

GSA Council Meeting AGENDA

Monday, 21 November 2022 at 6:00 pm

Held in-person in Council Chamber and electronically via Zoom

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

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

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

Speaker Dweej Shah in the Chair

OPEN SESSION

**Attached Numbered
Pages**

1. Approval of the 21 November 2022 Agenda (*suggested time: 1 min*)
2. Approval of the Minutes from the 24 October 2022 GSA Council Meeting (*suggested time: 1 min*)
Attachment:
 - i. Minutes from the 24 October 2022 GSA Council Meeting **2.0 - 2.4**
3. Changes in GSA Council Membership (*suggested time: 1 min*)
 - i. Introduction of New GSA Council Members (*If you are new to GSA Council, please let us know it is your first meeting*)
 - ii. Farewell to Departing GSA Council Members (*If this is your last GSA Council meeting, or if your last GSA Council meeting is approaching, please let us know*)

GSA Council Member Announcements

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

Discussion Items

5. University Strategic Plan (*suggested time: 35 min*)
Anas Fassih (President) will present the item and introduce the guests.
Guests: Melissa Padfield (Deputy Provost, Students and Enrolment) and Logan Mardhani-Bayne, Strategic Development Manager
Attachments:
 - i. University Strategic Plan Consultation – Briefing Note **5.0 - 5.1**
6. Tuition and Budget Advisory Committee (TBAC) (*suggested time: 35 min*)
Anas Fassih (President) will present the item and introduce the guest.
Guest: Melissa Padfield (Deputy Provost, Students and Enrolment)
Attachments:
 - i. Backgrounder on 2023-2024 Tuition Increase Proposal **6.0 - 6.8**

- ii. TBAC Questions and Answers 6.9 - 6.10
- iii. U15 2022-2023 Tuition & Fees Comparison 6.11 - 6.12
- iv. Tuition Proposal to the Council on Student Affairs 6.13 - 6.25

7. Campus Food Bank (suggested time: 20 min)

Anas Fassih (President) will present the item and introduce the guest.

Guest: Erin O’Neil (Campus Food Bank, Executive Director); Jasmine Elniski (Campus Food Bank, Board Chair)

Attachments:

- i. [Campus Food Bank 2022 Annual Report](#)
- ii. [Campus Food Bank November status update](#)
- iii. Campus Food Bank – GSA Council Presentation

1-15 (original pagination)

Action Item

8. 2022-2023 GSA Fall Term Budget and Expenditure Report (suggested time: 10 min)

Anas Fassih (President and GSA Budget and Finance Committee Chair) will present the item.

Attachments:

- i. Cover Letter from the President and Chair of the GSA BFC to GSA Council 8.0
- ii. Outline of Issue 8.1
- iii. 2022-2023 GSA Fall Term Budget and Expenditure Report 8.2 - 8.4
- iv. 2022-2023 GSA Operating Budget Narrative 8.5 - 8.15
- v. 2022-2023 GSA Restricted and Other Funding Narrative 8.16 - 8.17
- vi. 2022-2023 Labour Union Fund Dues Budget Narrative 8.18

9. GSA Officer Portfolio Restructuring (suggested time: 20 min)

Anas Fassih (President) will present the item.

Attachment:

- i. Outline of Issue 9.0
- ii. Recommended Changes to GSA Bylaw, Sections B, C, D, E, F, G, I, J, K, and Q - Double Column 9.1 - 9.31

Elections

10. GSA Council Elections (suggested time – to be determined)

Elisabeth Widjaja (GSA Nominating Committee Chair) will present the item.

GSA Standing Committees

a. GSA Appeals and Complaints Board (GSA ACB)

Attachment:

- i. Nominees for the GSA ACB (2 GSA Councillor vacancies; 2 GSA member vacancies) 10.0 - 10.2

b. GSA Budget and Finance Committee (GSA BFC)

Attachment:

- i. Nominees for the GSA BFC (1 GSA Councillor vacancy) 10.3 - 10.4

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

c. GSA Board/GSA Nominating Committee (GSAB/GSA NoC)

Attachment:

- i. Nominees for the GSAB/GSA NoC (2 GSA Councillor vacancies) 10.5 - 10.6

Reports (suggested time: 15 min)

11. President (Anas Fassih, President)	
i. President’s Report	11.0 - 11.2
ii. GSA Board Report	11.3
iii. GSA Budget and Finance Committee Report	11.4
iv. GSA Equity, Diversity, and Inclusion Committee Report	11.5
v. GSA Governance Committee Report (no written report at this time)	
12. Vice-President Academic (Bishoi Aziz, Vice-President Academic)	
i. Vice-President Academic’s Report	12.0 - 12.2
13. Vice-President External (Janmejey Rao, Vice-President External)	
i. Vice-President External’s Report	13.0
ii. GSA Awards Selection Committee Report (no written report at this time)	
14. Vice-President Labour (Hiren Kaklotar, Vice-President Labour)	
i. Vice-President Labour’s Report	14.0
ii. GSA Labour Relations Committee Report (no written report at this time)	
15. Vice-President Student Services (Monisha Vinod, Vice-President Student Services)	
i. Vice-President Student Services’ Report	15.0 - 15.1
16. Senator (vacant)	
i. Senator’s Report (no written report at this time)	
17. Speaker (Dweej Shah, Speaker)	
i. Speaker’s Report (no written report at this time)	
18. Chief Returning Officer (Sophie Shi, Chief Returning Officer)	
i. Chief Returning Officer’s Report (no written report at this time)	
19. GSA Nominating Committee (Elisabeth Widjaja, GSA Nominating Committee Chair)	
i. GSA Nominating Committee Report	19.0 - 19.2
20. GSA Elections and Referenda Committee (Jennifer Bertrand, GSA Elections and Referenda Committee Chair)	
i. GSA Elections and Referenda Committee Report	20.0
21. GSA Management (Erika Heiberg, Acting Executive Director)	
i. Acting Executive Director’s Report	21.0 - 21.3

Question Period

22. Written Questions (none received at this time)

23. Oral Questions

Adjournment

GSA Council Meeting MINUTES
Monday, 24 October 2022 at 6:00 pm
Held in-person in Council Chamber and electronically via Zoom

IN ATTENDANCE:

Anas Fassih (President)	Christopher Keen (Biomedical Engineering)	Jillian Ames (IGSA)	Christian Faig (Pharmacology)
Bishoi Aziz (VP Academic)	Natasha Pearson (Business MBA)	Kristin Carroll (Laboratory Medicine & Pathology)	Jordan Chan (Pharmacy & Pharmaceutical Studies)
Janmejaya Rao (VP External)	Teddy Carter (Business PhD)	Maia Trotter (Library & Information Studies)	Eduardo Andrade (Philosophy)
Hiren Kaklotar (VP Labour)	Brenna Hourigan (Cell Biology)	Aarya Menon (Linguistics)	Hamid Hassani (Physics)
Dweej Shah (Speaker)	Helia Dehghan Harati (Chemistry)	Alain Gervais (Mathematical & Statistical Sciences)	Telisa Courtney (Political Science)
Sophie Shi (CRO)	Sana Homsy (Communication Sciences & Disorders)	Luthfia Friskie (Media & Technology Studies)	Emilie Desnoyers (Psychiatry)
Laura Manerus (Councillor-at-Large)	Sajad Ramezani (Computing Science)	Kara Goodkey (Medical Genetics)	Cheryl Pan (Psychology)
Preetam Panja (Councillor-at-Large)	Victor Ladewig (Dentistry)	Simon Walker (Medical Microbiology & Immunology)	Tamara Samardzic (Public Health)
Mandeep Rainu (Councillor-at-Large)	Ben Smith (Drama)	Leah Hrycun (Native Studies)	Wendy Amoako (Rehabilitation Science)
Md Saeed Siddik (Councillor-at-Large)	Guanyu Liu (Economics)	Charbel Baaklini (Neuroscience)	Beckett Stark (Renewable Resources)
Syed Quadri (Councillor-at-Large)	Gillian Robinson (Educational Policy Studies)	Nancy Hammer (Nursing)	Innocent Bahati Katulunga (Resource Economics & Environmental Sociology)
Emmy Marks (Anthropology)	Yina Liu (Elementary Education)	Alicia Chichak (Occupational Therapy)	
Karla Cristina Cruz; Andrew Pohlka (Biochemistry)	Jane Allred (History, Classics and Religion)	Fatemeh Mashayekhi (Oncology)	
Dayani Patuwatha Withanage (Biological Sciences)	Anita Amir Labonno (Human Ecology)	Constantin Mouzaaber (Ophthalmology)	

Guests: Samia Zakir Sarothi (Civil & Environmental Engineering; GSA ASC and GSA ERC nominee); Yusuf Ahmed (Rehabilitation Medicine; GSA ERC nominee); Elizabeth Widjaja (AFNS; GSA ERC Chair).

Speaker Dweej Shah in the Chair.

The meeting was called to order at 6:03 pm. Speaker acknowledged the Traditional Territory of Treaty Six.

Approval of Agenda**1. Approval of the 24 October 2022 Consolidated Agenda**

Members had before them the 24 October 2022 Consolidated Agenda, which had been previously distributed on 21 October 2022. J Rao **MOVED**; T Courtney **SECONDED**.

Motion **PASSED** unanimously.

Approval of Minutes**2. Minutes from the 19 September 2022 GSA Council Meeting**

Prepared by M Toghrai and F Robertson for GSA Council 24 October 2022

Members had before them the 19 September 2022 GSA Council meeting minutes, which had been previously distributed on 14 October 2022. C Baaklini **MOVED**; A Fassih **SECONDED**.

Motion **PASSED**.

Changes in GSA Council Membership

3. Changes in GSA Council Membership

- i. **Introduction of New Councillors:** E Marks (Anthropology); C Keen (Biomedical Engineering); C Pan (Psychology); A Pohlka (Biochemistry); J Allred (History, Classics, and Religion); K C Cruz (Biochemistry); S Walker (Medical Microbiology & Immunology); F Mashayekhi (Oncology).
- ii. **Farewell to Departing GSA Council Members:** None.

GSA Council Member Announcements

4. GSA Council Member Announcements

A Fassih encouraged GSA Council members to apply for the Councillor vacancies on GSA Standing Committees, as there are some vital and long-standing vacancies. These are open to GSA Councillors, Alternates, and Councillors-at-Large.

Information Item

5. GSA Board Strategic Work Plan 2022-2023: Update to GSA Council

Anas Fassih (GSA President) presented the item and highlighted some of the things the Directly-Elected Officers (DEOs) have accomplished and been working on since the approval of the plan at GSA Council in July. Highlights included hosting GSA Health and Dental Plan town halls to gather feedback on the plan; a return to in-person events including GSA Coffee Breaks, GSA Fall Orientation and the GSA Fall Social; advocating for and participating in the process of building the Gender Based Sexual Violence Policy, which had advanced to the Board of Governors and would go to General Faculties Council (GFC); working to advance equity, diversity and inclusion (EDI) with the GSA Equity, Diversity and Inclusion Committee (GSA EDIC) commencing the process of building a GSA EDI strategic workplan; recognizing and advocating for marginal groups, including statements released for the National Day for Truth and Reconciliation and the current events in Iran; advocacy for minimum funding packages for graduate students; concluding a successful round of collective bargaining; preparing for the Alberta Graduate Provincial Advocacy Council's (ab-GPAC) advocacy week; working towards federal advocacy through the Canadian Association of Graduate Studies (CAGS) and the Canadian Alliance of Student Associations (CASA) conferences; and working to bring forward the proposal to restructure GSA officer portfolios to GSA Council. There was discussion regarding the optics of centralized funding packages and support for marginalized groups on campus.

Action Items

6. GSA Officer Portfolio Restructuring

Anas Fassih (President) presented the item.

MOTION: That GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and the GSA Board, the recommended changes to GSA Bylaw and Policy, Sections B, C, D, E, F, G, I, J, K, and Q, as noted in the attached double column proposal, effective following two readings by GSA Council (in the case of GSA Bylaw) and approval by GSA Council (in the case of GSA Policy), with the changes to Sections B, I, and J to take effect upon approval and with those to Sections C, D, E, F, G, K, and Q to take effect on 1 May 2023.

A Fassih noted that this was the first reading at GSA Council and that changes to Bylaw would come back in November. He noted that the proposed changes were made after robust conversation with the GSA Board and consultation with affected GSA Standing Committees. The move to separate the Vice-President Labour (VPL) portfolio to an Associate Vice-President Labour (AVPL) would align us with other GSAs in Alberta, and would allow for the AVPL to work exclusively on labour efforts of the GSA without risking a conflict of interest with other advocacy efforts of the GSA and the GSA President. He also noted that the stipend for the AVPL would come from union dues that were already being collected. He then noted that a Vice-President Student Life (VPSL) portfolio would be created to account for any roles of the traditional VPL portfolio that pertain to the entire graduate student body, as well as areas related to student life, including chairing the GSA Equity, Diversity and Inclusion Committee (GSA EDIC), advocating for graduate student housing, and outreach to departmental GSAs across campus. The stipend of the VPSL would come from the operating budget. Members raised concerns about voter turnout with two separate ballots, whether union funds were enough to cover the AVPL stipend and help build a strike fund, and what the advocacy relationship would be between the AVPL and the GSA Board and Council. Changes to GSA Bylaw and Policy would come to GSA Council in November for a second reading.

MOTION: That GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and the GSA Board, the recommended changes to GSA Bylaw and Policy, Sections B, C, D, E, F, G, I, J, K, and Q, as noted in the attached double column proposal, effective following two readings by GSA Council (in the case of GSA Bylaw) and approval by GSA Council (in the case of GSA Policy), with the changes to Sections B, I, and J to take effect upon approval and with those to Sections C, D, E, F, G, K, and Q to take effect on 1 May 2023. J Rao **MOVED**; H Kaklotar **SECONDED**.

Motion **PASSED**.

7. GSA Recommended Changes to GSA Policy, Sections I, J, and D

Anas Fassih (President) presented the item.

MOTION: That GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee, the proposed changes to GSA Policy, Sections I, J, and D, as shown in the attached double column document and effective upon approval by GSA Council.

A Fassih explained that this motion followed from the previous item; policy around elections needed change to align with the portfolio restructuring, and the process must be updated, and provided clarity to the process around the Chief Returning Officer (CRO) noticing breaches or receiving complaints during the GSA General Election. These changes were recommended directly from the GSA Elections and Referenda Committee.

MOTION: That GSA Council **APPROVE**, on the recommendation of the GSA Elections and Referenda Committee, the proposed changes to GSA Policy, Sections I, J, and D, as shown in the attached double column document and effective upon approval by GSA Council. J Rao **MOVED**; C Baaklini **SECONDED**.

Motion **PASSED**.

Elections

8. GSA Council Elections

Elisabeth Widjaja (GSA Nominating Committee Chair) presented the items.

GSA Standing Committees

- a. GSA Awards Selection Committee (Eight (8) GSA Member vacancies)
 - Josephine Bolaji (Human Ecology)
 - Sobia Idrees (Nursing)
 - Nathan Osborne (Business, MBA)
 - Riddhiben Patel (Art & Design)
 - Ali Quadri (Public Health)
 - Samia Zakir Sarothi (Civil & Environmental Engineering)
 - Abel Suresh (Civil & Environmental Engineering)
 - Oluwatoyin Taiwo (Business, MBA)
 - Melissa Tirkha (Public Health)

The nominees were not all present to address GSA Council.

- b. GSA Elections and Referenda Committee (three (3) GSA Member vacancies)
 - Yusuf Kola Ahmed (Rehabilitation Medicine)
 - Devansh Patel (Agriculture, Food & Nutritional Science)
 - Samia Zakir Sarothi (Civil & Environmental Engineering)

The nominees were not all present to address GSA Council.

Reports

9. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted. In addition, A Fassih noted that he had a busy month. Most significantly, discussions were ongoing regarding the

implementation of an institution-wide minimum for doctoral funding packages, a project that had been part of the GSA's advocacy efforts for the past several years. Members raised a number of questions regarding whether there was any expectation of when such a minimum would be implemented and whether such a minimum funding package would be comprised of RA/TA-ship contracts or scholarship-type funding. In response, A Fassih noted that currently the University was exploring the feasibility of this initiative and so the minutiae had yet to be discussed. He thanked members for their questions which illuminated areas of concern for him to convey in future conversations with the University.

ii. GSA Board

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted.

iii. GSA Budget and Finance Committee

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted.

iv. GSA Equity, Diversity, and Inclusion Committee Report

No written report at this time.

v. GSA Governance Committee

No written report at this time.

10. Vice-President Academic

i. Vice-President Academic's Report:

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted. In addition, B Aziz stated that he and GSA President A Fassih had gotten the chance to meet with Dr. Brooke Milne prior to her departure from her role as Dean of FGSR, which helped them with remaining informed as to the progress of certain ongoing initiatives. More recently, they met with Acting Vice-Provost and Dean of FGSR, Dr. Ali Shiri, who shared information regarding an upcoming evaluation of FGSR operations. Most significant in his report were details regarding the recent meeting of GFC, which he encouraged members to read.

11. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted. In addition, J Rao noted that the ab-GPAC Advocacy Week event, which involved a series of meetings with Alberta government representatives and MLAs, was currently being scheduled.

ii. GSA Awards Selection Committee

No written report at this time.

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

No written report at this time.

12. Vice-President Labour

i. Vice-President Labour's Report

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted. In addition, H Kaklotar pointed to the fourth and last round of bargaining between the GSA Negotiating Team and the University which took place on 17 October. He also noted that our partners at Public Service Alliance of Canada (PSAC) joined us for a tabling event on 12 October to increase engagement with Academically-Employed Graduate Students (AEGSs).

ii. GSA Labour Relations Committee

No written report at this time.

13. Vice-President Student Services

i. Vice-President Student Services' Report

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted.

14. Senator

i. Senator's Report

No written report at this time.

15. Speaker

i. Speaker's Report

No written report at this time.

16. Chief Returning Officer

i. Chief Returning Officer's Report

No written report at this time.

17. GSA Nominating Committee

i. GSA Nominating Committee Report

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted. In addition, E Widjaja urged members to consider running for the remaining vacancies on GSA Standing Committees that can only be filled by GSA Council members (Departmental Councillors, Departmental Alternates, and Councillors-at-Large). These vacancies represent crucial work within the GSA.

18. GSA Elections and Referenda Committee

ii. GSA Elections and Referenda Committee Report

No written report at this time.

19. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 21 October 2022. The report stood as submitted. In addition, E Heiberg stated that Courtney Thomas recently stepped down from her role as the GSA Executive Director and she is serving as Acting Executive Director. Efforts to fill this position were ongoing.

Question Period

20. Written Questions

21. Oral Questions

Adjournment

The meeting was adjourned at 8:07 pm.

**University Strategic Plan (USP) Consultation
November 2022**

Background:

The university is launching a process to develop our next strategic plan, the successor to *For the Public Good*. Building on the organizational transformation of the last two years and the One University model, the new USP is intended to engage the whole of the university community and shape our aspirations for the coming years.

The USP process is guided by a steering committee, chaired by the Interim Provost & Vice-President (Academic) and including faculty, staff, and students from across the university. Membership and Terms of Reference for the Steering Committee are available [here](#).

Consultation process:

The first phase of consultation is launching with a town hall session on November 2, and will continue through the fall semester. This phase is intended to gather input on the university's key strengths and opportunities for the future and to identify key themes for exploration in the second phase of consultation in January.

Consultation this semester will include: the Board of Governors, committees; discussion at existing bodies (e.g. SU and GSA Councils, Chairs' Council, University Research Policy Committee, Deans' Council); Senate; alumni; online input; and smaller [roundtable discussions](#) to be held in each faculty and with other constituencies and groups (e.g. ATS, students, student service staff).

In addition, the university is consulting throughout the strategic planning process with external stakeholders. These include government, research and funding agencies, community and non-profit sector partners, research partners, industry partners, donors, honorary doctorate recipients, and Indigenous communities (building on the ongoing engagement that informed *Braiding PAst, Present and Future: University of Alberta Indigenous Strategic Plan*).

Consultations will be informed by an environmental scan (Attachment 1) and structured by the following questions:

1. When you think about the University of Alberta and what it does particularly well, what achievement or practice makes you most proud?
2. Conversely, where does the University most need to improve?
3. What do you think are the main economic and socio-political changes that will be affecting higher education, society, and the environment over the next ten to fifteen years?
4. What's the greatest thing you could imagine the university accomplishing over the next 20 years?
5. How does the University of Alberta most directly meet the needs of the people and the world it serves?
 - a. What measures (including investments in people, resources, and programs) could the university take to improve our university? How would taking these measures

translate into a better university, a better Alberta, and stronger relationships with Indigenous nations?

In the second phase of consultation, beginning in early 2023, the steering committee will launch a set of surveys to solicit more focused input on the key themes, release and consult on a “What We Heard” document, and review consultation findings with governance bodies. Details and opportunities to participate will be released through the USP website and communicated directly to key stakeholders.

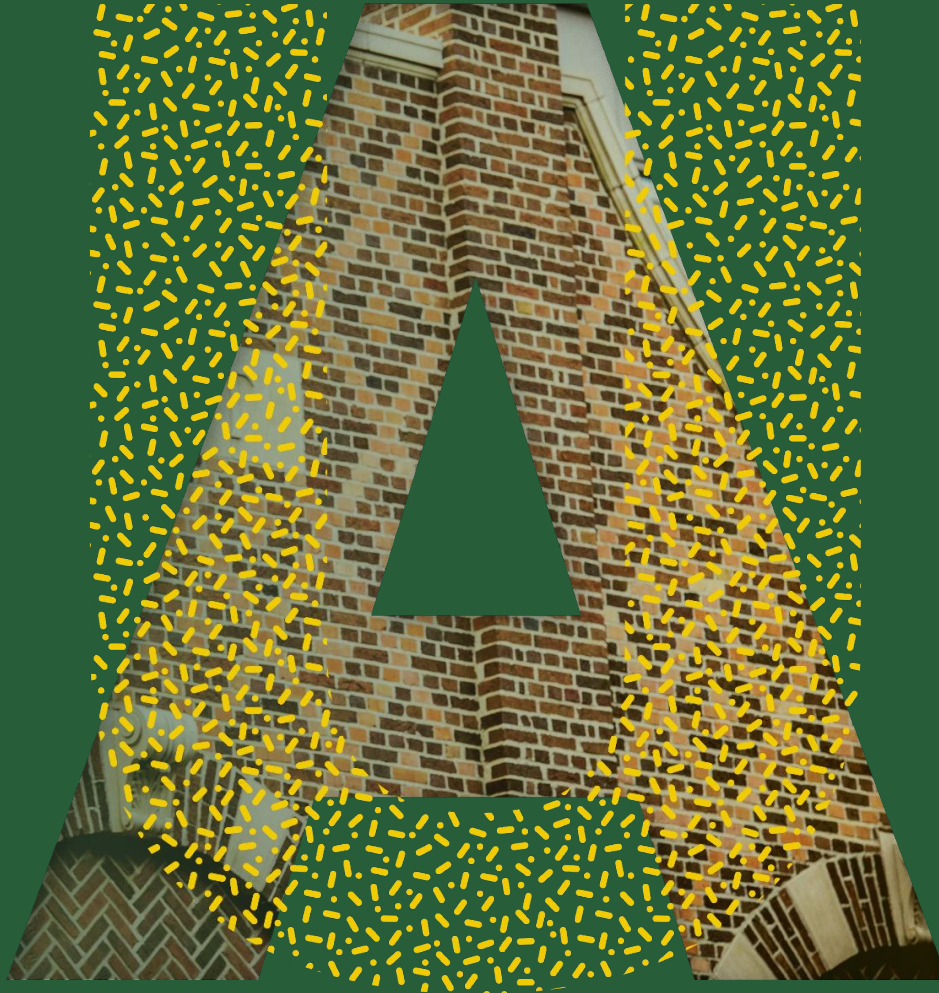
Attachments:

[Environmental Scan](#)

[Online Feedback Form](#)

2023/24

Tuition Increase
Proposal



WHAT IS THE PROPOSED TUITION INCREASE FOR 2023/24?

A proposed increase aligned with Consumer Price Index (CPI) at 5.5% will allow the U of A to maintain quality as a top 5 university

*

The following slides will highlight the drivers and context behind this increase

WHAT IS DRIVING THE TUITION INCREASE?

01. Increases in our cost drivers

- **Salaries and benefits** - per negotiated collective agreements (80% of costs)
- **Materials and supplies** (13% of costs)
- **Utilities** (4% of costs)
Maintenance (3% of costs)

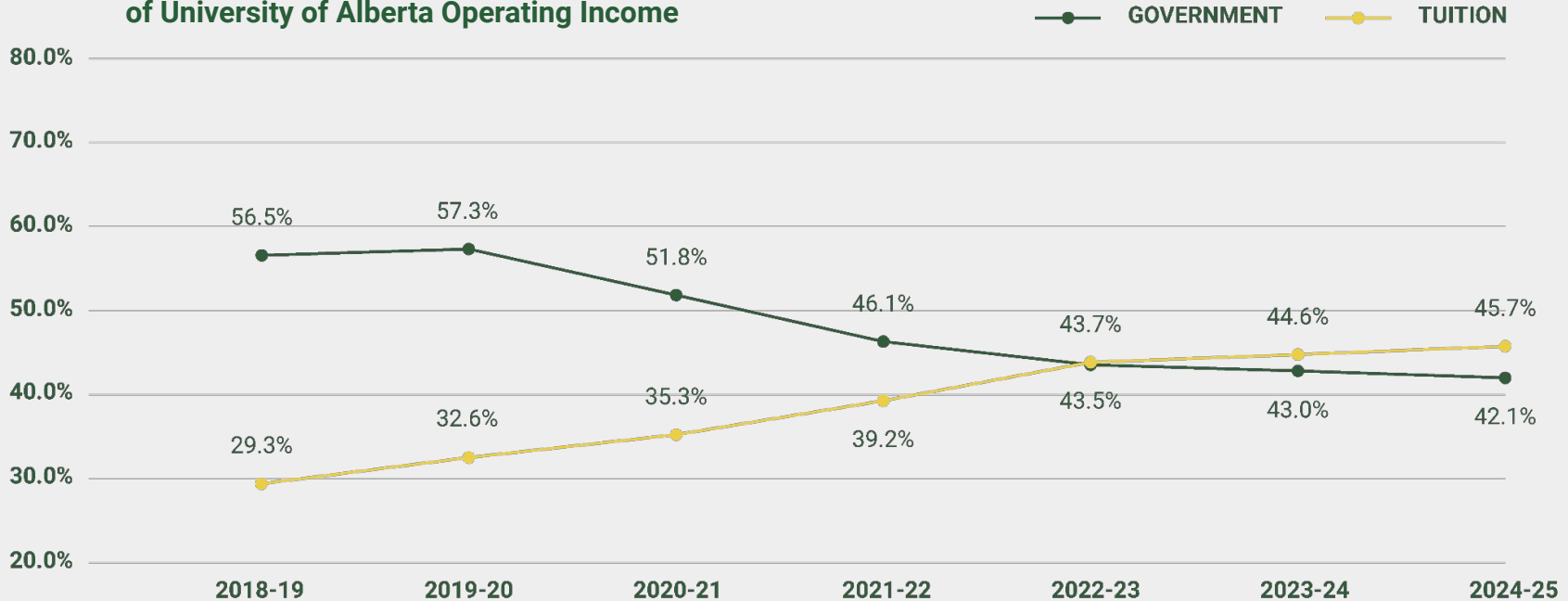
02. Gaps in our revenue

- Government grants are not expected to increase to support instruction broadly

03. A desire to maintain quality of instruction and academic mission

The Context - Revenue and cost balance

Government Funding and Tuition as Share of University of Alberta Operating Income



How did we arrive at a proposal for a 5.5% increase?

Step 1: Calculate the anticipated increase in our costs through our Academic Price Index (API) calculation.

*This is a formula approved by the Board of Governors on March 18, 2016.
Current API = 4%*

Step 2: Calculate the increase in expenses when applying API to total.
Increased expenses projected for 2023-24: \$41M

Step 3: Look at available revenue sources we can use to make up the increased expenses, recognizing we must deliver a balanced budget. Government grants are not anticipated to increase to support instruction broadly, and, of available revenue levers, tuition makes up 65% proportionally.

Step 4: Calculate the percentage increase needed on tuition to make up its share of the gap.
Calculated increase required: 6.17%

Step 5: Look at what is possible under tuition regulation which limits domestic tuition increases to CPI.
*Increase proposed: 5.5%- reflecting CPI
Note: The rate of CPI comes from the government*

WHAT DOES MY TUITION COVER?

Tuition covers all expenses related to instruction at the university, including

- Instructor salaries
- Creation and maintenance of classrooms
- Creation and maintenance of study spaces
- Supplies related to instruction that are consumed during instruction and not retained by the student (materials owned or leased by student are covered by other fees)
- Utilities
- Maintenance of research enterprise that supports instruction
- Libraries

4.4% of tuition revenue goes directly into student financial support, approx. \$17M (22/23)

WHAT IS THE PROPOSED INTERNATIONAL COHORT BASED TUITION FOR 2024/25?

An increase of 6.5% is proposed to reflect a reasonable inflationary scenario, and to ensure that international tuition covers the full cost of program delivery as required by the tuition fee regulation.



**The following slides will highlight
the background to the proposal**

How did we arrive at a proposal for a 6.5% increase for cohort based tuition?

Step 1: Research a reasonable inflationary model to guide development of the proposal. This scenario needs to reflect four years to ensure that we are working to cover the costs of delivery for international students as required by the tuition fee regulation.

- Sources guiding development include: Bank of Canada, various large bank economist projections

Step 3:

- Apply recommended increases to tuition guarantees for students entering in 2024/25.
- The 7.55% tuition offset to fund student financial support is also continued

Step 2: Develop scenario:

Scenario	2024/25	2025/26	2026/27	2027/28	Required rate increase
	3.3%	2.3%	2.0%	2.0%	6.68% (rounded down to 6.5%)



THANK YOU

Questions received from the Students' Union and the Graduate Students' Association at the October 25, 2022, Tuition Budget Advisory Committee (TBCA) Meeting and Responses from the University of Alberta Administration

Question from Students	Responses from University of Alberta Administration
1. Would the University consider discontinuing the \$40 installment fee?	Yes, the University would consider discontinuing the \$40 installment fee. We recognize it reflects \$1M in revenue to the institution and we are exploring some of the other comparator institution models that may also include adjustment of fee payment timing. Cdn universities interest and instalments
2. Would the University consider adjusting the tuition late fee payment interest rate?	Yes, the University would consider adjusting the tuition late fee payment interest rate. The University will be conducting an environmental scan of other U15 comparator institutions. Cdn universities interest and instalments
3. Tuition Offset: What formula / percentages are used to determine what an adequate amount for the offset is?	Melissa Padfield provided a verbal response during the October 25, 2022, meeting. At this point the amount of offset is generating funds that are meeting the demand for needs based funding at an adequate level. Given there are still many unknowns about the pattern of student need post covid and in relation to inflationary pressures we will continue to monitor our demand and as always review and modify programming to best adapt to changing conditions. We will continue to revisit this in the future.
4. What are the University's cost-drivers and inflation calculations?	Backgrounder on 2023-24 Tuition Increase Proposal
5. How many Graduate students are currently receiving the tuition rebate?	1030 Graduate students currently receiving the rebate.
6. Would the University consider calculating a different increase for graduate students in programs shorter than 4 years recognizing the inflationary pressure would only be for potentially 1-2 years. Would this be a more equitable approach?	Melissa Padfield provided a verbal response during the meeting on October 25, 2022. One of the challenges we have is the TFR says the University must guarantee tuition for the standard program length as defined in the governmental systems. The government defines masters programs as 4 years, so the University must, by virtue of the regulation/framework guarantee these masters students tuition rate for the full 4 years if necessary. Melissa Padfield agreed with Bishoi that there are a number of Masters level programs that are completed faster than 4 years, but we must comply with the government's definition.
7. Would the University consider a rebate for	Melissa Padfield provided a verbal response during

thesis-based students who entered 2020 or 2021?

the meeting on October 27, 2022. The reason for the rebate program for students entering prior to 2020, as opposed to 2021, is related to the differing tuition frameworks students entered under. Students entering prior to 2020 came during an extended period of tuition freezes and their funding and personal planning reflected this. Students entering in 2020 and beyond began their programs following the introduction of the Alberta Tuition Framework which provides predictability on tuition increases so students are able to plan for and anticipate the rate of increase. The rebate was given to reduce tuition increases to the level of annual increases to university cost drivers of the day (at the time 2.67%). It was also introduced for 4 years to align with the standard program length for a graduate program. Students admitted after 2020 were aware the tuition freeze was no longer in effect and the institution had the ability to raise tuition by 7% per year for 3 years and then CPI afterwards. The University was transparent with new students at that time and communicated with their supervisors that they could expect tuition increases in line with the Tuition Framework. These are the reasons the University chose 2020, and not 2021, and have not included a broader group in that rebate program.

U15 International and Domestic Tuition & Fees, 2022-23

As shown in Table 1, U of A's international undergraduate tuition is \$30,090, and \$30,929 when MNIFs are included for the Fall 2022 intake. The tuition & fees is lower than the U15 average (excluding U of A), and ranked 9 among the U15 institution U of A's international tuition ranked the 13th among U15 for the M.A. program, which is higher than only two institutions in the program: Calgary and Manitoba. When MNIFs are considered, we ranked the 11th for the MA program and still below the U15 averages. Overall, the U of A's international tuition (along with MNIFs) at the M.A. level is considerably lower than the U15 average. Approximately half of the U15 institutions are now charging international doctoral fees that the same rate as domestic doctoral fees, making the U of A's PhD rates higher than nine institutions (ranked the 6th). In addition the U of A's PhD international rate is lower than the "Average (Excluding U of A)" but higher than the "Average (Excluding U of A & Quebec Institutions)". The values in the parentheses indicate U of A's rank among all U15 institutions.

Table 1. International Tuition & Fees for BA, MA, & PhD, 2022-2023

2022-23 Tuition	International								
	Arts & Social Science Undergraduate			MA			PhD		
	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)
University of Alberta	\$30,090 (9)	\$839 (5)	\$30,929 (9)	\$8,874 (13)	\$1,035 (5)	\$9,909 (11)	\$8,874 (6)	\$1,035 (5)	\$9,909 (5)
Dalhousie University	\$ 25,456	\$ 1,467	\$ 26,923	\$ 16,491	\$ 1,507	\$ 17,998	\$ 6,714	\$ 1,507	\$ 8,221
McMaster University	\$ 40,960	\$ 786	\$ 41,746	\$ 17,096	\$ 284	\$ 17,380	\$ 6,307	\$ 284	\$ 6,591
Queen's University	\$ 53,472	\$ 588	\$ 54,060	\$ 12,927	\$ 393	\$ 13,320	\$ 5,773	\$ 393	\$ 6,166
University of British Columbia	\$ 42,803	\$ 281	\$ 43,083	\$ 9,131	\$ 240	\$ 9,371	\$ 9,314	\$ 240	\$ 9,554
University of Calgary	\$ 24,408	\$ 772	\$ 25,180	\$ 8,243	\$ 532	\$ 8,775	\$ 8,243	\$ 532	\$ 8,775
University of Manitoba	\$ 17,277	\$ 564	\$ 17,841	\$ 7,400	\$ 674	\$ 8,075	\$ 3,951	\$ 674	\$ 4,625
University of Ottawa	\$ 38,692	\$ 333	\$ 39,025	\$ 27,255	\$ 312	\$ 27,567	\$ 6,685	\$ 312	\$ 6,997
University of Saskatchewan	\$ 25,121	\$ 320	\$ 25,441	\$ 9,396	\$ 390	\$ 9,786	\$ 4,698	\$ 390	\$ 5,088
University of Toronto	\$ 59,320	\$ 1,068	\$ 60,388	\$ 27,520	\$ 1,068	\$ 28,588	\$ 6,210	\$ 1,068	\$ 7,278
University of Waterloo	\$ 46,772	\$ 463	\$ 47,235	\$ 23,088	\$ 607	\$ 23,695	\$ 22,188	\$ 607	\$ 22,795
Western University	\$ 39,105	\$ 517	\$ 39,622	\$ 19,364	\$ 545	\$ 19,909	\$ 6,360	\$ 545	\$ 6,905
McGill University	\$ 31,500	\$ 1,395	\$ 32,895	\$ 19,155	\$ 1,315	\$ 20,470	\$ 17,193	\$ 1,315	\$ 18,508
Universite de Montreal	\$ 25,568	\$ 1,141	\$ 26,709	\$ 28,732	\$ 1,719	\$ 30,451	\$ 25,789	\$ 1,715	\$ 27,504
Universite Laval	\$ 21,233	\$ 737	\$ 21,970	\$ 16,986	\$ 737	\$ 17,723	\$ 20,187	\$ 896	\$ 21,083
AVERAGE (Excluding U of A)	\$ 35,120	\$ 745	\$ 35,866	\$ 17,342	\$ 737	\$ 18,079	\$ 10,686	\$ 748	\$ 11,435
AVERAGE (Excluding U of A & Quebec institutions)	\$ 37,580	\$ 651	\$ 38,231	\$ 16,174	\$ 596	\$ 16,769	\$ 7,858	\$ 596	\$ 8,454

Sources: U15 2022-2023 Tuition & Fees results.

Institutions' tuition & fees websites.

See notes after table 2.

As shown in Table 2, domestic undergraduate tuition at the U of A is slightly below the U15 average (i.e. Average excluding U of A) and ranked the 8th among the U15; however, it is higher than the average excluding the Quebec institutions, with seven institutions showing lower tuition. When MNIFs are included, the rank becomes 6th but still slightly below the U15 average (excluding U of A), but it is higher than the U15 average when both U of A and the Quebec institutions are excluded. Domestic graduate tuition is considerably lower than the U15 average. Approximately 34% below the U15 average (i.e. Excluding U of A) at the Masters level (with only 2 institutions showing lower tuition), and 14% below the U15 average (i.e. Excluding U of A) at the PhD level (with 5 institutions showing lower tuition, three of which are in Quebec). The U of A's tuition & MNIFs are \$5,521 for domestic students in both MA and PhD programs, and they ranked the 12th and the 10th respectively, and they are still below the U15 averages. The table presents Out-of-province domestic rates where applicable, see the note section for more details. The values in the parentheses indicate U of A's rank among all U15 institutions.

Table 2. Domestic Tuition & Fees for BA, MA, & PhD, 2022-2023

2022-23 Tuition	Domestic								
	Arts & Social Science			MA			PhD		
	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)
University of Alberta	\$6,517 (8)	\$839 (4)	\$7,357 (6)	\$4,486 (13)	\$1,035 (4)	\$5,521 (12)	\$4,486 (10)	\$1,035 (4)	\$5,521 (10)
Dalhousie University	\$ 8,596	\$ 726	\$ 9,322	\$ 9,099	\$ 766	\$ 9,865	\$ 6,714	\$ 766	\$ 7,480
McMaster University	\$ 6,535	\$ 786	\$ 7,320	\$ 6,307	\$ 284	\$ 6,591	\$ 6,307	\$ 284	\$ 6,591
Queen's University	\$ 6,387	\$ 588	\$ 6,975	\$ 5,773	\$ 393	\$ 6,166	\$ 5,773	\$ 393	\$ 6,166
University of British Columbia	\$ 5,729	\$ 281	\$ 6,010	\$ 5,302	\$ 240	\$ 5,542	\$ 5,302	\$ 240	\$ 5,542
University of Calgary	\$ 6,598	\$ 772	\$ 7,370	\$ 3,533	\$ 532	\$ 4,065	\$ 3,533	\$ 532	\$ 4,065
University of Manitoba	\$ 4,528	\$ 564	\$ 5,091	\$ 3,951	\$ 674	\$ 4,625	\$ 3,951	\$ 674	\$ 4,625
University of Ottawa	\$ 6,393	\$ 333	\$ 6,726	\$ 7,739	\$ 312	\$ 8,050	\$ 6,685	\$ 312	\$ 6,997
University of Saskatchewan	\$ 6,978	\$ 320	\$ 7,298	\$ 4,698	\$ 390	\$ 5,088	\$ 4,698	\$ 390	\$ 5,088
University of Toronto	\$ 6,280	\$ 1,068	\$ 7,348	\$ 6,210	\$ 1,068	\$ 7,278	\$ 6,210	\$ 1,068	\$ 7,278

University of Waterloo	\$ 6,128	\$ 463	\$ 6,591	\$ 6,762	\$ 607	\$ 7,369	\$ 6,762	\$ 607	\$ 7,369
Western University	\$ 6,050	\$ 517	\$ 6,567	\$ 6,360	\$ 545	\$ 6,905	\$ 6,360	\$ 545	\$ 6,905
McGill University	\$ 8,730	\$ 1,395	\$ 10,125	\$ 8,730	\$ 1,315	\$ 10,045	\$ 2,797	\$ 1,315	\$ 4,112
Universite de Montreal	\$ 8,730	\$ 1,141	\$ 9,871	\$ 13,095	\$ 1,719	\$ 14,814	\$ 4,195	\$ 1,715	\$ 5,910
Universite Laval	\$ 8,730	\$ 737	\$ 9,467	\$ 6,984	\$ 737	\$ 7,721	\$ 3,356	\$ 896	\$ 4,252
AVERAGE (Excluding U of A)	\$ 6,885	\$ 692	\$ 7,577	\$ 6,753	\$ 684	\$ 7,438	\$ 5,189	\$ 696	\$ 5,884
AVERAGE (Excluding U of A & Quebec institutions)	\$ 6,382	\$ 583	\$ 6,965	\$ 5,976	\$ 528	\$ 6,504	\$ 5,663	\$ 528	\$ 6,191

Sources: U15 2022-2023 Tuition & Fees results.

Institutions' tuition & fees websites.

NOTES:

- 1) Dalhousie, McMaster, Queen's, Ottawa, Toronto, McGill, Laval, and Montreal domestic tuition is for out-of-province students.
- 2) Undergraduate data are for an Arts & Social Science program, except for UBC, which is from an Arts program.
- 3) Graduate tuition is for the first year of an MA/PhD program (i.e. two or three semesters depending on the institution).
- 4) International PhD tuition is the same rate as Domestic PhD tuition at Dalhousie, McMaster, Queen's, Manitoba, Ottawa, Saskatchewan, Toronto, and Western.
- 5) At UBC, domestic graduate students are only placed on the declining tuition schedule if they have not finished their programs within a defined period of time.
- 6) At Ottawa, international M.A. students are subjected to a declining graduate tuition schedule.
- 7) Laval, Manitoba and McGill have a declining graduate tuition structure for both domestic and international M.A. and PhD students.
- 8) McMaster's International tuition for Arts & Social Science (B.A.) is slightly different from their website, but it is confirmed by the institution's U15 data exchange contact.
- 9) UBC lists International M.A. Tuition as \$9,314 on their website (about \$200 higher than what is reported in Table 1).
- 10) Ottawa International Ph.D. tuition is now the same as the Domestic tuition (i.e. \$6,684.90). The amount entered in the U15 report was \$6,812. We have updated the value in Table 1 with the amount shown on the institution's website.
- 11) Saskatchewan International Ph.D. tuition is now the same as the Domestic tuition (i.e. \$4,698). The amount entered in the U15 report was \$9,396. We have updated the value in Table 1 with the amount shown on the institution's website.
- 12) "MNIFs retained by Institution" is defined by the U15, which includes Athletics, College/Faculty Activity Fees, General Student Service Fee, Health Service, and Other Fees. Fees retained by student government and flow-through fees (e.g. UPASS) are not included.
- 13) The "MNIFs retained by Institution" are based on two terms of study at the undergraduate level.
- 14) Ottawa's calculations for "MNIFs retained by Institution" are sourced from the institution's website. It includes fees for health services, sports services and University Centre services.
- 15) Dalhousie includes Mandatory International Health Insurance in their International MNIFs, in addition to Athletics and General Student Service Fees.

U15 International and Domestic Tuition & Fees, 2022-23

As shown in Table 3, U of A's international undergraduate tuition for Business and Engineering are \$35,700 and \$40,290 respective for the Fall 2022 intake. When adding in MNIFs, the total amounts that students are paying to the institution for Business and Engineering undergraduate programs become \$36,539 and \$41,129 respectively (for the Fall 2022 intake). They are both below the U15 averages, either excluding U of A or excluding both U of A and Quebec Institutions. The values in the parentheses indicate U of A's rank among all U15 institutions.

Table 3. International Tuition & Fees for Business & Engineering, 2022-2023

2022-23 Tuition	International					
	Business Undergraduate			Engineering Undergraduate		
	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)
University of Alberta	\$35,700 (9)	\$839 (7)	\$36,539 (9)	\$40,290 (9)	\$839 (6)	\$41,129 (9)
Dalhousie University	\$ 26,700.00	\$ 2,615.00	\$ 29,315.00	\$ 27,522.00	\$ 1,667.00	\$ 29,189.00
McMaster University	\$ 44,503.00	\$ 934.00	\$ 45,438.00	\$ 61,725.00	\$ 910.00	\$ 62,635.00
Queen's University	\$ 56,530.00	\$ 630.00	\$ 57,159.00	\$ 59,284.00	\$ 695.00	\$ 59,979.00
University of British Columbia	\$ 55,385.00	\$ 1,129.00	\$ 56,513.00	\$ 54,987.00	\$ 411.00	\$ 55,398.00
University of Calgary	\$ 27,587.00	\$ 772.00	\$ 28,359.00	\$ 33,506.00	\$ 772.00	\$ 34,278.00
University of Manitoba	\$ 20,541.00	\$ 564.00	\$ 21,105.00	\$ 23,381.00	\$ 564.00	\$ 23,945.00
University of Ottawa	\$ 47,486.00	\$ 569.00	\$ 48,055.00	\$ 56,397.00	\$ 167.00	\$ 56,563.00
University of Saskatchewan	\$ 30,060.00	\$ 320.00	\$ 30,380.00	\$ 35,070.00	\$ 320.00	\$ 35,390.00
University of Toronto	\$ 67,430.00	\$ 1,068.00	\$ 68,498.00	\$ 63,500.00	\$ 1,068.00	\$ 64,568.00
University of Waterloo	\$ 50,636.00	\$ 463.00	\$ 51,099.00	\$ 63,350.00	\$ 463.00	\$ 63,813.00
Western University	\$ 39,105.00	\$ 517.00	\$ 39,622.00	\$ 53,969.00	\$ 517.00	\$ 54,486.00
McGill University	\$ 63,694.00	\$ 1,349.00	\$ 65,042.00	\$ 55,389.00	\$ 1,579.00	\$ 56,968.00
Universite de Montreal	\$ 29,000.00	\$ 1,537.00	\$ 30,538.00	\$ 26,467.00	\$ 965.00	\$ 27,432.00
Universite Laval	\$ 21,233.00	\$ 737.00	\$ 21,970.00	\$ 21,233.00	\$ 737.00	\$ 21,970.00
AVERAGE (Excluding U of A)	\$ 41,421.00	\$ 943.00	\$ 42,364.00	\$ 45,413.00	\$ 774.00	\$ 46,187.00
AVERAGE (Excluding U of A & Quebec institutions)	\$ 42,360.00	\$ 871.00	\$ 43,231.00	\$ 48,426.00	\$ 687.00	\$ 49,113.00

Sources: U15 2022-2023 Tuition & Fees results. Institutions' tuition & fees websites.

See notes after table 4.

Table 4 shows domestic undergraduate tuition for both Business and Engineering programs. The U of A's domestic Business undergraduate tuition is \$9,592 (and ranked the 5th among U15) is slightly higher than the U15 averages (excluding U of A, as well as excluding U of A and Quebec Institutions). When MNIFs are included, the rank of domestic Business undergraduate tuition & MNIFs remains 5th among the U15. The domestic undergraduate tuition for Engineering is \$8,389. Tuition and fees for Engineering is ranked the 13th among the U15 institutions (for both tuition only, as well as with tuition and MNIFs), and is lower than the U15 averages. The table presents Out-of-province domestic rates where applicable, see the note section for more details. The values in the parentheses indicate U of A's rank among all U15 institutions.

Table 4. Domestic Tuition & Fees for Business & Engineering, 2022-2023

2022-23 Tuition	Domestic					
	Business Undergraduate			Engineering Undergraduate		
	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)	Tuition	MNIFs retained by Institution	Total (Tuition & MNIFs)
University of Alberta	\$9,592 (5)	\$839 (7)	\$10,431 (5)	\$8,389 (13)	\$839 (5)	\$9,228 (13)
Dalhousie University	\$ 9,840	\$ 1,873	\$ 11,713	\$ 10,662	\$ 582	\$ 11,244
McMaster University	\$ 10,117	\$ 934	\$ 11,051	\$ 13,460	\$ 910	\$ 14,370
Queen's University	\$ 17,102	\$ 630	\$ 17,731	\$ 12,510	\$ 695	\$ 13,205
University of British Columbia	\$ 5,729	\$ 1,129	\$ 6,858	\$ 7,066	\$ 411	\$ 7,477
University of Calgary	\$ 9,524	\$ 772	\$ 10,296	\$ 8,602	\$ 772	\$ 9,374
University of Manitoba	\$ 5,368	\$ 564	\$ 5,932	\$ 6,626	\$ 564	\$ 7,190
University of Ottawa	\$ 7,920	\$ 569	\$ 8,489	\$ 9,893	\$ 167	\$ 10,059
University of Saskatchewan	\$ 8,350	\$ 320	\$ 8,670	\$ 9,742	\$ 320	\$ 10,062

University of Toronto	\$	16,370	\$	1,068	\$	17,438	\$	14,600	\$	1,068	\$	15,668
University of Waterloo	\$	8,544	\$	463	\$	9,007	\$	13,970	\$	463	\$	14,433
Western University	\$	6,050	\$	517	\$	6,567	\$	12,294	\$	517	\$	12,811
McGill University	\$	8,730	\$	1,349	\$	10,079	\$	8,730	\$	1,579	\$	10,309
Universite de Montreal	\$	8,730	\$	1,537	\$	10,267	\$	8,730	\$	965	\$	9,695
Universite Laval	\$	8,730	\$	737	\$	9,467	\$	8,730	\$	737	\$	9,467
AVERAGE (Excluding U of A)	\$	9,365	\$	890	\$	10,255	\$	10,401	\$	696	\$	11,098
AVERAGE (Excluding U of A & Quebec institutions)	\$	9,538	\$	804	\$	10,341	\$	10,857	\$	588	\$	11,445

Sources: U15 2022-2023 Tuition & Fees results.

Institutions' tuition & fees websites.

NOTES:

- 1) Dalhousie, McMaster, Queen's, Ottawa, Toronto, McGill, Laval, and Montreal domestic tuition is for out-of-province students.
- 2) The domestic Business tuition for UBC is for Year 1 in Commerce. Domestic tuition for Years 2-4 is \$8,489.40
- 3) International tuition for UBC Commerce (Business) was obtained from UBC's website, as it is not available in the U15 report.
- 4) Western offers a second-entry Business program, so the first year tuition is for Arts or Science (domestic students: \$6,050; international students: \$39,105). Once entry into the program in Year 2, tuition is: \$25,200 (domestic) or \$51,500 (international).
- 5) Waterloo offers several Business programs: a direct-entry Mathematics/Business Administration double-degree (which has been included in Tables 3 and 4 above), as well as second-entry Accounting and Financial Management programs with a tuition amount of \$15,038 (domestic) and \$45,340 (international).
- 6) The international tuition amount for Engineering shown in Table 1 for Calgary is based off their website for those "Admitted to begin May 2022 or later".
- 7) It has been noticed on Toronto's website that their BCom out-of-province domestic rate has been greatly reduced for the Fall 2022 cohort, from \$16,370 to \$6,280. As confirmed by U of T's U15 contact, the \$16,370 figure is for upper year Business students (second entry), and the lower tuition amount is the amount students pay in their first year, which is same as the tuition for Arts & Science students in U of T. In this case, using the upper year tuition provides an apples-to-apples comparison between the U of A and U of T.
- 8) "MNIFs retained by Institution" is defined by the U15, which includes Athletics, College/Faculty Activity Fees, General Student Service Fee, Health Service, and Other Fees. Fees retained by student government and flow-through fees (e.g. UPASS) are not included.
- 9) The "MNIFs retained by Institution" are based on two terms of study at the undergraduate level.
- 10) Ottawa's calculations for "MNIFs retained by Institution" are sourced from the institution's website. It includes fees for health services, sports services, University Centre services, and Faculty Activity Fees if applicable.
- 11) Dalhousie Business MNIFs includes College/Faculty Fees.

Governance Executive Summary
Discussion Item

Agenda Title	Consultation on Upcoming Tuition Proposals
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Item

Proposed by	Provost and Vice-President (Academic)
Presenter(s)	Melissa Padfield, Deputy Provost (Students and Enrolment)

Details

Responsibility	Provost and Vice-President (Academic) and Vice-President (University Services and Finance)
The Purpose of the Proposal is <i>(please be specific)</i>	To consult with the Council on Student Affairs on Tuition proposals that will be coming before the Board of Governors in March 2023.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The University of Alberta is beginning the consultation process for tuition proposals that will be coming forward for approval in March 2023. Those proposals include:</p> <ol style="list-style-type: none"> a) Fall 2023 Domestic Tuition b) Fall 2023 International (admitted prior to Fall 2020) c) Fall 2024 International Cohort Based <p>The University's official tuition consultation mechanism is the Tuition Budget Advisory Committee (TBAC). TBAC includes representatives of University administration as well as student leadership from the Students' Union and the Graduate Students' Association, who represent all students on that body. This year, the University has engaged in discussion with the Students' Union and the Graduate Students' Association about how to support their efforts to ensure exposure of discussions about tuition to a broader group of students. This year's consultation process includes two discussions at the Council on Student Affairs and discussions at both the Students' Union Council and the Graduate Students' Association Council.</p> <p>In Fall 2023, domestic tuition increases are restricted to a maximum increase equivalent to CPI, in accordance with the Tuition and Fee Regulation. The attached material provides an overview of a tuition proposal that increases tuition by 5.5% (CPI) for:</p> <ul style="list-style-type: none"> • domestic undergraduate students • domestic graduate students (with a rebate for thesis-based students admitted prior to 2020 to 2.67%) • international undergraduate students (admitted prior to 2020) • international graduate students (admitted prior to 2020) (with a rebate for thesis-based students admitted prior to 2020 to 2.67%). <p>Tuition for international graduate and undergraduate students admitted in Fall 2020 or later (under the new cohort-based model) has already</p>

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	<p>been approved for Fall 2023. Attached, members will find a draft proposal for a 6.5% increase to guaranteed cohort based tuition for new international students admitted for Fall 2024.</p> <p>The multiyear nature of the cohort-based model requires careful attention to anticipated inflation over the duration of the program. This proposal is based on expected higher than normal inflationary increases over the period of time students entering their programs in Fall 2024 will be in those programs and corresponding expected increase in costs. According to the Alberta Tuition Framework, international students are expected to cover the full costs of their education. The final attachment shows two scenarios for rates of inflation for the Fall 2024 intake.</p> <p>This material is being presented to CoSA for discussion and feedback from the members of CoSA. As a part of this presentation, the representatives of the SU and GSA will share a summary of their initial feedback to the University on this material.</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> ● Provost and Vice-President (Academic) ● Vice-President (University Services and Finance) ● Office of the Registrar ● Faculty of Graduate Studies and Research ● University of Alberta International ● Office of Resource Planning <p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> ● Tuition Budget Advisory Committee (including representative of the Students' Union and Graduate Students' Association) ● Deans' Council ● Council on Student Affairs (November 3, 2022, January 26, 2023) ● Students' Union Council (November 29, 2022) ● Graduate Students' Association Council (November 21, 2022)
Approval Route (Governance) (including meeting dates)	<p>Academic Planning Committee (March 8, 2023)</p> <p>Board Finance and Property Committee (March 9, 2023)</p> <p>Board of Governors (March 24, 2023)</p>

Strategic Alignment

Alignment with <i>For the Public Good</i>	<p>Sustain our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all Albertans.</p> <p>OBJECTIVE 22: Secure and steward financial resources to sustain, enhance, promote, and facilitate the university's core mission and strategic goals.</p> <p>Strategy: Seek and secure resources needed to achieve and support our strategic goals.</p> <p>Strategy: Ensure a sustainable budget model to preserve and enhance our core mission and reputation for excellence in teaching, learning, research, and community engagement.</p>
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Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing.	
Legislative Compliance and jurisdiction	<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input checked="" type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success

Attachments:

1. *Consultation Plan*
2. *DRAFT FOR DISCUSSION: 2023/24 Tuition Proposal Overview for Tuition Budget Advisory Committee (TBAC):*
3. *Proposed Tuition Rates for Incoming International Student 2024/25*
4. *Inflation Rates By Year for International Cohort-based Tuition Model 2024 Intake*

Prepared by: Kathleen Brough, Chief of Staff, Office of the Provost and Vice-President (Academic)



2022-2023 Tuition Consultation and Approval Process Planning Document

DRAFT: October 20, 2022

Background: A key component of the annual budget cycle at the University of Alberta is consideration, proposal development and consultation on increases to tuition for domestic and international students.

Key Bodies:

Tuition Task Force: Internal body of representatives from across the institution where discussions and decisions on approach to tuition take place. Chair: Provost and VP (Academic)

TBAC: The University's official mechanism for consultation with the student councils (as described in the Tuition and Fee Regulation) is the Tuition Budget Advisory Council. The University's planning venue for tuition is the Tuition Task Force. Terms of reference for TBAC can be viewed [here](#). Chair: Provost and VP (Academic)

Event/Meeting	Purpose/Background	Timeline
TTF Planning Meeting 1	To discuss general approach to tuition proposal for Fall 2023 (domestic) and Fall 2024 (international). To discuss proposal development responsibility and data needs.	October 20, 2022
TBAC Meeting 1	To discuss general approach to tuition proposal for Fall 2023 (domestic) and Fall 2024 (international). To gauge student priorities.	October 25, 2022
CoSA	To share thinking with CoSA on general approach to tuition planning for Fall 2023 (domestic) and Fall 2024 (international).	November 3, 2022
TTF Meeting 2	To review and agree on draft tuition proposals (domestic - Fall 2023, international Fall 2024)	November 4, 2022
TBAC Meeting 2	To review draft tuition proposals (domestic - Fall 2023, international Fall 2024)	November 18, 2022
GSA Council		November 21, 2022

SU Council		November 29, 2022
TBAC Meeting 3	Final proposal review (domestic - Fall 2023, international Fall 2024)	January 12, 2023
CoSA	Final proposal shared for discussion	January 26, 2023
Budget Briefing (APC, BFPC)		February 16, 2023
APC	Recommendation	March 8, 2023
BFPC	Recommendation	March 9, 2023
Board of Governors	Approval	March 24, 2023

**DRAFT FOR DISCUSSION:
2023/24 Tuition Proposal Overview for Tuition Budget Advisory Committee (TBAC)
Oct 25, 2022**

The following outlines the proposed 2023/24 tuition increases for undergraduate and graduate domestic students and international students in the registration based tuition model (ie. students admitted prior to fall 2020).

Note that international program based tuition for undergraduate and graduate students for fall 2023 has already been approved by the Board of Governors.

Undergraduate Tuition

Domestic Tuition Fees	2022-23	2023-24	Change	
			(\$)	(%)
Undergraduate, Arts and Science	\$6,517.20	\$6,874.80	\$357.60	5.50%
Undergraduate, Business	\$9,591.60	\$10,118.16	\$526.56	5.50%
Undergraduate, Engineering	\$8,673.12	\$9,149.16	\$476.04	5.50%
<i>Financial Support Offset</i> Model: Incremental based on increases	15% of increase	15% of increase		

International Tuition Fees <i>(Admitted prior to 2020)</i>	2022-23	2023-24	Change	
			(\$)	(%)
Undergraduate, Arts and Science	\$25,044.00	\$26,420.40	\$1,376.40	5.50%
Undergraduate, Business	\$32,944.48	\$34,755.28	\$1,810.80	5.50%
Undergraduate, Engineering	\$30,052.80	\$31,704.60	\$1,651.80	5.50%
<i>Financial Support Offset</i> Model: Percent of total tuition	7.55% of total	7.55% of total		

Graduate Tuition

Domestic Tuition Fees	2022-23	2023-24	Change	
			(\$)	(%)
Graduate Thesis (entry before 2020) (5.50% increase with a rebate to 2.67%)*	\$3,963.24	\$4,068.96	\$105.72	2.67%

*Rebate to a net increase of 2.67% on graduate thesis based tuition for domestic and international students was agreed to during the 2020 tuition discussions to be implemented for 4 years. Final year of implementation planned was Fall 2023. 2.67% was reflective of the Academic Price Index of the day.

Graduate Thesis (2021 entry)	\$4,486.20	\$4,732.80	\$246.60	5.50%
Grad Course Based (per *3 course)	\$764.40	\$806.40	\$42.00	5.50%
<i>Financial Support Offset</i> Model: Incremental based on increases	15% of increase	15% of increase		

International Tuition Fees			Change	
<i>(Admitted prior to 2020)</i>	2022-23	2023-24	(\$)	(%)
Graduate Thesis (entry before 2020) (5.50% increase with a rebate to 2.67%)*	\$8,546.28	\$8,774.40	\$228.12	2.67%
Grad Course Based (per *3 course)	\$1,625.28	\$1,714.56	\$89.28	5.50%
<i>Financial Support Offset</i> Model: Percent of total tuition	7.55% of total	7.55% of total		

*Rebate to a net increase of 2.67% on graduate thesis based tuition for domestic and international students was agreed to during the 2020 tuition discussions to be implemented for 4 years. Final year of implementation planned was Fall 2023. 2.67% was reflective of the Academic Price Index of the day.

Proposed Tuition Rates for Incoming International Student 2024/25

1. Undergraduate Program Based Tuition Bands

International Undergraduate Cohort	2023 -24 Program Total	2024 -25 Program Total	Percent change	Credits
Faculty of Engineering Degree Programs*	Program Total \$170,829.60 Annual Rate \$42,707.40	Program Total \$181,932.80 Annual Rate \$45,483.20	6.5%	Varies*
Faculty of Business Degree Programs (As of Fall 2022, this is a 4 year program)	Program Total \$151,368 Annual Rate \$37,842	Program Total \$161,206.40 Annual Rate \$40,301.60	6.5%	120
Degree Programs in: Faculty of Arts, Faculty of Agricultural Life and Environmental Sciences, Faculty of Kinesiology Sport and Recreation, Faculty of Science, Faculty of Open Studies	Program Total \$127,581.60 Annual Rate \$31,895.40	Program Total \$135,873.60 Annual Rate \$33,968.40	6.5%	120
Degree Programs in: Augustana Faculty, Faculte Saint Jean, Faculty of Education, Faculty of Native Studies, Faculty of Nursing	Program Total \$116,769.60 Annual Rate \$29,192.40	Program Total \$124,359.20 Annual Rate \$31,089.80	6.5%	120
BSc in Radiation Therapy	Program Total \$159,476.92 Annual Rate \$39,869.22	Program Total \$169,842.40 Annual Rate \$42,460.60	6.5%	150
BSc in Medical Laboratory Science	Program Total \$99,934.92 Annual Rate \$33,311.64	Program Total \$106,430.40 Annual Rate \$35,476.80	6.5%	94
Doctor of Pharmacy (Pharm D) (4 yrs)	Program Total \$216,240 Annual Rate \$54,060	Program Total \$230,295.36 Annual Rate \$57,573.84	6.5%	141

Juris Doctors (JD) Program (3 yrs)	Program Total \$153,468.54 Annual Rate \$51,156.18	Program Total \$163,443.84 Annual Rate \$54,481.28	6.5%	92
Doctor of Dental Surgery (4 yrs)	Program Total \$386,037.68 Annual Rate \$96,509.42	Program Total \$411,129.60 Annual Rate \$102,782.40	6.5%	214
Bachelor of Science in Dental Hygiene (3 yrs)	Program Total \$110,248.68 Annual Rate \$36,749.56	Program Total \$117,414.72 Annual Rate \$39,138.24	6.5%	99.5

Notes:

*Engineering programs vary slightly in credits pending students' choice in registrations.

**Undergraduate Certificate rates, unless otherwise stated, will be prorated based on the Undergraduate Faculty rate

***Course loads may change and Tuition Rates will always be prorated based on the approved rate.

2. Tuition for Specific Undergraduate Programs or courses not covered by the standard Undergraduate grid.

International Undergraduate Cohort	2023-24 Payment Per Course(Indexed to 3 units of course weight)	2024-25 Payment Per Course(Indexed to 3 units of course weight)	Percent change
English Language School – All courses taken by Undergraduate or Graduate Students (includes Bridging Program)	\$3,189.54	\$3,396.84	6.5%
Rehabilitation Medicine – Undergraduate Special and Visiting Students only	\$3,189.54	\$3,396.84	6.5%
Medicine and Dentistry – Undergraduate Special and Visiting Students only	\$3,189.54	\$3,396.84	6.5%

3. Centre collégial de l'Alberta

2023 -24 Program				
International College	Total	2024 -25 Program Total	Percent change	Credit
Centre collégial de l'Alberta – Diploma (2 yrs)	Program Total \$27,030 Annual Rate \$13,515	Program Total \$28,786.80 Annual Rate \$14,393.40	6.5%	60
Centre collégial de l'Alberta – Certificate (1 yrs)	Program Total \$13,515 Annual Rate \$13,515	Program Total \$14,393.40 Annual Rate \$14,393.40	6.5%	30

4. Thesis based tuition for PhD and Masters Programs

International Graduate Cohort	2023-24	2024-25	Percent change
Thesis Based Masters (All Specializations) - 4 Years	Program Total \$37,625.76 Annual Rate \$9,406.44	Program Total \$40,071.36 Annual Rate \$10,017.84	6.5%
PhD (All Specializations) - 6 Years	Program Total \$56,438.64 Annual Rate \$9,406.44	Program Total \$60,107.04 Annual Rate \$10,017.86	6.5%
All Programs – International Graduate Tuition Increases (offset by equivalent financial support)	\$4,000	\$4,000	0%

5. Standard International Graduate Course Based rates

International Graduate Cohort	2023-24 Per 3 Credits	2024-25 Per 3 Credits	Percent change
Standard Course Based Master’s or Graduate Certificates	\$2,015.52	\$2,146.44	6.5%
All Course Based Master Programs – International Graduate Tuition Increase (offset by equivalent financial support)	\$4,000	\$4,000	0%

Notes:

* Includes most Master and Certificate programs and excludes non-standard rates described below.

6. Non-Standard International Graduate Course Based Rates (includes Master and Certificate Programs)

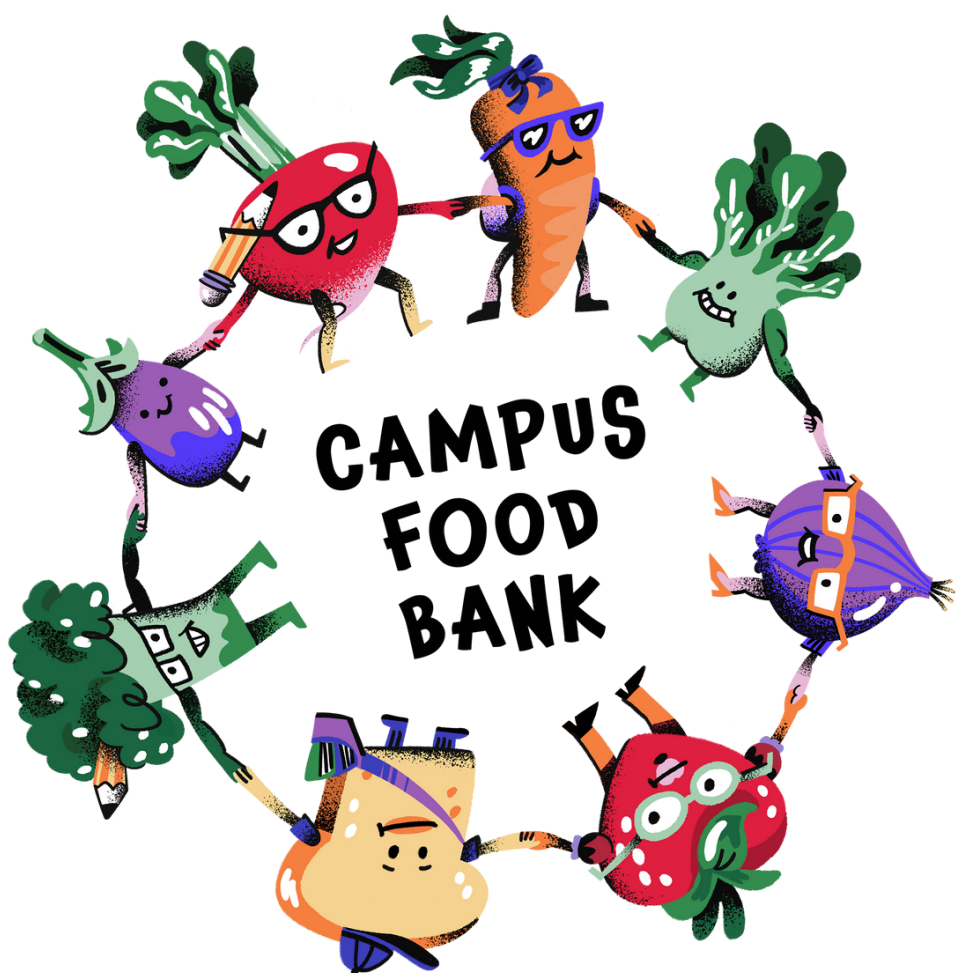
Per Course Rate	2023-24 Per 3 credit Course Rate	2024-25 Per 3 credit Course Rate	Percent change
Master of Science – Integrated Petroleum Geosciences (Course Based)	\$3,350.88	\$3,568.68	6.5%
Master of Science in Internetworking	\$2,378.64	\$2,533.20	6.5%
Master of Science Specialization Program in Multimedia, Post-Baccalaureate Certificate in Indigenous Sport and Recreation, Post-Baccalaureate in Sports and Recreation Management	\$2,162.40	\$2,302.92	6.5%
Master of Accounting	\$4,541.04	\$4,836.12	6.5%

Non-Standard International Graduate Program Rates

International Graduate Cohort	2023-24 Program Total	2024-25 Program Total	Percent change
Master's in Engineering (All Specializations)	\$42,707.40	\$45,483.38	6.5%
Master's in Business Administration	\$61,156.06	\$65,131.20	6.5%
Executive Master of Business Administration	\$83,793	\$89,239.54	6.5%
Master of Science in Orthodontics, Master of Science in Periodontology	\$17,478.12	\$18,614.18	6.5%
Doctor of Philosophy in Orthodontics, Doctor of Philosophy in Periodontology	\$12,068.78	\$12,853.24	6.5%

Inflation Rates By Year for International Cohort-based Tuition Model 2024 Intake

Scenario	2024-25	2025-26	2026-27	2027-28	Required Rate Increase
1	3.30%	2.30%	2.00%	2.00%	6.68%
2	5.00%	3.30%	2.30%	2.00%	9.40%



GSA Council

November 21, 2022

Anonymous client feedback, 2022

“As a student I recognize the societal normalization of food insecurity regarding post-secondary students. With rising food costs and the appalling rise in tuition this issue is becoming more and more prominent. The U of A food bank has been an essential program to my survival this year and I know I am not the only one who feels this way.”

The situation at UofA

- Student food insecurity
- What is the Campus Food Bank?
- What programming do we offer?
- Who are our clients?



Student food insecurity

- 12.6% of students skip meals at least once a week due to cost of food (UASU, 2022).
- According to Statistics Canada,
 - 6% of Albertans are moderately food insecure, and
 - 3% are severely food insecure.
- UASU Research in 2021 reported that,
 - 19.2% of students qualified as moderately food insecure, and
 - 12.4% of students qualified as severely food insecure.
 - (We believe these numbers would be even higher for graduate students.)

<https://www.su.ualberta.ca/media/uploads/1143/Food%20Insecurity%20and%20Dietary%20Requirements.pdf>

About the Campus Food Bank

Mission: Work and advocate for a UofA where everyone has access to food and food education.

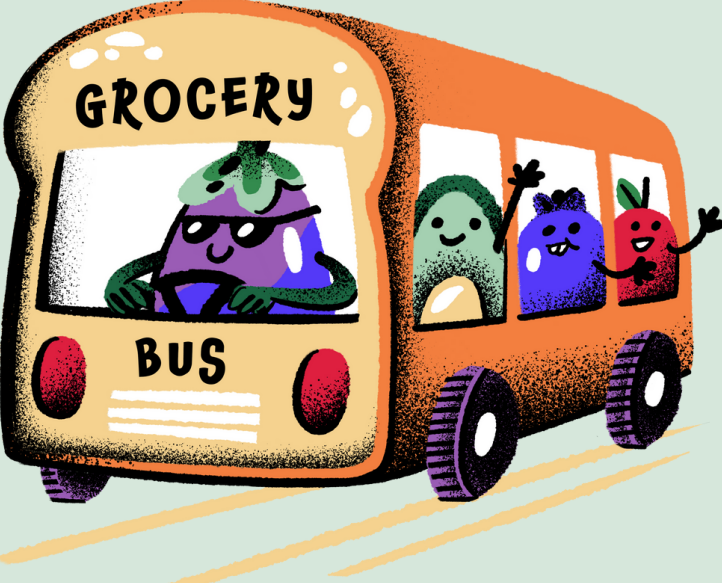
- Registered charity (c1991), separate board of directors from the UofA
- Three full-time staff (ED, programs manager, outreach manager)
- More than 100 student and alumni volunteers
- Located in SUB 1-81 and open to clients four hours per weekday at varying times
- Funded by UASU student fees, GSA grants, government & private grants, fundraising
- Clients can be students, staff, alumni, faculty... anyone with a ONEcard.



Staff: Bukola, Madi, Caitlin.



Our programs



WE CAN
Food Basket
Society





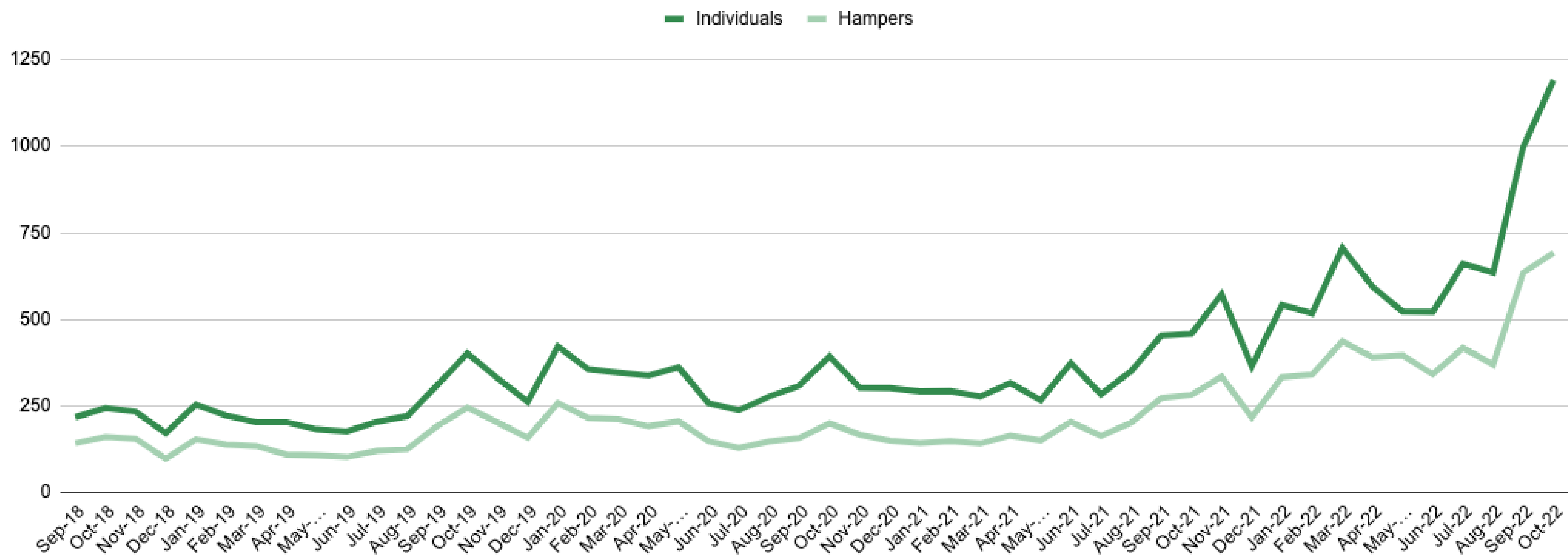
Weekly Wednesday breakfast in SUB

Weekly Thursday Campus Kitchen workshops



Recent hamper program usage

Monthly output Sept 2018 to Oct 2022



Who are our clients?

- 13.5% of our clients identify as LGBTQIA2S+.
- 45% of our clients only support themselves (household of one); 25% of our clients are in households of two; and the remaining 30% live in households of between three and eight people. Four percent of our clients are single parents.
- 59% of our clients are graduate students; 29% are undergraduate; 5% are alumni; 4% are faculty/staff.
- 68% of our clients are international students; 19% are domestic students.
- Faculty distribution: 30% engineering; 19% science; 12% ALES; 11% arts; 6% education; 4% business.
- 14% of our clients identify as having a chronic disability.

Why are they coming to us?

- Top three reasons for using and/or continuing to use the CFB: rising grocery prices (73%), tuition increases (47%), rent increase (42%).
- Our hamper program is a supplemental grocery program, but 20% of clients say that they are unable to cover the cost of the rest of their food intake.

"With the increasing grocery prices and overall cost of living, CFB has supported me to keep my grocery bills down. Being an international student, managing expenses for tuition, housing, utilities and groceries is really a difficult task, especially now when the price tag on everything is rising. " -Anonymous client feedback, 2022

What comes next?

Food access

- Conversion from hamper model to grocery model where clients shop for themselves.
- CFB Snack Stations closer to high student traffic and classroom areas.
- Expanding breakfast and grocery bus to Campus Saint-Jean.
- Outdoor 24/7 pantry project.
- Exploring additional space options to expand footprint on UofA campuses.

CFB Grocery Store launched November 7!



What comes next?

Food education

- Expanding Campus Kitchens' menus to include more international cuisine.
- Building volunteer committees to support work on equity, engagement, fundraising.
- Consulting clients on policy changes that would have material impact on their budget.
- Exploring more overt activism on issues of student affordability and international student supports.

Questions for you

- How do you see food insecurity affecting graduate students?
- What are the causes you see leading to food insecurity at UofA?
- What specific changes could have the most impact?
- How would you want to be involved? Kept updated? Consulted?

Questions for me?

Thank you!

Erin O'Neil, executive director

ed@campusfoodbank.com

SUB 1-81 | 780-492-8677



18 November 2022

Dear GSA Council,

I am pleased to report we are **on track overall after the end of the first six months of our fiscal year** and we are **projecting a positive balance** at the end of the 2022-2023 fiscal year (one that, as per our ongoing work to ensure revenue is aligned with expenses, better reflects our status as a non-profit organization).

GSA Fees Revenue

As a fee-based organization, graduate student enrollment levels are the key drivers of our budget and, as has been the case in previous years, the Financial Team closely monitors these. As the attached report covers the period ending 30 September, and enrollment was not yet finalized by this time, the projected fees revenue provided is based on the estimated number utilized when the 2022-2023 operating budget was initially developed, and we have conservatively forecasted a 1% enrollment increase, while traditionally enrolment has grown by 2-5% annually.

Expenses

The 2022-2023 operating budget was predicated on the assumption that COVID-19 prevention measures would be largely removed by April 2022 and the GSA would, accordingly, return to its full pre-pandemic operations. While this has largely proved to be an accurate assumption, we have noted a slight decrease in revenue associated with the Commercial Activities line due to the partial closure of the Chopped Leaf outlet in the PAW Centre. This, however, is offset by some aspects of the GSA's operational costs that have not yet fully returned to pre-pandemic levels (primarily the costs associated with in-person meetings of GSA Council) and so we are projecting a modest surplus in the Governance line. Likewise, we are also forecasting three other positive variances in budget lines: higher than projected revenues associated with the GSA's interest revenue, and savings in the operating/contingency fund line. As we have transitioned to a new Chartered Professional Accountant (CPA), and begin the process of hiring a new Executive Director, we anticipate there will be some expenses associated with staff replenishment to come out of the HR budget line. Further details are included in the attached materials.

In closing, the financial team will continue to closely monitor our financial position for the remaining six months of the fiscal year and we are on track thus far. My thanks to the GSA's Financial Team (Former CPA Shirley Ball, CPA Seidy Louangxay, Financial Manager Dorte Sheikh, Former Executive Director Courtney Thomas, and Acting Executive Director and Associate Director Erika Heiberg) for their work on this report and I will be happy to answer any questions.

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

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

Outline of Issue

GSA 2022-2023 Fall Term Budget and Expenditure Report

Suggested Motion:

That the GSA Council **RECEIVE FOR INFORMATION** the GSA 2022-2023 Fall Term Budget and Expenditure Report.

Background:

These regular financial reports ensure year-over-year tracking and monitoring into the GSA's financial systems, and allow greater control over budget. In addition to yearly comparisons, regular reporting allows for better forward planning and illustrates the GSA yearly financial cycle. This is the second budget and expenditure report on the GSA's 2022-2023 fiscal year.

More information can be found in the attached cover letter.

The GSA BFC received, for information, and forwarded to the GSA Board (GSAB) the GSA 2022-2023 Fall Term Budget and Expenditure Report at their meeting of 28 October 2022. The GSAB, likewise, received the GSA 2022-2023 Fall Term Budget and Expenditure Report and forwarded it to GSA Council at its meeting of 9 November 2022. GSA BFC members have been invited to attend this meeting of GSA Council on 21 November 2022.

Jurisdiction:

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

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

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

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

The Graduate Students' Association of the University of Alberta

2022-2023 GSA Operating Budget (including Capital Budget)

Budget and Expenditure Report

Fall Term Update, April to September 2022 actuals and October 2022 to March 2023 forecast

	CURRENT YEAR April 1, 2022 to March 31, 2023				PRIOR YEAR Comparative				
	2022-2023	Actual	Forecast	Total	Variance	Ref #	% Variance	Actual	Total Actual
	Approved Budget	Apr 2022 to Sep 2022	Oct 2022 to Mar 2023					Apr 2021 to Sep 2021	Apr 2021 to Mar 2022
REVENUE									
GSA Fees Revenue	1,217,693	487,060	730,633	1,217,693	-		0%	473,674	1,216,543
Interest Income	15,000	26,182	24,000	50,182	35,182	1	235%	6,076	16,110
External Committed Funding	26,880	4,190	22,690	26,880	-		0%	4,190	31,190
Revenue from Commercial Activities	25,929	-	16,734	16,734	(9,195)		-35%	-	3,889
Other Revenue	1,300	-	1,300	1,300	-		0%	-	2,286
Total Revenue	1,286,802	517,432	795,357	1,312,789	25,987		2%	483,940	1,270,018
EXPENSES									
Advocacy	56,949	6,741	50,208	56,949	-		0%	1,376	33,978
Services	146,876	58,956	87,920	146,876	-		0%	67,946	103,072
Governance	225,434	101,449	118,041	219,490	5,944	2	3%	102,807	201,993
Human Resources	719,050	344,746	366,240	710,986	8,064	3	1%	335,598	684,249
Office Administration and Operational Costs	41,079	17,029	23,471	40,500	579		1%	15,040	32,177
Professional	58,000	50,380	13,660	64,040	(6,040)		-10%	38,543	43,618
Operating/Contingency Fund	15,000	10,000	-	10,000	5,000	4	33%	344	-
Total Expenses	1,262,388	589,301	659,540	1,248,841	13,547		1%	561,654	1,099,087
BALANCE	24,414	(71,869)	135,817	63,948	39,534		162%	(77,714)	170,931

Explanatory notes:

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

for Expenses the variance is the approved budget amount subtracted by the total for the 2022-2023 year.

Projected surplus funds will be applied to the Financial Stabilization Fund.

Variance column references:

1. Projected surplus in Interest Income since interest rates have increased since the budget was developed and approved.
2. Projected savings in Governance due to surplus in council food expenses since in person meetings, including food, will only occur for the later half of the year.
3. Projected savings in Human Resources due to surplus of budgeted funds for possible staff transitioning and lower spending in Professional Development.
4. Projected savings in the Operating/Contingency Fund.

Since only six months of actuals are being reported the budget variances are very preliminary.

For further reference, see the attached narrative.

The Graduate Students' Association of the University of Alberta

2022-2023 GSA Restricted and Other Funding

Budget and Expenditure Report

Fall Update, April to September 2022 actuals and October 2022 to March 2023 forecast

	CURRENT YEAR				PRIOR YEAR				
	April 1, 2022 to March 31, 2023				Comparative				
	2022-2023	Actual	Forecast	Total	Variance	Ref #	% Variance	Actual	Total Actual
	Approved Budget	Apr 2022 to Jun 2022	Jul 2022 to Mar 2023					Apr 2021 to Jun 2021	Apr 2021 to Mar 2022
Fundraised Activity									
GSA Planner	3,620	-	3,620	3,620	-		0%	1,191	2,885
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)									
GSA Recognition Awards	18,000	-	18,000	18,000	-		0%	-	18,000
GSA Child Care Grants	331,100	92,000	239,100	331,100	-		0%	235,000	391,337
GSA Emergency Bursaries	141,900	-	141,900	141,900	-		0%	119,746	454,376
GSA Academic Travel Grants	473,000	24,572	448,428	473,000	-		0%	11,787	25,300
	964,000	116,572	847,428	964,000	-		0%	366,533	889,013
Other Restricted Funding									
CISR Fees Collected - \$1.00 per student goes to the radio station's operations	16,432	-	16,432	16,432	-		0%	-	16,028
GSAP (Graduate Student Assistance Program) Fees Collected	179,109	-	179,109	179,109	-		0%	-	71,433
Health Plan Revenue	1,750,777	-	1,750,777	1,750,777	-		0%	-	1,451,507
Dental Plan Revenue	1,308,560	-	1,308,560	1,308,560	-		0%	-	1,030,601
	3,254,878	-	3,254,878	3,254,878	-		0%	-	2,569,569
BALANCE	4,222,498	116,572	4,105,926	4,222,498	-		0%	367,724	3,461,467

Since only three months of actuals are being reported the budget variances are very preliminary.

0% means no variance at this point, budget is on target.

For further reference see the attached narrative.

The Graduate Students' Association of the University of Alberta

2022-2023 GSA Labour Union Fund Dues

Budget and Expenditure Report

Fall Term Update, April to September 2022 actuals and October 2022 to March 2023 forecast

CURRENT YEAR April 1, 2022 to March 31, 2023

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

Explanatory notes:

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

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

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

Account Name and Budget	Brief Description	Narrative and Variance
REVENUE		
GSA Fees		
Annual GSA Membership Fees \$1,217,693 budget	<ul style="list-style-type: none"> ● The GSA is supported by annual graduate student membership fees which are levied by GSA Council and collected by the University. The fees received are based on the number of full-time and part-time graduate students attending the University. Following approval of the fee amount by GSA Council, the annual fees are submitted to the University Board of Governors to provide for collection. ● Based on the three-year funding agreement signed between the GSA and the University on 6 February 2019, the GSA will receive: <ul style="list-style-type: none"> ○ 40% advance in May based on the projected fall/winter enrollment. ○ 90% (of fall term fees) in October based on the assessed fees for the fall/winter terms, <i>after the fall term 100% withdrawal deadline in October.</i> ○ 90% (of winter term fees) in February based on the assessed fees for the fall/winter terms, <i>after the winter term 100% withdrawal deadline in February.</i> ○ Final payment in April (next fiscal year) after the actual graduate student enrollment is reconciled. 	<ul style="list-style-type: none"> ● For 2022-2023, the projected GSA revenue is \$1,217,693. This is based on fees paid by a projected 6,570 full-time graduate students (6,570 @ \$156.02 per graduate student) and a projected 1,646 part-time graduate students (1,646 @ \$117.01 per graduate student). ● On target. ● Actual April to September: \$487,060. ● Forecast October to March: \$730,633. ● The 2021-2022 actual was \$1,216,543.
Interest Income		
Interest Income \$15,000 budget	<ul style="list-style-type: none"> ● Interest income on bank accounts is deposited monthly. ● The GSA also holds an investment portfolio and the income from these investments is re-invested and is reported in the annual audited financial statements. ● ATB Wealth manages the investment portfolio in compliance with the GSA Investment Strategy. This strategy includes monthly reporting of the investment activity and bi-annual meetings with the investment advisor and the GSA Budget and Finance Committee. 	<ul style="list-style-type: none"> ● Projected surplus since interest rates have gone up since the budget was approved. ● Actual April to September: \$26,182. ● Forecast October to March: \$24,000. ● The 2021-2022 actual was \$16,110.

External Committed Funding		
Funding from the Dean of Students and the Dean of FGSR \$7,190 budget	<ul style="list-style-type: none"> This funding is described in letters from the Dean of the Faculty of Graduate Studies and Research (FGSR) and Dean of Students and covers, for instance, some of the expenses of the GSA-hosted fall and winter orientation events and other graduate student engagement activities. FGSR funding must be requested yearly. 	<ul style="list-style-type: none"> On target. Actual April to September: \$4,190. Forecast October to March: \$3,000. The 2021-2022 actual was \$9,190.
Funding from Studentcare \$8,190 budget	<ul style="list-style-type: none"> Studentcare provides \$8,190 per year to the GSA to be used for the benefit of graduate students entirely at the discretion of the GSA. The commitment is for a 5-year term: 2020-2025. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$8,190. The 2021-2022 actual was \$10,000.
Funding from TDIMM \$11,500 budget	<ul style="list-style-type: none"> Signed agreement with TD Insurance Meloche Monnex (TDIMM) (from 2021-2026) provides funding for various events and initiatives organized by the GSA, such as GSA Awards Night and orientation/engagement events. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$11,500. The 2021-2022 actual was \$12,000.
Revenue from Commercial Activities		
Chopped Leaf (in the Physical Activity and Wellness (PAW) Centre) Revenue \$25,929 budget	<ul style="list-style-type: none"> The GSA has a financial arrangement, in the form of a sub-lease, with the Students' Union to receive rental revenue from the Chopped Leaf food outlet. Revenues commenced in August 2015. In 2020 there was an interruption in revenue due to the COVID-19 pandemic and a decrease in revenue is expected to continue, at least partially, through 2022-2023. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$25,929. The 2021-2022 actual was \$3,889.
Other Revenue		
Other Revenue \$1,300 budget	<ul style="list-style-type: none"> This line is used to record revenue that may arise from other sources such as Studentcare Continuum payments or one-time funding/grant opportunities. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$1,300. The 2021-2022 actual was \$2,286.

EXPENSES		
Advocacy		
Business Travel and External Relations and Advocacy \$23,059 budget	<ul style="list-style-type: none"> Relationship-building, with a focus on advocacy, between the GSA, government, and other organizations (usually in the form of travel expenses, hosting, or meetings related to advocacy). 	<ul style="list-style-type: none"> On target. Actual April to September: \$6,649. Forecast October to March: \$16,410. The 2021-2022 actual was \$1,479.
University Relations \$1,026 budget	<ul style="list-style-type: none"> Expenses related to the building and maintenance of relationships between the GSA and University units (usually in the form of hosting/meeting expenses). 	<ul style="list-style-type: none"> On target. Actual April to September: \$92. Forecast October to March: \$934. The 2021-2022 actual was \$275.
ab-GPAC (Alberta Graduate Provincial Advocacy Council) \$32,864 budget	<ul style="list-style-type: none"> Fees for ab-GPAC are \$4 per graduate student per year. ab-GPAC was formed under the <i>Societies Act</i> in October 2014. Its mandate is to lobby the Alberta government and promote the interests and concerns of graduate students. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$32,864. The 2021-2022 actual was \$32,224.
Services		
Grants and Subsidies		
Academic Workshop Subsidies \$12,000 budget	<ul style="list-style-type: none"> Subsidies to the Academic Success Centre and the Career Centre increased in 2020-2021 to ensure that their graduate student programs can be accessed by more students. Graduate students' reviews (reviewed regularly by the GSAB) of the workshops are outstanding. 	<ul style="list-style-type: none"> On target. Actual April to September: \$12,000. Forecast October to March: \$0. The 2021-2022 actual was \$12,000.
External Grants \$4,000 budget	<ul style="list-style-type: none"> Funds requested for external grants for events such as the Student Advisors' Conference and International Week. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$4,000. The 2021-2022 actual was \$3,800.
Campus Food Bank \$25,000 budget	<ul style="list-style-type: none"> Contribution made to the Campus Food Bank (CFB) (which was founded by the GSA) in recognition of the valuable support it provides to graduate students. The CFB Executive Director reports annually to the GSAB. 	<ul style="list-style-type: none"> On target. Actual April to September: \$25,000. Forecast October to March: \$0. The 2021-2022 actual was \$23,000.
Child Care Access \$5,000 budget	<ul style="list-style-type: none"> Continuation of a partnership with the Students' Union for a membership with a local daycare provider to facilitate limited childcare services for students who parent. 	<ul style="list-style-type: none"> On target. Actual April to September: \$4,583. Forecast October to March: \$417. The 2021-2002 budget was \$5,000.

Graduate Student Groups		
<p>GSA Council Remuneration</p> <p>\$17,250 budget</p>	<ul style="list-style-type: none"> ● Funding of \$250 for eligible graduate student groups (69) based on the attendance of their Councillor at GSA Council meetings from 1 May to 30 April. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$0. ● Forecast October to March: \$17,250. ● The 2021-2022 actual was \$17,250.
<p>GSA Graduate Student Group Grant</p> <p>\$36,000 budget</p>	<ul style="list-style-type: none"> ● The GSA provides a grant program, ongoing through the year, for GSA Graduate Student Groups to: <ul style="list-style-type: none"> ▪ Bring in special guest lecturers or host events. ▪ Support the academic activities of graduate students. ▪ Provide modest start-up funding for new groups. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$4,997. ● Forecast October to March: \$31,003. ● The 2021-2022 actual was \$5,885.
Other Expenses		
<p>Annual Strategic Work Plan Initiatives</p> <p>\$2,500 budget</p>	<ul style="list-style-type: none"> ● Any new SWP initiatives may be funded from this budget line. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$260. ● Forecast October to March: \$2,240. ● The 2021-2022 actual was \$1,250.
<p>Engagement, Orientation, and Outreach</p> <p>\$33,376 budget</p>	<ul style="list-style-type: none"> ● Covers the expenses of the GSA-hosted fall and winter orientation events for new graduate students, other engagement events (aside from the GSA Awards Night), swag purchases and SUTV ads. ● Depending on graduate student demand for the GSA Planner, and the ad revenue, this budget is also used to cover the cost of printing additional Planners not covered by the revenue from ad sales. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$10,746. ● Forecast October to March: \$22,630. ● The 2021-2022 actual was \$22,762.
<p>GSA Awards Night</p> <p>\$11,750 budget</p>	<ul style="list-style-type: none"> ● Expenses for the annual GSA Awards Night (normally in March). Awards distributed are funded by the Graduate Student Support Fund (see the Restricted and Other Funding Budget Narrative). 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$1,370. ● Forecast October to March: \$10,380. ● The 2021-2022 actual was \$1,542.

Governance		
Directly-Elected Officer Stipends		
Directly-Elected Officers (DEOs) Stipends \$181,868 budget	<ul style="list-style-type: none"> ● DEOs include the President, the VP Academic, the VP External, the VP Labour, and the VP Student Services. In 2022-2023, the President will receive an annual stipend of \$43,300 and the four VP positions will each receive \$34,642. Any changes in the stipends above the Alberta Consumer Price Index are subject to explicit approval by GSA Council (GSA Bylaw and Policy, Section D.BYL.1.4.b). ● Note that the stipends are gross stipends and include income tax, and Canada Pension Plan (CPP) deductions. Remittances are made on behalf of DEOs from their stipend totals. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$90,550. ● Forecast October to March: \$90,934. ● The 2021-2022 actual was \$177,013.
Directly-Elected Officer Benefits		
GSA Health and Dental Plan \$2,627 budget	<ul style="list-style-type: none"> ● The 2022-2023 rate is \$525.38 per DEO per annum. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$2,627. ● Forecast October to March: \$0.00. ● The 2021-2022 actual was \$2,502.
U-Pass \$2,700 budget	<ul style="list-style-type: none"> ● The U-Pass is set at \$180 each term in 2022-2023 per agreement with the transit systems and municipal student associations. This amount is reimbursed in May, September, and January. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$1,620. ● Forecast October to March: \$900. ● The 2021-2022 actual was \$1,440.
Directly-Elected Officer Employer Contributions		
Employer CPP Contributions \$9,369 budget	<ul style="list-style-type: none"> ● CPP is calculated at the Government of Canada rate for 2022. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$4,714. ● Forecast October to March: \$4,656. ● The 2021-2022 actual was \$8,872.

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

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Directly-Elected Officers - Other Expenses		
Insurance \$1,360 budget	<ul style="list-style-type: none"> Directors and Officers Liability Insurance paid annually in January. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: 1,360. The 2021-2022 actual was \$1,133.
Election Expenses \$3,715 budget	<ul style="list-style-type: none"> This is used to cover expenses associated with the GSA General Election that takes place in February/March. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$3,715. The 2021-2022 actual was \$1,602.
Transition/Discover Governance (Early Call) \$5,140 budget	<ul style="list-style-type: none"> Discover Governance (formerly known as the Early Call for Talent and Training) programming occurs in the fall. Transition programming typically occurs in March and April. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$5,140. The 2021-2022 actual was \$0.
Training/Development \$4,000 budget	<ul style="list-style-type: none"> Expenses for the training and development of the DEOs to promote the effective performance of their duties. Moderate increase in the budget for 2022-2023 to meet DEO training needs. 	<ul style="list-style-type: none"> On target. Actual April to September: \$213. Forecast October to March: \$3,787. The 2021-2022 actual was: \$3,575.
Directly-Elected Officers' Expenses \$2,934 budget	<ul style="list-style-type: none"> Expenses related to hosting/food/conferences to pursue GSA goals or initiatives. (eg, one-on-one meetings with graduate students to discuss the role of the GSA in the lives of graduate students). 	<ul style="list-style-type: none"> On target. Actual April to September: \$617. Forecast October to March: \$2,317. The 2021-2022 actual was \$686.
GSA Standing Committee Food and Other Expenses \$500 budget	<ul style="list-style-type: none"> Provision of light refreshments, where warranted, at GSA standing committees meetings. 	<ul style="list-style-type: none"> On target. Actual April to September: \$183. Forecast October to March: \$317. The 2021-2022 actual was \$0.
GSA Council Expenses		
GSA Council Food and Other Expenses \$6,000 budget	<ul style="list-style-type: none"> The estimate is based on 12 meetings per year. Provision of food at GSA Council (alternates between pizza and sandwich offerings) and other hosting expenses when in-person meetings are held. Includes printing of GSA Council placards and celebratory/acknowledgement events. 	<ul style="list-style-type: none"> Surplus forecast. Actual April to September: \$0. Forecast October to March: \$990. The 2021-2022 actual was \$0.
GSA Council Speaker Honorarium \$2,220 budget	<ul style="list-style-type: none"> Speaker is paid an honorarium for chairing (and related duties) each GSA Council meeting (\$185 per meeting). 	<ul style="list-style-type: none"> On target. Actual April to September: \$925. Forecast October to March: \$925. The 2021-2022 actual was \$1,850.

Chief Returning Officer (CRO) Honorarium \$1,500 budget	<ul style="list-style-type: none"> The CRO is paid an honorarium for managing the GSA General Election, including any by-elections and referenda. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$1,500. The 2021-2022 actual was \$1,500.
Other Honoraria \$1,500 budget	<ul style="list-style-type: none"> This pool of money may be used to pay an honorarium to an individual(s) for significant and high-level work like that done by the Speaker or CRO (eg, the Deputy Returning Officer needs to significantly assist the CRO for a significant period). 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$1,500. The 2021-2022 actual was \$1,500.
Human Resources		
Support Staff (Represented by NASA)		
Support Staff – Salaries \$301,306 budget	<ul style="list-style-type: none"> There are four full-time support staff positions (Executive Coordinator/Communications, Elections Coordinator, Strategic Planning Coordinator and Initiatives Lead and Outreach Coordinator). Includes contractual cost of living increases and one-time payments (eg, responsibility pay). 	<ul style="list-style-type: none"> Modest surplus projected. Actual April to September: \$148,760. Forecast October to March: \$148,760. The 2021-2022 actual was \$285,328.
Support Staff – Benefits \$23,745 budget	<ul style="list-style-type: none"> Calculated based on 8% of salary. 	<ul style="list-style-type: none"> On target. Actual April to September: \$11,901. Forecast October to March: \$11,901. The 2021-2022 actual was \$23,129.
Support Staff – RRSP \$32,649 budget	<ul style="list-style-type: none"> Support staff receive RRSP payments for contribution to their own plans. Calculated based on 11% of salary. 	<ul style="list-style-type: none"> On target. Actual April to September: \$16,364. Forecast October to March: \$16,364. The 2021-2022 actual was \$31,802.
Support Staff – GSA Health and Dental Plan and Graduate Student Assistance Program \$2,188 budget	<ul style="list-style-type: none"> The 2022-2023 rate is \$525.38 per support staff member per annum. The Graduate Student Assistance Program (GSAP) is \$21.80 per support staff per annum. 	<ul style="list-style-type: none"> On target. Actual April to September: \$2,102. Forecast October to March: \$0. The 2021-2022 actual was \$2,001.
Support Staff – Employer CPP Contributions \$13,999 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2022. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> On target. Actual April to September: \$8,788. Forecast October to March: \$5,211. The 2021-2022 actual was \$12,970.

Support Staff – Employer EI Contributions \$5,336 budget	<ul style="list-style-type: none"> ● EI is calculated at the Government of Canada rate for 2022. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$3,318. ● Forecast October to March: \$2,018. ● The 2021-2022 actual was \$5,021.
Support Staff Development \$6,000 budget	<ul style="list-style-type: none"> ● The support staff’s NASA collective agreement provides for support of \$1,500 per support staff for courses related to staff development. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$1,500. ● Forecast October to March: \$4,500. ● The 2021-2022 actual was \$4,500.
Support Staff Required Professional Development \$1,500 budget	<ul style="list-style-type: none"> ● This line is to support staff training and professional development opportunities as required by management. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$83. ● Forecast October to March: \$1,417. ● The 2021-2022 actual was \$0.
Administrative/Professional Staff		
Administrative/ Professional Staff – Salaries \$242,108 budget	<ul style="list-style-type: none"> ● There are 2 full-time administrative/professional staff (Executive Director and Associate Director) and 2 part-time administrative/professional staff (Financial Manager and Accountant (CPA)). ● The Executive Director’s (ED) salary and other employment related expenses are established in a contractual agreement. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$116,650. ● Forecast October to March: \$125,280. ● The 2021-2022 actual was \$232,221.
Administrative/ Professional Staff – Merit Pay \$23,776 budget	<ul style="list-style-type: none"> ● In accordance with the ED’s contract, the ED can receive an annual merit payment. ● Additionally, the other administrative/professional staff are eligible to receive merit payments. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$4,276. ● Forecast October to March: \$19,500. ● The 2021-2022 actual was \$23,776.
Administrative/ Professional Staff – Benefits \$17,590 budget	<ul style="list-style-type: none"> ● Calculated based on 8% of salary. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$8,796. ● Forecast October to March: \$8,794. ● The 2021-2022 actual was \$17,398.
Administrative/ Professional Staff – RRSP \$24,186 budget	<ul style="list-style-type: none"> ● Administrative/professional staff receive RRSP payments for contribution to their own plans calculated based on 11% of salary. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$12,095. ● Forecast October to March: \$12,091. ● The 2021-2022 actual was \$23,923.
Administrative/ Professional Staff – GSA Health and Dental Plan and Graduate Student Assistance Program	<ul style="list-style-type: none"> ● The 2022-2023 rate is \$525.38 per administrative/professional staff per annum. ● The GSAP is \$21.80 per administrative/professional staff per annum. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$1,826. ● Forecast October to March: \$0. ● The 2021-2022 actual was \$1,501.

<p>\$1,639 budget</p>		
<p>Administrative/ Professional Staff – Employer CPP Contributions</p> <p>\$9,340 budget</p>	<ul style="list-style-type: none"> ● CPP is calculated at the Government of Canada rate for 2022. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$4,893. ● Forecast October to March: \$4,447. ● The 2021-2022 actual was \$8,728.
<p>Administrative/ Professional Staff – Employer EI Contributions</p> <p>\$3,575 budget</p>	<ul style="list-style-type: none"> ● EI is calculated at the Government of Canada rate for 2022. ● This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$1,850. ● Forecast October to March: \$1,725. ● The 2021-2022 actual was \$3,477.
	<p>Other HR Expenses</p>	
<p>Office Recognition</p> <p>\$1,000 budget</p>	<ul style="list-style-type: none"> ● This pool of money is used for recognition of GSA staff members (eg, when a staff member leaves or reaches significant benchmarks). 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$106. ● Forecast October to March: \$600. ● The 2021-2022 actual was \$331.
<p>Professional Expense Allowance</p> <p>\$6,886 budget</p>	<ul style="list-style-type: none"> ● Contractual arrangement with the ED. ● Budget also used for the professional development of administrative/professional staff. 	<ul style="list-style-type: none"> ● Surplus projected. ● Actual April to September: \$0. ● Forecast October to March: \$3,000. ● The 2021-2022 actual was \$5,900.
<p>Workers’ Compensation</p> <p>\$2,227 budget</p>	<ul style="list-style-type: none"> ● WCB-Alberta is disability insurance for workers against the impact of workplace injuries. Our insurance providers strongly recommended that the GSA enrol in Workers’ Compensation. ● WCB-Alberta requires an annual return be filed by the last day of February each year. 	<ul style="list-style-type: none"> ● Modestly overspent. ● Actual April to September: \$1,939. ● Forecast October to March: \$633. ● The 2021-2022 actual was \$2,243.

Office Administration and Operational Costs		
<p>Capital Items</p> <p>\$5,500 budget</p>	<ul style="list-style-type: none"> This budget line refers to purchases of major assets that the GSA will need and is part of a ten-year ever-greening plan. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$5,500. The 2021-2022 actual was \$5,707.
<p>Information Technology Service Agreement</p> <p>\$6,000 budget</p>	<ul style="list-style-type: none"> The GSA has a service agreement with Information Service Technology to support the GSA’s IT and provide troubleshooting services. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$6,000. The 2021-2022 actual was \$3,150.
<p>Telephone and Cable</p> <p>\$3,235 budget</p>	<ul style="list-style-type: none"> Billed monthly. 	<ul style="list-style-type: none"> On target. Actual April to September: \$1,411. Forecast October to March: \$1,411. The 2021-2022 actual was \$2,960.
<p>Office Supplies and Maintenance</p> <p>\$7,052 budget</p>	<ul style="list-style-type: none"> General office expenses including office supplies, postage, printing/photocopying, and miscellaneous office expenses. A physical office reorganization to maximize the effective use of the office space was planned in 2020-2021 but was deferred until 2021-2022. The project is mostly complete but it is projected that approximately \$2,000 will be needed in 2022-2023 finish the project. 	<ul style="list-style-type: none"> On target. Actual April to September: \$6,095. Forecast October to March: \$957. The 2021-2022 actual was \$4,856.
<p>Computer Software</p> <p>\$9,953 budget</p>	<ul style="list-style-type: none"> Monthly or annual fees for Adobe Creative Cloud, Canva, JibJab, Zoom, ActiveCampaigner, Microsoft 365, Sage Simply Accounting, Vevox and Articulate. Usage of computer software has increased because of additional on-line programming. 	<ul style="list-style-type: none"> On target. Actual April to September: \$6,319. Forecast October to March: \$3,634. The 2021-2022 actual was \$8,392.
<p>Payroll and Banking Service Charges</p> <p>\$1,884 budget</p>	<ul style="list-style-type: none"> The payroll processing charges to CERIDIAN (payroll service provider). Business banking plan fees and corporate MasterCard annual fees. 	<ul style="list-style-type: none"> On target. Actual April to September: \$759. Forecast October to March: \$1,125. The 2021-2022 actual was \$1,427.
<p>Photocopier Lease and Meter</p> <p>\$6,000 budget</p>	<ul style="list-style-type: none"> The GSA leases two photocopiers from Xerox for office use. Billing for the lease and metering (variable according to usage) charges occurs monthly. 	<ul style="list-style-type: none"> On target. Actual April to September: \$1,881. Forecast October to March: \$4,119. The 2021-2022 actual was \$4,426.
<p>General Liability Insurance (Office)</p> <p>\$731 budget</p>	<ul style="list-style-type: none"> General liability insurance to cover property damage, personal injury, tenants’ legal liability, etc. 	<ul style="list-style-type: none"> On target. Actual April to September: \$563. Forecast October to March: \$0. The 2021-2022 actual was \$535.

AMICCUS-C Membership \$725 budget	<ul style="list-style-type: none"> Membership to AMICCUS-C (Association of Managers in Canadian Colleges and University Student Centers). 	<ul style="list-style-type: none"> On target. Actual April to September: \$0. Forecast October to March: \$725. The 2021-2022 actual was \$725.
Professional		
Financial Auditing \$13,000 budget	<ul style="list-style-type: none"> GSA has an annual audit performed by RSM. Required by the <i>Post-Secondary Learning Act</i> and submitted to the University Board of Governors. 	<ul style="list-style-type: none"> On target. Actual April to September: \$13,781. Forecast October to March: \$0. The 2021-2022 actual was \$13,454.
Consultants \$5,000 budget	<ul style="list-style-type: none"> Consultancy fees should a need arise. 	<ul style="list-style-type: none"> Budget slightly overspent. Actual April to September: \$10,260. Forecast October to March: \$0. The 2021-2022 actual was \$4,016.
Investment Advisor \$20,000 budget	<ul style="list-style-type: none"> Investment advisor fees for ATB Wealth. These fees are charged at a rate commensurate with the dollar value of our portfolio. 	<ul style="list-style-type: none"> On target. Actual April to September: \$10,042. Forecast October to March: \$9,958. The 2021-2022 actual was \$20,765.
Legal Fees - General \$20,000 budget	<ul style="list-style-type: none"> Legal advice on significant operational issues as needed. If there are monies remaining at year-end these funds are added to the Legal Defence Fund, on advice from our auditor. 	<ul style="list-style-type: none"> On target. Actual April to September: \$16,298. Forecast October to March: \$3,702. The 2021-2022 actual was \$5,383.
Operating/Contingency Fund		
Operating /Contingency Fund \$15,000 budget	<ul style="list-style-type: none"> A fund set aside to handle unexpected and unanticipated expenses that are outside the range of the Operating Budget. GSA contributed \$10,000 to the U of A dodgeball game world record attempt. 	<ul style="list-style-type: none"> On target. Actual April to September: \$10,000. Forecast October to March: \$0. The 2021-2022 actual was \$0.

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

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Account Name and Budget	Brief Description	Narrative
Restricted and Other Funding		
Fundraised Activity		
GSA Planner \$3,620 budget	<ul style="list-style-type: none"> The GSA sells advertising space in its yearly graduate student planner to subsidize printing costs. There are agreements with the Office of the Dean of Students and Studentcare for the purchase of ad space. The cost of printing Planners is offset from the "Engagement, Orientation and Outreach" line in the Operating budget. 	<ul style="list-style-type: none"> On target. Actual April to September: \$5,110. Forecast October to March: \$0.00. The 2021-2022 actual was \$1,191.
Graduate Student Support Fund (Restricted Revenue)		
The funding provided for the Graduate Student Support Fund (GSSF) for 2022-2023 has remained at the level provided in 2021-2022 (total of \$964,000).		
GSA Recognition Awards \$18,000 budget	<ul style="list-style-type: none"> Funds provided for various awards presented at the annual GSA Awards Night. Revenue is received in the form of GSSF funds. Expenses for the GSA Awards Night event itself are processed in March from the Operating budget. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0.00. Forecast October to March: \$18,000. The 2021-2022 actual was \$18,000.
GSA Child Care Grants \$331,100 budget	<ul style="list-style-type: none"> Graduate students can apply for this grant to offset the cost of child care. Revenue is received in the form of GSSF funds. Expenses are processed throughout the year. 	<ul style="list-style-type: none"> On target. Actual April to September: \$238,000. Forecast October to March: \$93,100. The 2021-2022 actual was \$391,000.
GSA Emergency Bursaries \$141,900 budget	<ul style="list-style-type: none"> Emergency Bursaries are a non-repayable bursary for graduate students who need assistance due to an unanticipated emergency. Revenue is received in the form of GSSF funds. Expenses are processed throughout the year. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0.00. Forecast October to March: \$141,900. The 2021-2022 actual was \$450,900.
GSA Academic Travel Grants \$473,000 budget	<ul style="list-style-type: none"> Graduate students can apply for this grant to participate in academic activities such as conferences and research trips. Revenue is received in the form of GSSF funds. Expenses are processed throughout the year. 	<ul style="list-style-type: none"> On target. Actual April to September: \$170,239. Forecast October to March: \$302,761. The 2021-2022 actual was \$39,876.
CJSR Fees \$16,432 budget	<ul style="list-style-type: none"> The U of A campus radio station (CJSR) receives \$1 per graduate student per term. This is a dedicated fee that was implemented by a referendum in 1999. 	<ul style="list-style-type: none"> On target. Actual April to September: \$0.00. Forecast October to March: \$16,432.

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

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	<ul style="list-style-type: none"> ● Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> ● The 2021-2022 actual was \$16,469.
<p>GSAP (Graduate Student Assistance Program)</p> <p>\$179,109 budget</p>	<ul style="list-style-type: none"> ● In February 2021 a referendum was held during the GSA elections to approve continuation of the GSAP at a cost of up to \$21.80 per graduate student. Collection of the new fee began in September 2021. ● From 2009 until March 2021 the GSAP fee was \$12 per graduate student per annum. ● The University provides a subsidy against the cost of the GSAP until March 2025. ● Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$0.00. ● Forecast October to March: \$179,109 ● The 2021-2022 actual was \$71,433.
<p>GSA Health Plan</p> <p>\$1,750,777 budget</p>	<ul style="list-style-type: none"> ● This is the fee that is charged to graduate students for the health part of the GSA Health and Dental Plan. ● The 2022-2023 fee is \$299.89 per graduate student per year. ● Revenue and related expenses are processed in October, February, and March. ● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$0.00. ● Forecast October to March: \$1,750,777. ● The 2021-2022 actual was \$1,451,507.
<p>GSA Dental Plan</p> <p>\$1,308,560 budget</p>	<ul style="list-style-type: none"> ● This is the fee that is charged to graduate students for the dental part of the Health and Dental Plan. ● The 2022-2023 fee is \$225.49 per graduate student per year. ● Revenue and related expenses are processed in October, February, and March. ● There is a GSA Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the GSA Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$0.00. ● Forecast October to March: \$1,308,560. ● The 2021-2022 actual was \$1,030,601.

Account Name and Budget	Brief Description	Narrative
Labour Union Restricted Fund Revenue		
GSA Labour Union Dues Collected \$180,000 budget	<ul style="list-style-type: none"> ● Beginning in September 2021 the GSA commenced collection of labour union dues from Academically-Employed Graduate Students. ● Based on the dues received for the 2021 Fall term it is estimated that in 2022-2023 \$180,000 in dues will be collected. 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$43,240. ● Forecast October to March: \$138,279. ● The 2021-2022 actual was \$57,391.
Labour Union Restricted Fund Expenses		
GSA Labour Union Operational Expenses \$76,000 budget	<ul style="list-style-type: none"> ● In October 2021 the GSA signed a service agreement with the Public Service Alliance of Canada (PSAC). The annual cost of this is \$75,000 per annum, assessed quarterly. ● In compliance with relevant legislation this budget line will also cover incidental expenses (such as printing of materials, steward training, etc.). 	<ul style="list-style-type: none"> ● On target. ● Actual April to September: \$27,026. ● Forecast October to March: \$48,938. ● The 2021-2022 actual was \$57,391.

Outline of Issue

GSA Officer Portfolio Restructuring: Recommended Changes to GSA Bylaw and Policy, Sections B, C, D, E, F, G, I, J, K, and Q

Suggested Motion:

That GSA Council **APPROVE**, on the recommendation of the GSA Governance Committee and the GSA Board, the recommended changes to GSA Bylaw and Policy, Sections B, C, D, E, F, G, I, J, K, and Q, as noted in the attached double column proposal, effective upon approval by GSA Council, with the changes to Sections B, I, and J to take effect upon approval and with those to Sections C, D, E, F, G, K, and Q to take effect on 1 May 2023.

Note: This is the second reading of proposed changes to GSA Bylaw and proposed changes to GSA Policy (which require only one reading) are presented for approval. The first reading of proposed changes to GSA Bylaw were presented at the October 2022 GSA Council meeting, where accompanying sections of GSA Policy were presented for information.

Background:

The GSA Board engaged in extensive discussion over the summer of 2022, as GSA Council has been previously informed, and decided to move forward with a proposed restructuring of GSA Officer Portfolios. The recommended changes are aimed at making the Vice-President Labour position into an Associate Vice-President Labour as this would more clearly separate the GSA's dual roles as a union and a student association and also parallel the structure of other provincial GSAs. A proposal to this effect was developed that, firstly, amends the position of Vice-President Labour to that of an Associate Vice-President Labour (also creating a new position (Vice-President Student Life) and accordingly realigning all sections of individual portfolios, moving certain responsibilities to those of other officers, etc) and, secondly, creates an electoral mechanism for the filling of the Associate Vice-President Labour. The position would still be considered as a Directly-Elected Officer one but would be directly-elected only by members of the bargaining unit in a process that would run parallel to the GSA General Election, would follow the same process, and would also be overseen by the CRO. The stipend for the Associate Vice-President Labour position would be drawn from collected union dues, while the stipend for the new position of Vice-President Student Life would be drawn from the GSA's operating budget (as the stipend for the now Vice-President Labour currently is).

Please note that, as the recommended changes impact multiple sections of GSA Bylaw and Policy (some also under the mandates of other GSA standing committees), elements of this proposal have previously reviewed and/or recommended to GSA Council by the GSA Budget and Finance Committee, the GSA Equity, Diversity, and Inclusion Committee, the GSA Elections and Referenda Committee, and the GSA Labour Relations Committee. The proposal on its entirety was then recommended to GSA Council by the GSA Governance Committee on 22 September 2022 and by the GSA Board on 5 October 2022.

Jurisdiction:

GSA Bylaw and Policy, Section A.BYL.1.2

"These Bylaws ... may be amended by two two-thirds majority votes of Council held on seven calendar days' notice of motion and no less than one week apart."

GSA Bylaw and Policy, Section A.BYL.2.2

"GSA Policy is under the jurisdiction of GSA Council and may be amended by a simple majority vote of GSA Council at any meeting of GSA Council."

Recommended Changes to GSA Bylaw and Policy, Section B: Members

Recommended to GSA Council by the GSA Governance Committee and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Bylaw: Members	<i>No change.</i>
B.BYL.1 – B.BYL.2.3 ...	<i>No changes.</i>
B.BYL.3 Rights, Privileges, and Responsibilities of Members	<i>No change.</i>
B.BYL.3.1 All GSA members, except associate members, are eligible to vote in all GSA elections (excluding the election of the Associate Vice-President Labour, in which voting is restricted to academically-employed graduate students) and referenda.	<i>Recommended change to make the Vice-President Labour position into an Associate Vice-President Labour. The position would still be considered as a Directly-Elected Officer one but would be directly-elected only by members of the bargaining unit. This will more clearly separate the GSA’s dual roles as a union and a student association.</i>
B.BYL.3.2 – B.BYL.3.5 ...	<i>No further changes.</i>

Recommended Changes to GSA Bylaw and Policy, Section C: GSA Council
Recommended to GSA Council by the GSA Governance Committee and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: GSA Council	<i>No change.</i>
C.POL.3 GSA Council Composition	<i>No change.</i>
C.POL.3.1 GSA Council is comprised of:	<i>No change.</i>
C.POL.3.1.a All Directly-Elected Officers (DEOs), <u>aside from the Associate Vice-President Labour (AVPL)</u> , as voting members,	<i>Recommended change to make the Associate Vice-President Labour, while still recognized as a Directly-Elected Officer, a non-voting member of GSA Council to separate their role as union leader from the work of the GSA as a student association.</i>
C.POL.3.1.b <u>The AVPL and a</u> All GSA Council-Elected Officers and Deputies as non-voting members,	<i>See above rationale.</i>
C.POL.3.1.c – C.POL.5.4 ...	<i>No changes.</i>
GSA Policy: GSA Council Attendance	<i>No change.</i>
C.POL.6 Attendance	<i>No change.</i>
C.POL.6.1 – C.POL.6.1.a ...	<i>No change.</i>
C.POL.6.1.b If a Vice-President <u>or the Associate Vice-President Labour (AVPL)</u> cannot attend a meeting, they will provide an advance written reason to the President and Speaker. If a Vice-President <u>or AVPL</u> misses two (2) consecutive GSA Council meetings or a total of three (3) GSA Council meetings during their term, without an advance written reason acceptable to the President and Speaker, the Speaker, in consultation with the President and the Executive Director (ED) (or delegate), will consider what action(s) should be taken.	<i>Editorial to align with the above recommended change.</i>
C.POL.6.1.c – C.POL.6.4.a ...	<i>No further changes.</i>

Recommended Changes to GSA Bylaw and Policy, Section D: GSA Officers
Recommended to GSA Council by the GSA Governance Committee and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Bylaw: GSA Officers	<i>No change.</i>
D.BYL.1 General	<i>No change.</i>
D.BYL.1.1 – D.BYL.1.1.b ...	<i>No changes.</i>
D.BYL.1.2 The GSA has the following DEOs:	<i>No change.</i>
D.BYL.1.2.a – D.BYL.1.2.c ...	<i>No changes.</i>
D.BYL.1.2.d The Vice-President Labour, and <u>The Vice-President Student Life,</u>	<p><i>Recommended change to make the Vice-President Labour position into an Associate Vice-President Labour. The position would still be considered as a Directly-Elected Officer one (as they would be directly-elected by members of the bargaining unit) and would more clearly separate the GSA’s dual roles as a union and a student association.</i></p> <p><i>Recommended addition of a Vice-President Student Life position to balance workloads of remaining Vice-Presidents. The stipend for this position would be drawn from the GSA’s operating budget (the portion currently used for the stipend of the Vice-President Labour) and the stipend for the Associate Vice-President Labour position would be drawn from collected union dues.</i></p>
D.BYL.1.2.e The Vice-President Student Services, and	<i>Editorial.</i>
<u>D.BYL.1.2.f The Associate Vice-President Labour.</u>	<i>See above rationale regarding the restructuring of portfolios.</i>
D.BYL.1.3 – D.BYL.1.4.b ...	<i>No changes.</i>
D.BYL.2 Directly-Elected Officers	<i>No change.</i>
D.BYL.2.1 – D.BYL.2.2.c ...	<i>No changes.</i>
D.BYL.2.2.d The Vice-President Labour is responsible for labour-related matters concerning academically-employed graduate students (including collective bargaining)	<i>Portfolio of the current Vice-President Labour moved to D.BYL.2.2.e, below; see above rationale regarding the restructuring of portfolios.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
and other issues as assigned. <u>The Vice-President Student Life is responsible for matters related to graduate student life and the overall graduate student experience, University residence matters, GSA outreach, graduate student groups, matters related to equity, diversity, and inclusion, and other issues as assigned.</u>	<i>Recommended addition of a portfolio description for the position of Vice-President Student Life (this new portfolio balances and complements the responsibilities associated with other positions).</i>
D.BYL.2.2.e ...	<i>No change.</i>
<u>D.BYL.2.2.f The Associate Vice-President Labour is responsible for labour-related matters concerning academically-employed graduate students (including collective bargaining), and leads the GSA's work as a union.</u>	<i>Moved from D.BYL.2.2.d, above, and reference made to union leadership; see above rationale regarding the restructuring of portfolios. Also removed reference from D.BYL.2.2.d concerning being assigned to work on other issues as the position would be entirely focused on union matters.</i>
D.BYL.2.2.f g – D.BYL.3.3.f ...	<i>Renumbering.</i>
GSA Policy: GSA Officer Portfolios	<i>No change.</i>
D.POL.4 General Information and Qualifications	<i>No change.</i>
D.POL.4.1 – D.POL.4.7 ...	<i>No changes.</i>
D.POL.4.8 Depending on the unique backgrounds and skills of Directly-Elected Officers (DEOs) (and excluding the Associate Vice-President Labour (AVPL)) , they may be called upon to assist with special projects, new initiatives, or aspects of a colleague's portfolio.	<i>See above rationale regarding the restructuring of portfolios.</i>
D.POL.4.9 All DEOs, excluding the AVPL , may serve as a delegate for another DEO on any committee, council, or other body that allows for such delegation. The GSAB will be consulted on such delegations and they will be reported to GSA Council.	<i>See above rationale regarding the restructuring of portfolios.</i>
D.POL.4.10 All DEOs, excluding the AVPL , will assist with departmental orientations as needed and will participate in non-advocacy and relationship building events (eg, convocation ceremonies and various campus events) as needed.	<i>See above rationale regarding the restructuring of portfolios. While the GSA's role as a union will continue to be noted in all departmental orientations, it also currently falls under the purview of faculty stewards and the GSA Labour Relations Committee to provide education about the collective agreement and provide a union presence within faculties, as distinct from GSA departmental orientations.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.POL.4.11 ...	<i>No change.</i>
D.POL.4.12 DEOs will report monthly to GSA Council in writing; these reports will be shared publicly. Reports will include a list of all meetings attended, as well as highlights of work done, initiatives involved with, etc since previous reports. DEOs will also report orally to GSA Council at each meeting attended. <u>Likewise, the AVPL will report regularly to academically-employed graduate students in writing.</u>	<i>Recommended addition to specify that the Associate Vice-President Labour would also report monthly in writing to members of the bargaining unit, as well as to GSA Council.</i>
D.POL.5 President	<i>No change.</i>
D.POL.5.1 – D.POL.5.1.c ...	<i>No changes.</i>
D.POL.5.1.d Prior to the first meeting of the GSAB for new Directly-Elected Officers (DEOs), the President will name, <u>from among the four (4) Vice-Presidents</u> , an Executive Vice-President and, should the President be unable to act for any reason (eg, illness, leave, etc), as determined by the Speaker and Executive Director (ED) (or delegate), the Executive Vice-President will assume the President’s duties; any such instance will be reported to GSA Council at its next subsequent meeting. At this time, the President will also name a second Vice-President to serve as Acting President should the President and Executive Vice-President be unable to act for any reason.	<i>Recommended clarification that the Associate Vice-President Labour would not be eligible for consideration for the line of succession for the GSA President; see above rationale regarding the restructuring of portfolios.</i>
D.POL.5.1.d.i – D.POL.5.1.k ...	<i>No changes.</i>
D.POL.5.1.l The President will normally represent the GSA on search and review committees of the University President, Vice-Presidents, Provost, Vice-Provosts, and Deans (where indicated in the composition of the committee) or equivalents. In the case where a delegate must be found (normally another DEO, <u>excluding the Associate Vice-President Labour</u>), the GSA President will consult with the GSA Nominating Committee (GSA NoC).	<i>Recommended change to clarify that the Associate Vice-President Labour would not be eligible to serve on such committees, as their work is not labour-focused; see above rationale regarding the restructuring of portfolios.</i>
D.POL.5.1.m – D.POL.5.1.p ...	<i>No changes.</i>
D.POL.5.1.q The position of President requires daily contact with the ED (or delegate) and Executive Coordinator, weekly contact with the ED (or delegate) on financial matters, and at least weekly contact with <u>the other DEOs</u> . Vice President Academic, VPE, Vice-President Labour, and Vice President Student Services.	<i>Editorial and to align with wording used in other portfolios.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.POL.5.1.r – D.POL.5.2 ...	<i>No changes.</i>
D.POL.5.2.a The President chairs the following GSA Standing Committees:	<i>No change.</i>
D.POL.5.2.a.i The GSAB,	<i>No change.</i>
D.POL.5.2.a.ii The GSA Governance Committee,	<i>No change.</i>
D.POL.5.2.a.iii The GSA Equity, Diversity, and Inclusion Committee, and	<i>Moved to below, the President will serve as Vice-Chair and the proposed Vice-President Student Life will serve as Chair.</i>
D.POL.5.2.a.iv <u>iii</u> The GSA Budget and Finance Committee.	<i>Renumbering.</i>
D.POL.5.2.b The President (or delegate) chairs any GSA bodies associated with provincial lobbying.	<i>No change.</i>
D.POL.5.2.c The President is The President is a member of the GSA Equity, Diversity, and Inclusion Committee (as Vice-Chair) and a non-voting member of the GSA NoC.	<i>Moved from above, the President will serve as Vice-Chair and the proposed Vice-President Student Life will serve as Chair.</i>
D.POL.5.2.d – D.POL.6.3.a ...	<i>No changes.</i>
D.POL.7 Vice-President External	<i>No change.</i>
D.POL.7.1 Duties	<i>No change.</i>
D.POL.7.1.a The Vice-President External (VPE) has overall responsibility for residence life, University engagement initiatives, and external advocacy and representation with external advocacy groups at all levels of government (along with the President), and for attending University committees that discuss space/construction within the University community, including housing space, social space, and any other space in which the GSA has an interest or which may be part of any memoranda of understanding the GSA has signed in the past (such as the various North Power Plant agreements).	<i>Recommended change to move to the proposed portfolio of the Vice-President Student Life, below.</i>
D.POL.7.1.b – D.POL.7.2.a ...	<i>No changes.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.POL.7.2.b The VPE sits on the following University boards and committees:	<i>No change.</i>
D.POL.7.2.b.i Committees related to residence matters,	<i>Recommended change to move to the proposed portfolio of the Vice-President Student Life, below.</i>
D.POL.7.2.b.ii The General Faculties Council Facilities Development Committee and other bodies with a focus on space or construction,	<i>Recommended change to move to the proposed portfolio of the Vice-President Student Life, below (also recommended removal of mention of the General Faculties Council Facilities Development Committee as it has been disbanded).</i>
D.POL.7.2.b.iii <u>i</u> – D.POL.7.2.b.iv <u>ii</u> ...	<i>Renumbering.</i>
D.POL.7.3 Qualifications	<i>No change.</i>
D.POL.7.3.a Experience with student life issues and with external advocacy or representation is advantageous.	<i>Recommended change to move to the proposed portfolio of the Vice-President Student Life, below.</i>
<u>D.POL.8 Vice-President Student Life</u>	<i>Recommended addition of a portfolio description for the position of Vice-President Student Life (this new portfolio balances and complements the responsibilities associated with other positions).</i>
<u>D.POL.8.1 Duties</u>	<i>See above rationale.</i>
<u>D.POL.8.1.a The Vice-President Student Life (VPSL) has overall responsibility for matters relating to graduate student life (and representing students in that regard).</u>	<i>See above rationale, some responsibilities moved from the current respective portfolios of the Vice-President External, the Vice-President Labour, and the Vice-President Student Services.</i>
<u>D.POL.8.1.b The VPSL is responsible for connecting with GSA Graduate Student Groups and other student groups, and supporting said groups in their engagement with the GSA, as needed. The VPSL will maintain awareness of GSA Graduate Student Groups with respect to risk management and work closely with the Executive Director (ED) (or delegate) in this respect.</u>	<i>See above rationale.</i>
<u>D.POL.8.1.c The VPSL is responsible for matters relating to University residences.</u>	<i>See above rationale.</i>
<u>D.POL.8.1.d The VPSL works proactively, in consultation with other Directly-Elected Officers (DEOs) and the ED (or delegate), to enhance the GSA’s outreach and graduate student engagement with the GSA.</u>	<i>See above rationale.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
<u>D.POL.8.1.e The VPSL assists the Vice-President Student Services with initiatives spearheaded by the Dean of Students.</u>	<i>See above rationale.</i>
<u>D.POL.8.1.f The VPSL engages with University administration on matters related to University conduct regulations.</u>	<i>See above rationale.</i>
<u>D.POL.8.1.g The VPSL may be assigned by the President to serve as the lead on various issues and initiatives (including those related to international graduates).</u>	<i>See above rationale.</i>
<u>D.POL.8.1.h The position of VPSS requires regular weekly contact with the President, ED (or delegate), Executive Coordinator, and the other DEOs.</u>	<i>See above rationale.</i>
<u>D.POL.8.1.i The position of VPSL totals approximately twenty (20) to thirty (30) hours per week on average and may include evenings and weekends. This includes but is not limited to both time spent preparing for and attending formal meetings as well as time spent reading and responding to emails, participation in travel associated with conferences and advocacy opportunities, work done on various projects and initiatives, informal strategic and problem-solving meetings, etc.</u>	<i>See above rationale.</i>
<u>D.POL.8.2 Committees</u>	<i>See above rationale.</i>
<u>D.POL.8.2.a The VPSL chairs the GSA Equity, Diversity, and Inclusion Committee and is a member of the GSA Governance Committee (as Vice-Chair) and the GSA Faculty of Graduate Studies and Research (FGSR) Council Caucus.</u>	<i>See above rationale.</i>
<u>D.POL.8.2.b The VPSL is a member of the following University boards and committees:</u>	<i>See above rationale.</i>
<u>D.POL.8.2.b.i The General Faculties Council Student Conduct Policy Committee,</u>	<i>See above rationale.</i>
<u>D.POL.8.2.b.ii The FGSR Council,</u>	<i>See above rationale.</i>
<u>D.POL.8.2.b.iii Committees related to equity, diversity, and inclusion,</u>	<i>See above rationale.</i>
<u>D.POL.8.2.b.iv Committees related to campus safety and security, and</u>	<i>See above rationale.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
<u>D.POL.8.2.b.v Committees that discuss space/construction within the University community, including residences, social space, and any other space in which the GSA has an interest or which may be part of any memoranda of understanding the GSA has signed in the past (such as the various North Power Plant agreements).</u>	<i>See above rationale.</i>
<u>D.POL.8.3 Qualifications</u>	<i>See above rationale.</i>
<u>D.POL.8.3.a Experience with residence matters, graduate student groups, and matters relating to equity, diversity, and inclusion is advantageous.</u>	<i>See above rationale.</i>
<i>See proposed D.POL.10, below, for where the current duties of the Vice-President Labour (existing D.POL.8) have been relocated</i>	
D.POL.9 Vice-President Student Services	<i>No change.</i>
D.POL.9.1 – D.POL.9.1.a ...	<i>No changes.</i>
D.POL.9.1.b The VPSS assists the Vice-President Labour concerning negotiations <u>negotiates</u> of the Graduate Student Assistance Program (GSAP) and the Graduate Student Support Fund with the University.	<i>Recommended changes to reassign from the current portfolio of the Vice-President Labour; see above rationale regarding the restructuring of portfolios. A measure of this is also editorial as negotiating for funding for the Graduate Student Assistance Program and the Graduate Student Fund was once part of the collective bargaining process but has not been for several years as they are services accessible to all graduate students and not restricted to academically-employed graduate students.</i>
D.POL.9.1.c ...	<i>No change.</i>
D.POL.9.1.d The VPSS is responsible for connecting with GSA Graduate Student Groups and other student groups, and supporting said groups in their engagement with the GSA, as needed.	<i>Moved to the proposed portfolio of the Vice-President Student Life, above.</i>
D.POL.9.1.e The VPSS will maintain awareness of GSA Graduate Student Groups with respect to risk management and work closely with the Executive Director (ED) (or delegate) in this respect.	<i>See above rationale.</i>
D.POL.9.1.f <u>d</u> – D.POL.9.1.j ...	<i>Renumbering.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.PPOL.9.2 Committees	<i>No change.</i>
D.POL.9.2.a The VPSS is a member of the GSA Awards Selection Committee (as Vice-Chair) and the GSA Equity, Diversity, and Inclusion Committee (as Vice-Chair) and the <u>GSA Budget and Finance Committee (as Vice-Chair).</u>	<i>Recommended changes to reassign from the current portfolio of the Vice-President Labour; see above rationale regarding the restructuring of portfolios. Service on the GSA Equity, Diversity, and Inclusion Committee moved to the proposed portfolio of the Vice-President Student Life, above.</i>
D.POL.9.2.b – D.POL.9.2.b.i ...	<i>No change.</i>
D.POL.9.2.b.ii The General Faculties Council Student Conduct Policy Committee,	<i>Recommended removal as is included in the proposed portfolio of the Vice-President Student Life.</i>
D.POL.9.2.b.iii <u>ii</u> Committees related to the Campus Food Bank,	<i>Renumbering.</i>
D.POL.9.2.b.iv Committees related to Dewey’s and the North Power Plant,	<i>Recommended removal as there are no such committees and is included in the proposed portfolio of the Vice-President Student Life (under the provision about serving on committees concerning spaces the GSA may have stake in).</i>
D.POL.9.2.b.v Committees related to campus space planning,	<i>Recommended removal as is included in the proposed portfolio of the Vice-President Student Life.</i>
D.POL.9.2.b.vi The ONECard Student Advisory Group,	<i>Recommended removal as there is no such group.</i>
D.POL.9.2.b.vii <u>iii</u> Committees related to University student services and mental health and wellness and,	<i>Renumbering and moved to proposed section below.</i>
D.POL.9.2. <u>iv</u> Committees related to health and wellness and mental health and wellness, <u>and</u>	<i>Moved from above for greater clarity.</i>
D.POL.9.2.b.ix <u>v</u> – D.POL.9.3.a ...	<i>Renumbering.</i>
D.POL.8 <u>10</u> Associate Vice-President Labour	<i>Recommended change to make the Vice-President Labour position into an Associate Vice-President Labour. This would more clearly separate the GSA’s dual roles as a union and a student association.</i>
D.POL.8 <u>10.1</u> Duties	<i>No change.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.POL.& 10.1.a The <u>Associate</u> Vice-President Labour (AVPL) has overall responsibility for matters relating to academically-employed graduate students <u>and oversight of the GSA's work as a union.</u>	<i>Renumbering recommended change to make the Vice-President Labour position into an Associate Vice-President Labour. This would more clearly separate the GSA's dual roles as a union and a student association.</i>
D.POL.& 10.1.b The AVPL is the chief negotiator of the Collective Agreement (CA) with the University covering all academically-employed graduate students.	<i>Renumbering and see above rationale.</i>
D.POL.& 10.1.c The AVPL also negotiates other matters with the University related to academically-employed graduate students, including issues regarding interpretation of the CA.	<i>Renumbering and see above rationale.</i>
D.POL.& 10.1.d The AVPL, in consultation with faculty stewards, where appropriate, advises academically-employed graduate students and answers questions from them related to compliance with and interpretation of the CA, as well as works towards informal resolution of disputes where appropriate.	<i>Renumbering and see above rationale.</i>
D.POL.& 10.1.e The AVPL seeks resolution of grievances in accordance with the process outlined in the CA, in consultation with the GSA Labour Relations Committee (GSA LRC) and the Executive Director (ED) (or delegate) as needed.	<i>Renumbering and see above rationale.</i>
D.POL.& 1.f The VPL may be assigned by the President to serve as the lead on various issues or initiatives (including those related to international graduate students).	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters.</i>
D.POL.& 10.1.g The AVPL collaborates with the GSA LRC on specific labour-related projects.	<i>See above rationale regarding the restructuring of portfolios.</i>
D.POL.& 1.h The VPL, in consultation with the Vice President Student Services, negotiates the Graduate Student Assistance Program and the Graduate Student Support Fund with the University.	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters and to align with earlier recommended changes to the portfolio of the Vice-President Student Services.</i>
D.POL.& 10.1.i g The position of AVPL requires close contact with the ED (or delegate) on labour-related matters as they arise and regular weekly contact with the President, ED (or delegate), Executive Coordinator, and the other Directly-Elected Officers.	<i>See above rationale regarding the restructuring of portfolios.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.POL.8 <u>10.1.j h</u> The position of <u>AVPL</u> totals approximately twenty (20) to thirty (30) hours per week on average and may include evenings and weekends. This includes but is not limited to both time spent preparing for and attending formal meetings as well as time spent reading and responding to emails, participation in travel associated with conferences and advocacy opportunities, work done on various projects and initiatives, informal strategic and problem-solving meetings, etc.	<i>See above rationale.</i>
D.POL.8 <u>10.2</u> Committees	<i>No change.</i>
D.POL.8 <u>10.2.a</u> The <u>AVPL</u> chairs the GSA LRC and leads the GSA Negotiating Team.	<i>See above rationale regarding the restructuring of portfolios.</i>
D.POL.8 <u>10.2.b</u> The <u>AVPL</u> is a <u>non-voting</u> member of the GSA Governance Committee (as Vice-Chair) , the GSA Budget and Finance Committee. (as Vice-Chair) , and the GSA Faculty of Graduate Studies and Research (FGSR) Council Caucus.	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters but they would remain on the GSA Budget and Finance Committee (not as vice-chair and a voting member, however) to ensure they are regularly updated as to the state of the labour-specific portion of the GSA's budget (collected union dues, etc). Service on other governance bodies assigned to other Vice-Presidents, above.</i>
D.POL.8 <u>10.2.c</u> The <u>AVPL</u> is a member of the following any University boards and committees <u>related to workplace health and safety issues.</u>	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters.</i>
D.POL.8.2.c.i The FGSR Council,	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters. Service on other governance bodies assigned to other Vice-Presidents, above.</i>
D.POL.8.2.c.ii The Protective Services Advisory Committee, and	<i>See above rationale.</i>
D.POL.8.2.c.iii Committees related to <u>campus safety, workplace health and safety issues, and campus substance use issues.</u>	<i>See above rationale, moved to the portfolio of another Vice-President (above).</i>
D.POL.8 <u>10.3</u> – D.POL.8 <u>10.3.b</u> ...	<i>Renumbering.</i>
D.POL.10.3.c The AVPL must be an academically-employed graduate student at the time of their election, or have been academically-employed within the preceding academic <u>year.</u>	<i>Recommended addition to ensure that the AVPL is themselves a member of the bargaining unit that elects them.</i>
D.POL. 10 <u>11</u> Chief Returning Officer and Deputy Returning Officer	<i>Renumbering.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.POL. 10 <u>11</u> .1 Duties	<i>Renumbering.</i>
D.POL. 10 <u>11</u> .1.a The Chief Returning Officer (CRO), with advice from the GSA Elections and Referenda Committee (GSA ERC), oversees the GSA General Election <u>and election of the Associate Vice-President Labour (AVPL)</u> , by-elections, and referenda processes, observing the guiding principle “that they are to be fair, respect the wishes of voters, and conducted in a manner that reflects the excellent, positive reputation of the GSA” (GSA Bylaw and Policy, Sections I.BYL.1.1 and J.BYL.1.1).	<i>Renumbering and recommended change to reflect that the Associate Vice-President Labour would be elected solely by members of the bargaining unit in a process that would run parallel to the GSA General Election, follow the same process, and also be overseen by the CRO.</i>
D.POL. 10 <u>11</u> .1.b – D.POL. 10 <u>11</u> .1.c ...	<i>Renumbering.</i>
D.POL. 10 <u>11</u> .1.d The CRO oversees the GSA General Election <u>and election of the AVPL</u> , by-elections, and referenda:	<i>Renumbering and see above rationale regarding the process for electing the Associate Vice-President Labour.</i>
D.POL. 10 <u>11</u> .1.d.i On the recommendation of the GSA ERC, the CRO approves timelines for the GSA General Election <u>and election of the AVPL</u> , by-elections, and referenda in accordance with GSA Bylaw and Policy on elections and referenda, and communicates these timelines to GSA members.	<i>Renumbering and see above rationale.</i>
D.POL. 10 <u>11</u> .1.d.ii With advice from the GSA ERC, the CRO advertises the nomination period for any GSA General Election <u>and election of the AVPL (or any by-elections)</u> , the registration period for any referendum, and the voting periods for the GSA General Election <u>and election of the AVPL</u> , by-elections, and referenda.	<i>Renumbering and see above rationale.</i>
D.POL. 10 <u>11</u> .1.d.iii On the recommendation of the GSA ERC, the CRO approves nomination forms for the GSA General Election <u>and election of the AVPL (and any by-elections)</u> and registration forms for referenda, in accordance with GSA Bylaw and Policy on elections and referenda.	<i>Renumbering and see above rationale.</i>
D.POL. 10 <u>11</u> .1.d.iv On the recommendation of the GSA ERC and with advice from the Executive Director (ED) (or delegate) and the Financial Manager, the CRO approves the electronic software or applications used to run the GSA General Election <u>and election of the AVPL</u> , by-elections, or referenda.	<i>Renumbering and see above rationale.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.POL. 10 <u>11</u> .1.d.v On the recommendation of the GSA ERC, the CRO approves the layout of the ballots for the GSA General Election <u>and election of the AVPL</u> , by-elections, and referenda.	<i>Renumbering and see above rationale.</i>
D.POL. 10 <u>11</u> .1.d.vi The CRO holds at least one (1) All-Candidates Meeting during a GSA General Election <u>and election of the AVPL</u> (or by-election), and at least one (1) Meeting of the Campaign Representatives in a referendum, to communicate bylaws and policies to all candidates and/or referendum Campaign Representatives and answer questions about campaigning rules and regulations in a GSA General Election <u>and election of the AVPL</u> , by-election, or referendum.	<i>Renumbering and see above rationale.</i>
D.POL. 10 <u>11</u> .1.d.vii With advice from the GSA ERC, the CRO plans a GSA General Election <u>and election of the AVPL</u> or by-election forum for GSA members to ask candidates questions.	<i>Renumbering and see above rationale.</i>
D.POL. 10 <u>11</u> .1.d.viii ...	<i>Renumbering.</i>
D.POL. 10 <u>11</u> .1.d.ix With advice from the GSA ERC, the CRO issues interpretations of GSA Bylaw and Policy on elections and referenda to be shared equally amongst all candidates and Campaign Representatives during the course of a GSA General Election <u>and election of the AVPL</u> , by-election, or referendum.	<i>Renumbering and see above rationale regarding the process for electing the Associate Vice-President Labour.</i>
D.POL. 10 <u>11</u> .1.d.x – D.POL. 10 <u>11</u> .1.d.xii ...	<i>Renumbering.</i>
D.POL. 10 <u>11</u> .1.e Reporting	<i>Renumbering.</i>
D.POL. 10 <u>11</u> .1.e.i The CRO communicates the results of all GSA General Elections <u>and elections of AVPLs</u> , by-elections, and referenda to GSA members.	<i>Renumbering and see above rationale regarding the process for electing the Associate Vice-President Labour.</i>
D.POL. 10 <u>11</u> .1.e.ii The CRO submits a written report to GSA Council following any GSA General Election <u>and election of the AVPL</u> , by-elections, or referenda.	<i>Renumbering and see above rationale.</i>
D.POL. 10 <u>11</u> .1.e.iii The CRO reports to GSA Council, in writing, the names of all elected GSA DEOs, following the release of the official results for a GSA General Election <u>and election of the AVPL</u> or by-election, for the purposes of transferring bank signing authority (see GSA Bylaw and Policy, Section K: Finances).	<i>Renumbering and see above rationale.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
D.POL. 10 <u>11.2</u> – D.POL. 10 <u>11.3.b</u> ...	<i>Renumbering.</i>
D.POL. 10 <u>11.3.c</u> The CRO and DRO must not have run in the most recent GSA General Election <u>and election of the AVPL</u> and/or by-election or served as a Campaign Representative in the most recent referendum.	<i>Renumbering and see above rationale regarding the process for electing the Associate Vice-President Labour.</i>
D.POL. 10 <u>11.3.d</u> The CRO and DRO must be fully willing and able to carry out the position and must be physically present in Edmonton or surrounding areas for the duration of any GSA General Election <u>and election of the AVPL</u> , by-election, and/or referendum.	<i>Renumbering and see above rationale.</i>
D.POL. 10 <u>11.4</u> – D.POL. 10 <u>11.4.d</u> ...	<i>Renumbering.</i>
D.POL. 10 <u>11.4.e</u> The CRO and the DRO should be able to adopt a collaborative approach with others and are required to consult with the GSA ERC on many aspects of GSA General Elections <u>and elections of AVPLs</u> , by-elections, and referenda.	<i>Renumbering and see above rationale regarding the process for electing the Associate Vice-President Labour.</i>
D.POL. 10 <u>11.5</u> – D.POL. 10 <u>11.6</u> ...	<i>Renumbering.</i>
D.POL. 10 <u>11.6.a</u> The CRO is awarded a modest honorarium for overseeing all GSA General Elections <u>and elections of AVPLs</u> , by-elections, and referenda.	<i>Renumbering and see above rationale regarding the process for electing the Associate Vice-President Labour.</i>
D.POL. 11 <u>12</u> – D.POL. 12 <u>13.5.a</u> ...	<i>Renumbering.</i>

Recommended Changes to GSA Bylaw and Policy, Section E: Nominating
Recommended to GSA Council by the GSA Governance Committee and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: Nominating	<i>No change.</i>
E.POL.1 – E.POL.2.3 ...	<i>No changes.</i>
E.POL.2.4 As per GSA Bylaw and Policy, Section D: GSA Officers, the President will normally represent the GSA on search and review committees of the University President, Vice-Presidents, Provost, Vice-Provosts, and Deans (where indicated in the composition of the committee) or equivalents. In the case where a delegate must be found (normally another Directly-Elected Officer (DEO), <u>excluding the Associate Vice-President Labour</u>), the President will consult with the GSA NoC.	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters and to align with the changes presented in relation to Section D, above.</i>
E.POL.2.5 – E.POL.3.3 ...	<i>No changes.</i>
GSA Policy: GSA Standing Committees, GSA Nominating Committee	<i>No change.</i>
E.POL.4 – E.POL.5.3 ...	<i>No changes.</i>
E.POL.6 Eligibility	<i>No change.</i>
E.POL.6.1 All GSA members are eligible to serve on the GSA Nominating Committee (GSA NoC) unless they intend to run in or serve as a Campaign Volunteer in the upcoming GSA General Election <u>and election of the Associate Vice-President Labour (AVPL)</u> and/or by-election, serve as a Campaign Representative or Campaign Volunteer in an upcoming referendum, or they have run in the most recent GSA General Election <u>and election of the AVPL</u> and/or by-election or served as a Campaign Representative in the most recent referendum. GSA NoC members must also be neutral and impartial (ie having no immediate or vested interest in the outcome of GSA General Elections and referenda).	<i>Recommended change to reflect that the Associate Vice-President Labour would be elected solely by members of the bargaining unit in a process that would run parallel to the GSA General Election, would follow the same process, and would also be overseen by the CRO.</i>
E.POL.6.2 If a GSA NoC member intends to run in or serve as a Campaign Volunteer in the upcoming GSA General Election <u>and election of the AVPL</u> and/or by-election, or serve as a Campaign Representative or Campaign Volunteer in an upcoming referendum they will resign from the GSA NoC.	<i>See above rationale.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
E.POL.6.3 – E.POL.8.3 ...	<i>No changes.</i>
E.POL.8.4 The GSA NoC is responsible for facilitating the election of GSA Council-Elected Officers, and any GSA Council elections <u>(or election by academically-employed graduate students, in the case of the Associate Vice-President Labour (AVPL))</u> of Councillors-at-Large and DEOs (see GSA Bylaw and Policy, Section I.POL.15).	<i>See above rationale on the election of the Associate Vice-President Labour; also to align with Section I.</i>
E.POL.8.5 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 positions during any GSA General Election <u>and election of the AVPL</u> , 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.	<i>See above rationale.</i>
E.POL.8.6 – E.POL.9.3.a ...	<i>No further changes.</i>

Recommended Changes to GSA Bylaw and Policy, Section F: GSA Standing Committees

Recommended to GSA Council by the GSA Governance Committee and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: GSA Standing Committees	<i>No change.</i>
F.POL.2 – F.POL.2.9.e ...	<i>No changes.</i>
F.POL.3 GSA Board	<i>No change.</i>
F.POL.3.1 Composition	<i>No change.</i>
F.POL.3.1.a The President as Chair.	<i>No change.</i>
F.POL.3.1.b All Directly-Elected Officers (DEOs), <u>aside from the Associate Vice-President Labour (AVPL),</u> as voting members.	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters but they would remain on the GSA Board as a non-voting member to foster collaboration and to ensure they are aware of other, non-labour focused business and can also update other Directly-Elected Officers.</i>
F.POL.3.1.c <u>The AVPL as a non-voting member.</u>	<i>See above rationale.</i>
F.POL.3.1.e <u>d</u> – F.POL.3.2.f ...	<i>Renumbering.</i>
F.POL.3.3 Meetings	<i>No change.</i>
F.POL.3.3.a Quorum for a meeting of the GSAB is three (3) DEOs <u>voting members</u> . In the event that the GSAB has only two (2) DEOs <u>voting members</u> available to meet, as determined by the Speaker, quorum for a meeting of the GSAB is all DEOs <u>voting members</u> currently available to meet.	<i>Editorial and recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters but they would remain on the GSA Board as a non-voting member. As a non-voting member, they would not factor into quorum.</i>
F.POL.3.3.b Emergency GSAB meetings may be called by any DEO <u>voting member</u> . Notice of seventy-two (72) hours must be given for an emergency meeting, unless there is agreement by all available GSAB members to meet on shorter notice.	<i>Editorial and recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters but they would remain on the GSA Board as a non-voting member. As a non-voting member, they would not be able to call emergency meetings.</i>
F.POL.3.3.c ...	<i>No change.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
F.POL.4 GSA Governance Committee	<i>No change.</i>
F.POL.4.1 Composition	<i>No change.</i>
F.POL.4.1.a The President, as Chair.	<i>No change.</i>
F.POL.4.1.b The Vice-President Labour <u>Student Life</u> , as Vice-Chair.	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters and to align with the changes presented in relation to Section D, above, in terms of reassigning service on governance bodies from the Vice-President Labour to other Vice-Presidents.</i>
F.POL.4.1.c – F.POL.4.3.a ...	<i>No changes.</i>
F.POL.5 GSA Equity, Diversity, and Inclusion Committee	<i>No change.</i>
F.POL.5.1 Composition	<i>No change.</i>
F.POL.5.1.a The President <u>Student Life</u> , as Chair.	<i>Moved below, the President will serve as Vice-Chair (as noted below).</i>
F.POL.5.1.b The Vice-President Student Services , as Vice-Chair.	<i>See above rationale.</i>
F.POL.5.1.c – F.POL.11 ...	<i>No further changes.</i>

Recommended Changes to GSA Bylaw and Policy, Section G: GSA Caucuses

Recommended to GSA Council by the GSA Governance Committee and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: GSA Caucuses	<i>No change.</i>
G.POL.2 – G.POL.2.3.a ...	<i>No changes.</i>
G.POL.3 GSA Faculty of Graduate Studies and Research Council Caucus	<i>No change.</i>
G.POL.3.1 – G.POL.3.1.b ...	<i>No changes.</i>
G.POL.3.1.c The Vice-President Labour <u>Student Life</u> is a member of the GSA FGSR Council Caucus.	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters and to align with the changes presented in relation to Section D, above, in terms of reassigning service on governance bodies from the Vice-President Labour to other Vice-Presidents.</i>
G.POL.3.1.d – G.POL.3.3.a ...	<i>No further changes.</i>

Recommended Changes to GSA Bylaw and Policy, Section I: Elections

Recommended to GSA Council by the GSA Elections and Referenda Committee, the GSA Governance Committee, and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Bylaw: Elections	<i>No change.</i>
I.BYL.1 – I.BYL.3.3 ...	<i>No changes.</i>
I.BYL.4 Voting	<i>No change.</i>
I.BYL.4.1 All voting in GSA General Elections <u>and elections of the Associate Vice-President Labour</u> and by-elections will be done electronically, except in the event of a failure of the electronic system in use.	<p><i>Recommended change to make the Vice-President Labour position into an Associate Vice-President Labour. The position would still be considered as a Directly-Elected Officer one but would be directly-elected only by members of the bargaining unit. This will more clearly separate the GSA's dual roles as a union and a student association.</i></p> <p><i>The Associate Vice-President Labour would be elected solely by members of the bargaining unit in a process that would run parallel to the GSA General Election, would follow the same process, and would also be overseen by the CRO.</i></p>
I.BYL.4.2 ...	<i>No changes.</i>
I.BYL.5 Filling Vacancies Following the GSA General Election <u>and Election of the Associate Vice-President Labour</u>	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
I.BYL.5.1 In the event that a Directly-Elected Officer (DEO) position or Councillor-at-Large (CAL) position is not filled by the end of the GSA General Election <u>and election of the Associate Vice-President Labour</u> (ie no candidates run for a position or “None of the Candidates” is elected), or a DEO position or CAL position is vacated any time prior to 1 December (or the next working day), the Chief Returning Officer and GSA Council will follow GSA Policy on filling vacancies following the GSA General Election (see GSA Bylaw and Policy, Section I.POL.15).	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
GSA Policy: Elections	<i>No change.</i>
I.POL.6 – I.POL.7.6 ...	<i>No changes.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
I.POL.7.7 The following will be stated on nomination forms for the GSA General Election <u>and election of the Associate Vice-President Labour</u> , and any subsequent by-elections:	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.7.8 – I.POL.8.2 ...	<i>No changes.</i>
I.POL.8.3 Nominations for the GSA General Election <u>and election of the Associate Vice-President Labour</u> will open on or about 31 January.	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.8.4 – I.POL.11.7 ...	<i>No changes.</i>
I.POL.12 Voting	<i>No change.</i>
I.POL.12.1 “All voting in GSA General Elections and <u>elections of the Associate Vice-President Labour (AVPL)</u> and by-elections will be done electronically, except in the event of a failure of the electronic system in use” (GSA Bylaw and Policy, Section I.BYL.4.1). <u>As per GSA Bylaw and Policy, Section B.BYL.3.1, voting for the position of AVPL will be restricted to academically-employed graduate students.</u>	<i>To align with changes proposed above; see above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.12.2 – I.POL.12.5.c ...	<i>No changes.</i>
I.POL.12.6 Candidates who receive fewer votes than “None of the Candidates” in the GSA General Election <u>and election of the AVPL</u> cannot run for the same position in any related subsequent GSA Council by-elections, <u>GSA Council elections</u> , or elections of the AVPL (<u>see below as outlined in GSA Bylaw and Policy, Section I.POL.15</u>).	<i>Editorial and to align with changes recommended below (technically speaking, as per Sections I.POL.15.1 and I.POL.15.2, there is no such thing as a GSA Council by-election); see above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.13 – I.POL.13.2 ...	<i>No changes.</i>
I.POL.14 Reporting	<i>No change.</i>
I.POL.14.1 The Chief Returning Officer (CRO) will draft a procedural report following each GSA General Election <u>and election of the Associate Vice-President Labour</u> or by-election(s). This report will outline major decisions, processes, issues, and recommendations for the following year. This report will be provided to the next CRO and Deputy Returning Officer, and the GSA Elections and Referenda Committee, the GSA Board, and GSA Council.	<i>See above rationale on the election of the Associate Vice-President Labour.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
I.POL.15 Filling Vacancies Following the GSA General Election <u>and Election of the Associate Vice-President Labour</u>	<i>See above rationale.</i>
I.POL.15.1 In the event that a Directly-Elected Officer (DEO) position is not filled by the end of the GSA General Election <u>and election of the Associate Vice-President Labour (AVPL)</u> (ie no candidates run for a position or “None of the Candidates” is elected), or if a position is vacated at any time prior to 1 December (or the next working day) a by-election will take place as soon as possible. The procedures governing this by-election will be the same as those governing regular elections, except the dates of nominations, campaigning, and voting periods will be determined by the Chief Returning Officer (CRO).	<i>See above rationale.</i>
I.POL.15.2 In the event that a DEO position is vacated after 1 December (or the next working day) and before the next GSA General Election <u>and election of the AVPL</u> , the GSA Nominating Committee (GSA NoC) will decide on procedures and then provide one (1) or more names to GSA Council <u>and/or academically-employed graduate students (in the case of the election of the AVPL)</u> for consideration. GSA Council <u>and/or academically-employed graduate students (in the case of the election of the AVPL)</u> will elect an individual to fill the position on an interim basis. If the matter is deemed urgent by the CRO, GSA Council can hold this <u>an</u> election for DEOs, <u>excluding for the AVPL</u> , electronically.	<i>See above rationale.</i>
I.POL.15.3 ...	<i>No change.</i>
GSA Policy: GSA Standing Committees, GSA Elections and Referenda Committee	<i>No change.</i>
I.POL.16 – I.POL.16.4 ...	<i>No changes.</i>
I.POL.17 Eligibility	<i>No change.</i>
I.POL.17.1 All members of the GSA are eligible to serve on the GSA Elections and Referenda Committee (GSA ERC) unless they intend to run in or serve as a Campaign Volunteer in the upcoming GSA General Election <u>and election of the Associate Vice-President Labour (AVPL)</u> and/or by-election, serve as a Campaign Representative or Campaign Volunteer in an upcoming referendum, or they have run in the most recent GSA	<i>See above rationale on the election of the Associate Vice-President Labour.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
General Election and election of the AVPL and/or by-election or served as a Campaign Representative in the most recent referendum. GSA ERC members must also be neutral and impartial (ie having no immediate or vested interest in the outcome of GSA General Elections, elections of the AVPL , and referenda).	
I.POL.17.2 If a GSA ERC member intends to run in or serve as a Campaign Volunteer in the upcoming GSA General Election and election of the AVPL and/or by-election, or serve as a Campaign Representative or Campaign Volunteer in an upcoming referendum they will resign from the GSA ERC.	<i>See above rationale.</i>
I.POL.18 Mandate	<i>No change.</i>
I.POL.18.1 The GSA Elections and Referenda Committee (GSA ERC) will advise the Chief Returning Officer (CRO) on all matters pertaining to GSA General Elections and elections of the Associate Vice-President Labour (AVPL) , by-elections, and referenda including but not limited to:	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.18.1.a The advertising of the nomination period for GSA General Elections and elections of the AVPL or by-elections, the registration period for any referenda, and voting periods for all GSA General Elections and elections of the AVPL , by-elections, and referenda,	<i>See above rationale.</i>
I.POL.18.1.b ...	<i>No change.</i>
I.POL.18.1.c The planning of any GSA General Election and election of the AVPL or by-election forums for GSA members to ask candidates questions,	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.18.1.d Issuing interpretations of GSA Bylaw and Policy on elections and referenda to be shared equally amongst all candidates and Campaign Representatives during the course of a GSA General Election and election of the AVPL , by-election, or referendum, and	<i>See above rationale.</i>
I.POL.18.1.e ...	<i>No change.</i>
I.POL.18.2 The GSA ERC will make recommendations to the CRO on:	<i>No change.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
I.POL.18.2.a The approval of timelines for GSA General Elections <u>and elections of the AVPL</u> , by-elections, and referenda in accordance with GSA Bylaw and Policy on elections and referenda,	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.18.2.b ...	<i>No change.</i>
I.POL.18.2.c The approval of the electronic software or applications used to run GSA General Elections <u>and elections of the AVPL</u> , by-elections, and referenda in consultation with the Executive Director (or delegate) and Financial Manager, and	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.18.2.d The approval of the format of the ballots for GSA General Elections <u>and elections of the AVPL</u> , by-elections, and referenda.	<i>See above rationale.</i>
I.POL.18.3 At least one (1) month prior to the opening of nominations for the GSA General Election <u>and election of the AVPL</u> , the GSA ERC will meet to assist the CRO in the planning of election events.	<i>See above rationale.</i>
I.POL.18.4 – I.POL.18.6 ...	<i>No change.</i>
I.POL.18.7 “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 positions during any GSA General Election <u>and election of the AVPL</u> , 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” (GSA Bylaw and Policy, Section E.POL.8.5).	<i>See above rationale on the election of the Associate Vice-President Labour.</i>
I.POL.19 – I.POL.19.1 ...	<i>No further changes; all citations of D.POL.10 (now D.POL.11) will be updated.</i>

Recommended Changes to GSA Bylaw and Policy, Section J: Referenda

Recommended to GSA Council by the GSA Elections and Referenda Committee, the GSA Governance Committee, and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Bylaw: Referenda	<i>No change.</i>
J.BYL.1 – J.BYL.1.1 ...	<i>No changes.</i>
J.BYL.2 Initiation	<i>No change.</i>
J.BYL.2.1 A referendum on a clearly worded ‘Yes’ or ‘No’ question regarding any dedicated, on-going fee for a service, facility, or lobbying effort can be initiated by the GSA Board (GSAB) subject to a simple majority vote at any meeting of GSA Council. Normally a referendum will be held in conjunction with the GSA General Election <u>and election of the Associate Vice-President Labour</u> , unless a question is determined to be of an urgent nature by the GSAB.	<i>To align with recommended changes in Sections D and I, above.</i>
J.BYL.2.2 – J.BYL.5.1 ...	<i>No further changes; all citations of D.POL.10 (now D.POL.11) will be updated.</i>

Recommended Changes to GSA Bylaw and Policy, Section K: Finances

Recommended to GSA Council by the GSA Governance Committee and the GSA Board, and discussed by the GSA Budget and Finance Committee

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: Budget Principles and Procedures	<i>No change.</i>
K.POL.2 – K.POL.3.6.c ...	<i>No changes.</i>
K.POL.3.7 Signing Authority	<i>No change.</i>
K.POL.3.7.a Financial documents requiring signature, including but not limited to cheques and investment instructions, require two (2) signatures: either any two (2) Directly-Elected Officers (DEOs), or any one (1) DEO and one (1) Director. The President, at least two (2) Vice-Presidents, and at least two (2) Directors, renewed annually, will each as individuals have authority as signing officers for the GSA.	<i>Editorial, moved from current K.POL.3.7.b and amended for clarity.</i>
K.POL.3.7.b The President, at least two (2) Vice Presidents, and at least two (2) Directors, renewed annually, will each as individuals have authority as signing officers for the GSA. Financial documents requiring signature, including but not limited to cheques and investment instructions, require two (2) signatures from amongst the signing officers indicated in GSA Bylaw and Policy, Section K.POL.3.7.a, except that no two (2) Directors may sign concurrently.	<i>Editorial, moved from current K.POL.3.7.a and amended for clarity.</i>
K.POL.3.7.c – K.POL.3.9.b ...	<i>No changes.</i>
GSA Policy: GSA Standing Committees, GSA Budget and Finance Committee	<i>No change.</i>
K.POL.4 Composition	<i>No change.</i>
K.POL.4.1 ...	<i>No change.</i>
K.POL.4.2 The Vice-President Labour <u>Student Services</u> , as Vice-Chair.	<i>Recommended change to clarify that the Associate Vice-President Labour's sole focus would be labour-related matters and to align with the changes presented in relation to Section D, above, in terms of reassigning service on governance bodies from the Vice-President Labour to other Vice-Presidents.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
K.POL.4.3 – K.POL.4.4 ...	<i>No changes.</i>
K.POL.4.5 <u>The Associate Vice-President Labour, as a non-voting member.</u>	<i>Recommend change to add the Associate Vice-President Labour as a non-voting member so that they can be kept apprised of matters related to the GSA labour fund, collected union dues, etc.</i>
K.POL.4.5 <u>6</u> The Executive Director (or delegate), Financial Manager, and Accountant as non-voting members.	<i>Renumbering.</i>
K.POL.5 – K.POL.6.1 ...	<i>No further changes.</i>

Recommended Changes to GSA Bylaw and Policy, Section Q: Collective Bargaining

Recommended to GSA Council by the GSA Labour Relations Committee, the GSA Governance Committee, and the GSA Board

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Bylaw: Collective Bargaining	<i>No change.</i>
Q.BYL.1 General	<i>No change.</i>
Q.BYL.1.1 ...	<i>No change.</i>
Q.BYL.1.2 In preparation for collective bargaining, the <u>Associate</u> Vice-President Labour will hold consultation sessions with academically-employed graduate students to solicit feedback on priorities to consider in the development of a bargaining mandate.	<p><i>Recommended change to make the Vice-President Labour position into an Associate Vice-President Labour. This would more clearly separate the GSA's dual roles as a union and a student association.</i></p> <p><i>The position would still be considered as a Directly-Elected Officer one but would be directly-elected only by members of the bargaining unit in a process that would run parallel to the GSA General Election, would follow the same process, and would also be overseen by the CRO. The stipend for the position would be drawn from collected union dues.</i></p>
Q.BYL.1.3 – Q.BYL.6.2 ...	<i>No changes.</i>
GSA Policy: Collective Bargaining	<i>No change.</i>
Q.POL.7 Faculty Stewards	<i>No change.</i>
Q.POL.7.1 – Q.POL.7.1.d ...	<i>No changes.</i>
Q.POL.7.1.e Concerns or complaints regarding the conduct of faculty stewards will be addressed to the <u>Associate</u> Vice-President Labour (<u>AVPL</u>), who will consult with the GSA LRC concerning resolution. The GSA LRC, by a majority vote, may remove a faculty steward.	<i>See above rationale concerning the separation of the GSA's dual roles as a union and a student association.</i>
Q.POL.7.2 Duties	<i>No change.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
Q.POL.7.2.a Faculty stewards represent academically-employed graduate students within faculties through:	<i>No change.</i>
Q.POL.7.2.a.i - Q.POL.7.2.a.ii ...	<i>No changes.</i>
Q.POL.7.2.a.iii Bringing forward complaints, grievances, and conflicts to the <u>AVPL</u> ,	<i>See above rationale concerning the separation of the GSA's dual roles as a union and a student association.</i>
Q.POL.7.2.a.iv Attending disciplinary meetings with academically-employed graduate students when requested by the <u>AVPL</u> and the academically-employed graduate student,	<i>See above rationale.</i>
Q.POL.7.2.a.v – Q.POL.7.2.a.vii ...	<i>No changes.</i>
Q.POL.7.2.a.viii Other duties as assigned by the <u>AVPL</u> and GSA LRC.	<i>See above rationale concerning the separation of the GSA's dual roles as a union and a student association.</i>
Q.POL.7.3 In representing academically-employed graduate students, faculty stewards will consult with the <u>AVPL</u> to ensure compliance with the CA and other applicable legislation.	<i>See above rationale.</i>
Q.POL.7.4 ...	<i>No change.</i>
Q.POL.8 GSA Negotiating Team	<i>No change.</i>
Q.POL.8.1 Composition	<i>No change.</i>
Q.POL.8.1.a The <u>Associate</u> Vice-President Labour (<u>AVPL</u>), as chief negotiator.	<i>See above rationale concerning the separation of the GSA's dual roles as a union and a student association.</i>
Q.POL.8.1.b Upon the recommendation of the <u>AVPL</u> , and as a precursor to the commencement of collective bargaining, the GSA Labour Relations Committee (GSA LRC) will select members of the GSA Negotiating Team (GSA NT).	<i>See above rationale.</i>
Q.POL.8.1.c – Q.POL.8.2.c ...	<i>No changes.</i>

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: GSA Standing Committees, GSA Labour Relations Committee	<i>No change.</i>
Q.POL.9 GSA Labour Relations Committee	<i>No change.</i>
Q.POL.9.1 Composition	<i>No change.</i>
Q.POL.9.1.a The <u>Associate</u> Vice-President Labour (AVPL), as Chair.	<i>See above rationale concerning the separation of the GSA's dual roles as a union and a student association.</i>
Q.POL.9.1.b – Q.POL.9.1.d ...	<i>No changes.</i>
Q.POL.9.2 Mandate	<i>No change.</i>
Q.POL.9.2.a Advise the AVPL with respect to educating academically-employed graduate students on the Collective Agreement (CA).	<i>See above rationale concerning the separation of the GSA's dual roles as a union and a student association.</i>
Q.POL.9.2.b – Q.POL.9.2.c ...	<i>No changes.</i>
Q.POL.9.2.d As a precursor to the commencement of collective bargaining, and upon the recommendation of the AVPL, select members of the GSA Negotiating Team.	<i>See above rationale concerning the separation of the GSA's dual roles as a union and a student association.</i>
Q.POL.9.2.e ...	<i>No change.</i>
Q.POL.9.2.f <u>In the event of a prolonged absence on the part of the AVPL (eg, related to illness, leave, etc), the AVPL, where possible, will consult with the GSA LRC and the GSA LRC will designate one of its members to provide coverage for the AVPL in their absence. The GSA LRC will also determine whether an honorarium should be awarded for the provision of this coverage.</u>	<i>Recommended addition to ensure there is coverage for the work of the position in the event of an extended absence.</i>
Q.POL.9.3 – Q.POL.9.3.b ...	<i>No further changes.</i>

GSA NOMINATING COMMITTEE (GSA NoC)
GSA APPEALS AND COMPLAINTS BOARD (GSA ACB)
(THREE (3) POSITIONS FOR GSA MEMBERS): THREE (3) NOMINEES

Information regarding the positions for three (3) GSA members was circulated via the GSA newsletters of 4 and 10 November with a nomination deadline of 15 November 2022. Three (3) nominations were received for the three (3) GSA member vacancies. The nominees were then interviewed by GSA NoC members who have been trained in procedural fairness by the GSA and have a record of demonstrating impartiality through their work on the GSA NoC. A member of GSA management was also present for the interview. During the interview, the nominees were asked a series of questions aimed at assessing their awareness of the basic tenets of procedural fairness and their ability to adjudicate potential cases in accord with those tenets (note as well that all individuals elected to the GSA ACB receive training in procedural fairness).

There will be an electronic vote held at the 21 November 2022 GSA Council meeting.

If you and your alternate are unable to attend the Monday 21 November 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Elections Coordinator (gsanomco@ualberta.ca) BEFORE 3:00 PM on Monday 21 November 2022 in order to cast your vote in advance of the GSA Council meeting.

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

1. Md Saiful Islam (Computing Science)
2. Sameera Gumma (Public Health)
3. Maryam Jama (Pharmacy)

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

Jurisdiction:

Section H.POL.7.1 and H.POL.7.2

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

Section H.POL.8.1

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

The names and biographies received for the three (3) nominees are BELOW on pages 10.1 – 10.2. The biographies and brief resumes are presented as received (ie not edited).

**Nominations for GSA APPEALS AND COMPLAINTS BOARD
(THREE (3) VACANCIES FOR GSA MEMBERS)
Three (3) Nominees**

Sameera Gumma

Statement of Interest:
I have always been interested in giving back to my community in a positive way, as demonstrated by my extensive volunteer experience during my undergraduate degree at UBC Vancouver. Furthermore, as a new student to the University of Alberta, I would love the opportunity to meet like-minded individuals from various disciplines at the university and expand my network. Lastly, I would love the opportunity to be a representative of the School of Public Health on the GSA ACB and maintain the standard of fairness and equality of the GSA.
Bio:
<p>During my undergraduate experience, I have been on various executive boards holding positions such as Vice President Internal/External, Director of Internal Communications, Director of Alumni Relations, and Standards Board member, among others. As a Standards Board member, my responsibility was to work with my team to hear any complaints and help resolve any issues members of the organization had in an impartial and confidential manner. For example, issues have ranged from help with declining academics, issues between any members of the 100+ member organization, or any assault on a member.</p> <p>During my time as the Director of Internal Communications, I acted as a liaison between the 800+ members of the organization, UBC staff and the executive board, which required extensive knowledge on the relevant policies and well as excellent communication skills. Additionally, as a Health Policy and Management student, we receive training on leadership, independent thinking and neutrality, which are skills I would love to showcase in a role such as this one.</p> <p>I believe that I have the skills and the attitude necessary to thrive in this position. I look forward to hearing back.</p>

Md Saiful Islam

Statement of Interest:
I would love to volunteer with GSA ACB because I share similar values as GSA and want to solve students' issues smoothly. I believe that focusing on reducing students' stress through making more concise and concrete decisions regarding students' appeal is a great place to start. I worked as a GSA councilor (Alternate) last year, and now I want to work with a different group of people with varying goals in mind to learn more about the process.
Bio:

I worked as a GSA councilor (Alternate) last year, and now I want to work with a different group of people with varying goals in mind to learn more about the process. Previously, I work as a treasurer, CSE Society, SUST, Mentor, SUST ACM Lab, SUST Career Club. In addition, I used to work as a panel member a scholarship selection committee at SUST. With my background experience I would bring a different perspective to the GSA committee.

Maryam Jama

Statement of Interest:

I am a positive person who genuinely believes you get out of life what you are prepared to put in. I am a very giving person who enjoys working alongside other like-minded people who want to make a difference in the work they are doing.

Bio:

I volunteered for Research Day for the faculty of Pharmacy as a committee member. I enjoy helping, listening and am very attentive to other people and am an independent thinker. I believe I would be a great asset for this position.

GSA NOMINATING COMMITTEE (GSA NoC)

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

Information regarding the position for one (1) GSA Councillor was circulated in the Council mailings of 4 and 10 November with a nomination deadline of 16 November 2022. One (1) nomination was received.

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

There will be an electronic vote held at the 21 November 2022 GSA Council meeting.

If you and your alternate are unable to attend the 21 November 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Nominating Committee Coordinator (gsanomco@ualberta.ca) BEFORE 3:00 PM on Monday, 21 November 2022 in order to cast your vote in advance of the GSA Council meeting.

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

1. Andrew Poholka (Biochemistry)

Jurisdiction:

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

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

The name and biography received for the one (1) nominee is BELOW on page 10.4. The biography and resume are presented as received (ie not edited).

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

1. Andrew Poholka

Statement of Interest
I would like to sit on the Budget and Finance Committee because I have an interest in making a difference and doing my part to improve the quality of life for students at the University of Alberta. I hope that by volunteering for this committee I can serve my fellow students by aiding the committee to reach sound financial and budgetary decisions that will enable the GSA to function for years to come.
Bio
I do not possess extensive experience in the field of finance; however, I do possess a willingness and capacity to learn that will enable me to become a valuable member of this committee. I have demonstrated this through a history of academic excellence in my post-secondary education where for my undergraduate degree I obtained an honours biochemistry degree with first class standing. I have been a tutor for years, assisting students with a variety of subjects. This position helped me develop skills in both understanding and communicating scientific and mathematical concepts, which will help me acquire the knowledge and understanding I need to properly serve on this committee. Finally, I am dependable and have a dedication to serving those around me that I have demonstrated through two years of volunteering at my local food bank.

SPEAKER AND EXECUTIVE DIRECTOR

JOINT POSITION ON THE GSA BOARD (GSAB)/GSA NOMINATING COMMITTEE (GSA NoC) (Two (2) POSITIONS FOR GSA COUNCILLORS): ONE (1) NOMINEE

Information regarding these joint positions for GSA Councillors was circulated on many instances via email to GSA Council with a deadline of 16 November 2022. One (1) nomination was received.

The GSAB is the senior administrative authority of the GSA. As set out in GSA Board Policy (Section F.POL.3.2), the responsibilities of the GSA Councillor positions on the GSAB are:

1. Regular attendance at GSAB meetings, with regrets and reasons submitted to the GSA President.
2. Providing a link between the elected GSA Officers and the floor of GSA Council.
3. Participating and speaking up at GSA Council when GSAB business is discussed, from the member's own unique views.

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

There will be an electronic vote held at the 21 November 2022 GSA Council meeting.

If you and your alternate are unable to attend the Monday 21 November 2022 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Elections Coordinator (gsanomco@ualberta.ca) BEFORE 3:00 PM on Monday 21 November 2022 in order to cast your vote in advance of the GSA Council meeting.

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

- 1. Hamid Hassani (Physics)**

Jurisdiction:Section F.POL.3.1.e

The composition of the GSAB includes *"up to three (3) members of GSA Council elected by GSA Council as non-voting members."*

Section E.POL.4

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

Section E.POL.5.1

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

The name and biography received for the one (1) nominee is BELOW on page 10.6. The biography and resume is presented as received (ie not edited).

NOMINATIONS FOR GSA BOARD AND GSA NOMINATING COMMITTEE (GSAB/NoC)
(Two (2) VACANCIES FOR GSA COUNCILLORS)
One (1) Nominee

1. Hammid Hassani

Statement of Interest:
Having talented hard-working students on GSA committees is necessary for maintaining GSA and hence students' rights. I would like to be nominated for GSA NoC to help other members of this committee to ensure students' voices will be heard. Domestic, and international students should have an equal opportunity to involve in GSA councils, which is why I am interested in this position. As a graduate student, I would like to invite all other students to have the opportunity to bring the changes that they wanted to see, connect ideas, and finally help the governance of GSA.
Bio:
I am a second-year Physics Ph.D. student at UofA, studying the formation of massive stars in our universe with the state of art data obtained by groundbreaking telescopes, such as the James Webb Space Telescope. I have started this career more than 3 three years ago with MSc in Astronomy and Astrophysics. Hence I spent most of my time looking at the night sky, seeking to understand this chaotic universe. During my Bachelor's program, I was head of the Astronomical Society of our university and I was honored to be the voice of many Physics undergrad students. It is important to ensure students' voices will be heard by the university and that was my role in our forum. Connecting ideas is always exciting for me and I was able to make sure students see the changes that they are looking for, and hence it resulted in better communication between students and department members. I was privileged that our society was chosen for the best forum in both research and outreach activity across the university, which was a direct result of hearing students' voices and collecting their ideas.

President
Report to GSA Council for the 21 November 2022 Meeting

To: GSA Council
From: Anas Fassih
Date: 18 November 2022

Dear Council members,

I hope this report finds you well. We have finally come to the middle of our term in office with 3 months left before elections for the next executive team. While our institutional memory has taught us that the fruit of our advocacy efforts owes largely to what was planted for us by our predecessors, without losing sight of our responsibility to equally plant advocacy seeds for our successors, we retain the ambition of bringing some major initiatives in our Board Strategic Work Plan (SWP) to force before our term ends, a legitimate ambition undergirded by our desire to serve graduate students to the best of our ability. Progressing towards this goal is not an easy feat; it requires dedication, patience, perseverance, and responsibility to make the interests of graduate students an utmost priority.

Predominant among those interests is a better academic experience through which graduate students are properly funded and supported to undertake their studies in an environment that is safe and empowering. Indeed, acknowledging that the lack of funding is often the root cause of any poor academic experience, we have zealously called upon University administration to work with us on an institutional commitment for guaranteed minimum funding packages for graduate students, an area of service that had received scant attention from senior administration until Dr Verna Yui assumed the leadership of the Provost's Office this summer. Dr Yui has finally made a commitment to create a UAlberta policy for graduate funding, acknowledging the importance of graduate students in knowledge production, teaching, and service in this research-intensive institution that aspires to climb international ranking and to lead with purpose.

This commitment materialised in a couple of meetings with Provost Yui, Deputy Provost (Students and Enrolment) Melissa Padfield, and Interim Dean of the Faculty of Graduate Studies and Research (FGSR), Dr Roger Epp, to brainstorm ideas for an environmental scan of graduate funding both at the University of Alberta and at other comparative peer institutions across the U15. We have agreed on a reasonable timeline for data collection, consultation with relevant faculty Associate Deans and graduate coordinators, GSA Council, and policy drafting that will potentially come to the General Faculties' Council (GFC) for discussion and approval sometime next semester. I am thankful to the Provost's Office and FGSR for this commitment and to GSA staff, Erika Heiberg and Mahsa Toghray, for doing background research on graduate funding across Canada to arm us with the necessary information to inform the process. It is my hope that the GSA finally actualises this priority that would add to the Association's considerable feat in approving the student-supervisory relationship guidelines last year.

It goes without saying that optimal academic experience transcends beyond just funding. It is also rooted in ascertaining that graduate students pursue their degrees in a safe environment. With that in mind, we have been working with the Provost's Office and the Students' Union (SU) on revising the Code of Student Behaviour and the institution's policies regarding sexual and gender-based violence (SGBV). I am happy to report that revisions to the SGBV policy were approved in the last GFC meeting and will come to the Board of Governors for approval in our next meeting. This will contribute to a safe environment for graduate students. As documented by our interventions in GFC and other relevant committees, our approach has been moderate in nature, vouching for veering away from punitive approaches and adopting preventive and constructive approaches premised on education and training. The University is one of the places where people can learn what is right and what is wrong, and we believe that students and campus members are entitled to the right to learn about gender-based violence. This, of course, goes in congruence with accountability and transparency, especially when it comes to violence that occurs between parties where there is a power imbalance.

This approach conforms to the Ministry of Advanced Education's mandate letter to postsecondary institutions in the province that was in response to our provincial and external advocacy last year. We continue to capitalise on our political capital with the provincial government to land on some advocacy wins this year as well. The GSA Vice-President External, Janmejy Rao, is leading the GSA externally with the Alberta Graduate Provincial Advocacy Council (ab-GPAC) and is currently working with other GSAs in the province to organize our advocacy week that is scheduled to take place in January. Meanwhile, I remain hands-on in the GSA external representation, and, alongside Janmejy, I am currently working on a submission with the University and Students' Union to the government on a dedicated immigration stream for students in Alberta. Recently, I also attended the Canadian Association of Graduate Studies' Conference in Montreal. It is an avenue for information sharing that helped with ideas on funding and on equity, diversity, and inclusion on Canadian campuses, ideas that I aspire to see steadfastly implemented in the GSA Equity, Diversity, and Inclusion Committee (GSA EDIC) as we collectively labour on drafting the GSA's EDI Strategic Work Plan this year.

Finally, serving for a second term as your President and harbouring transparency and honesty with my constituency as guiding principles for my service, I admit that this year has been particularly challenging due to factors beyond my control. The GSA is currently understaffed with the departure of the Executive Director (ED) leaving the delicate matter in my hand, since the ED is the only senior staff member that falls under my purview of hire in consultation with the Board, staff, and legal advice. I strive to follow the process relying on the GSA resources to hire an HR consultant and solicit legal advice, and to build consensus between the relevant parties invited to engage in the process. The process may take longer than expected, but I give my assurance that we will collectively strive to hire the best candidate who is going to ascertain a proper utilization of GSA resources to serve graduate students, and to ensure the continuation of the current office culture built on cooperation, transparency, and accountability and on cohesion between the leadership team and office staff in a safe and respectful environment as it has existed for long. This responsibility takes most of my time. In the meantime, I continue to work closely with Erika Heiberg, GSA Associate Director and Acting Executive Director, to ensure internal stability and the flow of operations to serve graduate students. I would like to thank the executive team for their diligence in this difficult time, and the staff, namely Erika, Dorte, Laura, Fiona, Monica and Mahsa for their cooperation and hard work in the background until we hire a new ED. To everyone, I say thank you.

This concludes my monthly report. I am happy to answer any question during the Council meeting.

Respectfully,
Anas Fassih, GSA President, 2022-2023

Please find below a list of meetings I attended between 24 October and 21 November 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

25 October	Meeting with A Shiri, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research (FGSR)
25 October	Tuition Budget and Advisory Committee (TBAC)
26 October	Faculty of Graduate Studies and Research (FGSR) Council
27 October	Mandatory Non-instructional Fees (MNIF) Oversight Committee
27 October	GSA Equity, Diversity, and Inclusivity Committee (GSA EDIC)
27 October	Graduate Funding Model Discussion with K Noels, Professor, Faculty of Arts
28 October	GSA Budget and Finance (GSA BFC) Committee
28 October	Halloween Coffee Break
28 October	Meeting with M Padfield, Deputy Provost re: Food Insecurity on Campus
1-3 November	Canadian Association for Graduate Studies (CAGS) Annual Conference
7 November	Meeting with T Gilchrist, Vice-President (University Services and Finance)
7 November	Meeting with J Pratt, NASA President
8 November	Meeting with M Ross-Graham, Chair, Board Human Resources and Compensation Committee (BHRCC)

8 November	Meeting with R Epp, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research (FGSR)
14 November	General Faculties Council (GFC)
14 November	General Faculties Council (GFC) Engagement Session- University Strategic Plan
15 November	Meeting between Executive Director Hiring Committee & HR Consultant, B Read
15 November	Meeting with J Smith, Chief of Staff, President's Office
16 November	Mandatory Non-Instructional Fees (MNIF) Oversight Committee (MNIF)
16 November	General Faculties Council Academic Planning Committee (GFC APC)
16 November	Meeting with A Monteiro, Students' Union (SU) President
17 November	Minimum Guaranteed Funding Package with R Epp and C Ayranci, Faculty of Graduate Studies and Research (FGSR)
17 November	Meeting with V Yiu, Provost; M Padfield, Deputy Provost; and K Todd, Deputy Provost
18 November	Safety on Campus Meeting with M Roth, Director, Vice-President (Facilities & Operations)
18 November	Meeting with A Sharman, Vice-President (Facilities & Operations)
18 November	Tuition Budget and Advisory Committee (TBAC)
21-25 November	Canadian Alliance of Student Associations (CASA) Advocacy Week

**GSA Board
Report to GSA Council for the 21 November 2022 Meeting**

The GSA Board (GSAB) reports regularly to GSA Council by listing its agenda items, motions/agreements, and main items of discussion (meeting reports are also offered at each meeting). Motions of Agenda approval and approval of the Minutes are not included unless there were amendments made. Closed session items are not minuted. GSA Council members are always able to ask questions about items that were discussed in closed session. Open session Minutes are available upon request. The Directly-Elected Officers and the administrative team will be happy to answer any questions or provide more information at the GSA Council meeting. Also see the weekly Management Reports to the GSAB in Item 21 (Acting Executive Director's Report to GSA Council) on pages 21.1-21.3.

26 October 2022 GSA Board Meeting

Main Agenda Items:

GSA Council Debrief; Meeting reports.

Motions and Agreements:

None to report.

9 November 2022 GSA Board Meeting

Main Agenda Items:

ATB Lunch and Learn Partnership Proposal; 2022-2023 GSA Fall Term Budget and Expenditure Report; Resolution to Change ATB Investment Signing Authority; Executive Director Hiring Process; Meeting reports.

Motions and Agreements:

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

RESOLUTION: That the GSA Board **RESOLVE THAT** in respect to the current investment accounts with ATB, Erika Heiberg as Acting Executive Director and hereby replaces Courtney Thomas as an authorized signatory. BA **Moved**. HK Seconded. **CARRIED**.

16 November 2022 GSA Board Meeting

Main Agenda Items:

Meeting reports.

Motions and Agreements:

None to report.

**GSA Budget and Finance Committee
Report to GSA Council for the 21 November 2022 Meeting**

To: GSA Council
From: Anas Fassih
Date: 18 November 2022

Dear Council Colleagues,

The GSA Budget and Finance Committee (GSA BFC) met on 28 October 2022 to review the 2022-2023 Fall Term Budget and Expenditure Report that is now before you. As outlined in the materials, we are in a good budget position at the halfway point of our fiscal year. I look forward to discussing the report with you at the upcoming meeting.

Additionally, GSA BFC members reviewed the GSA's most recent quarterly investment statement, and members of our ATB investment management team were on hand to answer questions; our investments are performing somewhat better than expected given the current state of the economy.

The GSA BFC will meet again on 2 December to begin the process of building the 2023-2024 GSA operating and restricted budgets, which will come forward to GSA Council in February.

I am happy to answer any questions.

Sincerely,
Anas Fassih, President and Chair of the GSA BFC

**GSA Equity, Diversity, and Inclusion Committee
Report to GSA Council for the 21 November 2022 Meeting**

To: GSA Council
From: Anas Fassih
Date: 18 November 2022

Dear Council Colleagues,

The GSA Equity, Diversity, and Inclusion Committee (EDIC) most recently had the opportunity to meet on 27 October 2022. Joining us at that meeting was Dr. Lisa Purdy, Assistant Dean, Office of Advocacy & Wellbeing, Graduate Student Affairs, Faculty of Medicine and Dentistry. Dr. Purdy was generous enough to connect with us as part of her ongoing outreach efforts to ensure that the services offered by her office are responsive to the dynamic realities of the graduate student experience. We are grateful to her for joining us and engaging the GSA EDIC in a frank discussion.

Also discussed at this meeting, among other points, was a discussion on the possibilities of collaborating with The Landing to offer specialized programming or events for graduate students. Further discussion on this point is warranted and updates will be brought to GSA Council as needed.

Sincerely,
Anas Fassih, President and Chair of the GSA EDIC

**Vice-President Academic
Report to GSA Council for the 21 November 2022 Meeting**

To: GSA Council
From: Bishoi Aziz
Date: 18 November 2022

Dear Council Colleagues,

I am happy to report to you my advocacy efforts over the past month

Academic Integrity Policy Working Group – Oct. 25th

- The working group discussed implementing a hybrid model for applying academic disciplining measures that combines both punishment and teaching for academic misconduct depending on the case. I advocated for building the procedure in a sustainable structure taking into account the funding cuts that have elongated the process of misconduct investigation and decision.

Meeting with A Shiri, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research (FGSR) – Oct. 25th

- In my meeting with the FGSR Interim Dean, Dr. Ali Shiri, we discussed the review process of FGSR following the onboarding of the new FGSR Interim Dean, Dr. Roger Epp. Dr. Shiri also informed me that the bargaining process of the GSA collective agreement was finalized and resulted in increasing the monetary aspects. The agreement will be brought to academically-employed graduate students for ratification. I discussed with him the commitment we got from the Provost's Office regarding guaranteed minimum funding packages for PhD students. He was excited to hear that and promised to work actively with the FGSR Associate Deans to advance that initiative.

Tuition Budget and Advisory Committee (TBAC) – Oct. 25th

- The committee discussed the new proposal for increasing the tuition according to the inflation rate provided by the provincial government. The proposed increase is by 5.5% for domestic students in Fall 2023 and by 6.5% for the international students Fall 2024 cohort. This will affect both graduate and undergraduate students. The student representatives asked for a detailed explanation of what counts as academic expenses that would justify the increase. The committee promised to bring this information in addition to tuition comparisons of the other U15 institutions. I also asked for the possibility of rebates for graduate students who finish their degrees in less than the full duration of the degree.

General Faculties Council (GFC) Committee on the Learning Environment (GFC CLE) – Oct. 26th

- We had a workshop on Indigenization and decolonization on campus. That workshop was really eye opening. It was an exciting opportunity to see the University through the eyes of the Indigenous peoples. We discussed the need to regularly invite individuals from Indigenous communities to the committee to help us change the University environment towards decolonization.

General Faculties Council on Student Affairs (GFC COSA) – Nov. 3rd

- The council members took a tour of the Campus Food Bank before the meeting. The Campus Food Bank statistics were alarming, with 59.4% of its clients being graduate students despite the graduate student population being much smaller than undergraduate students. Increasing grocery prices and tuition came as the main drivers behind using the food bank. We discussed also moving the food bank from the hamper model to a grocery model where clients can choose the foods they want to get, rather than a pre-packed hamper. We also discussed the availability of speciality foods depending on medical and religious needs.
- The council discussed the increased tuition proposal and how this will continue to lower accessibility of education to only those more privileged.
- Moreover, the council discussed the University's plans for enhancing online education through building new courses that are digitally attractive for students. We also discussed the need to change the way of examining students in the era of online learning.

- We also discussed the new University Strategic Plan (USP). I focused my discussion on the need to enhance the University's funding model to be able to lower graduate student tuition costs. That need is essential given the alarming numbers from the Campus Food Bank that clearly shows food insecurity on campus as a direct result of an increasingly expensive education.

University Research Policy Committee (URPC) – Nov. 4th

- The committee discussed the priorities to focus on over the coming year. Decolonization came as a significant priority with the affirmation that Indigenization is completely separate from equity, diversity and inclusion (EDI). We also discussed the innovation priority. On that front, I advocated that the University should be thoughtful not to get carried away by the market push towards technology, so that fields such as the Humanities could be negatively impacted. I warned that this would lead humans to lose their humanity and become more like robots. I affirmed that the University should work actively, not only to add a gas pedal to the innovation vehicle, but also a brake pedal.
- The committee also discussed adding a representative from the Post-Doctoral Fellows given their extensive contribution to the research process.

Meeting with R Epp, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research (FGSR) – Nov. 8th

- GSA President, Anas Fassih, and I met with the Interim FGSR Dean Dr. R Epp. We congratulated him on starting his new role. We discussed the start of the FGSR review process and its timing. He mentioned that this will happen following his onboarding so that he can get familiar with the operations and the policies of the Faculty. We also discussed the minimum funding packages for PhD students. Dr. Epp showed great support for the project.

General Faculties Council (GFC) – Nov. 14th

- The Sexual and Gender-Based Violence Policy came a second time to GFC for discussion after edits were made by the University Human Resources Office and the Board of Governors. The council approved the edited version of the policy. The council also amended the GFC Terms of Reference by adding the Non-Academic Staff Association (NASA) president as a member of GFC.

Please find below a list of meetings I attended between 24 October and 21 November 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

25 October	Academic Integrity Policy Working Group
25 October	Meeting with A Shiri, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research (FGSR)
25 October	Faculty of Graduate Studies and Research (FGSR) Council Caucus
25 October	Tuition Budget and Advisory Committee (TBAC)
26 October	General Faculties Council Nominating Committee (GFC NC)
26 October	General Faculties Council Committee on the Learning Environment (GFC CLE)
27 October	Meeting with K Noels, Faculty of Arts re: Graduate Funding Models
28 October	Halloween Coffee Break
28 October	Meeting with a Graduate Student
31 October	Graduate Program Support Team (GPST)
31 October	General Faculties Council Executive (GFC EXEC) Committee
1 November	Meeting with a Graduate Student
1 November	Celebrate. Teaching. Learning. Research Event
2 November	Academic Integrity Policy Working Group
3 November	General Faculties Council on Student Affairs (GFC COSA) Campus Food Bank Tour
3 November	General Faculties Council on Student Affairs (GFC COSA)
4 November	University Research Policy Committee (URPC)
8 November	Meeting with R Epp, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research (FGSR)
9 November	College of Health Sciences (CHS) College Dean Selection Committee

10 November	Faculty of Graduate Studies and Research (FGSR) Policy Review Committee (PRC)
10 November	GSA General Faculties Council (GFC) Caucus
14 November	General Faculties Council (GFC)
14 November	General Faculties Council (GFC) Engagement Session- University Strategic Plan
15 November	Meeting between Executive Director Hiring Committee & HR Consultant, B Read
16 November	College of Health Sciences (CHS) College Dean Selection Committee
16 November	Academic Integrity Working Group
17 November	Meeting with C Ayranci and R Epp, Faculty of Graduate Studies and Research (FGSR) re: Minimum Guaranteed PhD Funding

**Vice-President External
Report to GSA Council for 21 November 2022 Meeting**

To: GSA Council
From: Janmejaya Rao
Date: 18 November 2022

Dear Council Colleagues,

Winter is here. I hope you are staying warm and preparing for the semester end. I have mentioned here updates in my portfolio for the previous month.

Alberta Graduate Provincial Advocacy Council (ab-GPAC):
Initially it was planned that Advocacy Week with the provincial government would be held in November. However, looking at other advocacy groups and the current political situation in the province, we will shift Advocacy Week to a later date. The ab-GPAC board is in the process of finalizing the asks to different ministerial offices for Advocacy Week.

Residence Advisory Committee Meeting:
We discussed the procedure for graduate students to apply for the residence improvement fund. Also, we discussed the meal plan rates for 2023-2024. Residence System Health will be discussed on 22 November.

University Strategic Planning (USP) Steering Committee Meeting:
The goal of this committee is to develop a strategic plan that defines the University's hopes and ambitions, to determine how the U of A can lead with purpose, and how the University can best focus attention and resources toward shared goals. I am representing the voice of graduate students on this committee. An Institutional Strategic Planning Process Roundtable has also been organized for the graduate students. Please reach out to make your voice heard.

Halloween Coffee Break
Another wonderful event after the Fall Social event organized by the GSA. Lot of students showed up and had a wonderful time.

Apart from these meeting, I spent time on the internal matters within our GSA along with the other Directly-Elected Officers.

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

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

Please find below a list of meetings I attended between 24 October to 21 November (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

25 October	Residency Advisory Committee (RAC)
26 October	University Strategic Planning (USP) Steering Committee Meeting
26 October	Alumni Careers Committee
28 October	Halloween Coffee Break
8 November	Residency Advisory Committee (RAC)
10 November	Alberta Post-Secondary Council
15 November	Meeting between ED Hiring Committee & HR Consultant, B Read
17 November	Meeting with K Husing, AVP Campus Services
18 November	ab-GPAC Board
18 November	United Way Committee

**Vice-President Labour
Report to GSA Council for the 21 November 2022 Meeting**

To: GSA Council
From: Hiren Kaklotar
Date: 18 November 2022

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

Bargaining Update:

The GSA team made significant progress in negotiations of non-monetary as well as monetary issues throughout the sessions. The negotiating teams for the GSA and the University of Alberta reached a tentative agreement in collective bargaining on 19 October 2022, and the GSA Negotiating Team is recommending ratification.

Ratification sessions:

We organised two ratification information sessions on 16 and 18 November in hybrid format in the GSA Board Room and via Zoom. These sessions discussed the overall bargaining process and gains and gave an opportunity for academically-employed graduate students (AEGSs) to ask questions. The ratification vote will be sent out to AEGSs on Tuesday, 22 November 2022 and will close on Thursday, 24 November 2022. Please note that voting is restricted to current members of the bargaining unit (ie, those with a current appointment under that GSA Graduate Student Assistantship Collective Agreement). The results will be declared after verification.

On October 26, myself and GSA President, Anas Fassih, attended the Faculty of Graduate Studies and Research (FGSR) Council. Anas presented the GSA monthly report and also discussed the GSA Board's Strategic Work Plan. We discussed recent work in terms of collaboration with the provincial government, in-person and hybrid working style, conversations with the Provost regarding proposed guaranteed minimum funding packages, the GSA Equity, Diversity and Inclusion Committee's (GSA EDIC) proposed strategic work plan, and fundraising for the Campus Food Bank.

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

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

Please find below a list of meetings I attended between 24 October and 21 November 2022 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

25 October	Faculty of Graduate Studies and Research (FGSR) Council Caucus
26 October	Faculty of Graduate Studies and Research (FGSR) Council
28 October	Provincial GSA Labour
27 October	GSA Budget and Finance (GSA BFC) Committee
28 October	Halloween Coffee Break
2 November	Public Service Alliance of Canada (PSAC): Introduction to Unions
3 November	Meeting with Shared Services: Messaging to Academically-Employed Graduate Students
7 November	Public Service Alliance of Canada (PSAC)
8 November	College of Natural and Applied Sciences (CNAS) College Dean Selection Committee
15 November	Meeting between Executive Director Hiring Committee & HR Consultant, B Read
16 November	Collective Bargaining Ratification Information Session
16 November	Public Service Alliance Canada (PSAC)
18 November	Joint Health and Safety Committee (JHSC)
18 November	Collective Bargaining Ratification Information Session
21 November	College of Natural and Applied Sciences (CNAS) College Dean Selection Committee

**2022-2023 Vice-President Student Services
Report to GSA Council for the 21 November 2022 Meeting**

To: GSA Council
From: Monisha Vinod
Date: 18 Nov 2022

Dear Council Colleagues,

It's finals and flu season! I hope you are taking care of yourself as winter starts to set in and I would like to wish everyone good luck as we all finish the last leg of the semester together.

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

- The Days of Action (DOA) Committee is continuing to work on messaging for the rest of the days we have left to engage in discussion and challenge stigma around mental health on campus. World Hello Day is on 21 November and as part of the activities planned to create and build social connections with others, GSA is hosting its Coffee Break on 25 November and we have invited members from the DOA Committee to join us. We hope to see a large turnout of students and look forward to seeing you there as well ahead of this month's GSA Council meeting.
- This month's advocacy was more focused towards the Campus Food Bank (CFB) and its objectives. The GSA and Students' Union (SU) have planned to work together with the Dean of Students office to raise funds to help the CFB meet its staggering number of food baskets being requested as food insecurity increases on campus. Other projects including providing snack stations across campus and an outdoor food pantry are also part of the University's support plan for the CFB.
- As a member of the of the Selection Committee for the next College Dean and Vice-Provost of the College of Social Sciences and Humanities, I requested feedback through the GSA Newsletter from the graduate student body on the selection process and we received valuable comments that we have taken into consideration. Please feel free to continue to reach out to me when we share information or requests for more feedback from student groups.
- The Mandatory Non-Instructional Fees (MNIF) Oversight Committee is meeting on a regular basis to discuss the principles behind revising the MNIF Agreement and developing a workplan for submitted proposals to provide the best student experience possible at the UofA.
- The official roll out of the ARC card to the public will happen on November 21st. Due to this, the UofA will stop receiving ARC card shipments and once the existing stock is used up for new students or replacement cards, potentially by Spring/Summer 2023, students will have to buy inactivated cards directly from the ARC website for six dollars if they require a replacement, or for new student starting Fall 2023.

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

Thank you and with Warm Regards,
Monisha Vinod, Vice-President Student Services 2022-2023

Please find below a list of meetings I attended between 24 October to 21 November (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

26 October	Days of Action Committee
26 October	Dean's Advisory Committee
27 October	GSA Equity, Diversity, and Inclusivity Committee (GSA EDIC)
28 October	Halloween Coffee Break
28 October	Campus and Community Recreation

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28 October	Meeting with M Padfield, Deputy Provost re: Food Insecurity on Campus
1 November	Students Who Parent Working Group
14 November	College of Social Sciences and Humanities (CSSH) College Dean Selection Committee
14 November	Student Housing Stability Working Group
15 November	U-Pass Advisory Committee
15 November	Meeting between ED Hiring Committee & HR Consultant, B Read
15 November	Meeting with G Garcia (Associate Director, Programming, Campus and Community Recreation)
16 November	Mandatory Non-Instructional Fees (MNIF) Oversight Committee (MNIF)
17 November	General Faculties Council Programs Committee (GFC PC)

**GSA Nominating Committee
Report to GSA Council for the 21 November 2022 Meeting**

To: GSA Council
From: Elisabeth Widjaja
Date: 18 November 2022

Dear Council Colleagues,

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

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

Sincerely,
Elisabeth Widjaja, Chair of the GSA NoC

Memorandum to GSA Councillors

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

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

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

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

GSA Standing Committees

1) GSA Appeals and Complaints Board (GSA ACB) (Two (2) GSA Councillor Positions)

Information regarding the positions for two (2) GSA Councillors was circulated via email to GSA Council on 4 and 10 November 2022 with a nomination deadline of 15 November 2022. **No nominations were received; this vacancy will be advertised again.**

2) GSA Appeals and Complaints Board (GSA ACB) (Three (3) GSA Member Positions)

Information regarding the positions for three (3) GSA members was circulated via GSA newsletter on 4 and 10 November 2022 with a nomination deadline of 15 November 2022. **Three (3) nominations were received; there will be an electronic vote (see Item 10a – Nominees for GSA Appeals and Complaints Board).**

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

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 4 and 10 November 2022 with a nomination deadline of 16 November 2022. **One nomination was received; there will be an electronic vote (see Item 10b – Nominee for GSA Budget and Finance Committee).**

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

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 4 and 10 November 2022 with a nomination deadline of 16 November 2022. **No nominations were received; these vacancies will be advertised again.**

5) GSA Governance Committee (GSA GC) (One (1) GSA Councillor Positions)

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 4 and 10 November 2022 with a nomination deadline of 16 November 2022. **No nominations were received; this vacancy will be readvertised.**

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

Information regarding the position for one (1) GSA Councillor was circulated via email to GSA Council 4 and 10 November 2022 with a nomination deadline of 16 November 2022. **No nominations were received; these vacancies will be advertised again.**

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

Information regarding the position for two (2) GSA Councillors was circulated via email to GSA Council 4 and 10 November 2022 with a nomination deadline of 16 November 2022. **No nominations were received; there will be an electronic vote (see Item 10c – Nominee for GSA Board and GSA Nominating Committee (GSAB/NoC))**

GSA Officers

1) GSA Senator (One (1) Position for a GSA Member)

Information regarding this position for one (1) GSA member was circulated via the GSA newsletters of 4 and 10 November 2022 with a nomination deadline of 16 November 2022. **No nominations were received; this vacancy will be advertised again.**

2) GSA Deputy Speaker (One (1) Position for a GSA Member)

Information regarding this position for one (1) GSA member was circulated via the GSA newsletters of 4 and 10 November 2022 with a nomination deadline of 16 November 2022. **No nominations were received; this vacancy will be advertised again.**

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

Information regarding this position for one (1) GSA member was circulated via the GSA newsletters of 4 and 10 November 2022 with a nomination deadline of 16 November 2022. **No nominations were received; this vacancy will be advertised again.**

External Committees: Vacancies

1) Faculty of Graduate Studies and Research Committee (Two (2) Graduate Student Positions)

Information regarding the two (2) vacancies (two (2) Alternates) on the Faculty of Graduate Studies and Research Committee was circulated via the GSA Newsletter graduate students on 21 and 28 October 2022, with a deadline of 2 November 2022. **One (1) nomination was received; Sumedha Vaishnavi Nallanthighal was elected. The remaining vacancy will be advertised again.**

2) University of Alberta Museum Policy and Planning Committee (One (1) Graduate Student Positions)

Information regarding the one (1) vacancy on the University of Alberta Museum Policy and Planning Committee was circulated via GSA newsletters of 21 and 28 October 2022, with a deadline of 2 November 2022. **Three (3) nominations were received; Qi Wang was elected.**

Addendums

Election of GSA ACB Chair

As per GSA Bylaw and Policy, "Two (2) members from amongst the twelve (12) voting members of the GSA ACB will be elected, on the recommendation of the GSA NoC, by the GSA ACB to serve as Chair and Vice-Chair for a term of office, also recommended by the GSA NoC, not to exceed two (2) years. Members may stand for re-election as Chair or Vice-Chair." (Section H.POL.7.5). On 31 October 2022, GSA ACB members were informed of the vacancy in the position of Chair and were invited to submit nominations for this position. One (1) nomination was received in advance of the deadline of 7 November 2022. As of 10 November 2022, GSA ACB members have elected **Laura Manerus (Science)** to serve as GSA ACB Chair.

Election of GSA ACB Vice-Chair

As per GSA Bylaw and Policy, "Two (2) members from amongst the twelve (12) voting members of the GSA ACB will be elected, on the recommendation of the GSA NoC, by the GSA ACB to serve as Chair and Vice-Chair for a term of office, also recommended by the GSA NoC, not to exceed two (2) years. Members may stand for re-election as Chair or Vice-Chair." (Section H.POL.7.5). On 31 October 2022, GSA ACB members were informed of the vacancy in the position of Vice-Chair and were invited to submit nominations for this position. One (1) nomination was received in advance of the deadline of 7 November 2022. As of 9 November 2022, GSA ACB members have elected **Christina Saed (Pharmacy and Pharmaceutical Science)** to serve as GSA ACB Vice-Chair.

Election of GSA ERC Vice-Chair

As per GSA Bylaw and Policy, "Two (2) members from amongst the six (6) voting members of the GSA ERC will be elected by the GSA ERC to serve as Chair and Vice-Chair for the duration of their time on the GSA ERC or until they resign their positions" (Section I.POL.16.4). On 10 November 2022, GSA ERC members were informed of the vacancy in the position of Vice-Chair and were invited to submit nominations for this position. Two (2) nominations were received in advance of the deadline of 9 November 2022. As of 15 November 2022, GSA ACB members have elected **Devansh Patel (Agricultural, Food and Nutritional Science)** to serve as GSA ERC Vice-Chair.

**GSA Elections and Referenda Committee
Report to GSA Council for the 21 November 2022 Meeting**

To: GSA Council
From: Jennifer Bertrand
Date: 18 November 2022

Dear Council Colleagues,

The GSA Elections and Referenda Committee (GSA ERC) met on 28 October 2022 to review the 2023 GSA General Election and Election of the Associate Vice-President Labour timeline, and the 2023 GSA ERC General Election and Election of the Associate Vice-President Labour work plan. Additional meetings of the GSA ERC have been scheduled throughout the fall.

Finally, following this meeting, members of the GSA ERC were invited to put their names forward to serve as vice-chair of the committee (as per GSA Bylaw and Policy, Section I.POL.16.4, "two (2) members from amongst the six (6) voting members of the GSA ERC will be elected by the GSA ERC to serve as Chair and Vice-Chair for the duration of their time on the GSA ERC or until they resign their positions"). Subsequently, the committee elected Devansh Patel to serve as vice-chair.

Sincerely,
Jennifer Bertrand, Chair of the GSA ERC

**Acting Executive Director
Report to GSA Council for the 21 November 2022 Meeting**

To: GSA Council
From: Erika Heiberg
Date: 18 November 2022

Dear GSA Council Members,

The office has been engaged in the preparation of the Fall Term Financial Report, the initial development of the 2023-2024 operating budget, and supporting the GSA Budget and Finance Committee as it meets to review these items (as discussed in the report to GSA Council from the GSA Budget and Finance Committee). With respect to the organization's finances, I am happy to report that the GSA remains in a strong financial position at the mid-point of our fiscal year.

We have been busy supporting the GSA Negotiating Team and the Vice-President Labour as they host ratification sessions and distribute briefing notes to members of the bargaining unit in advance of a vote concerning the ratification of the newly negotiated collective agreement that will come forward to academically-employed graduate students.

Finally, on 29 November the GSA Nominating Committee will be hosting a Discover Governance event for those thinking about running for elected office with the GSA in the 2023 General Election, or those who just want to know more about the GSA and how they can get involved. This will be the first introduction to the change in the portfolio structures, with the additions of the Vice-President Student Life and Associate Vice-President Labour. This event will feature a chance to win a pair of Oilers tickets.

I am happy to answer any questions and, as always, the weekly reports from myself to the GSA Board are attached (pages 21.1-21.3).

Best,
Erika Heiberg, Acting Executive Director

Management Report to the GSA Board, 26 October 2022

Management has been engaged with the following issues since the last GSA Board meeting on 26 October 2022:

Strategic

- Human resources work associated with staff transition.
- Working on research about the structure of graduate studies unit and funding packages at other U15 institutions.
- Planning the 2023-2024 budget building process, and reviewing budget lines to see where, operationally, updates might be needed.
- Planning the 2023 GSA General Election and Election of the Associate Vice-President Labour, as well as the annual Discover Governance initiative.
- Planning for Winter Orientation in January. Aiming for an in-person session and exploring possible spaces.
- Providing training sessions for newly elected members of various GSA standing committees.
- Work associated with the Collective Agreement (supporting the GSA Negotiating Team (bargaining will be occurring again next week), the GSA Labour Relations Committee, circulating updates to members of the bargaining unit, meeting with graduate students, planning ratification town halls, and soliciting expressions of interest for the steward network (designing posters to advertise vacancies))

Operations

- GSA Fall Social event well attended with an estimated 150 attendees.
- Follow up work associated with the recent GSA Council meeting.
- Preparing the first mailing of GSA Council.
- Planning for Halloween themed GSA Coffee Break, and the annual Halloween photo contest.
- Finalizing council remuneration for 2021-2022.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to Council and via GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), GSA Board (advertised directly to GSA Council), GSA Board/GSA Nominating Committee (advertised directly to GSA Council), GSA Elections and Referenda Committee (advertised directly to Council), Speaker (advertised via GSA newsletter), Deputy Speaker (advertised via GSA newsletter), Deputy Returning Officer (advertised via GSA newsletter), Museum Policy (advertised via newsletter), Indigenous Graduate Student Association (emailed directly to IGSA students), and Planning Committee and Faculty of Graduate Studies and Research (advertised via GSA newsletter).
- Facebook = 1,947 followers (down 2 from 10 October); Facebook posts reached 86 users over this time. Twitter = 1,330 followers (up 3 from 10 October); our tweets earned 849 "impressions" over this time. Instagram = 933 followers (up 23 from 10 October); Instagram posts reached 127 users over this time.
- GSA Academic Travel Grants = ongoing, slowing down, which is normal this time of year; GSA Child Care Grants = ongoing; GSA Emergency Bursaries = no funding periods; GSA Graduate Student Group Grants = ongoing. All funding continues to be closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

Management Report to the GSA Board, 9 November 2022

Management has been engaged with the following issues since the last GSA Board meeting on 9 November 2022:

Strategic

- Human resources work associated with staff transition.
- Continued research about the structure of graduate studies unit and funding packages at other U15 institutions.
- Beginning to plan the development of the 2022-2023 operating budget (reviewing the current budget, setting up meetings of the GSA Budget and Finance Committee (GSA BFC), etc) and embarking on a review of the GSA's investment policy the GSA BFC.
- Continued support for the GSA Elections and Referenda Committee as it plans the 2022 GSA General Election (the committee will meet next in mid-November).
- Planning for Winter Orientation in January. Aiming for an in-person session and exploring possible spaces.
- Beginning to plan the 2023 GSA Awards (setting up training and meeting with GSA Awards Selection Committee (GSA ASC), timeline for nominations and adjudication, etc)
- Work associated with the Collective Agreement (supporting the GSA Negotiating Team (bargaining will be occurring again next week), the GSA Labour Relations Committee, circulating updates to members of the bargaining unit, meeting with graduate students, planning ratification town halls, and soliciting expressions of interest for the steward network (designing posters to advertise vacancies))

Operations

- Preparing the first mailing of GSA Council.
- Planning for November Coffee Break with Hello Day and Discover Governance
- Finalizing council remuneration for 2021-2022.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to Council and via GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), GSA Board (advertised directly to GSA Council), GSA Board/GSA Nominating Committee (advertised directly to GSA Council), GSA Budget and Finance Committee (advertised directly to Council), GSA Elections and Referenda Committee (advertised directly to Council), Senator (advertised via GSA newsletter), Deputy Speaker (advertised via GSA newsletter), Deputy Returning Officer (advertised via GSA newsletter), Museum Policy (advertised via newsletter), and Human Ecology Graduate Students' Association (HEGSA) (emailed directly to HEGSA students).
- Facebook = 1,949 followers (up 2 from 25 October); Facebook posts reached 904 users in the past two weeks. Twitter = 1,327 followers (down 3 from 25 October); our tweets earned 863 "impressions" in the last two weeks. Instagram = 939 followers (up 6 from 25 October); Instagram posts reached 493 users in the last two weeks.
- GSA Academic Travel Grants = ongoing, slowing down, which is normal this time of year; GSA Child Care Grants = ongoing; GSA Emergency Bursaries = no funding periods; GSA Graduate Student Group Grants = ongoing; quite a few applications this week. All funding continues to be closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.

Management Report to the GSA Board, 16 November 2022

Management has been engaged with the following issues since the last GSA Board meeting on 16 November 2022:

Strategic

- Human resources work associated with staff transition.
- Beginning to plan the development of the 2022-2023 operating budget (reviewing the current budget, setting up meetings of the GSA Budget and Finance Committee (GSA BFC), etc) and embarking on a review of the GSA's investment policy the GSA BFC.
- Continued support for the GSA Elections and Referenda Committee as it plans the 2022 GSA General Election (the committee will meet next in mid-November).
- Planning for Winter Orientation in January. Aiming for an in-person session and exploring possible spaces.
- Beginning to plan the 2023 GSA Awards (setting up training and meeting with GSA Awards Selection Committee (GSA ASC), timeline for nominations and adjudication, etc)
- Work associated with the Collective Agreement (supporting the GSA Negotiating Team (bargaining will be occurring again next week), the GSA Labour Relations Committee, circulating updates to members of the bargaining unit, meeting with graduate students, planning ratification town halls, and soliciting expressions of interest for the steward network (designing posters to advertise vacancies))

Operations

- Preparing the first mailing of GSA Council.
- Planning for November Coffee Break with Hello Day and Discover Governance
- Finalizing council remuneration for 2021-2022.
- Supporting the work of the GSA Nominating Committee: vacancies on the GSA Appeals and Complaints Board (advertised directly to Council and via GSA newsletter), GSA Governance Committee (advertised directly to GSA Council), GSA Board (advertised directly to GSA Council), GSA Board/GSA Nominating Committee (advertised directly to GSA Council), GSA Budget and Finance Committee (advertised directly to Council), GSA Elections and Referenda Committee (advertised directly to Council), Senator (advertised via GSA newsletter), Deputy Speaker (advertised via GSA newsletter), Deputy Returning Officer (advertised via GSA newsletter), Museum Policy (advertised via newsletter), and Human Ecology Graduate Students' Association (HEGSA) (emailed directly to HEGSA students).
- Facebook = 1,950 followers (up 1 from 8 November); Facebook posts reached 288 users in the past week. Twitter = 1,325 followers (down 2 from 8 November); our tweets earned 308 "impressions" in the last week. Instagram = 940 followers (up 1 from 8 November); Instagram posts reached 16 users in the last week.
- GSA Academic Travel Grants = ongoing, slowing down, which is normal this time of year; GSA Child Care Grants = closed; GSA Emergency Bursaries = no funding periods; GSA Graduate Student Group Grants = ongoing; quite a few applications this week. All funding continues to be closely monitored so we can direct it to where the most need is and funds not projected to be spent are being transferred to the University to dispense in the form of COVID-related supplementary bursaries for graduate students.