

GSA Council Meeting CONSOLIDATED AGENDA

Monday, 24 February 2020 at 6:00 pm

2-100 University Hall, Van Vliet Complex

The GSA respectfully acknowledges that the University of Alberta is located on Treaty 6 territory, traditional lands of First Nations and Métis people.

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 Management are emailed the Friday before a Monday meeting so that the content is as current as possible.

Deputy Speaker Priyanka Maripuri in the Chair

A pizza dinner will be served at 5:15 pm.

OPEN SESSION

**Attached
Numbered Pages**

1. Approval of the 24 February 2020 Agenda (*suggested time: 1 min*)
2. Approval of the Minutes from the 20 January 2020 GSA Council Meeting (*suggested time: 1 min*)
Attachment:
 - i. Minutes from the 20 January 2020 GSA Council Meeting
3. Changes in GSA Council Membership (*suggested time: 1 min*)
 - i. Introduction of New GSA Council Members (*If you are new to GSA Council, please let us know it is your first meeting*)
 - ii. Farewell to Departing GSA Council Members (*If this is your last GSA Council meeting, or if your last GSA Council meeting is approaching, please let us know*)

2.0 - 2.5

GSA Council Member Announcements

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

Action Items:

5. Operating and Capital Budget (2020-2021) and Restricted and Other Funding Budget (2020-2021) AND Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) and Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023) (*suggested time: 20 mins*)
Fahed Elian (President) will present the item and introduce the guest. Shirley Ball (Accountant) and Dorte Sheikh (Financial Manager) will be present to answer questions.

GSA BFC members who are member of GSA Council: Fahed Elian (President and GSA BFC Chair), Shanawaz Mohammad (Vice-President Labour and GSA BFC Vice-Chair)

GSA BFC voting members invited to GSA Council as guests: Maggie Cascadden and Gary Grewal

Attachments:

- i. Cover Letter from the President to GSA Council **5.0 - 5.2**
- ii. Outline of Issue **5.3 - 5.4**
- iii. Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) **5.5 - 5.13**
- iv. GSA 2020-2021 Operating Budget (Including Capital Budget) Report (Narrative) **5.14 - 5.24**
- v. Annual Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023) **5.25 - 5.26**

- vi. GSA 2020-2021 Restricted and Other Funding Budget and Expenditure Report (Narrative) **5.27 - 5.28**
6. GSA 2019-2020 Winter Term Budget and Expenditure Report (*suggested time: 10 min*)
Fahed Elian (President) will present the item. Shirley Ball (Accountant) and Dorte Sheikh (Financial Manager) will be present to answer questions.
- GSA BFC members who are member of GSA Council:** Fahed Elian (President and GSA BFC Chair), Shanawaz Mohammad (Vice-President Labour and GSA BFC Vice-Chair)
- GSA BFC voting members invited to GSA Council as guests:** Maggie Cascadden and Gary Grewal
- Attachments:*
- i. Cover Letter from the President to GSA Council **6.0 - 6.1**
 - ii. Outline of Issue **6.2**
 - iii. GSA 2019-2020 Winter Term Budget and Expenditure Report **6.3 - 6.4**
7. Recommended Changes to GSA Bylaw and Policy on GSA Officer Portfolios (*suggested time: 15 min*)
Fahed Elian (President) will present the item.
- Attachments:*
- i. Outline of Issue **7.0**
 - ii. Recommended Changes to GSA Bylaw and Policy on GSA Officer Portfolios: Double Column **7.1 - 7.7**

Elections

8. GSA Council Elections (*10 min*)
Damandeep Singh (GSA Nominating Committee Member) will present the item.
- GSA Standing Committees
- a. GSA Appeals and Complaints Board (GSA ACB) (3 vacancies)
Attachment:
- i. Nominees for the GSA ACB (3 vacancies) **8.0 - 8.3**
- b. GSA Budget and Finance Committee (GSA BFC) (1 vacancy)
Attachment:
- i. Nominees for the GSA BFC (1 vacancy) **8.4**

Reports (*suggested time: 15 min*)

9. President (**Fahed Elian, President**)
- i. President's Report **9.0 - 9.1**
 - ii. GSA Board Report **9.2 - 9.3**
 - iii. GSA Budget and Finance Committee Report **9.4**
 - iv. GSA Governance Committee Report **9.5**
10. Vice-President Academic (**Dylan Ashley, Vice-President Academic**)
- i. Vice-President Academic's Report **10.0 - 10.1**
11. Vice-President External (**Marc Waddingham, Vice-President External**)
- i. Vice-President External's Report **11.0 - 11.1**
 - ii. GSA Awards Selection Committee Report **11.2**

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| <p>12. Vice-President Labour (Shanawaz Mohammad, Vice-President Labour)</p> <p>i. Vice-President Labour's Report</p> <p>ii. GSA Labour Relations Committee Report (no written report at this time, next meeting scheduled for 5 March 2020)</p> | <p>12.0 - 12.1</p> |
| <p>13. Vice-President Student Services (Chantal Labonté, Vice-President Student Services)</p> <p>i. Vice-President Student Services' Report</p> | <p>13.0 - 13.1</p> |
| <p>14. Senator (Alesha Reed, Senator)</p> <p>i. Senator's Report (no written report at this time)</p> | |
| <p>15. Speaker (Pranidhi Baddam, Speaker)</p> <p>i. Speaker's Report (no written report at this time)</p> | |
| <p>16. Chief Returning Officer (Amritha Prasad, Chief Returning Officer)</p> <p>i. Chief Returning Officer's Report</p> | <p>16.0</p> |
| <p>17. GSA Nominating Committee (Damandeep Singh, GSA Nominating Committee Member)</p> <p>i. GSA Nominating Committee Report</p> | <p>17.0 - 17.1</p> |
| <p>18. GSA Elections and Referenda Committee (Jennifer Bertrand, GSA Elections and Referenda Committee Chair)</p> <p>i. GSA Elections and Referenda Committee Report</p> | <p>18.0</p> |
| <p>19. GSA Management (Courtney Thomas, Executive Director)</p> <p>i. Executive Director's Report</p> | <p>19.0 - 19.5</p> |

Question Period

- 20. Written Questions (none at this time)**
- 21. Oral Questions**

Adjournment

GSA Council Meeting MINUTES
Monday, 20 January 2020 at 6:00 pm
2-100 University Hall, Van Vliet Complex

IN ATTENDANCE:

Fahed Elian (President)	Kevin Solar (Biomedical Engineering)	Jessica Kennedy (Human Ecology)	Julian Chow (Philosophy)
Dylan Ashley (VP Academic)	Damandeep Singh (Business MBA)	Elaine Yip (Kinesiology, Sport, & Recreation)	Clinton Potts (Physics)
Marc Waddingham (VP External)	Ke Feng (Business PhD)	Jenn Laskosky (Library & Information Studies)	Robert Reklow (Physiology)
Shanawaz Mohammad (VP Labour)	Calvin Chan (Cell Biology)	Scott Perry (Linguistics)	Elise Sammons (Political Science)
Pranidhi Baddam (Speaker)	Omnath Ekambaram (Chemical & Materials Engineering)	Michelle Michelle (Mathematical & Statistical Sciences)	Precious Amusan (Psychiatry)
Priyanka Maripuri (Deputy Speaker)	Emily Bate (Communication Sciences & Disorders)	Shahed Taghian Dehaghani (Mechanical Engineering)	Lane Liddle, Connor Lambert (Psychology)
Alesha Reed (Senator)	Moiien Owhadi Karshk (Computing Science)	Cole Delyea (Medical Microbiology & Immunology)	McKenzie Tilstra (Public Health)
Md Minhajul Islam (Councillor-at-Large)	Julie Piche (Dentistry)	Marcus Jackson (Medicine)	Carlee Wilson (Rehabilitation Science)
Braulio Marfil Garza (Councillor-at-Large)	Cate Peter (Digital Humanities)	Amber Peters (Modern Languages & Cultural Studies)	Lea Lavy (Religious Studies)
Claudia Holody (Councillor-at-Large)	Collette Slevinsky (Drama)	Charbel Baaklini (Neuroscience)	Emilie Zentner (Resources Economics & Environmental Sociology)
Ronan Noble (Councillor-at-Large)	Elvira Garcia (Earth and Atmospheric Sciences)	Cybele Angel (Nursing)	Robert Piazza (Secondary Education)
Armin Norouzi Yengeje (Councillor-at-Large)	Alexandra San Diego (East Asian Studies)	Shayla Mosley (Oncology)	Prof-Collins Ifeonu (Sociology)
Konstantin Tebenev (Councillor-at-Large)	Jingyang Gao (Educational Psychology)	Matthew Benson (Ophthalmology)	Lindy Schaffrick (Surgery)
Kyla Cangiano (Anthropology)	Reza Sadri (Electrical & Computer Engineering)	Shubham Soni (Paediatrics)	
Allan Yarahmady (Biochemistry)	Yina Liu (Elementary Education)	Nicholas Ruel (Pharmacology)	
Jessica Grenke (Biological Science)	Jane Allred (History & Classics)	Hamdah Al Nebaihi (Pharmacy & Pharmaceutical Sciences)	

Guests: Brooke Milne (Dean, Faculty of Graduate Studies and Research (FGSR)); Charity Siebold (Community Volunteer Program Lead and Professional Development Coordinator, FGSR); Kathleen Oliver (graduate student).

Speaker Pranidhi Baddam in the Chair.

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

Approval of Agenda**1. Approval of the 20 January 2020 Consolidated Agenda**

Members had before them the 20 January 2020 Consolidated Agenda, which had been previously distributed on 10 January 2020. F Elian **MOVED**; D Singh **SECONDED**.

Motion **PASSED** unanimously.

Approval of Minutes**2. Minutes from the 18 November 2019 GSA Council meeting**

Members had before them the 18 November 2019 GSA Council Minutes, which had been previously distributed on 10 January 2020. R Noble **MOVED**; K Solar **SECONDED**.

Motion **PASSED**. 1 Abstention.

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

- i. New GSA Council Members introduced themselves: J Kennedy (Human Ecology); C Potts (Physics); R Sadri (Electrical & Computer Engineering); M Tilstra (Public Health); L Schaffrick (Surgery).

ii. Farewell to Departing GSA Council members

There were no departing GSA Council members.

GSA Council Member Announcements**4. GSA Council Member Announcements**

F Elian expressed his sorrow over the loss of those on Ukrainian International Airlines Flight PS752, including the five graduate students who lost their lives. Members observed a moment of silence in their honour and F Elian encouraged members and all graduate students to reach out if they needed help and to consult the various public lists of available resources on campus. He also noted the fundraising campaigns to support victims and the community.

C Peter encouraged members to invite their colleagues to participate in the DiHuCon: Patterns of Propagation on 23 March 2020 at 9 AM. More information can be found on the conference Facebook page.

Presentations**5. Three-Minute Thesis**

P Baddam (Speaker) presented the item and introduced the guests, Charity Slobod (FGSR) and Kathleen Oliver (graduate student).

C Slobod explained that the Three-Minute Thesis competition is an opportunity to present a compact story on the impact of one's research with the public and non-specialists, regardless how far one is into their program. C Slobod shared details of workshops designed to help students formulate their presentations and make them current and compelling (there are workshops on 10 and 14 February, which can be used toward your Professional Development requirement). K Oliver shared the work being done to target Arts-specific competitors. C Slobod then shared contact information (gradpd@ualberta.ca or cslobod@ualberta.ca) and noted that the Arts 3 Minute Thesis competition was on 25 February, with the semi-finals in March. The UAlberta Finals are on 12 April in Convocation Hall. Additionally, this year the University will host the Western Regional Competition as well.

Matters raised in discussion included, among others, if the 3 Minute Thesis format possibly favoured hard sciences or health sciences and if they considered changing the format for arts, social sciences, and the humanities (C Slobod explained that the purpose of several workshops on offer was to help those students perform better and distill abstract concepts and ideas effectively; the framework remains the same but more assistance is offered to those students).

6. Student-Supervisor Guidelines Form and the Progress Report Form from the Faculty of Graduate Studies and Research (FGSR)

F Elian (President) presented the item and introduced the guest, Brooke Milne (Dean, FGSR).

B Milne noted that these Supervision tools had been presented to fourteen different committees for early consultation; she last presented to GSA Council in September to informally speak about these issues and is now here to present in a more fulsome capacity to gather feedback and to share how this might impact graduate students current progress in their programs and in their relationships with supervisors and supervisory committees. FGSR wants to work towards establishing a positive experience for graduate students and acknowledged that there were significant negative impacts for students' wellbeing when a student-supervisor relationship was not positive. B Milne then highlighted some behaviours that would be considered as creating a negative student-supervisor relationship including neglect, lack of positive general direction, and micromanagement. She emphasized her awareness of the power imbalance in these relationships and noted the need to be cognizant of that fact in order to improve the graduate student experience.

B Milne noted FGSR has a history of trying to tackle student-supervisor relationship issues in the form of incentives. However, due to the decentralized nature of the University, a system for monitoring was critical to ensuring that the graduate student experience was successful across all programs. She added that these initiatives would be continued and would include a podcast for professors, a companion guide to the Student-Supervisor Guidelines Form, and training for supervisors through mentorship workshops. B Milne added that her hope was that these forms would establish clear processes to intervene if the student-supervisor relationship was not going well. She addressed what issues the forms were designed to tackle and presented the benefits of the forms, which included transparency and accountability, clarity for students, guidance for supervisors, opportunity for early intervention, and documentation of the expectations for the year ahead. B Milne indicated that, on the Annual Progress Form, in addition to a plan for progress, there would be a confidential space for students to leave feedback and comments concerning their own views on their progress in order to ensure there was a means for students to make confidential disclosures about any issues they might be experiencing.

B Milne shared that supervisors expressed concern that the new tools not be onerous or take up too much time. She noted that the current hardcopy forms before GSA Council would be converted to an online platform. The Student-Supervisor Guidelines would provide a means for check-in once a year, to ensure that all graduate students were getting feedback on a regular basis. Every graduate student registered in a thesis-based program will be required to complete this form within the first year of their program, with a final due date of June. At this point, the University is the only U15 institution without a standardized yearly mechanism for review with respect to supervision. Filling out this form annually and submitting it to FGSR will allow for a more fulsome understanding of how each student is moving through their program. Additionally, students are entitled to timely, constructive feedback. This form could also provide early intervention for a variety of reasons.

GSA Council members asked a series of questions, including, but not limited to, what the measures of success will be (these tools will allow collection of meaningful data, which previously was not possible, and which would allow problems to be identified earlier); what action can be taken for unsatisfactory supervisors and students who feel unsafe (FGSR has a duty to inquire; this will provide a means for asking those questions and FGSR will work with the Ombudservice, Counselling and Clinical Services, and The Office of Safe Disclosure and Human Rights to ensure cases are handled properly and students can access necessary supports with ease; tools provide a mechanism to inquire with faster means where the student is completely in control without risk of compromise); as the forms will be felt most at the department level, could departmental GSAs be involved (each department or faculty will be consulted in an effort toward full engagement); if one of the key outcomes is development of clear processes for addressing problems as they arise (additional projects under consideration would also fit in with these tools; rankings or categories of progress within a program are intended to provide clarity of direction so students understand what is expected from their supervisors and have the opportunity to have input; expectations for what graduate students can accomplish should be reasonable and not overambitious; supervisors would have a transparent process to provide a student with opportunities to improve and it is the student's responsibility to take those chances to improve; lower ranked progress is not automatic grounds for removal; the appeal process will also be clarified; students will not be left without means for improvement or resolution); if the process is supervisor-driven (it is meant to be collaborative and instructive, not specifically supervisor-driven); if these forms would replace existing standardized forms (FGSR would like one form and are working with those departments that already have forms in place); if existing deadlines within departments will be affected (30 June would be the deadline for a single submission in a calendar year but it can be done any time); if there is an anticipated timeline for implementation (at least 10 departments are willing to pilot a low-tech version to help identify workflow issues; optimistically, within the next academic year depending on the governance process going forward; could see pilots completed by the end of this academic year and be looking at tangible data over the summer); what the consequences will be should either party fail to comply (reporting system would allow FGSR to run reports to flag late or missing submissions, allowing the ability to maneuver in a way not previously possible; there will be a clear process for supervisors who are noncompliant); if the 30 June deadline is too far into a program for a two-year masters (intended to be within the student's first term; information could be included in admission letters, orientations; student awareness is very important); if students will be able to access the information as well as FGSR and supervisors (when the guideline form is completed, both parties must sign off; it is preserved but accessible, though at this point not sure how that will work).

F Elian encouraged members to share the forms with their colleagues and share any feedback they may have with FGSR.

For Discussion

7. GSA Board Strategic Work Plan (SWP): Update to GSA Council

F Elian (President) presented the item and noted that each Directly-Elected Officer would highlight two items from their portfolio but that a complete list of updates had been circulated.

F Elian began by highlighting the regulatory tools brought forward by B Milne, as well as the Supporting Aboriginal Graduate Enhancement (SAGE) program. M Waddingham (Vice-President External) highlighted ongoing work pertaining to the closing of

Michener Park, and provided updates pertaining to the Alberta Graduate Provincial Advocacy Council (ab-GPAC): a new Executive Director has been hired and an annual governance training initiative has been implemented for in-coming ab-GPAC directors. D Ashley (Vice-President Academic) noted that there is more forthcoming relating to student-supervisory relationship oversight, and encouraged students to reach out to him with any issues relating to his portfolio. S Mohammad (Vice-President Labour) highlighted that the Graduate Student Assistantship Collective Agreement had been ratified and was effective until 31 August 2020. Work relating to the next round of negotiations will begin shortly. F Elian highlighted two items on behalf of C Labonté (Vice-President Student Services), in the latter's absence: Unitea-inspired graduate student tea time, in collaboration with the Community Social Work team and Alumni Association, is kicking off soon, and work is ongoing to finalize an agreement regarding the GSA Health and Dental Plan.

B Garza inquired about the GSA survey seeking student-supervisory relationship feedback, and whether GSA Council would be able to view the results. F Elian noted that the results were overwhelmingly positive but the portion of negative responses was compelling and warranted advocacy, and that these results were shared with FGSR and the Board of Governors. He agreed that a summary would be shared with GSA Council in the forthcoming meeting summary

Elections

8. GSA Council Elections

D Singh (GSA Nominating Committee Member) presented the items.

Standing Committees

- a. Nominees for GSA Appeals and Complaints Board (GSA ACB) (6 vacancies):
Jessica Kennedy (Human Ecology)
Alexandra Loverock (School of Public Health)
- b. Nominees for GSA Governance Committee (GSA GC) (2 vacancies):
Armin Norouzi Yengeje (Mechanical Engineering)
Harleen Kaur Dhaliwal (Agricultural Food and Nutritional Science)

Results of the election will be communicated to GSA Council members in the forthcoming meeting summary.

Reports

9. President

i. President's Report:

Members had before them a written report, which had been previously distributed on 17 January 2020. The report stood as submitted. R Reklow raised a question about when members can expect the tuition increase to be finalized (the University budget is approved in March, so prior to that).

ii. GSA Board

Members had before them a written report, which had been previously distributed on 17 January 2020. The report stood as submitted.

iii. GSA Budget and Finance Committee

No written report at this time.

iv. GSA Governance Committee

No written report at this time.

10. Vice-President Academic

i. Vice-President Academic's Report:

Members had before them a written report, which had been previously distributed on 17 January 2020. The report stood as submitted.

11. Vice-President External

i. Vice-President External's Report

Members had before them a written report, which had been previously distributed on 17 January 2020. The report stood as submitted.

ii. GSA Awards Selection Committee's Report

Members had before them a written report, which had been previously distributed on 17 January 2020. The report stood as submitted.

iii. Alberta Graduate Provincial Advocacy Council (ab-GPAC) Report

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 17 January 2020. The report stood as submitted.

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 17 January 2020. 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 17 January 2020. The report stood as submitted. In addition, D Singh once again highlighted the significance of the work of GSA Standing Committees and the importance of the Councillor positions on these committees. He encouraged members to consider the remaining vacancies on the GSA Budget and Finance Committee (GSA BFC), GSA Elections and Referenda Committee (GSA ERC), and GSA Appeals and Complaints Board (GSA ACB).

18. GSA Elections and Referenda Committee

ii. GSA Elections and Referenda Committee Report

Members had before them a written report, which had been previously distributed on 17 January 2020. The report stood as submitted.

19. GSA Management

i. Executive Director's Report

Members had before them a written report, which had been previously distributed on 17 January 2020. The report stood as submitted. In addition, C Thomas noted that Associate Director J Tanguay was leaving her position effective 5 February 2020; she was heartily thanked for her service.

Question Period

20. Written Questions

One written question was submitted by Jared Fath, Renewable Resources Councillor, and the question reads:

"In early December the president of our GSA [Renewable Resources GSA] attended a meeting where the department discussed options to deal with our own department's budget shortfall. On the table were a few items that have caused quite a bit of concern for our members. These included: Charging for graduate student printing, reducing graduate student

funding in excess of the base stipend: ie. cutting departmental travel bursaries, cutting the GTA budget by either reducing GTAships in existing courses, or, more controversially, filling GTA appointments with Post-Docs. I would like to know if other departments have received similar requests? If so, may we add this item to the agenda of a future meeting?"

F Elian asked GSA Council members to contact the GSA if they had similar concerns in their own departments or heard of any cuts under discussion that would impact graduate students. M Waddingham added that getting involved at the department level is the best way to have the student voice heard and F Elian noted that he would discuss these issues with the Provost and suggest that the Provost encourage faculties and departments to be transparent with students.

GSA Council members then discussed the presentation from B Milne and the Student-Supervisor forms further; GSA Council members expressed concern about more paperwork without impact, how the negative impacts of poor relationships fall solely on students, and wondered about more meaningful consequences for noncompliant supervisors. Some members expected more concrete discussion of consequences. D Ashley assured GSA Council members that these discussions are happening although he was unable to go into the detail at present. He added that a lot of discussions about supervision are underway but that the topic is a sensitive one.

F Elian stated that, as soon as FGSR sets up a mechanism for providing input on the new forms, it would be provided to GSA Council.

21. Oral Questions

There were no questions.

Adjournment

The meeting was adjourned at 8:20 pm.



Dear Colleagues,

13 February 2020

As President and Chair of the GSA Budget and Finance Committee, I am excited to present you with the proposed GSA 2020-2021 operating budget. Below I have summarized the key elements of this budget organized by budget line heading; let me stress that the GSA remains in an excellent financial position and, with sustained, incremental decreases to the GSA membership fee (while still enhancing financial support for an array of services for graduate students), we are moving ever closer to a more balanced budget in which revenues do not routinely exceed expenses by a significant amount. This is a positive step forward for our organization and I look forward to further discussing the proposed budget with you on 24 February.

Operating Budget: Revenue

- A conservative 1% enrolment growth factor has been applied – although actual enrolment growth over the past several years has been in the range of 2-3.5%, this is a measured, conservative approach.
- While last year it was projected that the GSA membership be incrementally decreased over three years by 2%, the organization's healthy financial shape, coupled with increases in enrolment, positions us to decrease the GSA membership fee over the next three years by 4%, 3%, and then 2%.
- This allows the GSA to have a steadily declining surplus at the end of each of these fiscal years (roughly \$100,000 in 2020-2021, \$60,000 in 2021-2022, and \$25,000 in 2022-2023 which, in light of the ongoing threat of the implementation of voluntary student unionism, can be used to further grow the Financial Stabilization Fund and the Legal Defence Fund) while bringing the GSA closer to a more truly balanced budget and helping to alleviate financial pressure on its members (members would see their fee decrease by approximately \$6.50, then another \$4.50, and then another \$3.00).
- CPI factor of 2% (the same as that utilized by the University) applied selectively to certain lines.
- Interest income on bank accounts is deposited monthly.
- Continue to project investment income based on interest only as income on the portfolio investments is re-invested.

Operating Budget: Expenses (Advocacy)

- Increase the "Business Travel and External Relations and Advocacy" line by \$5,000 to support sending Directly-Elected Officers (DEOs) to meetings of the Canadian Alliance of Student Associations.
- Modestly decrease the "University Relations" line to align with spending trends over the past few years.

Operating Budget: Expenses (GSA Services)

- Increase subsidies offered to the Academic Success Centre and the Career Centre by a total of \$2,500 (from \$9,500 to \$12,000) – graduate students utilize these services and these subsidies help support GSA members.
- Increase the subsidy provided to the Campus Food Bank from \$15,000 to \$20,000 (with further increases projected for future years). Most Campus Food Bank users are international graduate students and, in a climate of potential



- University budget cuts and tuition increases, this service may see its graduate student user population further rise.
- Modestly increase GSA Council Remuneration funding to reflect the increase in the number of departmental graduate student groups potentially eligible to receive this funding.
- Increase funding for GSA Graduate Student Grants from \$30,000 to \$36,000 to provide additional support for the events and services offered by these groups to their members.
- Modestly reduce the “Annual Strategic Plan Initiatives” line to align with actual spending over the past several years.
- Increase the “Engagement, Orientation, and Outreach” budget line by \$2,900 to allow the GSA to purchase ad time on SUTV to promote awareness of, and engagement with, the GSA.
- Increase the “GSA Awards Night” line firstly by \$2,250 to support the creation of two \$750 awards to be presented at GSA Awards Night to recognize of graduate students’ support of their peers and colleagues, by \$750 to support the creation of an award to honour an Indigenous graduate student, and then by \$800 to support additional costs associated with hosting the event. Note that the first mentioned new recognition award would need to be discussed by the GSA Awards Selection Committee and policy surrounding the application procedure, eligibility criteria, and adjudication criteria would need to be developed and approved by GSA Council. With respect to the award to honour an Indigenous graduate student, this would ideally take the form of funds disbursed to First Peoples House in the form of a GSA-named award that they would administer for Indigenous graduate student recipients, who would then also be recognized at GSA Awards Night.
- Increase the “External Grants” line by \$500 to reflect actual expenses in 2019-2020.

Operating Budget: Expenses (Governance)

- Assumes a 5% increase in the cost of the GSA Health and Dental Plan for DEOs (this is a standard assumed increase used when building the budget as the actual fee increase (if any) is not determined until GSA Council, based on information from Studentcare, votes to set the fee in March – for example, the 2019-2020 fee was projected to increase by 5% but then increased by 0%, so the fee now shown for 2020-2021 is the same as that in the 2019-2020 budget).
- Increase “Training and Development” by \$500 in alignment with actual costs incurred in 2019-2020.

Operating Budget: Expenses (GSA Office, Human Resources)

- Add a new budget line of \$1,500 for “Support Staff Required Professional Development” to encompass staff training and professional development that staff members are required by management to acquire, distinct from the current “Support Staff Development” line, which is voluntary and initiated by support staff themselves, as per their collective agreement.
- Assumes a 5% increase in the cost of the GSA Health and Dental Plan for staff (see above note under “Governance” concerning the GSA Health and Dental Plan fee).

Operating Budget: Expenses (Office Administration and Operational Costs)

- Increase "Computer Software" by \$2,000 to allow the GSA to utilize Active Campaigner for newsletter distribution (will allow us to gather needed stats on readership levels, etc that we are currently unable to get and which would allow us to refine the content of the newsletter and produce more targeted content).
- Computer purchases for the year are anticipated to consist of a Macbook and two desktops (three currently in use computers due to be retired in accordance with the office's evergreening plan).
- A one-time expense for next year of approximately \$8,000 in the "Office Supplies and Maintenance" line will facilitate a long-planned space reconfiguration within the office to provide more functionality for staff members.
- Move the AMICCUS-C membership cost from its current place in "Services."
- No costs increases to the GSA's service agreement with IST are anticipated.

Operating Budget: Expenses (Professional)

- Increase "Consultants" line by \$5,000 in anticipation of consulting work being needed with respect to the establishment and administration of a strike fund, as well as the potential need to employ a consultant to engage with issues related to voluntary student unionism. We are also exploring the possibility of utilizing our legal counsel more prominently in the upcoming collective bargaining process for the Assistantship Collective Agreement and costs related to this in the current fiscal year are projected to be drawn from the "Legal Fees" line.
- Increase the "Investment Advisor" line by \$1,000 (in 2020-2021 and annually thereafter) as, as the GSA's investment income and activities grow, the costs associated with their professional management will, likewise, increase.

I'll be happy to answer any questions when we meet on 24 February 2020.



Fahed Elian, President and Chair of the GSA Budget and Finance Committee

Outline of Issue

Annual Operating and Capital Budget (2020-2021) and Restricted and Other Funding Budget (2020-2021)

AND

Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) and Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023)

Suggested Motions for GSA Council:

MOTION 1: That GSA Council **APPROVE**, having also been unanimously recommended by the GSA Budget and Finance Committee and the GSA Board, the Annual Operating and Capital Budget (2020-2021) (found on pages 5.5 to 5.13 in the attached material in the “2020-2021 Budget for Approval” column bordered in red on each page) and the Restricted and Other Funding Budget (2020-2021) (found on page 5.25 to 5.26 in the attached material in the “2020-2021 Budget for Approval” column bordered in red).

MOTION 2: That GSA Council **APPROVE**, having been reviewed and advised upon by the GSA Budget and Finance Committee and recommended to GSA Council by the GSA Board, the Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) and the Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023) (pages 5.5 to 5.113 and 5.25 to 5.22 in the attached material).

Background:

The GSA Budget and Finance Committee (GSA BFC) unanimously recommended to GSA Council the Annual Operating and Capital Budget (2020-2021) and the Restricted and Other Funding Budget (2020-2021) at its meeting of 29 January 2020. The GSA BFC also reviewed and advised upon the Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) and Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023). Members of the GSA BFC have been invited to attend the 24 February 2020 GSA Council meeting.

The GSA Board (GSAB), as the “senior administrative authority” (GSA Bylaw and Policy, Section: F, GSA Standing Committees, GSA Policy, GSA Standing Committees, Section F.POL.3.2.a), also recommended to GSA Council the Annual Operating and Capital Budget (2020-2021) and the Restricted and Other Funding Budget (2020-2023) and recommended that GSA Council receive for information the Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) and Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023) at its 5 February 2020 meeting.

See the attached cover letter from the President and GSA BFC Chair for full background.

Jurisdiction:

GSA Bylaw and Policy, Section K: Finances, GSA Bylaw, Finances, Section K.BYL.1.1:

“The Executive Director (or delegate), Accountant, Financial Manager, and the President, in consultation with the GSA Board and Budget and Finance Committee (GSA BFC), will draft an annual budget as part of a three (3) year, rolling budget and business plan, to be reviewed by the GSA BFC no later than the GSA BFC’s last meeting in the February prior to the April in which the annual budget will take effect. The GSA BFC will advise and recommend to GSA Council via the GSA Board (GSAB) on the annual budget. The GSAB will forward the GSA BFC’s recommendation with its own recommendation to GSA Council.”

GSA Bylaw and Policy, Section K: Finances, GSA Bylaw, Finances, Section K.BYL.1.2:

“GSA Council will receive a recommendation on the annual operating and capital budgets, together with a recommended three (3) year budget and business plan, no later than its March regular meeting.”

GSA Bylaw and Policy, Section K: Finances, GSA Policy, GSA Standing Committees, GSA Budget and Finance Committee, Section K.POL.3.1:

“The overall mandate of the GSA BFC is to advise the President and management on the financial affairs of the GSA and to provide for the long-term financial health of the organization. Members are expected, by GSA Council, to rise above any local/departmental views or issues and to take into account the needs of the GSA as a whole.”

GSA Bylaw and Policy, Section K: Finances, GSA Policy, GSA Standing Committees, GSA Budget and Finance Committee, Section K.POL.3.4:

“The GSA BFC will review and advise on the annual three (3) year rolling budget and business plan.”

Prepared by C Thomas for GSA Council 24 February 2020

GSA Bylaw and Policy, Section K: Finances, GSA Policy, GSA Standing Committees, GSA Budget and Finance Committee, Section K.POL.3.5:

"The GSA BFC will make recommendations to GSA Council on the annual operating and capital budgets."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles, Practices, and Procedures, Section K.POL.5.1.a:

"In planning and managing its budget, the GSA will ... be open and transparent, encouraging comprehensive input and consultation from both the GSA Board (GSAB) and the GSA Budget and Finance Committee (GSA BFC)."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles, Practices, and Procedures, Section K.POL.5.1.b:

"In planning and managing its budget, the GSA will ... take into account the GSA's vision, mission, and mandate, which are based largely on the GSA's duties as set out in the Post-Secondary Learning Act (PSLA), and be guided by the GSA Board Strategic Work Plan."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles, Practices, and Procedures, Section K.POL.5.1.c:

"In planning and managing its budget, the GSA will ... ensure the long-term viability and robust health of a fees-driven organization which delivers a range of services."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles, Practices, and Procedures, Section K.POL.5.1.e:

"In planning and managing its budget, the GSA will ... facilitate long-term planning by developing a three (3) year rolling budget and business plan for revenue and expenditure."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles, Practices, and Procedures, Section K.POL.5.1.f:

"In planning and managing its budget, the GSA will ... enable provision of the key financials, budget projections, information notes, and any other documentation required by GSA Council, the GSAB, GSA BFC, or the GSA's Auditor."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles, Practices, and Procedures, Section K.POL.5.1.j:

"In planning and managing its budget, the GSA shall ... propose to GSA Council a budget that represents all aspects of the GSA's operations."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles, Practices, and Procedures, Section K.POL.6.1:

"The Unrestricted and Restricted Operating Budget will be organized into broad budget divisions which are presented to the GSA BFC, the GSAB, and GSA Council in the fall, winter, and spring/summer terms reports and the annual three (3) year rolling budget and business plan."

The Graduate Students' Association of the University of Alberta 2020-2023 GSA Operating Budget (including Capital Budget)

4%/3%/2% DECREASE IN THE GSA FEE, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO SELECTED EXPENSES. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

HIGH LEVEL SUMMARY - OPERATING AND CAPITAL BUDGET

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual
REVENUE					
GSA Fees	1,169,558	1,145,863	1,134,234	1,183,267	1,225,799
Interest Income	30,000	30,000	30,000	18,000	29,651
External Committed Funding	25,880	25,880	25,880	25,880	25,880
Revenue from Commercial Activities	40,162	40,162	40,162	40,162	40,162
Other Revenue	1,300	1,300	1,300	1,300	4,115
Total Revenue	1,266,900	1,243,205	1,231,576	1,268,609	1,325,607
EXPENSES					
Advocacy	54,935	55,700	56,479	48,848	40,116
Services Expenses	129,650	131,650	134,650	109,700	86,172
Governance	219,779	224,769	229,768	214,959	199,375
Human Resources	693,026	707,141	722,757	684,749	658,827
Office Administration and Operational Costs	44,267	30,083	36,882	33,279	19,752
Professional	64,200	65,200	66,200	58,200	35,154
Operating/Contingency Fund	20,000	20,000	20,000	20,000	3,653
Sub-total	1,170,922	1,178,844	1,210,257	1,169,735	1,002,933
Revenues Exceed Expenditures	95,978	64,361	21,319	98,874	322,674

The Graduate Students' Association of the University of Alberta
 2020-2023 GSA Operating Budget (including Capital Budget)

4%/3%/2% DECREASE IN THE GSA FEE PER YEAR, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Revenue

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
GSA Fees (see below for detailed calculations)	1,169,558	1,145,863	1,134,234	1,183,267	1,225,799	4% DECREASE
Interest Income						
Interest Income	30,000	30,000	30,000	18,000	29,651	NO CPI, PER INTEREST RATES
External Committed Funding						
Funding from the Dean of Students and the Dean of FGSR	9,190	9,190	9,190	9,190	9,190	PER AGREEMENT
Funding From Studentcare	5,190	5,190	5,190	5,190	5,190	PER AGREEMENT
Funding from TDIMM	11,500	11,500	11,500	11,500	11,500	PER AGREEMENT
	25,880	25,880	25,880	25,880	25,880	
Revenue from Commercial Activities						
Chopped Leaf (in Physical Activity and Wellness (PAW) Centre) Revenue	40,162	40,162	40,162	40,162	40,162	PER AGREEMENT
Other Revenue	1,300	1,300	1,300	1,300	4,115	NO CPI
Total	1,266,900	1,243,205	1,231,576	1,268,609	1,325,607	

GSA Fees (Calculations)			
Number of full-time graduate students (estimate)	6,390	6,454	6,519
Fees (per annum per student)	156.02	151.34	148.31
	996,968	976,748	966,833
Number of part-time graduate students (estimate)	1,475	1,490	1,505
Fees (per annum per student)	117.01	113.50	111.23
	172,590	169,115	167,401
	1,169,558	1,145,863	1,134,234

2020-2023 GSA Operating Budget (including Capital Budget)

4%/3%/2% DECREASE IN THE GSA FEE PER YEAR, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Advocacy

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Advocacy						
Business Travel and External Relations and Advocacy	22,475	22,924	23,383	17,132	9,646	CPI + INCREASE TO SUPPORT MORE EXTERNAL ADVOCACY
University Relations	1,000	1,000	1,000	1,140	614	NO CPI + SLIGHT DECREASE
Alberta Graduate Provincial Advocacy Council (ab-GPAC)	31,460	31,776	32,096	30,576	29,856	BASED ON GRADUATE STUDENT ENROLMENT
Total	54,935	55,700	56,479	48,848	40,116	
ab-GPAC Estimate						
Student Numbers	7,865	7,944	8,024			
Fee Per Student	4	4	4			
Total	31,460	31,776	32,096			

**The Graduate Students' Association of the University of Alberta
2020-2023 GSA Operating Budget (including Capital Budget)**

4%/3%/2% DECREASE IN THE GSA FEE PER YEAR, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Services Expenses

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Grants and Subsidies						
Academic Workshop Subsidies	12,000	12,000	12,000	9,500	9,000	INCREASE IN SUBSIDIES, NO CPI
External Grants	2,900	2,900	2,900	2,400	1,100	INCREASE IN REQUESTS, NO CPI
Campus Food Bank	20,000	22,000	25,000	15,000	12,000	INCREASE IN SUBSIDY, NO CPI
	34,900	36,900	39,900	26,900	22,100	
Graduate Student Groups						
GSA Council Remuneration	16,250	16,250	16,250	14,400	11,100	INCREASE DUE TO GROWTH OF COUNCIL, NO CPI
GSA Graduate Student Group Grant	36,000	36,000	36,000	30,000	25,501	INCREASE IN SUPPORT, NO CPI
	52,250	52,250	52,250	44,400	36,601	
Other Expenses						
Annual Strategic Plan Initiatives	2,500	2,500	2,500	3,000	2,093	MODEST DECREASE
Engagement, Orientation, and Outreach	29,000	29,000	29,000	26,000	17,701	INCREASE TO ALLOW PURCHASE OF AD TIME ON SUTV, NO CPI
GSA Awards & Events	11,000	11,000	11,000	8,700	7,677	INCREASED TO INCLUDE NEW GRADUATE STUDENT RECOGNITION AWARDS AND EVENT HOSTING, NO CPI
	42,500	42,500	42,500	37,700	27,471	
Total	129,650	131,650	134,650	109,000	86,172	

**The Graduate Students' Association of the University of Alberta
2020-2023 GSA Operating Budget (including Capital Budget)**

4%/3%/2% DECREASE IN THE GSA FEE PER YEAR, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Governance

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Directly-Elected Officers Stipends						
Directly-Elected Officers Stipends (VPs)	132,800	135,456	138,164	130,196	127,215	CPI
President Stipend	41,498	42,328	43,175	40,685	39,754	CPI
	174,298	177,784	181,339	170,881	166,969	
Directly-Elected Officers Benefits						
GSA Health and Dental Plan	2,627	2,758	2,896	2,627	2,502	
U-Pass	2,370	2,700	2,850	2,295	2,205	PER AGREEMENT
	4,997	5,458	5,746	4,922	4,707	
Directly Elected Officers - Employer Contributions						
Employer CPP Contributions	8,232	8,735	9,339	7,822	7,689	COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
Employer EI Contributions	3,852	3,929	4,008	3,879	3,857	COMPLIES WITH GOVERNMENT OF CANADA EI RATES
	12,084	12,664	13,347	11,701	11,546	
Directly-Elected Officers - Other Expenses						
Insurance (<i>Director and Officer Liability Insurance</i>)	1,304	1,330	1,356	1,278	1,035	CPI
Transition/Early Call for Talent	5,054	5,155	5,258	4,955	1,879	CPI
Training/Development	3,050	3,111	3,173	2,500	355	CPI + INCREASE TO SUPPORT MORE TRAINING
Directly-Elected Officers' Expenses	2,812	2,868	2,926	2,757	527	CPI
GSA Board and Other Committee Expenses	1,501	1,531	1,562	1,472	810	CPI
	13,721	13,996	14,276	12,962	4,606	
GSA Council Expenses						
GSA Council Food and Other Expenses	5,899	6,017	6,137	5,783	4,091	CPI
Election Expenses	3,560	3,631	3,704	3,490	3,606	CPI
GSA Council Speaker Honorarium	2,220	2,220	2,220	2,220	1,850	NO CPI
Chief Returning Officer Honorarium	1,500	1,500	1,500	1,500	500	NO CPI
Other Honoraria	1,500	1,500	1,500	1,500	1,500	NO CPI
	14,678	14,868	15,061	14,493	11,547	
Total	219,779	224,769	229,768	214,959	199,375	

The Graduate Students' Association of the University of Alberta
2020-2023 GSA Operating Budget (including Capital Budget)

4%/3%/2% DECREASE IN THE GSA FEE PER YEAR, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Human Resources

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Support Staff (Represented by NASA)						
Salaries	285,752	291,597	298,404	214,268	195,860	CPI (FILLED VACANT POSITION)
Benefits						
Benefits	22,500	22,968	23,512	16,781	16,027	INCREASE DUE TO ADDITIONAL STAFF MEMBER
RRSP	30,938	31,581	32,329	23,075	22,037	INCREASE DUE TO ADDITIONAL STAFF MEMBER
GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program)	2,185	2,295	2,409	1,639	1,501	INCREASE DUE TO ADDITIONAL STAFF MEMBER
	55,623	56,844	58,250	41,495	39,565	
Employer Contributions						
Employer CPP Contributions	11,560	12,256	13,092	8,247	8,070	COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
Employer EI Contributions	4,796	4,796	4,796	3,613	3,666	COMPLIES WITH GOVERNMENT OF CANADA EI RATES
	16,356	17,052	17,888	11,860	11,736	
Other						
Staff Development (\$800 per staff)	3,200	3,200	3,200	2,400	1,333	INCREASE DUE TO ADDITIONAL STAFF MEMBER
Professional Development	1,500	1,500	1,500	-	-	NEW
	4,700	4,700	4,700	2,400	1,333	
Total for Support Staff Represented by NASA	362,431	370,193	379,242	270,023	248,494	
Administrative/Professional Staff						
Salaries and Merit Pay						
Salaries	243,441	248,220	253,094	306,501	301,548	CPI + DECREASE IN STAFF BY ONE MEMBER DUE TO ONE POSITION RECLASSIFIED TO NASA IN 2019-2020
Merit Pay	23,776	23,776	23,776	28,800	31,526	DECREASE DUE TO STAFF POSITION CHANGES
	267,217	271,996	276,870	335,301	333,074	
Benefits						
Benefits	17,030	17,371	17,718	22,116	22,002	DECREASE DUE TO STAFF POSITION CHANGES
RRSP	23,417	23,885	24,363	30,410	30,253	DECREASE DUE TO STAFF POSITION CHANGES
GSA Health and Dental Plan and GSAP (Graduate Student Assistance Program)	1,639	1,721	1,807	2,186	2,001	DECREASE DUE TO STAFF POSITION CHANGES
	42,086	42,977	43,888	54,712	54,256	
Employer Contributions						
Employer CPP Contributions	7,868	8,335	8,897	10,241	10,248	COMPLIES WITH GOVERNMENT OF CANADA CPP RATES
Employer EI Contributions	3,277	3,293	3,309	4,501	4,784	COMPLIES WITH GOVERNMENT OF CANADA EI RATES
	11,145	11,628	12,206	14,742	15,032	
Total for Administrative/Professional Staff	320,448	326,601	332,964	404,755	402,362	
Other HR Expenses						
Office Recognition	1,000	1,020	1,040	1,000	571	NO CPI
Professional Expense Allowance	6,771	6,906	7,044	6,638	5,176	CPI
Workers' Compensation	2,227	2,271	2,317	2,183	2,131	CPI
Parking	150	150	150	150	93	NO CPI
	10,147	10,347	10,551	9,971	7,971	
Total	693,026	707,141	722,757	684,749	658,827	

**The Graduate Students' Association of the University of Alberta
2020-2023 GSA Operating Budget (including Capital Budget)**

4%/3%/2% DECREASE IN THE GSA FEE PER YEAR, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Office Administration and Operational Costs

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Capital Items (per evergreening plan)	7,700	1,200	8,400	6,850	-	PER EVERGREENING PLAN
Information Technology Service Agreement	6,000	6,000	6,000	6,000	3,000	PER AGREEMENT
Telephone & Cable	3,100	3,162	3,225	3,100	2,960	
Office Supplies and Maintenance	13,000	5,100	5,202	5,000	3,016	CPI + OFFICE REORGANIZATION
Computer Software	5,236	5,341	5,448	3,173	2,494	CPI + INCREASE FOR NEW SOFTWARE
Payroll and Banking Service Charges	1,805	1,842	1,878	1,770	1,239	CPI
Photocopier Lease and Meter	6,000	6,000	6,000	6,000	5,858	PER AGREEMENT
General Liability Insurance (Office)	700	714	728	686	535	CPI
AMICCUS-C Membership	725	725	725	700	650	INCREASE IN 2020
Total	44,267	30,083	36,882	33,279	19,752	

**The Graduate Students' Association of the University of Alberta
2020-2023 GSA Operating Budget (including Capital Budget)**

4%/3%/2% DECREASE IN THE GSA FEE PER YEAR, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Professional

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Financial Auditing	12,200	12,200	12,200	12,200	11,550	NO CPI
Consultants	15,000	15,000	15,000	10,000	3,498	INCREASE
Investment Advisor	15,000	16,000	17,000	14,000	14,167	INCREASE
Legal Fees - General	22,000	22,000	22,000	22,000	5,939	NO CPI
Total	64,200	65,200	66,200	58,200	35,154	

2020-2023 GSA Operating Budget (including Capital Budget)

4%/3%/2% DECREASE IN THE GSA FEE PER YEAR, 1% INCREASE IN STUDENT ENROLLMENT PER YEAR AND 2% INCREASE INFLATION FACTOR APPLIED TO EXPENSES WHERE NOTED. SEE NARRATIVE FOR ADDITIONAL INFORMATION.

Operating/Contingency Fund

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Operating/Contingency Fund	20,000	20,000	20,000	20,000	3,653	NO CPI
Total	20,000	20,000	20,000	20,000	3,653	

Account Name and Budget	Brief Description	Narrative and Variance
REVENUE		
GSA Fees		
GSA Fees (annual membership fee) \$1,169,558 budget	<ul style="list-style-type: none"> • The Graduate Students’ Association (GSA) is supported by graduate student annual 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 February 6, 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"> • Applied a 4.0% decrease. • For 2020-2021, the projected GSA revenue is \$1,169,558. This is based on fees paid by a projected 6,390 full-time graduate students (6,390 @ \$156.02 per graduate student) and a projected 1,475 part-time graduate students (1,475 @ \$117.01 per graduate student). • The 2019-2020 budget was \$1,183,267. This was based on fees paid by 6,191 full-time graduate students (6,191@162.52 per graduate student) and 1,453 part-time graduate students (1,453@121.89). • The 2018-2019 actual was \$1,225,799.
Interest Income		
Interest Income \$30,000 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 Investment Management Inc. 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"> • Due to higher interest rates the interest income is increasing. • The 2019-2020 budget was \$18,000. • The 2018-2019 actual was \$29,651.

External Committed Funding		
Funding from the Dean of Students and the Dean of FGSR \$9,190 budget	<ul style="list-style-type: none"> This funding is described in letters from the Dean of FGSR and Dean of Students and covers, for instance, the expenses of the GSA-hosted fall and winter orientation events and other graduate student engagement activities. FGSR funding has to be requested yearly. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2019-2020 budget was \$9,190. The 2018-2019 actual was \$9,190.
Funding from Studentcare \$5,190 budget	<ul style="list-style-type: none"> Studentcare provides \$5,190 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: 2015-2020. Renegotiation of the agreement commences soon. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2019-2020 budget was \$5,190. The 2018-2019 actual was \$5,190.
Funding from TDIMM \$11,500 budget	<ul style="list-style-type: none"> Signed agreement with TD Insurance Meloche Monnex (from 2016-2021) 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"> No change to the 2020-2021 budget. The 2019-2020 budget was \$11,500. The 2018-2019 actual was \$11,500.
Revenue from Commercial Activities		
Chopped Leaf (in Physical Activity and Wellness (PAW) Centre) Revenue \$40,162 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. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2019-2020 budget was \$40,162. The 2018-2019 actual was \$40,162.
Other Revenue		
Other Revenue \$1,300 budget	<ul style="list-style-type: none"> This account 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"> No change to the 2020-2021 budget. The 2019-2020 budget was \$1,300. The 2018-2019 actual was \$4,115.

EXPENSES		
Advocacy		
Business Travel and External Relations and Advocacy \$22,475 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. In its Strategic Work Plan (SWP), the GSA Board (GSAB) identified the need for a strong voice at the table with government (the Alberta government in particular) and other decision-making and influential groups at the national level in order to promote the best interests of graduate students. 	<ul style="list-style-type: none"> Increased budget by \$5,000 and applied a 2.0% CPI increase. The 2019-2020 budget was \$17,132. The 2018-2019 actual was \$9,646.
University Relations \$1,000 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"> Modest decrease in 2020-2021 budget. The 2019-2020 budget was \$1,140. The 2018-2019 actual was \$614.00.
ab-GPAC \$31,460 budget	<ul style="list-style-type: none"> Fees for the Alberta Graduate Provincial Advocacy Council (ab-GPAC) have been set at \$4 per graduate student per year, effective September 2018. 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"> No change to the 2020-2021 budget. The 2018-2019 budget was \$30,576. The 2017-2018 actual was \$29,856.
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"> Budget increased for 2020-2021. The 2019-2020 budget was \$9,500. The 2018-2019 actual was \$9,000.
External Grants \$2,900 budget	<ul style="list-style-type: none"> Funds request for external grants such as a grant for the Student Advisors' Conference and International Week. 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$2,400. The 2018-2019 actual was \$1,100.
Campus Food Bank \$20,000 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. CFB Executive Director and Board Chair report annually to the GSAB. 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$15,000. The 2018-2019 actual was \$12,000.

Graduate Student Groups		
GSA Council Remuneration \$16,250 budget	<ul style="list-style-type: none"> • GSA funding program for eligible graduate student groups based on the attendance of their councillor over the GSA Council year. Divided evenly amongst the eligible groups. 	<ul style="list-style-type: none"> • Budget increased for 2020-2021. • The 2019-2020 budget was \$14,400. • The 2018-2019 actual was \$11,100.
GSA Graduate Student Group Grant \$36,000 budget	<ul style="list-style-type: none"> • The GSA provides a grant program, ongoing through the year, for GSA Graduate Student Groups to: <ul style="list-style-type: none"> ▪ Bring in special guest lecturers or host events. ▪ Support the academic activities of graduate students. ▪ Provide modest start-up funding for new groups. 	<ul style="list-style-type: none"> • Budget increased for 2020-2021. • The 2019-2020 budget was \$30,000. • The 2018-2019 actual was \$25,501.
Other Expenses		
Annual Strategic Plan Initiatives \$2,500 budget	<ul style="list-style-type: none"> • Any new SWP initiatives may be funded from this account. 	<ul style="list-style-type: none"> • Budget decrease for 2020-2021. • The 2019-2020 budget was \$3,000. • The 2018-2019 actual was \$2,093.
Engagement, Orientation, and Outreach \$29,000 budget	<ul style="list-style-type: none"> • Covers the expenses of the GSA-hosted fall and winter orientation events for new graduate students, other engagement events, swag purchases and SUTV ads. • Depending on student demand for the yearly 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"> • Budget increased for 2020-2021. • The 2019-2020 budget was \$26,000. • The 2018-2019 actual was \$17,701.
GSA Awards Night \$11,000 budget	<ul style="list-style-type: none"> • Expenses for the annual GSA Awards Night (normally in March). 	<ul style="list-style-type: none"> • Budget increased for 2020-2021. • The 2019-2020 budget was \$8,700. • The 2018-2019 actual was \$7,677.

Governance		
Directly-Elected Officer Stipends		
Directly-Elected Officers Stipends \$174,298 budget	<ul style="list-style-type: none"> Directly-Elected Officers (DEOs) include the President, the VP Academic, the VP External, the VP Labour, and the VP Student Services. In 2020-2021, the President receives an annual stipend of \$41,498 and the four VP positions each receive \$33,200. Any changes in the stipends above the Alberta Consumer Price Index are subject to explicit approval by GSA Council (GSA Bylaw & Policy, Section D: GSA Officers, GSA Bylaw, GSA Officers, Section D.BYL.2.3.b). Note that the stipends are gross stipends and include tax, Employment Insurance (EI) and Canada Pension Plan (CPP). Remittances are made on behalf of DEOs from their stipend totals. 	<ul style="list-style-type: none"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$170,881. The 2018-2019 actual was \$166,969.
Directly-Elected Officer Benefits		
GSA Health and Dental Plan \$2,627 budget	<ul style="list-style-type: none"> The estimated 2020-2021 rate is \$525 per DEO per annum (assumes a 5% increase with the actual fee set by GSA Council in March). 	<ul style="list-style-type: none"> The 2019-2020 budget was \$2,627. The 2018-2019 actual was \$2,502.
U-Pass \$2,370 budget	<ul style="list-style-type: none"> The U-Pass is set at \$158 each term in 2020-2021 per agreement with the transit systems and the University. This amount is reimbursed in May, September, and January. 	<ul style="list-style-type: none"> Modest increase in the 2020-2021 budget as per transit agreement. The 2019-2020 budget was \$2,295. The 2018-2019 actual was \$2,205.
Directly-Elected Officer Employer Contributions		
Employer CPP Contributions \$8,232 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2020. This line shows the employer's contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2019-2020 budget was \$7,822. The 2018-2019 actual was \$7,689.
Employer EI Contributions \$3,852 budget	<ul style="list-style-type: none"> EI is calculated at the Government of Canada rate for 2020. This line shows the employer's contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2019-2020 budget was \$3,879. The 2018-2019 actual was \$3,857.

Directly-Elected Officers - Other Expenses		
Insurance \$1,304 budget	<ul style="list-style-type: none"> Directors and Officers Liability Insurance. Paid annually in January. 	<ul style="list-style-type: none"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$1,278. The 2018-2019 actual was \$1,035.
Transition/Early Call for Talent \$5,054 budget	<ul style="list-style-type: none"> The Early Call for Talent and Training occurs in the fall. Transition activity typically occurs in March and April. 	<ul style="list-style-type: none"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$4,955. The 2018-2019 actual was \$1,879.
Training/Development \$3,050 budget	<ul style="list-style-type: none"> Expenses for the training and development of the DEOs to promote the effective performance of their duties. Budget increased in 2020-2021 in keeping with an increase in training activities in 2019-2020. 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$2,500. The 2018-2019 actual was: \$355.00.
Directly-Elected Officers' Expenses \$2,812 budget	<ul style="list-style-type: none"> Expenses related to hosting/food/conferences to pursue GSA goals or initiatives. E.g. one-on-one meetings with graduate students to discuss the role of the GSA in the lives of graduate students. 	<ul style="list-style-type: none"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$2,757. The 2018-2019 actual was \$527.00.
GSA Board and Other Committee Expenses \$1,501 budget	<ul style="list-style-type: none"> Provision of light refreshments at weekly GSAB meetings. 	<ul style="list-style-type: none"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$1,472. The 2018-2019 actual was \$810.00.
GSA Council Expenses		
GSA Council Food and Other Expenses \$5,899 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. Includes printing of GSA Council placards and celebratory/acknowledgement events. 	<ul style="list-style-type: none"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$5,783. The 2018-2019 actual was \$4,091.
Election Expenses \$3,560 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"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$3,490. The 2018-2019 actual was \$3,606.
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"> No change to the 2020-2021 budget. The 2019-2020 budget was \$2,220. The 2018-2019 actual was \$1,850.

Chief Returning Officer Honorarium \$1,500 budget	<ul style="list-style-type: none"> Chief Returning Officer (CRO) is paid an honorarium for managing the GSA General Election, including any by-elections and referenda. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2019-2020 budget was \$1,500. The 2018-2019 actual was \$500.00.
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 similar to that done by the Speaker or CRO. Example, Deputy Returning Officer needs to fill in for CRO for a significant period. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2019-2020 budget was \$1,500. The 2018-2019 actual was \$1,500.
Human Resources		
Support Staff (Represented by NASA)		
Support Staff - Salaries \$285,752 budget	<ul style="list-style-type: none"> There are four full-time support staff positions. Includes contractual cost of living increases and one-time payments (e.g. responsibility pay). 	<ul style="list-style-type: none"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$214,268. The 2018-2019 actual was \$195,860.
Support Staff – Benefits \$22,500 budget	<ul style="list-style-type: none"> Calculated on the basis of 8% of salary. 	<ul style="list-style-type: none"> The 2019-2020 budget was \$16,781. The 2018-2019 actual was \$16,027.
Support Staff – RRSP \$30,938 budget	<ul style="list-style-type: none"> Support staff receive RRSP payments for contribution to their own plans. Calculated on the basis of 11% of salary beginning in 2018-2019. The GSA is working to provide a competitive benefit package for the support staff. 	<ul style="list-style-type: none"> The 2019-2020 budget was \$23,075. The 2018-2019 actual was \$22,037.
Support Staff – GSA Health and Dental Plan and Graduate Student Assistance Program \$2,185 budget	<ul style="list-style-type: none"> The estimated 2020-2021 rate is \$525 per support staff member per annum (assumes a 5% increase with the actual fee set by GSA Council in March). The Graduate Student Assistance Program (GSAP) is \$21 per support staff per annum. 	<ul style="list-style-type: none"> The 2019-2020 budget was \$1,639. The 2018-2019 actual was \$1,501.
Support Staff – Employer CPP Contributions \$11,560 budget	<ul style="list-style-type: none"> CPP is calculated at the Government of Canada rate for 2020. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2019-2020 budget was \$8,247. The 2018-2019 actual was \$8,070.
Support Staff – Employer EI Contributions \$4,796 budget	<ul style="list-style-type: none"> EI is calculated at the Government of Canada rate for 2020. This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> Detailed calculation performed on actual salaries. The 2019-2020 budget was \$3,613. The 2018-2019 actual was \$3,666.

Support Staff Development \$3,200 budget	<ul style="list-style-type: none"> The support staff NASA contract provides for support of \$800 per support staff for courses related to staff development. Budget increased due to growth from three to four support staff. 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$2,400. The 2018-2019 actual was \$1,333.
Support Staff Required Professional Development \$1,500 budget	<ul style="list-style-type: none"> New budget line to provide support staff training and professional development opportunities as required by management. 	<ul style="list-style-type: none"> New budget line for 2020-2021.
Administrative/Professional Staff		
Administrative/ Professional Staff - Salaries \$243,441 budget	<ul style="list-style-type: none"> The Executive Director’s (ED) salary and other employment related expenses are established in a contractual agreement. One position was reclassified to Support Staff (NASA) in November 2019. 	<ul style="list-style-type: none"> Budget decreased for 2020-2021. The 2019-2020 budget was \$306,501. The 2018-2019 actual was \$301,548.
Administrative/ Professional Staff - Merit Pay \$23,776 budget	<ul style="list-style-type: none"> In accordance with the ED’s contract, the ED has the opportunity to receive an annual merit increment. Additionally the other administrative/professional staff are eligible to receive merit payments. 	<ul style="list-style-type: none"> Budget decreased for 2020-2021. The 2019-2020 budget was \$28,800. The 2018-2019 actual was \$31,526.
Administrative/ Professional Staff - Benefits \$17,030 budget	<ul style="list-style-type: none"> Calculated on the basis of 8% of salary. 	<ul style="list-style-type: none"> Budget decreased for 2020-2021. The 2019-2020 budget was \$22,116. The 2018-2019 actual was \$22,002.
Administrative/ Professional Staff - RRSP \$23,417 budget	<ul style="list-style-type: none"> Administrative/professional staff receive RRSP payments for contribution to their own plans calculated on the basis of 11% of salary. The GSA is working to provide a competitive benefit package for the administrative/professional staff. 	<ul style="list-style-type: none"> Budget decreased for 2020-2021. The 2019-2020 budget was \$30,410. The 2018-2019 actual was \$30,253.
Administrative/ Professional Staff - GSA Health and Dental Plan and Graduate Student Assistance Plan \$1,639 budget	<ul style="list-style-type: none"> The estimated 2020-2021 rate is \$525 per administrative/professional staff per annum (assumes a 5% increase with the actual fee set by GSA Council in March). The GSAP is \$21 per administrative/professional staff per annum. 	<ul style="list-style-type: none"> Budget decreased for 2020-2021. The 2019-2020 budget was \$2,186. The 2018-2019 actual was \$2,001.

Administrative/ Professional Staff - Employer CPP Contributions \$7,868 budget	<ul style="list-style-type: none"> • CPP is calculated at the Government of Canada rate for 2020. • This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> • Budget decreased for 2020-2021. • Detailed calculation performed on actual salaries. • The 2019-2020 budget was \$10,241. • The 2018-2019 actual was \$10,248.
Administrative/ Professional Staff - Employer EI Contributions \$3,277 budget	<ul style="list-style-type: none"> • EI is calculated at the Government of Canada rate for 2020. • This line shows the employer’s contribution only (not the employee contribution). 	<ul style="list-style-type: none"> • Budget decreased for 2020-2021. • Detailed calculation performed on actual salaries. • The 2019-2020 budget was \$4,501. • The 2018-2019 actual was \$4,784.
<p>Other HR Expenses</p>		
Office Recognition \$1,000 budget	<ul style="list-style-type: none"> • This pool of money is used for recognition of GSA staff members (e.g. when a staff member leaves or reaches significant benchmarks). 	<ul style="list-style-type: none"> • No change to the 2020-21 budget. • The 2019-2020 budget was \$1,000. • The 2018-2019 actual was \$571.00.
Professional Expense Allowance \$6,771 budget	<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"> • Applied a 2.0% CPI increase. • The 2019-2020 budget was \$6,638. • The 2018-2019 actual was \$5,176.
Workers’ Compensation \$2,227 budget	<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"> • Applied a 2.0% CPI increase. • The 2019-2020 budget was \$2,183. • The 2018-2019 actual was \$2,131.
Parking \$150 budget	<ul style="list-style-type: none"> • Covers occasional parking for DEOs, support staff, and administrative/professional staff for meetings or events. 	<ul style="list-style-type: none"> • No change to the 2020-21 budget. • The 2019-2020 budget was \$150.00. • The 2018-2019 actual was \$93.00.

Office Administration and Operational Costs		
<p>Capital Items</p> <p>\$7,700 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 (2014-2024). 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$6,850. The 2018-2019 actual was \$0.00.
<p>Information Technology Service Agreement</p> <p>\$6,000 budget</p>	<ul style="list-style-type: none"> Effective 2017 established a service agreement with Information Service Technology (IST) to support the GSA’s IT (recently upgraded to minimum University standards by an IT consultant) to provide regular reviews and troubleshooting services. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2019-2020 budget was \$6,000. The 2018-2109 actual was \$3,000.
<p>Telephone & Cable</p> <p>\$3,100 budget</p>	<ul style="list-style-type: none"> Billed monthly. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2019-2020 budget was \$3,100. The 2018-2019 actual was \$2,960.
<p>Office Supplies and Maintenance</p> <p>\$13,000 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 will occur in 2020-2021 to maximize on the effective use of the office space. There will be a one-time expense of approximately \$8,000 for this. 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$5,000. The 2018-2019 actual was \$3,016.
<p>Computer Software</p> <p>\$5,236 budget</p>	<ul style="list-style-type: none"> Monthly fees for Adobe Creative Cloud, and for Canva, JibJab, and Active Campaigner, as needed. Yearly upgrade costs for Sage Simply Accounting. 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$3,173. The 2018-2019 actual was \$2,494.
<p>Payroll and Banking Service Charges</p> <p>\$1,805 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"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$1,770. The 2018-2019 actual was \$1,239.
<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"> No change to the 2020-2021 budget. The 2019-2020 budget was \$6,000. The 2018-2019 actual was \$5,858.
<p>General Liability Insurance (Office)</p> <p>\$700 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"> Applied a 2.0% CPI increase. The 2019-2020 budget was \$686.00. The 2018-2019 actual was \$535.00.

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"> Budget increased for 2020-2021. The 2019-2020 budget was \$700.00. The 2018-2019 actual was \$650.00.
Professional		
Financial Auditing \$12,200 budget	<ul style="list-style-type: none"> GSA has an annual audit performed by RSM. Required by <i>Post-Secondary Learning Act</i> and submitted to the University Board of Governors. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2019-2020 budget was \$12,200. The 2018-2019 actual was \$11,550.
Consultants \$15,000 budget	<ul style="list-style-type: none"> Consulting services (e.g. visual identity consultant, labour relations consultant) will potentially be utilized in 2020-2021. 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$10,000. The 2018-2019 actual was \$3,498.
Investment Advisor \$15,000 budget	<ul style="list-style-type: none"> Investment advisor fees for ATB Investment Management Inc. These fees are charged at a rate commensurate with the dollar value of our portfolio (which has increased) so a moderate increase has been applied for 2020-2021. 	<ul style="list-style-type: none"> Budget increased for 2020-2021. The 2019-2020 budget was \$14,000. The 2018-2019 actual was \$14,167.
Legal Fees - General \$22,000 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"> No change to the 2020-2021 budget. The 2019-2020 budget was \$22,000. The 2018-2019 actual was \$5,939.
Operating/Contingency Fund		
Operating /Contingency Fund \$20,000 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. 	<ul style="list-style-type: none"> No change to the 2020-2021 budget. The 2018-2019 budget was \$25,000. The 2017-2018 actual was \$3,340.

The Graduate Students' Association of the University of Alberta
2020-2023 Restricted and Other Funding Budget

GSA - Restricted and Other Funding - Revenue

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Approved Budget	2018-2019 Actual	
Fundraised Activity						
GSA Agenda/Handbook	9,500	9,500	9,500	9,500	9,530	NO CPI
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)						
GSA Recognition Awards	18,000	18,000	18,000	18,000	18,000	PROJECTED PER PREVIOUS MOS
GSA Child Care Grants	331,100	331,100	331,100	334,720	366,000	PROJECTED PER PREVIOUS MOS
GSA Emergency Bursaries	141,900	141,900	141,900	188,280	101,096	PROJECTED PER PREVIOUS MOS
GSA Academic Travel Awards	473,000	473,000	473,000	523,000	357,090	PROJECTED PER PREVIOUS MOS
	964,000	964,000	964,000	1,064,000	842,186	
Other Restricted Funding						
CJSR Fees Collected Per Referendum	15,730	15,887	16,046	15,288	15,542	BASED ON GRADUATE STUDENT ENROLMENT
GSAP (Graduate Student Assistance Program) Fees Collected Per Referendum	82,000	82,820	83,648	68,680	80,525	BASED ON GRADUATE STUDENT ENROLMENT
Health Plan Fees Collected Per Referendum	1,667,407	1,684,081	1,700,922	1,667,407	1,546,323	ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
Dental Plan Fees Collected Per Referendum	1,246,248	1,258,710	1,271,298	1,246,248	1,182,233	ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
	3,011,385	3,041,499	3,071,914	2,997,623	2,824,623	
	3,984,885	4,014,999	4,045,414	4,071,123	3,676,339	

Restricted and Other Funding - Expenses

	2020-2021 Budget for Approval	2021-2022 Budget	2022-2023 Budget	2019-2020 Budget	2018-2019 Actual	
Fundraised Activity						
GSA Planner	9,500	9,500	9,500	9,500	10,408	
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)						
GSA Graduate Student Recognition Awards	18,000	18,000	18,000	18,000	18,000	PROJECTED PER PREVIOUS MOS
GSA Child Care Grants	331,100	331,100	331,100	334,720	366,000	PROJECTED PER PREVIOUS MOS
GSA Emergency Bursaries	141,900	141,900	141,900	188,280	101,096	PROJECTED PER PREVIOUS MOS
GSA Academic Travel Grants	473,000	473,000	473,000	523,000	357,090	PROJECTED PER PREVIOUS MOS
	964,000	964,000	964,000	1,064,000	842,186	
Other Restricted Funding						
CJSR Fees Collected - \$1.00 per student goes to the radio station's operations	15,730	15,887	16,046	15,288	15,542	BASED ON GRADUATE STUDENT ENROLMENT
GSAP (Graduate Student Assistance Program) Fees Collected	82,000	82,820	83,648	68,680	80,525	BASED ON GRADUATE STUDENT ENROLMENT
Health Plan Revenue	1,667,407	1,684,081	1,700,922	1,667,407	1,451,874	ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
Dental Plan Revenue	1,246,248	1,258,710	1,271,298	1,246,248	1,137,394	ESTIMATE - THE ACTUAL FEE RATE IS DETERMINED BY GSA COUNCIL AT A SEPARATE MEETING
	3,011,385	3,041,499	3,071,914	2,997,623	2,685,335	
	3,984,885	4,014,999	4,045,414	4,071,123	3,537,929	

GSA 2020-2022 Restricted and Other Funding Budget (Narrative)

Account Name and Budget	Brief Description	Narrative
Restricted and Other Funding		
Fundraised Activity		
GSA Planner \$9,500 budget	<ul style="list-style-type: none"> The GSA sells advertising space in the yearly graduate student planner to subsidize printing costs. Advertising revenue is slightly lower than the estimated expenses so funds from the “Engagement” line can be utilized to ensure enough copies are printed. 	<ul style="list-style-type: none"> No change to 2020-21 budget. The 2019-2020 budget was \$9,500. The 2018-2019 actual was \$10,408.
<p style="text-align: center;">Graduate Student Support Fund (GSSF) (Restricted Revenue) The negotiations for the 2020-2022 Memorandum of Settlement will commence in early 2020. The budget for the GSA Recognition Awards, Child Care Grants, Emergency Bursaries, and Academic Travel Grants are based on the 2019-2020 budget (and assuming no decrease to the GSSF).</p>		
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 Graduate Student Support Fund (GSSF) monies. Expenses for the GSA Awards Night are processed in March. 	<ul style="list-style-type: none"> The 2019-2020 budget was \$18,000. The 2018-2019 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"> The 2019-2020 budget was \$334,720. The 2018-2019 actual was \$366,000.
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"> The 2019-2020 budget was \$188,280. The 2018-2019 actual was \$101,096.
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"> The 2019-2020 budget was \$523,000. The 2018-2019 actual was \$357,090.
CJSR Fees \$15,730 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. Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> The 2019-2020 budget was \$15,288. The 2018-2019 actual was \$15,542.

GSA 2020-2022 Restricted and Other Funding Budget (Narrative)

Account Name and Budget	Brief Description	Narrative
GSAP (Graduate Student Assistance Program) \$82,000 budget	<ul style="list-style-type: none"> • GSAP began in September 2009, and is funded in part by a \$12 per graduate student per year dedicated fee that was implemented by a referendum in 2009. The \$12 is split up as \$4 per fall term, and \$8 per winter term. • University provides a subsidy against the cost of this plan. • Revenue and the related expenses are processed in October and February. 	<ul style="list-style-type: none"> • The 2019-2020 budget was \$68,680. • The 2018-2019 actual was \$80,525.
Health Plan \$1,667,407 budget	<ul style="list-style-type: none"> • This is the fee that is charged to graduate students for the health part of the Health and Dental Plan. • The 2019-2020 fee is \$285.61 per graduate student per year and is estimated to increase by 5%. • Revenue and the related expenses are processed in October, February, and March. • There is a Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> • The 2019-2020 budget was \$1,667,407. • The 2018-2019 actual was \$1,546,323.
Dental Plan \$1,246,248 budget	<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 2019-2020 fee is \$214.75 per graduate student per year and is estimated to increase by 5%. • Revenue and the related expenses are processed in October, February, and March. • There is a Health and Dental Plan Reserve Fund which was established to ensure that adequate funds are available in the event the Health and Dental Plan costs exceed the amounts collected in fees. 	<ul style="list-style-type: none"> • The 2019-2020 budget was \$1,246,248. • The 2018-2019 actual was \$1,182,233.



Dear GSA Council Colleagues,

13 February 2020

I am pleased to report we remain on track overall as we near the end of our fiscal year and we are projecting a positive balance, which we will utilize (based on recommendations developed by our Auditor when they conduct our annual audit) to continue to grow our various reserve funds. While the numbers we are projecting may change over the next few months before the fiscal year-end, I have highlighted a few areas below to draw your attention to.

GSA Fees Revenue

As a fee-based organization, graduate student enrolment levels are the key driver of our budget and we have been on track this year with our projections.

Investment Revenue

As previously reported, our investment revenue is higher than originally projected as a result of the higher interest we have accrued.

Human Resources

We have projected a surplus in our human resources budget line as a result of not needing to utilize a standard amount budgeted annually for overlap between staff and vacation pay outs, as well some savings related to recent staffing changes within the office (in particular, the departure of the GSA Assistant Director and a reconfiguring of that position – as you know, the GSA Associate Director will also be exiting just prior to the end of the current fiscal year but, as we intend to fill that vacancy immediately, it is not projected that this will impact our human resources budget but any variances that may arise will be reported in the next fiscal year).

Office Administration

A decrease in photocopier usage and office supply usage, coupled with reduced capital purchases (computers, etc) will result in a projected surplus in this line. Additionally, as you are aware, the GSA follows an evergreening plan with respect to the replenishment/purchases of office electronics and no such equipment needed to be purchased in this current fiscal year.

Professional

We are projected to be under spent in this budget line in this current fiscal year, however we are still in the process of exploring best practices associated with the development of a strike fund (in support of our role as a union) and the costs associated with working with a consultant on this project will be drawn from the "Consultants" line in the next fiscal year (we are currently in the process of reaching out to consultants).



Contingency

We will be slightly overspent in this line as a result of the production of the various GSA outreach videos that were developed to help spread awareness of, and encourage engagement with, the GSA.

Restricted Revenue

As noted previously, ad sales in the GSA Planner were slightly down this year, resulting in a small deficit in the "GSA Planner" line. We do not necessarily see this as a trend that will continue in future years but have funds set aside in next year's "Engagement" budget line to offset printing costs associated with the GSA Planner should ad sales be down again.

In closing, let me stress that, overall, we continue to be in excellent shape financially and thanks are due to the other Financial Team members for their work in this area.

A handwritten signature in black ink, appearing to read 'Fahed Elian', with a long, sweeping horizontal stroke extending to the right.

Fahed Elian, President and Chair of the GSA Budget and Finance Committee

Outline of Issue

GSA 2019-2020 Winter Term Budget and Expenditure Report

Suggested Motion for GSA Council:

That the GSA Board **RECEIVE FOR INFORMATION** the GSA 2019-2020 Winter 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 third and last budget and expenditure report on the 2019-2020 GSA's fiscal year.

The Financial Team (Executive Director Courtney Thomas, CPA and Accountant Shirley Ball, Financial Manager Dorte Sheikh) agrees that the GSA's budget is on track and there are no issues of concern at the end of this reporting period.

The GSA Budget and Finance Committee and the GSA Board reviewed and received the GSA 2019-2020 Winter Term Budget and Expenditure Report at their 29 January 2020 meeting and 5 February 2020, respectively.

Additional information can be found in the attached cover letter.

Jurisdiction:

GSA Bylaw and Policy, Section F: GSA Standing Committees, GSA Policy, GSA Standing Committees, Section F.POL.3.2.a:

"The GSAB is the senior administrative authority of the GSA as delegated to it by GSA Council."

GSA Bylaw and Policy, Section K: Finances, GSA Policy, Budget Principles and Procedures, Section K.POL.3.4.a:

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

GSA Bylaw and Policy, Section K: Finances, GSA Policy, GSA Standing Committees, GSA Budget and Finance Committee, Section K.POL.5.7:

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

	CURRENT YEAR April 1, 2019 to March 31, 2020				PRIOR YEAR Comparative				
	2019-2020	Actual	Forecast	Total	Variance	Ref #	% Variance	Actual	Total Actual 2018-2019
	Approved Budget	Apr 2019 to Dec 2019	Jan 2020 to Mar 2020					Apr 2018 to Dec 2018	Apr 2018 to Mar 2019
REVENUE									
GSA Fees Revenue	1,183,291	979,426	203,865	1,183,291	-		0%	958,365	1,225,799
Interest Income	18,000	27,644	8,000	35,644	17,644	1	98%	20,638	29,651
External Committed Funding	25,880	9,190	16,690	25,880	-		0%	9,190	25,880
Revenue from Commercial Activities	40,162	30,122	10,040	40,162	-		0%	30,122	40,162
Other Revenue	1,300	-	1,300	1,300	-		0%	-	4,115
Total Revenue	1,268,633	1,046,382	239,895	1,286,277	17,644		1%	1,018,315	1,325,607
EXPENSES									
Advocacy	48,848	40,469	8,379	48,848	-		0%	38,271	40,117
Services	109,700	66,329	43,371	109,700	-		0%	62,438	86,822
Governance	214,959	150,676	60,607	211,283	3,676		2%	145,032	199,374
Human Resources	684,749	482,257	163,602	645,859	38,890	2	6%	500,677	658,827
Office Administration and Operational Costs	32,579	10,822	9,526	20,348	12,231	3	38%	11,775	19,102
Professional	58,200	23,605	23,945	47,550	10,650	4	18%	30,633	35,054
Operating/Contingency Fund	20,000	21,381	-	21,381	(1,381)	5	-7%	3,653	3,653
Total Expenses	1,169,035	795,539	309,430	1,104,969	64,066		5%	792,479	1,042,949
BALANCE	99,598	250,843	(69,535)	181,308	81,710		82%	225,836	282,658

Explanatory notes:

Under the variance column black numbers indicates more revenue received than budgeted, or an expense savings; red numbers indicate an overexpenditure. 0% means no variance at this point, budget is on target.

Variance formula: for Revenue the variance is the total for the 2019-2020 year subtracted by the approved budget amount.

for Expenses the variance is the approved budget amount subtracted by the total for the 2019-2020 year.

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

1. Interest income positive variance due to increase in interest rates.
2. Human Resources budget surplus due to projected salary savings.
3. Office Administration and Operational Costs surplus due to lower expenses for Capital Items, Office Supplies and Photocopier.
4. Professional surplus due to savings in the Consultants line.
5. Operating/Contingency Fund over expenditure due to GSA promotional videos expenses.

The Graduate Students' Association of the University of Alberta

2019-2020 GSA Restricted and Other Funding

Budget and Expenditure Report

Winter Term Update, April to December 2019 actuals and January 2020 to March 2020 forecast

	CURRENT YEAR April 1, 2019 to March 31, 2020						PRIOR YEAR Comparative		
	2019-2020 Approved Budget	Actual Apr 2019 to Dec 2019	Forecast Jan 2020 to Mar 2020	Total	Variance	Ref #	% Variance	Actual Apr 2018 to Dec 2018	Total Actual 2018-2019 Apr 2018 to Mar 2019
Fundraised Activity									
GSA Planner	9,500	8,570	-	8,570	(930)	1	-10%	10,408	10,408
Graduate Student Support Fund (GSSF) Projects (Restricted Revenue)									
GSA Recognition Awards	18,000	-	18,000	18,000	-		0%	-	18,000
GSA Child Care Grants	334,720	278,000	56,720	334,720	-		0%	227,000	366,000
GSA Emergency Bursaries	188,280	124,782	63,498	188,280	-		0%	70,059	101,096
GSA Academic Travel Grants	523,000	398,295	124,705	523,000	-		0%	290,141	357,090
	1,064,000	801,077	262,923	1,064,000	-		0%	587,200	842,186
Other Restricted Funding									
CJSR Fees Collected - \$1.00 per student goes to the radio station's operations	15,288	6,680	8,608	15,288	-		0%	11,629	15,542
GSAP (Graduate Student Assistance Program) Fees	68,680	36,897	31,783	68,680	-		0%	38,650	80,525
Health Plan Revenue	1,667,407	692,780	974,627	1,667,407	-		0%	650,936	1,451,874
Dental Plan Revenue	1,246,248	484,576	761,672	1,246,248	-		0%	508,906	1,137,394
	2,997,623	1,220,933	1,776,690	2,997,623	-		0%	1,210,121	2,685,335
BALANCE	4,071,123	2,030,580	2,039,613	4,070,193	(930)		0%	1,807,729	3,537,929

Explanatory notes:

1. GSA Planner deficit due to a decrease in ad revenue.

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

Outline of Issue

Recommended Changes to GSA Bylaw and Policy, Section D: GSA Officer Portfolios

Suggested Motion for the GSA Council:

That the GSA Council, on the unanimous recommendations of the GSA Governance Committee, **APPROVE** the recommended changes to GSA Bylaw and Policy, Section D: GSA Officer Portfolios, as shown in the attached double column document and effective upon approval by GSA Council.

Background:

The GSA Governance Committee (GSA GC) reviewed and recommended this proposal to GSA Council via an email vote on 22 January 2020. At their 29 January 2020, the GSA Board also reviewed this proposal for information and onward transmission to GSA Council.

GSA Officer portfolios are reviewed annually to ensure the described duties associated with each position align with current practice and with any changes made to the compositions or mandates of both GSA Standing Committees and various University governance bodies. The results of that review, undertaken in the fall of 2019, have generated several recommended changes to this section of GSA Bylaw and Policy; detailed rationale for all of the recommended changes can be found in the attached double column proposal.

Jurisdiction:

GSA Bylaw and Policy, Section A: Authority, GSA Bylaw, Authority, Section A.BYL.2.2

"GSA Policy is under the jurisdiction of GSA Council (Section C: GSA Council, GSA Bylaw, GSA Council) and may be amended by a simple majority vote of GSA Council at any meeting of GSA Council."

Section F: Standing Committees, GSA Policy, Standing Committees, Section F.POL.4.2.a

The GSA GC will *"advise GSA Council on matters of GSA Bylaw and Policy not in the purview of any other GSA Standing Committee, or other governance issues, and recommend changes to GSA Council."*

Proposed Changes to GSA Bylaw and Policy, GSA Policy, Section D: GSA Officer Portfolios

Current Policy (<i>deletions noted by a strikethrough</i>) and Proposed Changes (<i>additions underlined</i>)	Rationale/Background
GSA Policy: GSA Officer Portfolios	<i>No change.</i>
D.POL.4 – D.POL.4.12 ...	<i>No change.</i>
D.POL.5 President	<i>No change.</i>
D.POL.5.1 Duties	<i>No change.</i>
D.POL.5.1.a The President has overall responsibility for ensuring the long-term effectiveness of the GSA at all levels, and serves as a signatory of most major contracts and agreements.	<i>Moved to proposed D.POL.5.1.c, below.</i>
D.POL.5.1.b The President is the official spokesperson of the GSA.	<i>No change.</i>
D.POL.5.1.c <u>The President serves as a signatory of most major contracts and agreements, following consultation, as warranted, with the GSA Board, GSA Council, and relevant GSA Standing Committees.</u>	<i>Moved from current D.POL.5.1.a, above, and recommendation to clarify that the President would discuss major contracts and agreements that they sign with GSA Council, GSA Board, or other GSA Standing Committees, as needed.</i>
D.POL.5.1.c D.POL.5.1.h <u>D.POL.5.1.d</u> - <u>D.POL.5.1.i</u> ...	<i>Renumbering.</i>
D.POL.5.1.i <u>D.POL.5.1.j</u> The President leads the GSA on bodies external to the GSA. This includes:	<i>Renumbering.</i>
D.POL.5.1.i.i <u>D.POL.5.1.j.i</u> Membership on the BoG and General Faculties Council (GFC); and	<i>Renumbering.</i>
D.POL.5.1.i.ii <u>D.POL.5.1.j.ii</u> Playing a lead role in <u>national, provincial, and municipal</u> ; lobbying, <u>and associated advocacy groups</u> , along with the VPE, ;	<i>Renumbering and editorial (recommendation to consolidate from three separate lines into one, as all three address advocacy work).</i>
D.POL.5.1.i.iii <u>Active participation in any national, provincial, and municipal advocacy groups or initiatives in which the GSA is involved, along with the VPE,</u> and	<i>See above.</i>

Proposed Changes to GSA Bylaw and Policy, GSA Policy, Section D: GSA Officer Portfolios

D.POL.5.1.i.iv Advocating for graduate student issues at the municipal, provincial, and federal levels, along with the VPE.	<i>Recommended removal in order to consolidate from three separate lines into two, as all three address advocacy work.</i>
D.POL.5.1.j D.POL.5.1.k D.POL.5.1.k-D.POL.5.1.l ...	<i>Renumbering</i>
D.POL.5.1.l D.POL.5.1.m The President maintains the relationship with TD Insurance Meloche Monnex, provider of insurance and other such services for GSA members and may delegate this responsibility.	<i>Renumbering and recommended language change to reflect that TD does not provide other services beyond discounted insurance rates for GSA members and also to clarify that as this shouldn't be delegated but, as per D.POL.4.8, the President could receive assistance for other DEOs with this responsibility if needed be.</i>
D.POL.5.1.m D.POL.5.1.n D.POL.5.1.n-D.POL.5.1.r ...	<i>Renumbering.</i>
D.POL.5.2- D.POL.5.2.d.iii ...	<i>No change.</i>
D.POL.5.2.d.iv The GFC Student Conduct Policy Committee,	<i>Recommendation to move the GFC Student Conduct Policy Committee into the VPSS's portfolio as it more closely with their involvements.</i>
D.POL.5.2.d.v D.POL.5.2.d.iv The University Tuition Budget Advisory Committee, and any other committee related to graduate student tuition, including market modifiers, and,	<i>Renumbering and recommendation to combine current D.POL.5.2.d.v and D.POL.5.2.d.vii as they both relate to tuition.</i>
D.POL.5.2.d.vi D.POL.5.2.d.v Any committee related to Mandatory Non-Instructional Fees, and	<i>Renumbering.</i>
D.POL.5.2.d.vii Any committee related to graduate student market modifiers.	<i>Recommendation to combine current D.POL.5.2.d.v and D.POL.5.2.d.vii as they both relate to tuition.</i>
D.POL.5.3-D.POL.5.3.a ...	<i>No change.</i>
D.POL.6 Vice-President Academic	<i>No change.</i>
D.POL.6.1 Duties	<i>No change.</i>

Proposed Changes to GSA Bylaw and Policy, GSA Policy, Section D: GSA Officer Portfolios

D.POL.6.1.a The VPA <u>has overall responsibility for representing</u> graduate students with respect to matters related to their academic lives; the list of committees the VPA attends provides a clear picture of the depth and breadth of this portfolio.	<i>Recommended editorial change to align with language used in other sections of this policy.</i>
D.POL.6.1.b-D.POL.6.1.d ...	<i>No change.</i>
D.POL.6.2 Committees	<i>No change.</i>
D.POL.6.2.a-D.POL.6.2.b.ix ...	<i>No change.</i>
<u>D.POL.6.2.b.x The Council on Student Affairs,</u>	<i>The Terms of Reference for COSA include the President of the GSA, although this Council has been delegated previously to the VPE in GSA Bylaw and Policy. Given that COSA recently changed its mandate to have an academic focus, it is recommended that this delegation be moved to the VPA, given its focus on academic matters.</i>
D.POL.6.2.b.x D.POL.6.2.b.xiii <u>D.POL.6.2.b.xi-D.POL.6.2.b.xiv</u> ...	<i>Renumbering.</i>
D.POL.6.3-D.POL.6.3.a ...	<i>No change.</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 VPE has overall responsibility for student life and engagement and shares responsibility for external advocacy and representation with the President. This includes but is not limited to: <u>residence life, University engagement initiatives, 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).</u>	<i>Recommended change to incorporate current D.POL.7.1.a.i-D.POL.7.1.a.iii into one statement in order to improve clarity and more clearly define the portfolio of the VPE to align with their work, in practice, as well as to move space related matters from the VPSS's portfolio in order to ensure an equitable distribution of portfolio responsibilities.</i>

Proposed Changes to GSA Bylaw and Policy, GSA Policy, Section D: GSA Officer Portfolios

D.POL.7.1.a.i Residence life and athletics,	<i>Recommended removal, as the VPSS currently serves on committees related to the PAW Centre/athletics (as a service that is provided on campus).</i>
D.POL.7.1.a.ii University engagement initiatives, and	<i>Recommended change to incorporate current D.POL.7.1.a.i-D.POL.7.1.a.iii into one statement in order to improve clarity and more clearly define the portfolio of the VPE to align with their work, in practice.</i>
D.POL.7.1.a.iii External advocacy and representation.	<i>See above.</i>
D.POL.7.1.b-D.POL.7.1.d ...	<i>No change.</i>
D.POL.7.2 Committees	<i>No change.</i>
D.POL.7.2.a- D.POL.7.2.b ...	<i>No change.</i>
D.POL.7.2.b.i The Council on Student Affairs <u>Committees related to residence matters,</u>	<i>The Terms of Reference for COSA include the President of the GSA, although this Council has been delegated previously to the VPE in GSA Bylaw and Policy. Given that COSA recently changed its mandate to have an academic focus, it is recommended that this delegation be moved to the VPA, given its focus on academic matters.</i>
D.POL.7.2.b.ii <u>The GFC Facilities Development Committee and other bodies with a focus on space or construction,</u>	<i>Currently in the portfolio of the VPSS, this committee focuses on space related matters and so more properly belongs in the portfolio of the VPE.</i>
D.POL.7.2.b.ii D.POL.7.2.b.iii <u>The Alumni Council and other Alumni committees, and</u>	<i>Renumbering.</i>
D.POL.7.2.b.iii D.POL.7.2.b.iv <u>Committees related to student life (including those associated with student grants, awards, athletics and recreation, and residences), and University engagement initiatives.</u>	<i>Renumbering and recommended change to align with the recommended changes noted above.</i>
D.POL.7.2.b.iv Committees related to the Festival of Ideas.	<i>Recommended removal of the Festival of Ideas, as these committees have not met in some time, and when they did meet, the GSA NoC worked to find a delegate.</i>
D.POL.8 Vice-President Labour	<i>No change.</i>

Proposed Changes to GSA Bylaw and Policy, GSA Policy, Section D: GSA Officer Portfolios

D.POL.8.1 Duties	<i>No change.</i>
<u>D.POL.8.1.a The VPL has overall responsibility for matters relating to academically-employed graduate students.</u>	<i>Recommended addition to align with other DEO portfolios, which begin with a overall responsibilities of the particular position.</i>
D.POL.8.1.a D.POL.8.1.i <u>D.POL.8.1.b- D.POL.8.1.j</u> ...	<i>Renumbering.</i>
D.POL.8.2 Committees	<i>No change.</i>
D.POL.8.2.a ...	<i>No change.</i>
D.POL.8.2.b The VPL is a member of the GSA ASC (as Vice-Chair) , the GSA GC (as Vice-Chair), the GSA BFC (as Vice-Chair), and the GSA FGSR Council Caucus.	<i>Recommendation to have the VPSS serve as the Vice-Chair of the GSA ASC, given that the VPL is currently a member of a number of GSA Standing Committees, while the VPSS is not a member of any GSA Standing Committees (with the exception of the GSAB).</i>
D.POL.8.2.c- D.POL.8.2.c.ii ...	<i>No change.</i>
D.POL.8.2.c.iii Committees related to <u>campus safety</u> , workplace health and safety issues, and campus substance use issues.	<i>Recommend change to align GSA Bylaw and Policy with current portfolio responsibilities.</i>
D.POL.8.3- D.POL.8.3.b ...	<i>No change.</i>
D.POL.9 Vice-President Student Services	<i>No change.</i>
D.POL.9.1 Duties	<i>No change.</i>
D.POL.9.1.a Assists the VPL concerning negotiations of the GSAP and the GSSF with the University.	<i>Moved to D.POL.9.1.b, below.</i>

Proposed Changes to GSA Bylaw and Policy, GSA Policy, Section D: GSA Officer Portfolios

D.POL.9.1.b <u>D.POL.9.1.a</u> The VPSS has overall responsibility for the proper disposition of funds received from the University for disbursement to GSA members, and works closely with GSA management in this regard; these funds presently support GSA Academic Travel Grants, GSA Emergency Bursaries, and GSA Child Care Grants.	<i>Renumbering.</i>
<u>D.POL.9.1.b</u> The VPSS assists the VPL concerning negotiations of the GSAP and the GSSF with the University.	<i>Moved from current D.POL.9.1.a, above.</i>
D.POL.9.1.c-D.POL.9.1.e ...	<i>No change.</i>
D.POL.9.1.f The VPSS is overall in charge of attending University committees that discuss space/construction within the University community, including housing space, social space, and any other space that the GSA deems is needed 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). This area of responsibility includes close contact with the GFC Facilities Development Committee (GFC FDC), the University Architect and the Associate Vice President Facilities and Operations or equivalent.	<i>Recommended to be moved to the VPE's portfolio.</i>
D.POL.9.1.g-D.POL.9.1.k <u>D.OL.9.1.f-D.POL.9.1.j</u> ...	<i>Renumbering.</i>
D.POL.9.2 Committees	<i>No change.</i>
<u>D.POL.9.2.a</u> The VPSS is a member of the GSA ASC (as Vice-Chair).	<i>Recommendation to have the VPSS to serve as the Vice-Chair of the GSA ASC, given that the VPL is currently a member of a number of GSA Standing Committees, while the VPSS is not a member of any GSA Standing Committees (with the exception of the GSAB).</i>
D.POL.9.2.a-D.POL.9.2.a.i <u>D.POL.9.2.b-D.POL.9.2.b.i</u> ...	<i>Renumbering.</i>
<u>D.POL.9.2.a.ii</u> The GFC FDC, <u>D.POL.9.2.b.ii</u> The GFC Student Conduct Policy Committee	<i>Recommendation to have the VPSS serve as the GSA's representative on this committee to better balance committee responsibility amongst the DEOs. Terms of Reference include as an appointed member "Graduate Students' Association Executive, appointed by the Graduate Students' Association Executive." Mandate is that they are charged with providing oversight to the University's student discipline codes.</i>

Proposed Changes to GSA Bylaw and Policy, GSA Policy, Section D: GSA Officer Portfolios

D.POL.9.2.a.iii D.POL.9.2.a.viii <u>D.POL.9.2.b.ix-D.POL.9.2.b.viii</u> ...	<i>Renumbering.</i>
D.POL.9.2.a.ix Committees related to the Physical Activity and Wellness Centre <u>and athletics.</u>	<i>Recommend change to align GSA Bylaw and Policy with current portfolio responsibilities.</i>
D.POL.9.3-D.POL.12.5.a ...	<i>No change.</i>
Other Changes Section O.POL.3.2 will be amended to note that the VPSS, rather than the VPL, serves as Vice-Chair of the GSA ASC (O.POL.3.2 The Vice-President Labour (VPL) <u>Student Services (VPSS)</u> as Vice-Chair.	<i>See above rationale.</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 7 February 2020 and 13 February 2020 with a nomination deadline of 19 February 2020. 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 nominee was 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 a paper ballot vote held at the 24 February 2020 GSA Council meeting.

If you and your alternate are unable to attend the 24 February 2020, meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Elections Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday 24 February 2020 in order to cast your vote in advance of the GSA Council meeting.

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

- 1. Nadia Daniel (PhD, Medicine)**
- 2. Danielle Littlefair (MBA, Business)**
- 3. Mariam Mohamed (MScOT, Occupational Therapy)**

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

Jurisdiction:

Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.7.1.a and H.POL.7.1.b

"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: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, GSA Policy, GSA Standing Committees, GSA Appeals and Complaints Board, Section H.POL.9.4

"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 8.1 - 8.3. The biographies and brief resumes are presented as received (ie not edited).

Nominations for GSA APPEALS AND COMPLAINTS COMMITTEE (GSA ACB)
(THREE (3) VACANCIES FOR GSA MEMBERS)
Three (3) Nominees

1. Nadia Daniel

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
Statement of Interest	
The skills I have gained from my volunteer work at the Trent's student unions during my undergrad and the national Food Bank, will benefit the advocacy work the FGSR Council does. I'm exceptionally experienced at conflict resolution, which would serve as an asset as member of this committee. Furthermore, I'm passionate about the quality of graduate student supervision something that aligns with the mandate of this committee.	
Bio	
I was born in the Netherlands and raised in Aruba. My mother is from Aruba and my dad from Curacao so I am also fluent in Papiamentu and Spanish besides Dutch and English. After a Bsc degree in Biochemistry & Molecular Biology at Trent University (2009), I studied at the University of Leiden and attained a MSc (2015) in Biomedical Sciences. While I studied at Trent I was part of multiple student unions and was part of the varsity team Trent Excalibur. While in Leiden I did not engage in any extra-curricular activities but I worked part-time at several pharmaceutical companies to gain work experience. Here at the UofA, I am the event coordinator of the Science to Business Network and I organize all social events for the Alberta Respiratory Centre (ARC lab). I also volunteered with Santa Anonymous last year.	
Summary Resume	
I am not a second-year PhD student in the Department of Medicine studying the effect of barrier function on airway epithelial cells. I work in Dr. Vliagoftis's lab as part of ARC lab, which is a multidisciplinary team. Between my MSc and my PhD, I worked as a research assistant at Queens University at the Department of Biomedical Science. I started my PhD in the Fall of 2018. I am currently completing my last courses to fulfill my PhD requirements and my schedule is flexible enough to accommodate sitting on a busy committee and attend both the FGSR Council and Caucus Meetings.	

2. Danielle Littlefair

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
Statement of Interest	
<p>Prior to joining the MBA program, I was employed with the Federal Public Service. My positions within the public service required skills that closely match the qualifications required by the GSA ACB. While working with the Department of National Defence and Employment and Social Development Canada, I was required to administer programs in accordance with the guidelines and policies governing the departments. The ability to conduct myself in a neutral and impartial manner was key to delivering government services to the public. I was required to assess my clients' needs, not from a personal perspective, but rather from an impartial lens that aligned with the regulations surrounding the service offerings. Additionally, I have been involved in work related pilot projects and committees that have required independent and creative thinking.</p>	
Bio	
<p>I earned my BA at MacEwan University. I worked throughout my undergraduate studies, while discovering where I wanted my future career to take me. When I began working with the Federal Public Service in 2015, I found my passion in public service and was excited by the wide variety of opportunities that the Federal Public Service had to offer. I envisioned my career moving in the direction of policy or program advising and recognized that I needed to increase my knowledge base and skill set in order to achieve this goal. I returned to school to pursue an MBA in the fall of 2019 and have been amazed by all the experiences and opportunities that the program has presented thus far. While I am still very interested in public policy, my mind has been opened to many other industries and opportunities. I am currently a team lead with Net Impact, where I have had the opportunity to work on a pro bono consulting project geared towards sustainability. I've enjoyed the networking events, and speaker series offered by the program and would like to continue to gain new experiences throughout my MBA journey.</p>	
Summary Resume	
<p>I am currently in my first year of the MBA program. The first year of the program is focused on business foundations including: finance, accounting, human resources, and marketing. The program also places an emphasis on teamwork and collaboration. My intention is to focus my studies in public policy through a tailored career track in my second year. I gained research experience during my undergraduate studies, in part through a placement with the Historic Resources Management Branch and through the creation of a senior thesis. My past experience with the Federal Public Service allowed me to interpret and apply policy in a government setting.</p>	

3. **Mariam Mohamed**

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
Statement of Interest	
<p>My undergraduate experience was filled with extensive leadership and team-based involvement that has been critical in my development as an individual and member of our society. My experience as the president of the Ryerson in Support of Red Cross (RURC) team at my university instilled in me the leadership skills to problem-solve and withhold a neutral stance when it came to issues and conflict that arose within the team. Additionally, my experience as a fourth year representative of my undergraduate program provided me with the skills to advocate and voice the concerns of my peers and cohort. I believe that these, as well as additional experiences, will make me fit for working on the GSA Appeals and Complaints Board (GSA ACB).</p>	
Bio	
<p>I'm a Somali Canadian born and raised in Toronto, Ontario. I recently moved to Edmonton from Toronto for my masters in Occupational Therapy (OT). After graduating from Ryerson University in June 2019 with a Bachelors of Science in Biomedical Science, I was blessed to be accepted into the OT program at the U of A. I'm currently loving the small quirks of Edmonton and the beautiful outdoors we have access to, but sometimes miss the hectic lifestyle of Toronto. While at my undergraduate univeristy, I was involved in various councils and groups, as well as worked in various mentorship roles within my university. My most cherished experience was working as a Science Student Liaison and mentor to the incoming first year science students. I have a passion for mentorship and representation, as someone who understands the struggles and barriers one may face when their multifaceted identity is devalued by society.</p>	
Summary Resume	
<p>Currently pursuing my masters in Occupational Therapy, my interests lie in mental and sexual health and reducing the stigma surrounding these topics. Along with being a practitioner I hope to pursue a PhD in the near future, focusing on the subject of the affects of socio-cultural perspectives on mental health. Within my undergraduate studies I was engaged in a lot of mentorship and student engagement positions as well as numerous student groups. I loved engaging myself within my campus community and giving back to the university as well. These experiences ranged from science summer camps for marginalized children, to assocate positions, and as a student group president for two years. The interpersonal skills that I gained along the way which include good work ethic, organization, and team-building skills, will be an asset to this position. As someone who is very familiar with decision-making skills when presented with conflict, and with a good understanding of ethics, I believe that I will provide valuable skills on this committee.</p>	

GSA NOMINATING COMMITTEE (GSA NoC)

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

Information regarding the positions for one (1) GSA Councillor was circulated via email to GSA Council on 7 February 2020 and 13 February 2020 with a nomination deadline of 19 February 2020. 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 a paper ballot vote held at the 24 February 2020 GSA Council meeting.

If you and your alternate are unable to attend the Monday 24 February 2020 meeting of GSA Council and would like to cast an electronic vote for this position, you must contact the GSA Elections Coordinator (gsa.nomcomm@ualberta.ca) BEFORE 3:00 PM on Monday 24 February 2020 in order to cast your vote in advance of the GSA Council meeting.

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

- 1. Omanth Ekambaram (MSc, Chemical & Materials Engineering)**

Jurisdiction:

GSA Bylaw and Policy, Section F: GSA Standing Committees, GSA Policy, GSA Standing Committees, GSA Governance Committee, Section F.POL.4.1.c

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

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

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

The name and biography received for the one (1) nominee is BELOW on page 8.4 The biography and resume is presented as received (ie not edited).

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

1. Omanth Ekambaram

Other governance bodies you currently serve on (whether GSA or UAlberta)	N/A
Statement of Interest	
<p>In the past 2 years, I have been involved in designing, building and commissioning of an experimental rig to test the performance of materials. This has equipped me with strong planning, budgeting and execution skills which will benefit the budgeting work the committee does. I feel the strong interpersonal communication and time management skills I have developed through consulting for the oil industries and through organising events for the Thai Consulate will be a great asset for this role. Furthermore, I find Financial management to be fascinating and this role will give me an opportunity to develop my skills</p>	
Bio	
<p>I was born and brought in Chennai, a beautiful city on the South East coast of India. After my Bachelors in Materials Engineering in 2017, I moved to Edmonton to pursue graduate studies. Here at UofA, I have been developing a lot of Teaching skills by TAing for 2 courses. I currently have my eyes on Entrepreneurship and learning guitar. I am a multilingual and I have backpacked a lot in South and South East Asia. I enjoy cooking, playing computer games and movie marathons with friends on a cold winter night.</p>	
Summary Resume	
<p>I am currently a 2nd year MSc student in the Department of Chemical and Materials Engineering. I work with a team of cross discipline engineers in understanding the performance of steels at high temperatures. I currently for MAT E 461 and serve the CMEGSA as VP external. I volunteer for NACE Edmonton, ASM Edmonton and International Student Services . My schedule is flexible enough to accommodate sitting on this committee</p>	

**GSA President
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Fahed Elian
Date: 21 February 2020

Dear Council Colleagues,

Let me start my report by respectfully acknowledging that we are on Treaty 6 territory, the traditional lands of First Nations and Métis people.

Find below, some highlights of my work over the last month.

Indigenous Awareness Training

On 30 January, my team and I, as well as members of the GSA staff, participated in an all-day Indigenous awareness training session organized and hosted by the Ben Calf Robe Society. It was a very enlightening experience.

GSA Winter Social Event

On 7 February, we hosted our Winter Social Event. I'm pleased to say we had very high attendance and we were also joined by members of the University Senate and the Board of Governors. A number of graduate students were the recipients of our door prizes; I hope you all come out to the GSA's next event, and remember to attend our monthly graduate student coffee breaks in Triffo Hall.

Charter of Student Rights

We've worked cooperatively with the Students' Union since the summer of the development of a Charter of Student Rights, which includes a section on rights specific to graduate students, and I am pleased to report that this project is currently being discussed by several bodies in the University's governance structure.

University Budget

As I indicated in my 20 January 2020 Council report, I continued to meet with University senior administration to advocate against increases to graduate students' tuition fees and for increases in financial aid and support. Most recently, I've had the chance to meet with Dr Dew, the Provost and Vice-President (Academic). I'm happy to report that University senior administration continues to be collaborative and collegial during our discussions. The provincial budget is due to be released on 27 February and the GSA, along with the Alberta Provincial Advocacy Council, will be watching closely and engaging in subsequent conversation with the University and government around the need for post-secondary education to remain affordable, accessible, and of the highest quality.

Canadian Alliance of Student Associations (CASA) Advocacy Week

I, along with Marc Waddingham, Vice-President External, am currently attending this week-long event and I look forward to bringing you news and updates in person at Council.

Please do not hesitate to contact me if you have any concerns, ideas, suggestions, or just to grab a coffee and chat. **Also, please remember to vote in the GSA General Election and encourage your friends and colleagues to do so as well – voting opens tomorrow and the Chief Returning Officer will communicate more information.**

Warmly,
Fahed Elian, President

Please find below a list of meetings I attended between 21 January 2020 and 24 February 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing. Please note that I was attending CASA Advocacy Week 17-21 February 2020.

21 January	Aboriginal Student Success Survey Meeting
22 January	Faculty of Graduate Studies and Research (FGSR) Council
24 January	General Faculties Council (GFC)-Board of Governors (BoG)-Senate Summit
24 January	Presidential Search Committee
25 January	Presidential Search Committee
27 January	Joint Student University Oversight Committee on Mandatory Non-Instructional Fees (MNIFs)
27 January	Meeting with G Kulczycki, Vice-President (Finance and Administration)
27 January	General Faculties Council (GFC)
28 January	Presidential Transition Committee
28 January	Meeting with Studentcare
29 January	GSA Budget and Finance Committee (GSA BFC)
29 January	Meeting with D Turpin, President and Vice-Chancellor
30 January	GSA Team Indigenous Awareness Training Course
31 January	Presidential Search Advisory Committee – Interview
1 February	Presidential Search Advisory Committee – Interviews
2 February	Presidential Search Advisory Committee
3 February	Associations Presidents Meeting
3 February	Joint Student/University Oversight Committee on Mandatory Non-Instructional Fees (MNIFs)
3 February	PAW Strategic Operating Committee (PAWSOC)
4 February	Meeting with B Milne, Vice-Provost and Faculty of Graduate Studies and Research (FGSR) Dean
5 February	Meeting with T Dang, Member of Legislative Assembly
6 February	Meeting with S Dew, Provost and Vice-President (Academic)
6 February	Board of Governors (BoG) Dinner
7 February	University Governance Briefing
7 February	Board Strategy Session
7 February	Meeting with Daniel Eggert, Board of Governors (BoG) Member
7 February	GSA Winter Social Event
8 February	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Annual General Meeting
10 February	GSA Budget and Finance Committee (GSA BFC)
10 February	Meeting with A Sharman, Vice-President (Facilities and Operations)
12 February	General Faculties Council Academic Planning Committee (GFC APC)
13 February	Meeting with the Ministry of Labour and Immigration
14 February	Meeting with B Hemmelgarn, Faculty of Medicine and Dentistry Dean
14 February	Board Learning, Research and Student Experience Committee
14 February	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Special Board Meeting
15 February	Iranian Students' Association of University of Alberta (ISAUA) Memorial for Flight PS 752
17-21 February	Canadian Alliance of Student Associations (CASA) Advocacy Week
24 February	General Faculties Council (GFC)

GSA Board
Report to GSA Council for the 24 February 2020 Meeting

To: GSA Council
 From: Fahed Elian, President
 Date: 21 February 2020

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 President, Vice-Presidents, and the administrative team will be happy to answer any questions or provide more information at the GSA Council meeting. Also see the weekly Management Reports to the GSAB in Item 19 (Executive Director's Report to GSA Council) on pages 19.1 – 19.5.

22 January 2020 GSA Board Meeting:

Main Agenda Items:

Estimated Expense of Attendance at the Canadian Alliance of Student Associations (CASA) Advocacy Week and Annual General Meeting, 17-22 February 2020, in Ottawa, ON: Estimated Expense; and meeting reports.

Motions and Agreements:

That the GSA Board **APPROVE** the estimated expense for two (2) representatives to attend the Canadian Alliance of Student Associations (CASA) Advocacy Week and Annual General Meeting, 17-22 February 2020 in Ottawa, ONFE **MOVED**. MW Seconded. **CARRIED**.

29 January 2020 GSA Board Meeting:

Main Agenda Items:

GSA Health and Dental Plan Change of Coverage Report Fall 2019 and Annual Claims Report 2018-2019; Recommended Changes to GSA Bylaw and Policy on GSA Officer Portfolios; and meeting reports.

Motions and Agreements:

That the GSA Board **RECEIVE FOR INFORMATION** the Change of Coverage Report Fall 2019, as prepared by Studentcare. CL **MOVED**. FE Seconded. **CARRIED**.

That the GSA Board **RECEIVE FOR INFORMATION** the Annual Claims Report 2018-2019, as prepared by Studentcare. CL **MOVED**. FE Seconded. **CARRIED**.

Members **AGREED** that the GSA Board had **REVIEWED, FOR INFORMATION AND PRIOR TO ONWARD TRANSMISSION TO GSA COUNCIL**, having also been unanimously recommended by the GSA Governance Committee, the recommended changes to GSA Bylaw and Policy, Section D: GSA Officer Portfolios, as shown in the attached double column document and effective upon approval by GSA Council.

5 February 2020 GSA Board Meeting:

Main Agenda Items:

Annual Operating and Capital Budget (2020-2021) and Restricted and Other Funding Budget (2020-2021) AND Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) and Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023; 2019-2020 GSA Winter Term Budget and Expenditure Report; GSA President's Citations; and meeting reports.

Motions and Agreements:

That the GSA Board **RECOMMEND TO GSA COUNCIL FOR APPROVAL**, having also been unanimously recommended by the GSA Budget and Finance Committee, the Annual Operating and Capital Budget (2020-2021) and the Restricted and Other Funding Budget (2020-2021). FE **MOVED**. CL Seconded. **CARRIED**.

That the GSA Board **RECOMMEND TO GSA COUNCIL TO RECEIVE FOR INFORMATION**, having also been reviewed and advised upon by the GSA Budget and Finance Committee, the Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) and the Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023). FE **MOVED**. MW Seconded. **CARRIED**.

That the GSA Board **RECEIVE FOR INFORMATION AND FORWARD TO THE GSA COUNCIL (FOR INFORMATION)** the GSA 2019-2020 Winter Term Budget and Expenditure Report. FE **MOVED**. CL Seconded. **CARRIED**.

Board Members **AGREED** to move into **CLOSED SESSION**.

Board Members discussed the **GSA President's Citations**.

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

12 February 2020 GSA Board Meeting:

Main Agenda Items:

2020 Proposed Recipients of the GSA President's Citation; and meeting reports.

Motions and Agreements:

Board Members **AGREED** to move into **CLOSED SESSION**.

Board Members discussed the **GSA President's Citations**.

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

That the GSA Board APPROVE the awarding of GSA President’s Citations to the individuals noted in the attached list of 2020 proposed recipients. FE **MOVED**. CL Seconded. **CARRIED**.

Members **AGREED** that an ab-GPAC fee increase of \$0.50 per student could be implemented in 2020-2021 by utilizing the contingency line of the GSA operating budget and that ab-GPAC’s operational efficacy would be monitored over the next months, with the possibility that the free increase be built into the 2021-2022 operating budget.

19 February 2020 GSA Board Meeting:

Main Agenda Items:

Meeting reports.

Motions and Agreements: None at this time.

**GSA Budget and Finance Committee
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Fahed Elian
Date: 13 February 2020

Dear Council Colleagues,

On 29 January, the GSA BFC met to review and advise on the Annual Operating and Capital Three-Year Budget/Business Plan (2020-2023) and the Restricted and Other Funding Three-Year Budget/Business Plan (2020-2023) and to consider a motion to recommend to GSA Council the Annual Operating and Capital Budget (2020-2021) and the Restricted and Other Funding Budget (2020-2021). There is a great deal of positive news in this budget, which will be before GSA Council for consideration on Monday, and I thank members of the committee for their insightful feedback and discussion. My thanks as well to those of you who participated in the Budget 101 sessions in anticipation of this item coming before GSA Council.

Additionally, on 29 January, the GSA BFC the GSA's Winter Term Budget and Expenditure Report. The report will also be before you on Monday and I encourage you to read the associated cover letter and the financial statements themselves for additional information.

The GSA BFC met again on 10 February to review the GSA's investment portfolio with our investment manager from ATB. As you can see from the budget documents before you, our investments are both well-managed and performing well. At this meeting we also discussed the concept of ethical investing, an ongoing conversation among GSA BFC members over the past year; the dialogue on this issue will continue.

The next GSA BFC meeting next meet over the summer months as the GSA begins the process of its annual audit.

I am happy to answer any questions.

Sincerely,
Fahed Elian, President and Chair of the GSA BFC

**GSA Governance Committee (GSA GC)
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Fahed Elian
Date: 13 February 2020

Dear Council Colleagues,

The GSA GC reviewed and approved several recommended editorial changes to GSA Bylaw and Policy, via email, on 22 January 2020. As per the GSA GC's terms of reference, the GSA GC can "make any editorial changes (such as factual inaccuracies and other editorial issues) to the GSA governing documents as deemed necessary by the GSA GC" (GSA Bylaw and Policy, Section F: GSA Standing Committees, GSA Policy, GSA Standing Committees, Section F.POL.4.2.b).

These editorial changes, which standardized wording in several inter-related sections of GSA Bylaw and Policy in order to enhance clarity but not did involve substantive changes, were made to:

- Section E: Nominating, GSA Policy: GSA Standing Committees, GSA Nominating Committee, E.POL.5.1 and E.POL.5.1.a
- Section H: Performance, Conduct, Responsibilities, and Attendance, and the GSA Appeals and Complaints Board, GSA Policy: Responsibilities and Attendance of GSA Standing Committee, GSA Ad Hoc Committee, and GSA Subcommittee members, and Representatives on University Governing Bodies and Committees, H.POL.9.3
- Section I: Elections, GSA Policy: GSA Standing Committees, GSA Elections and Referenda Committee, I.POL.17.1

Additionally, via email on 22 January 2020, the GSA GC voted to recommend to GSA Council, for consideration, recommended changes to GSA Bylaw and Policy, Section D: GSA Officers, GSA Policy, GSA Officer Portfolios. These recommended changes will be before GSA Council on 24 February 2020. The GSA GC then considered another separate and minor change to GSA Bylaw and Policy, Section D: GSA Officers, GSA Bylaw, GSA Officer Portfolios and voted to recommend it to GSA Council, for consideration, via email on 7 February 2020. This recommend change to GSA Bylaw will come before GSA Council in March and April.

Sincerely,

Fahed Elian, President and Chair of the GSA GC

**GSA Vice-President Academic
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Dylan Ashley
Date: 21 February 2020

Hi Fellow Grads,

A lot has happened in the past month while I've been working diligently in my role as your VP Academic, but here are a few highlights to give you a snapshot of what I've been up to:

- Alongside Chantal and Fahed, I attended the Mandatory Non-Instructional Fee (MNIF) Oversight Committee. The University is planning to increase the total of the MNIFs by \$21.12 this year (a 2.67% increase). Since MNIFs have been frozen for the past few years, this increase is necessary for them to maintain the delivery of current services. The additional revenue will be distributed according to the needs of the service units receiving MNIFs. Additional information can be found in Chantal's report.
- Accompanied by the other DEOs and several members of the GSA's staff, I attended a full-day Indigenous Awareness Training Course at the Ben Calf Robe Society. It was a particularly enlightening experience to learn about the culture and traditions of the First Nations, Métis, and Inuit people. I would highly recommend it to anyone looking to broaden their understanding of Canada and its inhabitants.
- Alongside Chantal and Shanawaz, I attended an FGSR Value Alignment Planning session. This is an initiative being taken by the Faculty of Graduate Studies and Research (FGSR) to help them understand how they can better fulfill their mandate. The feeling around the room is that they're doing a decent job, but there's certainly room for them to do more on the supervisor-student relationship front. The omnipresence of the supervisor-student relationship issue on the numerous committees I sit on gives me great hope that the initiatives FGSR is taking to address it have the momentum to make it through the governance process.
- This month FGSR Council saw a first draft of an FGSR membership proposal. We have been aware of this for several months now and I'm incredibly happy to see it going forward. The addition of membership would allow FGSR to deal directly with particularly problematic supervisors by enabling them to put conditions on an individual supervisor's ability to supervise students. They're also planning on requiring new faculty to undergo training before they can supervise students. It is important to note that the vast majority of faculty will not be affected by these changes.
- Chantal, Shanawaz, and I were consulted by FGSR about a new podcast they're creating. This podcast will help inform students about strategies to confront specific issues common amongst graduate students (e.g., Imposter Syndrome). Chantal and I additionally had the privilege of recording a few sections for them earlier today.

As always if you have any questions or concerns feel free to email me at gsa.vpacademic@ualberta.ca.

Sincerely,

Dylan Ashley

Please find below a list of meetings I attended between 21 January 2020 and 24 February 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

22 January	Faculty of Graduate Studies and Research (FGSR) Council
23 January	General Faculties Council Student Conduct Policy Committee (GFC SCPC)
23 January	GSA General Faculties Council (GFC) Caucus
24 January	General Faculties Council (GFC)-Board of Governors (BoG)-Senate Summit
27 January	Joint Student University Oversight Committee on Mandatory Non-Instructional Fees (MNIFs)
27 January	General Faculties Council (GFC)
30 January	GSA Team Indigenous Awareness Training Course
30 January	Council on Student Affairs (COSA)
31 January	University Research Policy Committee (URPC)
31 January	GSA Coffee Break
3 February	Joint Student/University Oversight Committee on Mandatory Non-Instructional Fees (MNIFs)
4 February	Meeting with B Milne, Vice-Provost and Faculty of Graduate Studies and Research (FGSR) Dean
5 February	Faculty of Graduate Studies and Research Policy Review Committee (FGSR PRC)
7 February	Faculty of Graduate Studies and Research (FGSR) Student Podcast Advisory Group
7 February	GSA Winter Social Event
10 February	EASIA/MLCS Merger Town Hall
10 February	General Faculties Council Executive Committee (GFC EXEC)
12 February	General Faculties Council Nominating Committee (GFC NC)
18 February	Meeting with B Milne, Vice-Provost and Faculty of Graduate Studies and Research (FGSR) Dean
18 February	Faculty of Graduate Studies and Research (FGSR) Value Alignment Planning
18 February	GSA Faculty of Graduate Studies and Research (FGSR) Council Caucus
18 February	GSA Departmental Orientation: Mechanical Engineering
19 February	Quality Assurance Process -Student Leaders and the Dean of Students
19 February	Faculty of Graduate Studies and Research (FGSR) Council
20 February	GSA General Faculties Council (GFC) Caucus
20 February	Meeting with a Graduate Student
24 February	General Faculties Council (GFC)

**GSA Vice-President External
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Marc Waddingham
Date: 21 February 2020

Greetings to GSA Council,

This report is coming to you straight from Ottawa, where Fahed and I have been participating in the Canadian Alliance of Student Associations' SuperCon Advocacy Week event. We have had the opportunity to speak with numerous elected federal officials and stakeholder groups to further student advocacy efforts across Canada. We are very much looking forward to updating you all on what has been an intense but productive week, and certainly had the benefit of being in Ottawa during an interesting period in the Canadian political world.

The Michener Park file is moving along as well, with the Michener Park Transition Advisory Committee conducting their first touch-base meeting with the residents there. We had many conversations with concerned parents and students, and we helped to book them appointments with the Access Outreach social work team and informed them of resources immediately available through support units on campus including the Graduate Students' Association. We will be considering their input and opinions with great care as we consider our next steps in the transition process.

Looking back to provincial politics, I have already booked meetings with relevant elected officials in the province and will be attending Alberta's Speech from the Throne on February 25. While it will be interesting to see the event rollout in real time, I am more looking forward to the corresponding media event to ensure that graduate student voices are represented in the subsequent media write-ups of the event, especially as they relate to the post-secondary sector. I am also tentatively planning to meet with the Minister of Labour and Immigration to discuss our proposed changes to the Alberta Immigrant Nomination Program, but details are to be determined.

Look forward to seeing you all in Council,
Marc

Please find below a list of meetings I attended between 21 January 2020 and 24 February 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing. Please note that I was attending CASA Advocacy Week 17-21 February 2020.

21 January	Meeting with C Bell, Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Director
21 January	Alumni Council Careers Committee Meeting
23 January	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Communications Committee Meeting
24 January	General Faculties Council (GFC)-Board of Governors (BoG)-Senate Summit
28 January	Meeting with C Bell, Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Director
29 January	Alumni Council
30 January	GSA Team Indigenous Awareness Training Course
31 January	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Communications Committee Meeting
31 January	Alumni Council Student to Recent Grad Project Meeting

31 January	GSA Coffee Break
31 January	Students Not Silent Meeting
3 February	GSA Departmental Orientation: Medicine
4 February	Phone Meeting for Alberta Graduate Provincial Advocacy Council (ab-GPAC)
4 February	Meeting with C Bell, Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Director
5 February	Edmonton Students' Alliance (ESA) Quarterly Meeting
5 February	Michener Park Resource Fair
6 February	GSA Awards Selection Committee (GSA ASC)
6 February	Alberta Post-Secondary Education Student Advocacy Group
6 February	Residence Advisory Committee (RAC)
7 February	University Governance Briefing
7 February	Board Strategy Session
7 February	Meeting with Daniel Eggert, Board of Governors (BoG) Member
7 February	GSA Winter Social Event
8 February	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Officers Meeting
8 February	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Annual General Meeting
10 February	Students' Association of MacEwan University (SAMU) Building Grand Opening
11 February	Post-Secondary Education Task Force
11 February	Brainstorming Session with Public Interest Alberta (PIA)
11 February	Meeting with C Bell, Alberta Graduate Provincial Advocacy Council (ab-GPAC) Executive Director
12 February	Students Not Silent Working Group Meeting
13 February	Meeting with B Bruce, Information Services and Technology
14 February	Alberta Graduate Provincial Advocacy Council (ab-GPAC) Special Board Meeting
17-21 February	Canadian Alliance of Student Associations (CASA) Advocacy Week
24 February	Meeting with D Eggen, Member of the Legislative Assembly
24 February	Michener Park Transition Advisory Committee (MPTAC)

**GSA Awards Selection Committee (GSA ASC)
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Marc Waddingham
Date: 21 February 2020

Dear Council Colleagues,

The GSA ASC is “responsible for selecting the recipients of the GSA Council approved GSA Recognition Awards” (GSA Bylaw and Policy, Section O: GSA Recognition Awards, GSA Policy, GSA Standing Committees, GSA Awards Selection Committee, O.POL.5.1). Additionally, “the GSA ASC Chair will report the list of the recipients of the awards to GSA Council for information as soon as possible after the recipients are selected” (GSA Bylaw and Policy, Section O: GSA Recognition Awards, GSA Policy, GSA Standing Committees, GSA Awards Selection Committee, O.POL.5.5).

On 6 February 2020, the GSA ASC finalized the following names as recipients of the 2020 GSA Recognition Awards:

Non-Academic Staff Awards	Deanna Davis
Academic Staff Award	Damien Cormier
Graduate Student Supervisor Award	SSHRC – Sophie Yohani CIHR – Georg Schmölzer NSERC – Craig Chapman
Graduate Student Service Award	John Christy Johnson Peter Anto Johnson Helene Jørgensen Hailey Pineau
TDIMM Award	Kim Ho
Graduate Student Principal Instructor Award	Jin Mi Kwon Adriana Onita Lara Polak
Martha Piper Award	Zahra Abbasi Brett Carnio Sanaz Hatami
Graduate Student Teaching Assistant Award	Maria Dobbin Colleen Fortier Ryan Garrett Cole Gross Maria del Sagrario Rossano Tapia Ilaria Rubino Arianne Sawyer
Graduate Student Research Assistant Award	Chang Lu Serhii Naumets Kim Cuong Nguyen Elliott Young
Graduate Student Rising Star Award	Anissa Armet Mohsen Soltanpour Emilie Zentner
International Graduate Student Award	Nayyar Shahid
Graduate Student Group Award	Resource Economics and Environmental Sociology Graduate Students' Association

Congratulations to all the recipients! These awards will be presented at the annual GSA Awards Night, taking place on 20 March 2020.

I would also like to thank the members of the GSA ASC for their time and effort in adjudicating the applications we received this year.

Best,
Marc Waddingham, Vice-President External and Chair of the GSA ASC

**GSA Vice-President Labour
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Shanawaz Mohammad
Date: 21 February 2020

Dear Council Colleagues,

I hope everyone is doing well, below I have summarized the meetings I have attended.

Meeting with Associate Vice-President Phillip Stack, Risk Management Services

I have met with Phillip Stack and Rob Munro (Director, Environmental Health and Safety), to discuss the development of mandatory health and safety training for academically-employed graduate students and their supervisors, and have shared ideas and thoughts on training elements from the graduate student perspective to be included in the training model. This discussion will be presented at the upcoming Joint Work Health and Safety Committee, where I will be looking for updates on the process and timelines for the development of the training.

Collective Agreement and Future Negotiations

For the upcoming collective agreement negotiations (as reminder, the current agreement will expire in August), we are in the process of developing the GSA's opening position detailing our bargaining priorities. In early March, the GSA Labour Relations Committee (GSA LRC) is scheduled to discuss the composition of the GSA Negotiating Team and a proposed timeline for the negotiations. Updates on future collective agreement negotiations will be circulated to the academically-employed graduate students, and I will be hosting a town hall to hear from members of the bargaining unit as to what they would like to see in the opening position; the GSA LRC will use the feedback received to develop the opening position, which will then be voted on by academically-employed graduate students before it is submitted to the University and bargaining commences. I highly encourage academically-employed graduate students to attend the town hall and to watch their email for more information about the scheduling of the town hall.

As always, I kindly request that every Council member ensures that graduate students who are under the Graduate Student Assistantship Collective Agreement (CA) are aware of this agreement and communicate that I am happy to provide information sessions on the CA to their department. Moreover, if any graduate student comes to you regarding collective agreement issues, harassment, or safety and security issues, please have them email me, and I would be very happy to meet with them.

If you have any questions or concerns regarding the regarding the CA, please reach me at gsa.vplabour@ualberta.ca.

Best Regards,
Shanawaz Mohammad, Vice-President Labour

12.1

Please find below a list of meetings I attended between 21 January 2020 and 24 February 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing.

21 January	University of Alberta Safety and Security Committee
22 January	Faculty of Graduate Studies and Research (FGSR) Council
29 January	GSA Budget and Finance Committee (GSA BFC)
30 January	GSA Team Indigenous Awareness Training Course
31 January	GSA Coffee Break
3 February	Meeting re Future Academically-Employed Graduate Students Collective Agreement Negotiations
4 February	Meeting with Office of Safe Disclosure and Human Rights re Faculty of Graduate Studies and Research (FGSR) Training
6 February	GSA Awards Selection Committee (GSA ASC)
6 February	Meeting with a Graduate Student
7 February	Faculty of Graduate Studies and Research (FGSR) Student Podcast Advisory Group
7 February	GSA Winter Social Event
10 February	Meeting with a Graduate Student
10 February	GSA Budget and Finance Committee (GSA BFC)
11 February	University of Alberta Safety and Security Committee
12 February	Meeting with P Stack (Associate Vice-President, Risk Management Services) and R Munro (Director, Environmental Health and Safety) re Safety Training
18 February	Faculty of Graduate Studies and Research (FGSR) Value Alignment Planning
18 February	GSA Faculty of Graduate Studies and Research (FGSR) Council Caucus
19 February	Quality Assurance Process -Student Leaders and the Dean of Students
19 February	Joint Worksite Health and Safety Committee (JWSHSC) Meeting
20 February	Meeting with a Graduate Student

**GSA Vice-President Student Services
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Chantal Labonté
Date: 21 February 2020

Dear Council Colleagues,

As we find ourselves almost halfway through the Winter term, I hope that you are finding yourself staying warm, rested, and in good health at what can be a very busy and cold time for many of us. As you are likely aware, February also brings us to our annual general election. It is of great importance that graduate students continue to be well represented within the University and to government. As part of this process, it is key that our peers participate by voting in our election. Please encourage your friends, peers, and colleagues to cast their electronic ballots from February 25 to February 27, 2020.

I am pleased to provide you with highlights and updates on some of the areas and initiatives of focused over the past month. Please find a full list of the meetings I have attended attached to this report.

Mandatory Non-Instructional Fees

Graduate students pay Mandatory Non-Instructional Fees (MNIFs) to support a variety of student services, including academic support, athletic and recreation, and health and wellbeing services. As many of you are aware, these fees have been frozen since 2015. Prior to the fees being frozen, the GSA along with the Students' Union (SU) entered into an agreement with the University that the fees would be subject to Academic Prize Index (API) to account for inflationary costs of providing services year after year. Despite a freeze of several years and the University thus wanting to increase MNIFs by more than API, Fahed, Dylan and I, along with our SU colleagues, were successful at advocating that the University uphold the previous agreement. As such, an increase in the fee by the rate of API (2.67% or \$21.12) was recommended to the Board of Governors and is expected to be approved to begin September 2020.

Students Who Parent

I am pleased to share that the GSA has retrofitted one of the lounge spaces in Triffo Hall to be a parent friendly space. The space is available for anyone who wishes to use a private space for infant feeding and care. The GSA also has a fridge that can be used to store breastmilk. Anyone wishing to do so can ask for assistance at our front desk in Triffo Hall. The space will continue to be a multipurpose space but parents wishing to access a private space to care and/or feed an infant will be given priority – parents are also, of course, welcome to use any of the GSA's public lounge spaces as well.

Mental Health and Wellbeing

In January, in partnership with the Alumni Association and the Community Social Work Team, we launched a Graduate Collective Tea Time series. To date, the series, aimed at providing social support through a monthly space to safely discuss ongoing challenges and realities of graduate school with fellow graduate students in a supportive environment, has been a great success. Our February Tea Time was held on Friday February 21. The next Graduate Collective Tea Time will be held on March 20 on the topic of Maintaining Motivation in Grad School. More details and registration can be accessed [here](#). Please share this information with anyone who may benefit from attending.

FGSR Graduate Podcast

FGSR has begun a new podcast project aimed at demystifying graduate school. I and my fellow DEOs have been providing initial advising on the project and have begun to lend our voices to support the project. Each episode aims to weave together graduate student stories with resources and strategies from local experts, such as FGSR's satellite psychologist, on topics commonly experienced by graduate students (i.e., burnout, imposter syndrome). The FGSR

team is looking for other graduate students to share personal anecdotes and experiences on the podcast series. Any interested students can reach out directly to me and I will facilitate necessary introductions.

I welcome any questions or concerns regarding this report. Please do not hesitate to share your suggestions and comment regarding any student service-related issue you or anyone from your department may be experiencing.

Thank you,

Chantal Labonté
VP Student Services

GSA VP Student Services' Meetings Attended (Chantal)

Please find below a list of meetings I attended between 21 January 2020 and 24 February 2020 (not inclusive of weekly GSA Board meetings). The meetings were accurate at the time of printing. Please note that I was away 22-24 January 2020.

27 January	Meeting re MyViva
27 January	Joint Student University Oversight Committee on Mandatory Non-Instructional Fees (MNIFs)
27 January	Meeting with G Kulczycki, Vice-President (Finance and Administration)
28 January	Edmonton Regional Post-Secondary Mental Health Committee Campus/Community Transitions Meeting
28 January	Meeting with Studentcare
29 January	Faculty of Graduate Studies and Research (FGSR) Mentorship Academy Session
30 January	GSA Team Indigenous Awareness Training Course
31 January	GSA Coffee Break
3 February	Joint Student/University Committee on Mandatory Non-Instructional Fees (MNIFs)
3 February	PAW Strategic Operating Committee
4 February	FGSR Training Meeting
6 February	Leadership Network Meeting
7 February	Faculty of Graduate Studies and Research (FGSR) Student Podcast Advisory Group
7 February	GSA Winter Social Event
10 February	Research Data Management (RDM) Institutional Group Meeting
11 February	E-Scooters on Campus Meeting
13 February	Campus Food Bank Board Meeting
14 February	Equity, Diversity, and Inclusion (EDI) Awards Selection
18 February	Faculty of Graduate Studies and Research (FGSR) Value Alignment Planning
18 February	Brand Platform Advisory Committee Meeting
19 February	Quality Assurance Process -Student Leaders and the Dean of Students
20 February	U-Pass Administrative Committee
20 February	Faculty of Graduate Studies and Research (FGSR) Podcast Recording
20 February	Meeting with D Loranger, TD Insurance Meloche Monnex
21 February	Unitea Collective Tea Time

**GSA Chief Returning Officer
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Amritha Prasad
Date: 21 February 2020

Hello everyone,

Voting in the 2020 GSA General Election will begin on Tuesday, 25 February at 10:00 AM and will close on Thursday, 27 February at 10:00 AM.

Alongside the Chair of the GSA Elections and Referenda Committee, my main message to you is:

I urge you to encourage all graduate students to vote in the 2020 GSA General Election! You can learn more about the Election by visiting:

<https://www.ualberta.ca/graduate-students-association/governance/elections-and-referenda>

If you have questions in regard to anything related to the voting process, please don't hesitate to contact me via email at gsacroff@ualberta.ca, and I will be glad to help.

Best,

Amritha Prasad, GSA Chief Returning Officer

**GSA Nominating Committee
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Radim Barta
Date: 21 February 2020

Dear Council Colleagues,

The report from the 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,

Radim Barta, Chair of the GSA NoC

Memorandum to GSA Councillors

As GSA Council members have been informed on several occasions, there are a number of vacancies on GSA Standing Committees for GSA Councillors (Departmental Councillors and Councillors-at-Large). These positions play a pivotal role in the GSA's ongoing efforts to keep its processes transparent and itself accountable, since GSA Councillors on these committees help maintain clear and consistent connection between GSA Council and GSA Standing Committees. Long-term vacancies, such as the ones currently existing on the GSA Elections and Referenda Committee (GSA ERC), the GSA Appeals and Complaints Board (GSA ACB), adversely impact these efforts.

It is important to note that the time commitment for each of these committees varies greatly. While the GSA ERC meets regularly throughout the year (with a busy period during October and March), the GSA ACB only meets in the case of a complaint made against a GSA Officer or an appeal made of a Chief Returning Officer's decision in the GSA General Election.

New members are provided with as much training as they require in addition to the ongoing support provided by GSA management and staff to the GSA Standing Committees and their members. These commitments are also a great opportunity to add to your CV/resume.

On behalf of the GSA NoC, GSA NoC Chair Radim Barta strongly encourages GSA Councillors to consider the next round of vacancies, which will be circulated to GSA Council via email on 28 February 2020. Questions can be directed to GSA NoC Chair Radim Barta at radim@ualberta.ca or GSA Elections Coordinator Monica Brzak at gsanomco@ualberta.ca.

GSA Standing Committees

1) 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 on 7 February 2020 and 13 February 2020 with a nomination deadline of 19 February 2020. One (1) nomination was received, Omanth Ekambaram. There will be a paper ballot vote. **See Item 8 – Nominee for GSA BFC.**

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

Information regarding the positions for one (1) GSA Councillor was circulated via email to GSA Council on 7 February 2020 and 13 February 2020 with a nomination deadline of 18 February 2020. No nominations were received; this vacancy will be advertised again.

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

Information regarding the positions for three (3) GSA members was circulated via the GSA newsletters of 7 February 2020 and 13 February 2020 with a nomination deadline of 18 February 2020. Three (3) nominations were received, Danielle Littlefair, Mariam Mohamed, and Nadia Daniel. The nominees were then interviewed by GSA members Wojciech Pietrasik, Daman Singh, Shahed Taghian Dehaghani, and Kenzie Gordon 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 interviews. During the interviews, 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 a paper ballot vote. **See Item 8 – Nominees for GSA ACB.**

Current Vacancies

1) 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 on 20 December 2019 and 9 January 2020 with a nomination deadline of 15 January 2020. No nominations were received; this vacancy will be advertised again.

2) Faculty of Arts Health and Safety Committee (One (1) Faculty of Arts Graduate Student Position)

Information regarding the position for one (1) Faculty of Arts graduate student was circulated via email on 4 February 2020 and 12 February 2020 with a nomination deadline of 19 February 2020. No nominations were received; this vacancy will be advertised again.

3) Community Connections Awards Committee (One (1) Graduate Student Position)

Information regarding the position for one (1) graduate student was circulated via the GSA newsletters of 2 February 2020 and 13 February 2020 with a nomination deadline of 19 February 2020. No nominations were received; this vacancy will be advertised again.

Addendum - Meeting of GSA NoC

On 22 January 2020 members of the GSA NoC met to review additional proposed changes to GSA Bylaw and Policy, Section D: GSA Officer Portfolios with respect to the election of Council-Elected Officers (these proposed changes will come forward to GSA Council in March and April), as well as to welcome new GSA NoC member, Shahed Taghian Dehaghani.

**GSA Elections and Referenda Committee (GSA ERC)
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Jennifer Bertrand
Date: 21 February 2020

Dear Council Colleagues,

The GSA ERC met on 23 January 2020 to finish the planning of the 2020 GSA General Elections and has since then been very active with the 2020 GSA General Election. The campaign period started on 12 February 2020 and is ongoing. Throughout the campaigning and voting periods, and as per GSA Bylaw and Policy, Section I.POL.19.1, “the GSA ERC will advise the CRO on all matters pertaining to elections, referenda, and by-elections.” Voting in the 2020 GSA General Election will begin on Tuesday, 25 February at 10:00 AM and will close on Thursday, 27 February at 10:00 AM.

As the GSA CRO reported, my main message is this:

I urge you to encourage all graduate students to vote in the 2020 GSA General Election! You can learn more about the election by visiting:

<https://www.ualberta.ca/graduate-students-association/governance/elections-and-referenda>

Sincerely,
Jennifer Bertrand, Chair of the GSA ERC

**GSA Executive Director
Report to GSA Council for the 24 February 2020 Meeting**

To: GSA Council
From: Courtney Thomas
Date: 21 February 2020

Dear GSA Council Members,

Below are a few highlights of the GSA office team's work since my last report to you in January:

2020-2021 GSA Budget – The 2020-2021 GSA operating budget and associated three-year budget projections is before you and I am very pleased to note that the GSA remains in excellent financial shape and next year's proposed budget reflects this. My thanks to Shirley Ball, Dorte Sheikh, and the members of the GSA Budget and Finance Committee for this work on this budget.

GSA Events – The GSA's winter social event took place on 7 February and was a very nice event. Alongside planning for GSA Awards Night on 20 March, we are currently exploring alternate event spaces for our social events as they continue to grow. We also continue to host our monthly graduate student coffee breaks in Triffo Hall – if you haven't yet had a chance to attend one, please come (sometimes FGSR brings in adorable therapy dogs for the events).

2020 GSA General Election – the office has been providing support to the Chief Returning Officer (CRO) and the GSA Elections and Referenda Committee (GSA ERC) as they oversee the 2020 GSA General Election. I would like to echo the CRO and the Chair of the GSA ERC in encouraging you all to, in turn, encourage your colleagues and friends to vote!

As always, the detailed weekly reports from the management team to the GSA Board are attached for your review and I am happy to answer any questions at the upcoming meeting.

Best,
Courtney Thomas, Executive Director

Management Report to the GSA Board, 22 January 2020

Management has been engaged with the following issues since the last GSA Board meeting on 15 January 2020:

Strategic

- Human resources work.
- Preparing for an upcoming meeting of the GSA Budget and Finance Committee to review the proposed operating budget and review of the newest GSA term financial report.
- Support for the GSA Elections and Referenda Committee as they plan the 2020 GSA General Election.
- Drafting GSA reports for various external bodies.
- Forward planning of collective bargaining processes.
- Continued roll out of the GSA's engagement/marketing videos – please share these on your social media networks so we can get as wide a circulation as possible.
- Reviewing meeting materials associated with various governance bodies.
- Work associated with the Collective Agreement, including supporting negotiations processes (discussion of next steps concerning the next round of collective bargaining (assessing the benefits of utilizing a professional negotiator) and education concerning the terms of the new Collective Agreement following the recent ratification vote (planning an information session) and contacting a consultant concerning best practices with respect to strike fund establishment, maintenance, growth, and utilization.

Grants and Office Operations

- Action associated with the GSA Council meeting.
- Planning the winter social event and upcoming GSA coffee breaks.
- Receipt of applications for GSA Recognition Awards and support for the adjudication process.
- Discussing lounge space refurbishments with FGSR.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (vacancies on the GSA Elections and Referenda Committee (1 GSA Councillor), the GSA Budget and Finance Committee (1 GSA Councillor), the GSA Appeals and Complaints Board (1 GSA Councillor and 3 GSA members), and Community Connections Awards Adjudication Committee (1 GSA member).
- Facebook = 1416 likes (up 11 from 15 January) and 1502 followers (up 14 from 15 January); Facebook posts reached 624 users last week and our “post engagement” count was 136. Twitter = 1001 followers (up 7 from 15 January); our tweets earned 2,200 “impressions” over the past week.
- GSA Academic Travel Grants = new funding period started 1 January; GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 January. New granting periods open 1 April 2020.

Management Report to the GSA Board, 29 January 2020

Management has been engaged with the following issues since the last GSA Board meeting on 22 January 2020:

Strategic

- Human resources work.
- Finalizing the proposed operating budget and most recent GSA term financial report following a meeting of the GSA Budget and Finance Committee.
- Preparing proposals for minor amendments to GSA Bylaw and Policy.
- Support for the GSA Elections and Referenda Committee as they plan the 2020 GSA General Election and preparing for the opening on the nominations period.
- Providing training in procedural fairness to members of the GSA Appeals and Complaints Board.
- Continued roll out of the GSA's engagement/marketing videos – please share these on your social media networks so we can get as wide a circulation as possible.
- Reviewing meeting materials associated with various governance bodies.
- Work associated with the Collective Agreement, including supporting negotiations processes (discussion of next steps concerning the next round of collective bargaining and assessing the benefits of utilizing a professional negotiator) and education concerning the terms of the new Collective Agreement following the recent ratification vote (planning an information session) and contacting a consultant concerning best practices with respect to strike fund establishment, maintenance, growth, and utilization.

Grants and Office Operations

- Planning the winter social event and upcoming GSA coffee breaks.
- Support for the adjudication process of the GSA Recognition Awards.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (vacancies on the GSA Elections and Referenda Committee (1 GSA Councillor), the GSA Budget and Finance Committee (1 GSA Councillor), the GSA Appeals and Complaints Board (1 GSA Councillor and 3 GSA members), and Community Connections Awards Adjudication Committee (1 GSA member).
- Facebook = 1421 likes (up 5 from 22 January) and 1508 followers (up 6 from 22 January); Facebook posts reached 1,039 users last week and our “post engagement” count was 228. Twitter = 1002 followers (up 1 from 22 January); our tweets earned 844 “impressions” over the past week.
- GSA Academic Travel Grants = new funding period started 1 January; GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 January. New granting periods open 1 April 2020.

Management Report to the GSA Board, 5 February 2020

Management has been engaged with the following issues since the last GSA Board meeting on 29 January 2020:

Strategic

- Human resources work.
- Forward planning for transition in April-May 2020.
- Preparing for the first mailing of GSA Council.
- Preparing proposals for minor amendments to GSA Bylaw and Policy.
- Support for the GSA Elections and Referenda Committee as they plan the 2020 GSA General Election and supporting the opening of the nomination period.
- Drafting GSA reports to various University governance bodies.
- Reviewing meeting materials associated with various governance bodies.
- Work associated with the Collective Agreement, including supporting negotiations processes (discussion of next steps concerning the next round of collective bargaining and discussing timelines with the University and assessing the benefits of utilizing a professional negotiator) and education concerning the terms of the new Collective Agreement following the recent ratification vote (planning an information session) and contacting a consultant concerning best practices with respect to strike fund establishment, maintenance, growth, and utilization (awaiting a response).

Grants and Office Operations

- Planning the winter social event and GSA Awards Night.
- Support for the adjudication process of the GSA Recognition Awards.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (vacancies on the GSA Elections and Referenda Committee (1 GSA Councillor), the GSA Budget and Finance Committee (1 GSA Councillor – 1 nomination received), the GSA Appeals and Complaints Board (1 GSA Councillor and 3 GSA members), and Community Connections Awards Adjudication Committee (1 GSA member).
- Facebook = 1,428 likes (up 7 from 29 January) and 1,512 followers (up 4 from 29 January); Facebook posts reached 483 users last week and our “post engagement” count was 86. Twitter = 1,002 followers (up 0 from 29 January); our tweets earned 1,300 “impressions” over the past week.
- GSA Academic Travel Grants = new funding period started 1 January; GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 January. New granting periods open 1 April 2020.
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Management Report to the GSA Board, 12 February 2020

Management has been engaged with the following issues since the last GSA Board meeting on 5 February 2020:

Strategic

- Human resources work.
- Forward planning for transition in April-May 2020.
- Preparing for the first mailing of GSA Council.
- Providing support for a meeting of the GSA Budget and Finance Committee.
- Preparing proposals for minor amendments to GSA Board Policy.
- Support for the GSA Elections and Referenda Committee as they plan the 2020 GSA General Election and supporting the receipt of nominations, the closing of the nomination period, and the All-Candidates Meeting (as well as planning for the General Election Forum).
- Drafting GSA reports to various University governance bodies.
- Reviewing meeting materials associated with various governance bodies.
- Work associated with the Collective Agreement, including supporting negotiations processes (discussion of next steps concerning the next round of collective bargaining and assessing the benefits of utilizing a professional negotiator) and education concerning the terms of the new Collective Agreement following the recent ratification vote (planning an information session), contacting a consultant concerning best practices with respect to strike fund establishment, maintenance, growth, and utilization (awaiting a response), and preparing for an upcoming meeting of the GSA Labour Relations Committee.

Grants and Office Operations

- Winter social event and planning for GSA Awards Night.
- Finalizing the adjudication process of the GSA Recognition Awards.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (vacancies on the GSA Elections and Referenda Committee (1 GSA Councillor), the GSA Budget and Finance Committee (1 GSA Councillor – 1 nomination received), and the GSA Appeals and Complaints Board (1 GSA Councillor and 3 GSA members – 1 nomination from a GSA member received).
- Facebook = 1,424 likes (down 4 from 5 February) and 1,511 followers (down 1 from 5 February); Facebook posts reached 444 users last week and our “post engagement” count was 31. Twitter = 1,003 followers (up 1 from 5 February); our tweets earned 1,100 “impressions” over the past week.
- GSA Academic Travel Grants = new funding period started 1 January; GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 January. New granting periods open 1 April 2020.

Management Report to the GSA Board, 19 February 2020

Management has been engaged with the following issues since the last GSA Board meeting on 12 February 2020:

Strategic

- Forward planning for transition in April-May 2020.
- Preparing for the second mailing of GSA Council and hosting GSA budget 101 sessions.
- Training of new members of the GSA Appeals and Complaints Board and the GSA Labour Relations Committee.
- Preparing for an upcoming meeting of the GSA Labour Relations Committee.
- Ongoing discussions with the University concerning the negotiating process for the GSAP and GSSF.
- Support for the GSA Elections and Referenda Committee and the Chief Returning Officer as they administer the 2020 GSA General Election, including supporting the All-Candidates Meeting and the General Election Forum.
- Drafting GSA reports to various University governance bodies.
- Reviewing meeting materials associated with various governance bodies.
- Work associated with the Collective Agreement, including supporting negotiations processes (discussion of next steps concerning the next round of collective bargaining and securing representation from the GSA's legal firm as a professional negotiator) and contacting a consultant concerning best practices with respect to strike fund establishment, maintenance, growth, and utilization (awaiting a response).

Grants and Office Operations

- Planning for GSA Awards Night and notifying award recipients.
- Supporting the work of the GSA Elections and Referenda Committee and the GSA Nominating Committee (vacancies on the GSA Elections and Referenda Committee (1 GSA Councillor), the GSA Budget and Finance Committee (1 GSA Councillor – 1 nomination received), and the GSA Appeals and Complaints Board (1 GSA Councillor and 3 GSA members – 3 nominations from GSA members received).
- Facebook = 1,425 likes (up 1 from 12 February) and 1,512 followers (up 1 from 12 February); Facebook posts reached 369 users last week and our “post engagement” count was 32. Twitter = 1,008 followers (up 5 from 12 February); our tweets earned 1,100 “impressions” over the past week.
- GSA Academic Travel Grants = new funding period started 1 January; GSA Child Care Grants = new funding period started 1 January; GSA Emergency Bursaries = no funding periods for GSA EBs; GSA Graduate Student Group Grants = new funding period started 1 January. New granting periods open 1 April 2020.