Expectations	<i>Proposal to remove this section, as its content overlaps with the newly numbered E.POL.5 (Eligibility), below.</i>

Current Policy (deletions noted by a strikethrough) and Proposed Changes (<u>additions underlined</u>)	Rationale/Background
GSA Policy: Nominating	
E.POL.2.1 Members of the GSA NoC must have a demonstrated ability to be neutral and are expected to act impartially, including declaring conflicts of interest and rising above individual/departmental interests to ensure the best fit between nominees and vacancies.	<i>Moved to E.POL.5.3, below.</i>
E.POL.2.2 The GSA NoC is expected to fill vacant positions in a timely fashion to ensure that there is continuity in the graduate student “voice” on committees, Councils, and other bodies, thereby ensuring the best possible representation for graduate students.	<i>Moved to E.POL.7.6, below.</i>
E.POL.3 Training	
E.POL.3.1 New members of the GSA NoC will be trained by the Speaker, the ED or delegate, and any other individuals the ED, in consultation with the GSA Board, deems necessary in order for the GSA NoC to fulfill its mandate.	<i>Moved to E.POL.6.1, below.</i>
E.POL.4 Meetings	
E.POL.4.1 The GSA NoC will normally only meet in person upon new members joining the committee.	<i>Content moved to E.POL.8, below. Currently there are two sections outlining GSA NoC meetings, so combining content into a single section is recommended.</i>
E.POL.4.2 The purpose of an in person meeting will be to exchange contact information and make any other necessary arrangements for the members to fulfill their duties as outlined in GSA Bylaw and in this policy.	<i>Moved to E.POL.8.2, below, and combined with previous E.POL.4.1, above.</i>
E.POL.5 <u>1</u> Advertising and Proactive Identification of Talent	
E.POL.5.1 E.POL.1.1 <u>All vacancies on bodies falling under the mandate of the GSA Nominating Committee (GSA NoC) will be advertised either in the GSA newsletter and/or in through some other manner agreed to by the GSA NoC.</u>	<i>Editorial and renumbering.</i>
E.POL.5.2 Advertising may be waived in instances where, in the GSA NoC’s view, it is urgent to fill a vacancy (eg where a Faculty appeals committee vacancy must be	<i>Moved to new E.POL.1.3, below.</i>

Current Policy (deletions noted by a strikethrough) and Proposed Changes (<u>additions underlined</u>)	Rationale/Background
GSA Policy: Nominating immediately filled in order for an appeal to proceed).	
E.POL.5.3-E.POL.1.2 Advertisements will provide information about the mandate of a committee/Council and the skill set needed to be an effective representative. <u>the committee, council, or other body, the eligibility requirements, and other relevant information.</u>	<i>Editorial and renumbering.</i>
E.POL.1.3 The GSA NoC may vote to waive advertising in instances where, in the GSA NoC's view, it is urgent to fill a vacancy (eg where a Faculty appeals committee <u>vacancy must be immediately filled in order for an appeal to proceed</u>).	<i>No new wording: moved from previous E.POL.5.2, above.</i>
E.POL.5.4-E.POL.1.4 Notwithstanding the requirement to advertise, † The GSA NoC will be proactive in seeking out graduate students <u>nominees</u> with the skills, <u>and</u> experience that match the identified eligibility requirements that vacancies require, and will keep records of past nominees to facilitate this proactive work. and/or drive to be effective, articulate representatives of the graduate student population. <u>Nominees must be willing to be trained and must attend their meetings regularly.</u>	<i>Editorial and renumbering. Proposal to move the statement that nominees must be willing to be trained and must attend their meetings regularly to the new sections E.POL.2.8 and E.POL.3.6, below.</i>
E.POL.1.5 The GSA NoC will be proactive in seeking out potential candidates for all <u>Directly-Elected Officer (DEO) and Council-Elected Officer positions.</u>	<i>Editorial, moved up from previous E.POL.6.4, below.</i>
E.POL.5.5 In all cases, nominees will be required to provide a brief resume and bio, and a statement about what they feel they will bring to the table of the governing body they wish to serve on.	<i>Content moved to E.POL.2.8 and E.POL.3.6, below.</i>
E.POL.5.6 In any instance where the GSA NoC cannot decide on an appointee to a Council or committee, the matter will be referred to GSA Council.	<i>Content moved to E.POL.2.6, below.</i>
<u>E.POL.6-E.POL.2 Guidelines for Filling Vacancies on Specific External Bodies University and External Committees, Councils, and Other Bodies</u>	<i>Editorial and renumbering.</i>
E.POL.2.1 All vacancies on <u>University and external committees, councils, and other bodies</u> will normally be filled by the GSA NoC and reported to GSA Council.	<i>Editorial, moved from previous E.POL.6.6, below.</i>
E.POL.6.1-E.POL.2.2 As the General Faculties Council and its committees, <u>and</u> the Faculty of Graduate Studies and Research Council, and Faculty Councils, and their committees <u>normally</u> have one (1) year terms which normally end April 30, the GSA	<i>Factual change as the term of office for FGSR Council does not end on April 30 and editorial to parallel language in E.POL.2.3, below; renumbering.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: Nominating	
NoC will begin searching for replacements <u>nominees</u> a reasonable amount of time before the end of those terms by March of each year.	
E.POL.6.2-E.POL.2.3 Positions on <u>other University and external committees, councils, and other bodies of the University</u> President or Vice Presidents vary in number and term, and efforts by the GSA NoC to seek candidates <u>nominees</u> for these positions will begin a reasonable amount of time before the end of those terms. “The President (or a delegate, normally a VP) represents the GSA on search/review committees of the University President, Provost, Vice Provosts, or equivalents. The President will consult with the GSA Nominating Committee (GSA NoC) regarding delegations” (Section D: GSA Officers, GSA Policy, GSA Officer Portfolios, Section D.POL.5.1.h).	<i>Editorial and renumbering, and separating out this single section into two sections (E.POL.2.3, and E.POL.2.4, below).</i>
E.POL.2.4 As per GSA Bylaw and Policy, the GSA President will normally represent the GSA on search and review committees of the <u>University President, Vice-Presidents, Provost, Vice-Provosts, and Deans (where indicated in the composition of the committee) or equivalents</u> . In the case where a delegate must be found (normally another DEO), the GSA President will consult with the GSA NoC.	<i>Editorial, and moved from previous E.POL.6.2, above.</i> <i>Should this change be approved, a parallel section in current Section D: GSA Officers, GSA Policy, GSA Officer Portfolios, Section D.POL.5.1 will need to be amended to align with this change.</i>
E.POL.2.5 In the event that a DEO is unable to serve on a committee, council, or other <u>body listed in their portfolio, and none of the other DEOs are able to serve as their delegate, the GSA NoC will find a delegate from the graduate student population in consultation with the relevant DEO.</u>	<i>Editorial statement of clarification regarding current procedures.</i>
E.POL.2.6 In any instance where the GSA NoC cannot decide on an appointee to a <u>committee, council, or other body</u> Council or committee , the matter will be referred to GSA Council.	<i>Editorial, moved from previous E.POL.5.6, above.</i>
E.POL.2.7 In instances where University policy requires that GSA Council elect or <u>ratify a graduate student nominee to a University committee, council, or other body, the GSA NoC will normally advise on the process to be used.</u>	<i>Certain University policies associated with filling vacancies (ie for most Faculty Dean or Department Chair Selection Committees) may require that GSA Council ratify or elect representatives. In these cases, the GSA NoC would determine the process, which in practice currently follows the same process for filling vacancies on GSA Standing Committees, ad hoc committees, and subcommittees.</i>
E.POL.6.3 The GSA NoC should be continually searching for graduate students to serve on the GSA’s Standing Committees.	<i>Recommended removal of this statement, as it contains the same content as E.POL.1.4, above.</i>

Current Policy (deletions noted by a strikethrough) and Proposed Changes (<u>additions underlined</u>)	Rationale/Background
GSA Policy: Nominating	
E.POL.6.4 The GSA NoC will actively seek out potential candidates for all Directly-Elected Officers and Council-Elected Officers positions.	<i>Moved to new E.POL.1.5, above.</i>
E.POL.6.5 The GSA office is often asked for the names of graduate students to serve on various task forces, steering committees, <i>ad hoc</i> committees, sub-committees, newly formed committees, and the like; the GSA NoC is responsible for finding appropriate candidates to fulfill these requests.	<i>Recommended removal of this statement, as it contains the same content as E.POL.2.1, above.</i>
E.POL.6.6 The GSA NoC will provide GSA Council with nominations to fill vacancies on the GSA Board, all GSA Standing Committees, Speaker, Chief Returning Officer, and Senator. Additional nominations may be made by Councillors, in writing, in advance of the GSA Council meeting where elections will take place. If a Councillor(s) makes an additional nomination, there will be a written ballot at the GSA Council where the election will take place. All other vacancies will be filled by the GSA NoC and reported to GSA Council.	<i>Content moved to E.POL.3, below, and E.POL.2.1, above, and expanded to provide more detail and clarification.</i>
E.POL.6.7 In cases where, in the opinion of the Chair (or, in their absence, the Vice-Chair), it is urgent to fill a vacancy on an external body, any two (2) members of the GSA NoC may make a decision concerning the vacancy.	<i>Recommended removal of this provision, since it is a holdover from when the GSA NoC was newly formed, and was less developed without robust processes.</i>
E.POL.2.8 <u>All nominees are required to provide a brief resume and bio, and a statement on how their skills and experience would be an asset to their work on the committee, council, or other body they wish to serve on. Nominees must be willing to adhere to GSA Policy concerning responsibilities and attendance of representatives on such committees, councils, and other bodies.</u>	<i>Editorial, content moved from previous E.POL.5.4 and E.POL.5.5, above.</i>
<u>E.POL.3 Guidelines for Filling Vacancies on GSA Standing Committees, Ad Hoc Committees, and Subcommittees, and for GSA Council-Elected Officer Positions</u>	<i>New section to more fully cover the content in the previous E.POL.6.6, above.</i>
E.POL.3.1 <u>GSA Council elects all graduate student members to fill vacancies on GSA Standing Committees, <i>ad hoc</i> committees, and subcommittees, unless otherwise noted.</u>	<i>Editorial and factual statement developed from previous E.POL.6.6, above, to clarify that GSA Council elects representatives for GSA Standing Committees with the exception of the GSA Negotiating Committee (GSA NC). As outlined in GSA Bylaw and Policy, graduate student members on the GSA NC are named by the GSA Board, and reported to GSA Council.</i>
E.POL.3.1.a <u>The GSA NoC provides GSA Council with the names of nominees to fill vacancies on GSA Standing Committees, <i>ad hoc</i> committees, and subcommittees, unless otherwise noted. All vacancies will be advertised at least twice in advance of</u>	<i>Developed from previous E.POL.6.6, above. Factual statement to clarify the role of the GSA NoC in replenishing GSA Standing Committees, <i>ad hoc</i> committees, and subcommittees, and to specify that the GSA NoC does not facilitate GSA NoC or GSA</i>

Current Policy (deletions noted by a strikethrough) and Proposed Changes (<u>additions underlined</u>)	Rationale/Background
<p>GSA Policy: Nominating</p> <p>the nomination deadline noted in the advertisement. Additional nominations may be made by members of GSA Council, in writing, in advance of the GSA Council meeting where an election will take place.</p>	<p><i>NC replenishment, as these committees have their own replenishment processes outlined in GSA Bylaw and Policy.</i></p> <p><i>At their July 17, 2017 meeting, the GSA NoC proposed removing the additional call for nominations for positions on GSA Standing Committees, ad hoc committees, and subcommittees. Committee members noted that current GSA policy dictates that the additional call for nominations is only sent to GSA Council, even when positions are open to all graduate students. Instead of requiring an additional call for nominations, the GSA NoC has suggested that these positions still be advertised at least twice, so in practice there would continue to be two calls for nominations. The second call for nominations for GSA Council positions on GSA Standing Committees, ad hoc committees, and subcommittee would continue to just be sent to GSA Council.</i></p>
<p><u>E.POL.3.1.b Prior to forwarding the names of nominees for GSA Standing Committees, ad hoc committees, and subcommittees to GSA Council, the GSA NoC will review the resumes and bios received with reference to eligibility criteria as set out in GSA Bylaw and Policy and will forward the names of nominees who meet the eligibility criteria to GSA Council.</u></p>	<p><i>Factual statement to clarify that the role of the GSA NoC in forwarding nominees for GSA Standing Committees, ad hoc committees, and subcommittees is to ensure nominees meet the eligibility requirements as set out in GSA Bylaw and Policy.</i></p> <p><i>The GSA NoC in practice reviews all nominations for these positions to verify the nominees meet the eligibility requirements of each position. For example, if an individual applied for GSA ERC and noted they ran in the previous GSA General Election as a candidate, the GSA NoC would not bring that name forward to GSA Council as a nominee for the position as that individual would be ineligible to serve on the GSA ERC (as per the eligibility requirements noted in GSA Bylaw and Policy).</i></p>
<p><u>E.POL.3.1.c With respect to the GSA Appeals and Complaints Board (GSA ACB), as set out in GSA Bylaw and Policy, the GSA NoC will conduct interviews with all nominees to assess whether they meet GSA ACB eligibility criteria, and will forward the names of selected nominees to GSA Council for consideration.</u></p>	<p><i>This statement reflects the vetting process for GSA ACB members currently outlined in GSA Bylaw and Policy, which includes an interview of nominees with two members of the GSA NoC. Specifically, the purpose of these interviews is for GSA NoC members to ask nominees a series of questions regarding their availability and understanding of bias and the basics of procedural fairness. Prior to conducting these interviews, GSA NoC members receive training in procedural fairness.</i></p>
<p><u>E.POL.3.1.d The GSA NoC may take whatever action is necessary in urgent situations (deemed so in consultation with the Executive Director (ED) or delegate and the GSA ACB Chair) in order to ensure the full complement of twelve (12) GSA ACB members. Such actions can include direct appointments to the GSA ACB, or appointments of former members of the GSA ACB.</u></p>	<p><i>Addition of a statement to parallel GSA Bylaw and Policy, Section H: Performance, Conduct, Responsibilities, and Attendance and GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, which requires the GSA NoC to take whatever action is necessary to ensure the full complement of members on the GSA ACB. Recommended language here parallels that section.</i></p>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: Nominating	
	<i>Should this change be approved in the GSA Nominating Policy, it will need to be amended in current Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.10.1.</i>
<u>E.POL.3.2 GSA Council elects GSA members to serve in GSA Council-Elected Officer positions.</u>	<i>New statement to parallel E.POL.3.1, above, and to provide a statement of clarification regarding current procedures. Statement says 'GSA members' instead of graduate student members, since current Section D: GSA Officers, GSA Bylaw, GSA Officers, Section D.BYL.3.1.a reads "Unless otherwise specified, Council-Elected Officers will be GSA members," which can include associate members of the GSA, who must be elected as such by GSA Council.</i>
<u>E.POL.3.2.a The GSA NoC provides GSA Council with the names of nominees for all GSA Council-Elected Officer positions. These positions will be advertised at least twice in advance of the nomination deadline noted in the advertisement.</u>	<i>Moved from previous E.POL.6.6, above.</i> <i>At their July 17, 2017 meeting, the GSA NoC proposed removing the additional call for nominations for Council-Elected Officer positions. Committee members noted that current GSA policy dictates that the additional call for nominations is only sent to GSA Council, even if the positions are open to all graduate students. Instead of requiring an additional call for nominations, the GSA NoC has suggested that these positions still be advertised at least twice, so in practice there would continue to be two calls for nominations.</i>
<u>E.POL.3.2.b Prior to forwarding the names of nominees for GSA Council-Elected Officer positions, the GSA NoC will review the resumes and bios received with reference to eligibility criteria as set out in GSA Bylaw and Policy and will forward the names of nominees who meet the eligibility criteria to GSA Council.</u>	<i>Factual statement to clarify that the role of the GSA NoC in forwarding nominees for GSA Standing Committees, ad hoc committees, and subcommittees and Council-Elected Officer positions is to ensure nominees meet the eligibility requirements as set out in GSA Bylaw and Policy.</i> <i>The GSA NoC in practice reviews all nominations for these positions to verify that nominees meet the eligibility requirements of each position. For example, if an individual applied for the CRO position and noted they would be out of the country for the GSA General Election, the GSA NoC could vote to not bring that name forward to GSA Council as a nominee for the position.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: Nominating	
E.POL.3.3 All nominees are required to provide a brief resume and bio, and a <u>statement on how their skills and experience would be an asset to their work as a Council-Elected Officer or on the GSA Standing Committee, <i>ad hoc</i> committee, or subcommittee they wish to serve on. Nominees must be willing to adhere to GSA Policy concerning responsibilities and attendance of representatives on GSA Standing Committees, <i>ad hoc</i> committees, and subcommittees, and/or GSA Policy concerning Council-elected Officer duties and responsibilities.</u>	<i>Editorial, content moved from previous E.POL.5.4 and E.POL.5.5, above.</i>
GSA Policy, GSA Standing Committees, GSA Nominating Committee	<i>No change.</i>
E.POL.7 <u>E.POL.4</u> Composition	<i>No change except to renumber.</i>
E.POL.7.1 <u>E.POL.4.1</u> Three (3) voting members, including alternates, of GSA Council elected by GSA Council, normally including the three (3) members appointed by GSA Council to the GSA Board and two (2) additional voting graduate student members elected by GSA Council as voting members. Two (2) members from amongst the five (5) voting members of the GSA Nominating Committee (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 members elected will be reported to GSA Council.	<i>No new wording: renumbering, and moved up from previous E.POL.7.2, below, to make consonant with the description of other GSA Standing Committees that elect their Chair and Vice-Chair in GSA Policy (ie GSA ERC).</i>
E.POL.7.2 <u>E.POL.4.2</u> Two members (2) from amongst the five (5) voting members of the GSA Nominating Committee (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. 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.	<i>Renumbering and moving down previous E.POL.7.1, above, to make consonant with the description of other GSA Standing Committees in GSA Policy. Proposed rephrasing of current content to make this section clearer and to parallel other parts of GSA Policy. While the current distribution of members is currently 3 members of GSA Council and 2 graduate student members, this proposed change would provide more flexibility in terms of recruiting GSA NoC members as it would provide a wider pool of available nominees since more GSA NoC members would now be drawn from the wider graduate student population, as opposed to the current composition in which the majority of GSA NoC members are drawn from the membership of GSA Council.</i>
<u>E.POL.4.2.a</u> The voting members of GSA Council on the GSA NoC will normally be members elected by GSA Council to the GSA Board (GSAB). This will provide the GSA NoC with context regarding the work of various University and external committees, councils, and others bodies, and the strategic issues discussed by the GSAB, given that GSA Council members on the GSAB are meant to have a high-level understanding of GSAB operations and business as per GSA Board Policy.	<i>Editorial to provide the rationale from GSA Board Policy as to why it is recommended, though not required, that the two GSA Council members on the GSA NoC are those individuals who also serve on the GSA Board.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: Nominating	
E.POL.7.3 <u>E.POL.4.3</u> The President and the Executive Director (<u>ED</u>) or designate <u>delegate</u> as non-voting members.	<i>Renumbering and editorial.</i>
<u>E.POL.4.4</u> Vacancies on the GSA NoC will be advertised by the <u>ED or delegate and GSA Speaker</u> . The <u>ED or delegate and GSA Speaker</u> will provide GSA Council with the <u>names of nominees for the GSA NoC who meet the criteria set out in Section E.POL.5, below</u> . These vacancies will be advertised at least twice in advance of the nomination deadline noted in the advertisement. and, after a reasonable amount of time has elapsed, will select individuals meeting the criteria set out in Section E.POL.2, below, to fill those vacancies and submit their names to GSA Council for ratification.	<i>Moved from previous E.POL.1.1, above, and amended to clarify current procedures. Also parallels the process the GSA NoC follows in filling GSA Standing Committee vacancies and Council-Elected Officer position vacancies.</i> <i>See above rationale for the proposal to modify the additional call for nominations.</i>
E.POL.8 <u>E.POL.5</u> Eligibility	<i>No change except to renumber.</i>
E.POL.8.1 <u>E.POL.5.1</u> All members of the GSA are eligible to serve on the GSA NoC unless they intend to run in the GSA General Election or By-Election, intend to serve as a Campaign Representative or volunteer in an upcoming referendum, or they have run in the previous GSA General Election or By-Election or served as a Campaign Representative or volunteer in the last referendum. If standing for election to the GSA NoC, GSA NoC nominees <u>candidates</u> agree not to campaign for or endorse any individual running in the GSA General Election or By-Election, and not to serve as a Campaign Representative or volunteer in any referendum.	<i>Editorial and renumbering.</i>
E.POL.8.2 <u>E.POL.5.2</u> If a GSA NoC member intends to run in a GSA General Election or By-Election, campaign in an upcoming referendum, campaign for or endorse any individual running in the GSA General Election or By-Election, or serve as a Campaign Representative or volunteer in a referendum they shall <u>will</u> resign from the GSA NoC.	<i>Editorial and renumbering.</i>
<u>E.POL.5.3</u> Members of the GSA NoC are expected to act with neutrality and impartiality, including <u>declaring conflicts of interest and rising above individual or departmental interests to ensure the best fit between nominees and vacancies.</u>	<i>Editorial, moved from previous E.POL.2.1, above.</i>
<u>E.POL.6 Training</u>	<i>Editorial, moved from previous E.POL.3, above.</i>
<u>E.POL.6.1</u> New members of the GSA NoC will be trained by current GSA NoC members, the ED or delegate, and any other individuals the ED or delegate, in consultation with the GSA NoC, deems necessary in order for the GSA NoC to fulfill its mandate.	<i>Editorial, moved from previous E.POL.3.1, above. In practice, the Speaker has not been involved in training new GSA NoC members and GSA NoC members have been training any new members.</i>

Current Policy (deletions noted by a strikethrough) and Proposed Changes (<u>additions underlined</u>)	Rationale/Background
GSA Policy: Nominating	
E.POL.9 <u>E.POL.7</u> Mandate	<i>No change except to renumber.</i>
E.POL.7.1 <u>The business of the GSA NoC will be conducted according to GSA Policy concerning nominating.</u>	<i>Editorial, moved from previous E.POL.9.4, below.</i>
E.POL.9.1 <u>E.POL.7.2</u> The GSA NoC is responsible for the selection and replenishment filling graduate student vacancies on of graduate student representatives to councils, committees, and bodies <u>committees, councils, and other bodies</u> requiring such representation other than <i>ex officio</i> representation by the <u>a Directly-Elected Officer (DEO) President and Vice Presidents (VPs).</u>	<i>Editorial and renumbering.</i>
E.POL.7.3 The GSA NoC is responsible for <u>facilitating the GSA Council election of graduate students to fill vacancies on GSA Standing Committees, ad hoc committees, and subcommittees, unless otherwise noted.</u>	<i>Editorial to reflect the current mandate of the GSA NoC.</i>
E.POL.7.4 The GSA NoC is responsible for <u>facilitating the election of GSA Council-Elected Officers, By-Elections for GSA Councillor-at-Large positions, and any By-Election for a DEO position vacated after December 1 (or the next working day) and before the next GSA General Election.</u>	<i>Editorial to reflect the current mandate of the GSA NoC.</i>
E.POL.7.5 In the case of a resignation or other vacancy (as determined by the GSA Elections and Referenda Committee) in the Chief Returning Officer (CRO) or Deputy Returning Officer (DRO) positions during any GSA Election, By-Election, Referendum, or any other associated election or referenda matter, <u>the GSA NoC may take necessary action to fill the vacancy, including direct appointments or appointments of former CROs, to ensure an Acting or Interim CRO and/or DRO is appointed.</u>	<i>No new wording: moved from previous E.POL.9.3, below.</i>
E.POL.7.6 The GSA NoC is expected to <u>fill vacant positions in a timely fashion to ensure that there is continuity in graduate student representation on committees, councils, and other bodies.</u>	<i>Minor editorial change: moved from previous E.POL.2.2, above.</i>
E.POL.9.2 <u>E.POL.7.7</u> The GSA NoC leads an annual initiative each October called the Early Call for Talent and Training. During this <u>“Early Call”</u> , any <u>any</u> graduate students interested in running for elected office is <u>are</u> invited to a get-to-know event dinner <u>event</u> and is <u>are</u> encouraged to participate in a series of training sessions on such topics as University governance, GSA 101, budget and audit basics, collective bargaining, major GSA services, and more. Information is provided about the DEO President’s and VPs’ <u>DEO President’s and VPs’</u> portfolios and the time commitments involved. These sessions provide a basic set of	<i>Editorial and renumbering.</i>

Current Policy (deletions noted by a strikethrough) and Proposed Changes (<u>additions underlined</u>)	Rationale/Background
GSA Policy: Nominating	
information that the GSA sees as essential for the effective leadership of its corporation <u>the GSA as a corporate entity</u> and for the carrying out of its fiduciary duties.	
E.POL.9.3 In the case of a resignation or other vacancy (as determined by the GSA Elections and Referenda Committee) in the Chief Returning Officer (CRO) or Deputy Returning Officer (DRO) positions during any GSA Election, By Election, Referendum, or any other associated election or referenda matter, the GSA NoC may take necessary action to fill the vacancy, including direct appointments, or appointments of former CROs, to ensure an Acting or Interim CRO and/or DRO is appointed.	<i>Moved to be E.POL.7.5, above.</i>
E.POL.9.4 The business of the GSA NoC will be conducted according to the GSA Nominating Policy.	<i>Moved to be E.POL.7.1, above.</i>
E.POL.10 <u>E.POL.8 Meetings</u>	<i>No change except to renumber.</i>
<u>E.POL.8.1 The business of the GSA NoC will normally be conducted via e-mail.</u>	<i>No new wording: moved from previous E.POL.10.3, below.</i>
<u>E.POL.8.2 The GSA NoC will normally meet in-person upon new members joining the committee. The purpose of these in-person meetings will be to exchange contact information, provide training, and make any other necessary arrangements for the members to fulfill their duties as outlined in GSA Bylaw and Policy.</u>	<i>Editorial, moved from previous E.POL.4.1, above, and combined with previous E.POL.4.2.</i>
E.POL.10.1 <u>E.POL.8.3 Quorum is three (3) members including either the Chair or Vice-Chair.</u>	<i>Editorial and renumbering.</i>
E.POL.10.1.a <u>E.POL.8.3.a Under urgent circumstances, in the absence of two (2) members (eg by means of illness, <u>research field trips, etc</u>), quorum is two (2) members including either the Chair or Vice-Chair.</u>	<i>Editorial and renumbering.</i>
E.POL.10.2 Notwithstanding Section E: Nominating, GSA Policy, GSA Standing Committees, GSA Nominating Committee, Sections <u>E.POL.10.1 8.2</u> and <u>E.POL.10.1 8.2.a</u>, any two (2) members of the GSA NoC may agree on a candidate to fill a vacant position for which the GSA's rules and regulations are otherwise silent.	<i>Proposed removal to reflect that this is not necessary in practice, given that the GSA NoC conducts its business via email, so the standard quorum of 3 members would be sufficient to agree on candidates to fill a vacant position for which the GSA's rules and regulations are otherwise silent.</i>
E.POL.10.3 Most business of the GSA NoC will normally be conducted via phone or e-mail.	<i>Content moved to be E.POL.8.1, above.</i>

**GSA NOMINATING COMMITTEE (GSA NoC)
DEAN OF BUSINESS REVIEW COMMITTEE (ONE POSITION): NOMINEES**

A Review Committee for the Dean of Business is being struck by the Provost's Office. The Faculty Deans Selection Procedure, Appendix A: Dean Selection Committees for Individual Faculties, outlines that the departmental GSAs in Business will select and forward one name to GSA Council and the representative will be elected by GSA Council.

Information regarding this opportunity was communicated to the two departmental graduate students' associations in the School of Business. One (1) nomination was submitted from the MBA Association and one (1) nomination was submitted from the Business Doctoral Association.

There will be a paper ballot vote held at the September 18, 2017 GSA Council meeting for the Business Graduate Student Position on the Dean of Business Review Committee.

If you are unable to attend the September 18, 2017 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday September 18, 2017 in order to cast your vote in advance of the GSA Council meeting.

Nominees for this position will be presented in reverse alphabetical order on the ballot. 'None of the Candidates' will not be considered a nominee for the purpose of this ballot, as University regulations must be followed.

Business PhD Nominee:

Asif Malik

MBA Nominee:

Kyle Schweiger

The names and biographies received (two nominees) are ATTACHED on pages 7.1 - 7.3. Biographies have been attached as received (ie not edited) in reverse alphabetical order.

As set out in U of A policies and procedures:

"The graduate student representative(s) shall be selected through the following mechanism. Each Departmental Graduate Student Association shall forward a name to the Graduate Students' Association and the representative will be elected by the Graduate Students' Association Council. If no Departmental Graduate Student Association exists or if no names are forwarded by the existing associations, the Graduate Students' Association shall be responsible for forwarding a name to the Graduate Students' Association Council for ratification."

<http://www.policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Selection-of-Faculty-Deans-Procedure-Appendix-A-Dean-Selection-Committees-for-Individual-Faculties.pdf>).

**Nominations for School of Business Dean Review Committee
(1 Vacancy for a School of Business Graduate Student)
Two (2) Nominations**

1. Asif Malik

Other governance bodies you currently serve on (whether GSA or UAlberta)	None
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Statement of Interest

I have taught in business schools for 4-5 years in Canada and Asia and also have corporate experience working as an equity research analyst. Additionally, I finished my undergrad and masters degrees (research) in Ontario and another masters degree (taught) from the UK. This gives me an additional perspective and helps in comparing the performance of different business schools. Business schools in Ontario, I think work in different circumstances than Alberta school of Business. My academic and professional background would help in assessing the performance of the school while also keeping in mind the restrictions and advantages the school has that are out of the deans control. Having collaborated (on research) and visited a number of business schools in the U.S, I am also familiar to a limited extent with the differences between Canadian and U.S business schools.

Bio

I grew up in Pakistan and moved to Canada for my undergrad from the University of Windsor (2006) after finishing my A-levels (British high school equivalent) in Pakistan. After finishing college I went back to Pakistan to work for a few years. I returned to Canada for an MSc in Finance from Brock University (2015). Before coming back to Canada I had worked as an equity research analyst in the biggest brokerage house in Pakistan and as an Instructor teaching Finance. I also finished a taught Masters degree from the University of Reading (2011). While at Brock I also taught Corporate Finance to undergrad students before starting my PhD at the Alberta School of Business in 2016.

Summary Resume

I just finished my first year as a PhD (Finance) student at the University of Alberta. I finished my Bachelor of Commerce (Honors) degree from the University of Windsor in 2006. I worked in Pakistan as an analyst from 2006-2008 and a finance Instructor from 2009-2013 (including study leave). I finished a MS in International Investments from the

University of Reading in 2001. I came to Canada again in 2013 to start a MSc from Brock University with a Graduate fellowship. In my last semester at Brock, I taught corporate Finance to undergrad students. My schedule is flexible and I will be able to accommodate the meeting schedule for the committee.

2. Kyle Schweiger

Other governance bodies you currently serve on (whether GSA or UAlberta)	MBA Association
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Statement of Interest
<p>Throughout the past year I have had the opportunity to work with the MBA Association in a number of roles and through this experience I have gained a larger understanding of what the responsibilities of the various faculty are. Working with the faculty on a variety of committees has allowed me to understand what skills are necessary for the faculty leadership. With this experience I believe I am a good candidate to represent the Faculty of Business Graduate Students on the Dean Selection Committee.</p>
Bio
<p>I have lived in Edmonton most of my life and attended the University of Alberta for both my Undergraduate and Graduate program. During my undergrad I was a member of a campus fraternity for which I held many offices including multiple executive positions. Upon completion of my Environmental Engineering degree I worked in Edmonton as an Environmental Consultant and returned to school approximately 5 years later to pursue my MBA. In the MBA Program I have been elected to the position of MBA Association President which allows me to represent my peers to the greater community and to lead the executive in our endeavors.</p>
Summary Resume
<p>I have had the opportunity to work with the current Dean of the School of Business on a number of committees and have become more knowledgeable in regards to the skills required to lead the faculty. I also believe that my leadership studies from my academic and professional careers provides me the ability to evaluate candidates for this committee.</p>

**GSA NOMINATING COMMITTEE (GSA NoC)
GSA DEPUTY SPEAKER (1 POSITION)
1 NOMINEE**

This position was first advertised in the GSA newsletter in advance of the June 2017 meeting of GSA Council but no nominations were received. This position was again advertised in the August 18, 2017 GSA newsletter with a nomination deadline of September 1, 2017. One (1) nomination was received for the position of GSA Deputy Speaker. A call for additional nominations was circulated to GSA Council with a nomination deadline of September 13, 2017. No additional nominations were received.

There will be a paper ballot votes held at the September 18, 2017 GSA Council meeting.

If you and your alternate are unable to attend the September 18, 2017, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday September 18, 2017, 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 and will be presented in *reverse alphabetical* order on the ballot. 'None of the Candidates' will also be considered a nominee.

GSA Deputy Speaker

- 1. Theadora (Teddy) Carter (MBA)**

Jurisdiction:

Section D: GSA Officers, GSA Bylaw, GSA Officers, Section D.BYL.3.1.d

"The GSA NoC will follow its legislated process in forwarding one or more nominations to GSA Council except that the GSA NoC may not waive advertising. Note that the legislated GSA NoC process allows for Councillors to make additional nominations."

Section E: Nominating, GSA Policy, Nominating, Section E.POL.6.6

"The GSA NoC will provide GSA Council with nominations to fill vacancies on the GSA Board, all GSA Standing Committees, Speaker, Chief Returning Officer, and Senator."

The biography and brief resume of the nominee for GSA Deputy Speaker (1) is ATTACHED on page 7.5. The biography and brief resume has been attached as received (ie not edited).

Biography and Resume of Nominee

GSA Speaker and Deputy Speaker

Qualifications as set out in Section D: GSA Officers, GSA Policy, GSA Officer Portfolios, D.POL.12

D.POL.12.3.a “The Speaker must have a good working knowledge of the GSA, its structure, and its governing documents.”

Duties as set out in Section D: GSA Officers, GSA Bylaw, GSA Officers, D.BYL.3

D.BYL.3.3.c “The Speaker is responsible for presiding over all meetings of GSA Council.”

D.BYL.3.3.d “Duties of the Deputy Speaker and DRO are to assist the Speaker and CRO as needed.”

Duties as set out in Section D, GSA Officers, GSA Policy, GSA Officer Portfolios, D.POL.12

D.POL.12.1 “Duties

- D.POL.12.1.a The Speaker is responsible for presiding over all meetings of GSA Council and for “[acting] in a neutral capacity and [maintaining] order and decorum in GSA Council so that GSA Council can conduct its business in a fully-informed, fair fashion” (Standing Orders of GSA Council, Role of Speaker).
- D.POL.12.1.b The Speaker is responsible for dealing with any breaches of confidentiality arising in GSA Council (see Section C: GSA Council, GSA Bylaw, GSA Council).
- D.POL.12.1.c The Speaker will see that an agenda package is prepared for all meetings of GSA Council.
- D.POL.12.1.d The Speaker is ultimately responsible for review of the Minutes of meetings of GSA Council prior to their being distributed to GSA Council for approval.
- D.POL.12.1.e The Speaker is responsible for tracking attendance at meetings of GSA Council (see Section C: GSA Council, GSA Policy, GSA Council Attendance).
- D.POL.12.1.f The Speaker oversees the archiving of the official copies of the GSA’s governing documents and is responsible for ensuring that up-to-date copies thereof are available to members on the GSA website.
- D.POL.12.1.g The position of Speaker totals approximately two (2) hours per week on average, except for weeks where there is a GSA Council meeting, in which case there is an average of approximately five (5) hours.

GSA DEPUTY SPEAKER NOMINEE (1)

1. Theadora (Teddy) Carter

Teddy Carter’s Bio

I was born in and raised in Edmonton, Alberta. My mother is Indigenous and I am a member of the Metis Nation of Alberta. I completed a BSc degree in Biological Sciences at the U of A in 2015. I have worked as a reporter for the Gateway Student Newspaper, and volunteered for the Aboriginal Student Services Centre on campus. Before completing my undergraduate degree, I spent two years working on cruise ships, which allowed me to travel extensively. I am also a member of the Indigenous Graduate Students Group on campus.

Teddy Carter’s Resume

I am in full-time studies in the MBA program at the Alberta School of Business, and hold a research assistanceship with Dr. Madeline Toubiana, focusing on entrepreneurship and economic development amongst marginalized groups. Before completing my undergraduate degree I also obtained an Acupuncture Diploma and spent two years working as a cruise ship Acupuncturist. I am currently completing the final week of a 2 year term as Selection and Review Coordinator in the Office of the Provost & Vice-President (Academic), here at the U of A. I am interested in the position of Deputy Speaker with the GSA, because I would love to contribute to, and learn more about the governance processes of the GSA.

I have a schedule that is flexible enough to accommodate attending committee meetings as listed.

GSA NOMINATING COMMITTEE (GSA NoC)
GSA AWARDS SELECTION COMMITTEE (GSA ASC) (5 POSITIONS):
3 NOMINEES

These positions were advertised in the September 1, 2017 GSA newsletter with a nomination deadline of September 7, 2017. Two (2) nominations were received. A call for additional nominations was circulated to GSA Council with a nomination deadline of September 13, 2017. One (1) additional nomination was received.

The GSA ASC is “responsible for selecting the recipients of the GSA Council-approved GSA Recognition Awards and the Alberta Graduate Citizenship Award” (GSA Bylaw and Policy, Section O: GSA Recognition Awards, GSA Policy, GSA Standing Committees, GSA Awards Selection Committee, Section O.POL.5.1).

There will be a paper ballot vote held at the September 18, 2017 GSA Council meeting.

If you and your alternate are unable to attend the September 18, 2017, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday September 18, 2017, 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 and will be presented in *reverse alphabetical* order on the ballot. ‘None of the Candidates’ will also be considered a nominee.

- 1. Hayden Danyluk (Surgery)**
- 2. Camila Lemos Pinto (AFNS)**
- 3. Andrews Tawiah (Rehabilitation Science)**

Jurisdiction:

GSA Bylaw and Policy, Section O: GSA Recognition Awards, GSA Policy, GSA Standing Committees, GSA Awards Selection Committee, Section O.POL.3.3

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

GSA Bylaw and Policy, Section E: Nominating, GSA Policy, Nominating, Section E.POL.6.6

“The GSA NoC will provide GSA Council with nominations to fill vacancies on the GSA Board, all GSA Standing Committees, Speaker, Chief Returning Officer, and Senator. Additional nominations may be made by Councillors, in writing, in advance of the GSA Council meeting where elections will take place.”

The names and biographies received for the three (3) nominees are **BELOW on pages 7.7 - 7.12**. The biographies and brief resumes are presented as **received** (ie not edited).

**Nominations for GSA ASC (At Least 5 Vacancies)
Three (3) Nominees**

1. Hayden Danyluk

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
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Statement of Interest

My passion for serving the student body first ignited during my Undergraduate studies, when I was elected Vice President-External Relations of the club SciCon. Now a 2nd year graduate student, I feel that I have accumulated enough experience, becoming familiar with the nuances of the University of Alberta, to make a meaningful contribution to your Committee. A former Junior hockey player and varsity athlete, I am able to form and cultivate working relationships quickly, and have refined my leadership skillset through activities like officiating and coaching. A MSc student and lead on two on-going clinical investigations, I have been exposed to many UAH/U of A policies and regulations, gaining a familiarity which would be an asset to your Committee.

I am extremely passionate about people and academics, and would be ecstatic should I be selected to serve the student body as a member of the GSA Awards Selection Committee. I would like to thank you for the opportunity to apply for such a position.

Bio

I was born in Edmonton, but spent the majority of my life living in the farming community of Ladner (just outside Vancouver). Growing up, my passion was hockey; I excelled as a provincial and junior level player, eventually becoming a member of Simon Fraser University's Men's hockey team. Since grade 8, I have spent my summers working full-time, in a variety of farming, construction, and trades jobs. I obtained a BSc in Molecular Biology and Biochemistry from Simon Fraser University (April 2015), while living on my own and being financially independent. Early in my Undergraduate career, I began engaging in volunteerism, holding a variety of positions in local hospitals and youth centres. This has continued to constitute a major part of life outside of academia and athletics, as I currently volunteer at the Stollery Children's hospital, Neurosurgery Kid's Fund, and coach youth AAA hockey. During my BSc, I gained my first research experience working full/part-time as a research assistant in a carbohydrate chemistry laboratory. In August 2015, I moved back to Edmonton, and following a one year hiatus from being a student (working as a flooring installer), I began my MSc of Experimental Surgery in the Department of Surgery. In this program, I have worked closely with my supervisor, attending Neurosurgeon Dr. Tejas Sankar, to identify and investigate

neuroimaging-based biomarkers as indicators of neurosurgical success.

Summary Resume

I am currently a 2nd year MSc student under the supervision of Dr. Tejas Sankar in the Experimental Surgery program – clinical stream, Department of Surgery, studying neuroimaging-based biomarkers as prognostic indicators of neurosurgical interventions for chronic pain. I am responsible for driving two clinical investigations -- one longitudinal, and one retrospective -- both central to my MSc thesis. Previously, I worked as a research assistant, most recently for Dr. Sankar prior to the commencement of my MSc, and during my BSc under the supervision of Dr. David Voadlo. Since beginning my MSc at the U of A, I have won multiple awards (QEII, 75th Anniversary, Green and Gold Professional Development Award, Department of Surgery Travel Award), and currently hold a CIHR CGS-M, Walter H. Johns Graduate Fellowship, and QEII Graduate Studentship. Currently, I am a volunteer at the Stollery Children's hospital in the Cardiac/GI (4C/4C3) and 4E3 pediatric oncology units, building on previous youth leadership and hospital volunteer experience with the Boys and Girls Club and Royal Columbian Hospital. A former university/junior level hockey player and award-winning hockey referee, I was exposed to the many benefits of team sport, and thus, have developed a passion to coach and mentor youth. This hockey season, I will be coaching South Side Athletic Club's Midget AAA hockey team, as a continuation of the Bantam AA assistant coach position held last season, and my previous experience as Boys and Girls Club youth activity leader. Finally, in the fourth year of my undergraduate degree, I was elected Vice President – External Relations of the club SciCon. In this position, a passion to serve the student body was first realized and cultivated. Now a MSc student, I am eager to transition my skillset, and serve as a member of GSA Awards Selection Committee.

Despite my academic and extracurricular commitments, I am confident that I will be able to meet time requirements of the GSA Awards Selection Committee. I believe I am a strong candidate, with a wide array of life and academic experience, and would make a meaningful contribution to your Committee.

2. Camila Lemos Pinto

Other governance bodies you currently serve on (whether GSA or UAlberta)	None
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Statement of Interest

Hopefully, all my experiences/background (described below) will benefit this committee. As you can see, during my career I already applied for several awards and also judged lots of competitions, which gave me an idea of what to value and a better sense of fairness. Participating in this committee will not only build on my experience, but I hope to contribute on the process of selecting the best candidates for the awards.

Bio

I was born and raised in Brazil. I am fluent in both Portuguese and English. I completed my BSc in Nutrition at the Pontifical Catholic University of Goias (Brazil) as well as my internship, which gave me my license as a Registered Dietitian (Brazil). I also have a postgraduation degree (Specialization) in Nutrition Applied to Physical Exercise (Sao Paulo University) and MSc in Nutrition and Health at the Federal University of Goias. I have always embraced every situation as a unique opportunity for my professional development and growth. At a young age, I have played the piano, performed at recitals twice a year for five years and won an honorable mention in a national competition. I was also the captain of a successful varsity basketball team for five years. As a partner in my family's business, I learned business and financial administration and paid for my undergraduate studies. From an early age, my entrepreneurial endeavors have included: investing in cattle purchasing, selling soft drinks at annual events and working as a tutor. My desire to study abroad led me to take several English language classes. I received three different English certificates. After completing all these courses, I was invited to be an English teacher at a prestigious school, where I taught English for one year prior to moving to Canada. During my BSc, I volunteered as a teaching assistant for the Biochemistry course. Noticing students' challenges understanding the material, I created a biochemistry and nutrition blog presenting the content in an interesting and creative way. During my BSc, I was elected as the treasurer of her prom committee. I also volunteered at a company translating research findings into press release summaries for knowledge users (dietitians) and organizing several events for nutritionists and dietitians.

During my graduate degree, I worked as a teaching assistant in two different courses and supervised dietetic interns during their Clinical Nutrition rotation. Furthermore, I co-supervised two undergraduate students working on their Honor's theses and published this work. I organized a short-term course entitled, "Scientific Writing: a Short Overview" to all university students.

I also served as a research assistant on two MSc projects at the Clinical and Sports

Nutrition Research Laboratory at the Federal University of Goias, and continue to participate in two other projects in this laboratory. In conducting my MSc research project, I coordinated all undergraduate students and a junior MSc student. Beyond academia, I was an intern at the regional cancer hospital of our province, as well as a guest speaker at the local Maternal and Children's Hospital. In addition, I distributed food to the needy twice a month. I also worked at a not-for-profit government shelter for children. As a dietitian at the shelter, I was responsible for improving their nutritional status, but also established a self-sustained garden and acquired infrastructure funding and meal donations; all initiatives that had a profound impact on the children's lives.

Summary Resume

I am now a second-year PhD candidate in Nutrition and Metabolism under Dr. Carla Prado's supervision in the Department of Agricultural, Food and Nutritional Sciences. Since I started my PhD, I volunteered as a teaching assistant for the NUTR 440 class and was the official marker (Winter 2016), as well as official teaching assistant for the Winter term in 2017 (NUTR 440), marker for NUTR 100 (Fall 2016) and teaching assistant for NUTR 466 starting now (Fall 2017). I co-supervised 2 undergraduate students during their Research Experience in Human Nutrition course (2016-2017). I won 5 awards (University of Alberta Doctoral Recruitment Scholarship, Honorable Mention – Poster Presentation, Graduate Student Rising Star Award, 2017 Alberta Diabetes Institute Studentship and The Applied Physiology, Nutrition, and Metabolism Award for Nutrition Translation). I have 4 articles published and 2 in preparation, 2 book chapters, 1 guideline chapter and 5 presentations in conferences. I was a volunteer judge for several competitions here at the University of Alberta (Festival of Undergraduate Research and Creative Activities & Undergraduate Research Symposium, Edmonton Regional Science Fair, Travel Award Application for the Postdoctoral Fellows Association, NUTR 401 Annual Poster Symposium) and for the Canadian Obesity Summit 2017 (8 oral presentations), I was a mentor for 3 new graduate students in 2016/Fall, I was a volunteer for the triathlon competition last year (aid station), volunteered for the Edmonton Humane Society and for the Students Offering Support organization as a registration administrator. Moreover, I served as a Graduate Students Association Council Representative from 2016 to 2017. Hopefully, my background will contribute to this committee. My schedule is flexible and I hope I will be able to accommodate my activities to serve on this committee.

3. Andrews Tawiah

Other governance bodies you currently serve on (whether GSA or UAlberta)	GSA-Councillor at large, General Faculties Council (GFC), GFC Committee on the Learning Environment
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Statement of Interest

Having served as a 'trainee grant reviewer' for the Canadian Musculoskeletal Rehabilitation Research Network, I believe I have the required skills and experience in both critically and scientifically reviewing award proposals, background experience and in making an informed decision on a candidate. These skills and experience will be vital to work of this committee. I also strive to be fair, objective and impartial in all my dealings. I hope you find me as an ideal candidate.

Bio

I am an international student from Ghana, I completed my BSc Physiotherapy (2010) at the University of Ghana during which time I served as a member of the executive committee for the Physiotherapy Students' Association. I worked as a physiotherapist for 4 years and won the Commonwealth Shared Scholarship to pursue my master's degree at the University of Southampton in the United Kingdom (2014-2015). During this time, I served as a student liaison officer on the Faculty of Health Sciences Academic Review Committee. I echoed student's voice on the committee and most especially the plight of international students.

I returned to Ghana and worked as a senior physiotherapist for 1 year and served as a local community mentor for the youth. I then moved to Edmonton to begin my PhD in January 2017 under the supervision of Dr. Linda Woodhouse.

I have been awarded best speaker for the plenary session at the EdmontonWHO simulation conference. Back in Ghana, I volunteered for Cure Clubfoot Ghana, managing babies with clubfoot and counselling parents from under privileged society

Summary Resume

I have 5 years' experience in conducting original research using both quantitative and qualitative research methodologies including surveys, semi-structured interviews and focus groups. I have also conducted 3 literature reviews including a scoping review during which I did during my master's program at the university of Southampton in the United Kingdom. As a researcher, I have two publications in peer reviewed journals. During my clinical practice, I helped in establishing a clinical pathway for patients with knee osteoarthritis who could not afford knee arthroplasty in Ghana. I have experience

delivering variety of presentations and seminars involving office ergonomics and workplace redesign. I established a team of healthcare professionals who created public awareness on non-communicable diseases. Over the summer, I worked as a research intern with the Alberta PROMs and EQ-5D Research and Support Unit (APERSU) at the School of Public Health and undertook analysis and write-up of a population health survey. Currently, I serve as a research assistant in the Faculty of Rehabilitation Medicine and worked with the Rehabilitation Research Centre. I served as a trainee on the Musculoskeletal Rehabilitation Research Network's Pilot Grant Selection Committee. My research interests are in developing a Framework for Advanced Physiotherapy Practice. This project is in conjunction with the World Confederation for Physical Therapy and Canadian Physiotherapy Association. I currently write for physiopeedia-physiospot on Strengthening Rehabilitation in Developing Countries.

GSA NOMINATING COMMITTEE (GSA NoC)
**GSA ELECTIONS AND REFERENDA COMMITTEE (GSA ERC) (1 GSA COUNCILLOR POSITION AND 1 GRADUATE STUDENT
 POSITION):
 1 NOMINEE**

Information regarding the position for one (1) GSA Council member was circulated via email to GSA Council with a deadline of September 1, 2017. No nominations were received, so this vacancy will be advertised again in late September. The position for one (1) graduate student was advertised in the August 18, 2017 GSA newsletter with a nomination deadline of September 1, 2017. No nominations were received. A call for additional nominations was circulated to GSA Council with a nomination deadline of September 13, 2017. One (1) additional nomination was received.

The GSA ERC “will advise the CRO on all matters pertaining to elections, referenda, and by-elections” (GSA Bylaw and Policy, Section I: Elections, GSA Policy, GSA Standing Committees, GSA Elections and Referenda, Section I.POL.20.1).

There will be a paper ballot vote held at the September 18, 2017 GSA Council meeting.

If you and your alternate are unable to attend the September 18, 2017, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday September 18, 2017, 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 and will be presented in *reverse alphabetical* order on the ballot. ‘None of the Candidates’ will also be considered a nominee.

1. Hayden Danyluk (Surgery)

Jurisdiction:

GSA Bylaw and GSA Policy, Section I: Elections, GSA Policy, Standing Committees, GSA Elections and Referenda Committee, Section I.POL.18.2

“A total of six (6) graduate student members, including at least one (1) member of GSA Council elected by GSA Council, as voting members.”

GSA Bylaw and Policy, Section E: Nominating, GSA Policy, Nominating, Section E.POL.6.6

“The GSA NoC will provide GSA Council with nominations to fill vacancies on the GSA Board, all GSA Standing Committees, Speaker, Chief Returning Officer, and Senator. Additional nominations may be made by Councillors, in writing, in advance of the GSA Council meeting where elections will take place.”

The name and biography received for the one (1) nominee is BELOW on pages 7.14 - 7.15. The biography and brief resume is presented as received (ie not edited).

**Nomination for GSA ERC (1 Vacancy for a Graduate Student)
One (1) Nominee**

1. Hayden Danyluk

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
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Statement of Interest

My passion for serving the student body first ignited during my Undergraduate studies, when I was elected Vice President-External Relations of the club SciCon. Now a 2nd year Graduate Student, I feel that I have accumulated enough experience, becoming familiar with the nuances of the University of Alberta, to make a meaningful contribution to your Committee. I am a former Junior hockey player and varsity athlete, and have developed the ability to form and cultivate working relationships quickly. My leadership skillset has been refined through activities like officiating and coaching, and has been put into practice recently, as I am the lead on two clinical investigations. Additionally, in this professional setting I have been exposed to, and gained a familiarity with, many UAH and U of A policies and regulations.

I am extremely passionate about rights of students, in particular, the right to have voice and be properly represented. Should I be selected as a member of GSA ERC, I would readily advocate on behalf of Graduate Students to protect this right, by ensuring fair and un-biased election process. I would like to thank you for the opportunity to apply for such a position, and I look forward to serving the student body once again.

Bio

I was born in Edmonton, but spent most my life living in the farming community of Ladner (just outside Vancouver). Growing up, my passion was hockey; I excelled as a provincial and junior level player, eventually becoming a member of Simon Fraser University's Men's hockey team. Since grade 8, I have spent my summers working full-time, in a variety of farming, construction, and trades jobs. I obtained a BSc in Molecular Biology and Biochemistry from Simon Fraser University (April 2015), while living on my own and being financially independent. Early in my Undergraduate career, I began engaging in volunteerism, holding a variety of positions at local hospitals and youth centres. Today, community commitment still makes up a significant component of my life outside of academia, as I currently volunteer at the Stollery Children's hospital, Neurosurgery Kid's Fund, and coach youth AAA hockey. My first research experience occurred during my BSc, where I worked full- and part-time as a research assistant in a carbohydrate chemistry laboratory. After graduation, I moved back to Edmonton, and

worked as a flooring installer for one year before beginning my MSc of Experimental Surgery, where I currently study neuroimaging.

Summary Resume

I am currently a 2nd year MSc student in the Experimental Surgery program - clinical stream, under the supervision of Dr. Tejas Sankar. My thesis is centred around two clinical investigations attempting to identify neuroimaging-based biomarkers that can be used as prognostic indicators of neurosurgical interventions for chronic pain. Responsible for driving two clinical investigations, I have become familiar with hospital and university policy, and have gained considerable experience coordinating academic and clinical departments to overcome operational and bureaucratic barriers. This work builds off my previous experience as a research assistant for Dr. Sankar (prior to the commencement of my MSc) and Dr. David Voadlo (during BSc). As a MSc student, I am very fortunate to have won multiple awards (QEII, 75th Anniversary, Green and Gold Professional Development Award, Department of Surgery Travel Award), and currently hold a CIHR CGS-M, Walter H. Johns Graduate Fellowship, and QEII Graduate Studentship. As a former university/junior level hockey player and award-winning hockey referee, I was exposed to the many benefits of team sport, and thus, have developed a passion to coach and mentor youth. This hockey season, I am coaching South Side Athletic Club's Midget AAA hockey team, as a continuation of the Bantam AA assistant coach position held last season, and my previous experience as Boys and Girls Club youth activity leader. In the fourth year of my undergraduate degree, I was elected Vice President – External Relations of the club SciCon. In this position, a passion to serve the student body was first realized and cultivated. Now a MSc student, I am eager to transition my skillset, and serve as a member of GSA Elections and Referenda Committee.

Despite my academic and extracurricular commitments, I am confident that I will be able to meet the time requirements of GSA ERC, as I have already completed the class component of my Graduate Program, and thus have the ability to modify my schedule as needed. In closing, I am passionate about this Committee's mandate and have a wide array of life and academic/professional experience; thus, I believe I am a strong candidate, and would make a meaningful contribution to GSA ERC.

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

Antonio Bruni has stepped down from his position on the GSA NoC, leaving a vacancy for a voting member on GSA NoC. Information regarding this position was circulated via email to GSA Council with a deadline of September 1, 2017. No nominations were received. A call for additional nominations was circulated to GSA Council with a nomination deadline of September 13, 2017. One (1) additional 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 known as the "Early Call for Talent and Training", during which graduate students interested in running for elected office are invited to attend a Get-to-Know Dinner and training sessions (GSA Bylaw and Policy, Section E: Nominating, GSA Policy, GSA Standing Committees, GSA Nominating Committee, Sections E.POL.9.1 and E.POL.9.2).

There will be a paper ballot vote held at the September 18, 2017 GSA Council meeting.

If you and your alternate are unable to attend the September 18, 2017, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday September 18, 2017, 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 and will be presented in *reverse alphabetical* order on the ballot. 'None of the Candidates' will also be considered a nominee.

1. Swai Mon Khaing (Biochemistry)

GSA Council Member Leaving the GSA NoC: Antonio Bruni (Surgery) (GSA NoC Vice-Chair)

GSA Council Member Staying on GSAB and GSA NoC: Radim Barta (Oncology) (GSA NoC Chair), Kenzie Gordon (Humanities Computing)

Members Staying on GSA NoC: Obunikem Eziuzo (Civil and Environmental Engineering), Ahsan Ahmed (Civil and Environmental Engineering)

Jurisdiction:

Section E: Nominating, GSA Policy, Nominating, Section E.POL.1

"If there are vacancies on the GSA Nominating Committee (GSA NoC), the Executive Director (ED) and Speaker will advertise those vacancies to GSA Council and, after a reasonable amount of time has elapsed, will select individuals meeting the criteria set out in Section E.POL.2, below, to fill those vacancies and submit their names to GSA Council for ratification."

Section E: Nominating, GSA Policy, GSA Standing Committees, GSA Nominating Committee, Section E.POL.7.1

"Three (3) voting members, including alternates, of GSA Council elected by GSA Council, normally including the three (3) members appointed by GSA Council to the GSA Board and two (2) additional voting graduate student members elected by GSA Council as voting members."

The name and biography received for the one (1) nominee is BELOW on page 7.17. The biography and brief resume is presented as received (ie not edited).

**Nominations for GSA NoC (1 Vacancy for a GSA Councillor)
One (1) Nominee**

1. Swai Mon Khaing

Other governance bodies you currently serve on (whether GSA or UAlberta)	Biochemistry Graduate Student Association (BcGSA) and GSA
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Statement of Interest

Due to my diverse background, I am able to see/understand situations from different perspectives and act impartially which will achieve the committee's expectations. I am passionate about advocating for graduate students' welfare and providing graduate student representations across campus which align with this committee's purpose.

Bio

I came to Canada in 2011 from Myanmar/Burma to finish my undergraduate studies at the University of Manitoba. I am fluent in Burmese and English. After my degree, I relocated to Edmonton to pursue a master's degree at the U of A. Although I did not engage in many volunteer activities during my undergraduate career, I was employed as a part-time student research assistant at U of M, department of Physiology over the course of my study. Here at the U of A, I am serving as a graduate representative from my department. I am also a committed member of Burmese/Myanmar community in Canada and involved in organizing various activities such as fundraising and social events.

Summary Resume

I am a final year master student in the Department of Biochemistry studying the plasma membrane organization of CD36 receptor using super resolution microscopy. I am currently serving as a council representative from biochemistry department and have been on the biochemistry graduate students association for 2 years organizing various departmental activities and work shops with my colleagues for grad students in our department. Furthermore, I am actively involved with Canadian Blood Services for over 2.5 years as a volunteer in recruiting potential donors for the blood donation and stem cells registration programs. As I am nearing the completion of my degree program, I have a schedule flexible enough to actively participate in this committee.

**GSA President
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
From: Babak Soltannia
Date: September 15, 2017

Dear Valued Councillors and Colleagues,

Let me start by extending my warm welcome and best wishes as you start a new academic year. I hope you had a fabulous summer full of joy (and also productivity). I also hope you enjoy the golden autumn and the stunning mixture of green and gold color leaves.

As many of you may know, the month of September is one of the busiest months of the year for the GSA, and the GSA Directly-Elected Officers (DEOs) are attending an enormous number of events, meetings, and committees, which requires lots of planning, decision-making, leading, advocating, and the execution of decisions. I provide a few important highlights about our activities in the past month below.

I start with our Fall Orientation, which had around 340 participants, and for which we received financial support from the Faculty of Graduate Studies and Research (FGSR) and the Office of the Dean of Students, as well as the Alumni Association for their generous gift (iPad) to a graduate student as a door prize. We owe the success of this event to all the GSA Vice-Presidents, the GSA office team and the many graduate students who attended.

As my other colleagues have also reported, beside the GSA's Fall Orientation and Info Fair, we were able to visit a record number of 45 departments to provide Departmental Orientations in partnership with the FGSR. It is always a great feeling to see lots of new enthusiastic and energetic graduate students; I would like to express my special gratitude towards the office team and all the DEOs for tirelessly providing these presentations about the GSA and our services to graduate students.

I am involved also in advocating to the Provost and the Dean of FGSR that they launch a review of graduate student funding. Lack of funding can be a serious barrier to a graduate student's research and studies and the GSA thinks it is vital to have a comprehensive understanding of how funding is distributed across this institution. In pursuit of this, I continue to discuss this matter in all my meetings with the Provost and the Dean of FGSR.

With respect to ab-GPAC, as decided in October 2016 the 2018-2019 ab-GPAC fee will slightly increase and the GSA will be discussing the best way to pay the fee and we will inform GSA Council with this regard.

The Government of Alberta's announcement about mental health that I attended outlined that the University of Alberta will receive 1 million dollars each year for three years, and I warmly thank the Government of Alberta and the Minister of Advanced Education, the Honourable Marlin Schmidt, for their generosity.

8.1

Another quick update is that I presented the GSA Board's Strategic Work Plan to the General Faculties Council (GFC) Executive Committee and I will also present it to GFC and the Board Learning and Discovery Committee (BLDC) shortly.

Besides our past events and ongoing projects, I am excited to announce our upcoming GSA Coffee Break event on September 29. Also, we are fast approaching the GSA Fall Social Event, which will consist of icebreakers, games, mingling opportunities with your peers and colleagues, and last but not least, enjoying lots of delicious food. Please join us and help us to make this another successful event with your warm presence.

Also, as a further update, I am very excited to inform you that I am planning to attend in the Canadian Association for Graduate Studies Conference in November. The GSA aims to attend this annually as it affords us a unique opportunity to hear about a range of issues in graduate studies across Canada.

In closing, I would like to thank my Vice-Presidents again, on behalf of myself and all graduate students, for their dedication and diligent work in providing services and helping new graduate students to feel at home. I would also like to express my feelings of gratitude again towards the GSA office team for all their support. I thank the DEOs and the GSA office for their selfless dedication and vigorous efforts in making the GSA such a united and amazing association today. They all are outstanding individuals, making exemplary contributions towards the GSA's development, through their continuous endeavors.

I wish everyone a great autumn and a very joyful Thanksgiving in advance!

Warmest regards,
Babak

Please find below a list of meetings I attended between August 22, 2017 and September 18, 2017. The meetings were accurate at the time of printing.

August 23-25	Retreat with the Board of Governors (BoG)
August 28	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board of Directors Meeting
August 29	Secondary Education Departmental Orientation
August 30	GSA Fall Orientation
August 31	Modern Language Cultural Studies (MLCS) Departmental Orientation
September 1	Anthropology Departmental Orientation
September 1	Rehabilitation Medicine Departmental Orientation
September 1	Mechanical Engineering Departmental Orientation
September 5	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
September 5	Computer Science Department Orientation
September 6	Meeting with M Banister, Students' Union President
September 8	Pharmacology Departmental Orientation
September 8	Art and Design Departmental Orientation

8.2

September 11	Government of Alberta Mental Health Announcement
September 11	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board of Directors Meeting
September 11	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Special General Meeting
September 11	GFC Executive (GFC Exec) Committee
September 12	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR), and Steve Dew, Provost, Provost and Vice-President (Academic)
September 12	Writing for Correctness Workshop
September 12	GSA Dinner with Chancellor Stollery
September 13	GSA Budget and Finance Committee
September 13	GFC Academic Planning Committee (GFC APC)
September 14	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)

**GSA Board (GSAB)
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
 From: Courtney Thomas, Executive Director; Julie Tanguay, Acting Executive Director and Acting Coordinator of the GSA Board; Heather Hogg, Director of Operations; and Lisa Hareuther, Assistant Director
 Date: September 15, 2017

The 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. Open session Minutes are available upon request. The President, Vice-Presidents, 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 18 (Executive Director's Report to GSA Council) on pages 18.2 - 18.4.

23 August 2017 GSA Board Meeting

Main Agenda Items:

Proposed Changes to GSA Policy on Nominating and GSA Nominating Committee

Motions and Agreements:

That the GSA Board review, **FOR INFORMATION AND PRIOR TO ONWARD TRANSMISSION TO GSA COUNCIL**, the recommended proposed changes to GSA Policy on Nominating and on the GSA Nominating Committee, as shown in the attached double column documents and effective upon approval by GSA Council. FK **MOVED**. MK Seconded. **CARRIED**.

30 August 2017 GSA Board Meeting: Cancelled

6 September 2017 GSA Board Meeting

Main Agenda Items:

Attendance at the Canadian Association for Graduate Studies (CAGS) Annual Conference, November, 7 to 9, in Quebec City, QC: Estimated Expense; and GSAB Meeting Times

Motions and Agreements:

That the GSA Board **APPROVE** the estimated expense for two (2) representatives of the GSA to attend Canadian Association of Graduate Studies (CAGS) Annual Conference, November 7-9, 2017, in Quebec City, QC. BS **MOVED**. FK Seconded. **CARRIED**

Members **AGREED** to move in **CLOSED SESSION**.

Members discussed the **Board of Governors' Retreat** and the **ab-GPAC meeting**.

Members **AGREED** to move out of **CLOSED SESSION**.

13 September 2017 GSA Board Meeting

Main Agenda Items:

Campus Food Bank; and Bill 7

Motions and Agreements: None at this time

**GSA Budget and Finance Committee
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
From: Babak Soltannia
Date: September 15, 2017

Dear Council Colleagues,

On September 13, the GSA Budget and Finance Committee (GSA BFC) met to review the most recent quarterly report on the GSA's investments, and members of our ATB investment management team were on hand to answer questions; our investments are performing well.

Members of the GSA BFC also discussed a series of proposed changes to GSA Bylaw and Policy on the GSA Budget and Finance Committee, Budget Principles, Practices, and Procedures, and the Legal Defence Fund. With some minor edits, the GSA BFC approved recommending to GSA Council the proposed changes to GSA Bylaw and Policy. The GSA Board will review this proposal, for information and onward transmission to GSA Council, at its meeting of September 27, 2017. The proposal will then be brought forward to GSA Council at its October 23 and November 20, 2017 meetings.

I am happy to answer any questions.

Sincerely,
Babak Soltannia, GSA President and Chair of the GSA BFC

**GSA Vice-President Academic
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
From: Firouz Khodayari
Date: September 15, 2017

Dear Council Colleagues,

I hope that it has been a great start of the new academic year for the new and returning students. The University is again full of fresh energy, and we should all try to keep this energy with us throughout the semester. As Vice-President Academic, I have attended several meetings and been involved with various discussions during the last month; I will share the highlights with you in this report.

Professional Development Requirements

Please be aware that the restriction of having no more than 4 hours in any one professional development (PD) area has been lifted, and that graduate students are now free to choose how to complete their 8 PD hours. This will make it more flexible for graduate students in terms of their interests and scheduling. Departments/faculties however may have other PD requirements, so students will need to confer with their Grad Chairs/Grad Administrators on how they can meet their PD requirements. More details can be found on the FGSR [website](#).

FGSR Policy Review Committee

For this academic year, in addition to myself as the GSA VP Academic, another graduate student will be serving on the FGSR Policy Review Committee. This gives us the opportunity to have more input and to have stronger representation on this committee.

Orientations

As my colleagues have also reported, the GSA orientation went very well this year. We had more than 340 graduate students attend, and everyone was so engaged after the presentations. I see this as a positive point with respect to student engagement that we have been working on very hard since last year. In addition, the record of the GSA's presence at departmental orientations across the campus was broken this year, with the GSA presenting in over 45 departmental orientations. This is also great news as we have been able to approach more students and make sure that they are well informed of the available services and their rights as graduate students. This will hopefully help new students to have a better experience during their graduate studies at the U of A.

I am happy to answer any questions or comments that you might have regarding this report. Also, I would be more than happy if you would like to share your suggestions or concerns regarding any academic related issue you have encountered at the University.

Thanks,

Firouz Khodayari, GSA Vice-President Academic

9.1

Please find below a list of meetings I attended between August 22, 2017 and September 18, 2017. The meetings were accurate at the time of printing.

August 24	Meeting with Naomi Krogman, Associate Dean of the Faculty of Graduate Studies and Research (FGSR)
August 28	Meeting with Nora Lambrecht, International Student Advisor
August 30	Aboriginal Student Services Centre Orientation
August 30	GSA Fall Orientation
August 31	Women's and Gender Studies Departmental Orientation
September 1	Business PhD Departmental Orientation
September 1	Mathematics and Statistical Science Departmental Orientation
September 1	Resource Economics and Environmental Sociology (REES) Departmental Orientation
September 5	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)
September 5	Native Studies Departmental Orientation
September 6	GFC Committee on the Learning Environment (GFC CLE)
September 6	Educational Policy Studies Departmental Orientation
September 7	Economics Departmental Orientation
September 8	History and Classics Departmental Orientation
September 8	Electrical and Computer Engineering Departmental Orientation
September 11	GSA Faculty of Graduate Studies and Research (FGSR) Council Caucus
September 11	GFC Executive (GFC Exec) Committee
September 12	GSA Dinner with Chancellor Stollery
September 13	Faculty of Graduate Studies and Research (FGSR) Council
September 14	Meeting with Heather Zwicker, Vice-Provost and Dean of the Faculty of Graduate Studies and Research (FGSR)

**GSA Vice-President External
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
From: Masoud Khademi
Date: September 15, 2017

Dear Council Colleagues,

As this is my first report in the new academic year, I wanted to welcome you all back to school. I hope you had a chance to take a little bit of time off during the summer to relax and enjoy the weather. I also wanted to wish you a great and productive year ahead.

Since September is usually one of the busiest times of the year from both academic and administrative perspectives, the majority of my time this past month was spent delivering orientations. As the other DEOs have reported, each year, the GSA, in addition to hosting its own general orientation for all new graduate students, goes to different departments and participates in their departmental orientations. In these orientations, we talk about the history and governance of the GSA. Moreover, we address the core services that have been negotiated for graduate students. We also try to welcome new grad student to the GSA family and encourage them to engage with the University community and stay connected.

In 2017, I have also been involved in conversations with the Office of the Dean of Students to provide feedback on their proposed changes to the University of Alberta Student Groups Policies. On August 18, Babak, Royle, and I met with staff from the Office of the Dean of Students to discuss their most recent drafts. GSA Council members can review the most recent drafts [here](#). I encourage you to review the drafts and email me your feedback. We will then pass on any feedback that is received directly to the Office of the Dean of Students.

One of the other exciting events that I was part of this month was the Alumni Council New Student Pep Rally. In this event, we handed out more than 2000 T-Shirt to the new students and welcomed them to the campus.

The other event that I have attend this month was “Lemon-Aid for Financial Aid” which was a welcoming and fundraising event for mental health initiatives that was established and coordinated by the University of Alberta Alumni Association.

The two other meetings that Babak and I attended in the past few weeks were the ab-GPAC Board of Directors meetings. In these meetings we discussed and approved the organization budget for the upcoming year. The Board also decided to strike two separate committees for governance and communications.

As Royle also reported, this week, the GSA DEOs had the honour of having dinner with Chancellor Doug Stollery at his place. During this informal gathering, we talked about our strategic work plans and priorities this year. We also discussed the areas of collaboration between the Senate and the GSA.

In the next few days, I will attend the Residence Budget Advisory Committee and I will report on highlights during the GSA Council meeting or in my next report.

At the end, as always, if you need more information or have any question regarding the meetings that I have attended this past month, do not hesitate to contact me.

Sincerely,
Masoud Khademi, GSA Vice-President External

Please find below a list of meetings I attended between August 22, 2017 and September 18, 2017. The meetings were accurate at the time of printing.

August 23	Alumni Student Council
August 28	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board of Directors Meeting
August 30	Music Departmental Orientation
August 30	GSA Fall Orientation
August 31	Civil and Environmental Engineering Departmental Orientation
August 31	School of Public Health Departmental Orientation
September 1	MBA Departmental Orientation
September 1	Political Science Departmental Orientation
September 1	East Asian Studies Departmental Orientation
September 4	Alumni Council New Student Pep Rally
September 5	Interdisciplinary Studies Departmental Orientation
September 5	Lemon-Aid for Financial Aid
September 8	Cell Biology Departmental Orientation
September 11	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Board of Directors Meeting
September 12	Writing for Correctness Workshop
September 12	GSA Dinner with Chancellor Stollery
September 14	Residence Budget Advisory Committee (RBAC)

**GSA Vice-President Labour
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
From: Sasha van der Klein
Date: September 15, 2017

Dear Council Colleagues,

Welcome back! I will give you guys a slow start, as I have been away from the end of August for 2.5 weeks on holidays, I have little to report on. As well as the other DEOs, I've been busy with departmental orientations, where it is always fun to see new faces and to give graduate students an overview of what the GSA can provide for them. In addition, in September, the Vice-President (Research) Search committee started again, as the committee was not able to secure a new permanent Vice-President (Research) for the U of A last winter.

Regarding the Mental Health portfolio, I've been busy with gearing up the mental health initiatives for a smooth start this September. I had a couple of meetings with the Days of Action Committee, the Friendship Bench, Unitea, the Suicide Prevention Implementation Committee and the Unwind Your Mind collective. In addition, new initiatives have started as well, such as the Homeless Student Campus Project out of the Office of the Dean of Students. In addition, the newly confirmed mental health funding of 1 million dollars per year for the next three years from the government for the U of A will be a great resource to continue to address mental health issues at the University to ensure that mental health resources are structured in a way to ensure students can thrive.

In the background, the preparation for negotiations and the bylaw changes are still on-going. I anticipate having more to report on next month. Also in the background, as some of you know already, I work regularly with students with concerns to address their issues regarding their labour situation. Most of this work is done electronically, connecting with the appropriate people in the different offices around campus to solve these issues. Additionally, in order to protect students, all of these meetings are kept confidential.

That was September! Let me know if you have questions, and feel free to contact me at any time!

Thanks,
Sasha van der Klein, GSA Vice-President Labour

Please find below a list of meetings I attended between August 22, 2017 and September 18, 2017. The meetings were accurate at the time of printing. Please note that I was away August 23-September 7.

September 8	Neuroscience Departmental Orientation
September 8	Occupational Therapy Departmental Orientation
September 8	Philosophy Departmental Orientation
September 9	Internetworking Departmental Orientation
September 11	Vice-President (Research) Advisory Search Committee
September 11	Meeting with a Graduate Student
September 11	Homeless Student Campus Project Team Meeting
September 12	Suicide Prevention Implementation Committee
September 12	Meeting with a Graduate Student
September 12	GSA Dinner with Chancellor Stollery
September 13	GSA Budget and Finance Committee
September 13	Faculty of Graduate Studies and Research (FGSR) Council
September 14	Meeting on Proposal for Exam Proctor Orientation
September 15	Pharmacy and Pharmaceutical Sciences Departmental Orientation

GSA Vice-President Student Services
Report to GSA Council for the September 18, 2017 Meeting

To: GSA Council
From: Royle Feng
Date: September 15, 2017

Dear Council Colleagues,

The cooler weather and colourful leaves can not only symbolize the diversity and beauty of life on campus but also tells us the “exciting” season is coming! When many new students from different parts of the world were accompanied by their friends to hang around their new University and to enjoy the amazing scenery here, most of you, however, were busy with tight schedules. Thank you all for your great work as graduate students! Just like you, this month was also quite busy for me, during which I was mainly involved in the following activities:

In terms of the GSA Fall Orientation, as many of my colleagues have reported, we held a really successful and impressive orientation with the highest participation in recent years, through which I believe all graduate students who attended benefitted significantly. I was also involved in orientations held by different departments, which were very interesting. Through our presentation, a lot of new students came to know what is the GSA and to learn more about the core services we negotiate for them. In all these orientations, I encouraged new graduate students to become involved in the GSA.

In terms of the Campus Food Bank (CFB), five new Board members were recruited after three evenings of interviews that I participated in. The CFB Board members represent a diversity of skills, community, and gender, which will help the Board to be more innovative and creative. In terms of preparation for the 25th Anniversary Celebration of the CFB, everything is going on very well. The CFB Executive Director and CFB Board Chair also attended a GSA Board meeting and reported on the CFB budget and provided statistical data.

For the United Way Campaign Committee meeting, the Students’ Union VP Operations and Finance, Robyn, introduced some updates about undergraduate student engagement. Communication tools and an ambassador program were also discussed during the meeting. As the kick-off date of the campaign is approaching, committee meetings will be held more frequently in the future.

Furthermore, I was also involved in a meeting with Writing Resources, during which some new ideas for graduate student programming were talked about.

Also, as mentioned in my colleagues’ reports, we were invited to have dinner with Chancellor Stollery. While having nice food, we shared aspects from our Strategic Work Plan, which were truly meaningful for us.

Thank you! Enjoy this wonderful fall!

Best regards,

Royle

12.1

Please find below a list of meetings I attended between August 22, 2017 and September 18, 2017.

The meetings were accurate at the time of printing.

August 28	Campus Food Bank Interviews
August 29	Sociology Departmental Orientation
August 30	Campus Food Bank Interviews
August 30	Campus Food Bank Interviews
August 30	GSA Fall Orientation
August 31	Agricultural, Food & Nutritional Science (AFNS) Departmental Orientation
August 31	Nursing Departmental Orientation
September 1	Chemical and Materials Engineering Departmental Orientation
September 1	Physical Education and Recreation Departmental Orientation
September 1	Linguistics Departmental Orientation
September 7	United Way Campaign Committee Meeting
September 7	Meeting with Writing Resources
September 7	Campus Food Bank Board Meeting
September 8	Renewable Resources Departmental Orientation
September 12	Surgery Departmental Orientation
September 12	GSA Dinner with Chancellor Stollery
September 13	Medicine Departmental Orientation

**GSA Nominating Committee (GSA NoC)
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
From: Radim Barta
Date: September 15, 2017

Dear Council Colleagues,

The report from the GSA NoC this month is a summary of discussions/decisions the GSA NoC 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,

Radim Barta, Chair of the GSA NoC

GSA Standing Committees

1) GSA Deputy Speaker and GSA DRO (2 Graduate Student Positions in Total)

These positions were first advertised in the GSA newsletter in advance of the June 2017 meeting of GSA Council but no nominations were received. These positions were again advertised in the August 18, 2017 GSA newsletter with a nomination deadline of September 1, 2017. No nomination was received for the position of GSA DRO. One (1) nomination was received for the position of GSA Deputy Speaker. A call for additional nominations was circulated to GSA Council with a nomination deadline of September 13, 2017. No additional nominations were received. The vacancy for GSA DRO will be advertised again. There will be a paper ballot vote for the position of GSA Deputy Speaker. **See Item 7a – Nominees for GSA Deputy Speaker.**

2) GSA Elections and Referenda Committee (GSA ERC) (1 GSA Council Member, 1 Graduate Students)

Information regarding the position for one (1) GSA Council member was circulated via email to GSA Council with a deadline of September 1, 2017. No nominations were received, so this vacancy will be advertised again in late September. The position for one (1) graduate student was advertised in the August 18, 2017 GSA newsletter with a nomination deadline of September 1, 2017. No nominations were received. A call for additional nominations was circulated to GSA Council with a nomination deadline of September 13, 2017. One (1) additional nomination was received. There will be a paper ballot vote. **See Item 7c – Nominees for GSA ERC.**

3) GSA Nominating Committee (GSA NoC) (1 GSA Council Member)

Information regarding this position was circulated via email to GSA Council with a deadline of September 1, 2017. No nominations were received. A call for additional nominations was circulated to GSA Council with a nomination deadline of September 13, 2017. One (1) additional nomination was received. There will be a paper ballot vote. **See Item 7d – Nominees for GSA NoC.**

4) GSA Appeals and Complaints Board (GSA ACB) (3 Graduate Student Positions)

These positions were advertised in the August 18, 2017 GSA newsletter with a nomination deadline of September 1, 2017. No nominations were received. A call for additional nominations was circulated to GSA Council with a nomination deadline of September 13, 2017. No additional nominations were received. These vacancies will be advertised again in late September.

5) GSA Awards Selection Committee (GSA ASC) (At Least 5 Graduate Student Positions)

These positions were advertised in the September 1, 2017 GSA newsletter with a nomination deadline of September 7, 2017. Two (2) nominations were received. A call for additional nominations was circulated to GSA Council with a

nomination deadline of September 13, 2017. One (1) additional nomination was received. There will be a paper ballot vote. **See Item 7b – Nominees for GSA ASC.**

External Committees

1) Faculty of Graduate Studies and Research Council (Up to 25 Graduate Student Positions)

These positions were advertised in the August 11, 2017 GSA newsletter with a nomination deadline of September 1, 2017. Thirteen (13) nominations were received. **Abdulrahman Albeladi (Chemical and Mechanical Engineering), Clara Fallon (Oncology), Ted Han (Ophthalmology), Liz Fedra Huayta Hernani (Renewable Resources), Maryam Kebbe (Pediatrics), Alleson Mason (Educational Policy Studies), Kerolous Messeha (Medicine), Dasha Smirnow (Business PhD), Mostafa Tawfeek (Civil and Environmental Engineering), Adan Wang (Electrical and Computer Engineering), and Andrew Woodman (Pharmacology)** were elected to serve on FGSR Council as Councillors. **Tony Zheng (Civil and Environmental Engineering)** was elected to serve on FGSR Council as an Alternate. The GSA NoC is working to fill the remaining positions, as noted below.

2) Learning Technologies Advisory Committee (LTAC) (1 Graduate Student Position)

This position was advertised in the August 4, 2017 GSA newsletter with a nomination deadline of August 23, 2017. One (1) nomination was received and **Heather Larson (Physical Education and Recreation)** was elected to serve on LTAC.

3) School of Business Dean Review Committee (1 School of Business Graduate Student)

A review for the Dean of Business is being struck by the Provost's Office. According to the Faculty Deans Selection Procedure, Appendix A: Dean Selection Committees for Individual Faculties, information regarding this opportunity was communicated to the two departmental graduate students' associations in the School of Business. One (1) nomination was submitted from the MBA Association and one (1) nomination was submitted from the Business Doctoral Association. There will be a paper ballot vote. **See Item 7 – Nominees for the School of Business Dean Review Committee**

Current Vacancies

1) Faculty of Graduate Studies and Research Council (Up to 13 Graduate Student Positions)

These positions were advertised in the September 1, 2017 GSA newsletter with a nomination deadline of September 13, 2017. Nine (9) nominations were received.

2) Student Library Advisory Committee (SLAC) (1 GSA Council Member)

Information regarding this position was circulated via email to GSA Council with a deadline of August 16, 2017. No nominations were received. As per GSA Bylaw and Policy, GSA NoC is currently conducting a directed search to identify a representative.

3) Arts Faculty Council and Associated Committees (10 Faculty of Arts Graduate Students)

There are five (5) vacancies on the Arts Faculty Council, three (3) vacancies on the Academic Affairs Committee, one (1) vacancy on the Academic and Grade Appeals Committee, and one (1) joint vacancy on the Research Committee and McCalla Professorship Committee. These positions were advertised in the September 1, 2017 GSA newsletter with a nomination deadline of September 13, 2017. Two (2) nominations were received for the Arts Faculty Council. The remaining vacancies will be advertised again.

**GSA Elections and Referenda Committee
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
From: Leigh Spanner
Date: September 15, 2017

Dear Council Colleagues,

The GSA Elections and Referenda Committee (GSA ERC) met on August 24, 2017 to start planning of the 2018 GSA General Election. The GSA ERC reviewed a proposed timeline for the 2018 GSA General Election and discussed ways of advertising the election.

Additionally, the GSA ERC also discussed the requirements to register 'Yes' or 'No' referenda campaigns as the GSA ERC agreed to do following a GSA Councillor question at the November 21, 2016 meeting of GSA Council, as to the necessity of registering a 'Yes' or 'No' campaign in a referendum as there was no real mechanism to stop a campaign that did not comply with the rules. The GSA ERC agreed to not make any changes to the current GSA Bylaw and Policy on Referenda at this time.

I am happy to answer any questions.

Sincerely,
Leigh Spanner, Chair of the GSA Elections and Referenda Committee

**GSA Executive Director
Report to GSA Council for the September 18, 2017 Meeting**

To: GSA Council
From: Courtney Thomas and Julie Tanguay
Date: September 15, 2017

Dear Council Colleagues,

Below is a snapshot of the GSA office staff that we regularly share with GSA Council so that members can learn more about who we are, our backgrounds, and what our jobs entail.

GSA Administrative/Professional Staff

Courtney Thomas: Executive Director, BA Honours and MA History (U of A), PhD History and Renaissance Studies (Yale) (FT)

Courtney came to the GSA with three years' experience working in U of A governance. After serving at the GSA as Director of Services and Governance for several years, Courtney was appointed Executive Director (ED), and as ED, she oversees the GSA staff, the GSA office, and the GSA's corporate infrastructure. The GSA has a dynamic staff that regularly dissolves into problem-solving teams under Courtney's direction. Her other direct responsibilities include the GSA's corporate life; governance and fair process; finance (she heads the Financial Team); elections; and overseeing the Early Call for Talent and the annual transition of elected officials. She is the Coordinator of GSA Council and the GSA Board and oversees initiatives related to the GSA Board Strategic Work Plan.

Heather Hogg: Director of Operations/Labour Professional, BA Political Science and History (Mount Allison) (PT)

Heather has 31 years U of A experience, including serving as Assistant Dean of the FGSR. At the GSA, Heather works with the VP Labour on issues related to the assistantship collective agreement and graduate student advocacy; serves as Privacy Officer; and deals with financial and human resources infrastructure as part of the team. From 2011-12 Heather was also the lead concerning Student Services. Heather also advises on matters of governance and fair process.

Julie Tanguay: Associate Director, BA Psychology (Laval), LLB and JD (Université de Montreal) (FT)

Julie assists with the coordination of the GSA Board and other GSA standing committees. She supports GFC Caucus and FGSR Caucus, is involved with the processing of GSA grants, awards, and bursaries, and has oversight of nominating and elections processes. Julie utilizes her legal training to assist with the management of the GSA's corporate documents, contracts, and agreements. She also works on the management of the GSA's website and is the point person for GSA services, such as the Health and Dental Plan and the Graduate Student Assistant Program.

Lisa Hareuther: Assistant Director, BA in Anthropology (U of A), MA Anthropology (SFU) (FT)

Lisa previously worked for the GSA for 3.5 years and came back to the GSA in 2017 after a two-year absence where she worked for ASET. Lisa assists with the coordination of GSA Council, as well as other GSA standing committees. She supports internal and external advocacy, represents the GSA on internal and external U-Pass committees along with the GSA Vice-President Student Services, and provides assistance on issues related to GSA services. Lisa works closely with other members of the GSA administrative/professional team to provide assistance and research as required for the GSA Directly-Elected Officers.

Shirley Ball: Accountant, CPA (CA), Bachelor of Business Administration (PT) and Dorte Sheikh: Financial Manager, BA Anthropology (U of A) (PT)

Shirley has extensive experience with not-for-profits and is a key member of the Financial Team. Dorte has 33 years' experience in the Registrar's Office. She handles invoicing, payments, banking and payroll matters and is our expert on Smart Forms. Shirley and Dorte work on the GSA's finances and budgets, financial reporting to GSA Council, and our annual external audit.

GSA Support Staff (represented by NASA with their own Collective Agreement)**Laura Hanon: Executive Coordinator and Communications Specialist, BFA (U of A), Bachelor of Applied Communications (MacEwan) (FT)**

Laura has extensive experience in not-for-profit office administration, design, and marketing. At the GSA, Laura schedules GSA Directly-Elected Officers. She prepares agendas for weekly meetings with the President; is Secretary to the GSA Board; manages the information retrieval system; organizes the annual transition of elected officials; handles communications and social media, and prepares the weekly newsletter. She also deals with Front Desk enquiries.

Fiona Robertson: Outreach Coordinator, BA Anthropology (U of S), MA Anthropology (U of A) (FT)

Fiona gained administrative experience working in both a tax firm and a law firm before coming to the University of Alberta to begin a Masters degree in Anthropology. After completing her degree, Fiona worked for four years in the Faculty of Extension on a grant-funded community-based research project with Metis settlements. At the GSA, Fiona deals with awards, grants, and bursaries; plans and manage all GSA events; works with departmental GSAs; acts as a GSA Council Secretary; and deals with Front Desk enquiries.

Mahsa Toghrari: Nominating and Elections Specialist, BA Psychology (U of A) (FT)

Mahsa joined the GSA in August 2016 as the Nominating and Elections Specialist. Mahsa supports the GSA Nominating Committee, the Early Call for Talent, and the GSA Elections and Referenda Committee. She drafts materials related to elections and manages requests Administration for graduate representatives on committees, task forces, etc. Mahsa also deals with Front Desk enquiries.

As always, the detailed management reports submitted weekly to the Board are attached and we are happy to respond to any questions Councillors may have.

Best,

Courtney Thomas, Executive Director, and Julie Tanguay, Associate Director and Acting Executive Director

Management Report to the GSA Board, August 23, 2017

The following issues have dominated management's attention in the two weeks since the last GSA Board meeting on August 16, 2017:

Strategic

- **Main Issues Dealt With in the Past Week:** Researching graduate student unions at other Canadian institutions and their Collective Agreement; work associated with changes to the Collective Agreement; researching exam deferrals and accommodation at other Canadian institutions; Council mailing; preparing for a GSA ERC meeting; drafting GSA reports to external committees forward planning for the 2018 GSA General Election and Early Call; and planning for Fall Orientation and Departmental Orientations (up to 41 requests).
- **Bylaw and Policy Review:** Follow up work associated with the GSA Nominating Committee's recent review of GSA Policy on Nominating; follow up work on a ninth draft of potential proposed changes to GSA Bylaw and Policy on the Legal Defense Fund; and follow up work on a fifth draft of potential proposed changes to GSA Policy of Budget Principles, Practices, and Procedures (in advance of a GSA BFC meeting in September).
- **Graduate Student Groups:** Ongoing strategizing related to residence associations; relationship building and maintenance with Student Group Services (revisiting an outdated MoU, etc); and review of various group constitutions.

Grants and Office Operations

- Planning for fall events (including departmental orientations and Fall Orientation) and circulating 2017-2018 GSA Planners to departments.
- Supporting the work of the GSA Nominating Committee (Student Library Advisory Council, FGSR Council, GSA Appeals and Complaints Board, GSA Elections and Referenda Committee, and GSA Nominating Committee; election of the GSA Deputy Returning Officer and GSA Deputy Speaker; and development of a replenishment schedule).
- Transfer of content to Sitecore 3.
- Facebook = 1008 likes (up 23 from August 16); Facebook posts reached 714 users this week and our "post engagement" count was 72. Twitter = 768 followers (up 7 from August 16); our tweets earned 765 "impressions" over the last week.

	Total Amount Available This Period	Total Amount Remaining This Period (Post-Processing)	Number of New Applications Since Last GSAB	Total Number of Applications This Period
ATAs	\$90,586.67	\$27,419.22	7	132 (14 pending processing)
CCGs	\$60,824.38	\$11,824.38 CLOSED	0	34 (0 pending processing)
ASGAs	\$5,937.50	\$3,257.07	0	4 (0 pending processing)
EBs	\$133,952.00 (no periods)	\$80,551.00	0	14 (0 pending processing)

Management Report to the GSA Board, September 6, 2017

The following issues have dominated management's attention in the two weeks since the last GSA Board meeting on August 23, 2017:

Strategic

- **Main Issues Dealt With in the Past Week:** Researching graduate student unions at other Canadian institutions and their Collective Agreement; work associated with changes to the Collective Agreement; Council mailing; drafting GSA reports to external committees; forward planning for the 2018 GSA General Election and Early Call; and Fall Orientation (340 graduate students attendees) and Departmental Orientations (next Friday is busy again).
- **Bylaw and Policy Review:** Follow up work on a ninth draft of potential proposed changes to GSA Bylaw and Policy on the Legal Defense Fund; and follow up work on a fifth draft of potential proposed changes to GSA Policy of Budget Principles, Practices, and Procedures (in advance of a GSA BFC meeting in September).
- **Graduate Student Groups:** Ongoing strategizing related to residence associations; relationship building and maintenance with Student Group Services (revisiting an outdated MoU, etc); review with the Dean of Students of the Student Groups Policy and Procedures and review of various group constitutions.

Grants and Office Operations

- Departmental orientations and Fall Orientation.
- Receipt of applications for the Alberta Graduate Citizenship Award
- Supporting the work of the GSA Nominating Committee (FGSR Council, GSA Appeals and Complaints Board, GSA Elections and Referenda Committee, GSA Awards Selection Committee, and GSA Nominating Committee; election of the GSA Deputy Returning Officer and GSA Deputy Speaker; and development of a replenishment schedule).
- Transfer of content to Sitecore 3.
- Facebook = 1046 likes (up 38 from August 23); Facebook posts reached 892 users this week and our "post engagement" count was 697. Twitter = 782 followers (up 14 from August 23); our tweets earned 3,600 "impressions" over the last week.

	Total Amount Available This Period	Total Amount Remaining This Period (Post-Processing)	Number of New Applications Since Last GSAB	Total Number of Applications This Period
ATAs	\$90,586.67	\$12,929.22	12	159 (12 pending processing)
CCGs	\$60,824.38	\$11,824.38 CLOSED	0	34 (0 pending processing)
ASGAs	\$5,937.50	\$1,757.07	0	5 (1 pending processing)
EBs	\$133,952.00 (no periods)	\$76,998.00	0	15 (0 pending processing)

Management Report to the GSA Board, September 13, 2017

The following issues have dominated management's attention in the two weeks since the last GSA Board meeting on September 6, 2017:

Strategic

- **Main Issues Dealt With in the Past Week:** Researching graduate student unions at other Canadian institutions and their Collective Agreement; work associated with changes to the Collective Agreement; planning the Fall Social Engagement; Council mailing; GSA FGSR Council Caucus; drafting GSA reports to external committees; follow-up work with Council remuneration; forward planning for the 2018 GSA General Election and Early Call; and Departmental Orientations.
- **Bylaw and Policy Review:** Follow up work on a ninth draft of potential proposed changes to GSA Bylaw and Policy on the Legal Defense Fund; and follow up work on a fifth draft of potential proposed changes to GSA Policy of Budget Principles, Practices, and Procedures (will be presented to GSA BFC on September 13).
- **Graduate Student Groups:** Ongoing strategizing related to residence associations; relationship building and maintenance with Student Group Services (revisiting an outdated MoU, etc); review with the Dean of Students of the Student Groups Policy and Procedures and review of various group constitutions.

Grants and Office Operations

- Departmental orientations.
- Receipt of applications for the Alberta Graduate Citizenship Award
- Supporting the work of the GSA Nominating Committee (FGSR Council, GSA Appeals and Complaints Board, GSA Elections and Referenda Committee, GSA Awards Selection Committee, and GSA Nominating Committee; and election of the GSA Deputy Returning Officer and GSA Deputy Speaker).
- Transfer of content to Sitecore 3.
- Facebook = 1049 likes (up 3 from September 6); Facebook posts reached 2,264 users this week and our "post engagement" count was 104. Twitter = 784 followers (up 2 from September 6); our tweets earned 2,200 "impressions" over the last week.

	Total Amount Available This Period	Total Amount Remaining This Period (Post-Processing)	Number of New Applications Since Last GSAB	Total Number of Applications This Period
ATAs	\$91,086.67	\$9,195.47	20	171 (20 pending processing)
CCGs	\$60,824.38	\$11,824.38 CLOSED	0	34 (0 pending processing)
ASGAs	\$5,937.50	\$1807.07	0	5 (0 pending processing)
EBs	\$133,952.00 (no periods)	\$76,998.00	0	15 (0 pending processing)